



**MUNICIPAL DISTRICT OF GREENVIEW NO. 16
REGULAR COUNCIL
MEETING AGENDA**

Tuesday, July 22, 2025, 9:00 a.m.
Greenview Administration Building
Valleyview, AB

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1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
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6. BYLAWS	
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9. CLOSED SESSION	

- 9.1 Award Tender - Grovedale Lagoon Desludging
- 9.2 Award Tender - Little Smoky Lagoon Desludging
- 9.3 Award Tender - Ridgevalley Lagoon Expansion
- 9.4 OPEN SESSION

10. MEMBERS REPORTS/EXPENSE CLAIMS

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- 10.1 Ward 1
- 10.2 Ward 2
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- 10.4 Ward 4
- 10.5 Ward 5
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11. ADJOURNMENT



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

REGULAR COUNCIL MEETING

MINUTES

July 8, 2025, 9:00 a.m.
Greenview Administration Building
Valleyview, AB

Present:

Ward 9, Reeve Tyler Olsen
Ward 8, Deputy Reeve Bill Smith
Ward 1, Councillor Winston Delorme
Ward 2, Councillor Ryan Ratzlaff
Ward 3, Councillor Sally Rosson
Ward 4, Councillor Dave Berry
Ward 5, Councillor Dale Smith
Ward 6, Councillor Tom Burton
Ward 7, Councillor Jennifer Scott
Ward 8, Councillor Christine Schlieff
Ward 9, Councillor Marko Hackenberg

Staff:

Chief Administrative Officer, Stacey Wabick
Director, Infrastructure and Engineering Roger Autio
Director, Community Services Michelle Honeyman
Director, Corporate Services Ed Kaemingh
Manager, Communications and Marketing Stacey Sevilla
Manager, Legislative and Administrative Services Sarah Sebo
Recording Secretary, Wendy Unger

1. CALL TO ORDER

Deputy Reeve Smith called the meeting to order at 9:00 a.m.

2. ADOPTION OF AGENDA

MOTION: 25.327

Moved by: Councillor Dale Smith

That Council adopt the Agenda of the July 8, 2025 Regular Council Meeting as amended.

- **Addition of the Ag. Disaster Declaration (7.7)**
- **Move manager reports to 7.8**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

CARRIED (11 to 0)

3. MINUTES

MOTION: 25.328

Moved by: Councillor Jennifer Scott

That Council adopt the minutes of the June 24, 2025 Regular Council Meeting as amended.

Changes to the public hearing:

- **spelling of Nichol**
- **addition of Gallivan**

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

CARRIED (11 to 0)

3.1 BUSINESS ARISING FROM MINUTES

9. CLOSED SESSION

Recess at 11:57 a.m.

Reconvene at 12:40 p.m.

Councillor Delorme exit at 11:58 a.m.

MOTION: 25.329

Moved by: Councillor Tom Burton

That the meeting go to Closed Session, at 9:04 a.m. pursuant to Section 197 of the Municipal Government Act and amendments thereto, and Division 2 of Part 1 of the Access to Information Act and amendments thereto.

For (11): Reeve Tyler Olsen, Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

CARRIED (11 to 0)

9.1 Disclosure Harmful to Business Interests of a Third Party

MOTION: 25.330

Moved by: Councillor Tom Burton

That Council return to Open Session at 10:04 a.m.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

6. BYLAWS

Reeve Olsen exit the meeting at 10:06 a.m.

Deputy Reeve Bill Smith recessed the meeting at 10:05 a.m.

Deputy Reeve Bill Smith reconvened the meeting at 10:15 a.m.

6.1 Bylaw No. 25-1000 Greenview Land Use Bylaw

MOTION: 25.331

Moved by: Councillor Sally Rosson

That Council give third reading to Bylaw 25-1000 Land Use Bylaw, as presented.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

Deputy Reeve Bill Smtih recessed the meeting at 11:57 a.m.

Deputy Reeve Bill Smith reconvened the meeting at 12:40 p.m.

7. BUSINESS

7.1 Amending FOIP Act References in Policy

MOTION: 25.332

Moved by: Councillor Jennifer Scott

That Council direct Administration to amend all references of the Freedom of Information and Protection of Privacy Act to the Access to Information Act or Protection of Privacy Act, throughout all Greenview policies, to reflect updated legislation.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

7.2 Police Funding Model Review

MOTION: 25.333

Moved by: Councillor Tom Burton

That Council direct Administration to prepare and submit a letter to the Rural Municipalities of Alberta (RMA) expressing Greenview's support for the recommendations outlined in the Police Funding Model Member Guide, and

further, that the letter be copied to the Minister of Public Safety and Emergency Services, Greenview MLAs, and municipalities with RMA membership.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

7.3 Sponsorship Request – Wapiti Shooters Club

MOTION: 25.334

Moved by: Councillor Sally Rosson

That Council approve sponsorship in the amount of \$1,000.00 to the Wapiti Shooters Club in hosting the “2025 International Clay Target Shooting Federation (ICTSF) World English Sporting Clays Championship”, in the County of Grande Prairie, Alberta on August 12 – 17th, with funds to come from the 2025 Community Services Sponsorships & Donations budget.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

7.4 In-Kind Donation Request – Valleyview & District Gun Club

MOTION: 25.335

Moved by: Councillor Ryan Ratzlaff

That Council approve the in-kind donation request of 220 cubic meters of gravel, estimated at approximately \$13,000.00, to the Valleyview & District Gun Club, with funds to come from the 2025 Community Services Sponsorships and Donations budget.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

7.5 Grant Request- Mountain Métis Community Association

MOTION: 25.336

Moved by: Councillor Winston Delorme

That Council take no action on the capital grant request from the Mountain Métis Community Association.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

7.6 Letter of Support – Grande Prairie Regional Hospital Foundation

MOTION: 25.337

Moved by: Councillor Christine Schlieff

That Council provide a letter of support for the Grande Prairie Regional Hospital Foundation for the Community Facility Enhancement Program (CFEP) Large Stream Grant application for the Ken Sargent House Project located in Grande Prairie, Alberta.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

7.7 2025 Declaration of Agricultural Disaster Assessment

MOTION: 25.338

Moved by: Councillor Dale Smith

That Council formally declare an Agricultural Disaster for the Livestock Industry within Greenview for the 2025 year and direct administration to draft a letter for communication of the declaration to the following stakeholders; Minister of Agriculture and Irrigation, Minister of Mental Health and Addictions, Greenview Members of the Legislative Assembly, Greenview Members of Parliament, Provincial Agricultural Service Board Committee, Agriculture Financial Services Corporation (AFSC), Rural Municipalities of Alberta (RMA), Association of Alberta Agricultural Fieldman (AAAF).

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

7.8 MANAGERS REPORTS

MOTION: 25.339

Moved by: Councillor Tom Burton

That Council accept the Managers Reports for information as presented.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

MOTION: 25.340

Moved by: Councillor Dale Smith

That the meeting go to Closed Session, at 12:40 p.m. pursuant to Section 197 of the Municipal Government Act and amendments thereto, and Division 2 of Part 1 of the Access to Information Act and amendments thereto

For (9): Deputy Reeve Bill Smith, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Christine Schlieff, and Councillor Marko Hackenberg

Absent (2): Reeve Tyler Olsen, and Councillor Winston Delorme

CARRIED (9 to 0)

MOTION: 25.341

Moved by: Councillor Christine Schlieff

That Council return to Open Session at 1:25 p.m.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

MOTION: 25.342

Moved by: Councillor Dale Smith

That Council direct Administration to amend the purchase and sale agreement with O’Leary Ventures to include up to 1926-acre parcel of Greenview Industrial Gateway lands (10-67-5W6 Plan 2221786 block 1 lot 1) currently owned by the MD of Greenview.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

9.2 Confidential Evaluations

9.3 2025 Greenview Farm Family Award Nomination -Council Deliberations

MOTION: 25.343

Moved by: Councillor Ryan Ratzlaff

That Council award the 2025 Greenview Farm Family Award to Wolfe Farms (Tony Wolfe & Family), as recommended by the Agricultural Service Board.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

9.4 GRM – Walking Track Unisex Washroom

MOTION: 25.344

Moved by: Councillor Sally Rosson

That Council direct Administration to include the installation of an additional bathroom to be located off of the Greenview Regional Multiplex walking track to come to 2026 budget deliberations.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

9.5 Award Tender – Tower Park Estates Local Improvement

MOTION: 25.345

Moved by: Councillor Marko Hackenberg

That Council increase the budget for PD24003 Tower Park Estates Local Improvements by \$658,012.36.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

MOTION: 25.346

Moved by: Councillor Dale Smith

That Council award construction of the Tower Park Estates local improvements and Hamlet Curb and Gutter to Wapiti Gravel Suppliers, in the amount of \$4,850,753.83 (plus GST) with funds to come from the 2025 Approved Capital Budgets, Project PD24003 and PV25003.

For (10): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, Councillor Marko Hackenberg, Councillor Dave Berry, and Councillor Christine Schlieff

Absent (1): Reeve Tyler Olsen

CARRIED (10 to 0)

10. MEMBERS REPORTS/EXPENSE CLAIMS

MOTION: 25.347

Moved by: Councillor Tom Burton

That Council accept members reports as presented.

For (9): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, and Councillor Christine Schlieff

Absent (2): Reeve Tyler Olsen, and Councillor Marko Hackenberg

CARRIED (9 to 0)

10.1 Ward 1

- June 24, 2025, Regular Council Meeting
- Valleyview ratepayer BBQ
- Grande Cache Grad Speech
- West Yellowhead Regional Waste Management Commission

10.2 Ward 2

- June 24, 2025, Regular Council Meeting
- Valleyview Ratepayer BBQ
- Little Smoky Cemetery Committee meeting
- Pre Election Candidate Workshop

10.3 Ward 3

- June 24, 2025, Regular Council Meeting
- Valleyview Ratepayers BBQ
- Pre Election Candidate workshop
- GRM Advisory Meeting

Councillor Hackenberg exit the meeting 1:39 pm

10.4 Ward 4

- June 24, 2025, Regular Council Meeting
- Valleyview Ratepayers BBQ
- Ag. Services Board Meeting

10.5 Ward 5

- June 24, 2025, Regular Council Meeting
- Valleyview Ratepayers BBQ
- Heart River Housing Meeting

10.6 Ward 6

- June 24, 2025, Regular Council Meeting
- Valleyview Ratepayers BBQ
- Pre Election Candidate Workshop
- Grande Spirit Foundation 65th Anniversary
- 80th Anniversary of the Liberation of the Netherlands

10.7 Ward 7

- June 24, 2025, Regular Council Meeting
- Valleyview Ratepayers BBQ
- Pre Election Candidate Workshop

- GRM Advisory Board Meeting

10.8 Ward 8

Councillor Schlieff

- June 24, 2025, Regular Council Meeting
- Valleyview Ratepayers BBQ
- Pre Election Candidates Workshop
- PACE

BS

- June 24, 2025, Regular Council Meeting
- Ag Service Board

11. ADJOURNMENT

MOTION: 25.348

Moved by: Councillor Ryan Ratzlaff

That Council adjourn this Regular Council Meeting at 2:03 p.m.

For (9): Deputy Reeve Bill Smith, Councillor Winston Delorme, Councillor Ryan Ratzlaff, Councillor Sally Rosson, Councillor Dave Berry, Councillor Dale Smith, Councillor Tom Burton, Councillor Jennifer Scott, and Councillor Christine Schlieff

Absent (2): Reeve Tyler Olsen, and Councillor Marko Hackenberg

CARRIED (9 to 0)

Chief Administrative Officer

Chair



REQUEST FOR DECISION

SUBJECT:	Bylaw 25-992 Grovedale Area Structure Plan Amendment		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER: RD
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: HA
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, RSA 2000, c M-26 Section 633, 637, 638

Council Bylaw/Policy (cite) – Municipal Development Plan Bylaw 15-742; Grovedale Area Structure Plan Bylaw 17-785; Minor Area Structure Plan Policy 6001, Road Access Approaches Policy 4010

RECOMMENDED ACTION:

MOTION: That Council give third reading to Bylaw 25-992 Grovedale Area Structure Plan Amendment, as presented.

BACKGROUND/PROPOSAL:

The Grovedale Area Structure Plan Bylaw 17-785 (GASP) was primarily written in early 2017 and adopted in 2018. The GASP is a Major Area Structure Plan, which applies overarching development policy for growth on about 46,394 hectares (114,642.07 acres) of land south of the Wapiti River. The GASP sets out a 50-year horizon for growth focused primarily into a centralized area of under 3000 hectares (7413 acres). It identifies ambitious expectations for green infrastructure, a Main Street concept and dense urban center, with the existing rural areas being insulated from this new core and policies preventing further development or fragmentation of land. However, over the 8 years since the GASP was adopted, several policies have not aged well and were found to be more restrictive than intended, requiring developers to address planning goals and infrastructure design which are inconsistent with current policy.

Policy Concerns

Several matters of policy do not appear to be reflective of Greenview's approach to management of assets or our Development Guidelines & Municipal Servicing Standards. A brief description of these policies include:

1. "Going Green" Guiding Principles: Although this section has many important goals, some policies seem either outside of Greenview's control (Safety Codes) or set up future expectations which may not be feasible. This section required all new developments to have green roofs or renovations, electric car charging points and elements of solar, wind or geothermal energy generation. Although these may be functional or laudable in many areas, the ability to require these in all new projects is not under Greenview' purview, as we are not a safety code authority. This section has been changed to allow for support of these proposals if put forward by a proponent but not have them as requirements under policy.
2. Areas within the centralized living area west of Highway 666 (current), being several quarter sections of River Valley Residential, Small Scale Agricultural and Agricultural Lands, have all the restrictions placed within the higher density development. They do not, however, have (current or planned) access to the water, sewer or

enhanced streetscape /parks and trails of that area. Given that the most intensive development costs would be located east of the highway, it may be more reasonable to adjust the centralized living area not to include these lands and all the policies of the major ASP to dictate their development less rigidly.

3. Small Scale Agriculture being included in the Centralized Living Area has had a negative impact on its potential to create additional acreages; this area should be allowed to move forward with more simple planning options such as a Concept Plan.

Implementation Concerns

1. Section 8.1 Implications: This section states, *“Rezoning shall only be considered for areas with an approved Minor Area Structure Plan or Concept Plan.”* This is highly restrictive, far exceeding the rigour of the Municipal Development Plan and Policy 6001 even though future land use planning is widely done. This section now identifies in more detail where and why additional Minor Area Structure Plan and Concept Plans should be required. This will resolve a majority of direct complaints received on this ASP by Administration.
2. Section 8.2 Further Studies & Works: This section sets too high a bar for Greenview to accomplish before we allow future development. Several of the required studies add minimal benefit and have been identified for potential removal. Those which are proposed to remain and those which are proposed to be removed are detailed below or crossed out in red under this section:
 - a. Prepare a Master Transportation Plan;
 - b. Prepare Master Water and Wastewater Servicing Plans;
 - c. Prepare a Master Stormwater Management Plan;
 - ~~d. Prepare a commercial/market needs assessment in order to assess the quantity, composition and form of future commercial development required to service the plan area as a whole;~~
 - ~~e. Investigate the feasibility of utilizing recycled water or grey water to recharge aquifers or as a source of irrigation or process water in lieu of potable water for multi-family residential developments, recreational facilities, parks & open spaces, commercial developments and industrial developments;~~
 - f. Prepare a master plan identifying areas of natural and environmental significance;
 - ~~g. Reclaim the former sewage lagoon;~~
 - ~~h. Prepare detailed urban design guidelines reflective of a “small town” or “village” theme for all forms of development within the Centralized Living Area, in order to ensure, at a minimum, consistency in landscaping and building facades to a standard acceptable to Greenview;~~
 - i. Prepare an Open Space Master Plan and a Trails Master Plan;
 - ~~j. Prepare a Concept Plan for the Main Street and confirm its alignment;~~
 - ~~k. Establish a levy bylaw in order to fund municipal infrastructure improvement;~~
 - ~~l. Prepare a waste management plan for the plan area and investigate the feasibility and associated timing of implementing curbside waste collection for the area designated as Centralized Living consisting of the separate collection of garbage, recycling and organics;~~
 - ~~m. Investigate the implementation of a local and regional public transit system to serve the Centralized Living area as future development proceeds;~~
 - ~~n. Investigate the feasibility of providing public vehicle charging stations as development proceeds within the Centralized Living area; and~~
 - ~~o. Investigate the feasibility of developing a District Energy Sharing System for the Centralized Living Area in order to supply heating and cooling to future residents and business.~~

3. Section 8.3.1 Minor Area Structure Plans and 9.3.2 Concept Plans: these sections are being adjusted to reflect Policy 6001 to ensure planning processes are fairly applied across Greenview when new plans for development are required for intensification of land uses.

Relevant Infrastructure Updates impacting Development Patterns

Major components of the infrastructure network in Grovedale have been either completed, enhanced, extended or realigned. A short list of these include:

1. 6.1.1 – *“Limit the number of accesses onto the rural road network in order to minimize potential conflicts between vehicles travelling on the road and those accessing the road.”* This would be a significant deviation from Road Access Approaches Policy 4010.
2. 6.1.2 – *“Rural subdivisions shall contribute to the upgrades and intersection improvements to the rural road network through a levy...”*. Off-site levies are not found anywhere else with Greenview but is planned in Grovedale to finance future infrastructure growth. An off-site levy establishes a fee on all lands in an identified area or provided a service and is collected as a condition when a subdivision or a development of any kind proceeds. Although a common tool, they are a significant undertaking. Further, it does not appear to be in support of centralized growth as the policy is written to apply to rural subdivisions not village form development.
3. 6.1.3 – *“Use of the rural road network by heavy truck traffic is discouraged in order to minimize the conflict between commercial and non-commercial vehicle traffic.”* This has several significant impacts on where major home occupations may be located and could limit legitimate farm uses.
4. 6.1.4 – *“Separate pedestrian and equestrian traffic from vehicular traffic by encouraging and permitting the development of bridle paths along the outer edge of a rural road right-of-way for the use of pedestrians and equestrians.”* There is no municipal standard for this service and no projects have been approved implementing this policy since the adoption of the GASP – if relevant, then a municipality design standard needs to be addressed.
5. The level of service and “Complete Streets” design parameters for the estate living and village center is not the standard of service in any other Greenview hamlet; it is unclear if this needs to be reviewed.

As noted above, the GASP has many good aspects, and the policies are well adhered to by the community. Direct community engagement has been undertaken on these identified issues, and the proposed bylaw amendment is very targeted towards reducing this red tape.

Administration held public information Open Houses which were well attended and heightened awareness of the proposed amendments. People have positive reception to the adjustments outlined and no submitted changes to the Amendments Bylaw appear to be required.

Administration presented the proposed amendment to the GASP Bylaw for a public hearing, as well as for second and third readings, on June 24, 2025. No comments were received during the public hearing, and Council made no suggested corrections or changes to the bylaw. However, Council approved the second reading and requested that the proposed changes to the GASP be tracked. Additionally, a copy highlighting the proposed changes has been made available on Engage Greenview for public review before presenting it for its third reading. Attached to this report is a copy of the GASP, with the proposed changes tracked and highlighted in red. Additionally, there is a summary of the changes with rationales, which was prepared and distributed to Grovedale residents during the open houses.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the GASP can be updated to address policy which has not benefited the development of the Grovedale area and has been challenging for Grovedale residents.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended action is that there are residents who may view these amendments as not going far enough in resolving issues or trends in Grovedale. This can be mitigated by considering future changes unrelated to red tape reduction should Council feel it necessary.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to defer 3rd reading until additional information, amendments or consultation is undertaken on specific or general issues. This is not recommended by Administration as these specific red tape reduction measures are based on issues which have been realized by the public numerous times or are not achieved under current approvals so any amendments which do come forward are still likely to include these recommended adjustments.

Alternative #2: Council has the alternative to deny 3rd reading. If this option is chosen Administration will defer any review of the Grovedale Area Structure Plan Bylaw 17-785 until after a review of the Municipal Development Plan. This is not recommended as it leaves current policy issues unaddressed and will have a continued cooling effect on small scale, incremental development in the Grovedale community which has been in place since the adoption of the GASP.

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

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Following Council adoption, the amendments to the plan will be appended and applied to future applications for development until a further, more detailed review of the Grovedale Area Structure Plan is required.

ATTACHMENT(S):

- Bylaw 25-992 Grovedale Area Structure Plan Amendment
- Grovedale Area Structure Plan Bylaw 17-782
- Grovedale Area Structure Plan Bylaw 17-782 with tracked changes
- Summary of the proposed changes with rationales



BYLAW No. 25-992 of the Municipal District of Greenview No. 16

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

WHEREAS, pursuant to the Municipal Government Act, being Chapter M-26, R.S.A. 2000, as amended, authorizes the Council of the Municipal District of Greenview No.16 to establish and amend the Grovedale Area Structure Plan Bylaw 17-985;

WHEREAS, pursuant to section 191 of the Municipal Government Act, RSA 2000, c.M-26 and amendments thereto, Council may amend a bylaw;

WHEREAS, the Council deems it desirable to amend the Grovedale Area Structure Plan;

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

1. **TITLE**

1.1. This Bylaw may be cited as "Grovedale Area Structure Plan Amendment."

2. **DEFINITIONS**

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

3. **AMENDMENTS**

3.1. Bylaw 17-985, Grovedale Area Structure Plan, is amended by removing the statement within section 2.1.5 held on the ninth page that states: "Grab your reader's attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it."

3.2. Bylaw 17-985 Grovedale Area Structure Plan, is amended so that references to section 3.2 Going Green, between pages 13-14, will be repealed and replaced to read as:

Policy

1. Future residential, commercial, industrial and institutional construction or renovations are encouraged to integrate water preservation opportunities into their design and construction.
2. Xeriscaping or low maintenance landscaping are a supported landscaping alternative within the area designated as Centralized Living in order to reduce potable consumption.
3. Rainwater harvesting renovations for the collection of non-potable uses will be accommodated during new development proposals where they do not pose a safety risk.
5. Residential commercial, industrial and commercial developments may propose exclusive parking stalls for electric car charging points for private or public use.

6. Future residential, commercial, industrial and institutional new construction or renovations should incorporate systems for generating renewable energy, such as solar panels, geothermal heating, or wind turbines.

7. The principles of Low Impact Development renovations should be incorporated into all developments throughout the plan area, particularly within the Centralized Living area, these are:

- a. Preserve natural site features and utilize existing natural systems;
- b. Focus on limiting and minimizing runoff;
- c. Treat and control stormwater as close to the source as possible; and
- d. Create multifunctional landscapes that allow for the integration of stormwater management facilities into other elements of the development area.

8. Low impact development techniques, such as erosion and sediment control, bioswales, rain gardens, permeable pavement and box planters, green roofs, and on-site bioretention renovations are a supported alternative design options in new developments.

3.3. Bylaw 17-985, Grovedale Area Structure Plan, is amended by removing subsections 7., 8., and e. within section 3.2.

3.4. Bylaw 17-985, Grovedale Area Structure Plan, is amended to reflect a change to the western boundary of the Centralized Living Area Boundary from range Road 70 to Highway 666/Range Road 64:

1. "Development Concept" Pg. 17
2. "Development Concept- Central Living" Pg. 18
3. "Existing and Future Trail" Pg. 42
4. "Future Transportation Network" Pg. 44
5. "Existing and Proposed Servicing Network" Pg. 52

3.5. Section 4.2 titled "Rural Life", and Section 4.3 titled "Centralized Living" will be amended to reflect the following changes.

1. Title "4.3 Centralized Living" is moved from Pg. 20 to the beginning of Pg. 22
2. Section 4.3.1 titled Small-Scale Agriculture, shall be renumbered to 4.2.3
3. Section 4.2.3 Small-Scale Agriculture, is amended for the following sentence to be added: *"Acceptable land use designations for new multi lot subdivisions within this development area are Agricultural One (A-1) District, Agricultural Two (A-2) District and Country Residential One (CR-1) District."*
4. Section 4.3.2 titled River Valley Residential, shall be renumbered to 4.2.4
5. Section 4.2.4 River Valley Residential, is amended for the following sentence to be added: *"Acceptable land use designations for new multi lot subdivisions within this development area are Country Residential Two (CR-2) District and Country Residential Three (CR-3) District."*
6. Section 4.3.3 titled Estate Living, shall be renumbered to 4.3.1
7. Section 4.3.4 titled Village Centre, shall be renumbered to 4.3.2

3.6. Section 4.4 will be retitled as "4.4 Long Term Theoretical Unit & Population Estimates."

3.7. Paragraph One (1) within Section 4.4 will be repealed and replaced to read as follows:

“Land use statistics, as well as unit and population estimates for growth which is anticipated in the plan are detailed in Table 1: Unit & Population Estimates. Unit and population estimates are calculated based upon gross development areas which are identified for further intensification and exclude Agricultural lands.”

3.8. Paragraph Two (2) within Section 4.4 will be repealed and replaced to read as follows:

“It is anticipated up to 1300.6 ha (3,213.85 ac) of land could be available for the development of residential and mixed commercial/residential purposes within areas of potential intensification. Given the amount of potentially developable land proposed for additional development in the plan, it is anticipated that a total of 9806 residential units, ranging from single-family housing to row housing to apartment units, may be accommodated, resulting in a total residential population of 26,476.”

3.9. Table 1 titled “Land Use Statistics-Centralized Living Area” on Pg. 26 shall be removed.

3.10. Table 2 on Pg. 27 shall be retitled “Table 1: Unit and Population Estimates” amended and replaced with the following table:

Table 1: Unit and Population Estimates

Grovedale Are Structure Plan					
Unit and Population Growth Estimates based on Developable Land					
	Area (ha)	Units/Ha	# of Units	People/Unit	Projected Population
Estate Living	443.4	6	2660		7183
Village Centre Areas	341.2	20	6824	2.7	18425
River Valley Residential	128.1	1	128	2.7	346
Small Scale Agriculture	387.9	0.5	194	2.7	524
Total	1300.6	----	9806	-----	26,476
<i>Note estimates based on Gross developable area, does not account for roads, wetlands, parks, etc</i>					

3.11. Policies within Section 6.1 titled “Rural” will be amended to read as follows:

1. Limit the number of accesses onto the rural road network in order to minimize potential conflicts between vehicles travelling on the road and those accessing the road by directing new approaches to internal subdivision road network when possible, during future subdivision or development approvals.
2. Rural subdivisions shall contribute to the upgrades and intersection improvements to the rural road network through a levy, yet to be established by Greenview.

3. Impacts to Use of the rural road network by heavy truck traffic will be considered when approving development permits and haul routes and road use agreements may be required is discouraged in order to minimize the damages or conflict between commercial and non-commercial vehicle traffic.

4. Separate pedestrian and equestrian traffic from vehicular traffic by encouraging and permitting the development of via the development of bridle paths along the outer edge of a rural new internal subdivision road right-of-way and linkage with regional trail development as the plan area is developed. for the use of pedestrians and equestrians.

3.12. Section 8 “Implementation,” will be amended and replaced with the following:

“In order to effectively implement this plan, it will be necessary to complete further planning and engineering related works such as Minor Area Structure Plans, Concept Plans or Master Infrastructure Servicing Reports when accommodating further development within the plan area, with increasing requirements for studies based on the complexity of the development. Further clarity is provided below.”

3.13. Section 8.1 “Implications for Other Plans & Bylaws,” will be amended and replaced with the following:

“Development within the Centralized Living Area, will require the amendment of the Land Use Bylaw by creating land use districts supporting the density of the Estate Residential and building forms contemplated in Village related development areas.

Rezoning, subdivision and development outside of the Centralized Living area requires a Minor Area Structure Plan or Concept Plan in alignment with the standards outlined in the Municipal Development Plan. Within the Centralized Living area, any rezoning of land will require a Minor Area Structure Plan supporting the proposal.”

3.14. Section 8.2 “Further Studies & Works,” shall be amended and replaced with the following:

Greenview may elect to delay development within the Centralized Living area in order to complete more detailed planning and engineering work for the Growth Area. More specifically it may require the completion of the following studies:

- A Master Transportation Plan;
- A Master Water and Wastewater Servicing Plans;
- A Master Stormwater Management Plan;
- A master plan identifying areas of natural and environmental significance;
- An Open Space Master Plan and a Trails Master Plan;

3.15. Section 8.3.1 titled “Minor Area Structure Plans,” will be repealed and replaced to read as follows:

8.3.1 Minor Area Structure Plans

The preparation of Minor Area Structure Plans on Concept Plans will be required to adhere to Greenview Policy 6001 - Minor Area Structure Plans policy and its procedures. The Minor Area Structure Plans will be prepared and funded by the developer of any applicable proposed

application triggering the more detailed framework for development. Minor Area Structure Plans shall, at a minimum, provide detailed planning for the entirety of a quarter section.

3.16. Section 8.3.2 titled “Concept Plans,” will be repealed and replaced to read as follows:

8.3.2 Concept Plans

Where a proposed rezoning, subdivision or development triggering a Minor Area Structure Plan is outside of the Central Living Area, a Concept Plan may instead be required at the discretion of Greenview. A Concept Plan may only be considered within the Central Living Area for development within the Business Industrial, Service Commercial and Hamlet areas. The Concept Plan shall apply to the entirety of the designated area.

4. COMING INTO FORCE

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

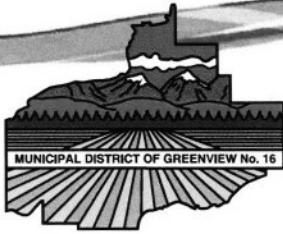
Read a first time this 27 day of May, 2025.

Read a second time this 24 day of June, 2025.

Read a third time this ____ day of _____, 2025.

REEVE

CHIEF ADMINISTRATIVE OFFICER



BYLAW NO. 17-785
of the Municipal District of Greenview No. 16

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

Whereas, Council wishes to repeal Bylaw No. 04-432, "Grovedale Area Structure Plan", as amended and wishes to adopt a new area structure plan pursuant to Section 692 of the Municipal Government Act.

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

1. That Bylaw 17-785 is to be cited as the "Grovedale Area Structure Plan".
2. That the Grovedale Area Structure Plan, attached hereto as Schedule A, is hereby adopted.
3. That Bylaw No. 04-432 is hereby repealed.
4. That this Bylaw shall come into effect upon the date of the final passage thereof.


Read a first time this 27 day of June, A.D., 2017.

Read a second time this 14 day of May, A.D., 2018.

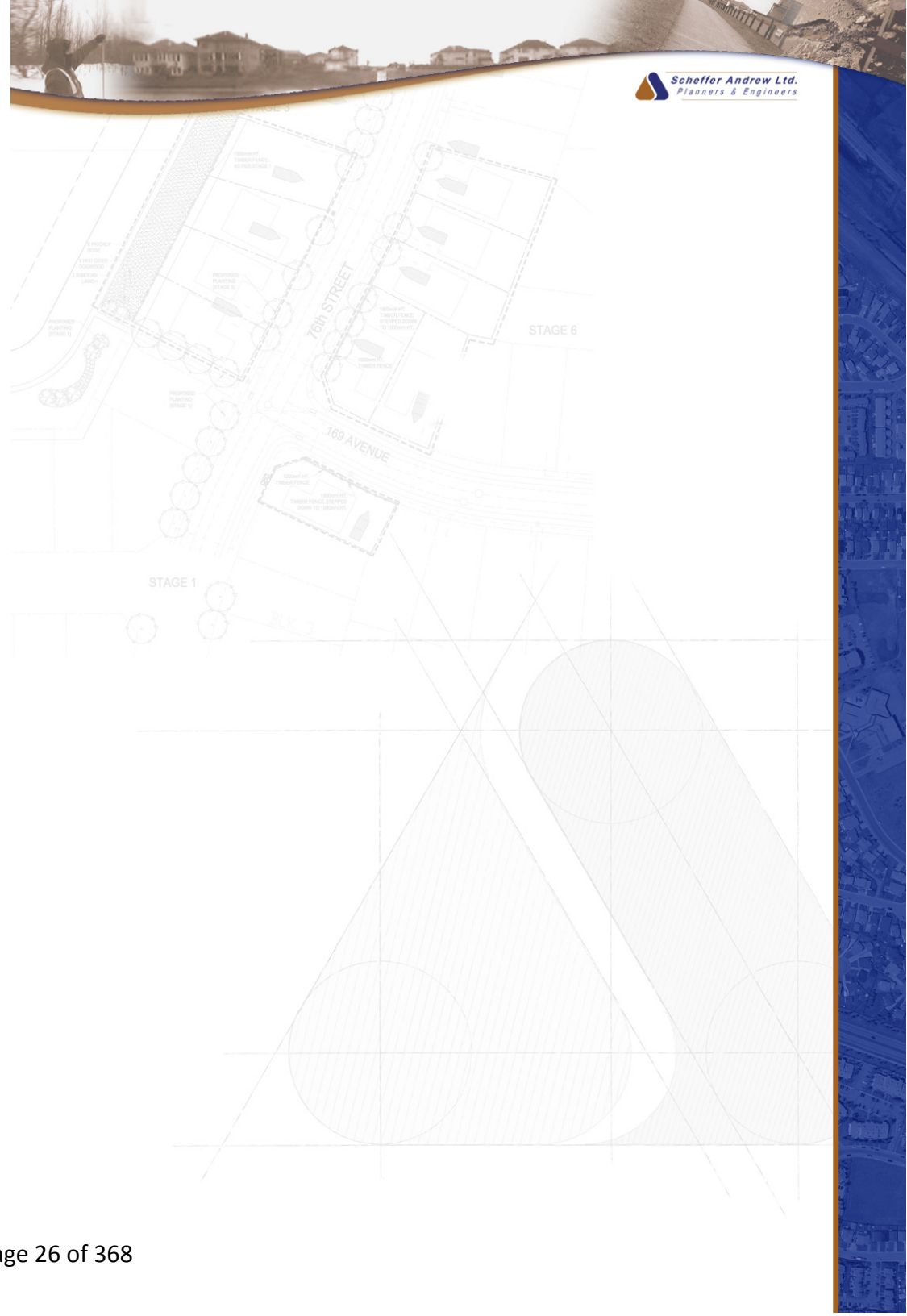
Read a third time and passed this 10 day of September, A.D., 2018.



REEVE



CHIEF ADMINISTRATIVE OFFICER



Grovedale Area Structure Plan

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1 Introduction

The Grovedale Area Structure Plan (ASP) lies in the northwestern portion of the Municipal District of Greenview (Greenview), and is located south of the Wapiti River and the County of Grande Prairie. *Figure 1: Key Map* defines the location of the Grovedale ASP in the broader provincial and regional context, while *Figure 2: Plan Context* defines the Grovedale ASP plan boundary and provides a local context. The Grovedale ASP consists of approximately 46,394 hectares of land with the Centralized Living area being approximately 2,977.9 hectares in size.

The plan area contains the Hamlets of Landry Heights and Grovedale and is approximately 8 km south of the City of Grande Prairie. See *Figure 1: Key Map* and *Figure 2: Plan Context* for further details.

The Grovedale plan area contains both titled and untitled lands, with a variety of natural and man-made features that create unique opportunities and constraints for future development. In response to these opportunities and constraints and the need to manage growth in a responsible fashion, Greenview identified the need to both guide future development and protect the natural amenities offered by the surrounding landscape.

The Grovedale Area Structure Plan (ASP) is intended to provide direction for future growth and development within the plan area, in conjunction with the goals, objectives and policies outlined within Greenview's Municipal Development Plan.

The Grovedale ASP provides a long-term framework for development with a 50-year vision while accommodating in excess of 50 years of growth.

The Grovedale ASP will act as a foundation for future plans and studies, such as Minor Area Structure Plans, municipal infrastructure reports, and off-site levies.

1.1 Conformance & Process

1.1.1 Municipal Government Act

The Grovedale ASP has been prepared in accordance with Section 633(1) of the Municipal Government Act, which establishes the minimum requirements for Area Structure Plans in Alberta, and addresses other matters considered as necessary by the Greenview Council.

1.1.2 Greenview Municipal Development Plan

The Greenview Municipal Development Plan (MDP) was adopted September 21, 2016. The Grovedale ASP is in alignment with the objectives and policies of the Municipal Development Plan. The proposed Central Living area is in alignment with Section 5 of the MDP, which accommodates the future expansion of the Hamlets of Grovedale and Landry Heights and encourages commercial, industrial and institutional uses to locate in these centres by fostering sustainable growth and a desirable lifestyle in a livable, safe and walkable community environment.

1.1.3 Upper Peace Regional Plan

The boundary of the Upper Peace Regional Plan is based upon the major watershed in the region while being aligned to best fit with the boundaries of municipal districts and counties. This plan will include Greenview, as well as numerous other municipalities that fall within the watershed. This plan was prepared prior to the creation of the Upper Peace Regional Plan by the provincial government.

If any policies in this plan are in conflict with the policies of the Upper Peace Regional Plan, the latter shall take priority. This plan should be reviewed (and if necessary, amended) once the Upper Peace Regional Plan is approved by the Government of Alberta to ensure that it is consistent with the policies and concepts contained in the regional plan. As of January 2017, no work has commenced on the preparation of the Upper Peace Regional Plan.

1.1.4 Historical Resources

The plan area's proximity to the Wapiti River and the presence of significant natural areas increases the likelihood that it may be home to historical or archaeological resources, such as settlement structures, buried artefacts, and fossilized remains. Lands within the plan area are identified on the Provincial *Listing of Historic Resources* as prepared by Heritage Division of Alberta Culture and Tourism. Prior to further detailed planning and subdivision and development within the plan area, approvals must be sought from Alberta Culture and Tourism to ensure that, if present, these resources can be properly preserved and protected by qualified professionals.

1.1.5 Community Consultation

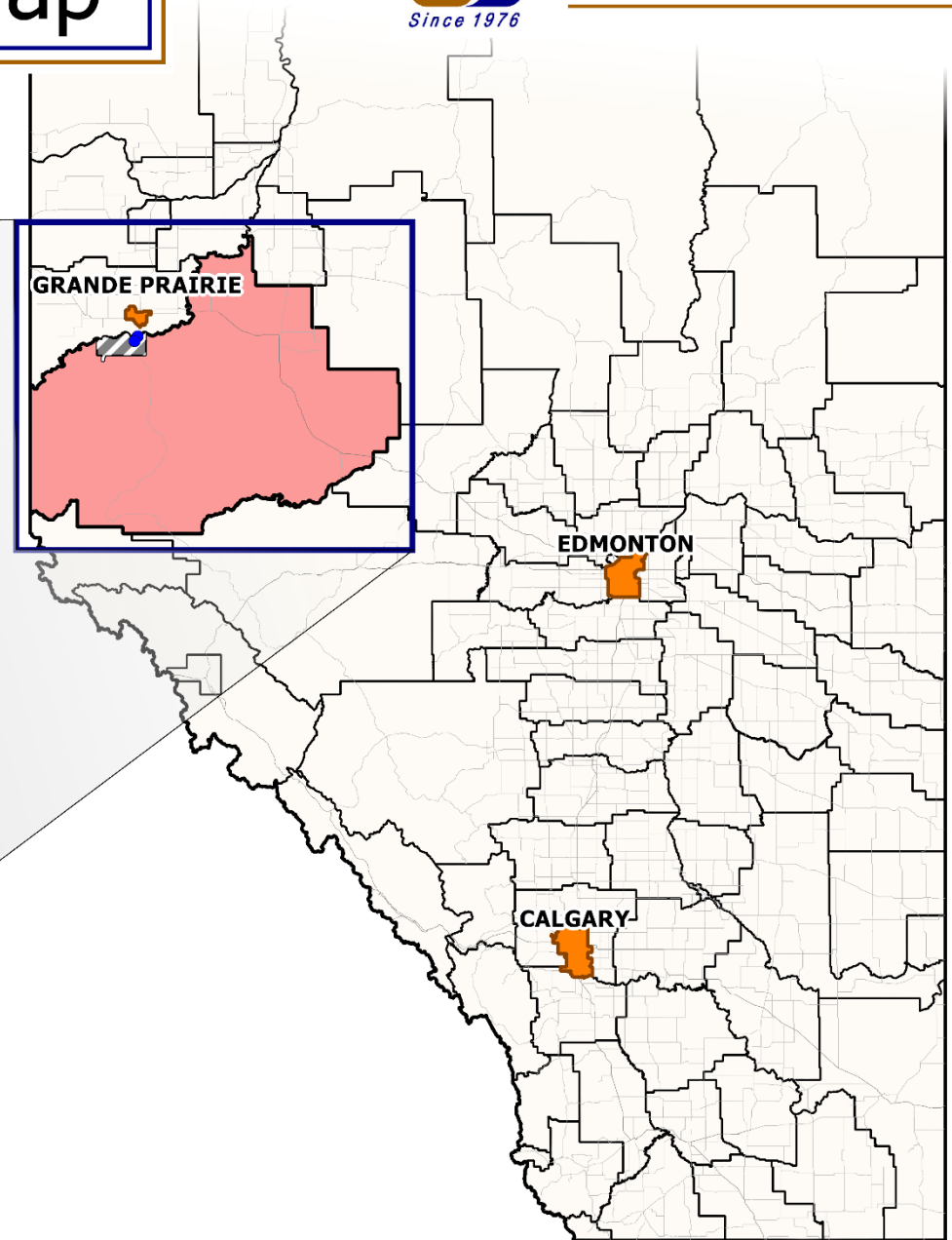
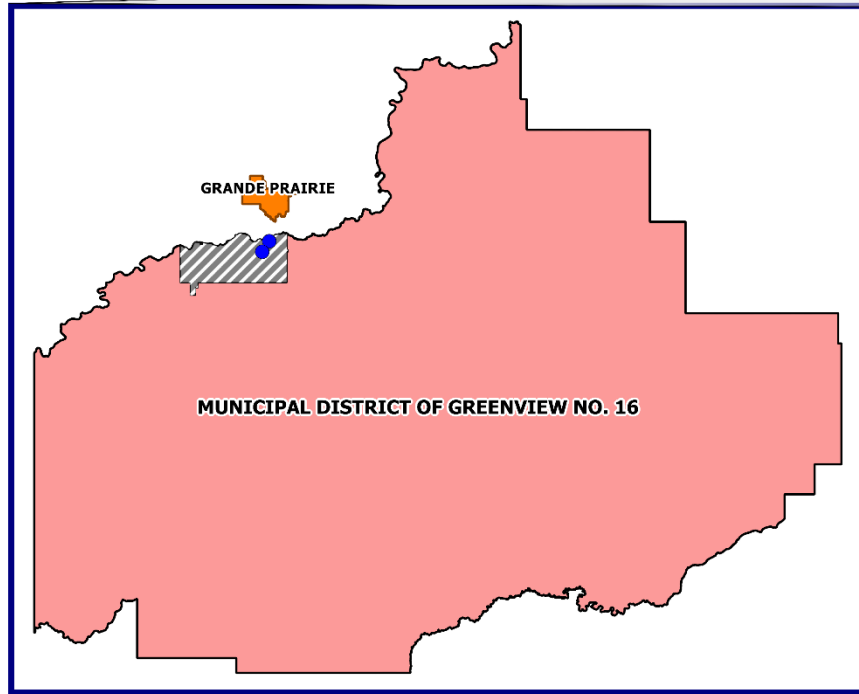
Community outreach has played a significant role in the preparation of the Grovedale Area Structure Plan, with the intent of having members of the community help guide the development of the plan. Consultation has consisted of meetings with the public, online surveys, as well as the establishment of a Citizens' Advisory Panel.



Key Map



Scheffer Andrew Ltd.
Planners & Engineers



Legend







-  ALBERTA BOUNDARY
 -  HAMLET
 -  ASP LOCATION
 -  CITIES
 -  MD OF GREENVIEW No.16
 -  RURAL MUNICIPALITY
- DATE

FIGURE 1: Key Map



2 Existing Land Use

2.1.1 Green & White Areas

The plan area consists of settled (White Area) and unsettled (Green Area) lands which have been defined by the Crown. The White Area is the settled portions of the Province, while the Green Area is the unsettled (and largely forested) portion of the Province. The jurisdiction for the Green Area falls with the Crown, with all public lands being managed by the Province of Alberta.

A variety of activities occur within the Green Area, such as recreational activities; agricultural activities including livestock grazing; natural resource extraction (sand and gravel), oil and gas, forestry; and heavy industrial activities.

Adherence to Section 8 of the MDP will ensure that the interests of Greenview within the plan area are addressed.

2.1.2 Natural Resource Extraction

Within the plan area are several sites where natural resources are extracted, including oil and gas wells operated by private businesses (both on private and public land), and aggregate and mineral extraction facilities operated by both private and public entities. The extraction of natural resources is a provincially regulated industry, municipalities typically have little control over where these sites may be developed or how they may operate, particularly those operations related to the oil and gas sectors.

Existing oil and gas facilities are identified in *Figure 3: Existing Oil and Gas Facilities*.

The role of Greenview in planning for natural resource extraction activities in the plan area is to ensure that future developments, at a minimum, adhere to Alberta Energy Regulator's recommended setbacks from these activities, in order to limit land use conflicts in the future.



2.1.3 Residential

The single-family dwelling is the primary form of housing throughout the plan area, and is found in:

- Single-family residential parcels subdivided from an agricultural quarter section;
- Farmsteads;
- Aspen Grove Country Residential;
- Multi-lot Country Residential Subdivisions; and
- The Hamlets of Grovedale and Landry Heights.

The greatest concentration of housing is located in the Hamlets of Landry Heights and Grovedale.

2.1.4 Commercial & Industrial

Commercial development is limited to the Hamlet of Grovedale and currently consists of two general stores, which provide a variety of goods and services.

Industrial development is located throughout the plan area. Light industrial activities with minimal impacts on the surrounding land uses can be found within and adjacent to the Hamlet of Grovedale. Greenview's Grovedale Office [is located] within a light industrial area to the north of the Hamlet of Grovedale.

Heavy industrial activities are located along Highway 40 and consist of those industries related to the oil and gas sectors and the forestry sector. The largest single industrial activity within the plan area is directly related to the forestry sector and can be found on the east side of Highway 40 north of the intersection of Township Road 700 and Highway 40.

2.1.5 Recreational

A variety of recreational facilities exist within the plan area; these include O'Brien Provincial Park, Big Mountain Creek Provincial Recreation Area, Grovedale Fish Pond, as well as, Grovedale Golf & Country Club and the Nitehawk Year-Round Adventure Park, both of which are privately owned. Examples of recreational activities available (at select locations) are:

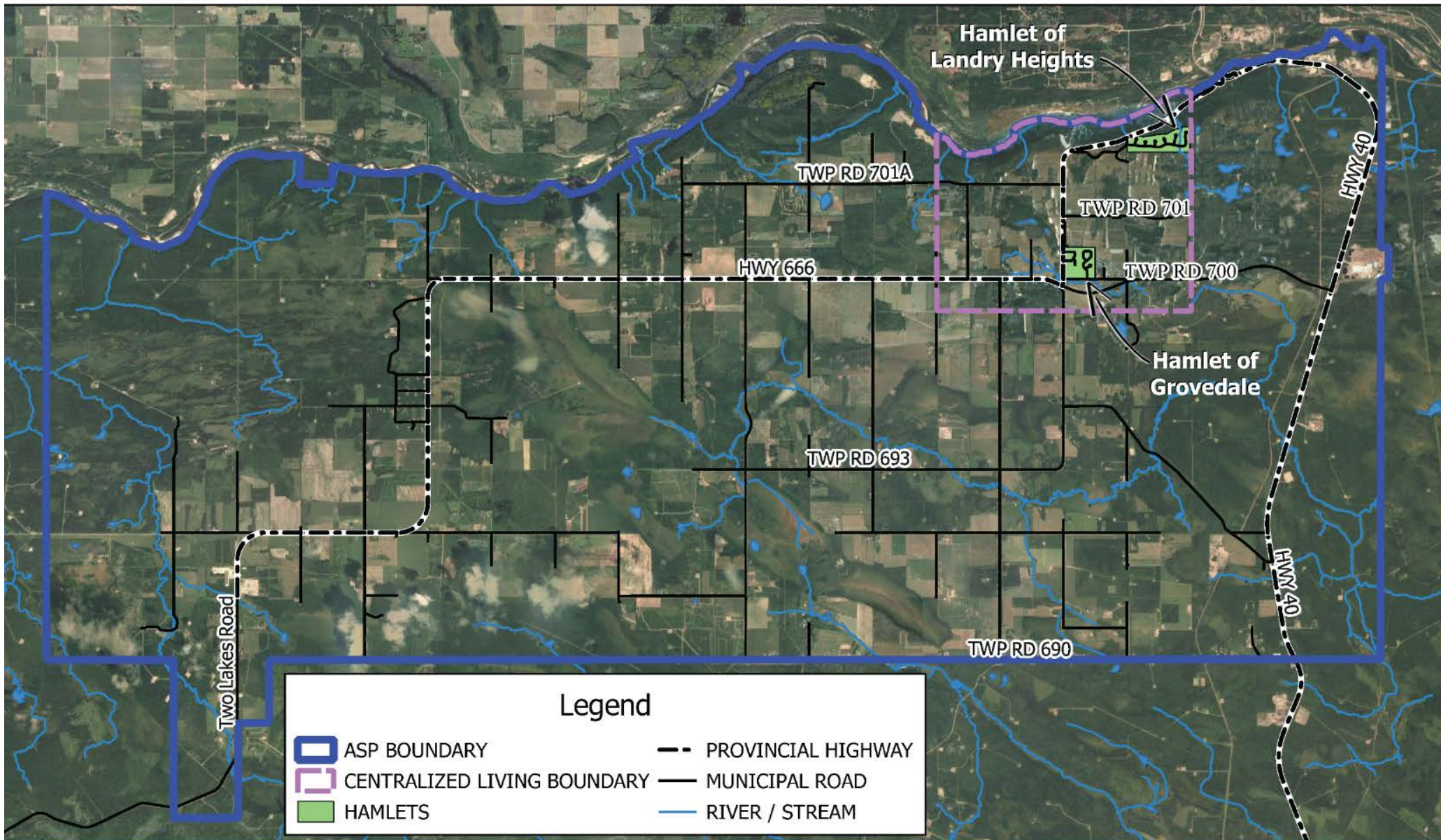
- Day use sites;
- Fishing;
- Gravity Mountain Biking Park;
- Hiking;
- Swimming;

- Snowboarding and Skiing (cross-country and downhill);
- Luge Track and Freestyle Water Ramp
- Snowshoeing;
- Off-Highway All-terrain Vehicle Riding;
- Snowmobiling;
- Recreational Vehicle camping; and
- Golfing.





Plan Context



DATE

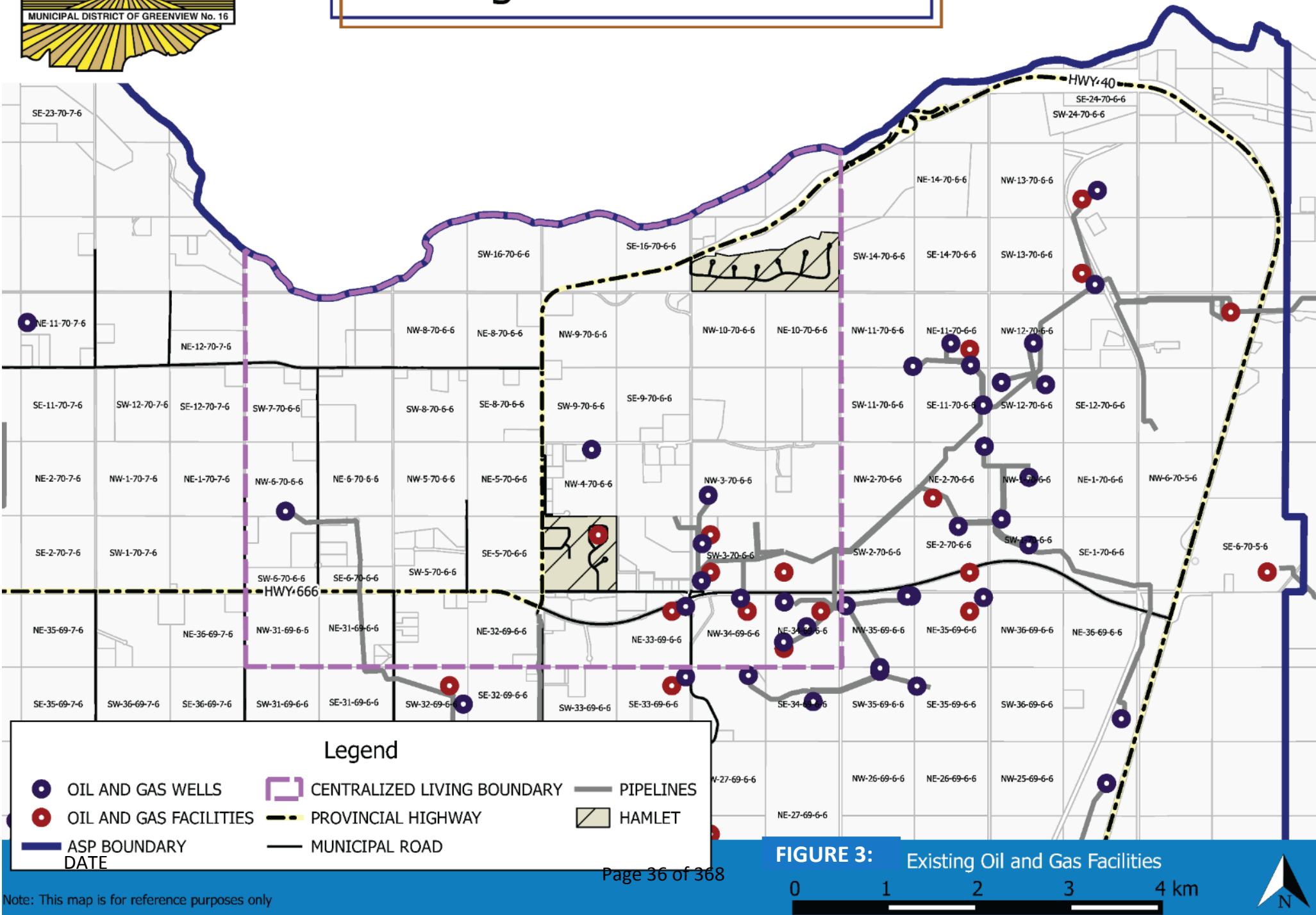
Note: This map is for reference purposes only

FIGURE 2: Plan Context





Existing Oil & Gas Facilities



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2.2 Environmental Conditions

2.2.1 Wapiti River

The Wapiti River is the primary feature in the local landscape, with it and its tributaries being environmentally significant. The Wapiti River is a source of recreational and employment opportunities, along with the water supply for neighbouring communities such as the City of Grande Prairie.

The Wapiti River is navigable and can be used by motorized and non-motorized watercraft. The shores of the Wapiti River are used for a variety of recreational opportunities, with O'Brien Provincial Park providing day use sites for picnicking and opportunities for biking, cross-country skiing and snowshoeing.

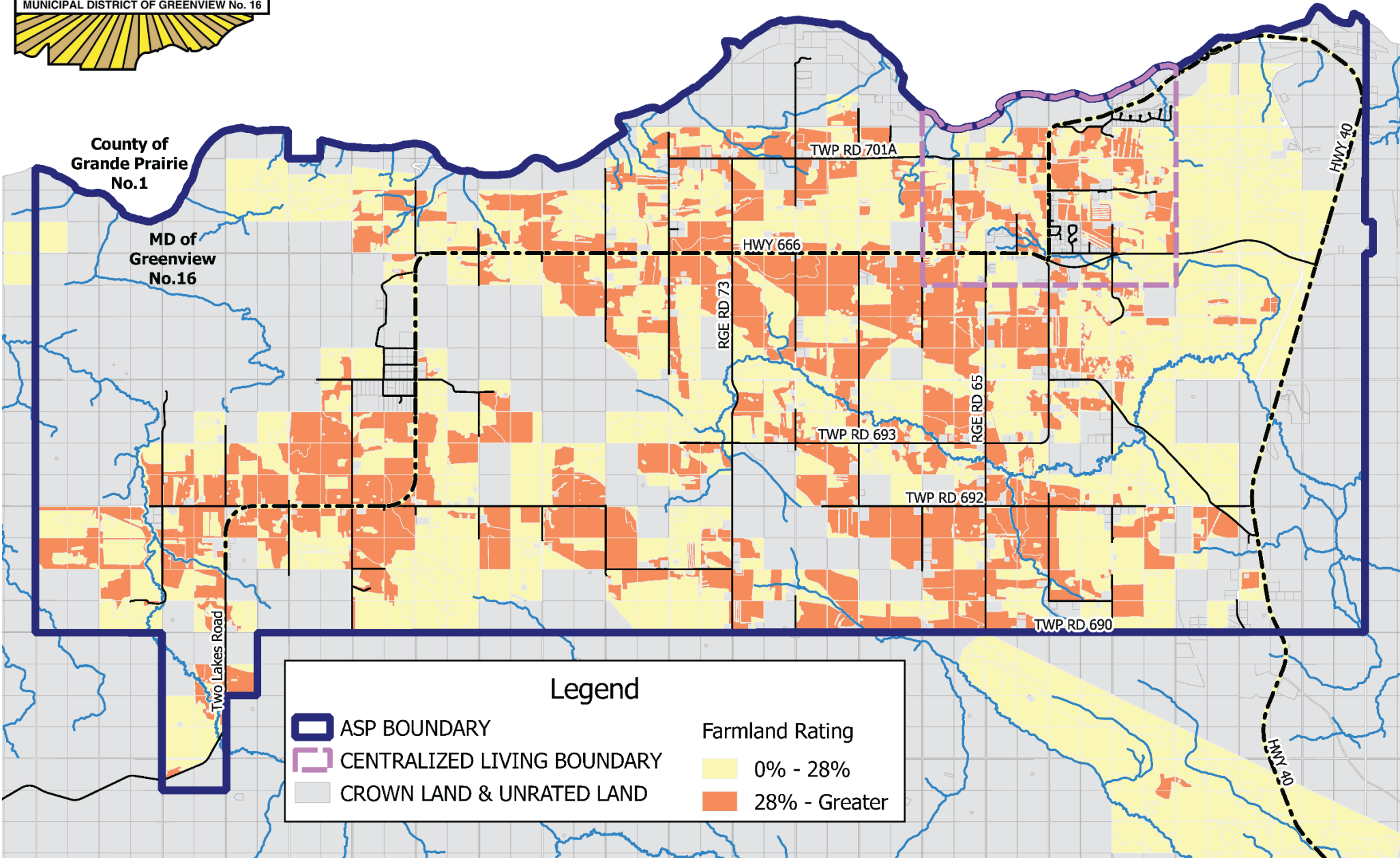
Aggregate resource extraction facilities are also located along the Wapiti River.

2.2.2 Farmland Rating

A detailed Farmland Assessment has been completed by Accurate Assessment on behalf of Greenview, for lands within the plan area, classifying lands into one (1) of two (2) categories based upon their capability to support agricultural activities. Lands with a Farmland Rating of 0% up to 28% are of lower quality and generally not as well suited for agricultural purposes, aside from pasture and grass, for a variety of reasons. Lands with a Farmland Assessment Rating of 28% or greater, are more suited for agricultural production and are considered Better Agricultural Land. Please see *Figure 4: Farmland Assessment* for further details.



Farmland Rating



DATE

FIGURE 4: Farmland Assessment

0 2 4 6 8 10 km



3 Vision & Guiding Principles

Greenview has prepared this Area Structure Plan as a means of clarifying, communicating and protecting its vision for future development within the plan area.

A centralized growth area with a small town feel is envisioned, which will be the focus of 50 years of future growth and development for the community and will provide a variety of goods and services for the local and regional population. Long-term future growth and development of the plan area, and specifically the Centralized Living area, will promote a healthy, safe and pleasant community that is respectful of the local landscapes while being based upon a foundation of sound land use planning, policies and practices.

The Vision and Guiding principles found below provide a basis and direction for the policies found within the remainder of the plan.

3.1 Vision & Guiding Principles

3.1.1 Vision

The Grovedale Plan Area is a unique place enriched by a mixture of cultural and river valley landscapes. The Plan strives to protect and preserve the 'small town' character of the hamlet setting while minimizing the loss of the current agricultural heritage and environmentally significant land by fostering sustainable growth and a desirable lifestyle in a livable, safe and walkable community environment.



3.1.2 Guiding Principles

Environmental

The natural environment, with its natural Wapiti River Valley landscape, water bodies, wetlands and forest stands, forms part of the regional ecosystem that allows for recreational activities and employment opportunities. Care must be taken to ensure that impacts on the natural environment are minimized.

Cultural and Social

Area residents share a cultural identity that is characterized by the current rural lifestyle, which should be promoted and encouraged by preserving and enhancing areas of local and regional significance; while providing opportunities for social and community interaction to encourage a small town community atmosphere.

Economic

A strong and vibrant community is supported by a strong and diverse local and regional economy. Historically important sectors such as agriculture, forestry and oil/gas inclusive of heavy industrial activities, should be supported and encouraged to expand through the use of new and innovative practices; while new opportunities associated with tourism, value-added agriculture, green energy and manufacturing need to be fostered and nurtured in order to assist in creating a long-term sustainable local economy.

Housing and Infrastructure

The housing needs of the community will be met by encouraging a variety of development options while endeavouring to provide the supporting infrastructure for denser residential development that consists of an effective transportation network, a cost-efficient sanitary system, a stormwater management system and a municipal water supply system.

3.2 Going Green

Environmental sustainability and stewardship are to be key building blocks for future growth and development within the Grovedale Plan Area, and more specifically the core of the community as defined in *Figure 6: Development Concept – Centralized Living*. Moving forward it will be necessary to preserve and possibly enhance existing natural features such as wetlands and tree stands, as well as take measures to minimize the footprint of development on the environment through:

- managing water consumption;
- reducing waste;
- limiting the impact on local air quality;

- facilitating green energy initiatives; and
- managing water runoff.

Policy

1. All future residential, commercial, industrial and institutional construction or renovations should utilize low-flow plumbing fixtures.
2. Xeriscaping or low maintenance landscaping should be incorporated into all future developments within the area designated as Centralized Living in order to reduce potable water consumption.
3. Rainwater harvesting renovations should be incorporated into all developments. Collected rainwater may be utilized for irrigation or other approved non-potable uses.
4. The transportation network renovations should be developed using Fused Grid and Complete Streets methods in order to create an environment that is both cyclist- and pedestrian-friendly, while discouraging the use of automobiles for local trips.
5. All residential, commercial, industrial and commercial developments should include electric car charging points for private or public use.
6. All future residential, commercial, industrial and institutional new construction or renovations should incorporate systems for generating renewable energy, such as solar panels, geothermal heating, or wind turbines.
7. Individual geothermal heating systems are encouraged for residential, commercial, industrial and institutional uses should a District Energy Sharing System not be developed in the Centralized Living Area or in areas where a District Energy Sharing System will not be developed.



8. Green roofs renovations should be incorporated into all new construction of commercial, industrial, institutional and multi-family residential developments.
9. The principles of Low Impact Development renovations should be incorporated into all developments throughout the plan area, particularly within the Centralized Living area, these are:
 - a. Preserve natural site features and utilize existing natural systems;
 - b. Focus on limiting and minimizing runoff;
 - c. Treat and control stormwater as close to the source as possible;
 - d. Create multifunctional landscapes that allow for the integration of stormwater management facilities into other elements of the development area; and
 - e. Implement public education and municipal maintenance programs, inclusive of pollution prevention strategies.
10. Low impact development techniques, such as erosion and sediment control, bioswales, rain gardens, permeable pavement and box planters, green roofs, and on-site bioretention renovations should incorporated into all developments.

4 Grovedale & Neighbourhood Framework

4.1 Development Concept

The Development Concept reflects the Vision and the Guiding Principles identified in Section 3.1, along with the outcomes from consultation with Greenview Council, Administration, community members and the Citizens' Panel.

The Plan is made up of two distinct areas: the Centralized Living Area and the Rural Area. The Centralized Living Area is the focus for future residential and compatible non-residential growth, while the Rural Area addresses all the lands outside of the Centralized Living Area. See *Figure 5: Development Concept – Plan Area* and *Figure 6: Development Concept – Centralized Living* for further details. A summary of the details associated with the land use concept can be found below:

Agricultural

Agricultural activities continue to play an important role in the plan area, now and into the future, with activities ranging from cultivation of foraging crops, keeping of livestock, and maintenance of grazing pastures. In addition to agricultural operations, a limited amount of housing is also contemplated.

Aspen Grove Country Residential

The country residential community of Aspen Grove, located to the west of Highway 666, will continue to provide a community-oriented housing option on the west side of the plan area. Further expansion of this country residential area is not contemplated, while intensification of the currently developed area is a possibility.

Commercial

Commercial lands have been identified in locations that will support the local community as well as the travelling public and have situated in order to allow for easy access and visibility from the local and regional road network.

Commercial lands will consist of the Service Commercial area as well as the Village Commercial area along Main Street.

Crown Land

Crown Land falls under the jurisdiction of the Province of Alberta and may be utilized for a variety of activities, such as recreation, forestry, oil and gas activity, resource extraction, livestock grazing or other agricultural operations.

Educational Sites

New school sites have been identified to serve the future residential population within the plan area and region in addition to the existing Penson School. The conceptual, centrally located, school sites consist of two elementary (Kindergarten to Grade 9) schools and a high school.

Estate Residential

Estate Residential land use is a large lot suburban form of development that balances rural living - primarily the need for space and privacy - with urban characteristics, such as municipal water and wastewater servicing.

Heavy Industrial

Heavy Industrial development is a valuable contributor to both the local community and the regional economy and will continue to be supported in designated areas.

Light Industrial & Business Industrial

Light industrial and business industrial development will play an important role in the community, acting as employment centres for future residents.

Parks & Open Space

A centralized park has been identified within the Centralized Living Area to act as a focal point for the community and is anticipated to be intricately connected to development within the Village Centre; acting as an extension of the main street or village square.

A linear open space has been identified north of the Hamlet of Grovedale and will act as a buffer between business industrial activities and anticipated future residential uses.

River Valley Residential

River Valley Residential lands have been identified to the north of Township Road 701A and will provide an

alternative to more compact development by accommodating large lot multi-lot country residential subdivisions that are privately serviced and accessed by an internal local road network. Future development will need to be sensitive to the natural environment given the proximity to the Wapiti River.

Small-Scale Agriculture

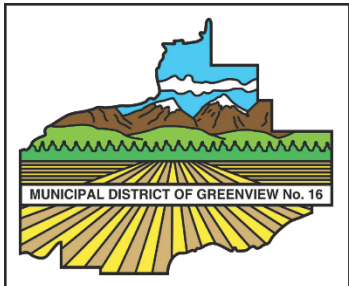
Small-scale Agriculture land use is an opportunity for agricultural operations to be located in such a fashion so as to minimize the impact on agricultural lands while maximizing the use of impacted agricultural lands. A variety of small-scale agricultural operations, from the rearing of livestock, growing produce, apiaries and u-pick berry operations are encouraged.

Trails

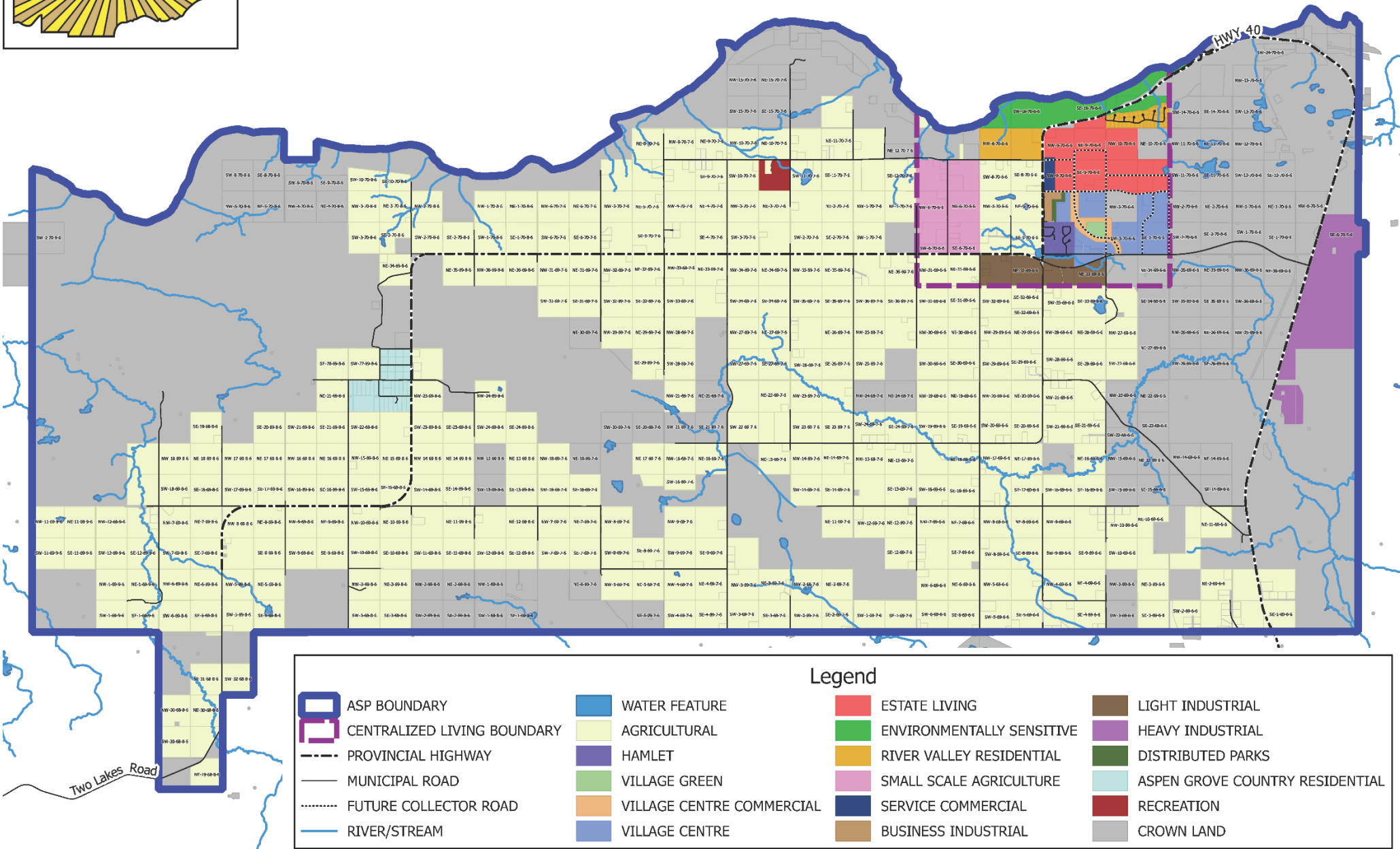
The trail network will connect future development and parks/open spaces with existing community spaces within the plan area; while extending to O'Brien Provincial Park and the trail network proposed for the Wapiti River Valley.

Village Centre

The Village Centre will be the focus area of the Centralized Living Area and the Grovedale ASP plan area. It is intended to be vibrant and urban in nature, yet have a small town feel, with a main street/village square at its heart. The Village Centre will be mixed use in nature, pedestrian-oriented and will accommodate a variety of uses and activities.



Development Concept



ASP BOUNDARY

CENTRALIZED LIVING BOUNDARY

PROVINCIAL HIGHWAY

MUNICIPAL ROAD

FUTURE COLLECTOR ROAD

RIVER/STREAM

WATER FEATURE

AGRICULTURAL

HAMLET

VILLAGE GREEN

VILLAGE CENTRE COMMERCIAL

VILLAGE CENTRE

ESTATE LIVING

ENVIRONMENTALLY SENSITIVE

RIVER VALLEY RESIDENTIAL

SMALL SCALE AGRICULTURE

SERVICE COMMERCIAL

BUSINESS INDUSTRIAL

LIGHT INDUSTRIAL

HEAVY INDUSTRIAL

DISTRIBUTED PARKS

ASPEN GROVE COUNTRY RESIDENTIAL

RECREATION

CROWN LAND

DATE

Note: The Development Concept is a conceptual framework intended to guide future land use patterns within the Grovedale ASP area, and is not meant to be interpreted on a site specific basis. Areas are approximate and generalized.

FIGURE 5: Development Concept





Development Concept - Centralized Living

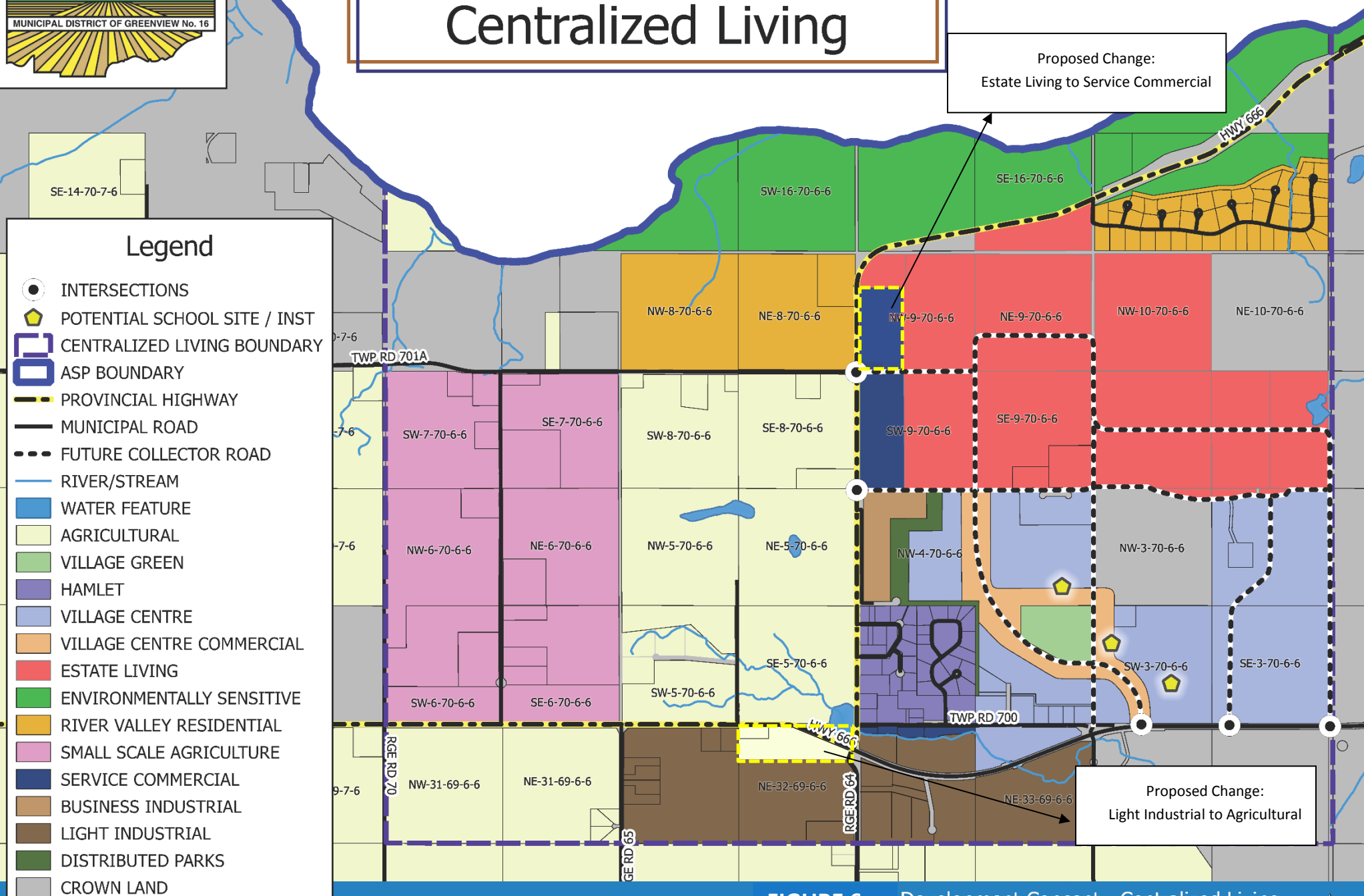


FIGURE 6: Development Concept - Centralized Living

0 0.5 1 1.5 2 2.5 3 km



4.2 Rural Life

4.2.1 Farmsteads & Rural Living

Intent

Living in a rural setting is a popular choice for many individuals, whether you are a farmer that lives on and works the land or a non-farmer seeking to live in the tranquillity of the countryside. Rural residential living, be it on a farmstead or not, will continue to be supported within the plan area, while ensuring that agricultural lands and operations are minimally impacted.

Policy

1. Non-agricultural/residential lots should be located so as to minimally impact agricultural operations.
2. Residential development on agricultural parcels should be located in such a manner so as to minimize the development's impact on agricultural operations.
3. A minimum sixty-one (61) metre setback shall be provided from the upper bank of the Wapiti River Valley to a new property boundary in order to assist in protecting the integrity of the river valley.



4.2.2 Aspen Grove Country Residential

Intent

The Aspen Grove Country Residential area will continue to play an important role in the western portion of the plan area as an established rural neighbourhood. Though expansion of Aspen Grove is not considered at this time, further intensification may be accommodated in order to capitalize on existing municipal road infrastructure.

Policy

1. Redevelopment and further subdivision of existing lots are encouraged where: minimum lot sizing can be achieved in accordance with the Greenview Land Use Bylaw, direct access to the internal/local road network can be provided and private water and wastewater systems can be accommodated.

4.3 Centralized Living

4.3.1 Small-Scale Agriculture

Intent

The Small Scale Agriculture area is intended to facilitate the development of a variety of small-scale agricultural operations not requiring extensive amounts of land in a centralized area, so as to minimize the impacts on more traditional agricultural lands and operations. These small-scale agricultural operations can consist of anything from the rearing livestock, produce production, apiaries to u-pick operations, and are generally not the primary income source for the resident.

Policy

1. The nature and form of development is not compatible with confined feeding operations, as such, they are discouraged.
2. Individual lots within multi-lot subdivisions are to be privately serviced.
3. Access to lots within multi-lot subdivisions shall be from the internal subdivision roads.
4. A diverse range of agricultural operations is encouraged, provided that they do not adversely impact adjacent landowners.

4.3.2 River Valley Residential

Intent

The River Valley Residential areas allow for the development of context-sensitive traditional country residential housing options consisting of large lot, multi-lot, privately serviced, residential subdivisions within close proximity to the Wapiti River Valley and urban services, while offering an alternative to more compact urban and suburban living found elsewhere within the Centralized Living Area. The River Valley Residential areas consist of undeveloped lands as well as the existing Hamlet of Landry Heights.

Policy

1. Subdivision design must have regard for the Wapiti River Valley and be context sensitive given the proximity of the Wapiti River and potential geotechnical constraints.
2. A setback with a minimum depth of sixty-one (61) metres shall be provided from the upper bank of the Wapiti River Valley in order to assist in protecting the integrity of the river valley and shall be defined during the preparation of Minor Area Structure Plans by a qualified professional. Where a Minor Area Structure Plan does not exist, the setback shall be defined as part of the subdivision and/or development permitting process, by a qualified professional.
3. Expansion of the Wapiti River trail system shall be provided as part of any multi-lot subdivision in order to ensure connectivity to the broader trail network.
4. Individual lots within multi-lot subdivisions are to be privately serviced; however, municipal water and wastewater systems may be considered at the discretion of Greenview for new development areas.
5. Future development/redevelopment within the Hamlet of Landry Heights should be context sensitive and limited to the development of low-density housing options compatible with the existing housing form, that can be adequately serviced using private water and wastewater systems or municipal water and wastewater systems.

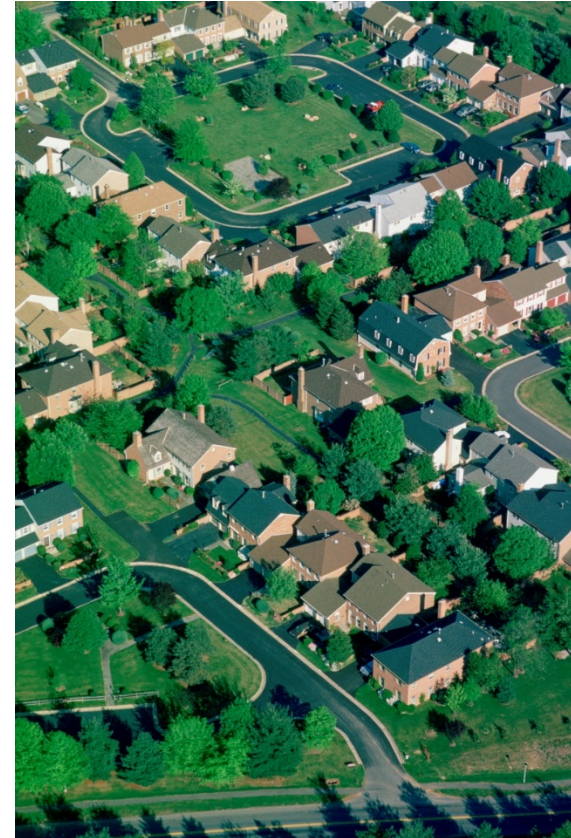
4.3.3 Estate Living

Intent

The Estate Living area will provide housing options that blend both rural and urban characteristics on larger suburban lots. Development within the area will balance the desire for privacy and space with urban features, such as a diversity in housing form and a municipal water and wastewater system.

Policy

1. A variety of housing styles may be considered, from semi-detached to stacked row housing, where it can be demonstrated that the housing form blends seamlessly with the surrounding single detached housing form.
2. Traditional suburban “cul-de-sac and loop” road networks are discouraged in favour of a curvilinear road network that balances accessibility and mobility with the need to discourage “thru traffic”, by the use of crescent streets, loop lanes and planting islands.
3. Expansion of a walking trail system shall be provided as part of any multi-lot subdivision in order to ensure connectivity to the broader trail network.
4. The intensification and redevelopment of lots within the Hamlet of Grovedale is encouraged should municipal water and wastewater services become available.



4.3.4 Village Centre

Intent

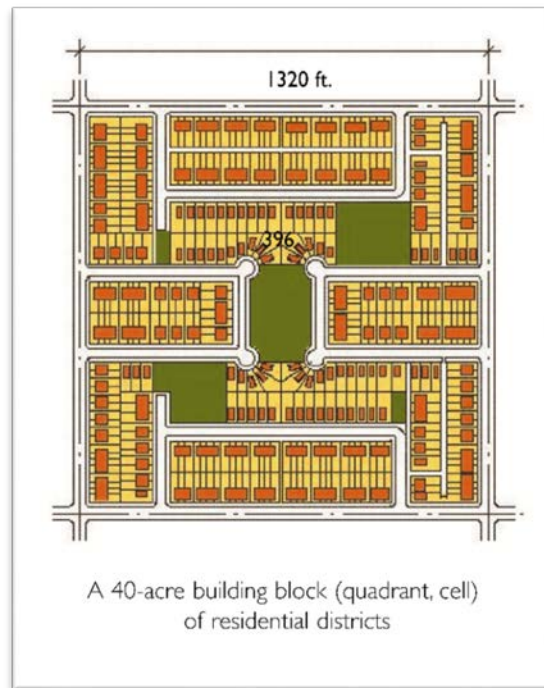
The Village Centre will be the focus area of growth within the plan area and is to be vibrant and urban in nature, yet retain a community focused and small town feel. The Village Centre will be mixed use in nature, pedestrian-oriented and accommodate a variety of uses and activities in order to cater to a variety of individuals throughout their lives. A central feature of the Village Centre will be the Village Green and Main Street, providing opportunities for shopping and community gatherings.

Policy

1. The development pattern shall reflect a Fused Grid Design in combination with a Main Street and Village Green, which will be the focal points of the Village Centre.
2. Development along the Main Street and surrounding the Village Green shall be higher density and mixed-use in nature, ranging from two to six storeys and consisting of a combination of ground-oriented commercial uses and residential uses on upper storeys.
3. Development along the main street and surrounding the Village Green shall be oriented toward the street and the Village Green, providing for a strong street edge; while also establishing a streetscape that promotes walkability and community interaction (such as wide sidewalks, benches, sidewalk cafes, planters, trees, bike racks, etc.).
4. Development within the Fused Grid quadrants shall consist of a variety of low and medium density housing options, with green spaces and walkways strategically located in order to ensure the walkability of the neighbourhood.
5. Local roads shall not traverse the entirety of a Fused Grid quadrant so as to discourage “thru traffic”.
6. Higher density, multi-storey developments should be located on the periphery of a Fused Grid quadrant along collector or arterial roadways, with lower density housing forms located towards the centre of the quadrant.
7. A system of green spaces and paths shall be designed to encourage walkability and connectivity within each Fused Grid quadrant and the community as a whole.



8. Development is to proceed in a contiguous and logical fashion with municipal infrastructure being extended in an efficient and cost-effective manner; leapfrog development is highly discouraged.
9. A variety of housing forms are encouraged throughout the Village Centre, including, single detached, semi-detached, row housing, cluster or courtyard based housing and multi-storey multi-family structures.



10. Structures within the Village Centre, excluding those along Main Street and surrounding the Village Green, should be limited to no more than four storeys in order to promote a sense of scale geared towards the pedestrian, while at the same time ensuring a sense of place is maintained.
11. A variety of housing forms and ownership models are encouraged in order to allow for individuals of varying ages and financial capabilities to reside within the community.
12. In order to promote a vibrant and active community, future schools and educational facilities shall be located within the Village Centre and in close proximity to the Village Green.
13. Development within the Village Centre shall be fully serviced with water, wastewater and stormwater infrastructure.

A Fused Grid Quadrant Design Example

Source: Canada Mortgage and Housing Corporation.
Residential Street Pattern Design. 2002

4.4 Land Use Statistics – Centralized Living Area

Land use statistics, as well as unit and population estimates for the Centralized Living Area, are detailed in *Table 1: Land Use Statistics – Centralized Living Area* and *Table 2: Unit & Population Estimates – Centralized Living* respectively. Land use areas are presented based upon a gross developable area, with unit and population estimates also being calculated based upon gross development areas.

It is anticipated that 1829.4 ha (4,518.6 ac) of land will be available for the development of residential and mixed commercial/residential purposes within the Centralized Living Area. Given the amount of potentially developable land within the Centralized Living Area, it is anticipated that a total of 10,994 residential units, ranging from single-family housing to row housing to apartment units, may be accommodated, resulting in a total residential population of 29,682.

Grovedale Area Structure Plan			
Land Use Statistics - Centralized Living Area			
	Area (ha)	% GDA	
Gross Developable Area	2977.9	100%	
Environmentally Sensitive	303.4	10%	
Development Area	2674.5	90%	
Existing Development Areas			
<i>River Valley Residential (Landry Heights)</i>	67.7	2%	
<i>Hamlet (Grovedale)</i>	57.6	2%	
<i>Agricultural</i>	541.8	18%	
<i>Crown & Untitled Land</i>	380.4	13%	
<i>Business Industrial</i>	18.4	1%	
<i>Light Industrial</i>	30.6	1%	
Total	1096.5	37%	
Proposed Development Areas			
<i>Village Centre</i>	287.2	10%	
<i>Estate Living</i>	443.4	15%	
<i>River Valley Residential</i>	128.1	4%	
<i>Small Scale Agriculture</i>	387.9	13%	
<i>Village Centre Commercial</i>	54.0	2%	
<i>Service Commercial</i>	31.2	1%	
<i>Light Industrial</i>	190.6	6%	
<i>Village Green</i>	16.5	1%	
<i>Distributed Parks</i>	12.2	0%	
Total	1551.0	52%	
Total Developable Area	2647.5	89%	

Note: Gross land areas are utilized in calculating the land use statistics and do not exclude wetlands, natural areas, etc.

Table 1: Land Use Statistics - Centralized Living Area

Grovedale Area Structure Plan					
Unit & Population Estimates - Centralized Living					
	Area (ha)	Units/h a	# of Units	People/ Unit	Projected Population
Estate Living	443.4	6.00	2,660	2.7	7,183
Village Centre & Village Centre Commercial	341.2	20.00	6,823	2.7	18,423
River Valley Residential	128.1	1.00	128	2.7	346
Small Scale Agriculture	387.9	0.50	194	2.7	524
Agricultural	541.8	0.06	33	2.7	90
Total	1842.4		9,612		25,952
<i>Note: estimates are based on gross density (gross developable area).</i>					

Table 2: Unit & Population Estimates - Centralized Living

4.5 Commerce & Industry

4.5.1 Agriculture

Intent

Agricultural activities have played a strong role in the history of the plan area and have historically contributed to the local economy and the livelihood of residents. Through the preservation of agricultural lands and the diversification of agricultural activities, the agricultural sector will continue to be a strong presence in the community and the plan area and will continue to play an ever important role in the expanding local economy.

Policy

1. Support the agricultural sector by supporting Right-to-Farm legislation.
2. Do not permit the use of agriculturally designated lands for non-agricultural related activities; such as, trucking operations, oilfield services, heavy equipment repair, etc., which would be more appropriately located in an industrial setting.
3. Discourage the subdivision and fragmentation of quarter sections; where the subdivision of an agricultural quarter section occurs, it shall be 80 acres in size (more or less) unless the portion of the lands to be subdivided are fragmented from the remainder of the quarter section via a natural or manmade feature, such as a watercourse, railway or municipal/provincial highway.
4. Support the development of agriculturally related industries.
5. Land uses that conflict with agricultural activities should not be permitted.
6. Limit the expansion of existing non-agricultural uses and do not permit the establishment of new non-agricultural uses. Where non-agricultural uses occur on agricultural lands, work with the landowner to relocate those uses to a more suitable location.

7. Support the creation of a home-based business that are small in scale and do not have a detrimental impact on surrounding lands.
8. Support the development and diversification of agri-businesses that are related to primary agricultural operations, such as, harvest festivals, farm-to-plate dinners, corn mazes, market gardens, farm stands, bed and breakfasts, value-added agricultural products and other uses that support the continued development of the agricultural sector.
9. Encourage the retention of the natural landscape, such as tree stands and wetlands, as they provide an ecological benefit to the plan area.
10. Greenview will encourage the opportunity of converting Crown Lands into titled agricultural land in order to facilitate the expansion of agricultural operations within and in close proximity to the plan area.



4.5.2 Village Centre Commercial

Intent

The Village Centre is the heart of the community, with Main Street and the Village Green being the focus for a vibrant commercial district where the community can come to shop, eat and play. The Main Street and Village Green are intended to be mixed-use, balancing commercial and residential development so as to create a sense of place full of vibrancy and a unique sense of self, while also ensuring that the needs of the community and visitors are met.

Policy

1. Development along the Main Street and Village Green are to be human in scale and geared towards the pedestrian.
2. Commercial development is to range from two to six storeys with the ground floor being commercial in nature, while upper storeys may be either residential or commercial in nature.
3. A variety of commercial uses are encouraged, such as restaurants, speciality retail, professional offices, etc.
4. Large-scale and large format commercial uses are discouraged in their traditional big-box formats.
5. Off-street parking is discouraged along Main Street and the Village Green; where off-street parking is required, it shall be adequately screened to the satisfaction of Greenview.
6. Ground-oriented residential uses shall not be permitted along Main Street; however, they may be considered at the discretion of Greenview for the areas surrounding the Village Green.



7. Pedestrian access and connectivity to and from Main Street and the Village Green into the surrounding Village Centre shall be a priority.
8. Public spaces shall be incorporated along Main Street in order to encourage the congregation of people.
9. A commercial needs assessment shall be prepared prior to initiating any development or more detailed planning studies in order to further refine the amount of commercial development required along Main Street and the Village Green.
10. Urban design guidelines for Main Street and the Village Green may be prepared by Greenview to ensure a consistent design approach for the hub of the Village Centre.

4.5.3 Service Commercial

Intent

Geared towards the travelling public and providing quick and accessible service to surrounding industry, the Service Commercial area is vehicle oriented in nature and focused on providing those services not typically suitable for a Main Street. The intent of the Service Commercial area is to augment and support the Village Centre Commercial area and not detract from it.

Policy

1. Commercial uses oriented to servicing the agricultural sector, oil and gas sector and the travelling public are to locate within the Service Commercial area.
2. Commercial activities will need to ensure adequate screening and buffering from adjacent residential lands, while at the same time provide opportunities for connectivity with surrounding land uses.
3. Development within the Service Commercial area shall not be mixed-use and no residential component will be permitted.
4. At the discretion of Greenview, alternative methods of addressing water, wastewater and stormwater needs and management may be accepted in order to facilitate development in the interim until such time as full municipal water, wastewater and stormwater infrastructure is available.



5. Future development within the Service Commercial area shall be designed in a comprehensive fashion so as to ensure that the overall commercial area is developed in a functional manner.
6. Future development shall be held to a high aesthetic standard as the Service Commercial area is strategically located at one of the primary access points into the community. Landscaping and building facades shall be finished to the satisfaction of Greenview and will compliment adjacent development.
7. Access to the Service Commercial area shall not be from Highway 666 but from the local municipal road network.
8. A commercial needs assessment shall be prepared prior to initiating any development or more detailed planning studies in order to further refine the amount of commercial development required in the Service Commercial area.

4.5.4 Business Industrial

Intent

The Business Industrial area is geared towards accommodating industrial uses whose operations are primarily limited to within a building and require limited to no outdoor storage, providing a bridge for industrial uses that are not land intensive and require a higher level of servicing.

Policy

1. Residential uses shall not be permitted within the area designated for Business Industrial activities, in order to minimize land use conflicts.
2. Limited compatible non-industrial uses may be considered; however, commercial uses, such as retail, which rely heavily upon non-industrial traffic shall not be permitted within the Business Industrial area in order to minimize conflicts.

3. The Business Industrial area is located at one of the primary access points into the community and is highly visible; as such, development shall be held to a high aesthetic standard. Landscaping and building facades shall be finished to the satisfaction of Greenview and complement adjacent developments.
4. Development within the area shall be compatible with surrounding non-industrial development. Buffering of business industrial uses from surrounding non-industrial uses shall be achieved through a combination of berms, tree planting and other landscaping measures to the satisfaction of Greenview.
5. Industrial uses shall ensure that all operations and nuisances are limited to the interior of an enclosed building.
6. Limited outdoor storage shall be accommodated provided that it is ancillary to the primary use occurring on a site and is screened from adjacent roadways and other land uses to the satisfaction of Greenview.
9. At the discretion of Greenview, alternative methods of addressing water, wastewater and stormwater may be accepted in order to facilitate development in the interim until such time as full municipal water, wastewater and stormwater infrastructure is available. The use of green technology is encouraged.



4.5.5 Light Industry

Intent

Light Industrial development servicing the agricultural, forestry and oil and gas sector is focused in future industrial parks along the Highway 666 and Township Road 695A corridor in order to provide a local employment opportunity for residents, easy access to the regional and provincial road networks, and to promote synergies between industrial users while minimizing the impact on non-industrial land uses.

Policy

1. Support the development of (an) industrial park(s) to address a variety of industrial activities whose operations occur both inside and outside of an industrial building.
2. Nuisances resulting from the industrial operations shall be limited to the industrial operations site and not impact adjacent properties or land uses.
3. At the discretion of Greenview, future industrial park(s) or development may be partially serviced with municipal water and wastewater infrastructure through a combination of “trickle water” and a low-pressure sanitary system. Alternatively, and at the discretion of Greenview, private water and wastewater servicing may be allowed on an interim basis until such time as municipal infrastructure is made available. Upon municipal infrastructure being made available, industrial users shall be required to connect to the municipal system.
4. The internal/local road network shall be designed so as to ensure the ease of access to and the visibility of industrial parcels.
5. All industrial parcels shall be accessed from the internal local road network. Direct access to provincial highways or township and range roads shall not be permitted.
6. Encourage a wide range of parcel sizes in order to support the needs of various industrial users while at the same time allowing for the flexibility to size industrial parcels as necessary to meet the varying needs of industrial users.
7. Landscaping and buffering to the satisfaction of Greenview shall be required for all industrial developments in order to create an aesthetically pleasing industrial streetscape.

8. Landscaping and buffering to the satisfaction of Greenview shall be required along the Highway 666 and Township Road 695A corridor in order to present a visually appealing entry into the community.
9. A trail and park system shall be developed within the industrial area in order to provide for recreation opportunities for employees, as well as to provide for pedestrian and cyclist connectivity to the trail network in other areas of the community.
10. A stormwater management system shall be developed so as to allow for stormwater management ponds to be utilized as a source of fire suppression water and green space.

4.5.6 Heavy Industry

Intent

Heavy industrial activity in both the forestry and oil and gas sector will continue to play an important and valuable contribution in the local and regional economy; as such, existing and future heavy industrial areas need to be protected in order to manage land use conflicts between heavy industrial and non-industrial activities while facilitating the growth and expansion of the heavy industrial sector.

Policy

1. Promote the continued growth and expansion of the heavy industrial sector along Highway 40.
2. Limit land use conflicts with non-industrial land uses by working with industry to minimize any off-site nuisances that may impact adjacent lands.
3. Work with the Crown to encourage that future heavy industrial development be completed in an environmentally sensitive manner.
4. Encourage synergies between industrial users by encouraging the Crown to limit industrial users to the areas defined for heavy industrial use.



5 Trails & Open Space

5.1 Parks & Open Spaces

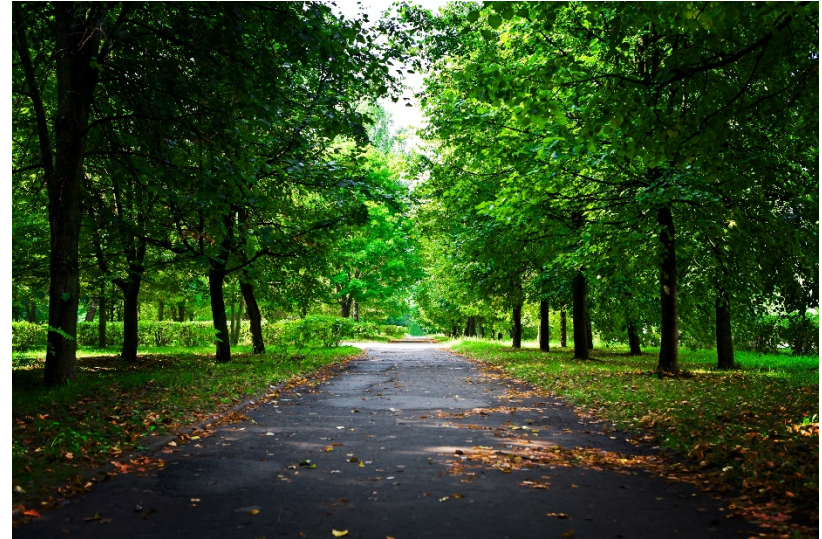
5.1.1 Village Green

Intent

The Village Green is a central park and focal point for the community, acting as a hub for recreational and cultural activities. Along with commercial uses on its periphery, the possibilities for this space are endless. The Green will be intricately connected to the Village Centre, allowing for easy access to the Green, Main Street and beyond. It will not only act as an amenity space for residents but may also serve as a recreational space for future schools within the plan area.

Policy

1. Collaborate with provincial agencies in order to reclaim and repurpose the former wastewater lagoon for use as a public space.
2. Develop a long-term plan for the use of the Village Green as a hub for recreational and cultural activities. Uses such as camping and recreational vehicle camping should be discouraged along with formal recreational spaces such as baseball diamonds or soccer pitches.
3. The Village Green shall be designed in order to facilitate year-round outdoor activities celebrating all seasons.
4. A system of trails through the Village Green shall be developed in order to encourage connectivity between activities along Main Street and other developments on the periphery of the Village Green.
5. The Village Green shall not have dedicated on-site parking in the form of a traditional parking lot; however, parking along the periphery of the Village Green may be accommodated in order to provide ease of access and use of the Village Green.



6. Limited and select minor commercial activities are encouraged to locate within the Village Green, such as a café with outdoor seating.

5.1.2 Distributed Parks

Intent

A system of distributed parks shall be incorporated into future residential, commercial and industrial development in order to provide opportunities for residents to play in formal and informal spaces and to connect with one another, while at the same time providing opportunities to connect future developments with each other. The distributed park system will be a crucial component of the design of the Village Centre and the fused grid road network, acting as local hubs within the community, while contributing to the social, mental, and physical well being of community residents.

Policy

1. A system of distributed parks, greenways and open spaces shall be incorporated into each development in accordance with the principles of developing a fused grid road network.
2. The distributed parks shall provide for opportunities to connect one fused grid quadrant with another.
3. The distributed parks shall consist of a combination of formal and informal park spaces, with uses such as community gardens, play spaces for children, skate parks or other features included.
4. Distributed parks may include a system of linear parks, which may act as a buffer between non-compatible uses, such as the linear park buffering the Business Industrial area from the Village Centre.
5. Along Main Street, a series of pocket parks or small plazas are encouraged in order to provide opportunities to bring people together in an urban setting and facilitate such activities as farmers' markets or a variety of pop-up events.



6. The maximum amount of municipal reserve, in accordance with provincial legislation, shall be dedicated by developers in the form of land. An alternative combination of land and/or cash-in-lieu for non-residential areas may be considered by Greenview, at their discretion, in order to facilitate the development of reserve areas as required.

5.1.3 Green Spaces & Environmental Lands

Intent

Green spaces and environmental lands will constitute a critical component of the overall open space network in the community in conjunction with park spaces. Green spaces such as stormwater management facilities may act as features within the community, mimicking wetlands and providing opportunities to link together park spaces; while environmental features such as wetlands, watercourses or tree stands will continue to provide an ecological benefit to the plan area while also providing opportunities for improving connectivity within the community.

Policy

1. Where possible, stormwater management ponds and facilities should be developed to mimic a naturalized system while utilizing Low Impact Development techniques and principles.
2. Ensure that wetlands and other environmentally sensitive lands are protected and that development does not adversely impact their long-term viability or their stability. Integrate wetlands and environmentally sensitive lands with municipal stormwater management facilities by utilizing Low Impact Development best practices.
3. Incorporate and integrate stormwater management infrastructure, wetlands and environmentally sensitive lands with structured park development.



4. Context sensitive trails, developed utilizing Low Impact Development principles, may be strategically incorporated into or adjacent to environmentally sensitive lands at the discretion of Greenview.
5. Specialized studies, such as but not limited to, a biophysical assessment or wetland assessment shall be completed by a registered Biologist in support of all developments in order to define environmentally sensitive lands.
6. A geotechnical assessment, completed by a suitably certified engineer, shall be prepared in support of all developments in order to define areas not suitable for development purposes.
7. As required by Greenview, a slope stability study shall be completed for all developments in close proximity to or where steep slopes exist, Development within areas of steep slopes shall be limited and shall be at the discretion of Greenview.
8. Limit development within the Wapiti River corridor, with its steep and treed slopes, to uses such as trails which shall be designed in accordance with Low Impact Development standards and as per specialized supporting studies such as a geotechnical assessment.
9. At the discretion of Greenview, Nitehawk Year-Round Adventure Park may expand its operations if they are able to demonstrate that any proposed expansion shall be completed in an environmentally sensitive fashion and not adversely impact the local environment.
10. Low Impact Development (LID) techniques should be utilized in an effort to minimize the impact of development on the natural hydrology of the area by attempting to manage stormwater close to its source; these techniques may consist of, but are not limited to Rain Gardens, Bioswales, Permeable Pavement, Box Planters, Natural Drainage Ways, or Green Roofs.

5.2 Trails

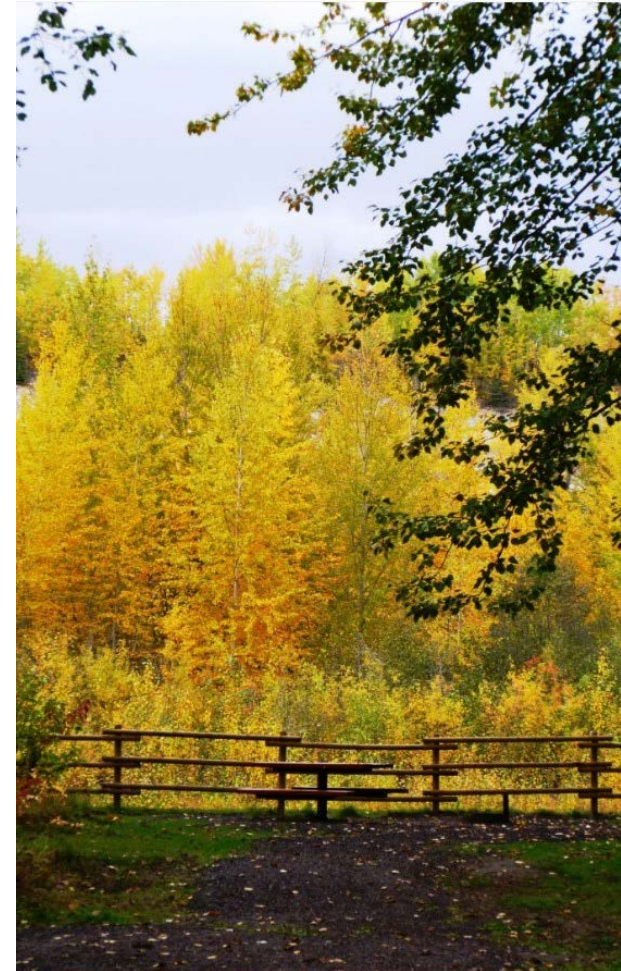
5.2.1 Primary Network

Intent

The primary trail network, conceptually identified in *Figure 7: Existing and Future Trails* will act as the principal trail corridor within the area, connecting together such features as the proposed Village Green and Main Street, Grovedale Community Hall, O'Brien Provincial Park, the Wapiti River Valley and the Grovedale Fish Pond with future planned communities. The primary trail network will act as a spine serving a broad area to which the secondary trail network will connect; thereby, providing connectivity throughout the community and beyond.

Policy

1. The primary trail network shall be designed to discourage the use of motorized off-road vehicles such as All Terrain Vehicles (ATVs) and snowmobiles, so as to avoid conflicts with pedestrians and non-motorized vehicles.
2. The primary trail network has been conceptually identified within this document. Further detailed work is required in order to delineate the ultimate location of the primary trail network.
3. The trail network should be designed using Low Impact Development techniques in order to improve and potentially reduce stormwater runoff and assist in enhancing any environmental features within the plan area.
4. Where feasible, the trail network should run along the edge of environmental features, while taking steps to ensure impacts on the environmental features are minimized.
5. The trail network shall be integrated with the parks and open space system.



6. Where feasible, pocket parks shall be incorporated into the trail network so as to provide opportunities for trail users to passively enjoy significant environmental features such as wetlands or the Wapiti River.
7. At the discretion of Greenview and in accordance with Provincial legislation, trails may be incorporated within land designated as an environmental reserve.
8. The primary trail network shall be designed to primarily serve the Centralized Living Area, while also extending to other key recreational features in the plan area such as the Grovedale Fish Pond.

5.2.2 Secondary Network

Intent

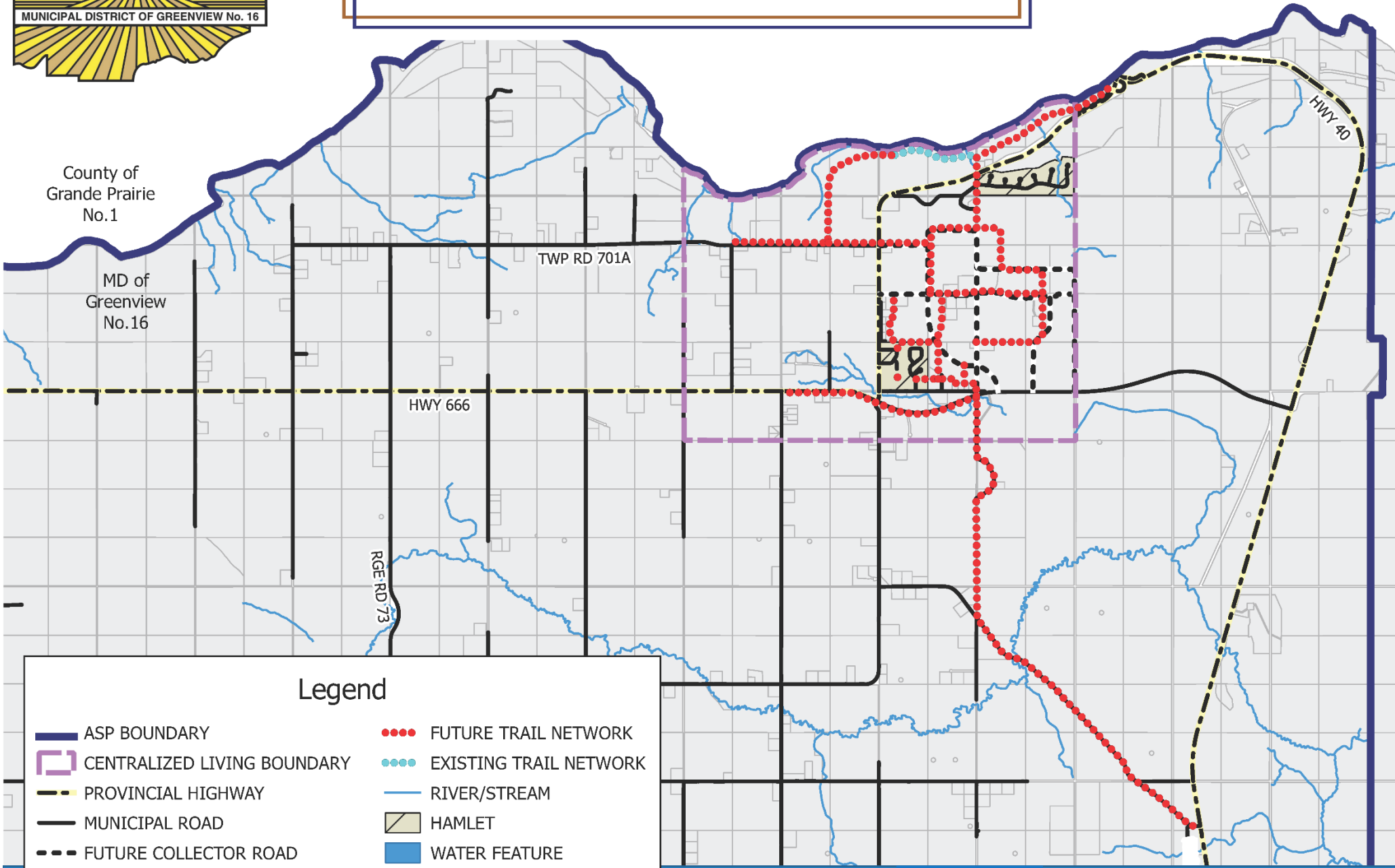
The secondary trail network will act as the local trail network specific to each planned development, providing opportunities for residents to recreate and easily connect with one another at a local level while being able to access the primary network in order to reach various parts of the community safely and efficiently.

Policy

1. Secondary trail networks shall be incorporated into planned developments in order to meet the objectives of a fused grid design.
2. Secondary trail networks shall be integrated with Distributed Parks so as to improve access to Distributed Parks and encourage greater connectivity throughout the community.
3. In an effort to improve connectivity, trails may be incorporated into stormwater management infrastructure such as Public Utility Lots (PUL's) utilized for drainage purposes.
4. Trails should be designed using Low Impact Development techniques so as to minimize surface drainage and assist in managing stormwater. Examples of Low Impact Development techniques are permeable pavement, bioswales along the trail corridor or selective placement of rain gardens.



Existing and Future Trails



DATE

Note: The map is for references purposes only. The proposed trail alignment is conceptual and approximate, and is intended to guide future detailed trail design.

FIGURE 7: Existing and Future Trails

0 1 2 3 4 5 km



6 Getting Around

A functional and multi-modal transportation network that is safe and promotes a healthy and active lifestyle is an important component of any community. It forms the backbone of any community and allows its members to get where they need to either on foot, by bike or in a vehicle. It not only acts as a means to get you where you need to go; it helps define a sense of community and place. Given the nature of the plan area, we have three distinct transportation networks that serve various functions.

6.1 Rural

Intent

The rural transportation network has lower traffic volumes as it primarily serves agricultural lands and rural residences. Its primary focus is on the provision of access to farmland and getting the travelling public onto the provincial highway network while providing opportunities for rural residents living a rural lifestyle to safely utilize the road network as pedestrians and equestrians.

Policy

1. Limit the number of accesses onto the rural road network in order to minimize potential conflicts between vehicles travelling on the road and those accessing the road.
2. Rural subdivisions shall contribute to the upgrades and intersection improvements to the rural road network through a levy, yet to be established by Greenview.
3. Use of the rural road network by heavy truck traffic is discouraged in order to minimize the conflict between commercial and non-commercial vehicle traffic.
4. Separate pedestrian and equestrian traffic from vehicular traffic by encouraging and permitting the development of bridle paths along the outer edge of a rural road right-of-way for the use of pedestrians and equestrians.





Future Transportation Network

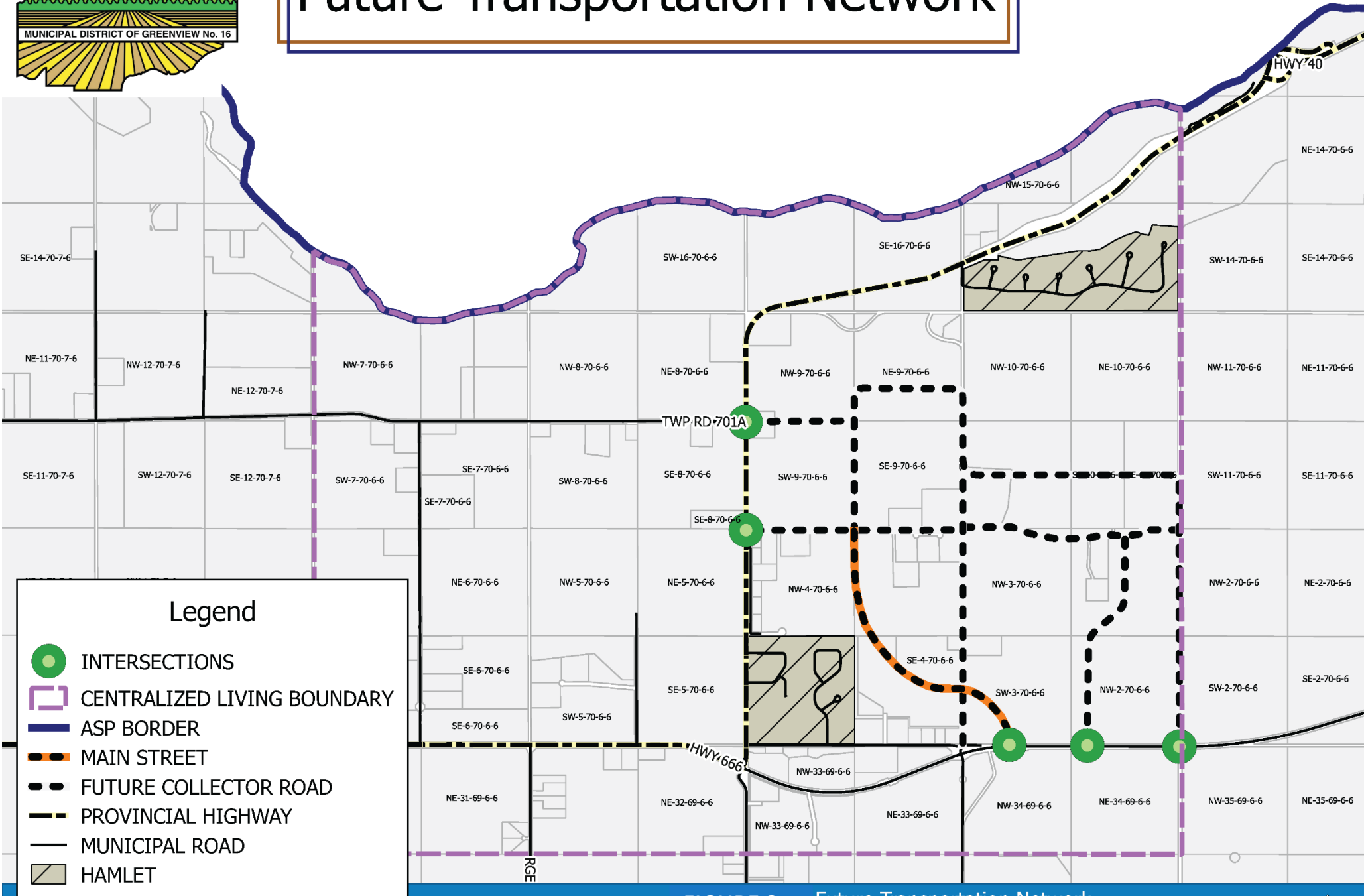


FIGURE 8: Future Transportation Network



6.2 Estate Residential

Intent

The Estate Residential area will have a suburban transportation network that blends rural and urban characteristics; which will regulate vehicular traffic, provide a sense of privacy and local “community” while at the same creating a permeable environment with a high level of connectivity for pedestrians, motorists and other non-motorists alike.

Policy

1. Encourage developments to be designed using a curvilinear road network.
2. Discourage the use of conventional loops and cul-de-sacs in favour of crescent streets, eyebrow streets, loop lanes and planting islands in order to encourage greater connectivity.
3. Improve connectivity by limiting dead-ends and three-way intersections wherever possible.
4. Promote the use of smaller block lengths where feasible in order to improve connectivity.
5. Promote a high degree of pedestrian connectivity and permeability of the neighbourhood through the development of sidewalks and trails and the use of such techniques as paper streets, mid-block lanes or passageways.
6. Ensure local roads have, at a minimum, a sidewalk on one side of the street, with improved landscaping on the opposite side.
7. Ensure collector and arterial roads have sidewalks on both sides of the street.
8. Incorporate bike lanes on collector and arterial roads.
9. Trails, sidewalks and roadways shall be designed in such a way as to develop a single integrated network, allowing users to seamlessly utilize the system as a whole.

6.3 Village Centre

Intent

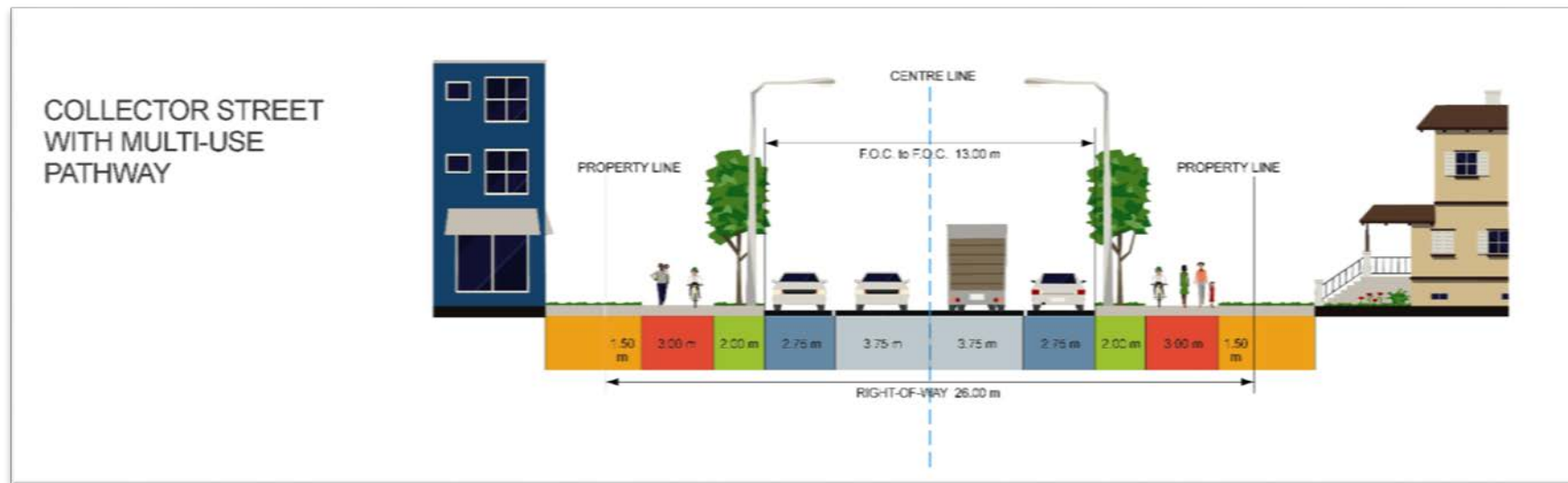
The Village Centre will have an urban transportation network that has a high degree of connectivity and permeability, prioritizing the pedestrian over the vehicle, in an effort to create safe and tranquil neighbourhoods, opportunities for increased social interaction and vibrant community spaces while at the same time allowing for ease of access and movement of vehicles.

Policy

1. The road network shall be developed using the Fused Grid model consisting of a quadrant that local roads do not traverse, with collectors and arterials being located along the periphery of the quadrant.
2. A quadrant shall be on average, 16 hectares (40 acres) in size.
3. Local roads shall not traverse the entire length or width of a quadrant in order to discourage “thru traffic”.
4. Develop green spaces that are easily accessible and interconnected with one another so as to encourage walking and cycling within the community.
5. Promote a high degree of pedestrian connectivity and permeability within the neighbourhood through the development of sidewalks and trails and the use of such techniques as paper streets, mid-block lanes or passageways.
6. Ensure that local roads have sidewalks on both sides of the street and that these sidewalks form part of, and are connected to, the trail network.
7. Ensure that collector and arterial roads have sidewalks on both sides of the street.
8. Through the use of a Fused Grid system, the pedestrian is prioritized within the quadrant, with vehicular traffic (not local in nature) being pushed to the periphery of the quadrant along a series of collector and arterial roadways. *Figure 8: Future Transportation Network* conceptually outlines a series of major collector roadways.
9. Design streetscapes so that they are a welcome and safe space for the pedestrian and cyclist alike.
10. Incorporate bike lanes along collector and arterial roads and Main Street.

11. Develop a Main Street that is welcoming to the community and consists of a sufficiently wide right-of-way in order to facilitate landscaping, street furniture and features such as sidewalk cafes.
12. A Complete Streets approach should be taken to the development of all roadways within the Village Centre with a specific focus on the development of a pedestrian-friendly and vibrant Main Street.
13. Trails, sidewalks and roadways shall be designed in such a way as to develop a single integrated network allowing for users to seamlessly utilize the system as a whole.

Collector Street Complete Streets Cross-Section Sample



7 Services & Infrastructure

The degree of water, wastewater and stormwater servicing will range throughout the plan area from locations, which are entirely privately serviced to those with full municipal servicing. The level of servicing will be directly related to the form of development and the ability to deliver services in a cost-effective and efficient manner. Servicing levels will vary between rural uses and urban uses with each of the areas below being serviced in a manner unique to themselves.

7.1 Water Servicing

Intent

The level of servicing for water will range throughout the plan area with the level of service being directly related to land use, in order to develop an efficient, safe, and cost-effective water servicing network. The level of servicing will range from a private water supply for rural developments to full municipal services in urban areas.

Policy

1. Rural residential subdivisions and agricultural properties shall be privately serviced using an on-site private water service such as a water well or a cistern.
2. Lands designated as Small Scale Agriculture or River Valley Residential shall be privately serviced. Greenview shall require the submission of a certified groundwater feasibility assessment prepared by a qualified professional for proposed multi-lot developments within the lands designated as Small Scale Agriculture or River Valley Residential.
3. A detailed water servicing plan shall be prepared by Greenview for the central portion of the plan area as conceptually identified in *Figure 9: Existing and Future Servicing Network* of this plan.
4. Development within the Estate Residential designation shall be ultimately serviced to a full municipal and urban standard. However, at the discretion of Greenview, a trickle system may be permitted in the interim until such time as full municipal services can be extended.
5. Lands designated as Village Centre, Commercial or Industrial Business shall be serviced with a water supply to a full urban standard, including satisfactory fire flows to support high-density urban development. At the discretion of Greenview, Industrial Business and Service Commercial lands may be serviced using alternative means on an interim basis until such time as an urban water supply become available.

6. Lands designated as Light Industrial, and located directly south of Highway 666, shall ultimately be serviced using a trickle water system; however, at the discretion of Greenview, these lands may be privately serviced until such time as water servicing becomes available.
7. Greenview shall require developers to submit a detailed water servicing report, prepared by qualified professionals in support of a Minor Area Structure Plan associated with a proposed development. This report must identify the proposed servicing concept, capacity requirements of the proposed development and any impacts the development may have on existing systems in close proximity to the proposed development.

7.2 Wastewater Servicing

Intent

Wastewater servicing is to be provided in an efficient and cost-effective manner that is environmentally sensitive and effectively utilizes existing infrastructure within the plan area. The level of service will range from a private onsite wastewater treatment system for rural developments to full municipal wastewater collection and treatment systems in urban areas.

Policy

1. Rural residential subdivisions and agricultural properties shall be privately serviced using an on-site private wastewater system; open discharge systems are discouraged.
2. Lands designated as Small Scale Agriculture or River Valley Residential shall be privately serviced; a communal wastewater treatment system may be considered at the discretion of Greenview.
3. A detailed wastewater servicing plan shall be prepared by Greenview for the central portion of the plan area as identified in *Figure 9: Existing and Future Servicing Network* of this plan.
4. Development within the Estate Residential designation shall be ultimately serviced to a full municipal and urban standard; however, at the discretion of Greenview, a low-pressure collection system may be permitted.
5. Lands designated as Village Centre, Commercial or Industrial Business shall be serviced with a wastewater system designed to a full urban standard. However, at the discretion of Greenview, Industrial Business and Service Commercial lands may be serviced via alternative means on an interim basis until such time as urban wastewater infrastructure becomes available.

6. Lands designated as Light Industrial, and located directly south of Highway 666, shall ultimately be privately serviced using an on-site private wastewater system.
7. Greenview shall require developers to submit a detailed wastewater servicing report prepared by qualified professionals in support of a Concept Plan or Minor Area Structure Plan associated with a proposed development. This report must identify the proposed servicing concept, capacity requirements of the proposed development and any impacts the development may have on existing systems in close proximity to the proposed development.

7.3 Stormwater Management

Intent

The stormwater management system will be developed in holistic and comprehensive fashion using Low Impact Development techniques wherever possible, in order to develop a stormwater management system that effectively and efficiently manages stormwater while at the same time preserving environmental features such as creeks, streams and wetlands.

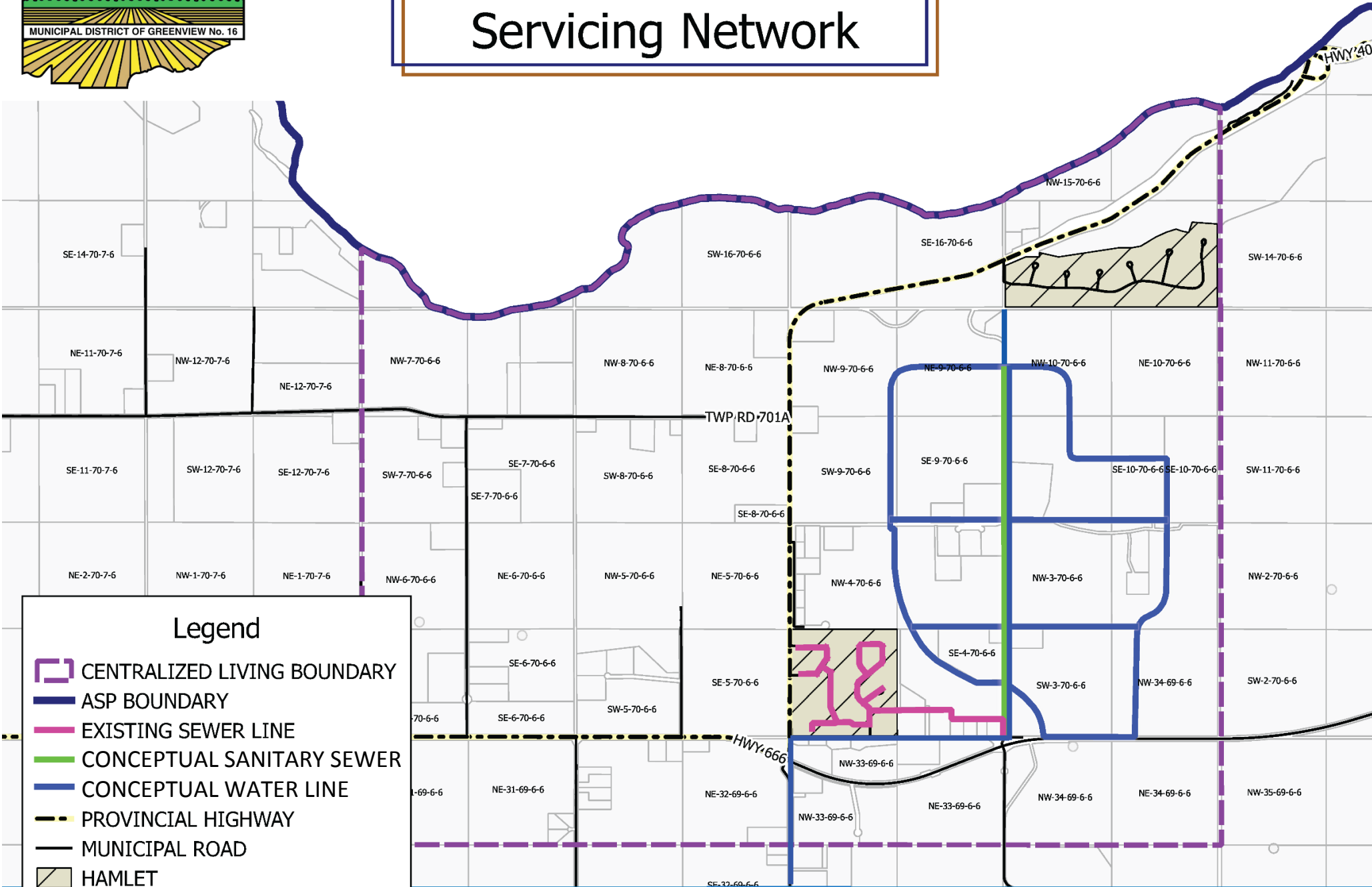
Policy

1. Greenview shall coordinate the preparation of a Master Stormwater Management Plan for the Centralized Living Area.
2. Stormwater management infrastructure, such as stormwater management ponds, are an important and prominent feature within a neighbourhood and shall be integrated into the overall open space and park network.
3. Low impact development techniques should be incorporated into all developments in order to assist in regulating stormwater runoff and improving its quality.
4. Stormwater management facilities shall be integrated with natural wetlands in the plan area so as to ensure the long-term viability of the wetlands.
5. Stormwater management facilities should be developed utilizing low impact development techniques.
6. Stormwater management facilities, such as stormwater management ponds, should be developed as constructed wetlands, excluding those stormwater management ponds that act as a source of fire suppression water.

7. At the discretion of Greenview, stormwater management ponds may be used as a source of fire suppression water for lands designated as River Valley Residential, Small Scale Agriculture, Estate Residential, Service Commercial, Business Industrial or Light Industrial.
8. Greenview shall require developers to submit a detailed stormwater management report prepared by qualified professionals in support of a Minor Area Structure Plan associated with a proposed development. This report must identify the proposed servicing concept, capacity requirements of the proposed development and any impacts the development may have on existing systems in close proximity to the proposed development.



Existing and Proposed Servicing Network



Legend

- CENTRALIZED LIVING BOUNDARY
- ASP BOUNDARY
- EXISTING SEWER LINE
- CONCEPTUAL SANITARY SEWER
- CONCEPTUAL WATER LINE
- PROVINCIAL HIGHWAY
- MUNICIPAL ROAD
- HAMLET

FIGURE 9: Existing and Proposed Servicing Network



8 Implementation

In order to effectively implement this plan, it will be necessary to complete further planning and engineering related works such as Minor Area Structure Plan or Master Infrastructure Servicing Reports prior to accommodating further development within the plan area and more specifically the Centralized Living Area. Further clarity is provided below.

8.1 Implications for Other Plans & Bylaws

In order to facilitate development within the Centralized Living Area, it may be necessary to amend the Land Use Bylaw by creating new land use districts that can accommodate the proposed forms of development. The new land use districts will be created by the Greenview.

Rezoning shall only be considered for areas with an approved Minor Area Structure Plan or Concept Plan.

8.2 Further Studies & Works

Prior to the preparation of any further detailed planning by development proponents, it will be necessary for Greenview to complete more detailed planning and engineering work for the Growth Area. More specifically it will be necessary to:

- Prepare a Master Transportation Plan;
- Prepare Master Water and Wastewater Servicing Plans;
- Prepare a Master Stormwater Management Plan;
- Prepare a commercial/market needs assessment in order to assess the quantity, composition and form of future commercial development required to service the plan area as a whole;
- Investigate the feasibility of utilizing recycled water or grey water to recharge aquifers or as a source of irrigation or process water in lieu of potable water for multi-family residential developments, recreational facilities, parks & open spaces, commercial developments and industrial developments;
- Prepare a master plan identifying areas of natural and environmental significance;
- Reclaim the former sewage lagoon;

- Prepare detailed urban design guidelines reflective of a “small town” or “village” theme for all forms of development within the Centralized Living Area, in order to ensure, at a minimum, consistency in landscaping and building facades to a standard acceptable to Greenview;
- Prepare an Open Space Master Plan and a Trails Master Plan;
- Prepare a Concept Plan for the Main Street and confirm its alignment;
- Establish a levy bylaw in order to fund municipal infrastructure improvement;
- Prepare a waste management plan for the plan area and investigate the feasibility and associated timing of implementing curbside waste collection for the area designated as Centralized Living consisting of the separate collection of garbage, recycling and organics;
- Investigate the implementation of a local and regional public transit system to serve the Centralized Living area as future development proceeds;
- Investigate the feasibility of providing public vehicle charging stations as development proceeds within the Centralized Living area; and
- Investigate the feasibility of developing a District Energy Sharing System for the Centralized Living Area in order to supply heating and cooling to future residents and business.

8.3 Minor Area Structure Plans and Concept Plans

8.3.1 Minor Area Structure Plans

The preparation of Minor Area Structure Plans will be required prior to allowing the subdivision and development of lands contained within the Centralized Living Area. The Minor Area Structure Plans will be prepared and funded by the developer of future development and will provide a more detailed framework for development within the Centralized Living Area. Minor Area Structure Plans shall, at a minimum, provide detailed planning for the entirety of a quarter section and will need to address the following in greater detail:

- Environmental matters
- Water/Wastewater and Stormwater servicing

- Configuration of future developments
- Allocation of park space/open space
- Traffic generation and impacts
- Geotechnical concerns
- Market conditions
- Building and Landscaping Design Guidelines
- The interface with adjacent lands

In order to address the items referenced above, a variety of supporting studies are required, such as:

- Biophysical and Wetland Assessments
- Water, Wastewater and Stormwater Servicing Reports
- Geotechnical Reports
- Traffic Impact Assessments
- Commercial/Market Needs Assessments

8.3.2 Concept Plans

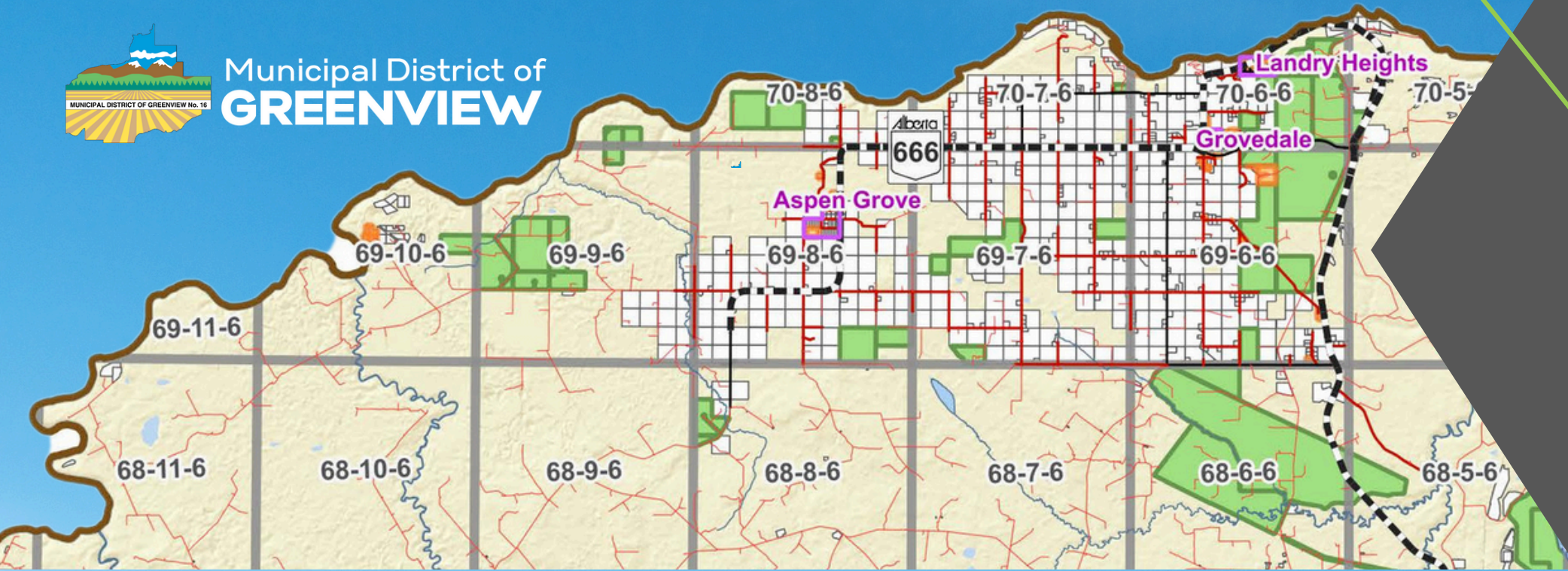
Concept Plans may be used, at the discretion of Greenview, in lieu of a Minor Area Structure Plan within the Centralized Living Area for areas designated as Business Industrial and Hamlet, as well as the Service Commercial area located adjacent to Township Road 700. The Concept Plan shall apply to the entirety of the designated area and shall, at the discretion of Greenview address the following:

- Environmental matters
- Water/Wastewater and Stormwater servicing

- Configuration of future developments
- Allocation of park space/open space
- Traffic generation and impacts
- Geotechnical concerns
- Market conditions
- Building and Landscaping Design Guidelines
- The interface with adjacent lands



Municipal District of
GREENVIEW



SUMMARY OF CHANGES AND RATIONALE

GROVEDALE AREA STRUCTURE PLAN REVIEW

Section from current GASP	[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]
Page Number	Page 9
Issues/Concerns Addressed	Editing
Proposed Changes	Remove
Rationale	This information is not relevant to the plan and should not have been included

Section from current GASP	<p>Section 3.2</p> <p>1. All future residential, commercial, industrial and institutional construction or renovations should utilize low-flow plumbing fixtures.</p> <p>2. Xeriscaping or low maintenance landscaping should be incorporated into all future developments within the area designated as Centralized Living in order to reduce potable water consumption.</p> <p>3. Rainwater harvesting renovations should be incorporated into all developments. Collected rainwater may be utilized for irrigation or other approved non-potable uses.</p> <p>4. The transportation network renovations should be developed using Fused Grid and Complete Streets methods in order to create an environment that is both cyclist- and pedestrian-friendly, while discouraging the use of automobiles for local trips.</p> <p>5. All residential, commercial, industrial and commercial developments should include electric car charging points for private or public use.</p> <p>6. All future residential, commercial, industrial and institutional new construction or renovations should incorporate systems for generating renewable energy, such as solar panels, geothermal heating, or wind turbines.</p> <p>7. Individual geothermal heating systems are encouraged for residential, commercial, industrial and institutional uses should a District Energy Sharing System not be developed in the Centralized Living Area or in areas where a District Energy Sharing System will not be developed</p>
Page Number	Page 13 & 14
Issues/Concerns Addressed	Numbering format

Proposed Changes	<p>Renumbered as follows:</p> <p>1.Future residential, commercial, industrial and institutional construction or renovations are encouraged to integrate water preservation opportunities into their design and construction</p> <p>2. Xeriscaping or low maintenance landscaping are a supported landscaping alternative within the area designated as Centralized Living in order to reduce potable water consumption.</p> <p>3. Rainwater harvesting renovations for the collection of non-potable uses will be accommodated during new development proposals where they do not pose a safety risk.</p> <p>5. Residential, commercial, industrial and commercial developments may propose exclusive parking stalls for electric car charging points for private or public use.</p> <p>6. Future residential, commercial, industrial and institutional new construction or renovations should incorporate systems for generating renewable energy, such as solar panels, geothermal heating, or wind turbines.</p> <p>7. The principles of Low Impact Development renovations should be incorporated into all developments throughout the plan area, particularly within the Centralized Living area, these are:</p> <p>a) Preserve natural site features and utilize existing natural systems;</p> <p>b) Focus on limiting and minimizing runoff;</p> <p>c) Treat and control stormwater as close to the source as possible; and</p> <p>d) Create multifunctional landscapes that allow for the integration of stormwater management facilities into other elements of the development area</p> <p>8. Low impact development techniques, such as erosion and sediment control, bioswales, rain gardens, permeable pavement and box planters, green roofs, and on-site bioretention renovations are a supported alternative design options in new developments</p>
Rationale	<p>Renumbering will correct existing numbering errors, enhance clarity, and improve document organization. It will also ensure that information is presented consistently and sequentially.</p>

Section from current GASP	Section 4 A)"Development Concept" on page 17 B)"Development Concept - Central Living" on page 18
Page Number	Page 17 & 18
Issues/Concerns Addressed	Maps relating to Development Concept
Proposed Changes	Update maps to reflect the change to the western boundary of the centralized Living Area boundary from 70 to Highway 666/ Range Road 64.
Rationale	To maintain an up-to-date and accurate representation of information.

Section from current GASP	Section 5 A)"Existing and Future Trail" on page 42 B)"Future Transportation Network" on page 44 C)"Existing and Proposed Servicing Network" on page 52
Page Number	Pages 42, 44 and 52
Issues/Concerns Addressed	Maps relating to Primary Network
Proposed Changes	Update maps
Rationale	To maintain an up-to-date and accurate representation of information.

Section from current GASP	Section 4.2 & 4.3
Page Number	Page 20
Issues/Concerns Addressed	Contextual Organization
Proposed Changes	<ul style="list-style-type: none"> • The title "4.3 Centralized Living" is moved from page 20 to the top of page 22. • 4.3.1 Small-Scale Agriculture is renumbered to 4.2.3 • Section 4.2.3 Small-Scale Agriculture is amended to add the sentence, "Acceptable land use designations for new multi-lot subdivisions within this development area are Agricultural One (A-1) District, Agricultural Two (A-2) District and Country Residential One (CR-1) District." at the end of the section labeled Intent, • 4.3.2 River Valley Residential, is renumbered to 4.2.4 • Section 4.2.4 River Valley Residential, is amended to add the sentence, "Acceptable land use designations for new multi lot subdivisions within this development area are Country Residential Two (CR-2) District and Country Residential Three (CR-3) District." at the end of the section labeled Intent, • Section 4.3.3 Estate Living is renumber to 4.3.1 • Section 4.3.4 Village Centre is renumber to 4.3.2
Rationale	Correct numbering and reorganizing document

Section from current GASP	Section 4.4 Land Use Statistics - Centralized Living Area
Page Number	Pages 25 & 26
Issues/Concerns Addressed	Clarity
Proposed Changes	<ul style="list-style-type: none">• This section is retitled as "4.4 Long Term Theoretical Unit & Population Estimates ";• The following adjustments are made to paragraphs 1 and 2:• "Land use statistics, as well as unit and population estimates for growth which is anticipated in the plan, are detailed in Table 1: Unit & Population Estimates. Unit and population estimates are calculated based upon gross development areas which are identified for further intensification and exclude Agricultural lands. It is anticipated up to 1300.6 ha (3,213.85 ac) of land could be available for the development of residential and mixed commercial/residential purposes within areas of potential intensification. Given the amount of potentially developable land proposed for additional development in the plan, it is anticipated that a total of 9806 residential units, ranging from single-family housing to row housing to apartment units, may be accommodated, resulting in a total residential population of 26,476.
Rationale	Correct numbering and reorganizing document

Section from current GASP	Section 4.4 Table 1 - Land Use Statistics - Centralized Living Area Table 2 - Unit & Population Estimates - Centralized Living Area
Page Number	Pages 26 & 27
Issues/Concerns Addressed	Clarity
Proposed Changes	<ul style="list-style-type: none">• Delete Table 1;•• Relabel "Table 2" as "Table 1" • On page 27, Table 2 is relabeled "Table 1: Unit and Population Estimates" and replaced with the following table:
Rationale	Update after changes

Section from current GASP	<p>Section 6.1.2</p> <p>Rural subdivisions shall contribute to the upgrades and intersection improvements to the rural road network through a levy, yet to be established by Greenview.</p>
Page Number	Page 43
Issues/Concerns Addressed	Off-site levies
Proposed Changes	Remove this
Rationale	<p>It does not seem to support centralized growth.</p> <p>It is necessary to align the off-site levy concept for Grovedale with other areas in Greenview.</p>

Section from current GASP	<p>Section 3.2</p> <p>5. All residential, commercial, industrial and commercial developments should include electric car charging points for private or public use.</p> <p>6. All future residential, commercial, industrial and institutional new construction or renovations should incorporate systems for generating renewable energy, such as solar panels, geothermal heating, or wind turbines.</p> <p>7. Individual geothermal heating systems are encouraged for residential, commercial, industrial and institutional uses should a District Energy Sharing System not be developed in the Centralized Living Area or in areas where a District Energy Sharing System will not be developed</p> <p>8. Green roofs renovations should be incorporated into all new construction of commercial, industrial, institutional and multifamily residential developments</p>
Page Number	Pages 12-14
Issues/Concerns Addressed	Going Green
Proposed Changes	Revise the section
Rationale	<p>Some of these policies are outside of Greenvue's purview or control or simply set up future expectations that may not be feasible.</p> <p>The review will ensure that the policies included are implementable and effective.</p>

Section from current GASP	<p>Section 8 Implementation</p> <p>In order to effectively implement this plan, it will be necessary to complete further planning and engineering related works such as Minor Area Structure Plan or Master Infrastructure Servicing Reports prior to accommodating further development within the plan area and more specifically the Centralized Living Area. Further clarity is provided below.</p>
Page Number	Page 53
Issues/Concerns Addressed	Flexibility issue
Proposed Changes	<p>In order to effectively implement this plan, it will be necessary to complete further planning and engineering related works such as Minor Area Structure Plans, Concept Plans or Master Infrastructure Servicing Reports when accommodating further development within the plan area, with increasing requirements for studies based on the complexity of the development. Further clarity is provided below.</p>
Rationale	<p>Revising this will create the necessary flexibility and clarity regarding the outlined planning process for further development. It will also afford the opportunity to address specific challenges and the uniqueness of each development based on its complexity.</p>

Section from current GASP	<p>Section 8.1 Implications for Other Plans & Bylaws</p> <p>In order to facilitate development within the Centralized Living Area, it may be necessary to amend the Land Use Bylaw by creating new land use districts that can accommodate the proposed forms of development. The new land use districts will be created by the Greenview.</p> <p>Rezoning shall only be considered for areas with an approved Minor Area Structure Plan or Concept Plan.</p>
Page Number	Page 53
Issues/Concerns Addressed	Contextual Organization
Proposed Changes	<p>"Development within the Centralized Living Area, will require the amendment of the Land Use Bylaw by creating land use districts supporting the density of the Estate Residential and building forms contemplated in Village related development areas.</p> <p>Rezoning, subdivision and development outside of the Centralized Living area requires a Minor Area Structure Plan or Concept Plan in alignment with the standards outlined in the Municipal Development Plan. Within the Centralized Living area, any rezoning of land will require a Minor Area Structure Plan supporting the proposal."</p>
Rationale	<p>We propose deleting section 8.1 and replacing it with information detailing when a Land Use Bylaw amendment is necessary for development within the Centralized Living Area. Additionally, we will outline the requirements for a Minor Area Structure Plan or Concept Plan for rezoning, subdivision, and development outside the Centralized Living Area.</p> <p>This change will make the plan less restrictive and ensure it aligns with the Greenview Municipal Development Plan and Policy 6001, which provides standard practices for creating the Minor Area Structure Plan.</p> <p>It will also provide clarity regarding policy and development requirements.</p>

Section from current GASP	<p>Section 8.2 Further Studies & Works</p> <p>Prior to the preparation of any further detailed planning by development proponents, it will be necessary for Greenview to complete more detailed planning and engineering work for the Growth Area. More specifically, it will be necessary to:</p> <ul style="list-style-type: none">• Prepare a Master Transportation Plan;• Prepare Master Water and Wastewater Servicing Plans;• Prepare a Master Stormwater Management Plan;• Prepare a commercial/market needs assessment in order to assess the quantity, composition and form of future commercial development required to service the plan area as a whole;• Investigate the feasibility of utilizing recycled water or grey water to recharge aquifers or as a source of irrigation or process water in lieu of potable water for multi-family residential developments, recreational facilities, parks & open spaces, commercial developments and industrial developments;• Prepare a master plan identifying areas of natural and environmental significance;• Reclaim the former sewage lagoon; Prepare detailed urban design guidelines reflective of a “small town” or “village” theme for all forms of development within the Centralized Living Area, in order to ensure, at a minimum, consistency in landscaping and building facades to a standard acceptable to Greenview;• Prepare an Open Space Master Plan and a Trails Master Plan;• Prepare a Concept Plan for the Main Street and confirm its alignment;• Establish a levy bylaw in order to fund municipal infrastructure improvement;• Prepare a waste management plan for the plan area and investigate the feasibility and associated timing of implementing curbside waste collection for the area designated as Centralized Living consisting of the separate collection of garbage, recycling and organics;• Investigate the implementation of a local and regional public transit system to serve the Centralized Living area as future development proceeds;• Investigate the feasibility of providing public vehicle charging stations as development proceeds within the Centralized Living area; and• Investigate the feasibility of developing a District Energy Sharing System for the Centralized Living Area in order to supply heating and cooling to future residents and business.

Page Number	Pages 53 & 54
Issues/Concerns Addressed	Further studies and works
Proposed Changes	<p>Revise the section as follows:</p> <p>Greenview may elect to delay development within the Centralized Living area in order to complete more detailed planning and engineering work for the Growth Area. More specifically it may require the completion of the following studies:</p> <ul style="list-style-type: none">a. A Master Transportation Plan;b. A Master Water and Wastewater Servicing Plans;c. A Master Stormwater Management Plan;d. A master plan identifying areas of natural and environmental significance;e. An Open Space Master Plan and a Trails Master Plan
Rationale	<p>This section sets an overly high standard for Greenview to meet before allowing future development. Several required studies provide minimal benefit and have been flagged for potential removal.</p> <p>By eliminating these studies, we can create a more realistic and practical document that includes only relevant items for further studies or work needed for development.</p> <p>This approach will help remove unnecessary obstacles for both development and developers.</p>

Section from current GASP	Section 8.3 Minor Area Structure Plans and Concept Plans
Page Number	Page 54-56
Issues/Concerns Addressed	Requires Commercial/Market Needs Assessments and Building and Landscaping Design Guidelines. This type of information is not a valid planning consideration.
Proposed Changes	Revise for practicality by deleting some information and replacing it as deemed necessary.
Rationale	To ensure that the ASP includes requirements that take valid planning considerations into account

Section from current GASP	Section 8.3.1 Minor Area Structure Plans and 8.3.2 Concept Plans
Page Number	Page 54-55
Issues/Concerns Addressed	Relevance, consistency and clarity
Proposed Changes	<p>Delete Section 8.3.1 and 8.3.2 and replace with:</p> <p>8.3.1 Minor Area Structure Plans The preparation of Minor Area Structure Plans on Concept Plans will be required to adhere to Greenview Policy 6001 - Minor Area Structure Plans policy and its procedures. The Minor Area Structure Plans will be prepared and funded by the developer of any applicable proposed application triggering the more detailed framework for development. Minor Area Structure Plans shall, at a minimum, provide detailed planning for the entirety of a quarter section.</p> <p>8.3.2 Concept Plans Where a proposed rezoning, subdivision or development triggering a Minor Area Structure Plan is outside of the Central Living Area, a Concept Plan may instead be required at the discretion of Greenview. A Concept Plan may only be considered within the Central Living Area for development within the Business Industrial, Service Commercial and Hamlet areas. The Concept Plan shall apply to the entirety of the designated area.</p>
Rationale	These proposed changes will ensure that only relevant and practical information is included in the document, enhancing its efficacy and ability to guide sustainable development in the Grovedale area.

Section from current GASP	<p>Section 6.1.1</p> <p>Limit the number of accesses onto the rural road network in order to minimize potential conflicts between vehicles travelling on the road and those accessing the road</p>
Page Number	Page 43
Issues/Concerns Addressed	Getting around
Proposed Changes	<p>Revise section to read:</p> <p>Limit the number of accesses onto the rural road network in order to minimize potential conflicts between vehicles travelling on the road and those accessing the road by directing new approaches to internal subdivision road network when possible, during future subdivision or development approvals.</p>
Rationale	<p>This represents a significant departure from Approach Policy 4010. This section will be updated to ensure alignment with Road Access Approaches Policy 4010.</p>

Section from current GASP	<p>Section 6.1.3</p> <p>Use of the rural road network by heavy truck traffic is discouraged in order to minimize the conflict between commercial and non-commercial vehicle traffic.</p>
Page Number	Page 43
Issues/Concerns Addressed	Getting around
Proposed Changes	<p>Revise section to read:</p> <p>Impacts to the rural road network by heavy truck traffic will be considered when approving development permits and haul routes and road use agreements may be required to minimize damages or conflict between commercial and non-commercial vehicle traffic.</p>
Rationale	<p>This significantly impacts the locations of major home occupations and farm use beyond industry. It is unclear how discouraged this should be.</p> <p>The feedback received will assist in providing clear direction.</p>

Section from current GASP	<p>Section 6.1.4</p> <p>Separate pedestrian and equestrian traffic from vehicular traffic by encouraging and permitting the development of bridle paths along the outer edge of a rural road right-of-way for the use of pedestrians and equestrians</p>
Page Number	Page 43
Issues/Concerns Addressed	Getting around
Proposed Changes	<p>Proposed for review to read as:</p> <p>Separate pedestrian and equestrian via the development of bridle paths along the outer edge of new internal subdivision road right-of-way and linkage with regional trail development as the plan area is developed.</p>
Rationale	<p>There is currently no municipal standard for this service, and no projects have been approved for its implementation since the adoption of the GASP.</p> <p>If relevant, a municipal design standard needs to be addressed.</p>

Section from current GASP	<p>Section 6.3.12</p> <p>A Complete Streets approach should be taken to the development of all roadways within the Village Centre with a specific focus on the development of a pedestrian-friendly and vibrant Main Street.</p>
Page Number	Page 47
Issues/Concerns Addressed	Village Centre and Estate Living
Proposed Changes	<p>Flagged for inconsistency.</p> <p>The service in this area has been noted as inconsistent compared to the standards upheld in other Hamlets within Greenview.</p>
Rationale	<p>The level of service and the "Complete Streets" design guidelines for the estate living area and village center do not meet the standards observed in any other Greenview Hamlet. It is uncertain whether this requires further review.</p> <p>The feedback gathered will help shape the direction moving forward.</p>



Grovedale Area Structure Plan

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1 Introduction

The Grovedale Area Structure Plan (ASP) lies in the northwestern portion of the Municipal District of Greenview (Greenview), and is located south of the Wapiti River and the County of Grande Prairie. *Figure 1: Key Map* defines the location of the Grovedale ASP in the broader provincial and regional context, while *Figure 2: Plan Context* defines the Grovedale ASP plan boundary and provides a local context. The Grovedale ASP consists of approximately 46,394 hectares of land with the Centralized Living area being approximately 2,977.9 hectares in size.

The plan area contains the Hamlets of Landry Heights and Grovedale and is approximately 8 km south of the City of Grande Prairie. See *Figure 1: Key Map* and *Figure 2: Plan Context* for further details.

The Grovedale plan area contains both titled and untitled lands, with a variety of natural and man-made features that create unique opportunities and constraints for future development. In response to these opportunities and constraints and the need to manage growth in a responsible fashion, Greenview identified the need to both guide future development and protect the natural amenities offered by the surrounding landscape.

The Grovedale Area Structure Plan (ASP) is intended to provide direction for future growth and development within the plan area, in conjunction with the goals, objectives and policies outlined within Greenview's Municipal Development Plan.

The Grovedale ASP provides a long-term framework for development with a 50-year vision while accommodating in excess of 50 years of growth.

The Grovedale ASP will act as a foundation for future plans and studies, such as Minor Area Structure Plans, municipal infrastructure reports, and off-site levies.

1.1 Conformance & Process

1.1.1 Municipal Government Act

The Grovedale ASP has been prepared in accordance with Section 633(1) of the Municipal Government Act, which establishes the minimum requirements for Area Structure Plans in Alberta, and addresses other matters considered as necessary by the Greenview Council.

1.1.2 Greenview Municipal Development Plan

The Greenview Municipal Development Plan (MDP) was adopted September 21, 2016. The Grovedale ASP is in alignment with the objectives and policies of the Municipal Development Plan. The proposed Central Living area is in alignment with Section 5 of the MDP, which accommodates the future expansion of the Hamlets of Grovedale and Landry Heights and encourages commercial, industrial and institutional uses to locate in these centres by fostering sustainable growth and a desirable lifestyle in a livable, safe and walkable community environment.

1.1.3 Upper Peace Regional Plan

The boundary of the Upper Peace Regional Plan is based upon the major watershed in the region while being aligned to best fit with the boundaries of municipal districts and counties. This plan will include Greenview, as well as numerous other municipalities that fall within the watershed. This plan was prepared prior to the creation of the Upper Peace Regional Plan by the provincial government.

If any policies in this plan are in conflict with the policies of the Upper Peace Regional Plan, the latter shall take priority. This plan should be reviewed (and if necessary, amended) once the Upper Peace Regional Plan is approved by the Government of Alberta to ensure that it is consistent with the policies and concepts contained in the regional plan. As of January 2017, no work has commenced on the preparation of the Upper Peace Regional Plan.

1.1.4 Historical Resources

The plan area's proximity to the Wapiti River and the presence of significant natural areas increases the likelihood that it may be home to historical or archaeological resources, such as settlement structures, buried artefacts, and fossilized remains. Lands within the plan area are identified on the Provincial *Listing of Historic Resources* as prepared by Heritage Division of Alberta Culture and Tourism. Prior to further detailed planning and subdivision and development within the plan area, approvals must be sought from Alberta Culture and Tourism to ensure that, if present, these resources can be properly preserved and protected by qualified professionals.

1.1.5 Community Consultation

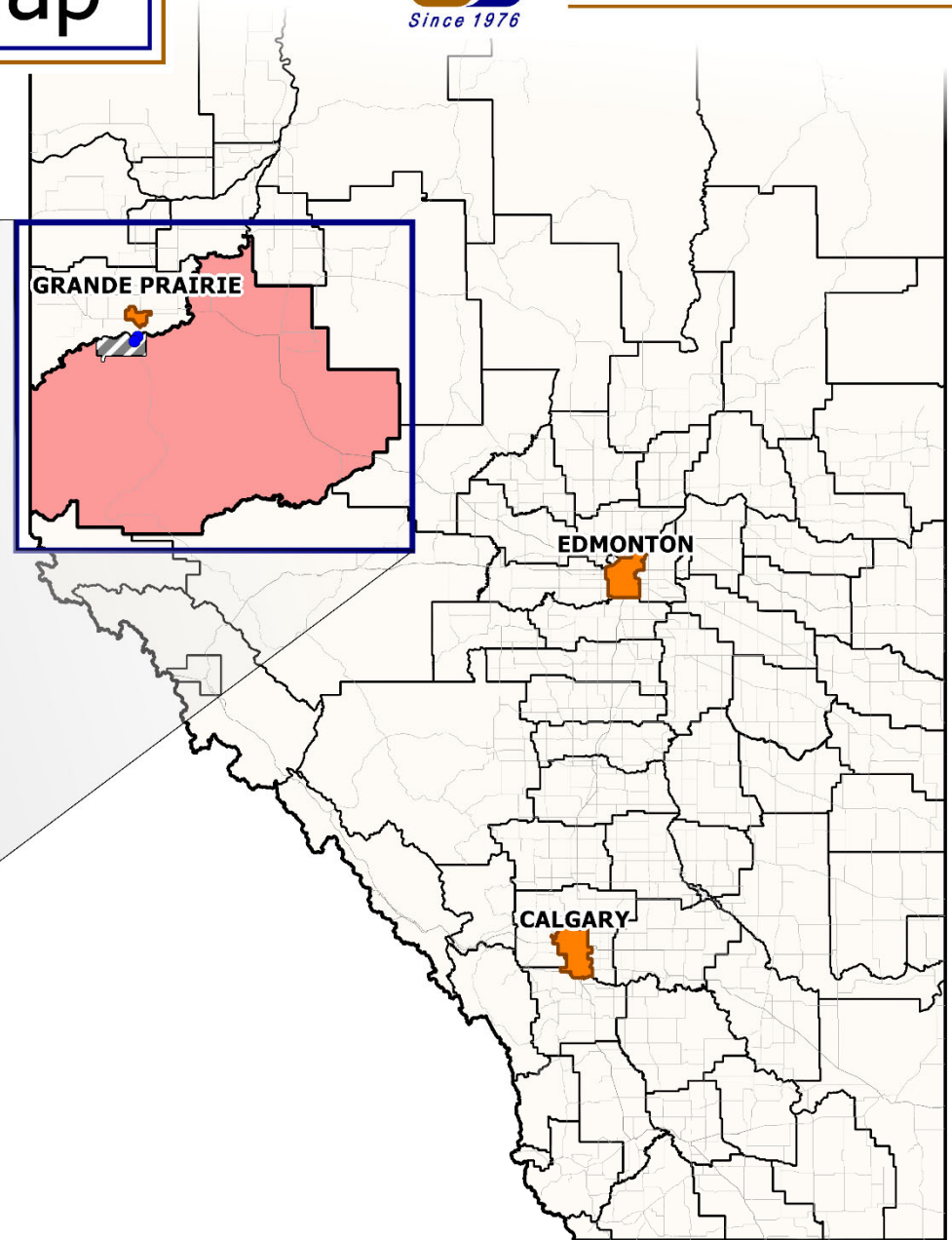
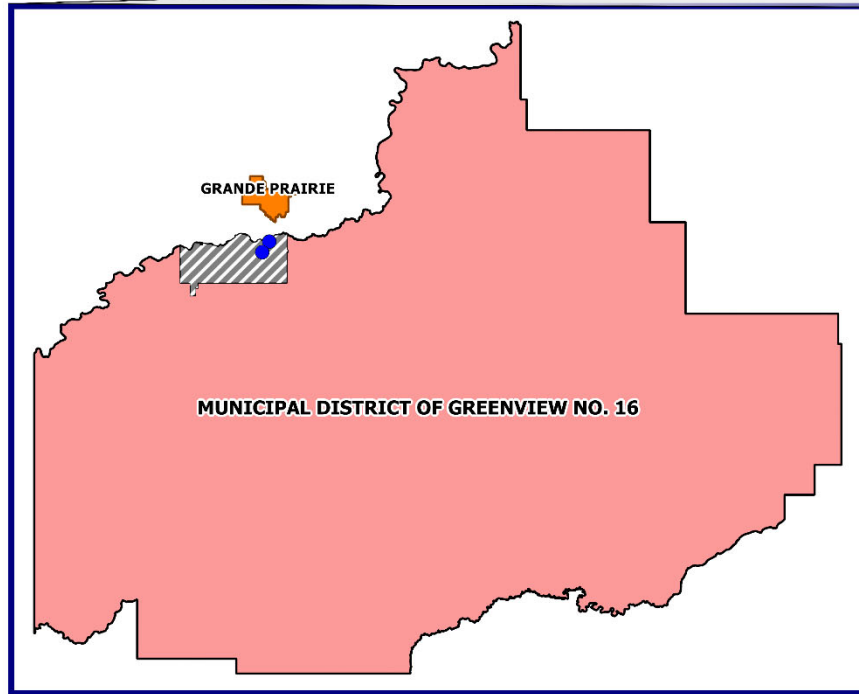
Community outreach has played a significant role in the preparation of the Grovedale Area Structure Plan, with the intent of having members of the community help guide the development of the plan. Consultation has consisted of meetings with the public, online surveys, as well as the establishment of a Citizens' Advisory Panel.



Key Map



Scheffer Andrew Ltd.
Planners & Engineers



Legend

- ALBERTA BOUNDARY
- HAMLET
- ASP LOCATION
- CITIES
- MD OF GREENVIEW No.16
- RURAL MUNICIPALITY
- DATE

FIGURE 1: Key Map



2 Existing Land Use

2.1.1 Green & White Areas

The plan area consists of settled (White Area) and unsettled (Green Area) lands which have been defined by the Crown. The White Area is the settled portions of the Province, while the Green Area is the unsettled (and largely forested) portion of the Province. The jurisdiction for the Green Area falls with the Crown, with all public lands being managed by the Province of Alberta.

A variety of activities occur within the Green Area, such as recreational activities; agricultural activities including livestock grazing; natural resource extraction (sand and gravel), oil and gas, forestry; and heavy industrial activities.

Adherence to Section 8 of the MDP will ensure that the interests of Greenview within the plan area are addressed.

2.1.2 Natural Resource Extraction

Within the plan area are several sites where natural resources are extracted, including oil and gas wells operated by private businesses (both on private and public land), and aggregate and mineral extraction facilities operated by both private and public entities. The extraction of natural resources is a provincially regulated industry, municipalities typically have little control over where these sites may be developed or how they may operate, particularly those operations related to the oil and gas sectors.

Existing oil and gas facilities are identified in *Figure 3: Existing Oil and Gas Facilities*.

The role of Greenview in planning for natural resource extraction activities in the plan area is to ensure that future developments, at a minimum, adhere to Alberta Energy Regulator's recommended setbacks from these activities, in order to limit land use conflicts in the future.



2.1.3 Residential

The single-family dwelling is the primary form of housing throughout the plan area, and is found in:

- Single-family residential parcels subdivided from an agricultural quarter section;
- Farmsteads;
- Aspen Grove Country Residential;
- Multi-lot Country Residential Subdivisions; and
- The Hamlets of Grovedale and Landry Heights.

The greatest concentration of housing is located in the Hamlets of Landry Heights and Grovedale.

2.1.4 Commercial & Industrial

Commercial development is limited to the Hamlet of Grovedale and currently consists of two general stores, which provide a variety of goods and services.

Industrial development is located throughout the plan area. Light industrial activities with minimal impacts on the surrounding land uses can be found within and adjacent to the Hamlet of Grovedale. Greenview's Grovedale Office [is located] within a light industrial area to the north of the Hamlet of Grovedale.

Heavy industrial activities are located along Highway 40 and consist of those industries related to the oil and gas sectors and the forestry sector. The largest single industrial activity within the plan area is directly related to the forestry sector and can be found on the east side of Highway 40 north of the intersection of Township Road 700 and Highway 40.

2.1.5 Recreational

A variety of recreational facilities exist within the plan area; these include O'Brien Provincial Park, Big Mountain Creek Provincial Recreation Area, Grovedale Fish Pond, as well as, Grovedale Golf & Country Club and the Nitehawk Year-Round Adventure Park, both of which are privately owned. Examples of recreational activities available (at select locations) are:

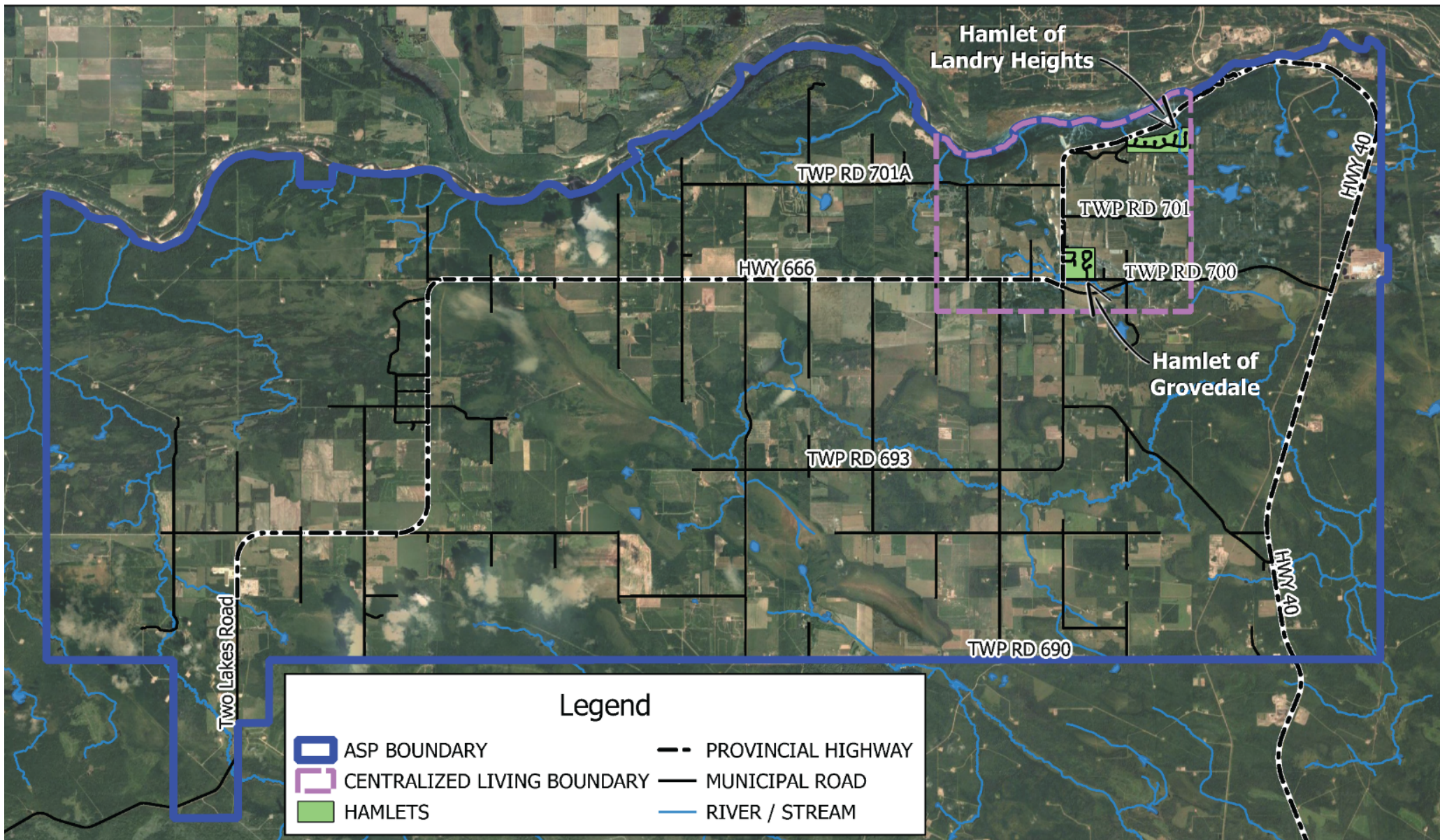
- Day use sites;
- Fishing;
- Gravity Mountain Biking Park;
- Hiking;
- Swimming;

- Snowboarding and Skiing (cross-country and downhill);
- Luge Track and Freestyle Water Ramp
- Snowshoeing;
- Off-Highway All-terrain Vehicle Riding;
- Snowmobiling;
- Recreational Vehicle camping; and
- Golfing.





Plan Context



DATE

Note: This map is for reference purposes only

FIGURE 2: Plan Context





Existing Oil & Gas Facilities

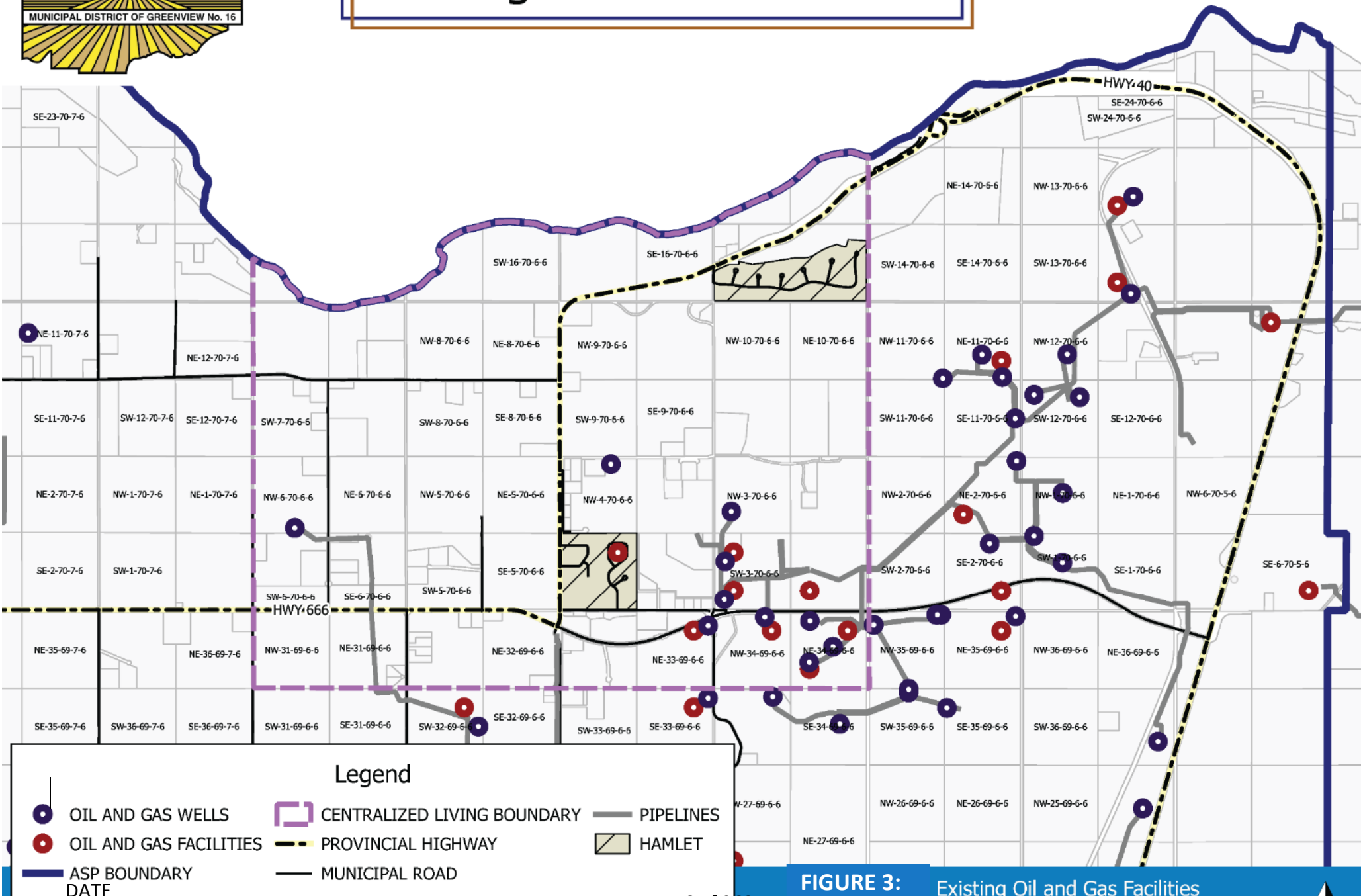


FIGURE 3: Existing Oil and Gas Facilities



2.2 Environmental Conditions

2.2.1 Wapiti River

The Wapiti River is the primary feature in the local landscape, with it and its tributaries being environmentally significant. The Wapiti River is a source of recreational and employment opportunities, along with the water supply for neighbouring communities such as the City of Grande Prairie.

The Wapiti River is navigable and can be used by motorized and non-motorized watercraft. The shores of the Wapiti River are used for a variety of recreational opportunities, with O'Brien Provincial Park providing day use sites for picnicking and opportunities for biking, cross-country skiing and snowshoeing.

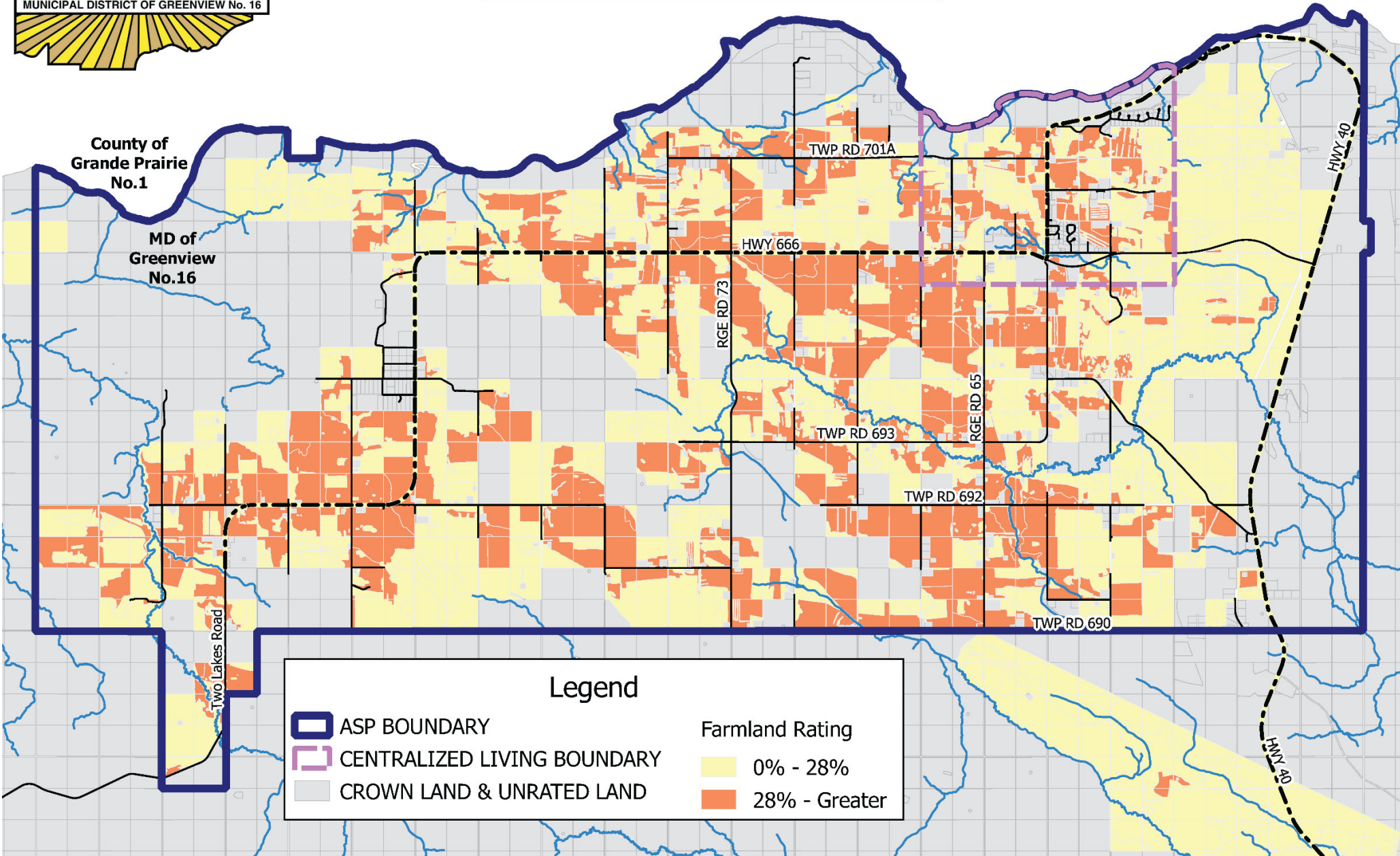
Aggregate resource extraction facilities are also located along the Wapiti River.

2.2.2 Farmland Rating

A detailed Farmland Assessment has been completed by Accurate Assessment on behalf of Greenview, for lands within the plan area, classifying lands into one (1) of two (2) categories based upon their capability to support agricultural activities. Lands with a Farmland Rating of 0% up to 28% are of lower quality and generally not as well suited for agricultural purposes, aside from pasture and grass, for a variety of reasons. Lands with a Farmland Assessment Rating of 28% or greater, are more suited for agricultural production and are considered Better Agricultural Land. Please see *Figure 4: Farmland Assessment* for further details.



Farmland Rating



DATE

FIGURE 4: Farmland Assessment

0 2 4 6 8 10 km



3 Vision & Guiding Principles

Greenview has prepared this Area Structure Plan as a means of clarifying, communicating and protecting its vision for future development within the plan area.

A centralized growth area with a small town feel is envisioned, which will be the focus of 50 years of future growth and development for the community and will provide a variety of goods and services for the local and regional population. Long-term future growth and development of the plan area, and specifically the Centralized Living area, will promote a healthy, safe and pleasant community that is respectful of the local landscapes while being based upon a foundation of sound land use planning, policies and practices.

The Vision and Guiding principles found below provide a basis and direction for the policies found within the remainder of the plan.

3.1 Vision & Guiding Principles

3.1.1 Vision

The Grovedale Plan Area is a unique place enriched by a mixture of cultural and river valley landscapes. The Plan strives to protect and preserve the 'small town' character of the hamlet setting while minimizing the loss of the current agricultural heritage and environmentally significant land by fostering sustainable growth and a desirable lifestyle in a livable, safe and walkable community environment.



3.1.2 Guiding Principles

Environmental

The natural environment, with its natural Wapiti River Valley landscape, water bodies, wetlands and forest stands, forms part of the regional ecosystem that allows for recreational activities and employment opportunities. Care must be taken to ensure that impacts on the natural environment are minimized.

Cultural and Social

Area residents share a cultural identity that is characterized by the current rural lifestyle, which should be promoted and encouraged by preserving and enhancing areas of local and regional significance; while providing opportunities for social and community interaction to encourage a small town community atmosphere.

Economic

A strong and vibrant community is supported by a strong and diverse local and regional economy. Historically important sectors such as agriculture, forestry and oil/gas inclusive of heavy industrial activities, should be supported and encouraged to expand through the use of new and innovative practices; while new opportunities associated with tourism, value-added agriculture, green energy and manufacturing need to be fostered and nurtured in order to assist in creating a long-term sustainable local economy.

Housing and Infrastructure

The housing needs of the community will be met by encouraging a variety of development options while endeavouring to provide the supporting infrastructure for denser residential development that consists of an effective transportation network, a cost-efficient sanitary system, a stormwater management system and a municipal water supply system.

3.2 Going Green

Environmental sustainability and stewardship are to be key building blocks for future growth and development within the Grovedale Plan Area, and more specifically the core of the community as defined in *Figure 6: Development Concept – Centralized Living*. Moving forward it will be necessary to preserve and possibly enhance existing natural features such as wetlands and tree stands, as well as take measures to minimize the footprint of development on the environment through:

- managing water consumption;
- reducing waste;
- limiting the impact on local air quality;

- facilitating green energy initiatives; and
- managing water runoff.

Policy

1. ~~All future residential, commercial, industrial and institutional construction or renovations should utilize low-flow plumbing fixtures.~~ are encouraged to integrate water preservation opportunities into their design and construction.
2. Xeriscaping or low maintenance landscaping ~~should be incorporated into all future developments.~~ are a supported landscaping alternative within the area designated as Centralized Living in order to reduce potable water consumption.
3. Rainwater harvesting renovations for the collection of non-potable uses will be accommodated during new development proposals where they do not pose a safety risk. ~~should be incorporated into all developments. Collected rainwater may be utilized for irrigation or other approved non-potable uses.~~
4. The transportation network renovations should be developed using Fused Grid and Complete Streets methods in order to create an environment that is both cyclist- and pedestrian-friendly, while discouraging the use of automobiles for local trips.
5. ~~All residential, commercial, industrial and commercial developments~~ may propose exclusive parking stalls for ~~should include~~ electric car charging points for private or public use.
6. ~~All future residential, commercial, industrial and institutional new construction or renovations should incorporate systems for generating renewable energy, such as solar panels, geothermal heating, or wind turbines.~~
7. ~~Individual geothermal heating systems are encouraged for residential, commercial, industrial and institutional uses should a District Energy Sharing System not be developed in the Centralized Living Area or in areas where a District Energy Sharing~~



~~System will not be developed.~~ The principles of Low Impact Development renovations should be incorporated into all developments throughout the plan area, particularly within the Centralized Living area, these are:

a) Preserve natural site features and utilize existing natural systems;

b) Focus on limiting and minimizing runoff;

c) Treat and control stormwater as close to the source as possible; and

~~7.~~ d) Create multifunctional landscapes that allow for the integration of stormwater management facilities into other elements of the development area

~~8. Green roofs renovations should be incorporated into all new construction of commercial, industrial, institutional and multi-family residential developments.~~

~~8. Low impact development techniques, such as erosion and sediment control, bioswales, rain gardens, permeable pavement and box planters, green roofs, and on-site bioretention renovations are a supported alternative design options in new developments.~~

9. The principles of Low Impact Development renovations should be incorporated into all developments throughout the plan area, particularly within the Centralized Living area, these are:

a. Preserve natural site features and utilize existing natural systems;

b. Focus on limiting and minimizing runoff;

c. Treat and control stormwater as close to the source as possible; and

d. Create multifunctional landscapes that allow for the integration of stormwater management facilities into other elements of the development area; and

e. ~~Implement public education and municipal maintenance programs, inclusive of pollution prevention strategies.~~

~~10. Low impact development techniques, such as erosion and sediment control, bioswales, rain gardens, permeable pavement and box planters, green roofs, and on-site bioretention renovations should incorporated into all developments.~~

4 Grovedale & Neighbourhood Framework

4.1 Development Concept

The Development Concept reflects the Vision and the Guiding Principles identified in Section 3.1, along with the outcomes from consultation with Greenview Council, Administration, community members and the Citizens' Panel.

The Plan is made up of two distinct areas: the Centralized Living Area and the Rural Area. The Centralized Living Area is the focus for future residential and compatible non-residential growth, while the Rural Area addresses all the lands outside of the Centralized Living Area. See *Figure 5: Development Concept – Plan Area* and *Figure 6: Development Concept – Centralized Living* for further details. A summary of the details associated with the land use concept can be found below:

Agricultural

Agricultural activities continue to play an important role in the plan area, now and into the future, with activities ranging from cultivation of foraging crops, keeping of livestock, and maintenance of grazing pastures. In addition to agricultural operations, a limited amount of housing is also contemplated.

Aspen Grove Country Residential

The country residential community of Aspen Grove, located to the west of Highway 666, will continue to provide a community-oriented housing option on the west side of the plan area. Further expansion of this country residential area is not contemplated, while intensification of the currently developed area is a possibility.

Commercial

Commercial lands have been identified in locations that will support the local community as well as the travelling public and have situated in order to allow for easy access and visibility from the local and regional road network.

Commercial lands will consist of the Service Commercial area as well as the Village Commercial area along Main Street.

Crown Land

Crown Land falls under the jurisdiction of the Province of Alberta and may be utilized for a variety of activities, such as recreation, forestry, oil and gas activity, resource extraction, livestock grazing or other agricultural operations.

Educational Sites

New school sites have been identified to serve the future residential population within the plan area and region in addition to the existing Penson School. The conceptual, centrally located, school sites consist of two elementary (Kindergarten to Grade 9) schools and a high school.

Estate Residential

Estate Residential land use is a large lot suburban form of development that balances rural living - primarily the need for space and privacy - with urban characteristics, such as municipal water and wastewater servicing.

Heavy Industrial

Heavy Industrial development is a valuable contributor to both the local community and the regional economy and will continue to be supported in designated areas.

Light Industrial & Business Industrial

Light industrial and business industrial development will play an important role in the community, acting as employment centres for future residents.

Parks & Open Space

A centralized park has been identified within the Centralized Living Area to act as a focal point for the community and is anticipated to be intricately connected to development within the Village Centre; acting as an extension of the main street or village square.

A linear open space has been identified north of the Hamlet of Grovedale and will act as a buffer between business industrial activities and anticipated future residential uses.

River Valley Residential

River Valley Residential lands have been identified to the north of Township Road 701A and will provide an

alternative to more compact development by accommodating large lot multi-lot country residential subdivisions that are privately serviced and accessed by an internal local road network. Future development will need to be sensitive to the natural environment given the proximity to the Wapiti River.

Small-Scale Agriculture

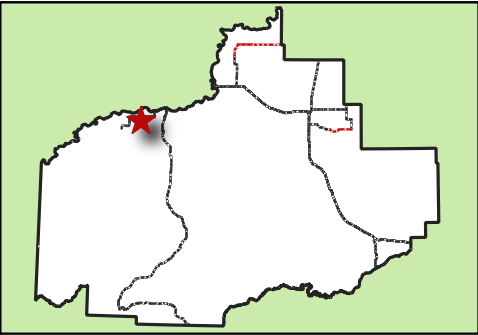
Small-scale Agriculture land use is an opportunity for agricultural operations to be located in such a fashion so as to minimize the impact on agricultural lands while maximizing the use of impacted agricultural lands. A variety of small-scale agricultural operations, from the rearing of livestock, growing produce, apiaries and u-pick berry operations are encouraged.

Trails

The trail network will connect future development and parks/open spaces with existing community spaces within the plan area; while extending to O'Brien Provincial Park and the trail network proposed for the Wapiti River Valley.

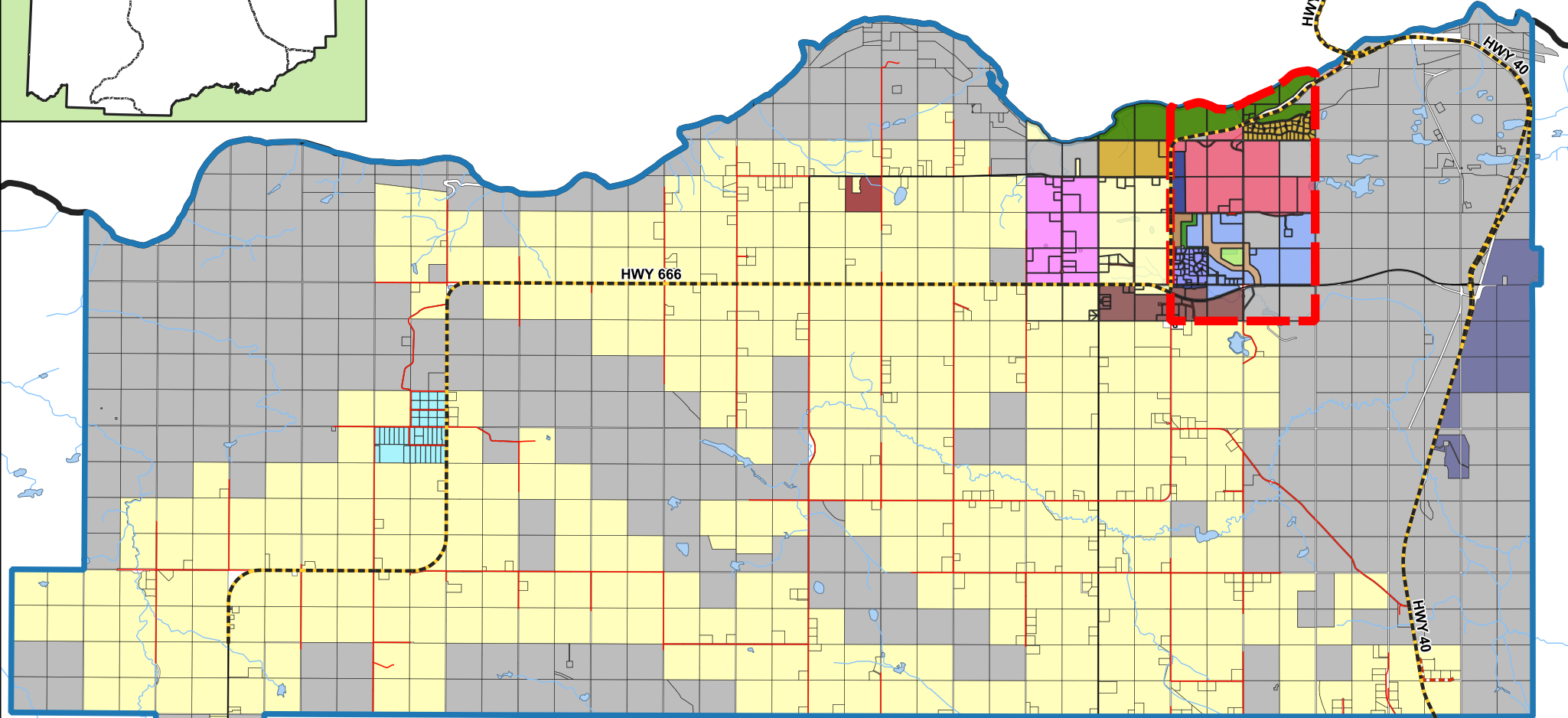
Village Centre

The Village Centre will be the focus area of the Centralized Living Area and the Grovedale ASP plan area. It is intended to be vibrant and urban in nature, yet have a small town feel, with a main street/village square at its heart. The Village Centre will be mixed use in nature, pedestrian-oriented and will accommodate a variety of uses and activities.



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

DEVELOPMENT CONCEPT



CENTRALIZED LIVING

LANDUSE

- AGRICULTURAL
- VILLAGE GREEN
- HAMLET
- VILLAGE CENTRE
- VILLAGE CENTRE COMMERCIAL

- ESTATE LIVING
- ENVIRONMENTALLY SENSITIVE
- RIVER VALLEY RESIDENTIAL
- SMALL SCALE AGRICULTURE
- SERVICE COMMERCIAL
- BUSINESS INDUSTRIAL
- LIGHT INDUSTRIAL
- DISTRIBUTED PARKS

LEGEND

- CROWN LAND
- ASPEN GROVE COUNTRY RESIDENTIAL
- HEAVY INDUSTRIAL
- RECREATIONAL
- ASP BOUNDARY
- CENTRALIZED LIVING BOUNDARY

TRANSPORTATION

- HIGHWAYS - PAVED

- MUNICIPAL-GRAVEL
- MUNICIPAL-PAVED

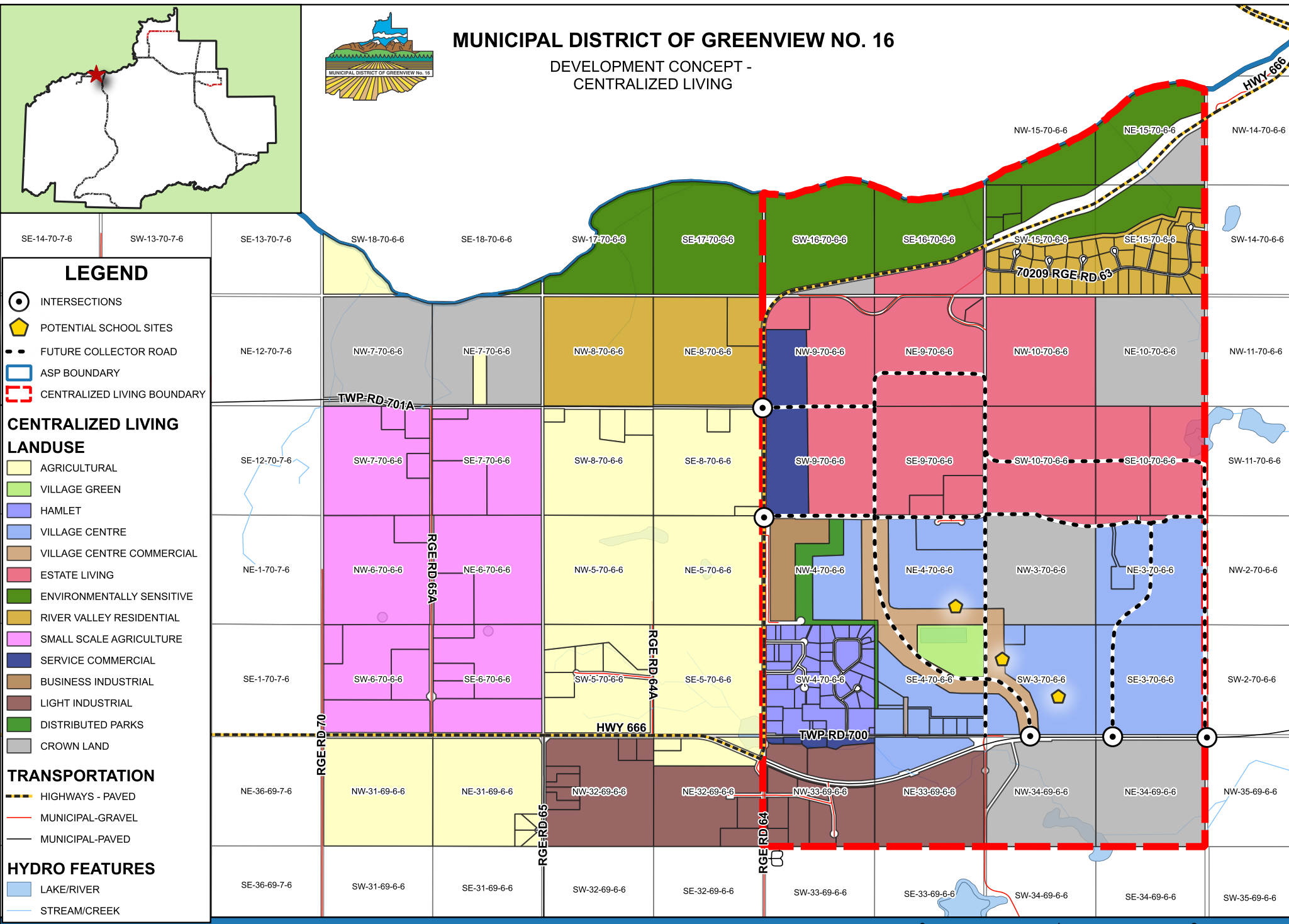
HYDRO FEATURES

- LAKE/RIVER
- STREAM/CREEK

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Map Print Date: July 07, 2025
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FIGURE 5:
DEVELOPMENT CONCEPT





4.2 Rural Life

4.2.1 Farmsteads & Rural Living

Intent

Living in a rural setting is a popular choice for many individuals, whether you are a farmer that lives on and works the land or a non-farmer seeking to live in the tranquillity of the countryside. Rural residential living, be it on a farmstead or not, will continue to be supported within the plan area, while ensuring that agricultural lands and operations are minimally impacted.

Policy

1. Non-agricultural/residential lots should be located so as to minimally impact agricultural operations.
2. Residential development on agricultural parcels should be located in such a manner so as to minimize the development's impact on agricultural operations.
3. A minimum sixty-one (61) metre setback shall be provided from the upper bank of the Wapiti River Valley to a new property boundary in order to assist in protecting the integrity of the river valley.



4.2.2 Aspen Grove Country Residential

Intent

The Aspen Grove Country Residential area will continue to play an important role in the western portion of the plan area as an established rural neighbourhood. Though expansion of Aspen Grove is not considered at this time, further intensification may be accommodated in order to capitalize on existing municipal road infrastructure.

Policy

1. Redevelopment and further subdivision of existing lots are encouraged where: minimum lot sizing can be achieved in accordance with the Greenview Land Use Bylaw, direct access to the internal/local road network can be provided and private water and wastewater systems can be accommodated.

4.3—Centralized Living

4.3.14.2.3 Small-Scale Agriculture

Intent

The Small-Scale Agriculture area is intended to facilitate the development of a variety of small-scale agricultural operations not requiring extensive amounts of land in a centralized area, so as to minimize the impacts on more traditional agricultural lands and operations. These small-scale agricultural operations can consist of anything from the rearing livestock, produce production, apiaries to u-pick operations, and are generally not the primary income source for the resident.

Acceptable land use designations for new multi-lot subdivisions within this development area are Agricultural One (A-1) District, Agricultural Two (A-2 District and Country Residential One (CR-1) District.

Policy

1. The nature and form of development is not compatible with confined feeding operations, as such, they are discouraged.
2. Individual lots within multi-lot subdivisions are to be privately serviced.
3. Access to lots within multi-lot subdivisions shall be from the internal subdivision roads.
4. A diverse range of agricultural operations is encouraged, provided that they do not adversely impact adjacent landowners.

4.3.24.2.4 River Valley Residential

Intent

The River Valley Residential areas allow for the development of context-sensitive traditional country residential housing options consisting of large lot, multi-lot, privately serviced, residential subdivisions within close proximity to the Wapiti River Valley and urban services, while offering an alternative to more compact urban and suburban living found elsewhere within the Centralized Living Area. The River Valley Residential areas consist of undeveloped lands as well as the existing Hamlet of Landry Heights.

Acceptable land use designations for new multi-lot subdivisions within this development area are Country Residential Two (CR-2) District and Country Residential Three (CR-3) District.

Policy

1. Subdivision design must have regard for the Wapiti River Valley and be context sensitive given the proximity of the Wapiti River and potential geotechnical constraints.
2. A setback with a minimum depth of sixty-one (61) metres shall be provided from the upper bank of the Wapiti River Valley in order to assist in protecting the integrity of the river valley and shall be defined during the preparation of Minor Area Structure Plans by a qualified professional. Where a Minor Area Structure Plan does not exist, the setback shall be defined as part of the subdivision and/or development permitting process, by a qualified professional.
3. Expansion of the Wapiti River trail system shall be provided as part of any multi-lot subdivision in order to ensure connectivity to the broader trail network.
4. Individual lots within multi-lot subdivisions are to be privately serviced; however, municipal water and wastewater systems may be considered at the discretion of Greenview for new development areas.
5. Future development/redevelopment within the Hamlet of Landry Heights should be context sensitive and limited to the development of low-density housing options compatible with the existing housing form, that can be adequately serviced using private water and wastewater systems or municipal water and wastewater systems.

4.3 Centralized Living

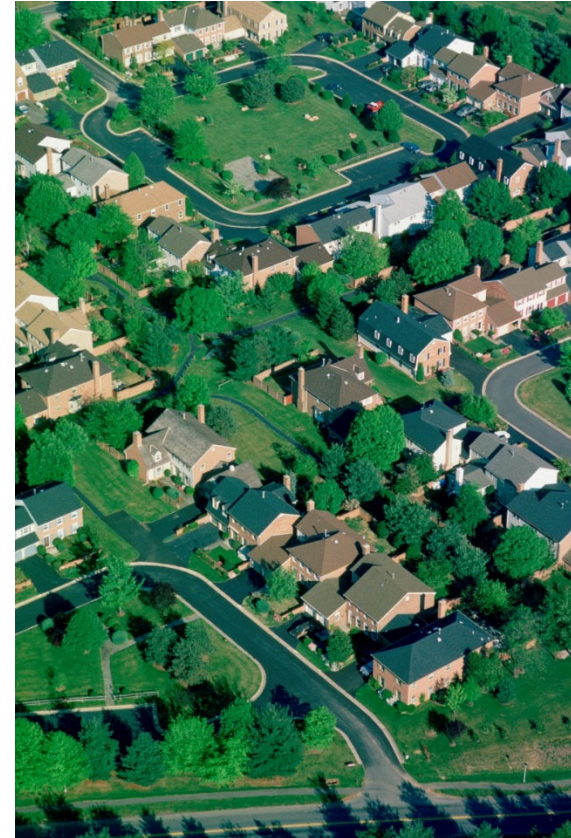
4.3.34.3.1 Estate Living

Intent

The Estate Living area will provide housing options that blend both rural and urban characteristics on larger suburban lots. Development within the area will balance the desire for privacy and space with urban features, such as a diversity in housing form and a municipal water and wastewater system.

Policy

1. A variety of housing styles may be considered, from semi-detached to stacked row housing, where it can be demonstrated that the housing form blends seamlessly with the surrounding single detached housing form.
2. Traditional suburban “cul-de-sac and loop” road networks are discouraged in favour of a curvilinear road network that balances accessibility and mobility with the need to discourage “thru traffic”, by the use of crescent streets, loop lanes and planting islands.
3. Expansion of a walking trail system shall be provided as part of any multi-lot subdivision in order to ensure connectivity to the broader trail network.
4. The intensification and redevelopment of lots within the Hamlet of Grovedale is encouraged should municipal water and wastewater services become available.



4.3.44.3.2 Village Centre

Intent

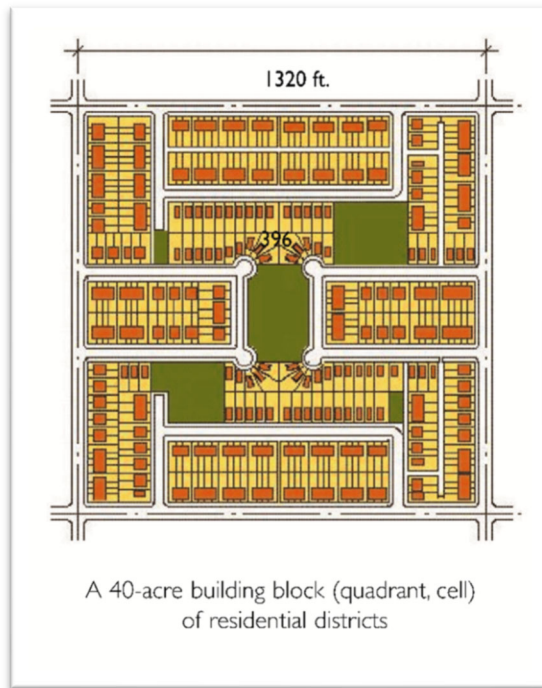
The Village Centre will be the focus area of growth within the plan area and is to be vibrant and urban in nature, yet retain a community focused and small town feel. The Village Centre will be mixed use in nature, pedestrian-oriented and accommodate a variety of uses and activities in order to cater to a variety of individuals throughout their lives. A central feature of the Village Centre will be the Village Green and Main Street, providing opportunities for shopping and community gatherings.

Policy

1. The development pattern shall reflect a Fused Grid Design in combination with a Main Street and Village Green, which will be the focal points of the Village Centre.
2. Development along the Main Street and surrounding the Village Green shall be higher density and mixed-use in nature, ranging from two to six storeys and consisting of a combination of ground-oriented commercial uses and residential uses on upper storeys.
3. Development along the main street and surrounding the Village Green shall be oriented toward the street and the Village Green, providing for a strong street edge; while also establishing a streetscape that promotes walkability and community interaction (such as wide sidewalks, benches, sidewalk cafes, planters, trees, bike racks, etc.).
4. Development within the Fused Grid quadrants shall consist of a variety of low and medium density housing options, with green spaces and walkways strategically located in order to ensure the walkability of the neighbourhood.
5. Local roads shall not traverse the entirety of a Fused Grid quadrant so as to discourage “thru traffic”.
6. Higher density, multi-storey developments should be located on the periphery of a Fused Grid quadrant along collector or arterial roadways, with lower density housing forms located towards the centre of the quadrant.
7. A system of green spaces and paths shall be designed to encourage walkability and connectivity within each Fused Grid quadrant and the community as a whole.



8. Development is to proceed in a contiguous and logical fashion with municipal infrastructure being extended in an efficient and cost-effective manner; leapfrog development is highly discouraged.
9. A variety of housing forms are encouraged throughout the Village Centre, including, single detached, semi-detached, row housing, cluster or courtyard based housing and multi-storey multi-family structures.



A Fused Grid Quadrant Design Example

Source: Canada Mortgage and Housing Corporation.
Residential Street Pattern Design. 2002



10. Structures within the Village Centre, excluding those along Main Street and surrounding the Village Green, should be limited to no more than four storeys in order to promote a sense of scale geared towards the pedestrian, while at the same time ensuring a sense of place is maintained.
11. A variety of housing forms and ownership models are encouraged in order to allow for individuals of varying ages and financial capabilities to reside within the community.
12. In order to promote a vibrant and active community, future schools and educational facilities shall be located within the Village Centre and in close proximity to the Village Green.
13. Development within the Village Centre shall be fully serviced with water, wastewater and stormwater infrastructure.

4.4 Long Term Theoretical Unit and Population Estimates and Use Statistics – Centralized Living Area

Land use statistics, as well as unit and population estimates for the Centralized Living Area, are detailed in *Table 1: Land Use Statistics – Centralized Living Area* and *Table 2: Unit & Population Estimates – Centralized Living* respectively. Land use areas are presented based upon a gross developable area, with unit and population estimates also being calculated based upon gross development areas.

Land use statistics, as well as unit and population estimate for growth, which is anticipated in the plan, are detailed in Table 1: Unit & Population Estimates. Unit and population estimates are calculated based upon gross development areas which are identified for further intensification and exclude Agricultural lands.

It is anticipated ~~that that~~ up to 1300.6 ha (3,213.85ac) 1829.4 ha (4,518.6 ac) of land ~~could~~will be available for the development of residential and mixed commercial/residential purposes within areas of potential intensification. Given the amount of potentially developable land proposed for additional development in the plan, it is anticipated that a total of 9806 residential units, ranging from single-family housing to row housing to apartment units, may be accommodated, resulting in a total residential population of 26,476. ~~the Centralized Living Area. Given the amount of potentially developable land within the Centralized Living Area, it is anticipated that a total of 10,994 residential units, ranging from single family housing to row housing to apartment units, may be accommodated, resulting in a total residential population of 29,682.~~

Table 1: Land Use Statistics - Centralized Living Area

<u>Grovedale Are Structure Plan</u>					
<u>Unit and Population Growth Estimates based on Developable Land</u>					
	<u>Area (ha)</u>	<u>Units/Ha</u>	<u># of Units</u>	<u>People/Unit</u>	<u>Projected Population</u>
<u>Estate Living</u>	<u>443.4</u>	<u>6</u>	<u>2660</u>		<u>7183</u>
<u>Village Centre Areas</u>	<u>341.2</u>	<u>20</u>	<u>6824</u>	<u>2.7</u>	<u>18425</u>
<u>River Valley Residential</u>	<u>128.1</u>	<u>1</u>	<u>128</u>	<u>2.7</u>	<u>346</u>
<u>Small Scale Agriculture</u>	<u>387.9</u>	<u>0.5</u>	<u>194</u>	<u>2.7</u>	<u>524</u>
<u>Total</u>	<u>1300.6</u>	<u>----</u>	<u>9806</u>	<u>----</u>	<u>26,476</u>
<u>Note estimates based on Gross developable area, does not account for roads, wetlands, parks, etc</u>					

Table 1-2: Unit & Population Estimates ~~–Centralized Living~~

4.5 Commerce & Industry

4.5.1 Agriculture

Intent

Agricultural activities have played a strong role in the history of the plan area and have historically contributed to the local economy and the livelihood of residents. Through the preservation of agricultural lands and the diversification of agricultural activities, the agricultural sector will continue to be a strong presence in the community and the plan area and will continue to play an ever important role in the expanding local economy.

Policy

1. Support the agricultural sector by supporting Right-to-Farm legislation.
2. Do not permit the use of agriculturally designated lands for non-agricultural related activities; such as, trucking operations, oilfield services, heavy equipment repair, etc., which would be more appropriately located in an industrial setting.
3. Discourage the subdivision and fragmentation of quarter sections; where the subdivision of an agricultural quarter section occurs, it shall be 80 acres in size (more or less) unless the portion of the lands to be subdivided are fragmented from the remainder of the quarter section via a natural or manmade feature, such as a watercourse, railway or municipal/provincial highway.
4. Support the development of agriculturally related industries.
5. Land uses that conflict with agricultural activities should not be permitted.
6. Limit the expansion of existing non-agricultural uses and do not permit the establishment of new non-agricultural uses. Where non-agricultural uses occur on agricultural lands, work with the landowner to relocate those uses to a more suitable location.

7. Support the creation of a home-based business that are small in scale and do not have a detrimental impact on surrounding lands.
8. Support the development and diversification of agri-businesses that are related to primary agricultural operations, such as, harvest festivals, farm-to-plate dinners, corn mazes, market gardens, farm stands, bed and breakfasts, value-added agricultural products and other uses that support the continued development of the agricultural sector.
9. Encourage the retention of the natural landscape, such as tree stands and wetlands, as they provide an ecological benefit to the plan area.
10. Greenview will encourage the opportunity of converting Crown Lands into titled agricultural land in order to facilitate the expansion of agricultural operations within and in close proximity to the plan area.



4.5.2 Village Centre Commercial

Intent

The Village Centre is the heart of the community, with Main Street and the Village Green being the focus for a vibrant commercial district where the community can come to shop, eat and play. The Main Street and Village Green are intended to be mixed-use, balancing commercial and residential development so as to create a sense of place full of vibrancy and a unique sense of self, while also ensuring that the needs of the community and visitors are met.

Policy

1. Development along the Main Street and Village Green are to be human in scale and geared towards the pedestrian.
2. Commercial development is to range from two to six storeys with the ground floor being commercial in nature, while upper storeys may be either residential or commercial in nature.
3. A variety of commercial uses are encouraged, such as restaurants, speciality retail, professional offices, etc.
4. Large-scale and large format commercial uses are discouraged in their traditional big-box formats.
5. Off-street parking is discouraged along Main Street and the Village Green; where off-street parking is required, it shall be adequately screened to the satisfaction of Greenview.
6. Ground-oriented residential uses shall not be permitted along Main Street; however, they may be considered at the discretion of Greenview for the areas surrounding the Village Green.



7. Pedestrian access and connectivity to and from Main Street and the Village Green into the surrounding Village Centre shall be a priority.
8. Public spaces shall be incorporated along Main Street in order to encourage the congregation of people.
9. A commercial needs assessment shall be prepared prior to initiating any development or more detailed planning studies in order to further refine the amount of commercial development required along Main Street and the Village Green.
10. Urban design guidelines for Main Street and the Village Green may be prepared by Greenview to ensure a consistent design approach for the hub of the Village Centre.

4.5.3 Service Commercial

Intent

Geared towards the travelling public and providing quick and accessible service to surrounding industry, the Service Commercial area is vehicle oriented in nature and focused on providing those services not typically suitable for a Main Street. The intent of the Service Commercial area is to augment and support the Village Centre Commercial area and not detract from it.

Policy

1. Commercial uses oriented to servicing the agricultural sector, oil and gas sector and the travelling public are to locate within the Service Commercial area.
2. Commercial activities will need to ensure adequate screening and buffering from adjacent residential lands, while at the same time provide opportunities for connectivity with surrounding land uses.
3. Development within the Service Commercial area shall not be mixed-use and no residential component will be permitted.
4. At the discretion of Greenview, alternative methods of addressing water, wastewater and stormwater needs and management may be accepted in order to facilitate development in the interim until such time as full municipal water, wastewater and stormwater infrastructure is available.



5. Future development within the Service Commercial area shall be designed in a comprehensive fashion so as to ensure that the overall commercial area is developed in a functional manner.
6. Future development shall be held to a high aesthetic standard as the Service Commercial area is strategically located at one of the primary access points into the community. Landscaping and building facades shall be finished to the satisfaction of Greenview and will compliment adjacent development.
7. Access to the Service Commercial area shall not be from Highway 666 but from the local municipal road network.
8. A commercial needs assessment shall be prepared prior to initiating any development or more detailed planning studies in order to further refine the amount of commercial development required in the Service Commercial area.

4.5.4 Business Industrial

Intent

The Business Industrial area is geared towards accommodating industrial uses whose operations are primarily limited to within a building and require limited to no outdoor storage, providing a bridge for industrial uses that are not land intensive and require a higher level of servicing.

Policy

1. Residential uses shall not be permitted within the area designated for Business Industrial activities, in order to minimize land use conflicts.
2. Limited compatible non-industrial uses may be considered; however, commercial uses, such as retail, which rely heavily upon non-industrial traffic shall not be permitted within the Business Industrial area in order to minimize conflicts.

3. The Business Industrial area is located at one of the primary access points into the community and is highly visible; as such, development shall be held to a high aesthetic standard. Landscaping and building facades shall be finished to the satisfaction of Greenview and complement adjacent developments.
4. Development within the area shall be compatible with surrounding non-industrial development. Buffering of business industrial uses from surrounding non-industrial uses shall be achieved through a combination of berms, tree planting and other landscaping measures to the satisfaction of Greenview.
5. Industrial uses shall ensure that all operations and nuisances are limited to the interior of an enclosed building.
6. Limited outdoor storage shall be accommodated provided that it is ancillary to the primary use occurring on a site and is screened from adjacent roadways and other land uses to the satisfaction of Greenview.
9. At the discretion of Greenview, alternative methods of addressing water, wastewater and stormwater may be accepted in order to facilitate development in the interim until such time as full municipal water, wastewater and stormwater infrastructure is available. The use of green technology is encouraged.



4.5.5 Light Industry

Intent

Light Industrial development servicing the agricultural, forestry and oil and gas sector is focused in future industrial parks along the Highway 666 and Township Road 695A corridor in order to provide a local employment opportunity for residents, easy access to the regional and provincial road networks, and to promote synergies between industrial users while minimizing the impact on non-industrial land uses.

Policy

1. Support the development of (an) industrial park(s) to address a variety of industrial activities whose operations occur both inside and outside of an industrial building.
2. Nuisances resulting from the industrial operations shall be limited to the industrial operations site and not impact adjacent properties or land uses.
3. At the discretion of Greenview, future industrial park(s) or development may be partially serviced with municipal water and wastewater infrastructure through a combination of “trickle water” and a low-pressure sanitary system. Alternatively, and at the discretion of Greenview, private water and wastewater servicing may be allowed on an interim basis until such time as municipal infrastructure is made available. Upon municipal infrastructure being made available, industrial users shall be required to connect to the municipal system.
4. The internal/local road network shall be designed so as to ensure the ease of access to and the visibility of industrial parcels.
5. All industrial parcels shall be accessed from the internal local road network. Direct access to provincial highways or township and range roads shall not be permitted.
6. Encourage a wide range of parcel sizes in order to support the needs of various industrial users while at the same time allowing for the flexibility to size industrial parcels as necessary to meet the varying needs of industrial users.
7. Landscaping and buffering to the satisfaction of Greenview shall be required for all industrial developments in order to create an aesthetically pleasing industrial streetscape.

8. Landscaping and buffering to the satisfaction of Greenview shall be required along the Highway 666 and Township Road 695A corridor in order to present a visually appealing entry into the community.
9. A trail and park system shall be developed within the industrial area in order to provide for recreation opportunities for employees, as well as to provide for pedestrian and cyclist connectivity to the trail network in other areas of the community.
10. A stormwater management system shall be developed so as to allow for stormwater management ponds to be utilized as a source of fire suppression water and green space.

4.5.6 Heavy Industry

Intent

Heavy industrial activity in both the forestry and oil and gas sector will continue to play an important and valuable contribution in the local and regional economy; as such, existing and future heavy industrial areas need to be protected in order to manage land use conflicts between heavy industrial and non-industrial activities while facilitating the growth and expansion of the heavy industrial sector.

Policy

1. Promote the continued growth and expansion of the heavy industrial sector along Highway 40.
2. Limit land use conflicts with non-industrial land uses by working with industry to minimize any off-site nuisances that may impact adjacent lands.
3. Work with the Crown to encourage that future heavy industrial development be completed in an environmentally sensitive manner.
4. Encourage synergies between industrial users by encouraging the Crown to limit industrial users to the areas defined for heavy industrial use.



5 Trails & Open Space

5.1 Parks & Open Spaces

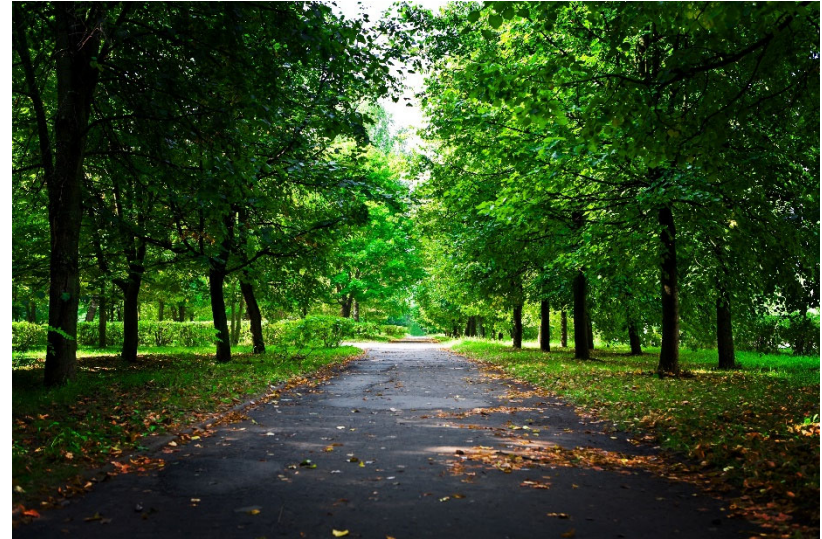
5.1.1 Village Green

Intent

The Village Green is a central park and focal point for the community, acting as a hub for recreational and cultural activities. Along with commercial uses on its periphery, the possibilities for this space are endless. The Green will be intricately connected to the Village Centre, allowing for easy access to the Green, Main Street and beyond. It will not only act as an amenity space for residents but may also serve as a recreational space for future schools within the plan area.

Policy

1. Collaborate with provincial agencies in order to reclaim and repurpose the former wastewater lagoon for use as a public space.
2. Develop a long-term plan for the use of the Village Green as a hub for recreational and cultural activities. Uses such as camping and recreational vehicle camping should be discouraged along with formal recreational spaces such as baseball diamonds or soccer pitches.
3. The Village Green shall be designed in order to facilitate year-round outdoor activities celebrating all seasons.
4. A system of trails through the Village Green shall be developed in order to encourage connectivity between activities along Main Street and other developments on the periphery of the Village Green.
5. The Village Green shall not have dedicated on-site parking in the form of a traditional parking lot; however, parking along the periphery of the Village Green may be accommodated in order to provide ease of access and use of the Village Green.



6. Limited and select minor commercial activities are encouraged to locate within the Village Green, such as a café with outdoor seating.

5.1.2 Distributed Parks

Intent

A system of distributed parks shall be incorporated into future residential, commercial and industrial development in order to provide opportunities for residents to play in formal and informal spaces and to connect with one another, while at the same time providing opportunities to connect future developments with each other. The distributed park system will be a crucial component of the design of the Village Centre and the fused grid road network, acting as local hubs within the community, while contributing to the social, mental, and physical well being of community residents.

Policy

1. A system of distributed parks, greenways and open spaces shall be incorporated into each development in accordance with the principles of developing a fused grid road network.
2. The distributed parks shall provide for opportunities to connect one fused grid quadrant with another.
3. The distributed parks shall consist of a combination of formal and informal park spaces, with uses such as community gardens, play spaces for children, skate parks or other features included.
4. Distributed parks may include a system of linear parks, which may act as a buffer between non-compatible uses, such as the linear park buffering the Business Industrial area from the Village Centre.
5. Along Main Street, a series of pocket parks or small plazas are encouraged in order to provide opportunities to bring people together in an urban setting and facilitate such activities as farmers' markets or a variety of pop-up events.



6. The maximum amount of municipal reserve, in accordance with provincial legislation, shall be dedicated by developers in the form of land. An alternative combination of land and/or cash-in-lieu for non-residential areas may be considered by Greenview, at their discretion, in order to facilitate the development of reserve areas as required.

5.1.3 Green Spaces & Environmental Lands

Intent

Green spaces and environmental lands will constitute a critical component of the overall open space network in the community in conjunction with park spaces. Green spaces such as stormwater management facilities may act as features within the community, mimicking wetlands and providing opportunities to link together park spaces; while environmental features such as wetlands, watercourses or tree stands will continue to provide an ecological benefit to the plan area while also providing opportunities for improving connectivity within the community.

Policy

1. Where possible, stormwater management ponds and facilities should be developed to mimic a naturalized system while utilizing Low Impact Development techniques and principles.
2. Ensure that wetlands and other environmentally sensitive lands are protected and that development does not adversely impact their long-term viability or their stability. Integrate wetlands and environmentally sensitive lands with municipal stormwater management facilities by utilizing Low Impact Development best practices.
3. Incorporate and integrate stormwater management infrastructure, wetlands and environmentally sensitive lands with structured park development.



4. Context sensitive trails, developed utilizing Low Impact Development principles, may be strategically incorporated into or adjacent to environmentally sensitive lands at the discretion of Greenview.
5. Specialized studies, such as but not limited to, a biophysical assessment or wetland assessment shall be completed by a registered Biologist in support of all developments in order to define environmentally sensitive lands.
6. A geotechnical assessment, completed by a suitably certified engineer, shall be prepared in support of all developments in order to define areas not suitable for development purposes.
7. As required by Greenview, a slope stability study shall be completed for all developments in close proximity to or where steep slopes exist, Development within areas of steep slopes shall be limited and shall be at the discretion of Greenview.
8. Limit development within the Wapiti River corridor, with its steep and treed slopes, to uses such as trails which shall be designed in accordance with Low Impact Development standards and as per specialized supporting studies such as a geotechnical assessment.
9. At the discretion of Greenview, Nitehawk Year-Round Adventure Park may expand its operations if they are able to demonstrate that any proposed expansion shall be completed in an environmentally sensitive fashion and not adversely impact the local environment.
10. Low Impact Development (LID) techniques should be utilized in an effort to minimize the impact of development on the natural hydrology of the area by attempting to manage stormwater close to its source; these techniques may consist of, but are not limited to Rain Gardens, Bioswales, Permeable Pavement, Box Planters, Natural Drainage Ways, or Green Roofs.

5.2 Trails

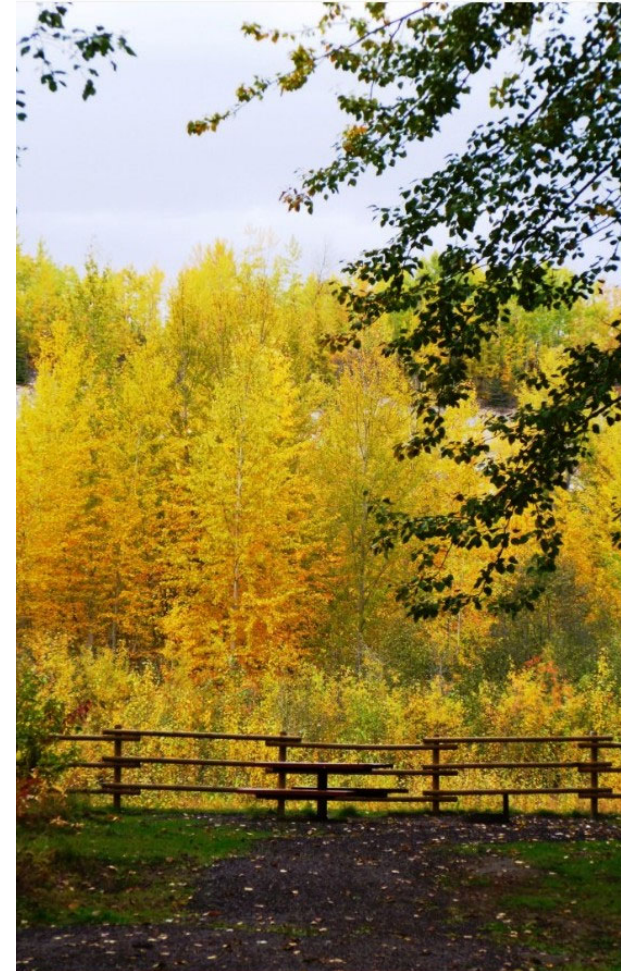
5.2.1 Primary Network

Intent

The primary trail network, conceptually identified in *Figure 7: Existing and Future Trails* will act as the principal trail corridor within the area, connecting together such features as the proposed Village Green and Main Street, Grovedale Community Hall, O'Brien Provincial Park, the Wapiti River Valley and the Grovedale Fish Pond with future planned communities. The primary trail network will act as a spine serving a broad area to which the secondary trail network will connect; thereby, providing connectivity throughout the community and beyond.

Policy

1. The primary trail network shall be designed to discourage the use of motorized off-road vehicles such as All Terrain Vehicles (ATVs) and snowmobiles, so as to avoid conflicts with pedestrians and non-motorized vehicles.
2. The primary trail network has been conceptually identified within this document. Further detailed work is required in order to delineate the ultimate location of the primary trail network.
3. The trail network should be designed using Low Impact Development techniques in order to improve and potentially reduce stormwater runoff and assist in enhancing any environmental features within the plan area.
4. Where feasible, the trail network should run along the edge of environmental features, while taking steps to ensure impacts on the environmental features are minimized.
5. The trail network shall be integrated with the parks and open space system.



6. Where feasible, pocket parks shall be incorporated into the trail network so as to provide opportunities for trail users to passively enjoy significant environmental features such as wetlands or the Wapiti River.
7. At the discretion of Greenview and in accordance with Provincial legislation, trails may be incorporated within land designated as an environmental reserve.
8. The primary trail network shall be designed to primarily serve the Centralized Living Area, while also extending to other key recreational features in the plan area such as the Grovedale Fish Pond.

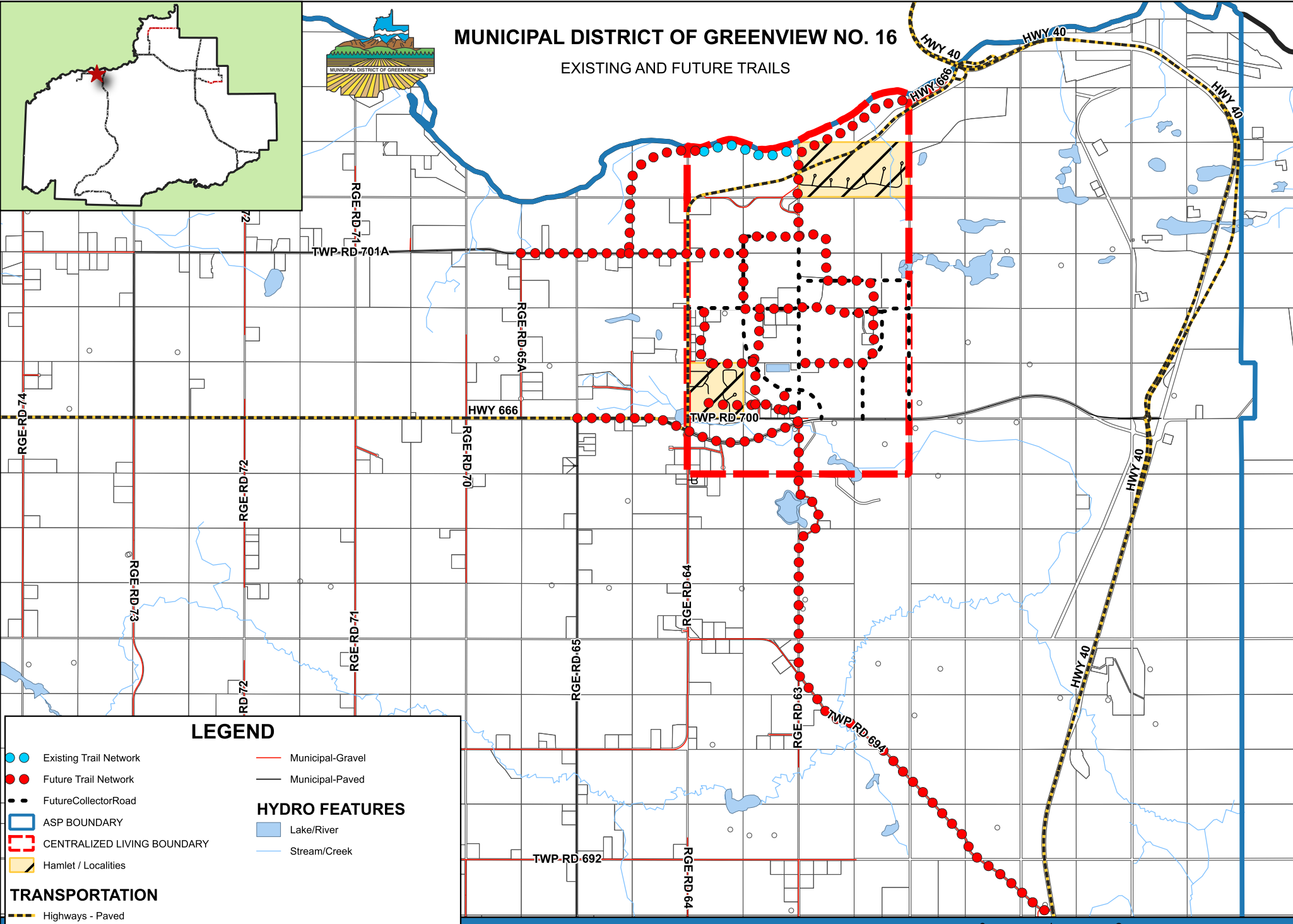
5.2.2 Secondary Network

Intent

The secondary trail network will act as the local trail network specific to each planned development, providing opportunities for residents to recreate and easily connect with one another at a local level while being able to access the primary network in order to reach various parts of the community safely and efficiently.

Policy

1. Secondary trail networks shall be incorporated into planned developments in order to meet the objectives of a fused grid design.
2. Secondary trail networks shall be integrated with Distributed Parks so as to improve access to Distributed Parks and encourage greater connectivity throughout the community.
3. In an effort to improve connectivity, trails may be incorporated into stormwater management infrastructure such as Public Utility Lots (PUL's) utilized for drainage purposes.
4. Trails should be designed using Low Impact Development techniques so as to minimize surface drainage and assist in managing stormwater. Examples of Low Impact Development techniques are permeable pavement, bioswales along the trail corridor or selective placement of rain gardens.



6 Getting Around

A functional and multi-modal transportation network that is safe and promotes a healthy and active lifestyle is an important component of any community. It forms the backbone of any community and allows its members to get where they need to either on foot, by bike or in a vehicle. It not only acts as a means to get you where you need to go; it helps define a sense of community and place. Given the nature of the plan area, we have three distinct transportation networks that serve various functions.

6.1 Rural

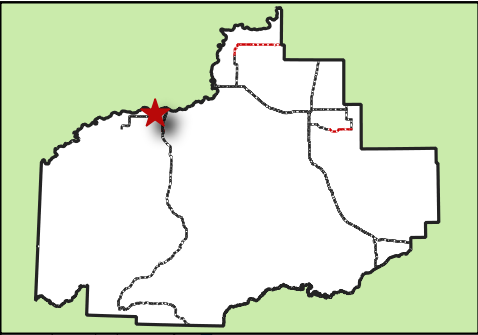
Intent

The rural transportation network has lower traffic volumes as it primarily serves agricultural lands and rural residences. Its primary focus is on the provision of access to farmland and getting the travelling public onto the provincial highway network while providing opportunities for rural residents living a rural lifestyle to safely utilize the road network as pedestrians and equestrians.

Policy

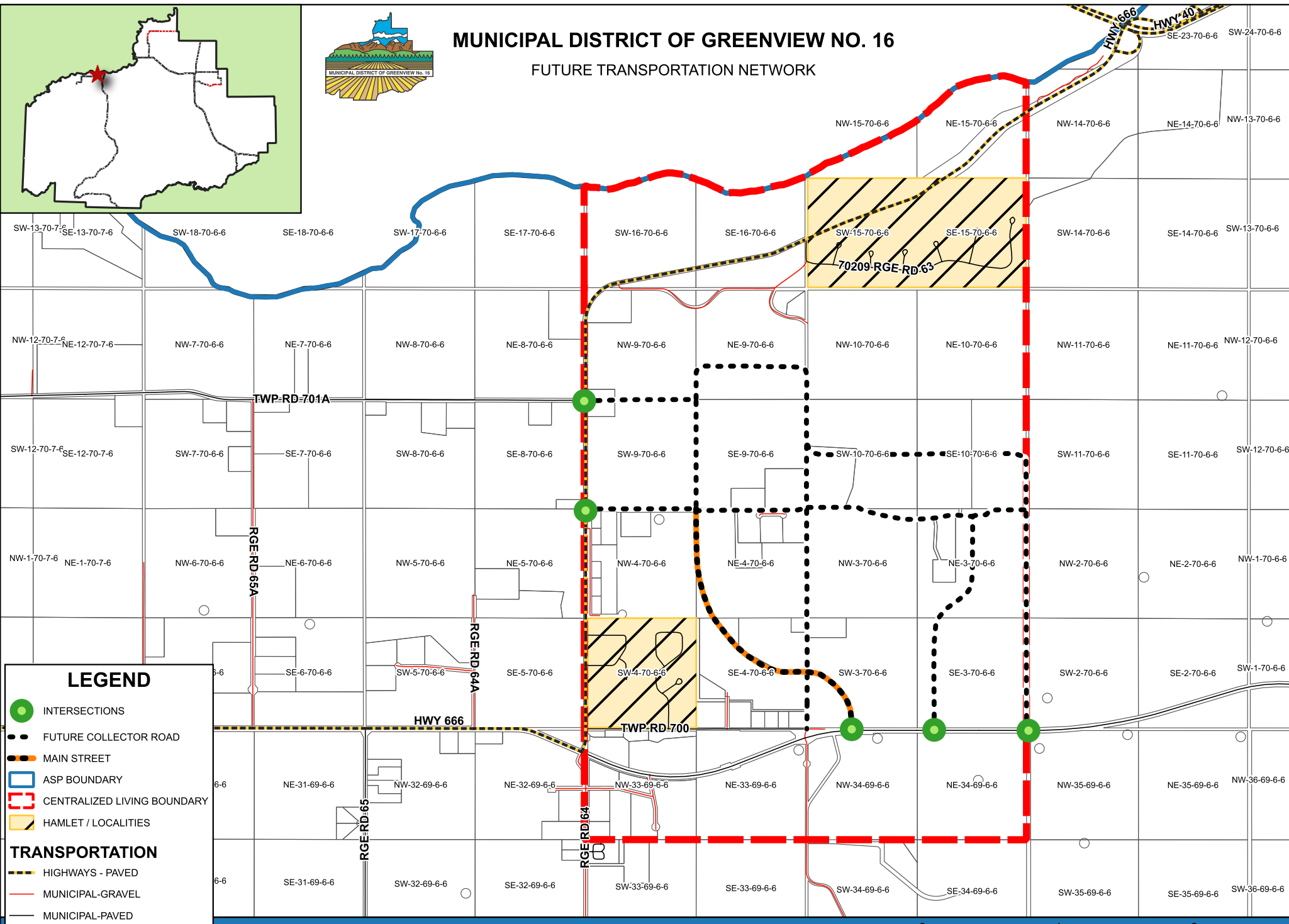
1. Limit the number of accesses onto the rural road network in order to minimize potential conflicts between vehicles travelling on the road and those accessing the road by directing new approaches to internal subdivision road network when possible, during future subdivision or development approvals.
- ~~2. Rural subdivisions shall contribute to the upgrades and intersection improvements to the rural road network through a levy, yet to be established by Greenview.~~
- ~~3.2.~~ Impacts to the Use of the rural road network by heavy truck traffic will be considered when approving development permits and haul routes and road use agreements may be required ~~is discouraged in order~~ to minimize damages or the conflict between commercial and non-commercial vehicle traffic.
- ~~4.3.~~ Separate pedestrian and equestrian traffic from vehicular traffic by encouraging and permitting the development via the development of bridle paths along the outer edge of a new internal subdivision rural road right-of-way and linkage with regional trail development as for the plan area is developed. ~~use of pedestrians and equestrians.~~





MUNICIPAL DISTRICT OF GREENVIEW NO. 16

FUTURE TRANSPORTATION NETWORK



LEGEND

INTERSECTIONS

FUTURE COLLECTOR ROAD

MAIN STREET

ASP BOUNDARY

CENTRALIZED LIVING BOUNDARY

HAMLET / LOCALITIES

TRANSPORTATION

HIGHWAYS - PAVED

MUNICIPAL-GRAVEL

MUNICIPAL-PAVED

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FIGURE 8:
Future Transportation Network

KILOMETRES
SCALE 1:35000

6.2 Estate Residential

Intent

The Estate Residential area will have a suburban transportation network that blends rural and urban characteristics; which will regulate vehicular traffic, provide a sense of privacy and local “community” while at the same creating a permeable environment with a high level of connectivity for pedestrians, motorists and other non-motorists alike.

Policy

1. Encourage developments to be designed using a curvilinear road network.
2. Discourage the use of conventional loops and cul-de-sacs in favour of crescent streets, eyebrow streets, loop lanes and planting islands in order to encourage greater connectivity.
3. Improve connectivity by limiting dead-ends and three-way intersections wherever possible.
4. Promote the use of smaller block lengths where feasible in order to improve connectivity.
5. Promote a high degree of pedestrian connectivity and permeability of the neighbourhood through the development of sidewalks and trails and the use of such techniques as paper streets, mid-block lanes or passageways.
6. Ensure local roads have, at a minimum, a sidewalk on one side of the street, with improved landscaping on the opposite side.
7. Ensure collector and arterial roads have sidewalks on both sides of the street.
8. Incorporate bike lanes on collector and arterial roads.
9. Trails, sidewalks and roadways shall be designed in such a way as to develop a single integrated network, allowing users to seamlessly utilize the system as a whole.

6.3 Village Centre

Intent

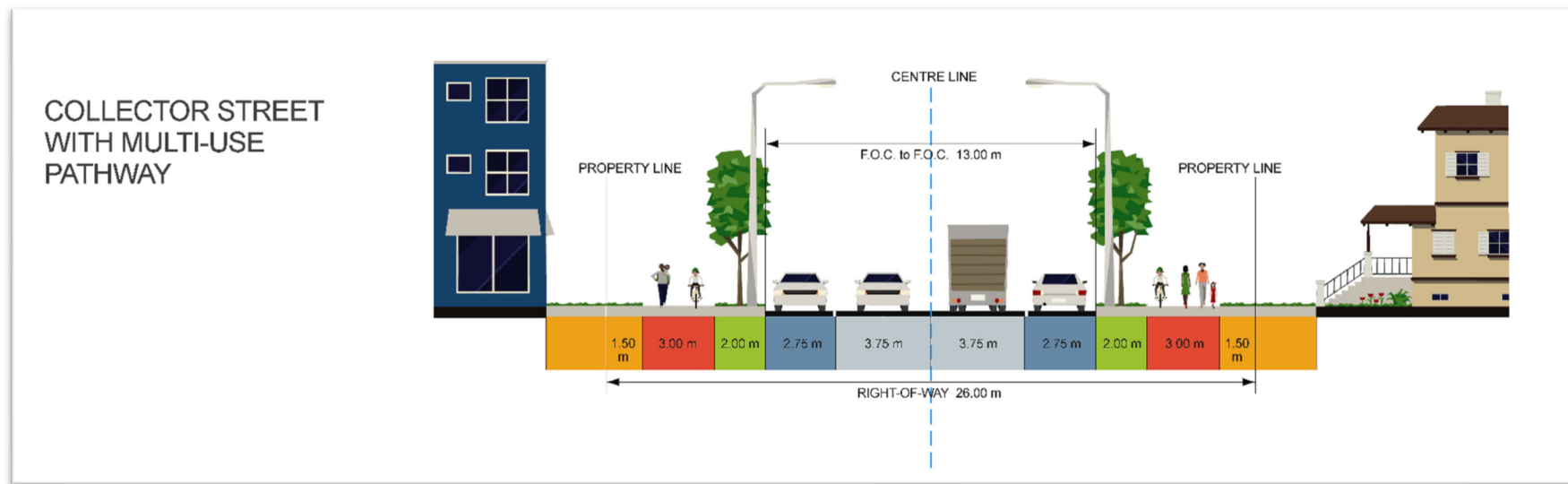
The Village Centre will have an urban transportation network that has a high degree of connectivity and permeability, prioritizing the pedestrian over the vehicle, in an effort to create safe and tranquil neighbourhoods, opportunities for increased social interaction and vibrant community spaces while at the same time allowing for ease of access and movement of vehicles.

Policy

1. The road network shall be developed using the Fused Grid model consisting of a quadrant that local roads do not traverse, with collectors and arterials being located along the periphery of the quadrant.
2. A quadrant shall be on average, 16 hectares (40 acres) in size.
3. Local roads shall not traverse the entire length or width of a quadrant in order to discourage “thru traffic”.
4. Develop green spaces that are easily accessible and interconnected with one another so as to encourage walking and cycling within the community.
5. Promote a high degree of pedestrian connectivity and permeability within the neighbourhood through the development of sidewalks and trails and the use of such techniques as paper streets, mid-block lanes or passageways.
6. Ensure that local roads have sidewalks on both sides of the street and that these sidewalks form part of, and are connected to, the trail network.
7. Ensure that collector and arterial roads have sidewalks on both sides of the street.
8. Through the use of a Fused Grid system, the pedestrian is prioritized within the quadrant, with vehicular traffic (not local in nature) being pushed to the periphery of the quadrant along a series of collector and arterial roadways. *Figure 8: Future Transportation Network* conceptually outlines a series of major collector roadways.
9. Design streetscapes so that they are a welcome and safe space for the pedestrian and cyclist alike.
10. Incorporate bike lanes along collector and arterial roads and Main Street.

11. Develop a Main Street that is welcoming to the community and consists of a sufficiently wide right-of-way in order to facilitate landscaping, street furniture and features such as sidewalk cafes.
12. A Complete Streets approach should be taken to the development of all roadways within the Village Centre with a specific focus on the development of a pedestrian-friendly and vibrant Main Street.
13. Trails, sidewalks and roadways shall be designed in such a way as to develop a single integrated network allowing for users to seamlessly utilize the system as a whole.

Collector Street Complete Streets Cross-Section Sample



7 Services & Infrastructure

The degree of water, wastewater and stormwater servicing will range throughout the plan area from locations, which are entirely privately serviced to those with full municipal servicing. The level of servicing will be directly related to the form of development and the ability to deliver services in a cost-effective and efficient manner. Servicing levels will vary between rural uses and urban uses with each of the areas below being serviced in a manner unique to themselves.

7.1 Water Servicing

Intent

The level of servicing for water will range throughout the plan area with the level of service being directly related to land use, in order to develop an efficient, safe, and cost-effective water servicing network. The level of servicing will range from a private water supply for rural developments to full municipal services in urban areas.

Policy

1. Rural residential subdivisions and agricultural properties shall be privately serviced using an on-site private water service such as a water well or a cistern.
2. Lands designated as Small Scale Agriculture or River Valley Residential shall be privately serviced. Greenview shall require the submission of a certified groundwater feasibility assessment prepared by a qualified professional for proposed multi-lot developments within the lands designated as Small Scale Agriculture or River Valley Residential.
3. A detailed water servicing plan shall be prepared by Greenview for the central portion of the plan area as conceptually identified in *Figure 9: Existing and Future Servicing Network* of this plan.
4. Development within the Estate Residential designation shall be ultimately serviced to a full municipal and urban standard. However, at the discretion of Greenview, a trickle system may be permitted in the interim until such time as full municipal services can be extended.
5. Lands designated as Village Centre, Commercial or Industrial Business shall be serviced with a water supply to a full urban standard, including satisfactory fire flows to support high-density urban development. At the discretion of Greenview, Industrial Business and Service Commercial lands may be serviced using alternative means on an interim basis until such time as an urban water supply become available.

6. Lands designated as Light Industrial, and located directly south of Highway 666, shall ultimately be serviced using a trickle water system; however, at the discretion of Greenview, these lands may be privately serviced until such time as water servicing becomes available.
7. Greenview shall require developers to submit a detailed water servicing report, prepared by qualified professionals in support of a Minor Area Structure Plan associated with a proposed development. This report must identify the proposed servicing concept, capacity requirements of the proposed development and any impacts the development may have on existing systems in close proximity to the proposed development.

7.2 Wastewater Servicing

Intent

Wastewater servicing is to be provided in an efficient and cost-effective manner that is environmentally sensitive and effectively utilizes existing infrastructure within the plan area. The level of service will range from a private onsite wastewater treatment system for rural developments to full municipal wastewater collection and treatment systems in urban areas.

Policy

1. Rural residential subdivisions and agricultural properties shall be privately serviced using an on-site private wastewater system; open discharge systems are discouraged.
2. Lands designated as Small Scale Agriculture or River Valley Residential shall be privately serviced; a communal wastewater treatment system may be considered at the discretion of Greenview.
3. A detailed wastewater servicing plan shall be prepared by Greenview for the central portion of the plan area as identified in *Figure 9: Existing and Future Servicing Network* of this plan.
4. Development within the Estate Residential designation shall be ultimately serviced to a full municipal and urban standard; however, at the discretion of Greenview, a low-pressure collection system may be permitted.
5. Lands designated as Village Centre, Commercial or Industrial Business shall be serviced with a wastewater system designed to a full urban standard. However, at the discretion of Greenview, Industrial Business and Service Commercial lands may be serviced via alternative means on an interim basis until such time as urban wastewater infrastructure becomes available.

6. Lands designated as Light Industrial, and located directly south of Highway 666, shall ultimately be privately serviced using an on-site private wastewater system.
7. Greenview shall require developers to submit a detailed wastewater servicing report prepared by qualified professionals in support of a Concept Plan or Minor Area Structure Plan associated with a proposed development. This report must identify the proposed servicing concept, capacity requirements of the proposed development and any impacts the development may have on existing systems in close proximity to the proposed development.

7.3 Stormwater Management

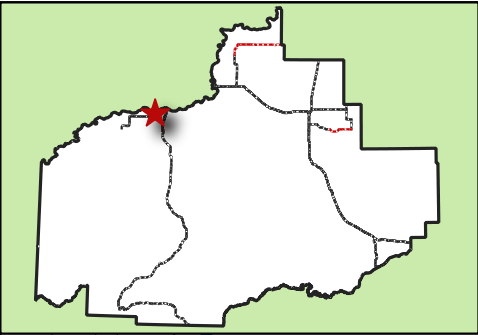
Intent

The stormwater management system will be developed in holistic and comprehensive fashion using Low Impact Development techniques wherever possible, in order to develop a stormwater management system that effectively and efficiently manages stormwater while at the same time preserving environmental features such as creeks, streams and wetlands.

Policy

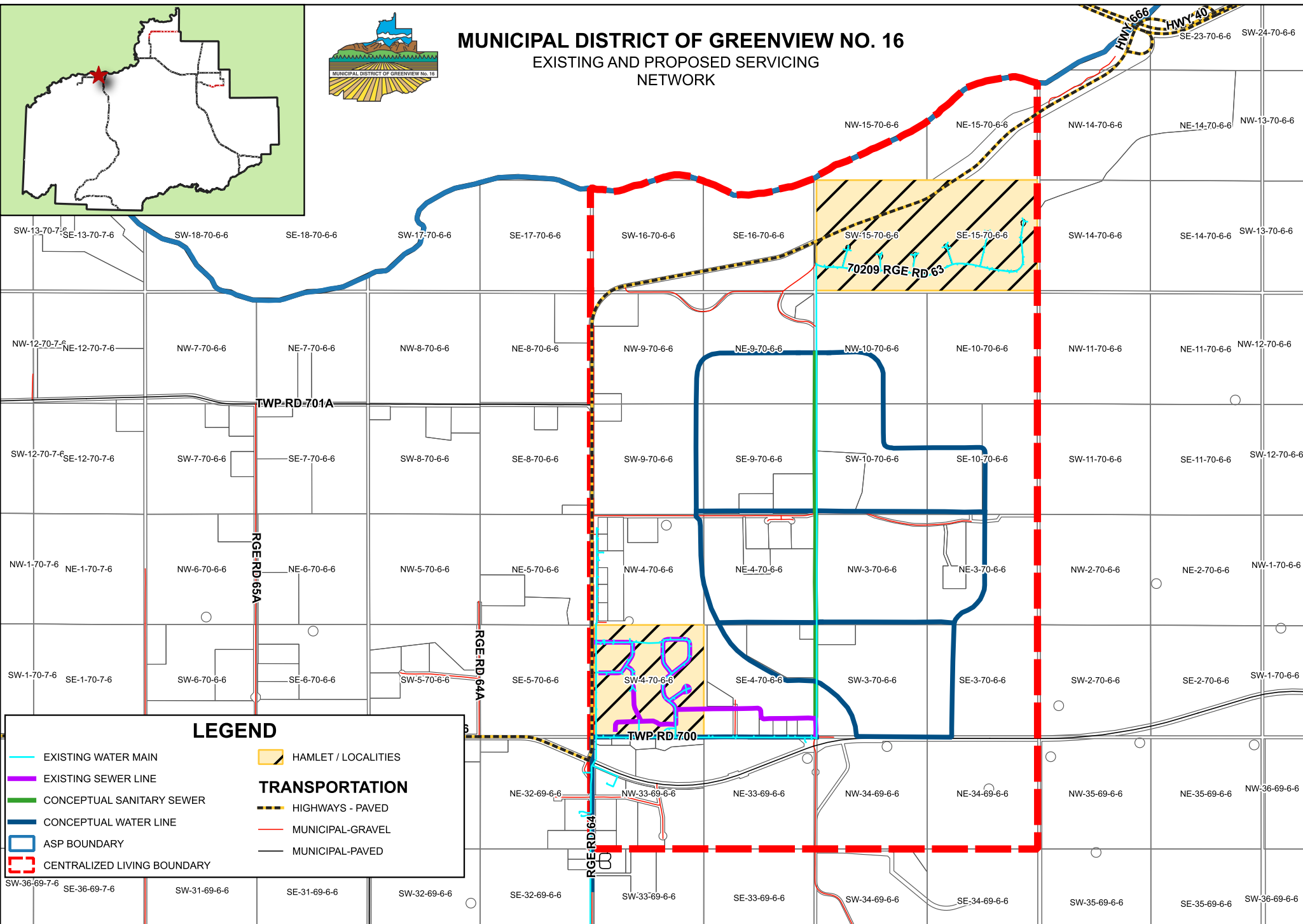
1. Greenview shall coordinate the preparation of a Master Stormwater Management Plan for the Centralized Living Area.
2. Stormwater management infrastructure, such as stormwater management ponds, are an important and prominent feature within a neighbourhood and shall be integrated into the overall open space and park network.
3. Low impact development techniques should be incorporated into all developments in order to assist in regulating stormwater runoff and improving its quality.
4. Stormwater management facilities shall be integrated with natural wetlands in the plan area so as to ensure the long-term viability of the wetlands.
5. Stormwater management facilities should be developed utilizing low impact development techniques.
6. Stormwater management facilities, such as stormwater management ponds, should be developed as constructed wetlands, excluding those stormwater management ponds that act as a source of fire suppression water.

7. At the discretion of Greenview, stormwater management ponds may be used as a source of fire suppression water for lands designated as River Valley Residential, Small Scale Agriculture, Estate Residential, Service Commercial, Business Industrial or Light Industrial.
8. Greenview shall require developers to submit a detailed stormwater management report prepared by qualified professionals in support of a Minor Area Structure Plan associated with a proposed development. This report must identify the proposed servicing concept, capacity requirements of the proposed development and any impacts the development may have on existing systems in close proximity to the proposed development.



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

EXISTING AND PROPOSED SERVICING NETWORK



LEGEND

- EXISTING WATER MAIN
- EXISTING SEWER LINE
- CONCEPTUAL SANITARY SEWER
- CONCEPTUAL WATER LINE
- ASP BOUNDARY
- CENTRALIZED LIVING BOUNDARY

- HAMLET / LOCALITIES

TRANSPORTATION

- HIGHWAYS - PAVED
- MUNICIPAL-GRAVEL
- MUNICIPAL-PAVED

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FIGURE 9:
Existing And Proposed Servicing Network



8 Implementation

In order to effectively implement this plan, it will be necessary to complete further planning and engineering related works such as Minor Area Structure Plans, Concept Plans or Master Infrastructure Servicing Reports when accommodating further development within the plan area, with increasing requirements for studies based on the complexity of the development. prior to accommodating further development within the plan area and more specifically the Centralized Living Area. Further clarity is provided below.

8.1 Implications for Other Plans & Bylaws

~~In order to facilitate development within the Centralized Living Area, will require the amendment of it may be necessary to amend the Land Use Bylaw by creating new land use districts supporting the density of the Estate Residential and building forms contemplated in Village related development areas. that can accommodate the proposed forms of development. The new land use districts will be created by the Greenview.~~

~~Rezoning, subdivision and development outside of the Centralized Living area requires a shall only be considered for areas with an approved Minor Area Structure Plan or Concept Plan in alignment with the standards outlined in the Municipal Development Plan. Within the Centralized Living area, any rezoning of land will require a Minor Area Structure Plan supporting the proposal.~~

8.2 Further Studies & Works

~~Prior to the preparation of any further detailed planning by development proponents, it will be necessary for Greenview to complete more detailed planning and engineering work for the Growth Area. More specifically it will be necessary to: Greenview may elect to delay development within the Centralized Living area in order to complete more detailed planning and engineering work for the Growth Area. More specifically it may require the completion of the following studies:~~

- a) ~~Prepare~~ A Master Transportation Plan;
- b) ~~APrepare~~ Master Water and Wastewater Servicing Plans;
- c) ~~APrepare a~~ Master Stormwater Management Plan;

- ~~c) —~~
- ~~d) — Prepare a commercial/market needs assessment in order to assess the quantity, composition and form of future commercial development required to service the plan area as a whole;~~
- ~~e) — Investigate the feasibility of utilizing recycled water or grey water to recharge aquifers or as a source of irrigation or process water in lieu of potable water for multi-family residential developments, recreational facilities, parks & open spaces, commercial developments and industrial developments;~~
- ~~f) d) A Prepare a master plan identifying areas of natural and environmental significance; and~~
- ~~g) Reclaim the former sewage lagoon;~~
- ~~h) — Prepare detailed urban design guidelines reflective of a “small town” or “village” theme for all forms of development within the Centralized Living Area, in order to ensure, at a minimum, consistency in landscaping and building facades to a standard acceptable to Greenview;~~
- ~~i) e) A Prepare an Open Space Master Plan and a Trails Master Plan;~~
- ~~j) — Prepare a Concept Plan for the Main Street and confirm its alignment;~~
- ~~k) — Establish a levy bylaw in order to fund municipal infrastructure improvement;~~
- ~~l) — Prepare a waste management plan for the plan area and investigate the feasibility and associated timing of implementing curbside waste collection for the area designated as Centralized Living consisting of the separate collection of garbage, recycling and organics;~~
- ~~m) — Investigate the implementation of a local and regional public transit system to serve the Centralized Living area as future development proceeds;~~
- ~~n) — Investigate the feasibility of providing public vehicle charging stations as development proceeds within the Centralized Living area; and~~
- ~~o) — Investigate the feasibility of developing a District Energy Sharing System for the Centralized Living Area in order to supply heating and cooling to future residents and business.~~

8.3 Minor Area Structure Plans and Concept Plans

8.3.1 Minor Area Structure Plans

~~The preparation of Minor Area Structure Plans will be required prior to allowing the subdivision and development of lands contained within the Centralized Living Area. The Minor Area Structure Plans will be prepared and funded by the developer of future development and will provide a more detailed framework for development within the Centralized Living Area. Minor Area Structure Plans shall, at a minimum, provide detailed planning for the entirety of a quarter section and will need to address the following in greater detail:~~ Minor Area Structure Plans policy and its procedures. The Minor Area Structure Plans will be prepared and funded by the developer of any applicable proposed application triggering the more detailed framework for development. Minor Area Structure Plans shall, at a minimum, provide detailed planning for the entirety of a quarter section.

- ~~p)~~a) Environmental matters
- ~~q)~~b) Water/Wastewater and Stormwater servicing
- ~~r)~~c) Configuration of future developments
- ~~s)~~d) Allocation of park space/open space
- ~~t)~~e) Traffic generation and impacts
- ~~u)~~f) Geotechnical concerns
- ~~v)~~g) Market conditions
- ~~w)~~h) Building and Landscaping Design Guidelines
- ~~x)~~i) The interface with adjacent lands

In order to address the items referenced above, a variety of supporting studies are required, such as:

- ~~y)~~j) Biophysical and Wetland Assessments
- ~~z)~~k) Water, Wastewater and Stormwater Servicing Reports

~~aa)l)~~ Geotechnical Reports

~~bb)m)~~ Traffic Impact Assessments

~~cc)n)~~ Commercial/Market Needs Assessments

8.3.2 Concept Plans

~~Concept Plans may be used, at the discretion of Greenview, in lieu of a Minor Area Structure Plan within the Centralized Living Area for areas designated as Business Industrial and Hamlet, as well as the Service Commercial area located adjacent to Township Road 700. The Concept Plan shall apply to the entirety of the designated area and shall, at the discretion of Greenview address the following: Where a proposed rezoning, subdivision or development triggering a Minor Area Structure Plan is outside of the Central Living Area, a Concept Plan may instead be required at the discretion of Greenview. A Concept Plan may only be considered within the Central Living Area for development within the Business Industrial, Service Commercial and Hamlet areas. The Concept Plan shall apply to the entirety of the designated area.~~

~~dd)o)~~ Environmental matters

~~ee)p)~~ Water/Wastewater and Stormwater servicing

~~ff)q)~~ Configuration of future developments

~~gg)r)~~ Allocation of park space/open space

~~hh)s)~~ Traffic generation and impacts

~~ii)t)~~ Geotechnical concerns

~~jj)u)~~ Market conditions

~~kk)v)~~ Building and Landscaping Design Guidelines

~~ll)w)~~ The interface with adjacent lands



REQUEST FOR DECISION

SUBJECT:	Bylaw 25-994 Land Use Bylaw Amendment – Rezone from A-1 to A-2		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER: RD
DEPARTMENT:	PLANNING & EC. DEVELOPMENT	DIR: MAV	PRESENTER: HA
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act (MGA) Section 640, RSA 2000

Council Bylaw/Policy (cite) – Bylaw 15-742 Municipal Development Plan (MDP), Bylaw 25-1000 Land Use Bylaw (LUB)

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 25-994, being a Land Use Bylaw Amendment to rezone Lot 1, Block 2, and Lot 1, Block 1, Plan 052 4167 within NE-23-69-22-W5M from Agricultural One (A-1) District to Agricultural Two (A-2) District, as presented.

BACKGROUND/PROPOSAL:

Administration has received a request to amend the Land Use Bylaw for a zoning change affecting a portion of land from Agricultural One (A-1) District to Agricultural Two (A-2) District. The application pertains to approximately 15.80 hectares (39.04 acres) of land, consisting of roughly 11.86 hectares (29.30 acres) of Lot 1, Block 2, and approximately 3.94 hectares (9.73 acres) of Lot 1, Block 1, Plan 052 4167, located within the Valleyview electoral area.

The rezoning is necessitated for the following reasons:

1. The proposed parcel size exceeds the maximum lot sizes allowed under the current Agricultural One (A-1) District.
2. The amendment will facilitate a boundary adjustment compliant with the Land Use Bylaw (LUB) provisions, stipulating only one (1) Agricultural One (A-1) parcel may be extracted from an unsubdivided section without prior rezoning approval. The first parcel has already been subdivided from the quarter section.

The area proposed for adjustment includes Lot 1, Block 1, Plan 052 4167, which currently features existing structures and water and sewage services. Upon successful completion of the LUB amendment and boundary adjustment, these services will be accessible to the newly created lot. Access to the lot will be facilitated through the existing connection to Township Road 693A.

The proposed amendment to the LUB aligns with planning policies and regulations and is expected to support the proposed boundary adjustment by the landowner while ensuring compliance with existing zoning regulations. The bylaw was circulated for comment, internally and to relevant agencies on June 27, 2025.

POLICY FRAMEWORK

Municipal Development Plan Bylaw 15-742

10.2.1 Land Use Bylaw

(b) If an amendment to the LUB is required to accommodate a proposed subdivision, the amendment shall receive third reading from Council prior to subdivision approval taking place.

10.3 Evaluation of Applications

10.3.1 All applications for LUB amendments, subdivisions and development permits shall be evaluated by Greenview according to the following criteria:

- a) Compliance with the Act, Regulation, LUB, and other Statutory Plans or Concept Plans that are in effect.*
- b) Adequacy of road access and off-site traffic impacts generated by the proposed development;*
- c) Proposed methods of water supply, sewage disposal and storm drainage, supported by hydrogeological and geotechnical testing, provided by the developer with the application;*
- d) Compatibility with adjacent land uses, including the potential impact on agricultural operations;*
- e) Site suitability in terms of soils, topography, and size;*
- f) Environmental factors including the potential for erosion, flooding, or watercourse contamination; and*
- g) The quality of agricultural land, and the fragmentation and loss of agricultural lands.*

Land Use Bylaw 25-1000

9.1.4 Additional Regulations

c) Only one A-1 parcel may be taken out of quarter section and must be the first parcel subdivision. Fragmented parcels that have only been separated along the intervening ownership will each be considered as if they are an unsubdivided quarter section for the purposes of qualifying this section.

9.1 A-1 First Parcel Out: Minimum: 1.2 ha (3.0 ac) Maximum: 8.1 ha (20.0 ac)

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Administration can process the boundary adjustment application with the proposed parcel size by the applicant as compliant with the provision of the Agricultural Two (A-2) District.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to table Bylaw 25-994 for further information or discussion.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Consult

PUBLIC PARTICIPATION GOAL

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

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

FOLLOW UP ACTIONS:

After the first reading is approved, Council will schedule a date for the Public Hearing. Following this hearing, the bylaw will undergo its second and third readings.

ATTACHMENT(S):

- Bylaw 25-994
- Schedule “A” of Bylaw 25-994
- The Land Use Bylaw Amendment Application
- Overview Map
- Aerial Map
- AGRASID Map
- Main Map
- Topography Map
- Wetlands Map



BYLAW NO. 25-994
of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of
Alberta, to amend Bylaw No. 25-1000, being the Land Use Bylaw for the
Municipal District of Greenview No. 16**

WHEREAS, the Municipal Government Act, being Chapter M-26, R.S.A. 2000, as amended, authorizes the Council of the Municipal District of Greenview No. 16 to establish and amend Land Use Bylaw No. 25-1000.

AND WHEREAS, the Council of the Municipal District of Greenview No. 16 has deemed it desirable to amend the Land Use Bylaw No. 25-1000.

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

1. That Map No. 18 in the Land Use Bylaw, being Bylaw No. 25-1000, be amended to reclassify the following area:

All that Portion of the
Northeast (NE) Quarter of Section Twenty-Three (23)
Within Township Sixty-Nine (69)
Range Twenty-Two (22) West of the Fifth Meridian (W5M)

As identified on Schedule "A" attached.

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

Read a first time this 22 day of July, A.D., 2025.

Read a second time this ____ day of _____, A.D., ____.

Read a third time and passed this ____ day of _____, A.D., ____.

REEVE

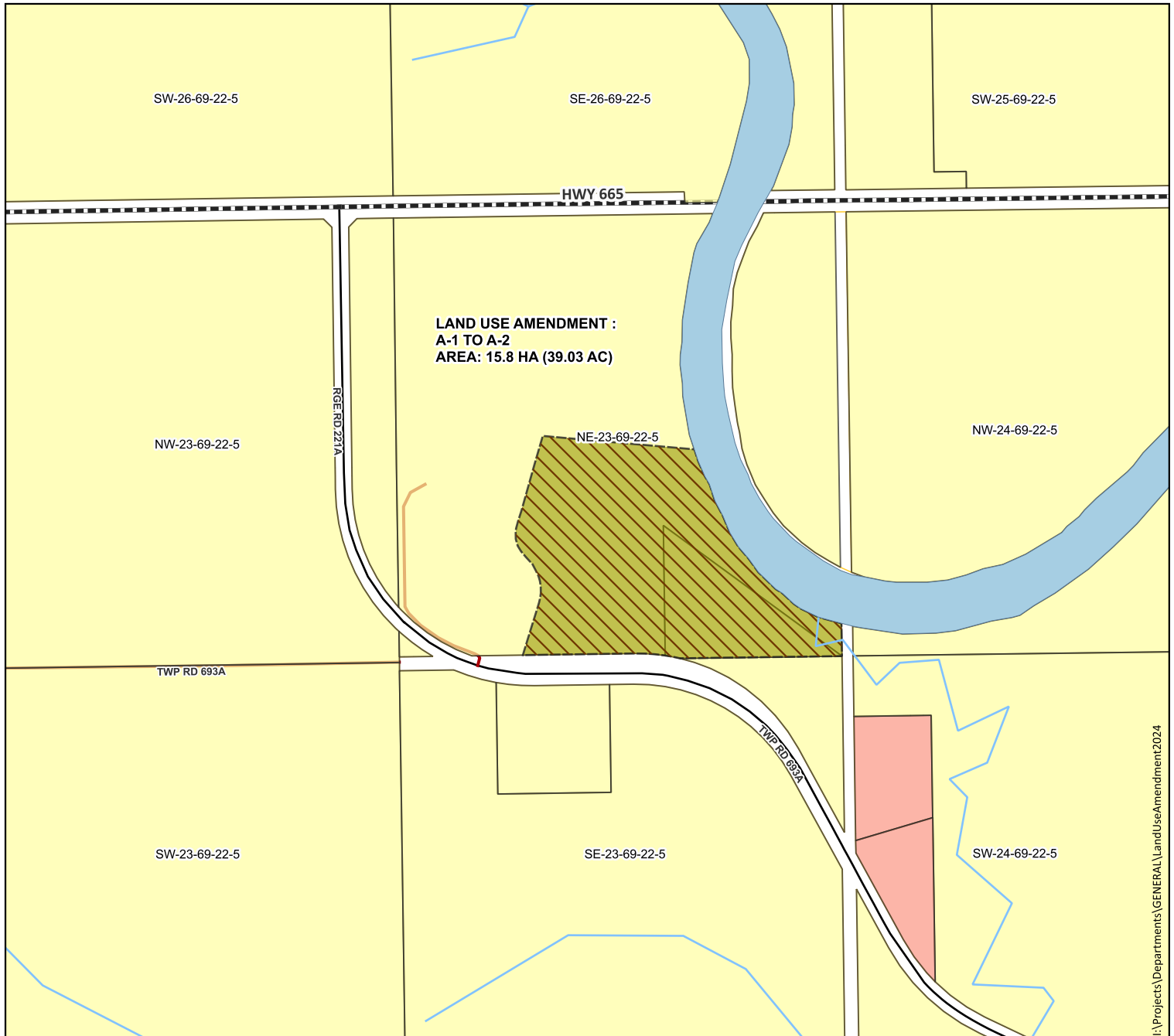
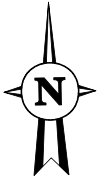
CHIEF ADMINISTRATIVE OFFICER



SCHEDULE "A"

BYLAW NO. 25-994

Municipal District of Greenview No. 16



It:\Projects\Departments\GENERAL\LandUseAmendment2024

LEGEND

Proposed Amendment

Gravel Road

ZONING TYPE

Agricultural One (A-1)

Paved Road

Agricultural Two (A-2)

Unimproved

Country Residential One (CR-1)

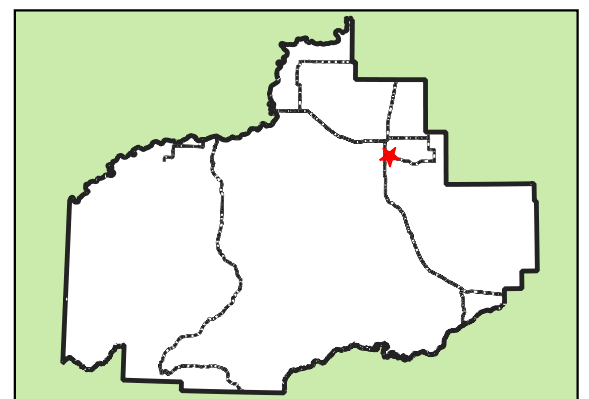
HYDRO FEATURES

Lake / River

Stream / Creek

TRANSPORTATION

Fair-Weather



0 100 200 300



metres

Scale 1:15,000

PROJECTION: UTM Zone 11N NAD 83

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DATE

Map Print Date : June 18, 2025



APPLICATION FOR LAND USE AMENDMENT

Municipal District of Greenview No. 16

4806 – 36 Avenue, Box 1079, Valleyview AB T0H 3N0
T 780.524.7600 F 780.524.4307 Toll Free 1.866.524.7608
www.mdgreenview.ab.ca

FOR ADMINISTRATIVE USE

LUB MAP NO.	BYLAW NO.
APPLICATION NO. A25-001	
RECEIPT NO. 442316	
ROLL NO. 309578	
RFLA RATING	

Complete if Different from Applicant

NAME OF APPLICANT(S) Cody B of Beairsto & Associates Engineerign LTD		
ADDRESS		
POSTAL CODE	TELEPHONE (Res.)	(Bus.)
EMAIL		

NAME OF REGISTERED LANDOWNER(S)		
ADDRESS		
POSTAL CODE	TELEPHONE (Res.)	(Bus.)
EMAIL		

Legal description of the land affected by the proposed amendment

QTR./L.S.	SEC	TWP.	RG.	M.	OR	REGISTRATION PLAN NO.	BLOCK	LOT
NE	23	69	22	5		0524167		

Land Use Classification for Amendment Proposed:

FROM: AG	TO: A-2
----------	---------

Reasons Supporting Proposed Amendment:

Boundary adjustment requires zoning chnage.	June 10, 2025
---	---------------

Physical Characteristics:

Describe Topography: Flat, rolling, steep river ba	Vegetation: Mix of Ag and Tree stands	Soil: Loam and Clay
--	---------------------------------------	---------------------

Water Services:

Existing Source: AS per form B	Proposed Water Source: AS per form B
--------------------------------	--------------------------------------

Sewage Services:

Existing Disposal: AS per form B	Proposed Disposal: AS per form B
----------------------------------	----------------------------------

Approach(s) Information:

Existing: AS per Tentative Plan	Proposed: S per Tentative Plan
---------------------------------	--------------------------------

☐ I / We have enclosed the required Application Fee of \$ 1500.00.

Date: May 21 2025 Applicant(s) _____

Date: June 10 2025 Registered Landowner(s): _____

NOTE: Registered Landowner(s) Signatures required if different from Applicant.

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DATE

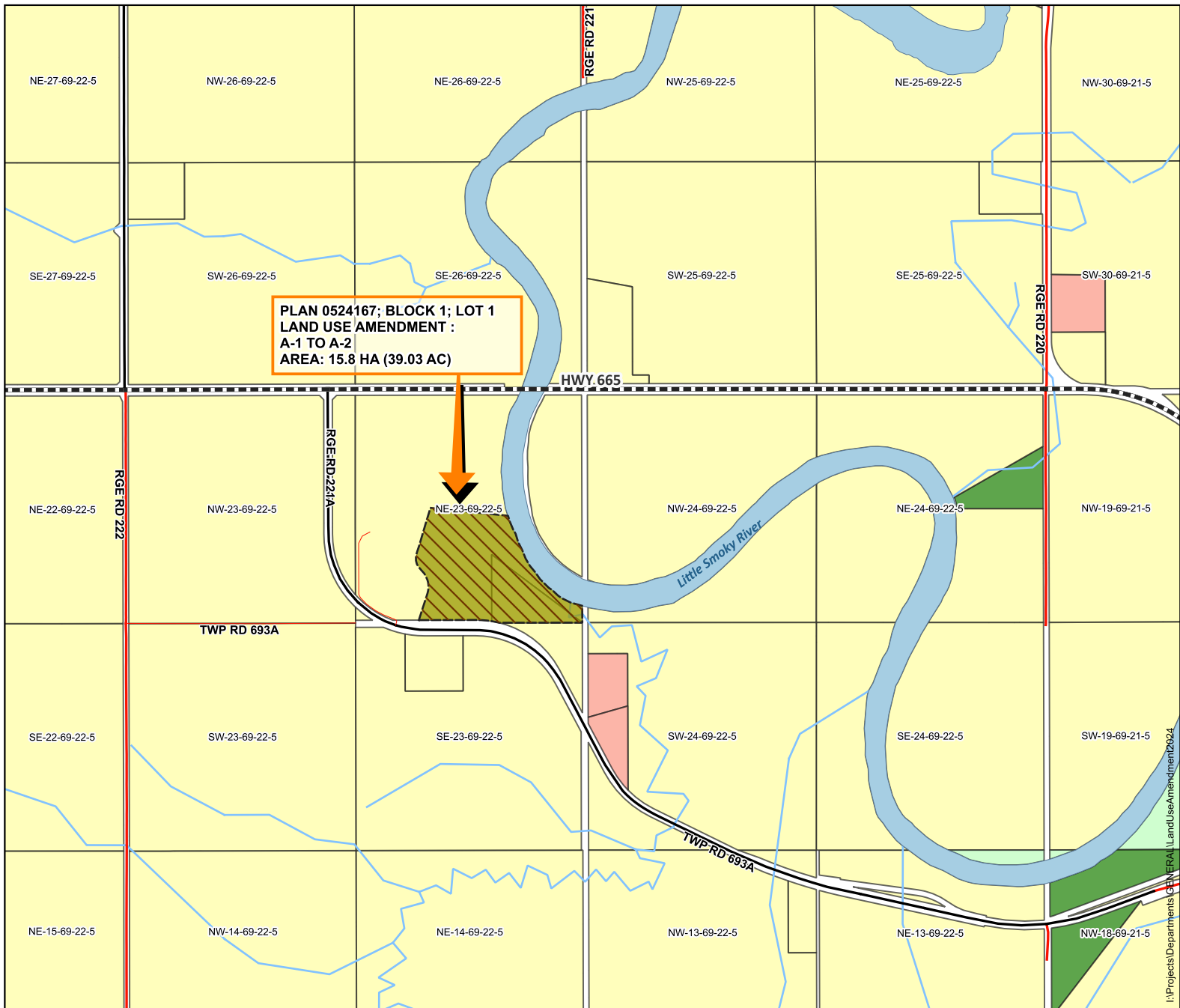


MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Land Use Amendment Bylaw 25-994

Plan 0524167; Block 1; Lot 1

Overview



LEGEND

Proposed Amendment

Recreational (REC)

Private-Gravel

ZONING TYPE

TRANSPORTATION

HYDRO FEATURES

Agricultural One (A-1)

Highways - Paved

Lake / River

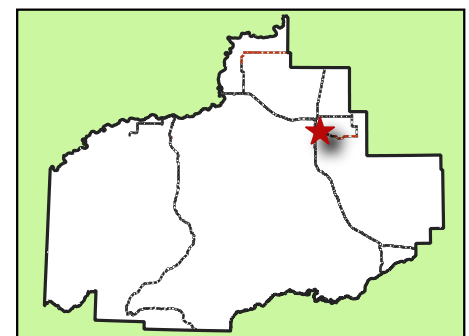
Crown Land (CL)

Municipal-Gravel

Stream / Creek

Country Residential One (CR-1)

Municipal-Paved



0 300 600



METRES
SCALE 1:20000

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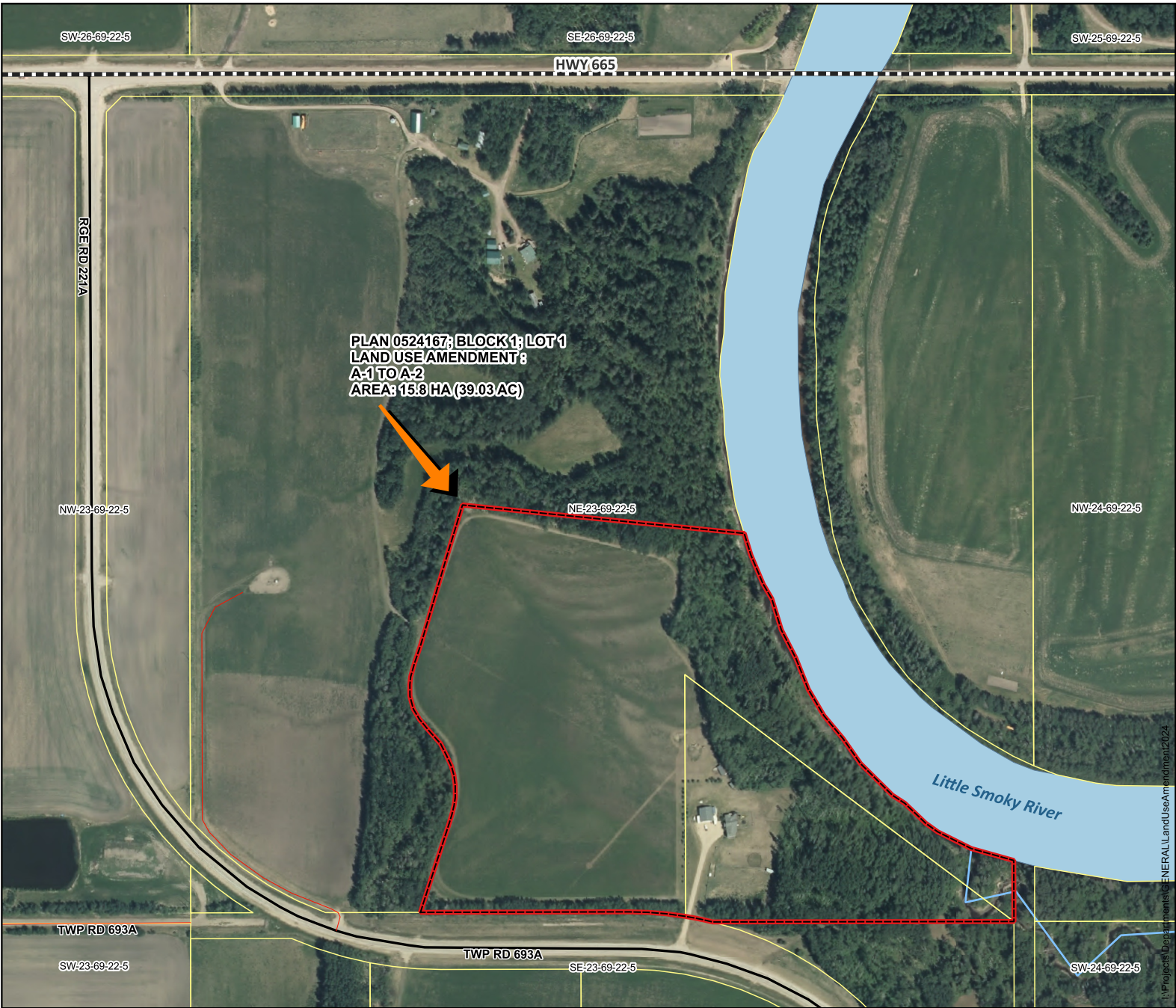


MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Land Use Amendment Bylaw 25-994

Plan 0524167; Block 1; Lot 1

Aerial



LEGEND



Proposed Amendment

Private-Gravel

TRANSPORTATION

HYDRO FEATURES

Highways - Paved

Lake / River

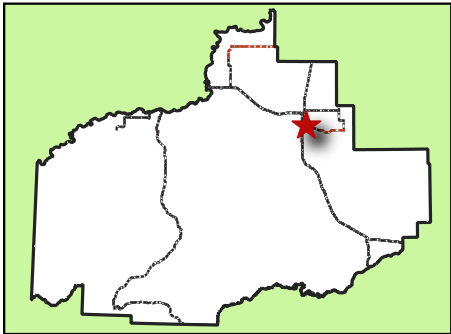
Municipal-Paved

Stream / Creek

GV IMAGERY 2022

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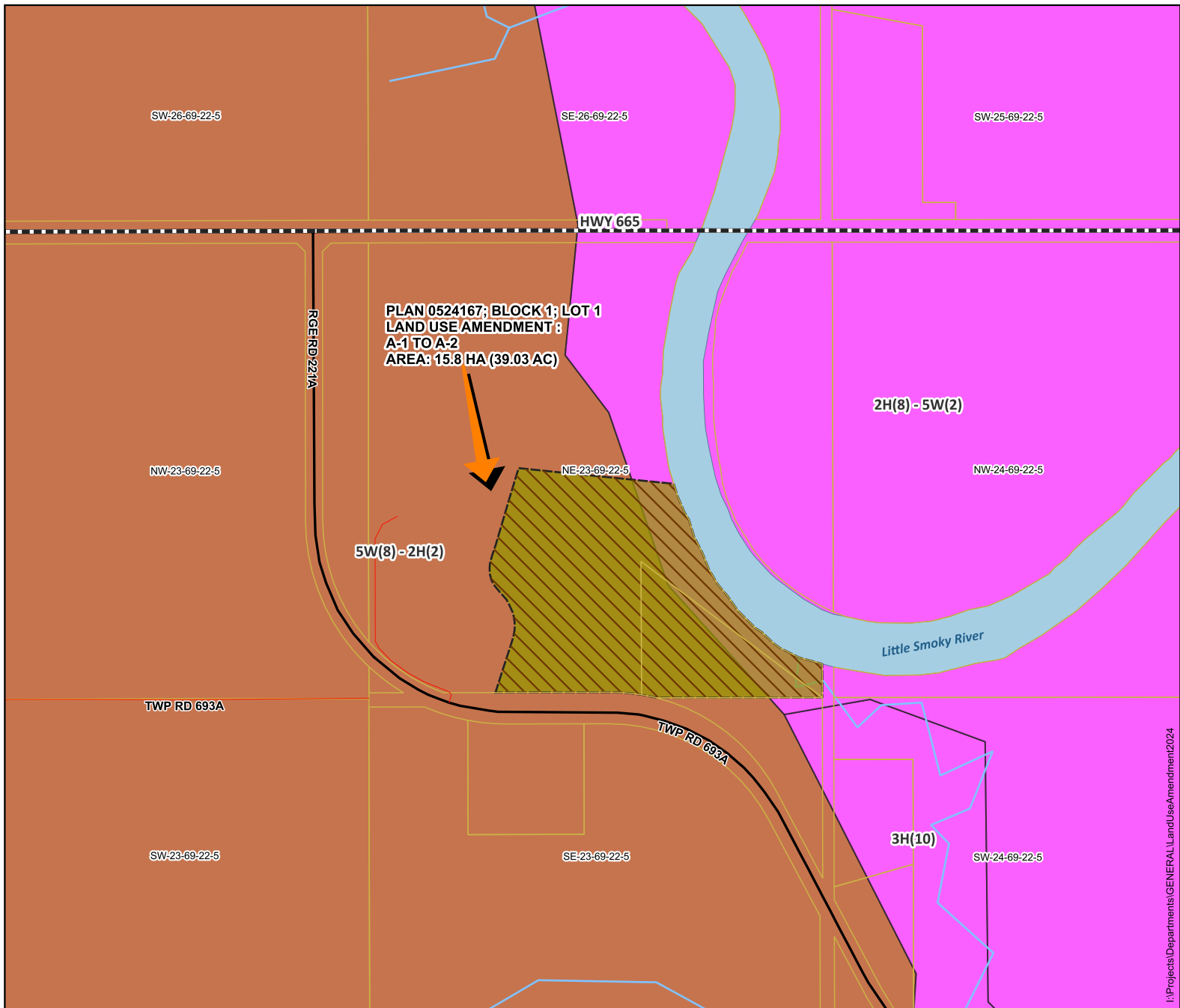


MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Land Use Amendment Bylaw 25-994

Plan 0524167; Block 1; Lot 1

AGRASID



I:\Projects\Departments\GENERAL Land Use Amendment\2024

LEGEND



Proposed Amendment



Municipal-Paved

AGRASID



undulating - high relief



valley with terraces



Private-Gravel

HYDRO FEATURES



Lake / River

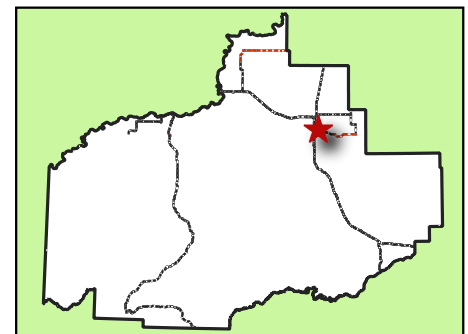


Stream / Creek

TRANSPORTATION



Highways - Paved



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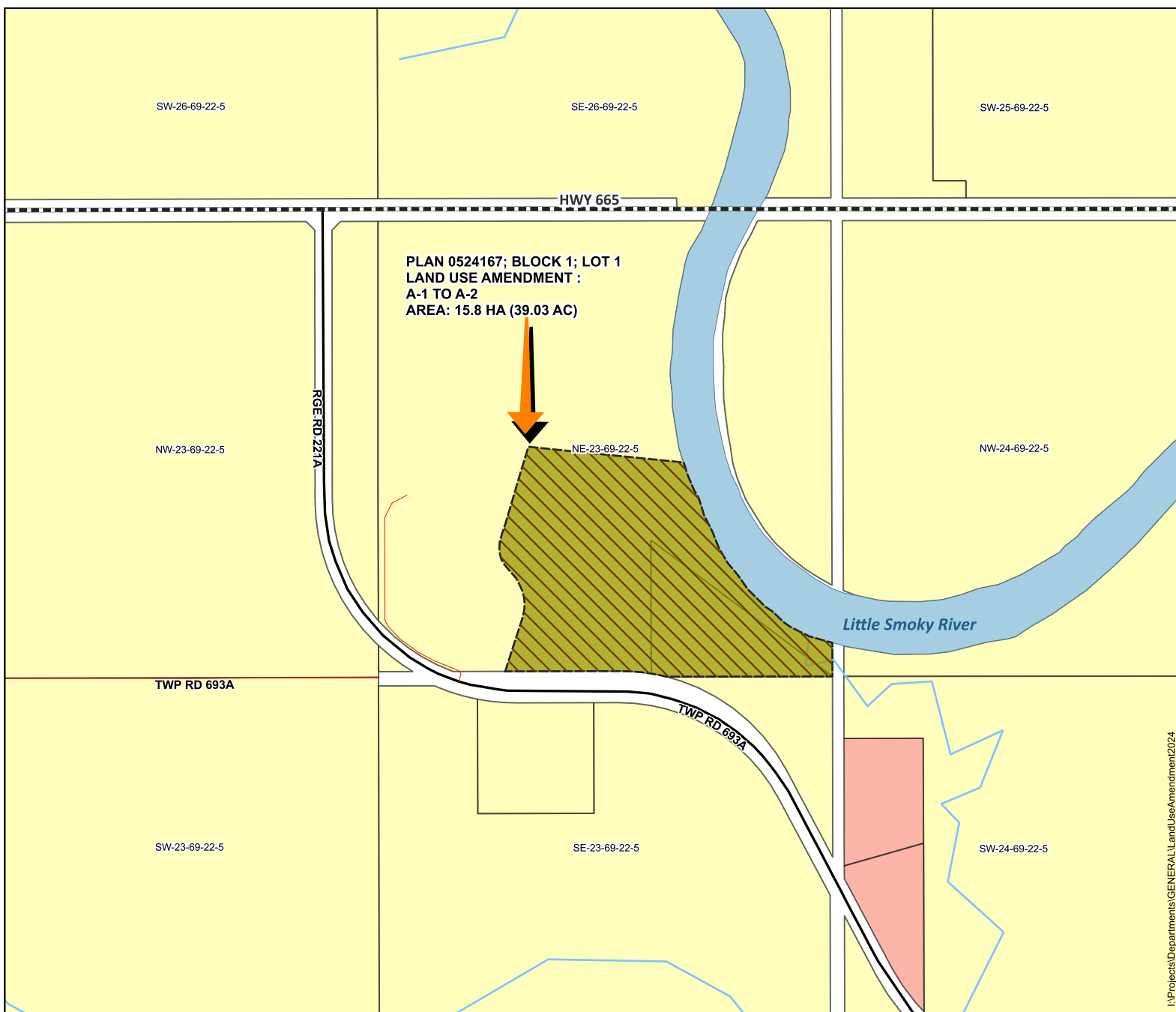
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SCHEDULE "A"

BYLAW NO. 25-994
MUNICIPAL DISTRICT OF GREENVIEW NO. 16



LEGEND

Proposed Amendment

ZONING TYPE

Agricultural One (A-1)

Country Residential One (CR-1)

TRANSPORTATION

Highways - Paved

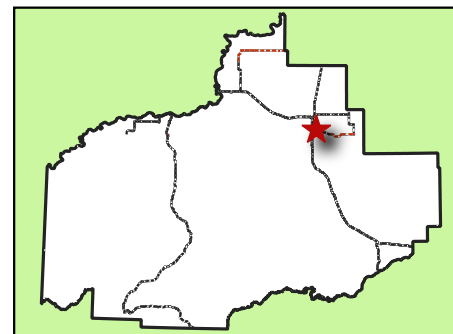
Municipal-Paved

Private-Gravel

HYDRO FEATURES

Lake / River

Stream / Creek



0 200 400



METRES
SCALE 1:10000

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MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Land Use Amendment Bylaw 25-994

Plan 0524167; Block 1; Lot 1

Topography



LEGEND

Proposed Amendment

CONTOUR LINE(M)

Minor Break

Major Break

TRANSPORTATION

Highways - Paved

Municipal-Paved

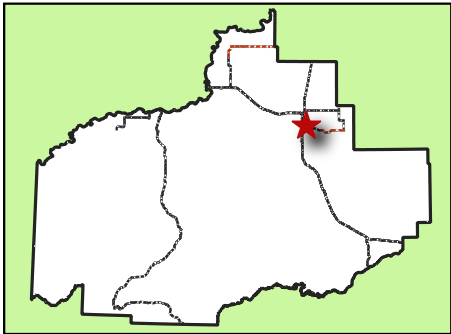
Private-Gravel

HYDRO FEATURES

Lake / River

Stream / Creek

GV IMAGERY 2022



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SCALE 1:10000

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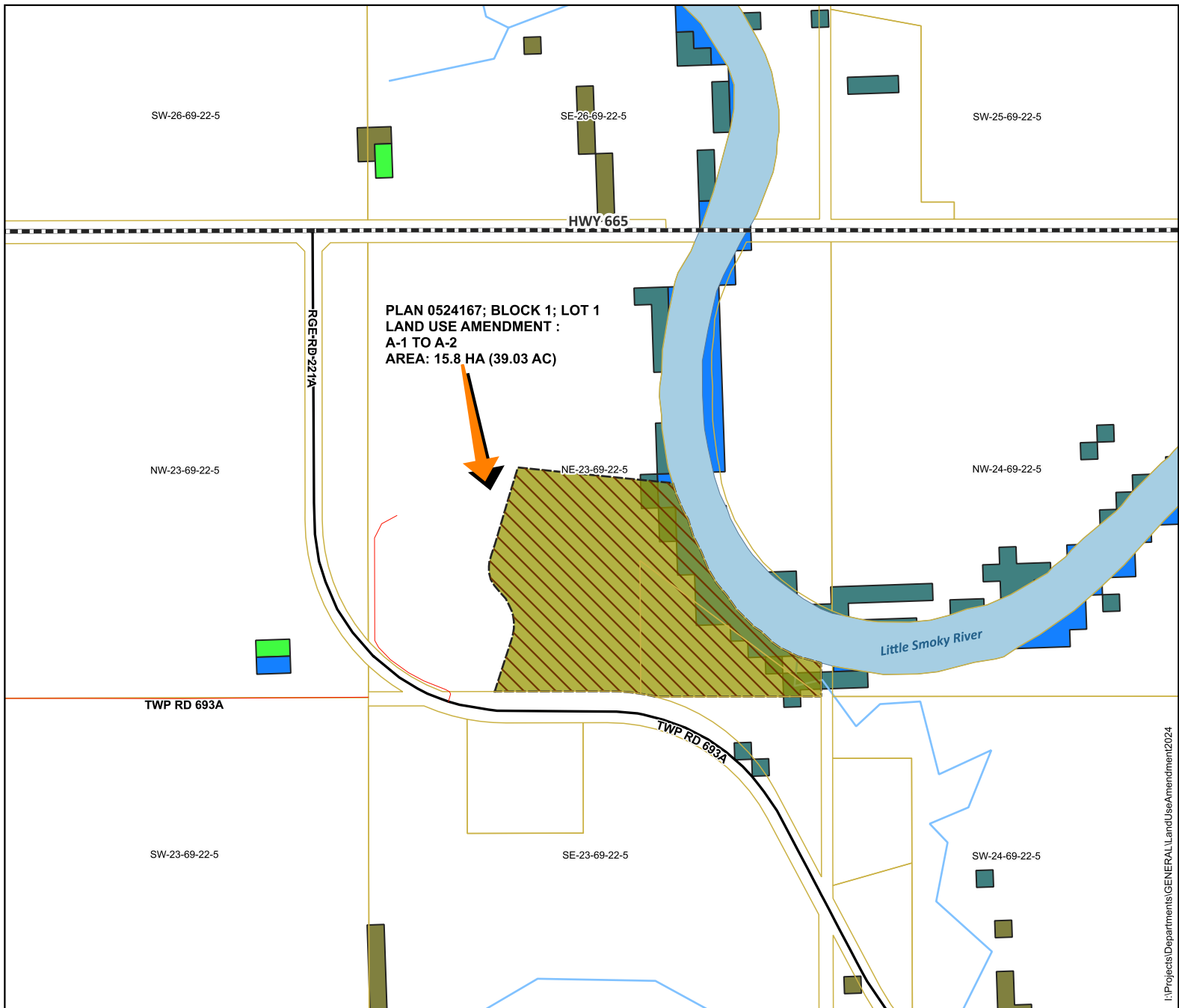


MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Proposed Land Use Amendment Bylaw 25-994

Plan 0524167; Block 1; Lot 1

Wetland



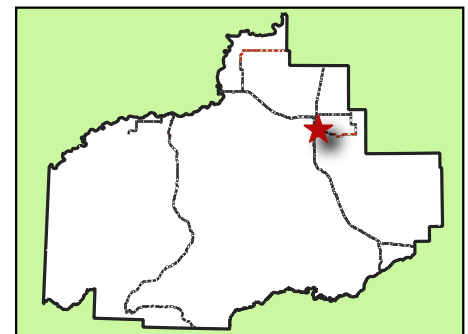
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LEGEND

- WETLAND INVENTORY**
- Proposed Amendment
 - Fen
 - Marsh
 - Open Water

- TRANSPORTATION**
- Swamp
 - Highways - Paved
 - Municipal-Paved
 - Private-Gravel

- HYDRO FEATURES**
- Lake / River
 - Stream / Creek



0 200 400



METRES
SCALE 1:10000

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REQUEST FOR DECISION

SUBJECT: **Bylaw 25-996 Schedule of Fees Amendment**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: July 22, 2025 CAO: MANAGER:
DEPARTMENT: INFRASTRUCTURE & ENGINEERING DIR: PRESENTER: SS
STRATEGIC PLAN: Governance LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – Municipal Government Act, RSA 2000, c.M-26, s.191.

Council Bylaw/Policy (cite) – Bylaw 25-980 Schedule of Fees

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 25-996 Schedule of Fees Amendment, as presented.

MOTION: That Council give second reading to Bylaw 25-996 Schedule of Fees Amendment, as presented.

BACKGROUND/PROPOSAL:

Annually, Greenview adopts a bylaw that establishes the rates and fees for services that the municipality provides. Administration is proposing an amendment to the current Schedule of Fees Bylaw.

Infrastructure and Engineering Fee Changes

Administration is bringing forward a bylaw amendment to Bylaw 25-980 “Schedule of Fees” to incorporate a new section under Schedule G—Infrastructure and Engineering General. This amendment introduces fees related to “Access Roads and Cul-de-Sacs,” which includes a \$2,500 non-refundable administrative fee and a \$2,500 non-refundable construction fee. Previously, these fees only applied (in policy) to *residential* road construction, and no fees were required for non-residential access roads.

This amendment coincides with the draft updated Policy 4002 (combining with Policy 4001), being brought for Council approval. The proposed amendment provides a standardized and transparent approach to managing the costs associated with reviewing, approving, and facilitating access road and cul-de-sac developments within Greenview. Moving these fees into the Bylaw will alleviate the need to update the policy when fees are revised, and ensures the fees will be reviewed annually.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will have fees that align with current processes.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that introducing a new fee may result in public dissatisfaction or resistance from developers who are not used to paying for access road and cul-de-sac applications.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to leave Schedule G of the Schedules of Fees Bylaw unchanged and not add the administrative and construction fees for Access Roads and Cul-de-Sacs. However, Administration does not recommend this action because it would leave a gap in cost recovery and fail to establish consistent expectations for applicants requiring these services.

FINANCIAL IMPLICATION:

These are new fees for non-residential road construction requests, resulting in additional potential revenue for Greenview.

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 make any necessary amendments and bring the bylaw for final reading and approval.

ATTACHMENT(S):

- Bylaw 25-996 "Schedule of Fees Amendment"- Draft
- Bylaw 25-980 "Schedule of Fees"- Current



BYLAW No. 25-980 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta for the purpose of establishing rates and fees for the provision of goods and services, or on behalf of Greenview, as attached to this bylaw as the Schedules of Fees.

Whereas, pursuant to section 7 of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, a Council may pass bylaws for municipal purposes respecting the following matters:

- (a) People, activities and things in, on or near a public place or place that is open to the public; and
- (b) Services provided by or on behalf of the municipality;

Whereas, pursuant to section 8 of the *Municipal Government Act, R.S.A. 2000, Chapter M-26*, a Council may pass bylaws for municipal purposes respecting the following matters:

- (a) Provide for a system of licenses, permits or approvals, including any or all of the following:
 - i. Establishing fees for licenses, permits and approvals, including fees for licenses, permits and approvals that may be in the nature of a reasonable tax for the activity authorized or for the purpose of raising revenue.

Whereas, The Council of the Municipal District of Greenview No. 16, duly assembled deems it expedient to revise the Schedules of Fees for the Municipality.

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

1. TITLE

- 1.1. This Bylaw may be cited as the “Schedules of Fees Bylaw”

2. DEFINITIONS

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

3. APPLICATION

- 3.1. This Bylaw establishes the rates, fees and charges for certain goods and services provided by Greenview.

3.2. This Bylaw and the attached Schedules will be reviewed as required and amendments to any of the rates and fees must be made by Council bylaw in accordance with Section 191(1) of the Municipal Government Act.

3.3. All fees, fines, rates, and penalties provided for in other current bylaws shall remain in full force and effect and may be charged in addition to the provisions stated in this Bylaw.

4. **RATES AND FEES**

4.1. The rates and fees, for the year 2025, are established in the attached Schedules 'A' through 'K' and form part of this Bylaw.

5. **REPEAL**

5.1. Bylaw 24-970 "Schedules of Fees Bylaw" and any amendments thereto are hereby repealed.

6. **COMING INTO FORCE**

6.1. Bylaw 25-980, being the Schedules of Fees Bylaw, comes into full force and effect on January 1, 2025.

Read a first time this 12th day of November, 2024.

Read a second time this 26th day of November, 2024.

Read a third time this 26th day of November, 2024.



REEVE



CHIEF ADMINISTRATIVE OFFICER

AGRICULTURAL SERVICES – Schedule A

All Agricultural Rental Equipment can be kept for a maximum of three (3) days if there is a waitlist for that item.

Daily Rate means one 24-hour period, Half-day means one 6-hour period – at the discretion of the onsite manager.

Weekend Rate means one and one-half times the Daily Rate – at the discretion of the on-site manager.

	Description	GST Status *	Fee in \$	Unit
1.	Picnic Tables (per table, per day)			
i.	Non-Profit Organizations; Community Event	E	No Charge	
ii.	Private Affair, Non-Public Event - 10 day max.	T	\$10.00	Per Day
2.	Barbeque			
i.	Non-Profit Organizations; Community Event	E	No Charge	
		E	\$200.00	Deposit
ii.	Private Event, Non-Public Event - 10 day max.	T	\$100.00	Per Day
		E	\$200.00	Deposit
3.	Weed and Insect Control Equipment		Daily Rate	Two Day Rate
i.	Field Sprayer (Includes GPS)	T	\$20.00	\$30.00
ii.	Boomless Sprayer (Includes GPS) (Valleyview, Grovedale)	T	\$20.00	\$30.00
iii.	Water Tank on Trailer for Spraying (Valleyview, Grovedale)	T	\$25.00	\$37.50
iv.	Estate Sprayer (Pull Type)	T	\$20.00	\$30.00
v.	Estate Sprayer (3 pt hitch), (Valleyview)	T	\$20.00	\$30.00

vi.	Handheld Sprayer (<i>All locations</i>)	T	\$5.00	\$7.50
vii.	Quad Mounted Sprayers	T	\$10.00	\$15.00
viii.	Backpack Sprayers	T	\$5.00	\$7.50
ix.	Granular Pesticide Bait Applicator, <i>Holds 135 lbs Bran (Valleyview)</i>	T	\$30.00	\$45.00
4.	Spreaders			
i.	Manure Spreader (<i>Valleyview, Grovedale</i>)	T	\$300.00	\$450.00
ii.	Fertilizer Spreader (<i>Valleyview, Grovedale</i>)	T	\$100.00	\$150.00
5.	Earth Moving and Post Pounding Equipment			
i.	1000 Earth Mover (<i>All Locations</i>)	T	\$200.00	\$300.00
ii.	12' Pull-Type Blade (<i>Valleyview, Grovedale</i>)	T	\$50.00	\$75.00
iii.	Vee Ditcher (<i>Grovedale</i>)	T	\$50.00	\$75.00
iv.	Post Pounder (<i>All locations</i>)	T	\$125.00	\$187.50
			\$65.00 Half Day	
v.	Bin Crane (<i>Valleyview, Grovedale</i>)	T	\$100.00	\$150.00
6.	Cattle Equipment			
i.	Cattle Squeeze (<i>All locations</i>)	T	\$25.00	\$37.50
ii.	Loading Chute (<i>All locations</i>)	T	\$50.00	\$75.00
iii.	Panel Trailer (<i>Valleyview, Grovedale</i>)	T	\$50.00	\$75.00
iv.	Spare Panels (<i>Free for 3 days, \$5 per panel per additional day, Crooked Creek</i>)	T	\$5.00	\$7.50
v.	Tag Reader (<i>Valleyview, Grovedale</i>)	E	No Charge	No Charge
7.	Conservation Equipment			
i.	50' Heavy Harrow with Granular Applicator (<i>Valleyview</i>)	T	\$250.00	\$375.00
ii.	33' Heavy Harrow with Granular Applicator (<i>Grovedale</i>)	T	\$200.00	\$300.00

iii.	30' Land Roller (<i>Valleyview, Grovedale</i>)	T	\$200.00	\$300.00
iv.	14' Heavy Disc (<i>Valleyview, Grovedale</i>)	T	\$300.00	\$450.00
v.	No-Till Drill (<i>Valleyview</i>)	T	\$200.00	\$300.00
vi.	Conservation Seeder- 3 pt hitch (<i>Valleyview</i>)	T	\$100.00	\$150.00
vii.	3 pt hitch 8' Rotary Tiller (<i>Valleyview</i>)	T	\$150.00	\$225.00
viii.	3 pt hitch 8' Deep Tillage Cultivator (<i>Valleyview</i>)	T	\$100.00	\$150.00
ix.	3 pt hitch 8' Disk (<i>Valleyview</i>)	T	\$100.00	\$150.00
x.	3 pt hitch 8' Harrow (<i>Valleyview</i>)	T	\$50.00	\$75.00
xi.	3 pt hitch 8' Pull Blade (<i>Valleyview</i>)	T	\$25.00	\$37.50
xii.	Grain Bag Roller (<i>Valleyview</i>)	T	\$50.00	\$75.00
xiii.	Plastic Mulch Applicator (<i>Valleyview</i>)	T	\$50.00	\$75.00
xiv.	Tree Planter (<i>Valleyview</i>)	T	\$50.00	\$75.00
8.	Broadcast Seeding Equipment			
i.	Truck Mount Seeder (<i>Valleyview</i>)	T	\$10.00	\$15.00
ii.	Quad Mount Seeder (<i>Valleyview</i>)	T	\$10.00	\$15.00
iii.	Hand Seeder (<i>Free for 3 days, \$5.00 per day thereafter</i>)	T	\$5.00	\$7.50
iv.	Broadcast Seeder, 3 pt hitch (<i>Valleyview</i>)	T	\$15.00	\$22.50
9.	Miscellaneous Equipment			
i.	Survey Equipment, <i>Theodilite, Transit, or Gradient Stick</i> (<i>Valleyview</i>)	T	\$10.00	\$15.00
ii.	Metal Detector, <i>Valleyview</i>	T	\$10.00	\$15.00
iii.	Hay Sampler, Soil Sampler (<i>Free first 3 days</i>)	T	\$5.00	\$7.50
iv.	Bin Probe, Measuring Wheel (<i>Free first 3 days</i>)	T	\$5.00	\$7.50
v.	Scare Cannons (<i>Free first 3 days</i>)	T	\$5.00	\$7.50
vi.	Small Animal Traps	T	\$2.00	\$3.00
vii.	Grain Vacuum (<i>Valleyview, Grovedale</i>)	T	\$150.00	\$225.00
		T	\$75.00 Half-day Rate	
viii.	Bale Wagon (<i>Valleyview, Grovedale</i>)	T	\$250.00	\$375.00
ix.	Pressure Washer on Trailer (<i>Valleyview</i>)	T	\$50.00	\$75.00
x.	Weed Free Forage Twine	T	\$25.88	Per Roll
			\$51.76	Per Box

10.	Alberta Agriculture and Irrigation		Fee in \$	Unit
i.	Water Pump & Trailer (rented together) (Grovedale; Valleyview: Apr 2-Oct 31)	T	\$250.00	First 48 Hrs
			\$250.00	+24 Hrs
ii.	Off Season (Nov 1-April 1), At Managers Discretion	T	\$500.00	First 48 Hrs
			\$500.00	+24 Hrs
11.	Rental Equipment Program Recovery & Repairs			
i.	Recovery requiring 1 ton minimum for transport	T	\$100.00	Per Hour
ii.	Recovery requiring under 1 ton to transport	T	\$75.00	Per Hour
iii.	Cleaning of Equipment (<i>plus \$75 disposal fee</i>)	T	\$60.00	Per Hour
iv.	Repair due to Negligent Use, labour	T	\$60.00	Per Hour
v.	Repair due to Negligent Use, parts	T	Full Cost	
12.	Notice of Enforcement & Chemical			
i	Notice Enforcement, Internal Labour	T	\$200.00	Per Hour
			\$125.00	Admin Fee
ii.	Notice Enforcement, External Labour	T	Full Cost	
			+15%	Admin Fee
iii.	Notice Enforcement, Chemical (<i>by volume</i>)	T	Full Cost	By package
iv.	Range and Pasture Product (<i>by volume</i>)	T	Full Cost	By package
v.	Rural Acreage Owner Chemical (<i>by volume</i>)	T	Full Cost	By package
13.	Haying and Pasture Permits			
i.	Application fee	E	\$100.00	Per Application
ii.	Plus Annual per Acre Charge	E	\$15.00	Per Acre
14.	Spray Exemption Signs			

i.	Lost or Replacement Signs	E	\$30.00	Per Sign
15.	Shelterbelt Program			
i.	Seedling Bundle	T	Full Cost	10 Seedlings
ii.	Seedling Bundle	T	Full Cost	15 Seedlings
iii.	Landscape Seedlings	T	Full Cost	Single Seedling
iv.	Specialty Landscape (Singular)	T	Full Cost	Seedling
v.	Plastic Mulch, 1 Roll	T	Full Cost	1,500 ft per roll
		T	\$0.20	per foot
vi.	Hemp Mats and 2 x Wooden Nails	T	\$1.00	Per package

FAMILY AND COMMUNITY SUPPORT SERVICES – Schedule B

	Description	GST Status*	Fee in \$	Unit
1.	Home Support Program (Maximum Rates, May be Eligible for Increased Subsidies)	E	Maximum \$20.00	Per Hour
2.	Life Skills Day Camp	E	\$40.00	Per Course
3.	Kids Conference	E	\$50.00	Per Course
4.	Essential Transportation for Home Support Clients (Maximum Rates, May be Eligible for Increased Subsidies)			
i.	Town of Valleyview to City of Grande Prairie	E	Maximum of \$130.00	Round Trip

ii.	Town of Valleyview to Town of Whitecourt	E	Maximum of \$190.00	Round Trip
iii.	Town of Valleyview to Town of High Prairie/Town of Fox Creek	E	Maximum of \$100.00	Round Trip
iv.	Hamlet of DeBolt to Town of Valleyview/ City of Grande Prairie	E	Maximum of \$62.00	Round Trip
v.	Hamlet of Grovedale to City of Grande Prairie	E	Maximum of \$32.00	Round Trip

COMMUNITY SERVICES GENERAL – Schedule C

	Description	GST Status	Fee in \$		Unit
Grande Cache Cemetery					
1.	Open and Close Fees		May 15 to November 15	November 16 to May 14	
i.	Full Casket Adult (18 years old and greater)	T	\$600.00	\$700.00	Per Casket
ii.	Full Casket Child (17 years old and under)	T	\$400.00	\$500.00	Per Casket
iii.	Cremation	T	\$450.00	\$550.00	Per Urn
iv.	Disinterment	T	Double the cost of opening and closing		Per Disinterment
2.	Purchase of Plot	T	\$550.00		Per Plot
3.	Columbarium Fees				
i.	Niche Price (Includes Opening/Closing Fee)	T	\$1,050.00		Per Niche, First opening
ii.	Additional Niche Opening/Closing	T	\$150.00		Per Additional Opening

4.	Eagles Nest Hall (Capacity up to 65 people with tables and chairs)			
i.	Eagles Nest Hall Rental	T	\$25.00	Per Hour
		T	\$200.00	Per Day
ii.	Security Deposit	E	\$200.00	Per Rental
iii.	Late Cancellation Fee (Cancellation 48h before rental)	E	\$25.00	Per Rental

RECREATION – Schedule D

#	Description	GST Status*	Fee in \$	Unit
Indoor Recreation				
<i>Some items only available at certain locations</i> <i>Greenview Regional Multiplex (GRM)</i> <i>Grande Cache Recreation Centre (GCRC)</i>				
1.	Grande Cache Arena Rentals (With Ice)			
i.	Adult Rate	T	\$170.00	Per hour
ii.	Adult Non-Prime (Before 3:30 p.m. on Regular School Days)	T	\$110.00	Per hour
iii.	Youth Rate	T	\$88.25	Per hour
iv.	Youth Non-Prime (Before 3:30 p.m. on Regular School Days)	T	\$55.00	Per hour
2.	Arena and Curling Rink Surfaces (No Ice)			
i.	Adult Rate	T	\$80.00	Per hour
ii.	Youth Rate	T	\$40.00	Per hour
iii.	Maximum Day Rate	T	\$375.00	Per Day
iv.	Maximum Youth Day Rate	T	\$185.00	Per Day

3.	GRM Fieldhouse Rate – Per Court			
i.	Daily (9:00am – 9:00pm)	T	\$250.00	Per Day, Per Court
ii.	Non-Prime Time Hourly (9:00 am – 3:00 pm)	T	\$40.00	Per Weekend, Per Court
iii.	Prime Time Hourly (3:00pm-Close/Weekends)	T	\$50.00	Per hour, Per Court
iv.	Youth Rate Hourly	T	\$30.00	Per hour, Per Court
4.	GRM Fieldhouse Rate – All Courts			
i.	Daily (9:00am-9:00pm)	T	\$650.00	Per Weekday, All Courts
ii.	Non-Prime Time (9:00am-3:00pm)	T	\$90.00	Per Non-Prime Time,
iii.	Weekend Hourly (3:00pm-Close/Weekends)	T	\$150.00	Per Weekend, All Courts
iv.	Youth Rate Hourly	T	\$80.00	Per Event, All Courts
5.	Party Rentals			
i.	Private Pool Rental (1 pool / 2 pool)(35+ guests add additional lifeguard)	T	\$100.00-200.00	Per hour
ii.	Swim Clubs 25M Pool Rental	T	\$88.50	Per hour
iii.	Extra Lifeguard	T	\$35.00	Per hour
iv.	Wedding/Special Event	T	\$1,600.00	Per Booking
6.	Sponsorship Opportunities			
i.	Sponsorship (General Aquatics or Arena Public Access Sponsorship)	E	\$180.00	Per hour
7.	Recreation Centre Fees – General Admittance			

Admittance fees and membership are valid for both the Grande Cache Recreation Centre and the Greenview Regional Multiplex.							
Admission	Under 3	Child 3-12	Youth 13-17	Adult	Family	Senior 60-69	Super Senior 70+
Drop In	FREE	\$5.00	\$6.50	\$9.00	\$20.00	\$6.50	FREE
10 Punch	FREE	\$45.00	\$58.50	\$81.00	\$181.00	\$58.50	FREE
Tax		T	T	T	T	T	
8.	Recreation Centre Fees – Memberships						
Admission	Month	Three Month	Six Month		Annual	Taxable	
Under 3	FREE	FREE	FREE		FREE	T	
Child 3-12	\$25.00	\$72.00	\$140.00		\$250.00	T	
Youth 13-17	\$35.00	\$100.00	\$195.00		\$350.00	T	
Adult	\$50.00	\$145.00	\$275.00		\$500.00	T	
Family	\$110.00	\$316.00	\$605.00		\$1,100.00	T	
Senior 60-69	\$35.00	\$100.00	\$195.00		\$350.00	T	
Super Senior 70+	FREE	FREE	FREE		FREE	T	
Annual regular membership sale 25% discount on 6 months to annual membership only. Does not include Corporate Memberships.							
Corporate discount – 15% discount applies to a group of 5 or more individual in the same organization that has made the application. The discount applies to all memberships and punch passes only and does not include daily drop in rates or programming fees.							
Family Pass: Includes two adults and three children, living in the same household. Children are defined as youth 17 years and under.							
Recreation Centre Fees – Registered Programs							
9.	Aquatics				GST Status*	Fee in \$	Unit
i.	Lifesaving Parent & Tot Swim Lesson				E	\$55.00	Per Session
ii.	Lifesaving Preschool Swim Lesson				E	\$55.00	Per Session
iii.	Lifesaving Swimmer Swim Lesson				E	\$65.00	Per Session

iv.	Lifesaving Adult Swim Lesson	T	\$85.00	Per Session
v.	School Swim Lessons	E	\$30.00	Per Session
vi.	Private Swimming Lessons	T	\$25.00	Per 30 minutes
vii.	Semi-Private Swimming Lessons (2+ participants, hour/participant)	T	\$20.00	Per Student, Per 30min
viii.	Junior Lifeguard Club (Session Based)	T	\$12.00	Per Class
ix.	Lifesaving Society – Aquatics Emergency care / Intermediate First Aid	T	\$140.00	Per Course
x.	Lifesaving Society – Lifesaving Instructor	T	\$350.00	Per Course
xi.	Lifesaving Society – Lifesaving Instructor RECERTIFICATION	T	\$80.00	Per Course
xii.	Lifesaving Society – Bronze Star	T	\$120.00	Per Course
xiii.	Lifesaving Society – Bronze Medallion	T	\$160.00	Per Course
xiv.	Lifesaving Society – Bronze Cross	T	\$160.00	Per Course
xv.	Lifesaving Society National Lifeguard	T	\$360.00	Per Course
xvi.	Lifesaving Society National Lifeguard - RECERTIFICATION	T	\$90.00	Per Course
xvii.	Water Fitness (Session based)	T	\$8.00	Per Session
xviii.	Water Fitness (Drop-in)	T	\$10.00	Per Drop In
xix.	Swim for Life - Fitness Swimmer (8 @ 60min)	T	\$85.00	Per Session
xxv.	Swim Lesson	T	\$30.00	Per Child
xx.	Canadian Swim Patrol Programs - Rookie Patrol, Ranger Patrol & Star Patrol (8 @ 60min)	E	\$80.00	8 @ 60 min
xxi.	Red Cross Intermediate First Aid – C.P.R.-C & A.E.D. RECERTIFICATION	T	\$90.00	Per Course
xxii.	Red Cross Intermediate First Aid – C.P.R.-C & A.E.D.	T	\$140.00	Per Course
xxiii.	Red Cross Babysitting Course (6 hours)	T	\$45.00	Per Course
xxiv.	Lifesaving Swim Abilities	T	\$65.00	Per Session

10.	Special Events			
i.	Toonie Swim / Track (Facility will determine time of offering)	T	\$2.00	Per Drop In
11.	Drop-in Registered Programming			
i.	Programming not included with memberships	T	\$5.00	Per Session
12. a)	Personal Training Rates – One Person			
i.	1 Session	T	\$45.00	Per Session
ii.	3 Sessions	T	\$130.00	Per 3 Sessions
iii.	5 Sessions	T	\$215.00	Per 5 Sessions
iv.	10 Sessions	T	\$415.00	Per 10 Sessions
12. b)	Personal Training Rates - Two People			
i.	1 Session	T	\$65.00	Per Session
ii.	3 Sessions	T	\$180.00	Per 3 Sessions
iii.	5 Sessions	T	\$275.00	Per 5 Sessions
iv.	10 Sessions	T	\$500.00	Per 10 Sessions
12. c)	Personal Trainer – Contractor			
i.	1 Person	T	\$15.00	Per Hour
ii.	Small Group	T	\$25.00	Per Hour
iii.	Monthly	T	\$300.00	Per Agreement
Rentals				
13.	Locker Rental			
i.	Annual (Private Locker)	T	\$100.00	Per Year
14. a)	Dance Studio A or B			
i.	Hourly	T	\$35.00	Per Hour

ii.	Daily (9am – 9pm)	T	\$200.00	Per Day
14. b)	Dance Studio A & B			
i.	Hourly	T	\$60.00	Per Hour
ii.	Daily (9am – 9pm)	T	\$250.00	Per Day
15.	Meeting Rooms and Curling Club Lounge			
i.	Rental Rate with Clean-up	T	\$40.00	Per Hour
ii.	Association Rate/ Not-for-Profit	T	\$25.00	Per Hour
iii.	Room Rental Day Rate	T	\$200.00	Per Day
16.	Security Deposits			
i.	Rental Security Deposit – Fieldhouse / Facilities / Diamonds (User Groups)	E	\$500.00	Per Booking
ii.	Rental Security Deposit – Fieldhouse (Social Event)	E	\$1,000.00	Per Booking
17.	Equipment Rental			
i.	Portable Sound System (GCRC Onsite Only)	T	\$120.00	Per Event
ii.	Portable Stage (GCRC Only)	T	\$180.00	Per Event
iii.	Tables (Included in a Facility Rental)	T	\$6.50	Per Table
iv.	Chairs (Included in a Facility Rental)	T	\$3.00	Per Chair
v.	Boom Lift (Includes Operator) Onsite GCRC Only	T	\$150.00	Per Hour
vii.	Stage Rental (Greenview Regional Multiplex Only)	T	\$500.00	Per Use
viii.	Dance Floor (Greenview Regional Multiplex Only)	T	\$500.00	Per Use
vi.	Arena Sound System – Event User Fee	T	\$25.00	Per Event
Grande Cache Community Bus				
18.	Regular Rental			
i.	Round Trip to Grande Prairie/Hinton	E	\$50.00	Per Person
ii.	One Way Trip to Grande Prairie/Hinton	E	\$35.00	Per Person

Administrative				
19.	Advertising			
i.	Wall Rink Board	T	\$425.00	Per Year
ii.	Zamboni	T	\$650.00	Per Side
20.	Administrative Items			
i.	Labour (Clean-up, Set-up, etc.)	T	\$60.00	Per Person/Per Hour
ii.	Administrative Fee (Membership Refund or Cancellation)	E	\$25.00	Per Membership
iii.	Concession Rental	T	\$150.00	Per Agreement
iv.	Towel Rental	T	\$2.00	Per Towel
Outdoor Recreation				
21.	Grande Cache Ball Diamonds			
i.	Rental Rate	T	\$50.00	Per Game
ii.	Tournament Rate (Maximum Day Rate per Ball Diamond)	T	\$130.00	Per Day
iii.	Youth Rental Rate	T	\$25.00	Per Game
iv.	Youth Tournament Rate (Maximum Day Rate Per Ball Diamond)	T	\$65.00	Per Day
22. a)	Grande Cache Campground			
i.	Full Service (Includes power, water and sewer, one firewood bundle)	T	\$50.00	Per Night
ii.	Partial Service (Includes power, water, one firewood bundle)	T	\$45.00	Per Night

iii.	Open Tent area	T	\$25.00	Per Night
iv.	Monthly site rate (Full Service), based on availability	T	\$1,100.00	Per Month
v.	Firewood	T	\$20.00	Wheelbarrow Load
vi.	Cook Shack Rental	T	\$100.00	Per Day
22. b)	Campgrounds			
i.	Unserviced Site (Includes firewood)	E	\$25.00	Per Unit/ Night
ii.	Group Use Area (Includes firewood)	T	\$75.00	Per Night
iii.	Outdoor Recreation Program (Less than 2 Hours)	T	\$5.00	Per Participant
iv.	Outdoor Recreation ½ Day Program (2 – 4 Hours)	T	\$10.00	Per Participant
v.	Outdoor Recreation Full Day Program	T	\$20.00	Per Participant/ Day
vi.	Outdoor Recreation Overnight Program Fee	T	\$10.00	Per Participant/ Night
<p style="text-align: center;">Concession/Kitchen/Merchandise <i>MSRP means Manufacturer's Suggested Retail Price</i></p>				
23. a)	Concession and Merchandise			
i.	Beverages, Food, Coffee	T	MSRP	Per Item
ii.	Aquatic Accessories / Towels and Socks	T	MSRP	Per Item
iii.	Badminton Rackets, etc.	T	MSRP	Per Item
23. b)	Commercial Kitchen and Bar			
i.	Weekday	T	\$200.00	Per Day
ii.	Weekend (Friday 3:00 pm - Sunday 8:00 pm) (Conditions may apply)	T	\$250.00	Per Weekend

iii.	Weekly Commercial Kitchen Rental Rate	T	\$1200.00	Per Week (7 days)
24.	Facility Rental Packages			
Party Name	Party Cost	Additional Costs	Taxable	Included
Greenview Splash	\$115.00	Additional passes & room (if warranted)	T	1 hour in the pool (during public swim time) for 25 attendees, 2 hours in the meeting room *Additional passes & meeting room time may be purchased at the regular facility rental rates*
Greenview Bash	\$180.00	Additional passes & room (if warranted) + extra guard (over 35 people)	T	1 hour in the pool (Private swim time) for 35 attendees, 2 hours in the meeting room *Additional passes & meeting room time may be purchased at the regular facility rental rates*
Fieldhouse Fun	\$120.00	Additional passes & room (if warranted)	T	2 hours in the party room and 2 hours in the FIELDHOUSE (20 guests). Scooters, Hula Hoops, Bean Bags, & Dodge Balls are included.
Child Play Party	\$100.00	Additional passes & room (if warranted)	T	1 hour in the CHILD PLAY AREA & 2 hours in the party room (20 guests).
Splash & Party	\$150.00	Additional passes & room (if warranted)	T	1 hour in the CHILD PLAY AREA & 1 Hour during PUBLIC SWIM (20 guests)
Greenview Ice Smash	\$115.00	Additional passes & room (if warranted)	T	1 hour on the ICE ARENA (during public skate) & 2 hours in the party room (30 people) * At least one Adult must have valid First Aid*
Greenview Ice Bash	\$180.00	Additional passes & room (if warranted)	T	1 hour on the ICE ARENA (during private skate) & 2 hours in the party room (30 people) * At least one Adult must have valid First Aid*

Dance Party	\$130.00	Additional room (if warranted)	T	1 hour with our Dance Instructor (private Dance session) & 2 hours in the party room (10 people) *based on instructor availability – requires two weeks’ notice.
Craft Party	\$200.00	Additional room (if warranted)	T	1 hour with our Programmer (private craft session) & 2 hours in the party room (10 people) *based on instructor availability – requires two weeks’ notice.
Nerf/Soccer Party	\$120.00	Additional room (if warranted)	T	3 hours in the Arena (includes the Curling Rink Kitchen & Lounge) *Additional rental time can be purchased at the Customer Service desk.

PROTECTIVE/ENFORCEMENT SERVICES – Schedule E

	Description	GST Status *	Fee in \$	Unit
Fire Services – All Locations				
1.	Fire Inspection Fees			
i.	Copy of Fire Inspection Report	E	\$65.00	Each
ii.	After Hours Fire Inspection Request	E	\$85.00	Per hour
iii.	Special Event Fire Inspection Request	E	\$65.00	Each
iv.	Fire Inspection Request	E	\$65.00	Each
v.	Occupant Load Calculation Request (includes card and holder)	E	\$50.00	Each
vi.	Property Search Request	E	\$50.00	Each
vii.	Fire Extinguisher Training (Company)	T	\$30.00	Per person
	Fire Extinguisher Training (General Public)	T	Free	
viii.	Copy of Fire Investigation Report	E	\$50.00	Each
ix.	Fire Investigation Photographs	E	\$50.00	Each
2.	Response to Fire Incidents			
i.	Within Greenview	E	As Per Alberta Transportation Rates	Per hour, per unit
ii.	Outside Greenview	E	As Per Alberta Transportation Rates	Per hour, per unit
3.	Response to Motor Vehicle Collision, Rescue, and Dangerous Goods Incidents			

i.	Within Greenview	E	As Per Alberta Transportation Rates	Per hour, per unit
ii.	Outside of Greenview	E	As Per Alberta Transportation Rates	Per hour, per unit
iii.	Provincial Highways	E	As per Alberta Transportation Rates	Per hour, per unit
	<i>Note: Administrative costs and the cost of replacing equipment and/or materials used, lost, or damaged during an incident response are charged in addition to the above.</i>			
4.	Dog Licensing Fees (Grande Cache)			
i.	Female Dog	E	\$30.00	Per License
ii.	Male Dog	E	\$30.00	Per License
iii.	Spayed or Neutered Dog	E	\$20.00	Per License
iv.	Late Penalty (Applications on or after February 1 st)	E	\$10.00	Per License
v.	Lost or Defaced License Tag (Replacement Fee)	E	\$5.00	Per License

FINANCE AND ADMINISTRATION – Schedule F

An interest charge of 1.5% per month shall be imposed on unpaid accounts receivable, excluding water and sewer public utility accounts and property tax accounts.

	Description	GST Status *	Fee in \$	Unit
1.	Photocopying			
i.	Tax, Utilities, Minutes or Bylaws, and Other Documents	T	\$1.00	Per page
2.	Documents			
i.	Planning or Otherwise, Any Size	T	\$10.00	Per Search

ii.	Faxed Copies (Incoming/Outgoing)	T	\$1.00	Per Page
iii.	Access to Information (FOIP) Request	E	\$25.00	Per Request
iv.	Continuing Access to Information (FOIP) Request	E	\$50.00	Per Request
3.	Taxes			
i.	Tax Certificate to Registered Landowner	E	No charge	
ii.	Tax Certificate to Others	E	\$50.00	Per Roll Number
iii.	Tax Search to Others	E	\$50.00	Per Roll Number
iv.	Online Tax Certificate to Others	E	\$25.00	Per Tax Certificate
v.	Tax Notification Charges	E	\$75.00	Per Tax Notification
4.	Assessment			
i.	Assessment Record to Landowner	E	\$5.00	Per Roll Number
ii.	Assessment Record to Others	E	\$10.00	Per Roll Number
iii.	NSF Fee	E	\$50.00	Per Fee
5.	Mail Tube	T	\$15.00	Per Tube
6.	Assessment Review Board Complaint Registration Fees			
i.	Residential with 3 or fewer dwellings and farmland	E	\$50.00	
ii.	Residential 4 or more dwellings	E	\$650.00	
iii.	Non-Residential	E	\$650.00	
iv.	Business Tax	E	\$50.00	
v.	Tax Notice (Other than Business Tax)	E	\$30.00	Per Facility
vi.	Linear Property - Power Generation	E	\$650.00	Per LPUID
vii.	Linear Property - Other	E	\$50.00	

viii	Equalized Assessment	E	\$650.00	
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INFRASTRUCTURE AND ENGINEERING GENERAL – Schedule G

	Description	GST Status	Fee in \$	Unit
1.	Road Closure			
i.	Application Fee	E	\$1,500.00	
ii.	Sale of Road Allowance for the Purpose of Road Closure. As Determined by Accurate Assessment.	E	Fair Market Value	
2.	Approaches			
i.	Approach Application Request Fee (Non-Refundable)	E	\$175.00	Per Approach
ii.	Construction: Gravel Approach <i>Price may be reduced by \$500.00 for special circumstances, please contact the Manager of Construction and Engineering for more information</i>	E	\$3,500.00	First and Second Approach
iii.	Construction: Additional Approach <i>Price may be reduced by \$500.00 for special circumstances, please contact the Manager of Construction and Engineering for more information</i>	E	\$7,500.00	Per Approach
iv.	Upgrade/Relocation: Gravel Approach	E	\$4,000.00	Per Approach
v.	Construction: Asphalt Approach	E	\$10,500.00	Per Approach
vi.	Upgrade/Relocation: Asphalt Paved Approach	E	\$15,500.00	Per Approach
vii.	Temporary Approach Deposit	E	\$100.00	Non-refundable

3.	Inspections			
i.	Seismic Pre-Inspections	E	\$100.00	Per Occurrence
ii.	Seismic Post-Inspections	E	\$100.00	Per Occurrence
iii.	Seismic Non-Compliance	E	\$100.00	Per Occurrence
4.	Land Acquisition (Right-of-Way and Road Widening)			
i.	Properties up to 3 Acres	T	\$25,100.00	Per Acre
ii.	Properties over 3 & up to 5 Acres	T	\$17,750.00	Per Acre
iii.	Properties over 5 & up to 10 Acres	T	\$11,850.00	Per Acre
iv.	Properties over 10 & up to 20 Acres	T	\$7,450.00	Per Acre
v.	Properties over 20 & up to 30 Acres	T	\$5,750.00	Per Acre
vi.	Properties over 30 & up to 40 Acres	T	\$4,050.00	Per Acre
vii.	Properties over 40 Acres	T	\$3,100.00	Per Acre
viii.	Properties Minimum Payment	T	\$150.00	Per Occurrence
ix.	On parcels more than 40 Acres, Where an Existing Residence is on the Property, for up to 50 Meters Each Side of the Residential Driveway	T	\$3,100	Per Acre
x.	Borrow Pit Acquisition and Access and Damages	T	\$1.00	Per m ³
xi.	Crop Loss or Temporary Workspace Properties up to 1 acre	E	\$250.00	Minimum Payment for under 1 acre
	Crop Loss or Temporary Workplace, Properties Exceeding 1 Acre		\$500.00	Per Acre, on top of the \$250 minimum
xii.	Shelterbelt Loss, per 5m Width, Tree Height Under 10 feet	T	\$1.50	Per m
xiii.	Shelterbelt Loss, per 5m Width, Tree Height Over 10 feet	T	\$2.50	Per m

xiv.	Application Fee for Access Road Requests	T	\$500.00	Per Request
xv.	Application Fee for Residential Road Requests	T	\$500.00	Per Request
5.	Fencing			
i.	Removal of Old Fence by Landowner	T	\$1.25	Per m
ii.	Removal of Old Fence and Installation of New Fence by Landowner Including Labour and Materials	T	\$16.00	Per m
iii.	Removal of Old Fence & Installation of New Fence by Greenview	T	No Compensation	

ENVIRONMENTAL SERVICES – Schedule H

If not paid within 30 days of the billing date, metered services and bulk accounts will incur a monthly penalty of 1.5%.

Where work is done at cost, the cost will include the amount expended by Greenview for all expenditure incurred performing the work, including administration.

All invoices must be paid within 30 days of billing. If not paid within 30 days of billing, the invoice will be subject to monthly interest of 1.5%.

	Description	GST Status*	Fee	Unit
1.	Administrative Fees			
i.	Turning Service On or Off During Regular Work Hours	E	\$50.00	Per Hour/per worker (1 hour min.)
ii.	Turning Service On Outside of Regular Work Hours or as a Call Out	E	\$100.00	Per Hour /per worker (1 hour min.)
iii.	Utilities Account Deposit	E	\$100.00	Per Account
iv.	Water Meter & Hardware/Replacement/Repairs (Owner Responsibility)	E	Based on actual replacement/repair cost	Based on actual replacement/repair cost

v.	Water/Sewer Installation Application Fee	E	\$150.00	Per application (Non- Refundable)
2.	Water/Sewer Connections			
i.	Connection Fee	E	\$13,000.00	Per connection
ii.	Installation Fee Deposit (To install from Main Line to Property Line) ¹	E	\$8,000.00	Per service
iii.	Installation Fee (Includes any asphalt, curb and gutter etc.) ¹	T	At Cost	Per service

¹ Installation Fee Deposit will be used for the Installation Fee construction cost. Any overage will be due upon completion, or any balance will be returned upon completion.

3.	Water Utility Rates			
Hamlet Service Area: Grande Cache, Grovedale, DeBolt, Landry Heights, Little Smoky, Ridgevalley				
Rural Service Area: Crooked Creek, Ridgevalley Senior Complex, Valleyview Rural Waterline				
i.	Hamlet and Rural Residential Rate (0 – 15 m ³ /Month) – Effective March 1, 2024	E	\$3.50	per m ³
ii.	Hamlet Residential Rate (Over 15 m ³ /Month) – Effective March 1, 2024	E	\$4.00	per m ³
iii.	Hamlet Commercial Rate – Effective March 1, 2024	E	\$4.00	Per m ³
iv.	Rural Residential Rate (Over 15 m ³ /Month) – Effective March 1, 2024	E	\$10.00	per m ³
v.	Approved Commercial / Industrial Fill Stations	E	\$10.00	per m ³
4.	Sewer Rates – Effective March 1, 2024			

i.	Residential – Single Family Dwelling Duplex - Per Residential – Duplex, Per Self-Contained Dwelling Residential – Multi-Family, Per Self-Contained Dwelling Churches Schools (Per Classroom) Royal Canadian Legion Hall Senior Citizen's Drop-In Centre	E	\$1.25	per m ³ (minimum \$24.00 up to 10 m ³)
ii.	Commercial – General Store Commercial – Office Commercial – Not Classified Elsewhere	E	\$1.25	per m ³ (minimum \$36.00 up to 10 m ³)
iii.	Commercial – Laundromat	E	\$1.25	per m ³ (minimum \$56.00 up to 30 m ³)
iv.	Commercial – Cafes Commercial – Garages Community Halls & Other Recreation Facilities	E	\$1.25	per m ³ (minimum \$48.00 up to 30 m ³)
v.	Correctional Institutions Commercial – Hotels (Rooms & Bar)	E	\$1.25	per m ³ (minimum \$80.00 up to 60 m ³)
5.	Water Point Facilities			
i.	Potable Water Points Residential/Agriculture	E	\$3.50	per m ³
ii.	Potable Water Points Commercial	E	\$9.50	per m ³
iii.	Non-Potable Water Points	E	\$2.00	per m ³
iv.	Water Bottle Fill Station (Nose Creek /Grande Cache Only)	E	\$1.50	Per 18.5 L
6.	Sewer Lagoon			
i.	Commercial, Industrial, & Non Greenview Resident Tipping Rate	E	\$12.00	per m ³
ii.	Residential & Verified Non-Profit	E	\$3.00	per m ³

7.	Environmental Site Key/Fob (Approved 3rd Parties Only)			
i.	Key Fob	E	\$100.00	Deposit/Initial and Replacement
<p align="center">Grande Cache Sewer Rental</p> <p align="center"><i>Rental of the Electric Sewer Snake or Electric Sewer Camera is available to Contractors only. Rentals must be returned clean. Failure to do so will result in a cleaning fee.</i></p>				
8.	Electric Sewer Snake			
i	Refundable Deposit	E	\$500.00	
ii.	4 Hour Minimum Charge	T	\$70.00	
iii.	Daily Rate	T	\$90.00	
iv.	Weekly Rate (5 Day Rental)	T	\$400.00	
9.	Electric Sewer Camera			
i.	Refundable Deposit	E	\$500.00	
ii.	4 hour Minimum Charge	T	\$137.00	
iii.	Daily Rate	T	\$195.00	
iv.	Weekly Rate (5 Day Rental)	T	\$780.00	
10.	Cleaning Fee	T	\$100.00	per rental
Waste Collection and Recycling (Grande Cache Only)				
11.	Residential Solid Waste Collection and Disposal			
i.	Residential Waste Collection Fee Per Tote	E	\$10.25	per month
ii.	Recycle Collection Fee Per Tote	E	\$10.25	per month
12.	Commercial Rates			

i.	Commercial Waste Bin Rental	E	\$50.00	per month
ii.	Commercial Recycling Bin Rental	E	\$15.00	per month
iii.	Recycle Collection Fee	E	\$10.25	per month
iv.	Waste Dumping Fee, Standard Service, Per Bin	E	\$80.00	per month
<p align="center">Commercial Solid Waste Bin Rental Example: <i>Commercial Solid Waste Bin Rental (\$50.00) + Dumping Fee (\$80.00) = \$130.00 per month per bin Greenview provides pick-up service once a week.</i></p>				
<p align="center">Commercial Recycle Bin Rental Example: <i>Commercial Recycle Bin Rental (\$15.00) + Dumping Fee (\$80.00) and Recycle Fee (\$10.25) = \$105.25 per month per bin Greenview provides pick-up service once a week.</i></p>				
13.	Grande Cache Landfill Fees			
i.	Greenview Residents Regular Waste and Recycling (Excluding Freon)		No Fees	
ii.	Acceptable Mixed Load Sorting Fee (Residents)	E	\$210.00	per Ton
iii.	Commercial Waste (By Approval Only)	E	\$105.00	per Ton
iv.	Burnable Wood (Excludes Creosote, Treated Wood and Similar Materials) Clean Mulch/Woodchips, Metal Cement/Concrete (By Approval Only)	E	\$55.00	per Ton
v.	Freon	E	\$50.00	per Unit for Removal

OPERATIONS – Schedule I

	Description	GST Status*	Fee in \$	Unit
1.	Snowplowing Signs <i>Seniors and Peoples with Disabilities are exempt from all fees associated with Snowplowing</i>			
i.	Any Driveway up to 400 Meters	E	\$50.00	Per 400 m
ii.	Any Driveway Greater than 400 Meters up to 800 meters	E	\$75.00	
iii.	Any driveway over 800 meters up to 1200 meters.	E	\$100.00	
iv.	For each additional 400 meters over 1200 meters	E	\$25.00	
v.	Lost or Replacement Signs	E	\$30.00	Per Sign
2.	Culverts – Used or Salvaged			
i.	500 mm or Less	T	\$13.00	Per m
ii.	600 mm	T	\$15.00	Per m
iii.	700 mm	T	\$16.00	Per m
iv.	800 mm	T	\$25.00	Per m
v.	900 mm	T	\$28.00	Per m
vi.	1000 mm	T	\$29.00	Per m
vii.	1200 mm or Greater	T	\$30.00	Per m
3.	Dust Control			
i.	Application of Dust Control for Residents and Landowners (Due April 15 Each Year or the following business day if April 15 falls on a weekend or holiday)	T	\$375.00	Per 200 m
ii.	Late Dust Control Application Fee (Applications submitted or mailed after April 15 or the following business day if April 15 falls on a weekend or holiday)	T	\$500.00	Per 200 m

iii.	Plus: for sections over 200 meters	T	\$6.55	Per Linear Meter
iv.	Application of Dust Control for Multi-Parcel Subdivisions	T	\$200.00	Per 100 m
v.	Application of Calcium Product for Industrial and Road Use Agreement Holders (up to April 15 th Each Year) <i>If in front of a residence, the industrial user will be charged the residential rate for a maximum distance of 200 meters</i>	T	\$1310.00	Per 200 m
vi.	Plus: for sections over 200 meters	T	\$6.55	Per Linear Meter
4.	Road Bonds & Permits			
i.	Overload Road Bond Fees	E	\$10,000.00	Per Km
	Overload Road Bond Fees (15% Non-Refundable Payment)	E	\$1,500.00	Per km
	Plus: Security Deposit (85% Refundable Subject to Final Inspections)	E	\$8,500.00	Per km
ii.	Fixed Fee for the TRAVIS MJ Permitting System	E	\$25.00	Per Permit
5.	Community Aggregate			
i.	Community Aggregate Payment Levy	E	\$0.40	Per Tonne
6.	Equipment Rental			
i.	All Equipment Rentals will be calculated based upon the previous year's ARHCA Equipment Rental Rates Guide	T	100% of previous year's ARHCA rate	Per Equipment
7.	Road Inspection Fee			

i.	Pre-haul and post-haul inspections for log hauls, over-dimension or overweight hauls, rig moves, pipeline work, road bond requests, road ban exemption requests, or any road inspections required mid-haul due to terms of road use agreement not being kept	T	\$250.00	Per Inspection
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PLANNING AND DEVELOPMENT – SCHEDULE J

	Description	GST Status*	Fee in \$	Unit
1.	Planning Bylaw (New or Amended)			
i.	Land Use Bylaw Amendment Application (Re-zoning)	E	\$1,500.00	Per Application
ii.	New Developer's Area Structure Plan	E	\$2,500.00	Per Application
iii.	Amendments to any Area Structure Plan and Municipal Development Plan or Concept Plan	E	\$1,500.00	Per Application
2.	Development Permits, General			
i.	Residential - Single Detached Dwellings, Duplexes, Manufactured/ Modular/RTM/Suites)	E	\$150.00	Per Permit
ii.	Residential - Multiple Dwellings (Triplex/Fourplex/Row Housing/Apartments, etc.)	E	\$75.00	Per unit
iii.	All other Non-Residential/Mixed-Use/New Construction / Accessory Uses (Home Occupation / Accessory Buildings, Garages, Decks, Hot tubs, Pools, Wheelchair Ramps), Additions and All	E	\$50.00	Per \$100,000.00 of completed project cost (up

	Other Uses			to a maximum of a \$10,000.00 fee)
iv.	Signage – Permanent / Temporary / Renewal	E	\$100.00	Per Sign
v.	Variance Request	E	\$150.00	Per Request
vi.	Time Extension Request by Developer	E	\$150.00	Per Request
3.	Subdivisions (including Bare Land Condominium Plans)			
i.	Subdivision and Condominium Plan Applications, Single Lot or Consolidation	E	\$450.00	
ii.	Plus: each additional lot/unit created	E	\$150.00	
iii.	Plan of Subdivision Endorsement Fees	E	\$150.00	Per Title Created
iv.	Condominium Plan Endorsement Fees	E	\$40.00	Per Unit
v.	Time Extension Request by Developer	E	\$500.00	Per Application
4.	Subdivision and Development Appeal Board			
i.	Development Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00	
ii.	Subdivision Appeal Fee (Refundable if Applicant is Successful in their Appeal)	E	\$500.00	
5.	Development Agreement Review			
i.	Residential: up to 4 Lot Subdivision	E	\$1,500.00	
ii.	Residential: Greater than 4 Lot Subdivision	E	\$3,000.00	
iii.	All Other Recreational, Commercial and Industrial Subdivisions	E	\$3,000.00	
6.	Annual Business Licensing			

i.	Business License Fee - New application (January 1)	E	\$100.00	Per Application
ii.	Business License- New Application (After July 1) or Annual Renewal	E	\$50.00	Per Application
7.	Business License Temporary/Special Event			
i.	Resident	E	\$30.00	
ii.	Non-Resident	E	\$50.00	
8.	Hawkers or Peddlers			
i.	Resident Annual	E	\$45.00	
ii.	Resident per Day	E	\$35.00	
iii.	Non-Resident Annual	E	\$130.00	
iv.	Non-Resident per Day	E	\$50.00	
9.	Rural Addressing Signage			
i.	Signage Permanent/Replacement and Installation	E	\$150.00	Per Sign
10.	Signage for Subdivisions			
i.	Individual Lot Sign	E	\$50.00	Per Sign
ii.	Large Address Sign with Address Tab for Subdivisions of 4 Lots or Greater	E	\$1,000.00	Per Sign
11.	Orthographic Printing <i>Based on size and quality of paper, image and graphics</i>			
i.	Colour 8 ½" x 11" Orthographic (Aerial) Photo	T	\$10.00	Per Print
ii.	Colour 11" x 17" Orthographic (Aerial) Photo	T	\$20.00	Per Print
12.	Landowner Map			

i.	Hardcopy – Landowner Map (Sheets 1-5). Valleyview, DeBolt, Grovedale, Grande Cache and Greenview Overview Elevation	T	\$25.00	Per Sheet
ii.	Map Book	T	\$75.00	Per Book
13.	Certificate of Compliance	E	\$200.00	Per Certificate
14.	Letter of Concurrence for Communication Tower	E	\$100.00	Per Letter
15.	Environmental Site Assessment Inquiries	E	\$200.00	Per Parcel
16.	Corporate Advertising	T	\$100.00	Per Notice
17.	Road Allowance License	E	\$100.00	Per Term

Economic Development – Schedule K

1.	Grande Cache Tourism and Information Centre			
i.	Chamber Room (used for meetings or workshops, sits 40-50 people) Includes: 64" Smart Display TV, projector screen, flip chart, whiteboard, refrigerator, coffee maker, kettle *Note: If time extends beyond 9 hours, the cost is \$30.00 per additional hour			
		T	\$30.00	Per Hour
		T	\$150.00	Per Day
ii.	Mezzanine Level (used for receptions, open houses, book launches. Can be included with the Chamber Room)	T	\$30.00	Per Hour
		T	\$150.00	Per Day
		T	\$50.00	Per Hour with Chamber Room

	Includes: access to outside balcony *Note: if time extends beyond 9 hours, the cost is \$30.00 per additional hour	T	250.00	Per Day with Chamber Room

2.	Community and Tourism Programming			
i.	Youth Program – Under 3 hours	N/A	Free (Food bank donations welcome)	
ii.	Youth Program – Full day	T	\$10.00	
iii.	Adult Program – Under 2 hours	N/A	Free (Food bank donations welcome)	
iv.	Adult Program – Over 2 hours	T	\$10 - \$20 dependent on supplies	
3.	Grande Cache Airport			
i.	Fuel Concession Rate	T	\$0.10	Per Litre
4.	Bench Advertising			
i.	Annual Bench Advertisement	T	\$1,000.00 + Installation costs	Per Year
5.	Exterior Bus Ads & Wraps			
i.	Annual Minibus Advertising	T	\$4,500	Per Year



BYLAW No. 25-996 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 Schedule G within Bylaw 25-980 "Schedules of Fees."

WHEREAS, pursuant to the Municipal Government Act, RSA 2000, c.M-26 and amendments thereto, the municipality may correct an error, omission or misdescription for the current year.

WHEREAS, pursuant to section 191 of the Municipal Government Act, RSA 2000, c.M-26 and amendments thereto, Council may amend a bylaw.

WHEREAS, The Council deems it desirable to amend the Schedules of Fees Bylaw.

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

1. **TITLE**

1.1. This Bylaw may be cited as "Schedules of Fees Amendment".

2. **DEFINITIONS**

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

3. **AMENDMENTS**

3.1. Bylaw 25-980, Schedule of Fees, is amended with the addition of Section 6 titled "Access Roads and Cul-de-Sacs," within Schedule G- Infrastructure and Engineering General, and will be presented as follows:

6. Access Roads and Cul-de-Sacs

i.	Administrative Fee	T	\$2,500.00	Non-refundable
ii.	Construction Fee	T	\$2,500.00	Non-refundable

4. **COMING INTO FORCE**

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

Read a first time this ____ day of _____, 2025.

Read a second time this ____ day of _____, 2025.

Read a third time this ____ day of _____, 2025.

REEVE

CHIEF ADMINISTRATIVE OFFICER



REQUEST FOR DECISION

SUBJECT:	Bylaw 25-995 Greenview Cemeteries Amendment		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – *Municipal Government Act*, R.S.A 2000, c.M-26, s.191(1)

Council Bylaw/Policy (cite) – Bylaw 23-941- Greenview Cemeteries Bylaw

RECOMMENDED ACTION:

MOTION: That Council give first reading to Bylaw 25-995 “Greenview Cemeteries Amendment” as presented.

MOTION: That Council give second reading to Bylaw 25-995 “Greenview Cemeteries Amendment” as presented.

BACKGROUND/PROPOSAL:

The purpose of Bylaw 25-955 is to amend Bylaw 23-941 “Greenview Cemeteries” based on Greenview obtaining ownership of the Sturgeon Heights Cemetery.

Bylaws can only be amended with another bylaw, however, given the lack of context in amendment bylaws, Administration has included Bylaw 23-941, showing how the changes would be consolidated into the bylaw, if the amendment is passed. This is simply an example for informational purposes only.

The following amendments are being proposed:

- Adding the Sturgeon Heights Cemetery to the list of cemeteries in section 2.1, part D) Cemetery
- Adding the Sturgeon Heights Cemetery to the list of cemeteries in section 2.1, part F) Cemetery Committee

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Greenview Cemeteries Bylaw will be updated to reflect Greenview’s ownership of the Sturgeon Heights Cemetery.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to make additional amendments to the bylaw.

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 post the approved bylaw on the website and advise the Greenview Cemetery Boards of the approved bylaw.

ATTACHMENT(S):

- Bylaw 25-995 "Greenview Cemeteries Amendment"
- Bylaw 23-941 "Greenview Cemeteries Bylaw" (For Information Only)

MGA

Amendment and repeal 191(1)

The power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw.

(2) The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise.

(3) Subsection (2) does not apply to a revision or repeal under section 63.



REQUEST FOR DECISION

SUBJECT: **Bylaw 25-995 Greenview Cemeteries Amendment**
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION
MEETING DATE: July 22, 2025 CAO: MANAGER:
DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: LL
STRATEGIC PLAN: Governance LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – *Municipal Government Act*, R.S.A 2000, c.M-26, s.191(1)

Council Bylaw/Policy (cite) – Bylaw 23-941- Greenview Cemeteries Bylaw

RECOMMENDED ACTION:

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Bylaws can only be amended with another bylaw, however, given the lack of context in amendment bylaws, Administration has included Bylaw 23-941, showing how the changes would be consolidated into the bylaw, if the amendment is passed. This is simply an example for informational purposes only.

The following amendments are being proposed:

- Adding the Sturgeon Heights Cemetery to the list of cemeteries in section 2.1, part D) Cemetery
 - Adding the Sturgeon Heights Cemetery to the list of cemeteries in section 2.1, part F) Cemetery Committee
-

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that the Greenview Cemeteries Bylaw will be updated to reflect Greenview’s ownership of the Sturgeon Heights Cemetery.
-

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to make additional amendments to the bylaw.

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

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FOLLOW UP ACTIONS:

Administration will post the approved bylaw on the website and advise the Greenview Cemetery Boards of the approved bylaw.

ATTACHMENT(S):

- Bylaw 25-995 "Greenview Cemeteries Amendment"
- Bylaw 23-941 "Greenview Cemeteries Bylaw" (For Information Only)

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The power to pass a bylaw under this or any other enactment includes a power to amend or repeal the bylaw.

(2) The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise.

(3) Subsection (2) does not apply to a revision or repeal under section 63.



BYLAW No. 23-941 of the Municipal District of Greenview No. 16

A Bylaw of the Municipal District of Greenview No. 16 to provide for the management of operations of Cemeteries owned by Greenview.

Whereas, Greenview is the owner of a cemetery as defined in the *Cemeteries Act*, R.S.A. 2000, c. C-3, as amended from time to time, and is required to operate and maintain the cemetery in accordance with the *Cemeteries Act* and any regulations passed thereunder;

Whereas, pursuant to the *Municipal Government Act*, RSA 2000, Chapter M-26 as amended, section 7 provides that a council may pass a bylaw for the purpose of respecting (a) the safety, health and welfare of people and the protection of people and property and section 7(f) for services provided by or on behalf of the municipality;

Whereas, Greenview shall continue to provide cemetery services through enabling and supporting viable Greenview-created committees rather than through a direct service delivery role, with the exception of the Grande Cache Cemetery;

Whereas, Greenview deems it desirable to provide for the control and regulation of the Cemetery under the control of Greenview in accordance with the *Cemeteries Act*, RSA 2000, Chapter C-3; and,

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

1. TITLE

1.1. This bylaw shall be cited as the "Greenview Cemeteries Bylaw."

2. DEFINITIONS

2.1. In this bylaw, unless the context otherwise requires:

A) **Administration Building** includes the Valleyview Administration Building, the DeBolt Public Service Building, Grovedale Public Service Building and the Grande Cache Public Service Building.

B) **Burial Permit** means a burial permit issued under the *Vital Statistics Act*, R.S.A 2000, c. V-4, as amended, by the Director of Vital Statistics.

C) **Block** shall mean a specific area within the Cemetery as designated by Greenview.

D) **Cemetery** means land that is set apart or used as a place for the burial of dead human bodies or other human remains, or in which dead human bodies or other human remains are buried and is owned by the Municipal District of Greenview No 16. For the purposes of this bylaw, Cemetery is inclusive of the following:

- i. Grovedale Cemetery, located at SW-33-69-6-6;
 - ii. Little Smoky Cemetery, located at SW-32-66-21-5;
 - iii. New Fish Creek Cemetery, located at NE-2-73-22-5;
 - iv. Sunset House Cemetery, located at NE-1-71-20-5;
 - v. Grande Cache Cemetery, located at 8328B HWY 40, and
 - vi. Sturgeon Heights Cemetery, located at SW-25-70-25-W5.
- E) **Cemetery Caretaker** means the person(s) appointed to operate and maintain a Cemetery and is the:
 - i. Chief Administrative Officer, or delegate, for the Grande Cache Cemetery; or
 - ii. The person appointed to such position by resolution of the respective Cemetery Committee. The Cemetery Caretaker may delegate any duties to members of the Cemetery Committee as they deem necessary.
- F) **Cemetery Committee** means a Council Committee established by bylaw of Greenview and whose members are appointed by resolution of Council. For the purposes of this bylaw, Cemetery Committee is inclusive of the following:
 - i. Grovedale Cemetery Committee;
 - ii. Little Smoky Cemetery Committee;
 - iii. New Fish Creek Cemetery Committee;
 - iv. Sunset House Cemetery Committee; and,
 - v. Sturgeon Heights Cemetery Committee.
- G) **Chief Administrative Officer (CAO)** shall mean the Chief Administrative Officer for the Municipal District of Greenview No. 16 or their delegate.
- H) **Community Peace Officer** means any sworn member of the Royal Canadian Mounted Police, a Peace Officer appointed under the *Peace Officer Act* of Alberta, or a Bylaw Enforcement Officer employed by Greenview.
- I) **Columbarium** shall mean a structure designed for storing the ashes of dead human bodies or other human remains that have been Cremated.
- J) **Council** shall mean the Council duly appointed within the Municipal District of Greenview No 16.
- K) **Cremated Remains** means human bone fragments that remain after cremation that may also include the residue or any other materials Cremated with the Human Remains
- L) **Director of Vital Statistics** means a director appointed under the *Vital Statistics Act*, R.S.A 2000, c. V-4, responsible for issuing Burial Permits and Disinterment Permits.
- M) **Disinter** means the removal of human remains from a closed or sealed Plot or Niche.
- N) **Fees and Charges** means the amount to be paid for the Interment, Disinterment, use and care of Plots and any other Cemetery supplies or Cemetery services as defined under the Cemeteries Act R.S.A 2000, c. C-3, as amended, and any other amounts as approved by

the Cemetery Committee or Council and specified in the Schedule of Fees Bylaw, as amended from time to time.

- O) **Greenview** means the Municipal District of Greenview No. 16.
- P) **Indigent** shall mean a person without means, support, or known relatives requiring burial at the Cemetery.
- Q) **Interment** means the closing and burial of a casket containing a human body or human remains or, in the case of a Green Interment, a shroud containing a human body or human remains, or in the case of cremated human remains, an urn, in an in-ground Plot or Niche.
- R) **Maintenance** shall mean the care, upkeep and grooming of cemetery grounds, excluding the care, maintenance, upkeep, repair or replacement of any monument or any object which has been placed as a marker.
- S) **Marker** means a Monument constructed of bronze or granite, set flush and level with the ground on a designated Marker Plot.
- T) **Monument** shall mean any structure in the Cemetery erected or constructed on any grave or Plot for monument purposes.
- U) **Monument Foundation** means the in-ground foundation constructed to stabilize the Monument and Monument Base.
- V) **Niche** means a recessed space in a Columbarium used or intended to be used for the Interment of Cremated Remains.
- W) **Owner** means the person, corporation or other legal entity that has purchased a Grave Plot or Niche in a Cemetery or Columbarium in accordance with the provisions of this Bylaw.
- X) **Person** shall include an individual, partnership or corporation.
- Y) **Personal Representative** means the executor or administrator of an estate appointed in a will or an administrator appointed by the court.
- Z) **Plot** shall mean an Interment space, including Niches, graves, and cremains on any Plot.
- AA) **Reserve Plot** shall mean a Plot or number of Plots which lie adjacent to one another and are to be reserved for the burial of one or more deceased family members.
- BB) **Sales Contract** means the agreement made and signed between the Owner and Greenview in accordance with this Bylaw for the purchase of a Plot or Niche or any

Cemetery supplies and Cemetery services as defined under the *Cemeteries Act*, R.S.A. 2000, c. C-4 and the specific terms of the sales agreement.

CC) **Service Dog** means a guide dog as defined in the *Blind Persons' Rights Act*, R.S.A., 2000, c.B-3 or a service dog as defined in the *Service Dogs Act*, R.S.A., 2007, c.S-7.5.

DD) **Veteran** includes any person who has honourably served in the Canadian Armed Forces.

3. PURPOSE

3.1. Greenview Cemeteries are acquired, established, and laid out for the purpose of making approved cemetery services and goods available to all persons, irrespective of race, faith, orientation, or any other form of categorization, and are established to provide:

- A) Suitable space for the interment of human remains and cremated remains or for the scattering of cremated remains; and
- B) Such additional Cemetery services and goods as may be approved from time to time by Greenview at any Cemetery owned by Greenview.

3.2. The development, administration, operation, and maintenance of every Greenview Cemetery and the provision of services and supplies therein and the application and administration of this bylaw and the establishment of fees for every Greenview Cemetery are conducted in accordance with all applicable enactments of Alberta or Canada and all regulations made thereto, as amended, revised, consolidated, or replaced from time to time.

3.3. Greenview shall have the authority to establish, amend, repeal, replace, administer, and enforce any bylaw established for Greenview Cemeteries.

3.4. This bylaw shall establish Council Committees to operate any or all Greenview-owned Cemeteries, as determined by Council.

4. CONTROL

4.1. Greenview has entered into agreements with Cemetery Committees to operate the Cemeteries, excluding the Grande Cache Cemetery.

4.2. Each Cemetery Committee shall enforce all obligations pursuant to the *Cemeteries Act*, R.S.A. 2000, C-3, as amended from time to time.

5. DUTIES, RIGHTS AND POWERS

5.1. The Cemetery Caretaker shall have the sole control of all matters within a Cemetery that are concerned with the Maintenance of the grounds in accordance with Section 9 of the Bylaw and, to that end, is hereby authorized to regulate and control the Cemetery grounds in accordance with this Bylaw, the *Cemeteries Act*, R.S.A. 2000, Chapter C-3, and any applicable regulations.

- A) Authorizing an Interment or Disinterment;
 - B) Coordinating, supervising, and directing the work of all Cemetery Caretakers, contractors, and suppliers relating to the Cemetery;
 - C) Making expenditures relating to the Cemetery in accordance with the approved capital and operating budgets for the Cemetery; and,
 - D) Such other responsibilities as may be directed by the Cemetery Caretaker from time to time.
- 5.2. The Cemetery Caretaker is responsible for the day-to-day operations of the Cemetery, including but not limited to the following:
- A) Arranging the digging, preparing, opening and closing Plots;
 - B) Arranging the opening and sealing of Niches;
 - C) Supervising and directing all work performed by outside contractors and suppliers;
 - D) Directing all funerals in the Cemeteries to the correct Plot or Niche;
 - E) Maintaining the Cemeteries in respectable condition, in accordance with Section 9 of the Bylaw, including maintaining walls, fences, gates, paths and other improvements; and,
 - F) Such other duties and tasks relating to the operation of the Cemeteries as deemed appropriate by the Cemetery Caretaker or delegate from time to time.
- 5.3. The Cemetery Caretaker shall keep a record of all Plots in the Cemetery. Such records shall indicate vacant Plots available for sale, occupants of those Plots used for Interment and Owners' names of reserved Plots.
- 5.4. On those matters about which this Bylaw is silent, the provisions of the *Cemeteries Act*, as amended, and other Provincial Regulations shall apply.

6. RECORDS AND SALE OF PLOTS

- 6.1. Any Person wishing to purchase a Plot, Niche or other space or a Monument in a Cemetery must enter into a written Sales Contract, which shall include the following:
- A) The name and address of the purchaser;
 - B) The date of the purchase;
 - C) The amount of the sale and terms of payment;
 - D) In the case of a Plot, its location, area, or dimensions; or
 - E) In the case of a Niche, the number or other designation of the Niche; and
 - F) Any other information the Cemetery Caretaker deems necessary or appropriate.
- 6.2. Two copies of all burial records (sales of lots or plots) and reservations shall be maintained. One copy of all records shall be forwarded to the municipality before June 30th of each year.
- 6.3. The Cemetery Committee shall maintain a record of expenditures and revenues relating to all operations of the Cemetery. Before June 31st of each year, it shall provide the municipality with financial statements of such expenditures and revenues, signed by two Committee members in good standing.

- 6.4. Ownership of all Cemetery lands remains vested in Greenview at all times. The Owner only acquires the right and privilege for the Interment of human remains, Cremated Remains and the installation of Monuments, all in accordance with this Bylaw and the *Cemeteries Act, R.S.A. 2000, c. C-3* and all regulations passed thereunder.
- 6.5. All Plots and Niches shall be held and disposed of free from the provisions of the *Land Titles Act, R.S.A. 2000, c. L-4*.
- 6.6. Plots shall always be available for the burial of human remains.
- 6.7. Persons shall make a reservation for one or more Plots only after making payment in full at the time of the reservation.
- 6.8. Upon payment of the full price of any Plot, a receipt for the said sum will be provided.
- 6.9. No reserved Plot shall be sold other than back to Greenview at 100% of the sale price for the Plot at the time of purchase. A copy of the original receipt must be submitted as 'Proof of Purchase.' If an original receipt is unavailable, a Plot can only be sold back to Greenview upon an approved request of Council.
- 6.10. Lots may be transferred by written request to:
- A) Greenview for the Grande Cache Cemetery; or
 - B) The respective Cemetery Committee for all other Cemeteries.
- 6.11. Charges for Plots and the fees to be charged for opening and closing shall be in accordance with the rates established by:
- A) The current Schedule of Fees Bylaw for the Grande Cache Cemetery; or,
 - B) The Cemetery Committee for all other Cemeteries.
- 6.12. Veterans and destitute or Indigent Persons will not be charged for a Plot.
- 6.13. Upon the sale of a Plot, the Owner of the Plot waives any claim to Greenview arising by reason of any error or inaccuracy of any Plot. Greenview will undertake to avoid any errors of description, but its liability shall only extend to a refund of the Plot or a Plot assigned otherwise situated in the Cemetery.
- 6.14. The rights granted by the sale shall not be transferred to any other Person without the consent of the Cemetery Caretaker.
- 6.15. If the Plot(s) Owner is deceased, and a conflict arises in regard to the lot(s) and management thereof in the absence of a Court Order, the people in the following order of priority will make the decision:
- A) The personal representative designated in the will of the deceased;

- B) The spouse of the deceased if the spouse was living with the deceased at the time of death, or a Person who had been living with the deceased at the time of death as a spouse for a continuous period of at least two (2) years;
- C) An adult child of the deceased;
- D) A parent of the deceased;
- E) A guardian of the deceased under the Dependant Adults Act or, if the deceased is a minor, under the Child Welfare Act or the Domestic Relation Act;
- F) And adult grandchild of the deceased;
- G) An adult nephew or niece of the deceased;
- H) An adult next of kin of the deceased determined on the basis provided by sections 8 and 9 of the Intestate Succession Act;
- I) The Public Trustee;
- J) An adult Person having some relationship with the deceased not based on blood ties or affinity;
- K) The Minister of Family and Social Services.

7. INTERMENT AND DISINTERMENT

- 7.1. A Person delivering a body labelled under the *Bodies of Deceased Persons Regulation* AR 135/2008 as being infected with a communicable disease shall inform the Cemetery Caretaker at least 48 hours before the time of delivering the remains.
- 7.2. Each Interment of a deceased human body or the Cremated Remains shall be made in a completely enclosed container, in accordance with the *Cemeteries Act*, RSA 2000, c.C-3, as amended, the *Public Health Act*, R.S.A. 2000, c. P-37, as amended and all applicable Regulations and approved by the Cemetery Caretaker.
- 7.3. In all Plots containing one or more dead human bodies or one or more sets of human remains, the caskets shall be buried in accordance with the *General Regulations* AR 249/98 as amended.
- 7.4. Each Interment in a Plot shall provide for not less than 0.9 m (3 ft.) of earth between the general surface level of the ground at the Plot and the upper surface level of the casket containing the human remains.
- 7.5. Each Interment of Cremated Remains in a designated area shall provide for not less than 0.3 m (1 ft) of earth between the general surface level of the ground at the Plot and the upper surface level of the container.
- 7.6. The Funeral Home shall provide a Burial Permit for Greenview's records.
- 7.7. Plots shall not be used for any purpose other than burial grounds for human remains.
- 7.8. There shall not be more than one full body burial in a single Plot within the Grande Cache Cemetery and not more than two (2) burials in a single Plot for all other Cemeteries.

- 7.9. A maximum of six (6) Cremated Remains may be buried in one Plot.
- 7.10. The maximum number of Cremated Remains that may be Interred within a single Niche is limited to the space available at the time of purchase.
- 7.11. An Owner who makes an application for an Interment shall provide the Cemetery Caretaker with the following information in accordance with the requirements of the applicable Provincial Acts and regulations:
- A) The name, age, date of birth, and date of death of the deceased Person;
 - B) A copy of the Burial Permit;
 - C) A copy of the Sales Contract or proof of ownership;
 - D) Whether the body has been labelled in accordance with the *Bodies of Deceased Persons Regulation* as amended from time to time as being infected with a communicable disease;
 - E) The time and date of the funeral;
 - F) If applicable, the service number of a Veteran and, if required, the service number of a Veteran's Spouse;
 - G) The name and mailing address of the Owner; and
 - H) Any other information the Cemetery Caretaker may reasonably request.
- 7.12. Notification of intention to inter must be given to the Cemetery Caretaker at least seventy-two hours before the Interment. This notification may be waived by the Cemetery Caretaker when the body to be interred died from a contagious disease or as exceptional circumstances require.
- 7.13. All Plots shall be opened and closed by the Cemetery Caretaker or its contractors or agents.
- 7.14. No Interment shall be made without the written proof of ownership of the Plot.
- 7.15. The Cemetery Caretaker shall only prepare a Plot for Interment by means of digging the grave and putting metal shoring into the grave to stabilize the surrounding soil and will not provide lowering devices, mats, wreaths, flowers, or any other devices at the time of said Interment.
- 7.16. The burial of destitute or Indigent Persons may be placed in a Plot or Plots of a Cemetery as designated by the Cemetery Caretaker or as indicated on the Cemetery plans.
- 7.17. All work being conducted in the immediate vicinity of a Plot shall be discontinued during a burial service at a Cemetery.
- 7.18. Disinterment of a body or ashes shall not take place until a permit for Disinterment is issued by the Provincial Director of Vital Statistics and delivered to the Cemetery Caretaker and all applicable fees are paid in accordance with the:
- A) The Schedule of Fees for the Grande Cache Cemetery; or
 - B) The Cemetery Committee for all other Cemeteries.

- 7.19. No casket, container or shroud may be opened without a Court Order, the Owner's written consent, or their Personal Representative's consent.
- 7.20. A replacement casket/container may be required when Disinterring remains, which shall be solely payable by the Owner.
- 7.21. The Cemetery Caretaker shall control all Interments and Disinterment in a Cemetery.
- 7.22. Every Owner of a Plot in the Cemetery, or the Owner's Personal Representative, shall be held responsible for the Plot's cost and all charges in connection therewith, including Disinterment or removal of a body when applicable. The Person signing the burial order will be held responsible for all expenses in connection with such Interment or Disinterment.
- 7.23. Notwithstanding the aforementioned, human remains may be encountered from time to time, given that the Cemetery lands may have been used as a pioneer Cemetery. In that event, and assuming no record of the decedent exists, remains shall be respectfully relocated to a location prepared and designated on the site for re-interring unexpectedly encountered remains.

8. SCATTERING OF CREMATED REMAINS

- 8.1. Cremated Remains shall not be spread on Cemetery grounds.
- 8.2. Cremated Remains shall be interred without a container or in an urn a minimum of .3 m (1 ft) below the general surface level of the ground or in a designated space in a Columbarium.
- 8.3. Cremated Remains Interred within Columbarium Niches are subject to urn size limitations.

9. MONUMENTS

- 9.1. All Persons employed in the construction and erection of monuments or doing other work in the Cemetery, whether Greenview employs them or not, shall be subject to the direction and control of the Cemetery Caretaker. Work shall proceed once the Cemetery Caretaker authorizes it.
- 9.2. Contractors may install monuments at the request of the Plot Owner or the Plot Owner's personal representative.
- 9.3. Monuments are required to be placed on a monument foundation.
- 9.4. The Cemetery Caretaker, upon receiving a written request for the placement or installation of a Monument, may request such information as may, in the opinion of the Cemetery Caretaker, be required to ensure that the Monument is placed in a manner that accords with this Bylaw and any applicable Greenview policy, and may place conditions upon any approval or permit granted.

- 9.5. The Owner shall supply all monuments in accordance with this Bylaw.
- 9.6. All veterans have access to funeral and burial assistance through the Government of Canada to cover the costs of funeral and burial services, including military gravestones.
- 9.7. Any Monument that is unlawfully placed or does not conform to this Bylaw will be removed at the Owner's expense.
- 9.8. All Monuments are the property of the Owner, and all required Maintenance or repair of the Monument is the sole responsibility of the Owner.
- 9.9. All monuments must remain entirely on the Plot purchased and must not encroach on another Plot.
- 9.10. Headstones can be a maximum of 5 feet in height.
- 9.11. Monuments shall be in keeping with the appearance of other monuments in the Cemetery and the Cemetery's character.
- 9.12. Greenview shall report to a family member or responsible party of an installation that it is in disrepair. It shall be the duty of the family member or responsible party to repair or remove such structure within thirty days of notice from Greenview. Greenview shall have the power to fix such monuments and charge the cost to the family member or responsible party. Such costs may be recovered as a debt from the family member or responsible party.
- 9.13. Greenview or any Cemetery Committee shall not be held responsible for any errors resulting in monuments being designed or the description on the face being inaccurate.
- 9.14. Greenview or any Cemetery Committee shall not be held responsible for everyday wear and tear on monuments; this includes small chips and scratches from Maintenance equipment.
- 9.15. A Cemetery Caretaker may arrange for the temporary removal of a monument without permission of the Owner if, during the excavation of an adjoining Plot, or other works, the Monument is found to be a hazard or removal of the Monument is required to gain access to a Plot for Interment preparation, provided the Monument is replaced in its original position on the Plot as soon as is reasonably possible. This work shall be done at the expense of:
- A) Greenview for the Grande Cache Cemetery; or
 - B) The Cemetery Committee for any Cemetery.
- 9.16. Monument installations shall only occur under the direction and supervision of the Cemetery Caretaker.
- 9.17. All existing monuments at the time of the passing of this Bylaw shall remain and must be kept in good condition.

10. MAINTENANCE AND CARE

- 10.1. Cemetery Maintenance is to be supplied by the Cemetery Caretaker, which includes the seeding of Plots, watering, seasonal cutting of grass and weeds and keeping Plots well-maintained. Cemetery Maintenance shall not mean the care, maintenance, upkeep, repair or replacement of any Monument or any object which has been placed as a Marker.
- 10.2. The Cemetery Caretaker is authorized to remove, or have removed, any weeds, grass, funeral designs, or floral pieces which may become wilted or any other article or thing which, in the opinion of the Cemetery Caretaker is unsightly.

11. GENERAL PROVISIONS

- 11.1. No Person shall disturb a Cemetery's quiet and good order by noise or other improper conduct.
- 11.2. No Person shall drive a vehicle in a Cemetery at a speed greater than 10 kilometres per hour.
- 11.3. Each Person in or within proximity of a Cemetery shall be subject to the directions and orders of the Cemetery Caretaker and must adhere to the applicable laws in force at the time in the Province of Alberta.
- 11.4. The Owner of any moving vehicle shall be responsible for any damage done by such vehicle within the boundaries of a Cemetery.
- 11.5. Persons shall only drive vehicles with a trailer within a Cemetery after first obtaining the Cemetery Caretaker's written permission before entering a Cemetery.
- 11.6. No Person shall drive a vehicle over any lawns, gardens or flower beds unless permitted by the Cemetery Caretaker.
- 11.7. All Persons and funeral processions in a Cemetery shall obey the instructions of the Cemetery Caretaker.
- 11.8. No Person shall destroy, cut, pick, break or damage any tree, shrub or plant in the Cemetery except as directed by the Cemetery Caretaker.
- 11.9. No Person shall create any nuisance, engage in activities such as games or sports, or otherwise engage in any activity that is, in the opinion of the Cemetery Caretaker or a Community Peace Officer, indecent or disrespectful, disturbing to the solemnity or repose of a Cemetery, or disturbing of other persons assembled for a funeral or Interment within a Cemetery or Columbarium.
- 11.10. No Person having care, control or ownership of any animal shall allow or permit that animal to be present within the boundaries of any Cemetery. This section does not apply to Service Dogs.

- 11.11. No Person shall, at any time, take or ride into the Cemetery on an Off-Highway vehicle as defined in the *Traffic Safety Act*.
- 11.12. Greenview will take all reasonable precautions to protect the property within a Cemetery but assumes no responsibility for the loss of, or damage to, any monument, Marker, or part thereof, or any other article placed on a Plot or to a Plot itself.
- 11.13. No Person shall write upon, deface, injure, or change the position of any Monument stone or other structure within the Cemetery.
- 11.14. No Person shall deposit any litter on any portion of the lands within the boundaries of a Cemetery except in the receptacles provided for that purpose.
- 11.15. Cut flowers, wreaths, floral offerings, artificial flowers, or other articles may be placed on Plots but will be removed by the Cemetery Caretaker when their condition is considered detrimental to the aesthetics of a Cemetery or for regular Cemetery Maintenance. Any article removed pursuant to this Section will be held at the Public Service building for collection. After 14 days, the Cemetery will dispose of any unclaimed items. A Cemetery Caretaker is not obligated to give notice of removal or disposition.
- 11.16. Artificial wreaths and flowers will be allowed from the last cutting of the lawn in the fall, approximately October 1st, until the first cutting in the spring, approximately May 15th. Artificial flowers remaining in the Cemetery after May 15 will be removed and stored by the Cemetery Caretaker until June 1 of each year, at which time they will be disposed of.
- 11.17. No Person shall plant any shrubs, trees, bulbs, or flowers in any part of a Cemetery except the Cemetery Caretaker. Nor shall any seeds or wildflower mixes be scattered. Unlawfully planted plant material will be removed by the Cemetery Caretaker.
- 11.18. Selling flowers or plants or, soliciting the sale of any commodity or advertising in a Cemetery is prohibited, except as permitted by the Cemetery Caretaker.
- 11.19. Nothing in this Bylaw relieves a Person from compliance with any applicable Federal and Provincial laws, regulations, and other Bylaws and regulations of Greenview.
- 11.20. Greenview and Cemetery Caretakers are not liable for exercising their discretion not to act pursuant to this Bylaw if that decision is made in good faith.

12. CEMETERY COMMITTEES

12.1. Committee Structure

- A) Each Cemetery Committee shall consist of five members at large and one Councillor appointed for a three-year term at the annual organizational meeting.

- B) One Councillor will be appointed to the Committee at the annual organizational meeting.
- C) The Committee shall appoint a Caretaker to oversee the day-to-day operations and maintenance of the Cemetery.

12.2. Quorum and Voting

- A) The majority of appointed Members constitute a quorum. All appointed Members of the Cemetery Committee shall have one vote.

12.3. Meeting Frequency

- A) Meetings will be held at a frequency determined by the Cemetery Committee.

12.4. Duties and Responsibilities

- A) The Members of the Cemetery Committee are responsible for making decisions based on funding provided by Greenview regarding the operation and maintenance of the Cemetery.
- B) The Members of the Cemetery Committee shall ensure compliance with the Province of Alberta's *Cemetery Act*.
- C) The Members of the Cemetery Committee shall ensure compliance with Greenview's bylaws and policies.
- D) All expenses incurred associated with the operation of the Cemeteries must be within the annual budget. Suppose the Cemetery Committee wishes to request additional funding for major expenditures. In that case, a separate funding request must be made to Greenview Council before Greenview's annual budgeting process for the following year.
- E) The Cemetery Committee shall identify methods to raise additional revenues and balance their budget.
- F) The Cemetery Committee shall annually provide a year-end report to Greenview Council on all yearly activities and expenditures.
- G) Greenview may provide assistance for the operation and maintenance of the Cemeteries.

13. DISSOLUTION OF CEMETERY COMMITTEE

- 13.1. If a Cemetery Committee is dissolved for any reason, operations of said Cemetery will be taken over by Greenview temporarily until such time as a Cemetery Committee can be re-established.

13.2. If a Cemetery Committee cannot be re-established within three (3) months, said Cemetery will be operated under the requirements established within this Bylaw for the Grande Cache Cemetery.

13.3. If a Cemetery Committee cannot be re-established within three (3) months, the fees associated with the interment and disinterment will follow the fees established within the current Schedule of Fees Bylaw, as they pertain to the Grande Cache Cemetery.

13.4. The re-establishment of a Cemetery Committee will be permitted at anytime.

14. OFFENCE

14.1. Any Person who destroys, damages, defaces, or writes upon any monument or marker or other structures or object in the Cemetery in contravention of Section 11.13 of this Bylaw shall be guilty of an offence and liable upon summary conviction to a fine of not less than five hundred dollars (\$500.00) and to a total fine of not more than two thousand, five hundred dollars (\$2,500.00) plus all costs of restoration.

14.2. Any person who commits a breach of any of the other provisions of this Bylaw shall, on conviction for such breach, be liable to a penalty of not less than one hundred dollars (\$100.00) and not exceeding two thousand dollars (\$2,000.00).

15. SEVERABILITY

15.1. Should any provision of this bylaw be declared invalid by a court of competent jurisdiction, then the invalid provision shall be severed, and the remaining bylaw shall remain in effect.

16. REPEAL

16.1. Bylaw 22-878 "Grande Cache Cemetery Bylaw" is hereby repealed.

16.2. Bylaw 97-218 "Cemetery Bylaw" is hereby repealed.

17. COMING INTO FORCE

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

Read a first time this ____ day of ____, 2023.

Read a second time this ____ day of ____, 2023.

Read a third time this ____ day of ____, 2023.

REEVE

CHIEF ADMINISTRATIVE OFFICER

FOR INFORMATION ONLY



REQUEST FOR DECISION

SUBJECT: **Policy 9505 Debt Management**
SUBMISSION TO: REGULAR COUNCIL MEETING
MEETING DATE: July 22, 2025
DEPARTMENT: FINANCE
STRATEGIC PLAN: Governance

REVIEWED AND APPROVED FOR SUBMISSION
CAO: MANAGER: MPH
DIR: EK PRESENTER: MPH
LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council approve Policy 9505 “Debt Management” as presented.

BACKGROUND/PROPOSAL:

Utilizing debt (including loans and lines of credit) to fund public infrastructure is a valuable strategy for Governments to spread the cost associated with capital growth across the generations which will be enjoying the benefits of long-term assets over their useful life. It can also be a useful tool in times of favourable interest rates as it may be more cost effective in the long-term to borrow funds than to lose out on potential investment income. It is important to analyze many factors in the decision to issue debt and to make sure resources are identified to prepare for the issuance of debt and to address on-going requirements throughout its term.

Debt management policies are written guidelines and requirements that guide the process of debt evaluation and debt issuance, including management of a debt portfolio and adherence to various laws and regulations. A debt management policy should improve the quality of decisions, articulate policy goals, provide guidelines for the structure of debt issuance, and demonstrate a commitment to long-term capital and financial planning.

As Greenview does not currently have a Debt Management policy, Administration is bringing forward a draft for Council’s consideration. Policy 9505 was reviewed by the Policy Review Committee at the June 11th meeting and was recommended to Council to approve as presented. No further changes have been made.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that this policy will continue to strengthen Greenview’s long-term financial planning process.
2. The benefit of Council accepting the recommended motion is that this policy will provide credibility, transparency and ensure that there is a common understanding among Administration, Council and ratepayers regarding Greenview’s approach to debt financing.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to make additional amendments to the policy.

ALTERNATIVE MOTION: That Council approve Policy 9505 “Debt Management” as amended.

Alternative #2: Council has the alternative to reject the policy and continue without one. However, Administration does not recommend this action because it is best practice to set out guidelines for debt management.

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 apply the Debt Management policy, as approved.

ATTACHMENT(S):

- Policy 9505 Debt Management (Draft)

Title: Debt Management

Policy No: 9505

Effective Date: Date passed in Council

Motion Number:

Department: Budget & Financial Planning

Review Date: (3 Years from date approved)



Legal References:

Municipal Government Act, RSA 2000, c M-26, Part 8.
Debt Limit Regulation, AR 255/2000.

Cross References:

Policy 1016 "Budget Development Process"
Policy 1507 "Tangible Capital Assets"
Policy 9500 "Financial Reserves"
Policy 9501 "Financial Reporting"

Purpose: The purpose of this policy is to establish financial guidelines and controls for the issuance and use of debt and to ensure a favourable financial position while supporting Greenview's ability to meet current and future infrastructure requirements including replacement, new growth, and emergent capital initiatives.

1. DEFINITIONS

- 1.1. **Authorized Borrowing Bylaw** means a Greenview bylaw with reference to a particular borrowing as required under section 251(1) of the MGA.
- 1.2. **Capital Expenditure/Project** means expenditures incurred to acquire, construct, develop, replace or better a tangible capital asset as defined by Public Sector Accounting Board section PS 3150.
- 1.3. **Council** means the municipal Council of the Municipal District of Greenview No.16.
- 1.4. **Debt** means borrowing as defined under section 241(a.1) of the Municipal Government Act.
- 1.5. **Debt Limit** means the maximum allowable debt outstanding as determined by the Province of Alberta Debt Limit regulation A.R. 255/2000, as amended. These regulations indicate that a municipality's total debt outstanding cannot exceed 1.5 times its annual operating revenue.
- 1.6. **Debt Service Limit** means the maximum allowable debt service costs as determined by the Province of Alberta Debt Limit regulation A.R. 255/2000, as amended. These regulations indicate that a municipality's total annual debt servicing payments cannot exceed 25% of its annual operating revenue.
- 1.7. **Debt Servicing** means the required annual principal and interest debt repayments.
- 1.8. **Debt Term** means the period of time during which debt payments are made. At the end of the debt term, the debt is paid in full.
- 1.9. **Greenview** means the Municipal District of Greenview No.16.

- 1.10. **Intergenerational Equity** means distributing the costs associated with capital growth across the generations which will be enjoying the benefits of the tangible capital assets built today.
- 1.11. **Long-Term Debt** means debt with a term greater than 5 years, as defined under MGA section 258(1).
- 1.12. **MGA** means the *Municipal Government Act*, RSA 2000, c.M-26.
- 1.13. **Short-Term Debt** means debt with a term of five years or less, as defined under MGA section 257(1).
- 1.14. **Tangible Capital Asset** means non-financial assets having physical substance that:
 - A) are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance or repair of other tangible capital assets;
 - B) have been acquired, constructed or developed;
 - C) have useful economic lives extending beyond an accounting period;
 - D) are to be used on a continuing basis; and
 - E) are not for sale in the ordinary course of operations.

2. POLICY STATEMENT

- 2.1. Greenview recognizes that, properly applied, debt can be an affordable source of financing that complements the financial sustainability of an organization and is an important long-term planning tool.
- 2.2. The incurrence of debt must consider intergenerational equity. Debt is generally appropriate where the beneficiaries (future users) of the infrastructure funded by the debt will then share responsibility for the future repayment of the debt.
- 2.3. Debt is only permitted for capital projects and is not to be used to finance ongoing operating expenditures.
- 2.4. The timing, type, and term of debt shall be determined with the objective of minimizing the long-term costs to Greenview.
- 2.5. Greenview must maintain flexibility to utilize debt in response to emerging financial needs.
- 2.6. The issuance of new debt must be approved by Council in accordance with the legislation.

3. USE OF DEBT

- 3.1. Greenview will not issue debt to finance ongoing operating expenditures.
- 3.2. When deciding on the use of debt, alternative capital financing sources should be considered.
- 3.3. Debt will be considered for capital expenditures for:
 - A) tangible capital assets with long useful lives that provide long-term benefits;
 - B) capital projects that provide community-wide benefits;
 - C) emerging needs to support Council priorities and approved strategic plans;
 - D) major rehabilitation of existing assets; and
 - E) other priorities as determined by Council.

- 3.4. Short-term debt may be considered for interim or bridge financing of capital expenditures for the management of cash flow requirements (note that the primary source of bridge financing is Reserves).
- 3.5. Council has discretion to approve the use of debt on behalf of other organizations or agencies within the context of this policy.

4. DEBT APPROVAL

- 4.1. Capital projects subject to debt financing shall be considered and approved as part of Greenview's annual budget process.
- 4.2. All issuance of debt requires an authorized bylaw. The authorized borrowing bylaw must be in place prior to undertaking capital activities funded by external debt sources.
- 4.3. New debt issuances shall identify funding sources and debt repayment schedules.

5. DEBT PLANNING & MANAGEMENT

- 5.1. The tolerance or capacity to absorb and manage new debt will be analyzed as part of the annual capital budgeting process to determine the necessity for and viability of the capital project and identify the revenue stream for the repayment.
- 5.2. Intergenerational equity shall be considered when recommending capital projects for debt approval.

6. DEBT LIMITS

- 6.1. Total debt outstanding shall not exceed 75% of the provincially regulated debt limit and debt servicing shall not exceed 75% of the provincially regulated debt service limit.
- 6.2. While Council may at any time, at its discretion, approve debt beyond the 75% internal limits prescribed within this Policy, these internal limits have been established for the following purposes:
 - A) to direct Administration and set targets for the development of operating and capital budgets not to exceed the internal limits;
 - B) to serve as an early warning signal that debt is becoming a significant burden on Greenview and appropriate steps should be taken to manage the short, medium and long-term implications;
 - C) to recognize the additional reporting requirements which may be required by lenders. For example, the Province of Alberta under the Loans to Local Authorities requires additional documents from municipalities within 25% of their provincially regulated debt or debt service limits; and
 - D) to achieve Greenview's objective of sustaining a financially viable municipality.

7. DEBT CATEGORIES

- 7.1. To support debt planning and management, debt is categorized into groups based on the nature of the capital expenditure and the financing source for debt servicing as follows:
 - A) Tax-Supported Debt - issued for capital projects related to tax supported operations; debt servicing payments shall be repaid from tax-supported revenues such as property taxes, nonutility user fees, fines, licenses, permits and investment income.

- B) Non Tax-Supported Debt - issued for capital projects which are self-funded and include but are not limited to local improvement supported debt. Debt is issued for capital projects that benefit specific properties pursuant to an approved local improvement plan; debt servicing payments shall be repaid from local improvement tax levies on the benefitting properties.
- C) Utility User-Rate Debt - issued for capital projects related to utilities operations; debt servicing payments, or a portion thereof, shall be repaid from utility user rates.

8. DEBT ISSUANCE, TERMS AND REPAYMENT

- 8.1. When the incurrence of long-term debt is deemed to be an appropriate method to finance capital projects, the Province will be initially considered as a lender. Where it is more attractive and advantageous, a long-term financing arrangement with another acceptable lender will be considered.
- 8.2. Greenview shall limit long-term debt financing to capital projects with a life expectancy greater than 5 years. With the exception of heavy equipment such as graders and emergency equipment such as fire trucks, Greenview shall not finance the purchase of vehicles, machinery, equipment, computer hardware or software through long-term debt even though their life expectancy is greater than 5 years.
- 8.3. The debt term shall not exceed the estimated useful life of the tangible capital asset being financed.
- 8.4. The repayment of principal on debt shall not extend beyond 20 years, unless there are compelling factors which make it necessary to extend the term beyond this point. By financing over the shortest term possible, lower interest rates and reduced future costs of financing result.
- 8.5. Greenview shall consider early repayment of debt if it is economically advantageous.

9. REPORTING

- 9.1. Greenview's debt limits, total debt outstanding, and total annual debt service payments will be reported in the Annual Financial Statements.
- 9.2. Long-term projections for outstanding debt will be provided through the annual budget process.

10. COUNCIL RESPONSIBILITIES

- 10.1. Council is responsible to direct the use of debt through the annual budget process, bylaw, or resolution.

11. ADMINISTRATION RESPONSIBILITIES

- 11.1. Administration is responsible for administrative compliance and monitoring of this Policy.



REQUEST FOR DECISION

SUBJECT:	Policy 4002 Access Roads and Cul-de-sacs		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER: LT
DEPARTMENT:	INFRASTRUCTURE & ENGINEERING	DIR: RA	PRESENTER: LT
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Policy 4001 Security Deposits for Residential Road Construction to Proposed Residential Developments, Policy 4002 Access Roads

RECOMMENDED ACTION:

MOTION: That Council approve Policy 4002 Access Roads and Cul-De-Sacs, as presented.

MOTION: That Council repeal Policy 4001 Security Deposits for Residential Road Construction to Proposed Residential Developments.

BACKGROUND/PROPOSAL:

On December 10, 2024, Administration brought forward two separate requests for the construction of a cul-de-sac/turnaround, for Council's consideration. After discussing these requests, the following motion was made:

Motion 24.12.626 Moved: Councillor Ryan Ratzlaff

That Council direct Administration to develop a new/revised policy that will assist in addressing all construction requests for existing roadways, and bring the same to the Policy Review Committee for review and discussion.

CARRIED

Upon review of applicable existing policies, Administration has combined Policy 4001 Security Deposits for Residential Road Construction to Proposed Residential Developments and Policy 4002 Access Roads, to simplify and clarify the application process and the requirements for *any* road construction request within Greenview.

Administration presented the combined draft policy to Policy Review Committee (PRC) for review on June 11, 2025. During this meeting, PRC directed changes that included:

- 2.1. Remove "cultivated" and change to any "titled" lands for the use of farming or residential purposes.
- 3.6. Add in timeline/timeframe for application approval (October 1st - year of application)
*NOTE, upon further consideration of budget timelines, this has been revised to December 31st.
- 5.1. Replacement of the word "swamps," "hills" and "water bodies" with physical land constraints.

- Combine section 5.3. with 5.4. with "Administration will, notify the applicant of the decision of Council with either next steps in the case of an approval or if denied the explanation of refusal."

All changes are reflected in the attached draft Policy 4002. Upon reviewing the draft policy with these latest edits, Administration noted further minor revisions:

- While content has not changed, it was noted that certain clauses under the Policy heading should fall under the Procedure heading, and vice versa (this specific change is not reflected in red, as such markup would make it more difficult to follow);
- 2.1 added basic reference for cul-de-sacs;
- 3.2 added clarification that administrative fee is due "at the time of application";
- 3.2.A) has been removed, as 3.2 itself addresses "*applicable* non-refundable fee";
- 5.1.J) slight rewording; and
- Added "Bylaw" behind each Schedules of Fees reference to maintain consistency with other policies.

Administration would note that an amendment to the Schedules of Fees Bylaw is being brought forward to include the fees set out in current Policy 4001, to ensure these fees will be reviewed annually with the Bylaw, and without need to update the policy should the fees change.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is the policy will be updated and provide a clear and impartial process for all applicants.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage to the recommended motion is that applicants may not agree with the construction fee that is borne to them as a landowner.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to deny the motion; however, Administration does not recommend this action because it would defeat the combination of the policies to be transparent and fair.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once decision has been made, the policy will be finalized and added to Greenview’s policy registry.

ATTACHMENT(S):

- Current Policy 4001
- Current Policy 4002
- Combined Policy 4002 Access Roads and Cul-de-sacs (DRAFT)

Title: SECURITY DEPOSITS FOR RESIDENTIAL ROAD CONSTRUCTION TO PROPOSED RESIDENTIAL DEVELOPMENTS

Policy No: 4001

Effective Date: May 9, 2017

Motion Number: 17.05.176

**Supersedes Policy No:
4001/4001-01 (Nov 26/13),
EES 01**



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

"A Great Place to Live, Work and Play"

Purpose: To establish a process whereby security deposits are required from applicants for the construction of residential roads.

DEFINITIONS

Permanent Residency means an approved permanent residence which is continuously occupied for more than six months.

POLICY

1. Greenview is required to provide or ensure legal access to property but is not required to provide physical access. When Council authorizes a road to be constructed to provide physical access to a quarter section(s) or a parcel of land, the road shall be constructed under the following conditions:
 - 1.1 All new roads being constructed to a quarter section(s) or a parcel of land shall be constructed through the quarter section as per Greenview's Engineering Design & Construction Standards' cul-de-sac section.
 - 1.2 Residential roads will be constructed to the specifications as outlined in the Greenview Engineering Design & Construction Standards.
 - 1.3 When the quarter section line or property line lies within a low area, muskeg, creek or other physical barrier unsuitable to access the parcel, the road shall be constructed sufficiently past such barrier to surpass any hindrance.
 - 1.4 When a low area, muskeg, creek or other physical barrier does not allow for acceptable access and would create substantial increase to the cost of the project, the issue will be brought to Council for review.
2. Upon Council approval for the construction of road access on a road allowance to unoccupied lands for the purpose of proposed residential development, the following conditions apply:

- 2.1 The applicant will provide an administration fee in the amount of \$2,500.00 in the form of cash or certified cheque to cover administration costs such as preliminary planning & design.
- 2.2 If the applicant fails to move forward with the project after preliminary planning is initiated. Greenview will retain the administration fee.
- 2.3 If the applicant proceeds with the project, the administration fee of \$2,500.00 becomes part of the total security deposit of \$5,000.00 required for construction by the applicant.
4. The security deposit will be returned or refunded to the applicant, without interest, if permanent residency is established within three years of the date of approval of residential road construction. Where this has not been met, or the property has been sold prior to the fulfillment of this condition, the security will be forfeited.
5. Construction of a residential road will not commence until the specified security has been provided by the applicant and an agreement outlining terms and conditions has been entered into by the applicant.
6. Dedication of road widening, as determined by the General Manager, Infrastructure & Planning, will be required on land owned by the applicant adjacent to or abutting the residential road construction project.
7. Payment of the security deposit must be received within ninety (90) days from Council approval to construct, and prior to the project proceeding.

Title: Access Roads

Policy No: 4002

Effective Date: June 8, 2021

Motion Number: 21.06.297

Supersedes Policy No: NONE

Review Date: June, 2024



Purpose: The purpose of the Policy is to provide physical access to land(s) within Greenview that has no accessibility.

1. DEFINITIONS

- 1.1. **Access Roads** means to construct a new road on the municipality's registered roadways or undeveloped road allowances to a titled parcel of land used for farm operations; these roads will be constructed in accordance with the Development Guidelines & Municipal Servicing Standards.
- 1.2. **Greenview** means Municipal District of Greenview No. 16.

2. POLICY

- 2.1. Greenview may construct Access Roads to give access to any cultivated lands, which have no accessible access through a developed/undeveloped Road Allowance(s) and/or any applicant owned adjoining lands.
- 2.2. Landowners that wish to have an Access Road built must submit an application to Greenview. The application deadline is August 1. Applications received after August 1 will be brought to Council to determine whether the application will be accepted or deferred to the following year.

3. PROCEDURE

- 3.1. No access roads will be constructed where there is currently adequate access to the parcel whether through an existing roadway, a developed/undeveloped road allowance, or through the applicant's immediately adjacent parcel.
- 3.2. If land is required from the applicant for the road construction, the applicant shall provide it free of charge.
- 3.3. Road access requests will not be considered to grazing leases.
- 3.4. Once administration reviews the applications against this policy a list of proposed projects will be brought to Council for approval.

4. COUNCIL RESPONSIBILITIES

- 4.1 Council will annually consider allocating funds for access roads.
- 4.2 Council, at all times, maintain the authority to determine which roads, if any are to be constructed and in which order.

5 ADMINISTRATION RESPONSIBILITIES

- 5.1 Administration will review the submitted application and bring forward a recommendation utilizing a rating system approved by Council. The rating system includes:
 - A) Cost of project;
 - B) Whether it will serve more than the landowner;
 - C) Whether a bridge structure is required;
 - D) Drainage concerns;
 - E) Whether the road is of network importance;
 - F) Whether there is ratepayer consensus; and
 - G) Whether there is utility relocation requirements.
- 5.2 In determining the most economical route for a potential access road, Greenview staff will consider several factors including, but not limited to, physical land barriers such as hills, swamps, and water bodies, soil conditions and any other man-made constraints such as pipelines, power lines, building and other structures.
- 5.3 Administration will notify the applicant should the application be denied.
- 5.4 Administration will notify the applicant should the application be approved and identify next steps for construction.

Title: Access Roads and Cul-De-Sacs

Policy No: 4002

Effective Date: XXX, 2025

Motion Number: 25.XXX

Supersedes Policy No: 4001 and 4002

Review Date: July 2028



Legal References:

Not applicable

Cross References:

Development Guidelines & Municipal Servicing Standards

"Schedules of Fees" Bylaw

Purpose: The purpose of the Policy is to provide physical access to land(s) within Greenview that have no accessibility and/or to extend existing roads to provide a cul-de-sac for the use of a turnaround.

1 DEFINITIONS

- 1.1. **Access Roads** means a road within the municipal right-of-way that will be registered as a road plan, which will provide access to titled property ~~to gain access~~.
- 1.2. **Cul-de-sac** means a small portion of road on a municipality's registered roadway where it is dead-end, for the purpose of a turnaround to allow vehicles to exit the dead-end roadway.
- 1.3. **Landowner** means the registered owner of a parcel of land as indicated on the Certificate of Title issued by the Alberta Land Titles Office.
- 1.4. **Greenview** means the Municipal District of Greenview No. 16.

2 POLICY

- 2.1. Greenview may construct access roads to provide access to any ~~cultivated-titled~~ lands for the use of farming or residential purposes, which are not accessible through a developed/undeveloped Road Allowance(s) and/or any applicant-owned adjoining lands.

Greenview may construct a cul-de-sac on an existing roadway to provide adequate turnaround space to exit a dead-end roadway.

- 2.2. No access roads will be constructed where there is currently adequate access to the parcel whether through an existing roadway, a developed/undeveloped road allowance, or through the applicant's immediately adjacent parcel.

- 2.3. No cul-de-sac will be constructed where there is currently adequate space to turn around within the existing right-of-way.
- 2.4. If land is required from the applicant for the road access and cul-de-sac, the applicant shall provide it free of charge.
- 2.5. If the applicant does not own the land, construction will be dependent on the landowners on either side of the existing roadway.
- 2.6. Road access requests will not be considered to grazing leases.

3 PROCEDURE

- 3.1. Landowners that wish to have an access road, a cul-de-sac, or an Access Road *with* cul-de-sac, built must submit an application to Greenview. The annual application deadline is August 1st. Applications received will be brought to Council to determine whether the application will be accepted or deferred. Applications received after August 1st will be presented to Council for the following budget review and approval.
- 3.2. The applicant will provide the applicable non-refundable administrative fee as per the current Schedules of Fees Bylaw, at the time of application, in the form of cash or certified cheque to cover administrative costs such as the preliminary planning and design for an access road and/or cul-de-sac.

~~A) —If the applicant is applying only for a cul-se-sac on an existing roadway, a non-refundable application fee as per the current Schedule of fees.~~
- 3.3. Once Administration reviews the applications against this policy, a list of proposed projects will be brought to Council for approval and to allocate funds accordingly for the following construction season.
- 3.4. If the applicant proceeds with the construction, the applicant will provide the non-refundable construction fee as per the current Schedules of Fees Bylaw.
- 3.5. Construction scheduling will only occur once approval is granted and all applicable fees, as per the current Schedules of Fees Bylaw, are paid in full by December 31st of each year.

4 COUNCIL RESPONSIBILITIES

- 4.1 Council will annually consider allocating funds for access roads and cul-de-sacs based on the applications that are provided to Administration.
- 4.2 Council, at all times, maintains the authority to determine which roads and cul-de-sacs, if any, are to be constructed and in which order.

5 ADMINISTRATION RESPONSIBILITIES

- 5.1 Administration will review the submitted application(s), investigate the following items and prepare a high-level estimate, and bring forward a recommendation to Council to make the most informed decision by using the following particulars:
 - A) Cost of project;
 - B) Whether it will serve more than the landowner;
 - C) Benefits to the current resident;

- D) Type of structure(s) that are required;
- E) Whether a bridge structure is required;
- F) Drainage concerns;
- G) Whether the road is of network importance or benefit to Greenview;
- H) Whether there are ratepayer concerns and prepare complete consensus;
- I) Whether there are utility relocation requirements which may or may not include pipelines, bridges, electrical; and
- J) Whether land purchase and/or dedication is required ~~acquired or necessary~~.

5.2 In determining the most economical route for a potential access road and/or cul-de-sac, Greenview staff will consider several factors including, but not limited to, physical land constraints ~~barriers such as hills, swamps and water bodies~~, soil conditions, if land is able to be acquired and any other constraints such as pipelines, power lines, building and other structures.

5.3 Administration will notify the applicant of Council's decision with either next steps in the case an approval or the explanation of refusal if the application is denied.

~~5.3 Administration will notify the applicant should the application be denied.~~

~~5.4 Administration will notify the applicant should the application be approved and identify next steps for construction.~~

DRAFT



REQUEST FOR DECISION

SUBJECT:	2025 Scholarship Recipients		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: LL
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) –N/A

Council Bylaw/Policy (cite) – Policy 8008, Postsecondary Scholarships

RECOMMENDED ACTION:

MOTION: That Council authorize funding to the applicants of the 2025 Degree Program in the amount of \$17,500.00 as indicated on the 2025 recommendation listing, with funds to come from the 2025 Community Services Scholarships budget.

BACKGROUND/PROPOSAL:

The Trade Diploma Program Scholarship provides an opportunity for students enrolled in a program of study that leads to the granting of a diploma or certificate or involves a trade or apprenticeship program to apply for a \$1,500.00 scholarship. Policy 8008—Postsecondary Scholarships defines an eligible student as one who meets the criteria established in the general principles for selection.

The Degree Program scholarship provides an opportunity for students who are in an integrated course of study leading to an academic degree to apply for a \$2,500.00 scholarship.

Applicant's responsibilities for the selection of the scholarship include the following:

- a) Greenview residency;
- b) Financial need;
- c) Community involvement, volunteerism, or extracurricular activities;
- d) Participation in a work-experience program or other work placement program (applicable for trade diploma program only);
- e) Academic Achievement; and,
- f) Submit a non-family character reference.

Administration reviewed applications to determine applicants' eligibility based on the above criteria. A total of 37 applications were received by the June 30th deadline; however, after review, Administration determined that 7 applicants were ineligible as they are not a Greenview resident as outline in Policy 8008. Out of the eligible applications, the majority of the applicants did not initially submit a non-family character reference letter, and therefore, Administration offered all applicants an extension and requested a reference letter within a week's timeline. Failure to meet this extended deadline will deem the application ineligible.

All 13 Trades-Diploma Program and 10 of the Degree Program applicants remain ineligible at this time as they have not submitted a non-family character reference letter.

A scoring matrix was prepared to evaluate each of the eligible applicants, with names removed for anonymity and to safeguard the personal information enclosed in the students' applications. In accordance with the weight previously agreed by Council, 40% of the weight for the Trade-Diploma Program was based on financial need, 30% on community involvement, and 30% on work experience. For the Degree Program, 40% is based on financial need, 30% on community involvement, and 30% on grades.

Administration has prepared a Post-Secondary Scholarship Recommendation listing based on the applicants who met all the set criteria. Administration is providing a listing of the 7 eligible applicants for the Degree Program; however the budget allows 10 applicants in total to be awarded for each program.

Upon receipt of the additional required information, Administration will bring forward any additional eligible applicants who follow up with the letter of reference needed at a later date for Council recommendations.

The 2025 Scholarship budget totals \$40,000.00.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that Council will disperse the 2025 scholarship funds to the applicants that meet the established scholarship criteria.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motions.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not award scholarships to the recommended recipients however, Administration does not recommend this, as all have met the criteria set in policy.

FINANCIAL IMPLICATION:

Direct Costs: \$17,500.00 (Degree Program)

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 disperse the Degree Program Scholarships in accordance with Council's decision.

ATTACHMENT(S):

- 2025 Degree Program Scholarship Recommendations

2025 DEGREE PROGRAM SCHOLARSHIP RECOMMENDATIONS

Name:	Eligible Amount:	Administrative Notes:	
Coleman Plant	\$2,500.00	[REDACTED]	[REDACTED]
Ty Holmes	\$2,500.00	[REDACTED]	[REDACTED]
Adam Newman	\$2,500.00	[REDACTED]	[REDACTED]
Brooke Ferraby	\$2,500.00	[REDACTED]	[REDACTED]
Heidi Dorsheid	\$2,500.00	[REDACTED]	[REDACTED]
Warren Napier	\$2,500.00	[REDACTED]	[REDACTED]

DATE

2025 DEGREE PROGRAM SCHOLARSHIP RECOMMENDATIONS

Name:	Eligible Amount:	Administrative Notes:	
Alex Golnick	\$2,500.00		
All Total:	\$17,500.00		



REQUEST FOR DECISION

SUBJECT:	Funding Request – Heart River Housing		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: EK	PRESENTER: LL/MPH
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council accepts the report on the Heart River Housing for the Red Willow Lodge Enhanced Living Addition project in Valleyview, Alberta, for information, as presented.

BACKGROUND/PROPOSAL:

Heart River Housing is a provincially established Housing Management Body serving 11 municipalities across 38,000 square kilometres in northwestern Alberta. With 85+ staff, it manages 635 units and supports over 900 individuals, along with 265 units for the Lesser Slave Lake region. The central office is located in High Prairie.

A representative from Heart River Housing presented the project assessment for the enhanced living addition for the Red Willow Lodge on May 27, 2025. Following the presentation, Council has received a formal letter of request for \$10,000,000 towards the building of the Red Willow Lodge Enhanced Living Addition project.

The enhanced living project will include the addition of 30 enhanced lodge units designed to meet the needs of independent seniors who require some supports. The units will feature 1- and 2-bedroom suites, full kitchens, in suite laundry and optional support services such as housekeeping and meals.

The total cost of the renovation project is \$22.3 million. Heart River Housing is requesting \$10 million in upfront funding from the MD of Greenview, which represents 53% of the current requisition base. This investment upfront will reduce the need to raise requisitions long term and ensure sustainability of Lodge operations.

The *Housing Act* provides parameters for how housing management bodies may requisition member municipalities for operating deficits and reserve funds. Housing management bodies may requisition funds for the operating deficit of the previous year as well as any reserve funds, both capital and operating, as agreed upon between the management body and the member municipalities. However, the current Act and Regulation lacks clarity regarding the scope of housing management body requisitions, specifically relating to capital project costs. In practice, Seniors Housing Management Bodies and municipalities often work together through agreements to manage capital project costs and ensure the funding is used appropriately for seniors' housing.

DATE

Funding Options

1. Borrowing – Greenview has the ability to borrow funds in response to emerging needs. As outlined in the proposed Debt Management policy, Greenview will explore the use of debt in times of favourable interest rates and where the cost associated with growth can be spread across the generations which will be enjoying the benefits. Greenview's 2024 remaining debt limit is \$214,019,239.

Greenview has a current credit facility agreement which sets the cost of borrowing at 5.49%. A \$10 million loan payable over 20 years would see payments of \$826,853.63 annually, with the total cost of borrowing (interest paid) being \$6,537,073.

2. Reserves – Council also has the option to fund this request from reserves. Administration would recommend this be withdrawn from the Road Infrastructure Reserve as this would have the least amount of impact on the long-term capital funding plan. The Road Infrastructure Reserve has a projected uncommitted balance for 2025 of \$87.7 million.

Greenview's current hurdle rate or minimum acceptable return for investments is 5.87%. The hurdle rate is the minimum required rate of return or target rate that Greenview is expecting to receive on an investment. The potential interest earned on \$10 million at the current hurdle rate, also considering that inflation can erode purchasing power in the future, is \$14,978,062. However, since investment returns can fluctuate over time, this figure is an estimate based on current rates.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the recommended motion is that it will give Council information on potential funding options for the request.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to approve the capital contribution request and approve a funding source. Given that current rates favour investment over borrowing, Administration recommends that, should Council approve the funding request, the funds be borrowed.

ALTERNATIVE MOTION: That Council approves funding of \$10,000,000 to Heart River Housing for the Red Willow Lodge Enhanced Living Addition project.

ALTERNATIVE MOTION: That Council direct Administration to prepare a borrowing bylaw in the amount of \$10,000,000 for the Heart River Housing for the Red Willow Lodge Enhanced Living Addition project.

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

DATE

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):

- Request for Funding Letter



June 10, 2025

Reeve and Council
Municipal District of Greenview No. 16
Administration Office
Valleyview, Alberta

Dear Reeve and Council,

Re: Request for \$10,000,000 Contribution – Red Willow Lodge Enhanced Living Addition

On behalf of Heart River Housing, I am writing in follow-up to the presentation on May 27th, to respectfully request a capital contribution of **\$10,000,000** from the Municipal District of Greenview toward the **Red Willow Lodge Enhanced Living Addition** project. This initiative represents a critical investment in the future of seniors housing in our region and directly supports the growing demand for enhanced living options.

Heart River Housing is a provincially mandated Housing Management Body serving over 900 individuals across 635 units, with an additional 265 units managed for Lesser Slave Lake Regional Housing. Our service area spans 38,000 square kilometers, including the MD of Greenview, and we are committed to providing accessible, affordable, and dignified housing for seniors and families.

Project Overview

The Enhanced Living Addition at Red Willow Lodge will add **30 new enhanced lodge units**, designed to meet the needs of functionally independent seniors who require some support services. These units will feature:

- 1- and 2-bedroom suites (675–855 sq. ft.)
- Full kitchens, in-suite laundry, and accessibility features
- Optional service packages including meals, housekeeping, and recreation

This addition is urgently needed, as current waitlists include:

- 33 individuals for Enhanced Lodge units (proposed)
- 34 for existing Lodge units
- 16 for Seniors Self-Contained apartments

P.O. Box 909, High Prairie, Alberta T0G 1E0

telephone (780) 523-5282

fax (780) 523-5283

website: www.heartriverhousing.ca

Financial Summary

The total project cost is estimated at **\$22.3 million**, with funding structured as follows:

- **AHPP Contribution:** \$2.55 million
- **CMHC Financing:** \$3.4 million
- **CMHC Contribution:** \$1.5 million
- **Heart River Housing Upfront Capital:** \$15 million

We are seeking **\$10 million** of this upfront capital from the MD of Greenview, which represents approximately 53% of the current requisition base. This investment will significantly reduce the need for long-term debt and ensure the sustainability of lodge operations.

Community & Regional Impact

This project will:

- Address the growing housing needs of seniors in Greenview and surrounding areas
- Reduce pressure on existing facilities
- Create local construction and operational jobs
- Support aging in place with dignity and independence

We are grateful for the MD of Greenview's ongoing support and leadership in regional housing. Your contribution will be instrumental in bringing this vital project to life.

Please do not hesitate to contact us for further details. We look forward to the opportunity to collaborate on this transformative initiative.

Sincerely,



Darla Driscoll
Chief Administrative Officer
Heart River Housing

P.O. Box 909, High Prairie, Alberta T0G 1E0

telephone (780) 523-5282

fax (780) 523-5283

website: www.heartriverhousing.ca

DATE



REQUEST FOR DECISION

SUBJECT: **The Peace Library System Master Agreement**

SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: July 22, 2025 CAO: MANAGER:

DEPARTMENT: COMMUNITY SERVICES DIR: MH PRESENTER: MH

STRATEGIC PLAN: Culture, Social & Emergency Services LEG: SS

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to enter into the updated Peace Library System Master Agreement, effective the 1st day of January, 2026, with funds to come from the Community Services Grants budget annually.

BACKGROUND/PROPOSAL:

The Peace Library System has updated the Master Agreement between member municipalities to include the current legal language requirements and the services added since the original agreement was drafted. This motion was brought to the June 10, 2025, Council meeting but was deferred (motion 25.296) as Council requested Financial Statements and Annual Reports, which have now been attached. Membership in the Peace Library System ensures that all Greenview-supported libraries can access the provincial library lending system, programs and resources. (See attached letter).

The major changes are:

- Section 15 - Clarification of the language around the arbitration of disagreements
- Schedule D – Inclusion of IT Services in the schedule of services offered to libraries
- Schedule A – The list of bodies eligible for membership in the System
- Schedule B – The limit placed on the amount levies can be raised

Attached is a red line copy of the amended agreement, showing all wording changes.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will have an updated agreement with The Peace Library System.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to not enter into the agreement; however, Administration does not recommend this action because the Regional Library System is beneficial to all Greenview-supported libraries and ensures that Greenview libraries are part of the provincial library lending system and resources across the Province of Alberta.

FINANCIAL IMPLICATION:

Membership fees are paid annually to support this agreement and are included in the annual budget. In 2025, Greenview budgeted \$64,000 for Peace Library System Membership.

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

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PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council decides, Administration will proceed accordingly.

ATTACHMENT(S):

- PLS 2024 Financial Statement
- Annual Report 2024 Final – 27 March
- Peace Library System Old Agreement with Recommended Changes
- Peace Library System Agreement
- Peace Library System New Agreement
- 2025 06 06 Letter to PLS re Updated Master Services Agreement

Peace Library System
Financial Statements
December 31, 2024

Management's Responsibility

To the Board of Peace Library System:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Board of Directors is composed entirely of Directors who are neither management nor employees of the Organization. The Board is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Board fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Board is also responsible for recommending the appointment of the Organization's external auditors.

MNP LLP is appointed by the Board to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Board and management to discuss their audit findings.

May 24, 2025



Chief Executive Officer

To the Board of Peace Library System:

Opinion

We have audited the financial statements of Peace Library System (the "Organization"), which comprise the statement of financial position as at December 31, 2024, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and supplementary schedule.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Organization as at December 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Matter

The financial statements of the Peace Library System for the year ended December 31, 2024 contain the approved budget for the year. This budget is unaudited and we express no assurance regarding the information expressed by the budgeted amounts.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, 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.

In preparing the financial statements, management is responsible for assessing the Organization's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Organization or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Organization's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Organization's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Organization to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Grande Prairie, Alberta

May 24, 2025

MNP LLP

Chartered Professional Accountants

Peace Library System
Statement of Financial Position
As at December 31, 2024

	2024	2023
Assets		
Current		
Cash (Note 3)	1,123,108	924,752
Accounts receivable (Note 4)	35,131	44,325
Prepaid expenses and deposits	79,863	72,063
Inventory	18,244	18,244
Short-term investments (Note 5)	118,987	266,558
	1,375,333	1,325,942
Capital assets (Note 6)	650,481	647,695
Investments (Note 5)	-	109,780
	2,025,814	2,083,417
Liabilities		
Current		
Accounts payable and accrued liabilities (Note 7)	195,651	188,452
Deferred contributions (Note 8)	565,848	574,406
Unexpended book allotments (Note 9)	157,541	139,622
Unearned revenue	2,875	4,692
	921,915	907,172
Deferred contributions related to capital assets (Note 10)	44,527	14,620
	966,442	921,792
Contingency (Note 11)		
Net Assets		
Operating Surplus	121,480	63,271
Equity in Capital Assets	605,956	633,076
Reserves (Note 12)	331,936	465,278
	1,059,372	1,161,625
	2,025,814	2,083,417

Approved on behalf of the Board


 Member


 Member

Peace Library System Statement of Operations

For the year ended December 31, 2024

	2024	2024 Budget (unaudited)	2023
Revenue			
Municipalities with library boards	1,076,970	1,041,498	1,003,705
Grant revenue			
Grant revenue	843,663	843,663	843,663
Other grants	262,666	269,665	135,436
Provincial grant - libraries	-	-	1,502
Municipalities without library boards	79,008	78,096	79,380
Webhosting and licensing income	89,682	107,808	58,412
Interest income	29,050	15,000	54,977
School jurisdictions	24,815	24,267	29,062
Other income	13,779	25,100	8,118
Library board services	8,739	8,240	7,874
Library board allotment	12,444	3,000	54,848
	2,440,816	2,416,337	2,276,977
Expenses (Schedule 1)	2,532,926	2,463,894	2,304,278
Deficiency of revenue over expenses before other items	(92,110)	(47,557)	(27,301)
Other items			
Foreign exchange loss	(10,810)	-	(12,429)
Gain on disposal of capital assets	667	-	-
	(10,143)	-	(12,429)
Deficiency of revenue over expenses	(102,253)	(47,557)	(39,730)

The accompanying notes are an integral part of these financial statements

DATE

Peace Library System
Statement of Changes in Net Assets
For the year ended December 31, 2024

	<i>Operating Surplus</i>	<i>Equity in Capital Assets</i>	<i>Reserves</i>	<i>2024</i>	<i>2023</i>
Net assets, beginning of year	63,271	633,076	465,278	1,161,625	1,201,355
Deficiency of revenue over expenses	(102,253)	-	-	(102,253)	(39,730)
Purchase of capital assets	(84,849)	84,849	-	-	-
Disposal of capital assets	14,286	(14,286)	-	-	-
Loss on disposal of capital assets	(667)	667	-	-	-
Transfers from reserves	133,342	-	(133,342)	-	-
Amortization	68,444	(68,444)	-	-	-
Grants on capital assets received during the year	40,344	(40,344)	-	-	-
Amortization of deferred contribution relating to capital assets	(10,438)	10,438	-	-	-
Net assets, end of year	121,480	605,956	331,936	1,059,372	1,161,625

The accompanying notes are an integral part of these financial statements

DATE

Peace Library System Statement of Cash Flows

For the year ended December 31, 2024

	2024	2023
Cash provided by (used for) the following activities		
Operating		
Deficiency of revenue over expenses	(102,253)	(39,730)
Amortization	68,444	71,422
Amortization of deferred contributions related to capital assets	(10,438)	(3,343)
Gain on disposal of capital assets	(667)	-
	(44,914)	28,349
Changes in working capital accounts		
Accounts receivable	9,194	(23,143)
Prepaid expenses and deposits	(7,800)	6,926
Inventory	-	6,919
Accounts payable and accrued liabilities	7,201	50,673
Deferred contributions	(8,558)	113,764
Unexpended book allotments	17,919	(39,152)
Unearned revenue	26,477	2,485
	(481)	146,821
Investing		
Purchase of capital assets	(84,849)	(24,672)
Proceeds on disposal of capital assets	14,286	-
Proceeds on disposal of investments	269,400	192,170
	198,837	167,498
Increase in cash resources	198,356	314,319
Cash resources, beginning of year	924,752	610,433
Cash resources, end of year	1,123,108	924,752

The accompanying notes are an integral part of these financial statements

DATE

1. Incorporation and nature of the organization

Peace Library System (the "Organization") is a regional library system which connects public libraries and schools. The Organization was incorporated in 1986 under the Libraries Act of Alberta as a not-for-profit organization without share capital and is thus exempt from income taxes under section 149 of the Income Tax Act ("the Act").

The Organization is funded by local municipalities, library boards, and the province. The Organization provides centralized ordering, purchasing and processing, e-resources, IT support, reciprocal borrowing, information and reference services, and professional library consultants.

2. Significant accounting policies

The financial statements have been prepared in accordance with the Canadian accounting standards for not-for-profit organizations out of Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board of Canada and includes the following significant accounting policies.

Cash and cash equivalents

Cash and cash equivalents include balances with banks and investment cash accounts. Cash subject to restrictions that prevent its use for current purposes is included in restricted cash.

Inventory

Inventory is valued at the lower of cost and net realizable value. Cost is determined by the specific identification method. Net realizable value is the estimated selling price in the ordinary course of business, less selling costs.

Investments

Other investments are portfolio investments recorded at fair value for those with prices quoted in an active market, and cost less impairment for those that are not quoted in an active market. They have been classified as short and long-term assets in concurrence with the nature of the investment.

Capital assets

Purchased capital assets are recorded at cost. Contributed capital assets are recorded at fair value at the date of contribution plus all costs directly attributable to the acquisition.

Amortization is provided using the declining balance method at rates intended to amortize the cost of assets over their estimated useful lives. In the year of acquisition, asset additions are amortized at one-half the normal rate.

	Rate
Buildings	4 %
Automotive	30 %
Computer equipment	30 %
Furniture and fixtures	20 %
Website	100 %

Long-lived assets and discontinued operations

Long-lived assets consist of capital assets. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The Organization writes down long-lived assets held for use when conditions indicate that the asset no longer contributes to the Organization's ability to provide goods and services. The asset are also written-down when the value of future economic benefits or service potential associated with the asset is less than its net carrying amount. When the Organization determines that a long-lived asset is impaired, its carrying amount is written down to the asset's fair value and is recognized as an expense in the statement of operations. Write downs are not reversed.

2. Significant accounting policies *(Continued from previous page)*

Revenue recognition

Appropriation Revenue

Appropriations from member libraries are recognized as revenue in the period to which it pertains.

Grant Funding

Unrestricted grant funding is recognized as revenue when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted grant funding is recognized as revenue in the year of which the related expenses are incurred.

Interest Income

Unrestricted interest income is recognized as revenue when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted interest income is recognized as revenue in the year in which the related expenses are incurred.

Donation Income

Unrestricted donation income is recognized as revenue when received or receivable, if the amount to be received can be reasonably estimated and collection is reasonably assured. Restricted donation income is recognized as revenue in the year in which the related expenses are incurred.

Financial instruments

The Organization recognizes financial instruments when the Organization becomes party to the contractual provisions of the financial instrument.

Arm's length financial instruments

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, the Organization may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. The Organization has not made such an election during the year.

The Organization subsequently measures investments in equity instruments quoted in an active market and all derivative instruments, except those designated in a qualifying hedging relationship or that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, at fair value. Fair value is determined by published price quotations. Investments in equity instruments not quoted in an active market and derivatives that are linked to, and must be settled by delivery of, unquoted equity instruments of another entity, are subsequently measured at cost less impairment. With the exception of financial liabilities indexed to a measure of the Organization's performance or value of its equity and those instruments designated at fair value, all other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in deficiency of revenue over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

Financial asset impairment

The Organization assesses impairment of all its financial assets measured at cost or amortized cost. The Organization groups assets for impairment testing when there are indicators of possible impairment. Management considers whether the issuer is having significant financial difficulty or whether there has been a breach in contract in determining whether objective evidence of impairment exists. When there is an indication of impairment, the Organization determines whether it has resulted in a significant adverse change in the expected timing or amount of future cash flows during the year.

With the exception of related party debt instruments and related party equity instruments initially measured at cost, the Organization reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

2. Significant accounting policies *(Continued from previous page)*

Financial instruments *(Continued from previous page)*

The Organization reduces the carrying amount of the impaired financial assets, to the highest of: the present value of cash flows expected to be generated by holding the asset; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

Any impairment, which is not considered temporary, is included in current year deficiency of revenue over expenses.

The Organization reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in deficiency of revenue over expenses in the year the reversal occurs.

Measurement uncertainty (use of estimates)

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Provisions are made for slow moving and obsolete inventory. Amortization is based on the estimated useful lives of capital assets. Deferred contributions related to capital assets are brought into revenue at the same rate as the related assets are amortized.

By their nature, these judgments are subject to measurement uncertainty, and the effect on the financial statements of changes in such estimates and assumptions in future years could be material. These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenues over expenses in the period in which they become known.

Contributed materials and services

Contributions of materials are recognized both as contributions and expenses in the statement of operations when a fair value can be reasonably estimated and when the materials and services are used in the normal course of the Organization's operations and would otherwise have been purchased.

Foreign currency translation

Monetary assets and liabilities of the organization which are denominated in foreign currencies are translated at year-end exchange rates. Transaction amounts denominated in foreign currencies are translated into their Canadian dollar equivalent at exchange rates prevailing at the transaction date. The resulting gains or losses are included in operations for the current period.

3. Cash

Included in cash held in financial institutions are funds of \$668,963 (2023 - \$622,465) bearing interest at prime less 1.9% (2023 - prime less 1.9%) and investment cash accounts of \$448,099 (2023 - \$296,558) bearing interest at 1.75% (2023 - Nil).

Included in cash are restricted funds in the amount of \$157,541 (2023 - \$139,622) included in deferred revenue as unspent allotment contributions, restricted funds in the amount of \$565,848 (2023 - \$574,406) included in deferred revenue as unspent grant amounts, and internally restricted funds of \$212,948 (2023 - \$88,939) that is internally restricted for future purchases and replacements of capital assets.

Peace Library System
Notes to the Financial Statements
For the year ended December 31, 2024

4. Accounts receivable

	2024	2023
Trade accounts receivable	13,608	30,086
Goods and services tax	21,523	14,239
	35,131	44,325

5. Investments

Investments consist of Guaranteed Investment Certificates with interest rates ranging from 2.27% - 2.28% (2023 - 1.55% to 2.28%) per annum, maturing in January 2025. Certificates maturing within twelve months of the year have been classified as current assets. Included in investments and short-term investments is \$118,987 (2023 - \$376,338) that is internally restricted for future purchases and replacements of capital assets.

6. Capital assets

			2024	2023
	<i>Cost</i>	<i>Accumulated amortization</i>	<i>Net book value</i>	<i>Net book value</i>
Buildings	1,735,422	1,259,587	475,835	495,661
Automotive	219,599	136,545	83,054	38,952
Computer equipment	219,928	173,410	46,518	56,738
Furniture and fixtures	508,054	462,980	45,074	56,344
Website	88,205	88,205	-	-
	2,771,208	2,120,727	650,481	647,695

7. Accounts payable and accrued liabilities

	2024	2023
Trade payables and accruals	144,221	133,961
Accrued vacation	43,376	41,865
Payroll liabilities	8,054	12,626
	195,651	188,452

Included in trade payables and accruals are \$nil (2023 - \$nil) of source deductions payable to the Canada Revenue Agency.

Peace Library System
Notes to the Financial Statements
For the year ended December 31, 2024

8. Deferred contributions

The following table represents changes in the deferred contributions balance attributable to each major category of external restrictions:

	<i>Balance, beginning of year</i>	<i>Contributions received</i>	<i>Contributions recognized</i>	<i>Balance, end of year</i>
Indigenous Populations Grant	535,016	230,145	238,703	526,458
Other Grants	39,390	-	-	39,390
	574,406	230,145	238,703	565,848

9. Unexpended book allotments

A percentage of local appropriations revenue is allocated for book purchases for each municipality or school jurisdiction. The unused balance at the end of the year is carried forward to the following year.

	2024	2023
Balance, beginning of year	139,622	178,773
Local appropriation and school levies allocated to members	440,771	425,168
Additional allotments purchased during the year by members	61,163	27,906
Amounts expended during the year	(484,015)	(492,225)
	157,541	139,622

10. Deferred contributions related to capital assets

Deferred capital contributions consist of the unamortized amount of Community Initiatives Program (CIP) grants received for the purchase of capital assets. Recognition of these amounts as revenue is deferred to periods when the related capital assets are amortized. Changes in deferred capital contributions are as follows:

	2024	2023
Balance, beginning of year	14,620	17,963
Contributions received during the year	40,344	-
Less: Amounts recognized as revenue during the year	(10,437)	(3,343)
Balance, end of year	44,527	14,620

11. Contingency

The Organization receives funding from various funding contracts. Requirements specify that amounts not expended in the specified time frame must be repaid. The amount that may have to be repaid is unknown at the date of the financial statements issued. Until such amounts, if any, are determined or paid, they are not reflected in these financial statements as payable.

12. Reserves

Reserves consists of internally restricted balances which have been restricted for the purchase of capital items.

	2024	2023
Technology reserve	96,328	107,210
Vehicle reserve	50,618	81,578
Furnishing and equipment reserve	36,054	38,554
Building reserve	148,936	237,936
	331,936	465,278

13. Restrictions on net assets

Internally restricted net assets

The Board of Directors have internally restricted certain net assets for the future replacement of capital assets as follows:

- The technology reserve was established to purchase technology upgrades for the Organization;
- The vehicle reserve was established to purchase vehicle assets for the Organization;
- The furnishing and equipment reserve was established to purchase furnishings and equipment for the Organization;
- The general building reserve was established to maintain the building in which the Organization is located.

14. Indigenous Populations Grant expenses

During the year, the following expenses were incurred from funding under the Indigenous Populations Grant:

	2024	2023
Salaries and benefits	88,858	55,297
Book purchases for on reserve programs	61,461	-
Program supplies	47,829	38,907
Technology infrastructure	22,855	-
Travel	17,559	5,741
Telephone	141	200
Digital resource subscription	-	15,396
	238,703	115,541

15. Related party transactions

The Organization is a member of The Regional Automation Consortium (TRAC). The Organization paid \$168,703 (2023 - \$115,572) to TRAC for regional computer network services.

These transactions were in the normal course of operations and measured at the exchange amount, which is the amount of consideration established and agreed to by the related parties.

16. Economic dependence

The Organization's primary sources of revenue are provincial government grants and funding from members comprising 97% (2023 - 97%) of total revenue. The Organization's ability to continue viable operations is dependent upon continuation of provincial government grants and funding from members.

17. Financial instruments

The Organization, as part of its operations, carries a number of financial instruments. It is management's opinion that the Organization is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

Foreign currency risk

Foreign currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Organization enters into transactions to purchase goods and services denominated in U.S. Dollars currency for which the related revenues, expenses, accounts receivable and accounts payable balances are subject to exchange rate fluctuations.

During the year, the value of the Canadian dollar depreciated against the US dollar. The Organization has limited transactions in the U.S. Dollar. As a result, the change in the exchange rate has increased the Organization's foreign currency risk exposure.

Interest rate risk

Interest rate risk is the risk the fair values or future cashflows of a financial instrument could fluctuate because of changes in market rates. The organization is exposed to interest rate risk primarily on its investments and bank accounts which have rates driven by the prime rate. Investments held in GIC have fixed interest rates for the term of the related certificate, but funds held in the investment cash account are subject to a floating rate which at December 31, 2024 was 1.75%. Additionally, the operations bank account bears interest at prime less 1.9% (2023 - prime less 1.9%), which exposes the organization to risk from these changing rates.

There has been no shift in the Organization's interest rate risk from the prior year.

Peace Library System
Schedule 1 - Schedule of Expenses
For the year ended December 31, 2024

	2024	2024 <i>Budget (unaudited)</i>	2023
Expenses			
Amortization	68,444	-	71,422
Digital resource subscription	40,712	126,000	114,925
Freight	8,281	20,000	44,485
Indigenous grant supplies	47,971	-	37,161
Insurance	11,370	12,000	10,562
Interlibrary loan	2,259	10,150	1,966
Marketing	5,558	7,500	6,094
Meetings and workshops	14,585	21,925	10,928
Membership fees	10,949	12,600	11,690
Office	13,866	33,400	15,874
Postage	344	10,000	3,117
Printing and promotion	1,184	2,500	1,078
Professional fees	54,385	23,500	50,504
Programming event	29,624	40,200	10,288
Purchases (recovery) - allotment	5,739	2,500	(2,614)
Purchases - headquarters	7,450	14,100	7,572
Regional computer network	120,508	135,600	122,168
Repairs and maintenance	126,218	51,000	41,981
Salaries and benefits	1,586,880	1,509,796	1,459,640
Special projects	9,750	12,000	8,762
Staff development	8,678	9,700	7,636
Telephone	4,083	11,000	5,232
The Regional Automatic Consortium	168,703	125,500	115,572
Travel and accommodation	107,260	91,500	67,368
Indigenous populations grant	-	103,123	-
Trustee expenses and meetings	32,290	31,500	38,155
Utilities	45,835	46,800	42,712
	2,532,926	2,463,894	2,304,278

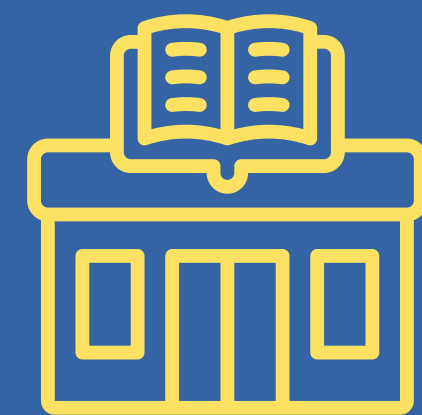


ANNUAL REPORT 2024

Connecting libraries, people and resources through teamwork, technology and training

OUR MEMBERS

- 46 public libraries & 34 school libraries
- 1,110,358 items circulated to 22,263 patrons



OUR COLLECTION

- 25,068 items ordered, 28,945 items catalogued
- 65,396 digital items made available
- 1,519,453 visits to our virtual catalogue

ERESOURCES

- OverDrive : 137,346 checkouts
- eMagazines: 24,013 checkouts
- Pressreader: 14,242 issues read
- CloudLibrary: 7,016 checkouts
- LinkedIn Learning: 3,856 views
- Ancestry: 1,780 views



DELIVERY AND INTERLIBRARY LOAN

- 147,630 outgoing ILLs
- 157,883 incoming ILLs
- PLS courier vans traveled 222,250 KM, delivering 469,150 items

TRAINING AND PROGRAMS

- 120 training events & 23 library manager meetings
- 105 blocks and 156 kits circulated to libraries
- 460 delegates in attendance at Stronger Together Conference with 18 sessions, 2 discussion panels, and 2 keynote speakers



INDIGENOUS SERVICES

- Indigenous Services Coordinator hired to develop outreach for PLS
- 85 programs featuring Indigenous content in member libraries
- 186 outreach programs with 1,157 participants

BOARD MEMBERS

(AS OF DECEMBER 2024)

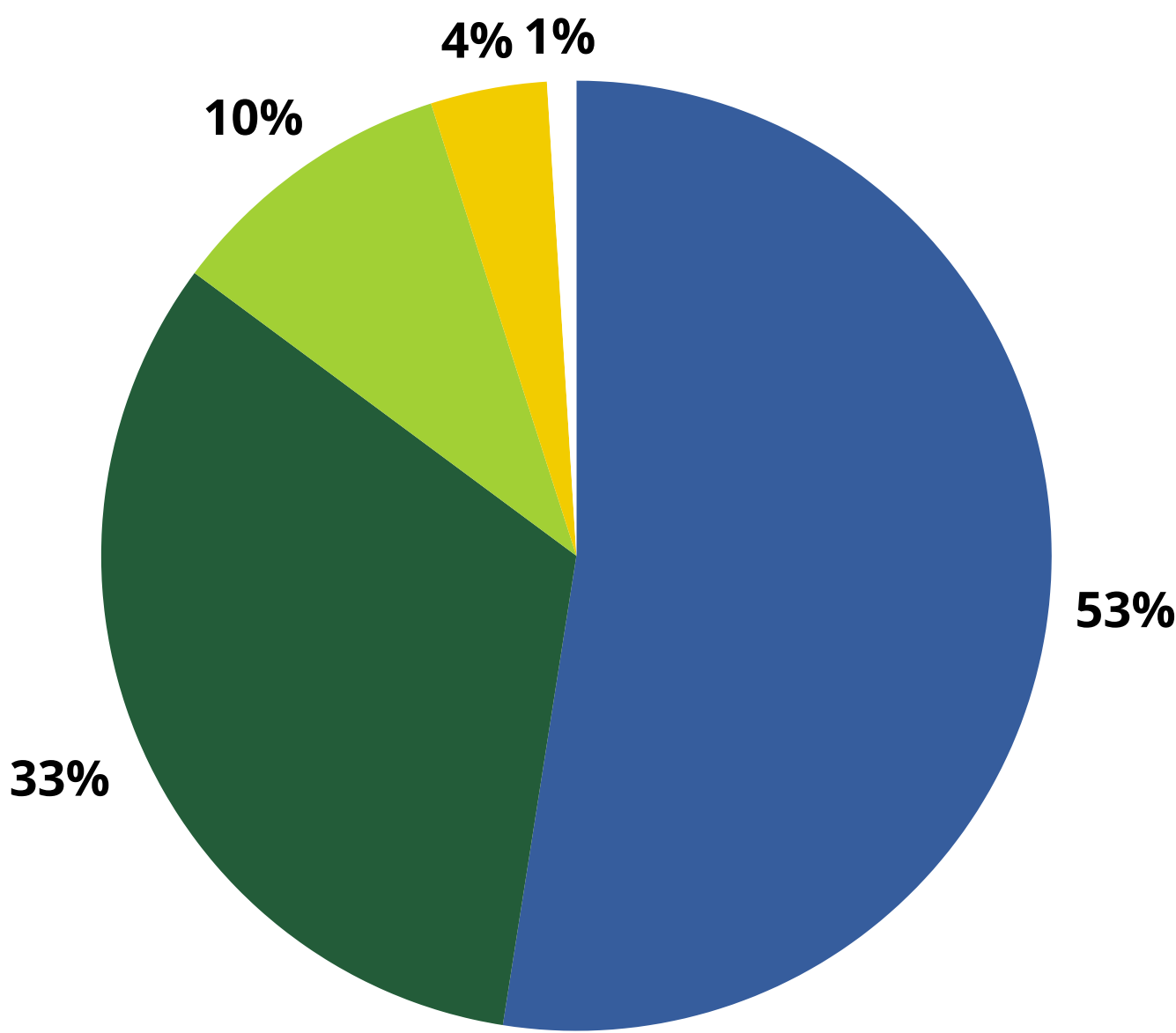
- Town of Beaverlodge — Cal Mosher
- Village of Berwyn — Jane Weber
- Big Lakes County — Ann Stewart
- Birch Hills County — Tim Chandonnet
- *Clear Hills County — Amber Bean, Vice-Chair**
- Village of Donnelly — Vacant
- *Town of Fairview — Stan Golob**
- MD of Fairview No. 136 — Joshua Hostetler
- Town of Falher — Lindsay Brown
- Town of Fox Creek — Kim Norman
- Village of Girouxville — Vacant
- *City of Grande Prairie — Wendy Bosch**
- *County of Grande Prairie No. 1 — Leanne Beaupre**
- *MD of Greenview No. 16 — Tom Burton**
- Town of Grimshaw — Carmen Johnson
- Town of High Level — Mark Liboiron
- Town of High Prairie — James Waikle
- Village of Hines Creek — Alison Bjornson
- *MD of Lesser Slave River No. 124 — Brad Pearson**
- Town of Manning — Greg Pasichnuk
- Town of McLennan — Jason Doris
- Village of Nampa — Brian Bielopotocky
- *County of Northern Lights — Belinda Halabisky**
- *Northern Sunrise County — Carolyn Kolebaba, Chair**
- MD of Opportunity No. 17 — Brendan Powell
- Paddle Prairie Metis Settlement — Reta Nooskey
- *MD of Peace No. 135 — Theresa Johnson**
- *Town of Peace River — Elaine Manzer**
- Town of Rainbow Lake — Michelle Farris
- Village of Rycroft — Roxann Dreger
- Saddle Hills County — Ed Armagost
- Town of Sexsmith — Dennis Stredulinsky
- Town of Slave Lake — Steve Adams
- MD of Smoky River No. 130 — Alain Blanchette
- Town of Spirit River — Harry Ezio
- MD of Spirit River No. 133 — Nick Van Rootselaar
- Town of Valleyview — Tanya Boman
- Town of Wembley — Anna Underwood

*Executive Committee members**



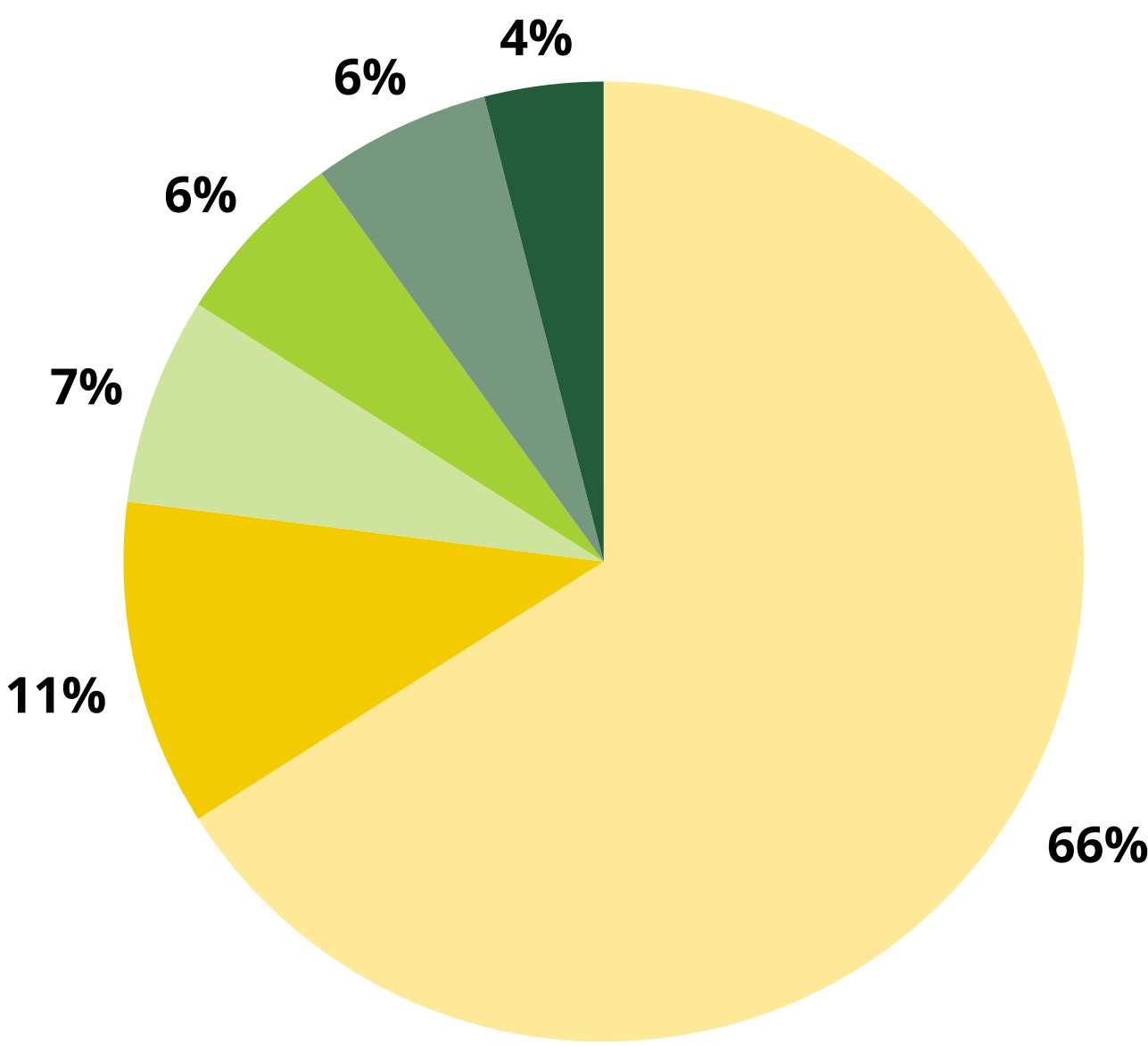
FINANCIALS

REVENUES



Member Municipalities - 53%
Province of Alberta - 33%
Grants - 10%
Other - 4%
School Contracts - 1%

EXPENDITURES



Personnel - 66%
IT Services - 11%
Operating Services - 7%
Administration Services - 6%
Indigenous Services - 6%
Consulting Services - 4%

The 2024 audit was conducted by MNP LLP.
A copy of the complete audited statement is available on request.

**THE PEACE LIBRARY SYSTEM MASTER AGREEMENT
(THE "AGREEMENT")**

WHEREAS The *Libraries Act*, c.L-11, and its predecessor and any successor legislation (the "Act") provides that:

- a) a municipality, improvement district, special area, Metis settlement, or school authority, upon entering into and becoming a party to an agreement as provided for by the Libraries Regulation, being Alberta Regulation 141/98 and its predecessor and successor regulations (the "Regulation") , with one (1) or more municipalities, improvement districts, special areas, Metis settlements, or school authorities, and on complying with the Regulation, may request the Minister to establish a library system, and
- b) the Minister may establish a library system board and may prescribe the boundaries of the library system, and
- c) a Library system board so established by the Minister is a corporation.

AND WHEREAS the Peace Library System was created pursuant to the Act and the Regulation (the "System");

AND WHEREAS the municipalities and school divisions listed in the attached **Schedule "A"** (collectively the "Parties" and individually as the "Party") ":

- a) recognize that the most effective way to provide a high quality of library service is through cooperation, and
- b) desire to enter into this agreement to establish, maintain and operate a library system pursuant to the Act, and
- c) are prepared to jointly finance and operate a library system, and
- d) agree that all library materials which are available through their municipal, community and school libraries should be accessible to all residents of the System;

AND WHEREAS pursuant to the Act, the System has been continued and known as the "Peace Library Board" and is hereinafter referred to as the "Board"

AND WHEREAS Section 25 of the Regulation sets out various terms and conditions that must be provided for in this Agreement;

AND WHEREAS The Parties have each carried out all requirements pursuant to the Regulation to enter into this Agreement;

NOW THEREFORE this Agreement witnesseth that in consideration of the mutual covenants and conditions herein contained, the ~~Parties jointly~~Parties jointly and severally covenant and agree each with the other as follows:

- A. Schedules "A", "B", "C" and "D" attached hereto shall form part of this Agreement.
- B. Terms used in this Agreement have the same meaning as defined in the ~~Act~~except Act except where otherwise expressly provided.

1. OPERATION

- 1.1 The Parties shall enable the Board to maintain and operate the System in accordance with the Act and the Regulations may be amended from time to time.
- 1.2 The Parties shall provide a library service to all of their residents through the System established by this Agreement in the manner and upon the terms set out in this Agreement.
- 1.3 The Parties, in cooperation with their municipal and intermunicipal library boards and school libraries, shall make all library materials belonging to the Board, municipal and intermunicipal library boards and school libraries accessible to all residents of the Parties.

2. EFFECTIVE DATE

- 2.1 The effective date of this Agreement shall be the 1st day of January 2026, it being recognized and acknowledged that previous agreements were in place. This Agreement supersedes all previous agreements, and those agreements are hereby terminated.

3. POWERS AND DUTIES OF THE PEACE LIBRARY BOARD

- 3.1 The management, regulation and control of the System is vested in and shall be exercised by the Board having the powers and duties pursuant to the Act and the Regulation.
- 3.2 The Board shall engage a person as librarian, hereinafter referred to as "the Chief Executive Officer (CEO)", having qualifications and experience as a librarian and whose responsibility shall be the administration of the System. The Board shall fix the compensation and all other terms of employment of the CEO.
- 3.3 The Board may engage such additional employees as are required for the operation of the System.

- 3.4 The Board shall cooperate with other libraries, library systems, resource libraries, and with the Government of Alberta in the development, maintenance and operation of a province-wide network for sharing of library resources.
- 3.5 If a municipality that is a ~~Party~~Party does not have a municipal board, the member of the Board appointed by the municipality shall receive the concerns of the residents of the advisory committee appointed by the council of the municipality to transmit those concerns.
- 3.6 Notwithstanding paragraph 3.5, if an advisory committee is not appointed by the council, the Board may appoint a committee to receive the concerns respecting library service and transmit them to the Board member representing the council of the municipality in which the advisory committee is located.

4. APPOINTMENTS TO THE BOARD

All appointments to the Board shall be made in writing in accordance with the Act.

- 4.1 Where a municipality, Metis settlement or school authority is a Party to this Agreement it shall appoint one (1) member to the Board.
- 4.2 Where an improvement district is a Party to this Agreement, it shall appoint one (1) member of the Board who is appointed by the Minister responsible for the *Municipal Government Act*.
- 4.3 Where a special area is a Party to this Agreement, it shall appoint one (1) member of the Board who is appointed by the Minister responsible for the *Special Areas Act*.

- 4.4~~3~~ Any additional members shall be appointed in accordance with the Regulation.

5. TERM OF APPOINTMENT

- 5.1 The term of any appointment to the Board shall be in accordance with the Regulation.
- 5.2 When a vacancy arises on the Board for any ~~reason~~cause it shall be filled in accordance with the Act as soon as reasonably possible.
- 5.3 Each Party may appoint an alternate Board member in accordance with the Regulation.

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6. THE EXECUTIVE COMMITTEE

- 6.1 When the number of members on the Board is more than twenty (20), the Board shall establish an executive committee of not more than ten (10) members (the "Executive Committee").
- 6.2 The Board shall define the powers and duties of the Executive Committee.
- 6.3 Appointment to the Executive Committee shall be made in accordance with the Act and the Regulation.
- 6.4 Any Executive Committee member who resigns from the Board shall be deemed to have resigned from the Executive Committee as well.

7. RESTRICTION OF AUTHORITY

- 7.1 If a municipal library has been established in a municipality and is receiving library services from the Board, the authority of the municipal library board is subject to the terms of this Agreement.

8. FISCAL MANAGEMENT

~~8.1~~ The fiscal year of the System shall be January 1st to December 31st.

~~8.2~~¹ The Board shall, on or before December 1 of each year, submit to each Party a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the System, including the local appropriation that shall be paid by each of them.

~~8.3~~² Each Party shall pay to the Board the amount which is the product of the per capita local appropriation set out in Schedule "B" and the population of the Party.

~~8.4~~³ Each Party shall pay to the Board the amount required to be paid pursuant to paragraph 8.3² of this Agreement, either in two equal installments on or before January 15 and July 15 of each year, or in one installment on or before January 15 of each year, pursuant to Schedule "B".

~~8.5~~ Any amounts paid to the Board by a Party pursuant to this Section 8 or any other provision of this Agreement shall be retained by the Board and not reimbursed to the Party for any reason, including withdrawal from the System as contemplated in Section 12.

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8.64 The population of a municipality which is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.

8.75 The student population of a school authority which is a Party to this Agreement shall be deemed to be the latest figure available from the Government of Alberta prior to December 1 in each year the budget is established pursuant to paragraph 8.21.

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8.88 The Board shall apply to the Government of Alberta for all library grants for which it is eligible.

8.99 Municipal library boards and school authorities may retain any revenues generated at the local level by fees, fines, special fundraising efforts, gifts, donations and grants not specified in Schedule "B" and may expend such funds as they see fit to provide library service to that community.

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8.1019 If a Party is in default of payment by more than ninety (90) days, it shall be subject to a two (2) per cent, per month, penalty charge for each month that payment is past due. Library services to the Party may be suspended if after six (6) months, payment is still not made.

9. SYSTEM SERVICES TO LIBRARIES

9.1 The Board shall equip, establish and maintain a library system for the residents and students of the Parties and the services provided may include, but not be limited to:

- a) Materials services;
- b) Technical services;
- c) Information services;
- d) Programming and public relations services;
- e) Development services.
- f) Information Technology Services

9.2 Programs which may be offered in each of these categories are detailed in Schedules "C" and "D".

- 9.3 The Board may enter into one or more separate contracts with any other person or group, including a school authority, non-profit organization, military base, Metis Settlement, or Indian band to provide library services as specified in the contract.

10. THE SYSTEM AND ITS MEMBERS

The powers and duties of municipal and intermunicipal library boards within the System shall be defined in accordance with the Act and as specified in the terms and conditions of this Agreement.

10.1 Each library board within the System shall:

- a) act as a liaison between the residents of the municipality and the Board, to advise the residents of the municipality of the policies of the Board and bring their needs to the attention of the Board;
- b) in cooperation with the Board, set guidelines for the operation of the library, including hours of library opening, management, use and services, and comply with the Regulation in the provision of library services to residents of the municipality;
- c) If requested by the Board:
 - i. submit copies of all library policies, bylaws, goals and objectives, and plan of service documents to the Board; and
 - ii. forward copies of its budget, annual report and financial statement for the preceding year to the Board.
- d) pay out of their own resources for the purchase or acquisition of library materials and articles of educational, cultural or artistic value;
- e) receive, hold and administer bequests, donations and gifts of real and personal property for local library purposes;
- f) in general, perform such duties as are necessary to operate library service in the community; and
- g) in accordance with this Agreement, make available to all residents of the Parties all library materials normally lent under municipal board policy.

10.2 A school authority within the System shall file copies of its library policies, as

required by Alberta Education, with the Board.

- 10.3 If a municipal library has been established in a municipality and is receiving library services from the Board, the authority of the municipal or intermunicipal library board is subject to any limitation of its authority under this Agreement.

11. OWNERSHIP OF PROPERTY

- 11.1 a) All personal property of the municipal library board ~~or school or school~~ authority on the date which the council signs this Agreement affecting that board remains the property of the municipal library board or school authority and;
- b) Any property, real or personal, acquired under paragraphs 10.1 (d) and (e) of this Agreement remains the property of the municipal library board or school authority.

- 11.2 Any transfer of assets from the municipal library board, with the exception of library materials, shall be negotiated in a separate Agreement between the library board, the Board and the council of the municipality in which the library is situated.

- 11.3 All real and personal property (including intellectual property) acquired by the Board shall be the property of the Board except library materials acquired by the Board on behalf of a municipal library board or school authority (eg. purchased with library allotment funds or additional funds).

- 11.4 In the event that the System dissolves, assets will be divided among the then current members with approval of the Minister. Such division shall take into account the relative populations of the jurisdictions and the lengths of their memberships.

- ~~11.4~~ 11.5 All municipalities, improvement districts, Metis settlements, or school authorities who are a Party to this Agreement and have a library shall ensure that said libraries have, retain in force, and provide evidence of adequate contents insurance on the library materials which from time to time are within its library with loss payable to the municipality, improvement district, Metis settlement or school authority, as the case may be, and the Board as their interests may appear. The Board shall provide adequate insurance coverage for its operations.

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~~11.5~~ 12. INDEMNIFICATION

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- 12.1 Each Party (the "Indemnifying Party") shall indemnify and hold harmless the Board and other Parties (collectively, the "Indemnified Parties") from and against any and

all claims, liabilities, losses, damages, costs, and expenses (including reasonable legal fees and expenses) arising out of or related to any breach by the Indemnifying Party of its obligations under this Agreement, or any negligent or wrongful act or omission by the Indemnifying Party in the performance of its obligations under this Agreement.

12.2 The Indemnified Parties shall promptly notify the Indemnifying Party in writing of any claim or suit brought against them for which they seek indemnification under this Agreement. The Indemnifying Party shall have the right to control the defense and settlement of such claim, provided that the Indemnifying Party shall not settle any claim without the prior written consent of the Indemnified Parties, which consent shall not be unreasonably withheld or delayed.

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12.3 This indemnity shall survive the termination or expiration of this Agreement.

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13.2. WITHDRAWAL FROM THIS AGREEMENT

13.2.1 At any time after the expiration of three (3) years from the date the Party entered into this Agreement any Party may, by giving twelve (12) months' notice, withdraw from this Agreement pursuant to the Act.

13.2.2 If a Party to this Agreement gives notice to withdraw, the Board shall, not later than ninety (90) days prior to the effective date of withdrawal, provide, in writing, to the Party giving notice to withdraw an appraisal of the expected effects on library services to residents of the municipality or school authority concerned. The Board may request a reconsideration of the notice to withdraw.

13.3 Any amendment to this Agreement shall not extend the effect of the withdrawal provision in Section 12.1. The three-year withdrawal period referenced in Section 12.1 shall be calculated from the original effective date of entry by a Party into the Agreement, irrespective of any subsequent amendments.

14.3. DIVISION OF ASSETS

14.3.1 If a Party to this Agreement withdraws from the Agreement, pursuant to the Act, that Party shall be deemed to have forfeited any right of ownership or to share in the assets of the Board except as noted in Clause 11.3 for library materials.

15.4. ARBITRATION

15.1 In the event of an unresolved dispute between the Board and a Party, either party hereto shall be entitled to give to the other party notice and demand arbitration thereof and, after giving such notice and demand, each party shall within 20 days appoint an arbitrator and such appointees shall within 40 days of such notice jointly

appoint a third. The decision of any two (2) of the three (3) arbitrators so appointed shall be final and binding upon the parties hereto, who covenant one with the other that their dispute shall be so decided by arbitration alone and not by recourse to any Court by action at law.

15.2 If, within a reasonable time the two (2) arbitrators appointed by the parties hereto do not agree upon a third, or if the party who has been notified of the dispute fails to appoint an arbitrator, then a third arbitrator or an arbitrator to represent the party in default may, upon petition of the party not in default, be appointed by a Judge of the Court of King's Bench of Alberta. The cost of arbitration shall be apportioned between the parties hereto as the arbitrators may decide.

14.1 In the event of an unresolved dispute between the Board and a Party an arbitration process shall be implemented based on the following procedures:

(a) an arbitration committee of three (3) persons shall be established consisting of one (1) appointed by the Board, one (1) by the Party, and one by the Minister and time shall be of the essence;

(b) in the event that the Board, the Party, or the Minister fails to appoint a representative to the committee in accordance with paragraph (a), the person or persons appointed to the committee shall proceed in the absence of that representative or representatives;

(c) the committee shall meet within sixty (60) days of appointment;

(d) the decision of the committee shall be final and a copy of its report shall be presented within ninety (90) days of appointment to the Board, the Party, and the Minister;

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165. EXPANSION OF THE SYSTEM

165.1 The Board shall develop a plan for the expansion of the System to include all eligible participants, as identified in Schedule "A", pursuant to the Regulation, and this plan shall be filed with the Minister.

165.2 The Board shall admit to the System any eligible participant as listed in Schedule "A".

165.3 If the participant signs an agreement containing the same terms and conditions of this Agreement as amended, complies with the terms of this Agreement, and receives the approval of the Minister, such participant shall become a Party to this Agreement effective the date of its admission. The date of admission shall be determined by the Board.

176. SYSTEM REPORTS

176.1 The Board shall make an annual report available on the operation of the System to each of The Parties and to each library board or advisory committee and to the Minister on or before May 31 in the year following the year to which the annual report relates.

187. AMENDMENT

187.1 This Agreement may be amended according to a motion for amendment passed by the Board. Such amendment shall be effective upon receipt by the Board of written notification from 2/3 of The Parties that they have so authorized such amendment. The Parties shall conform with such amendment upon notification from the Board that this paragraph has been fulfilled.

187.2 The Board may increase levies as provided for in Schedule "B", subject to the terms set out therein, without seeking an amendment to the Agreement. However, any increases to levies not contemplated by Schedule "B" may only be imposed by amendment as provided for by this Clause 17.

198. BINDING EFFECT

198.1 The provisions of this Agreement shall be binding upon The Parties and their successors and all municipalities, improvement districts, Metis settlements, and the councils thereto and the school authorities which may join in this Agreement with the original Parties.

20. NO WAIVER

20.1 The failure of any party to exercise any right, power or option given to it in this Agreement, or to insist upon the strict compliance with any of its terms or conditions, shall not constitute a waiver of any provision of this Agreement with respect to any other or subsequent breaches.

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21. SEVERABILITY

21.1 Any covenant or provision of this Agreement which is or becomes illegal, invalid or unenforceable shall be severed from the balance of this Agreement and be ineffective to the extent of such illegality, invalidity or unenforceability, and shall not affect or impair the remaining provisions of this Agreement, which shall remain in full force and effect.

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22. ASSIGNMENT

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22.1 This Agreement may not be assigned without the prior written consent of all Parties to this Agreement.

23. JURISDICTION

23.1 This Agreement shall be construed in accordance with the laws of the Province of Alberta.

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24. INDEPENDENT LEGAL ADVICE

24.1 -Each of the Parties hereto acknowledges that they have been advised to obtain independent legal advice with respect to their rights and obligations under this Agreement.

24.2 By signing this Agreement each Party acknowledges that they have either obtained independent legal advice or they do hereby waive the requirement for such advice and are relying on their knowledge and experience in assessing their rights and obligations under this Agreement.

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25.19. ENTIRE AGREEMENT

25.19.1 This document, including all schedules appended, constitutes the entire Agreement between the parties with respect to the subject matter; all prior agreements, representations, statements, negotiations and undertakings are superseded hereby.

26. EXECUTION IN COUNTERPART

26.1 This Agreement may be executed in counterpart and all of the executed counterparts together shall constitute one Agreement.

27. SIGNATURES

IN WITNESS WHEREOF the undersigned, being one of the parties set out in Schedule A of this Agreement, have duly executed this Agreement on the date and year first noted.

SIGNATURE PAGE TO FOLLOW

Name of the Party to this Agreement

Authorized Signature (title)

Signed, sealed and delivered the _____ day of _____, _____

SCHEDULE "A" (UPDATED MAY 9, 1998)

The following 38 Municipalities are Parties to this Agreement: LIST OF ELIGIBLE PARTICIPANTS TO THE BOARD

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<u>City of Grande Prairie</u>	<u>Town of Manning</u>
<u>County of Grande Prairie</u>	<u>Town of McLennan</u>
<u>Big Lakes County</u>	<u>Town of Peace River</u>
<u>Birch Hills County</u>	<u>Town of Rainbow Lake</u>
<u>Clear Hills County</u>	<u>Town of Sexsmith</u>
<u>Municipal District of Fairview</u>	<u>Town of Slave Lake</u>
<u>Municipal District of Greenview</u>	<u>Town of Spirit River</u>
<u>Municipal District of Lesser Slave River</u>	<u>Town of Valleyview</u>
<u>County of Northern Lights</u>	<u>Town of Wembley</u>
<u>Municipal District of Opportunity</u>	<u>Village of Berwyn</u>
<u>Municipal District of Peace</u>	<u>Village of Donnelly</u>
<u>Municipal District of Smoky River</u>	<u>Village of Girouxville</u>
<u>Municipal District of Spirit River</u>	<u>Village of Hines Creek</u>
<u>Northern Sunrise County</u>	<u>Village of Nampa</u>
<u>Saddle Hills County</u>	<u>Village of Rycroft</u>
<u>Town of Beaverlodge</u>	<u>Paddle Prairie Metis Settlement</u>
<u>Town of Fairview</u>	
<u>Town of Falher</u>	
<u>Town of Fox Creek</u>	
<u>Town of Grimshaw</u>	
<u>Town of High Level</u>	
<u>Town of High Prairie</u>	

Municipal District of Smoky River No. 130
Municipal District of Spirit River No. 133

<u>Birch Hills County*</u>	<u>Town of Beaverlodge</u>
<u>County of Grande Prairie No. 1</u>	<u>Town of Fairview</u>
<u>Big Lakes County*</u>	<u>Town of Falher</u>
<u>Clear Hills County*</u>	<u>Town of Fox Creek</u>
<u>Municipal District of Fairview No. 136</u>	<u>Town of Grimshaw</u>
<u>Municipal District of Greenview No. 16</u>	<u>Town of High Level</u>
<u>Municipal District of Lesser Slave River No. 124</u>	
<u>Mackenzie County*</u>	<u>*Municipal name changes reflected</u>
<u>County of Northern Lights*</u>	
<u>Municipal District of Opportunity No. 17</u>	
<u>Northern Sunrise County*</u>	
<u>Municipal District of Peace No. 135</u>	<u>Town of High Prairie</u>
<u>Saddle Hills County*</u>	<u>Town of Manning</u>

~~Town of McLennan~~
~~Town of Peace River~~
~~Town of Rainbow Lake~~
~~Town of Sexsmith~~
~~Town of Slave Lake~~
~~Town of Spirit River~~
~~Town of Valleyview~~
~~Town of Wembley~~

~~Village of Berwyn~~
~~Village of Donnelly~~
~~Village of Girouxville~~

~~Village of Hines Creek~~
~~Village of Hythe~~
~~Village of Kinuso [dissolved]~~
~~Village of Nampa~~
~~Village of Rycroft~~

~~East Prairie Metis Settlement~~
~~Gift Lake Metis Settlement~~
~~Paddle Prairie Metis Settlement~~
~~Peavine Metis Settlement~~

SCHEDULE "A"
(continued)

The following 42 municipalities and 22 school authorities are eligible to may become Parties to this Agreement under the currently defined boundaries pursuant to Section 24(2) of the Regulation.

Municipal Districts (15)

County of Grande Prairie

Big Lakes County

Birch Hills County

Clear Hills County

Mackenzie County

Municipal District of Fairview

Municipal District of Greenview

Municipal District of Lesser Slave River

County of Northern Lights

Municipal District of Opportunity

Municipal District of Peace

Municipal District of Smoky River

Municipal District of Spirit River

Northern Sunrise County

Saddle Hills County

Town of Spirit River

Town of Valleyview

Town of Wembley

Village of Berwyn

Village of Donnelly

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Metis Settlements (4)

East Prairie Metis Settlement

Gift Lake Metis Settlement

Paddle Prairie Metis Settlement

Peavine Metis Settlement

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School Authorities (22)

Fort Vermilion School Division No. 52

Grande Prairie School District No. 2357

High Prairie School Division No. 48

Northern Gateway Regional Division No. 10

Northland School Division No. 61

Peace River School Division No. 10

Peace Wapiti School Board No. 33

Grande Prairie and District Catholic Schools #28

Holy Family Catholic Regional Division No. 17

Living Waters Catholic Regional Division No. 42

Beaver First Nation

Bigstone Education Authority Society

Dene Tha' Band

Driftpile Band

Horse Lake First Nation

Kapawe'no First Nation

Kee Tas Kee Now Tribal Council Education Authority

Little Red River Board of Education

Sturgeon Lake First Nation, Band #154

Swan River First Nation

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Cities, Towns and Villages (23)

City of Grande Prairie

Town of Beaverlodge

Town of Fairview

Village of Girouxville

Village of Hines Creek

Village of Nampa

Village of Rycroft

Town of Falher

Town of Fox Creek

Town of Grimshaw

Town of High Level

Town of High Prairie

Town of Manning

Town of McLennan

Town of Peace River

Town of Rainbow Lake

Town of Sexsmith

Town of Slave Lake

Tallcree Band
Woodland Cree First Nation

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1. Public Schools

Fort Vermilion School Division No. 52
Grande Prairie School District No. 2357
High Prairie School Division No. 48
Northern Gateway Regional Division No. 10
Northland School Division No. 61
Peace River School Division No. 10
Peace-Wapiti School Board No. 33

2. Roman Catholic Separate Schools

Grande Prairie and District Catholic Schools #28
Holy Family Catholic Regional Division No. 17
Living Waters Catholic Regional Division No. 42

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3. Indigenous School Authorities

Beaver First Nation
Bigstone Education Authority Society
Dene Tha' Band
Driftpile Band
Horse Lake First Nation
Kapawe'no First Nation
Kee-Tas-Kee-Now Tribal Council Education Authority
Little Red River Board of Education
Sturgeon Lake First Nation, Band #154
Swan River First Nation
Tallcree Band
Woodland Cree First Nation

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SCHEDULE "B"

THE PEACE LIBRARY SYSTEM LOCAL APPROPRIATION

(Updated 24 May 2025 as per Section 17 of the Agreement)

1. Municipalities

The local appropriation, plus any applicable GST, paid to the Board by the municipality which is a Party to the Agreement to which this schedule is attached shall be no more than the following:

- a) for those municipalities without municipal library boards:

2026 - \$10.11 per capita

In 2027 and subsequent years, the local appropriation will be determined on the basis of approved budgets and estimates based on Clause 8.2~~1~~ of this Agreement. ~~The raise in levy may not be more than a 5% increase from the previous year without approval of at least 2/3 of the signatories to this Agreement.~~

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- b) for those municipalities having municipal library boards:

2026 - \$7.36 per capita

In 2027 and subsequent years the local appropriation will be determined on the basis of approved budgets and estimates based on Clause 8.2~~1~~ of this Agreement. ~~The raise in levy may not be more than a 5% increase from the previous year without approval of at least 2/3 of the signatories to this Agreement.~~

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3. School divisions

2026 - \$10.11 per full-time equivalent (FTE) student

In 2027 and subsequent years, the local appropriation will be determined on the basis of approved budgets and estimates based on Clause 8.2 of this Agreement. The raise in levy may not be more than a 5% increase from the previous year without approval of at least 2/3 of the signatories to this Agreement.

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SCHEDULE "B"
(continued)

3. General

3.1 The annual local appropriations outlined in this Schedule:

- a) may be paid in two installments, and if so
- b) shall be paid to the Board on or before January 15 and July 15 of the calendar year

3.2 Where the Party chooses to pay the local appropriation in one installment, the local appropriation shall be paid to the ~~System~~ Board on or before January 15 of the calendar year.

4. Other

Additional charges, plus any applicable GST, may be levied for services which may be agreed to but not provided under the terms of this Agreement.

5. GST

The GST registration number of the Peace Library ~~Board~~System is R107828469.

SCHEDULE "C"

SERVICES PROVIDED TO PUBLIC LIBRARIES

1. MATERIALS SERVICES

Materials services are designed to supply library materials to member libraries, whether borrowed or purchased.

- 1.1 Library materials are defined as including but not limited to, books (whether hard cover, paper cover or soft cover), periodicals, newspapers, sound recordings, audio and video cassettes, tape recordings, video discs, video tapes, motion pictures, filmstrips, filmloops, slides, paintings, drawings, prints or photographs (whether or not they are mounted or framed), micromaterials in all formats, toys, games, computer software and multi-media kits.
- 1.2 To facilitate the purchase of library materials by a public library, a fund account shall be established for each member public library to a value established in Board policy.
- 1.3 Materials services programs offered to public libraries may include, but not be limited to, the following:
 - a) Loaned materials to supplement existing library collections, such as:
 - i) Circulating blocks,
 - ii) Talking books, and
 - iii) Multilingual books;
 - b) Bestseller and quality book programs (whereby materials are made available at discounted prices where available);
 - c) Universal borrowers' card program providing patrons with access to collections of other member public libraries in the System; and
 - d) Electronic resources, including but not limited databases, eBooks, and eMagazines.

2. TECHNICAL SERVICES

Technical services shall be provided in order to acquire, organize and access library materials.

- 2.1 Technical services may include, but not be limited to, the following:

SCHEDULE "C"
(continued)

- a) Centralized acquisition of library materials;
- b) Cataloguing, and processing of library materials;
- c) Consultative assistance with library automation;
- d) Maintenance of a shared catalogue;
- e) Delivery of materials to libraries.

3. INFORMATION SERVICES

Information services are designed to improve member library access to information resources at the regional, provincial, national and international levels.

3.1 Information services shall include but are not limited to:

- a) Reference services, whereby assistance is provided in answer to a request for information;
- b) Interlibrary loan service, whereby library material is made available by one library to another upon request; and
- c) Reciprocal borrowing privileges among System members.

4. PROGRAMMING AND PUBLIC RELATIONS

Programming and public relations services are designed to provide libraries with support for programming activities, as well as marketing initiatives which may be undertaken at the local level.

4.1 Programming and public relations services may include, but not be limited to, the following:

- a) Author readings;
- b) Consultative assistance;
- c) Assistance with children's and adult programming activities; and
- d) Assistance and information regarding the marketing of local library services.

5. DEVELOPMENT SERVICES

Development services are offered to assist libraries in enhancing the level of local library service.

5.1 Development services shall include consultative assistance provided by a professional library consultant.

5.2 Development services may include, but not be limited to, the following:

- a) Co-ordination of continuing education opportunities for library staff and trustees;
- b) Newsletters and other communications; and
- c) Toll-free telephone access to System personnel.

6. INFORMATION TECHNOLOGY SERVICES

Information technology services combine to form the technical backbone for libraries and comprise numerous hardware and software aspects required to deliver services with a high level of performance and security.

6.1 Hardware support may include but not be limited to:

- a) Network equipment, including firewalls, routers, switches, and wireless access points.
- b) Workstations, laptops, and other approved endpoint devices
- c) Printers, scanners, barcode scanners, and other computer-related peripherals

6.2 Software Support may include but not be limited to:

- a) Integrated Library System (ILS) access through all supported interfaces
- b) Microsoft professional operating systems
- c) Endpoint Detection and Response (EDR) clients
- d) Office 365 related services, including email and Teams
- e) Microsoft Office, Adobe Reader and other industry standard business applications
- f) Web browsers, including Google Chrome, Mozilla Firefox and Microsoft Edge
- g) System steady state applications on public computers

6.3 Other Services may include but not be limited to:

- a) Web hosting and management
- b) Microsoft phone services
- c) Security Information and Event Management (SIEM) platform
- d) Data backup and recovery where possible
- e) Supernet and Internet related services

System IT staff will fully support all pre-approved hardware, software and other services. This may include, but is not limited to, initial configuration, ongoing maintenance and/or disposal when reaching end of life. Technology not on the pre-approved list or otherwise pre-authorized by System IT staff prior to procurement will not be supported or permitted on the network. Unauthorized technology poses significant risks to network performance, stability and security.

SCHEDULE "D"

SERVICES PROVIDED TO SCHOOL LIBRARIES

1. MATERIALS SERVICES

Materials services are designed to supply library materials to member libraries, whether borrowed or purchased.

- 1.1 Library materials are defined as including books (whether hard cover, paper cover or soft cover), periodicals, newspapers, sound recordings, audio and video cassettes, tape recordings, video discs, video tapes, motion pictures, filmstrips, filmloops, slides, paintings, drawings, prints or photographs (whether or not they are mounted or framed), micromaterials in all formats, toys, games, computer software and multi-media kits; and materials to support classroom instruction, excluding textbook materials.
- 1.2 To facilitate the purchase of library materials by a school library, a fund account shall be established for each school library in a school jurisdiction to a value established in Board policy.
- 1.3 Materials services programs offered to school libraries may include, but not be limited to, the following:
 - a) Loaned materials to supplement existing library collections, such as circulating blocks,
 - b) Bestseller and quality book programs (whereby materials are made available at discounted prices where available).

2. TECHNICAL SERVICES

Technical services shall be provided in order to acquire, organize and access library materials.

- 2.1 Technical services may include, but not be limited to, the following:
 - a) Centralized acquisition of library materials;
 - b) Cataloguing, and processing of library materials;
 - c) Consultative assistance with library automation;
 - d) Maintenance of a shared catalogue;
 - e) Delivery of materials to school jurisdictions.

SCHEDULE "D"
(continued)

3. INFORMATION SERVICES

Information services are designed to improve member library access to information resources at the regional, provincial, national and international levels.

3.1 Information services shall include:

- a) Reference services, whereby assistance is provided in answer to a request for information; and
- b) Interlibrary loan service, whereby library material is made available by one library to another upon request;

4. PROGRAMMING AND PUBLIC RELATIONS

Programming and public relations services are designed to provide libraries with support for programming activities, as well as promotion of the library within the school setting.

4.1 Programming and public relations services may include, but not be limited to, the following:

- a) Author readings;
- b) Consultative assistance;
- c) Assistance with library programs to the student population; and
- d) Assistance to teachers and administrators in the development of library programs.

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5. DEVELOPMENT SERVICES

Development services are offered to assist libraries in enhancing the level of local library service.

5.1 Development services shall include consultative assistance provided by a professional library consultant.

5.2 Development services may include, but not be limited to, the following:

- a) Co-ordination of continuing education opportunities for library staff and trustees;
- b) Newsletters and other communications; and
- c) ~~e)~~ Toll-free telephone access to System personnel.

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- a) Web hosting and management
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THE PEACE LIBRARY SYSTEM

MASTER AGREEMENT

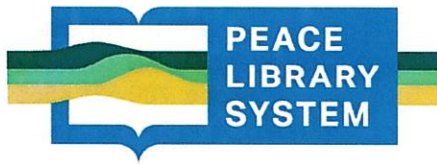
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PeaceLibrarySystem.ab.ca

Tyler Olsen, Reeve
P.O. Box 1079
VALLEYVIEW, AB T0H 3N0

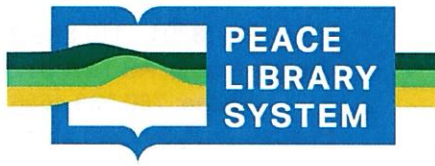
Dear Reeve Tyler Olsen,

Thank you for your ongoing support for Peace Library System and the libraries in our region. In this era of fast-moving information and technology, libraries are more relevant than ever, providing access to books, e-books, reference databases, magazines and newspapers, as well as local library programming such as story time, book clubs and more. In addition, the membership in the system grants Peace region citizens the right to use library resources from across the province and the country, making your library so much more than just what is on the shelf. With the modern problem of high costs for library resources, access to shared resources through the Peace Library System and the other systems with whom we partner is of great benefit to all member libraries and their citizens. Since 1986, Peace Library System has been the backbone in the Peace region for those sharing arrangements, allowing Peace region residents to access all the resources and services of big city libraries in even the remotest areas of the northwest.

Additionally, through the membership in the Peace Library System, member libraries can access materials from post-secondary libraries, assisting in education and training, they can access free public computers for use in educational courses and exams, and even materials for the use and benefit of small businesses.

Membership means that your library has a support system surrounding it and supporting it, the way large municipal libraries can. The System provides your library with services such as ordering and cataloguing support, delivery and transportation, programming support and consulting, so that your library can focus its resources, its time and its money on direct services to the people in your community.

With that in mind, the Master Agreement between member municipalities has been updated to include the current legal language requirements and the services that have been added since the original agreement was drafted.



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The major changes are:

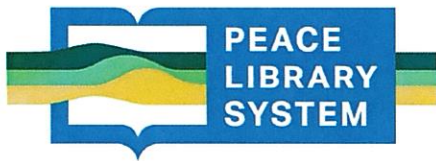
- Clarification of the language around the arbitration of disagreements, see section 15.
- Inclusion of IT Services in the schedule of services offered to libraries, see schedule D.
- The list of bodies eligible for membership in the System, see schedule A.
- The limit placed on the amount levies can be raised, see schedule B.

Arbitration – The previous language around the arbitration of disagreements between members was unclear and contradictory. The inclusion of the two new paragraphs clears up the process and parties involved in arbitration.

IT Services – No IT services are mentioned at all in the current agreement, but it is a very large part of the support we offer to member libraries. Not all libraries take part in all services offered, but the schedule of services offered are available to all member libraries to take advantage of. This language clearly outlines what services are offered at the System level and what is the responsibility of the library.

Eligible Bodies – With the addition of a Provincial grant meant to encourage library services in Indigenous communities, the benefits of System membership need to be extended to school authorities located on Indigenous reserves.

Levies – Prior to the levy raise in 2023, the levy had not changed for seven years. From 2016 to 2023, it remained the same. In that time, the rate of inflation was nearly 20%. In 2023, a 5% raise was approved by the Board in an attempt to remain out of deficit. We are aware that any raise in levy has an impact on municipal budgeting, and we remain firm that any raise in levy has to be proven as needed by the budget approved by the Board. Increases in levy are not undertaken lightly, and we appreciate that municipal funding is a difficult matter. Therefore we propose that no increase more than 5% can be approved by the Board without prior approval of the Municipal members. As you can see from the table below, Peace Library System's levy rate is the third lowest of total fees charged by library systems in Alberta.



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Library System Revenue Sources 2024

Table 1

Library System	Revenue Source (per capita)				
	Municipality	Municipality w/o Board	Library Board	Operating Grant	Total Revenue ¹
Chinook Arch ²	7.76	10.22	3.57	4.75	16.08
Marigold	6.46	10.96	4.50	4.75	15.71
Northern Lights	5.39	10.78	5.39	4.75	15.53
Parkland ³	9.18	9.18	0.00	4.75	13.93
Peace	6.68	9.43	2.75	4.75	14.18
Shortgrass	4.97	10.05	5.08	4.75	14.80
Yellowhead	4.65	n/a	0.00	4.75	9.40
Average ⁴	\$6.44	\$10.10	\$4.26	\$4.75	\$14.23

¹ This figure represents the total of all columns except the "Municipality w/o Board" column; it does NOT take into account revenue from sources other than those listed.

² Municipalities without Boards pay a minimum Rural Service Fee of \$2.00 per capita in addition to the regular Municipal fee. Since the Rural Service Fee is a direct transfer through the System to the local libraries which provide library services to that municipality, some municipalities choose to pay more than the \$2.00 minimum for the Rural Service Fee portion. The rate for municipalities without a library board is a minimum \$2.00 and ranges up to \$2.77, depending on the agreement with the municipality.

³ For the first four years, new member municipalities are locked in at the rate at which they joined the system.

⁴ Averages exclude "n/a" and values of zero.

Since 2016, circulation of items in the system libraries, physical books checked out, continues to increase of about fifty thousand items per year, reaching over 815,000 items circulated in 2024. The number of items brought in from other libraries to satisfy requests from library patrons continues to increase, reaching over 122,000 in 2024. E-resource usage has almost quadrupled since 2016, reaching over 168,000 in 2024. The delivery vans, who deliver new items, circulating items and interlibrary loans, went from 55,500 km in 2016 to over 222,000 km per year in 2024. The demand for both current and new services continue.

Attached you will find a red line copy of the amended agreement, showing all wording changes, and a clean copy for signature. Should you have any questions or would like to have a discussion regarding the agreement, please contact Louisa Robison, CEO of Peace Library System, at 780-538-4656 or lrobison@peacelibrarysystem.ab.ca.

Sincerely,

Carolyn Kolebaba, Chair
Peace Library Board

DATE

**THE PEACE LIBRARY SYSTEM MASTER AGREEMENT
(THE "AGREEMENT")**

WHEREAS The *Libraries Act*, c.L-11, and its predecessor and any successor legislation (the "Act") provides that:

- a) a municipality, improvement district, special area, Metis settlement, or school authority, upon entering into and becoming a party to an agreement as provided for by the Libraries Regulation, being Alberta Regulation 141/98 and its predecessor and successor regulations (the "Regulation") , with one (1) or more municipalities, improvement districts, special areas, Metis settlements, or school authorities, and on complying with the Regulation, may request the Minister to establish a library system, and
- b) the Minister may establish a library system board and may prescribe the boundaries of the library system, and
- c) a Library system board so established by the Minister is a corporation.

AND WHEREAS the Peace Library System was created pursuant to the Act and the Regulation (the "System");

AND WHEREAS the municipalities and school divisions listed in the attached **Schedule "A"** (collectively the "Parties" and individually as the "Party") ":

- a) recognize that the most effective way to provide a high quality of library service is through cooperation, and
- b) desire to enter into this agreement to establish, maintain and operate a library system pursuant to the Act, and
- c) are prepared to jointly finance and operate a library system, and
- d) agree that all library materials which are available through their municipal, community and school libraries should be accessible to all residents of the System;

AND WHEREAS pursuant to the Act, the System has been continued and known as the "Peace Library Board" and is hereinafter referred to as the "Board"

AND WHEREAS Section 25 of the Regulation sets out various terms and conditions that must be provided for in this Agreement;

AND WHEREAS The Parties have each carried out all requirements pursuant to the Regulation to enter into this Agreement;

NOW THEREFORE this Agreement witnesseth that in consideration of the mutual covenants and conditions herein contained, the Parties jointly and severally covenant and agree each with the other as follows:

- A. Schedules "A", "B", "C" and "D" attached hereto shall form part of this Agreement.
- B. Terms used in this Agreement have the same meaning as defined in the Act except where otherwise expressly provided.

1. OPERATION

- 1.1 The Parties shall enable the Board to maintain and operate the System in accordance with the Act and the Regulations may be amended from time to time.
- 1.2 The Parties shall provide a library service to all of their residents through the System established by this Agreement in the manner and upon the terms set out in this Agreement.
- 1.3 The Parties, in cooperation with their municipal and intermunicipal library boards and school libraries, shall make all library materials belonging to the Board, municipal and intermunicipal library boards and school libraries accessible to all residents of the Parties.

2. EFFECTIVE DATE

- 2.1 The effective date of this Agreement shall be the 1st day of January 2026, it being recognized and acknowledged that previous agreements were in place. This Agreement supersedes all previous agreements, and those agreements are hereby terminated.

3. POWERS AND DUTIES OF THE PEACE LIBRARY BOARD

- 3.1 The management, regulation and control of the System is vested in and shall be exercised by the Board having the powers and duties pursuant to the Act and the Regulation.
- 3.2 The Board shall engage a person as librarian, hereinafter referred to as "the Chief Executive Officer (CEO)", having qualifications and experience as a librarian and whose responsibility shall be the administration of the System. The Board shall fix the compensation and all other terms of employment of the CEO.
- 3.3 The Board may engage such additional employees as are required for the operation of the System.

- 3.4 The Board shall cooperate with other libraries, library systems, resource libraries, and with the Government of Alberta in the development, maintenance and operation of a province-wide network for sharing of library resources.
- 3.5 If a municipality that is a Party does not have a municipal board, the member of the Board appointed by the municipality shall receive the concerns of the residents of the advisory committee appointed by the council of the municipality to transmit those concerns.
- 3.6 Notwithstanding paragraph 3.5, if an advisory committee is not appointed by the council, the Board may appoint a committee to receive the concerns respecting library service and transmit them to the Board member representing the council of the municipality in which the advisory committee is located.

4. APPOINTMENTS TO THE BOARD

All appointments to the Board shall be made in writing in accordance with the Act.

- 4.1 Where a municipality, Metis settlement or school authority is a Party to this Agreement it shall appoint one (1) member to the Board.
- 4.2 Where an improvement district is a Party to this Agreement, it shall appoint one (1) member of the Board who is appointed by the Minister responsible for the *Municipal Government Act*.
- 4.3 Where a special area is a Party to this Agreement, it shall appoint one (1) member of the Board who is appointed by the Minister responsible for the *Special Areas Act*.
- 4.4 Any additional members shall be appointed in accordance with the Regulation.

5. TERM OF APPOINTMENT

- 5.1 The term of any appointment to the Board shall be in accordance with the Regulation.
- 5.2 When a vacancy arises on the Board for any reason, it shall be filled in accordance with the Act as soon as reasonably possible.
- 5.3 Each Party may appoint an alternate Board member in accordance with the Regulation.

6. THE EXECUTIVE COMMITTEE

- 6.1 When the number of members on the Board is more than twenty (20), the Board shall establish an executive committee of not more than ten (10) members (the "Executive Committee").
- 6.2 The Board shall define the powers and duties of the Executive Committee.
- 6.3 Appointment to the Executive Committee shall be made in accordance with the Act and the Regulation.
- 6.4 Any Executive Committee member who resigns from the Board shall be deemed to have resigned from the Executive Committee as well.

7. RESTRICTION OF AUTHORITY

- 7.1 If a municipal library has been established in a municipality and is receiving library services from the Board, the authority of the municipal library board is subject to the terms of this Agreement.

8. FISCAL MANAGEMENT

- 8.1 The fiscal year of the System shall be January 1st to December 31st.
- 8.2 The Board shall, on or before December 1 of each year, submit to each Party a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the System, including the local appropriation that shall be paid by each of them.
- 8.3 Each Party shall pay to the Board the amount which is the product of the per capita local appropriation set out in Schedule "B" and the population of the Party.
- 8.4 Each Party shall pay to the Board the amount required to be paid pursuant to paragraph 8.3 of this Agreement, either in two equal installments on or before January 15 and July 15 of each year, or in one installment on or before January 15 of each year, pursuant to Schedule "B".
- 8.5 Any amounts paid to the Board by a Party pursuant to this Section 8 or any other provision of this Agreement shall be retained by the Board and not reimbursed to the Party for any reason, including withdrawal from the System as contemplated in Section 13.
- 8.6 The population of a municipality which is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by

Alberta Municipal Affairs.

- 8.7 The student population of a school authority which is a Party to this Agreement shall be deemed to be the latest figure available from the Government of Alberta prior to December 1 in each year the budget is established pursuant to paragraph 8.2.
- 8.8 The Board shall apply to the Government of Alberta for all library grants for which it is eligible.
- 8.9 Municipal library boards and school authorities may retain any revenues generated at the local level by fees, fines, special fundraising efforts, gifts, donations and grants not specified in Schedule "B" and may expend such funds as they see fit to provide library service to that community.
- 8.10 If a Party is in default of payment by more than ninety (90) days, it shall be subject to a two (2) per cent, per month, penalty charge for each month that payment is past due. Library services to the Party may be suspended if after six (6) months, payment is still not made.

9. SYSTEM SERVICES TO LIBRARIES

- 9.1 The Board shall equip, establish and maintain a library system for the residents and students of the Parties and the services provided may include, but not be limited to:
 - a) Materials services;
 - b) Technical services;
 - c) Information services;
 - d) Programming and public relations services;
 - e) Development services.
 - f) Information Technology Services
- 9.2 Programs which may be offered in each of these categories are detailed in Schedules "C" and "D".
- 9.3 The Board may enter into one or more separate contracts with any other person or group, including a school authority, non-profit organization, military base, Metis Settlement, or Indian band to provide library services as specified in the contract.

10. THE SYSTEM AND ITS MEMBERS

The powers and duties of municipal and intermunicipal library boards within the System shall be defined in accordance with the Act and as specified in the terms and conditions of this Agreement.

10.1 Each library board within the System shall:

- a) act as a liaison between the residents of the municipality and the Board, to advise the residents of the municipality of the policies of the Board and bring their needs to the attention of the Board;
- b) in cooperation with the Board, set guidelines for the operation of the library, including hours of library opening, management, use and services, and comply with the Regulation in the provision of library services to residents of the municipality;
- c) If requested by the Board:
 - i. submit copies of all library policies, bylaws, goals and objectives, and plan of service documents to the Board; and
 - ii. forward copies of its budget, annual report and financial statement for the preceding year to the Board.
- d) pay out of their own resources for the purchase or acquisition of library materials and articles of educational, cultural or artistic value;
- e) receive, hold and administer bequests, donations and gifts of real and personal property for local library purposes;
- f) in general, perform such duties as are necessary to operate library service in the community; and
- g) in accordance with this Agreement, make available to all residents of the Parties all library materials normally lent under municipal board policy.

10.2 A school authority within the System shall file copies of its library policies, as required by Alberta Education, with the Board.

10.3 If a municipal library has been established in a municipality and is receiving library services from the Board, the authority of the municipal or intermunicipal library board is subject to any limitation of its authority under this Agreement.

11. OWNERSHIP OF PROPERTY

- 11.1 a) All personal property of the municipal library board or school authority on the date which the council signs this Agreement affecting that board remains the property of the municipal library board or school authority and;
- b) Any property, real or personal, acquired under paragraphs 10.1 (d) and (e) of this Agreement remains the property of the municipal library board or school authority.
- 11.2 Any transfer of assets from the municipal library board, with the exception of library materials, shall be negotiated in a separate Agreement between the library board, the Board and the council of the municipality in which the library is situated.
- 11.3 All real and personal property (including intellectual property) acquired by the Board shall be the property of the Board except library materials acquired by the Board on behalf of a municipal library board or school authority (eg. purchased with library allotment funds or additional funds).
- 11.4 In the event that the System dissolves, assets will be divided among the then current members with approval of the Minister. Such division shall take into account the relative populations of the jurisdictions and the lengths of their memberships.
- 11.5 All municipalities, improvement districts, Metis settlements, or school authorities who are a Party to this Agreement and have a library shall ensure that said libraries have, retain in force, and provide evidence of adequate contents insurance on the library materials which from time to time are within its library with loss payable to the municipality, improvement district, Metis settlement or school authority, as the case may be, and the Board as their interests may appear. The Board shall provide adequate insurance coverage for its operations.

12. INDEMNIFICATION

- 12.1 Each Party (the "Indemnifying Party") shall indemnify and hold harmless the Board and other Parties (collectively, the "Indemnified Parties") from and against any and all claims, liabilities, losses, damages, costs, and expenses (including reasonable legal fees and expenses) arising out of or related to any breach by the Indemnifying Party of its obligations under this Agreement, or any negligent or wrongful act or omission by the Indemnifying Party in the performance of its obligations under this Agreement.
- 12.2 The Indemnified Parties shall promptly notify the Indemnifying Party in writing of any claim or suit brought against them for which they seek indemnification under

this Agreement. The Indemnifying Party shall have the right to control the defense and settlement of such claim, provided that the Indemnifying Party shall not settle any claim without the prior written consent of the Indemnified Parties, which consent shall not be unreasonably withheld or delayed.

12.3 This indemnity shall survive the termination or expiration of this Agreement.

13. WITHDRAWAL FROM THIS AGREEMENT

13.1 At any time after the expiration of three (3) years from the date the Party entered into this Agreement any Party may, by giving twelve (12) months' notice, withdraw from this Agreement pursuant to the Act.

13.2 If a Party to this Agreement gives notice to withdraw, the Board shall, not later than ninety (90) days prior to the effective date of withdrawal, provide, in writing, to the Party giving notice to withdraw an appraisal of the expected effects on library services to residents of the municipality or school authority concerned. The Board may request a reconsideration of the notice to withdraw.

13.3 Any amendment to this Agreement shall not extend the effect of the withdrawal provision in Section 13.1. The three-year withdrawal period referenced in Section 13.1 shall be calculated from the original effective date of entry by a Party into the Agreement, irrespective of any subsequent amendments.

14. DIVISION OF ASSETS

14.1 If a Party to this Agreement withdraws from the Agreement, pursuant to the Act, that Party shall be deemed to have forfeited any right of ownership or to share in the assets of the Board except as noted in Clause 11.3 for library materials.

15. ARBITRATION

15.1 In the event of an unresolved dispute between the Board and a Party, either party hereto shall be entitled to give to the other party notice and demand arbitration thereof and, after giving such notice and demand, each party shall within 20 days appoint an arbitrator and such appointees shall within 40 days of such notice jointly appoint a third. The decision of any two (2) of the three (3) arbitrators so appointed shall be final and binding upon the parties hereto, who covenant one with the other that their dispute shall be so decided by arbitration alone and not by recourse to any Court by action at law.

15.2 If, within a reasonable time the two (2) arbitrators appointed by the parties hereto do not agree upon a third, or if the party who has been notified of the dispute fails to appoint an arbitrator, then a third arbitrator or an arbitrator to represent the

party in default may, upon petition of the party not in default, be appointed by a Judge of the Court of King's Bench of Alberta. The cost of arbitration shall be apportioned between the parties hereto as the arbitrators may decide.

16. EXPANSION OF THE SYSTEM

- 16.1 The Board shall develop a plan for the expansion of the System to include all eligible participants, as identified in Schedule "A", pursuant to the Regulation, and this plan shall be filed with the Minister.
- 16.2 The Board shall admit to the System any eligible participant as listed in Schedule "A".
- 16.3 If the participant signs an agreement containing the same terms and conditions of this Agreement as amended, complies with the terms of this Agreement, and receives the approval of the Minister, such participant shall become a Party to this Agreement effective the date of its admission. The date of admission shall be determined by the Board.

17. SYSTEM REPORTS

- 17.1 The Board shall make an annual report available on the operation of the System to each of The Parties and to each library board or advisory committee and to the Minister on or before May 31 in the year following the year to which the annual report relates.

18. AMENDMENT

- 18.1 This Agreement may be amended according to a motion for amendment passed by the Board. Such amendment shall be effective upon receipt by the Board of written notification from 2/3 of The Parties that they have so authorized such amendment. The Parties shall conform with such amendment upon notification from the Board that this paragraph has been fulfilled.
- 18.2 The Board may increase levies as provided for in Schedule "B", subject to the terms set out therein, without seeking an amendment to the Agreement. However, any increases to levies not contemplated by Schedule "B" may only be imposed by amendment as provided for by this Section 18.

19. BINDING EFFECT

- 19.1 The provisions of this Agreement shall be binding upon The Parties and their successors and all municipalities, improvement districts, Metis settlements, and the councils thereto and the school authorities which may join in this Agreement with the original Parties.

20. NO WAIVER

20.1 The failure of any Party to exercise any right, power or option given to it in this Agreement, or to insist upon the strict compliance with any of its terms or conditions, shall not constitute a waiver of any provision of this Agreement with respect to any other or subsequent breaches.

21. SEVERABILITY

21.1 Any covenant or provision of this Agreement which is or becomes illegal, invalid or unenforceable shall be severed from the balance of this Agreement and be ineffective to the extent of such illegality, invalidity or unenforceability, and shall not affect or impair the remaining provisions of this Agreement, which shall remain in full force and effect.

22. ASSIGNMENT

22.1 This Agreement may not be assigned without the prior written consent of all Parties to this Agreement.

23. JURISDICTION

23.1 This Agreement shall be construed in accordance with the laws of the Province of Alberta.

24. INDEPENDENT LEGAL ADVICE

24.1 Each of the Parties hereto acknowledges that they have been advised to obtain independent legal advice with respect to their rights and obligations under this Agreement.

24.2 By signing this Agreement each Party acknowledges that they have either obtained independent legal advice or they do hereby waive the requirement for such advice and are relying on their knowledge and experience in assessing their rights and obligations under this Agreement.

25. ENTIRE AGREEMENT

25.1 This document, including all schedules appended, constitutes the entire Agreement between the parties with respect to the subject matter; all prior agreements, representations, statements, negotiations and undertakings are superseded hereby.

26. EXECUTION IN COUNTERPART

26.1 This Agreement may be executed in counterpart and all of the executed counterparts together shall constitute one Agreement.

27. SIGNATURES

27.1 IN WITNESS WHEREOF the undersigned, being one of the parties set out in Schedule A of this Agreement, have duly executed this Agreement on the date and year first noted.

SIGNATURE PAGE TO FOLLOW

Name of the Party to this Agreement

Authorized Signature (title)

Signed, sealed and delivered the _____ day of _____, _____

SCHEDULE "A"

The following 38 Municipalities are Parties to this Agreement:

City of Grande Prairie	Town of Grimshaw
County of Grande Prairie	Town of High Level
Big Lakes County	Town of High Prairie
Birch Hills County	Town of Manning
Clear Hills County	Town of McLennan
Municipal District of Fairview	Town of Peace River
Municipal District of Greenview	Town of Rainbow Lake
Municipal District of Lesser Slave River	Town of Sexsmith
County of Northern Lights	Town of Slave Lake
Municipal District of Opportunity	Town of Spirit River
Municipal District of Peace	Town of Valleyview
Municipal District of Smoky River	Town of Wembley
Municipal District of Spirit River	Village of Berwyn
Northern Sunrise County	Village of Donnelly
Saddle Hills County	Village of Girouxville
Town of Beaverlodge	Village of Hines Creek
Town of Fairview	Village of Nampa
Town of Falher	Village of Rycroft
Town of Fox Creek	Paddle Prairie Metis Settlement

SCHEDULE "A"
(continued)

The following 42 municipalities and 22 school authorities are eligible to become Parties to this Agreement under the currently defined boundaries.

Municipal Districts (15)

County of Grande Prairie
Big Lakes County
Birch Hills County
Clear Hills County
Mackenzie County
Municipal District of Fairview
Municipal District of Greenview
Municipal District of Lesser Slave River
County of Northern Lights
Municipal District of Opportunity
Municipal District of Peace
Municipal District of Smoky River
Municipal District of Spirit River
Northern Sunrise County
Saddle Hills County

Cities, Towns and Villages (23)

City of Grande Prairie
Town of Beaverlodge
Town of Fairview
Village of Girouxville
Village of Hines Creek
Village of Nampa
Village of Rycroft
Town of Falher
Town of Fox Creek
Town of Grimshaw
Town of High Level
Town of High Prairie
Town of Manning
Town of McLennan
Town of Peace River
Town of Rainbow Lake
Town of Sexsmith
Town of Slave Lake
Town of Spirit River

Town of Valleyview
Town of Wembley
Village of Berwyn
Village of Donnelly

Metis Settlements (4)

East Prairie Metis Settlement
Gift Lake Metis Settlement
Paddle Prairie Metis Settlement
Peavine Metis Settlement

School Authorities (22)

Fort Vermilion School Division No. 52
Grande Prairie School District No. 2357
High Prairie School Division No. 48
Northern Gateway Regional Division No. 10
Northland School Division No. 61
Peace River School Division No. 10
Peace Wapiti School Board No. 33
Grande Prairie and District Catholic Schools #28
Holy Family Catholic Regional Division No. 17
Living Waters Catholic Regional Division No. 42
Beaver First Nation
Bigstone Education Authority Society
Dene Tha' Band
Driftpile Band
Horse Lake First Nation
Kapawe'no First Nation
Kee Tas Kee Now Tribal Council Education Authority
Little Red River Board of Education
Sturgeon Lake First Nation, Band #154
Swan River First Nation
Tallcree Band
Woodland Cree First Nation

SCHEDULE "B"

THE PEACE LIBRARY SYSTEM LOCAL APPROPRIATION

1. Municipalities

The local appropriation, plus any applicable GST, paid to the Board by the municipality which is a Party to the Agreement to which this schedule is attached shall be no more than the following:

- a) for those municipalities without municipal library boards:

2026 - \$10.11 per capita

In 2027 and subsequent years, the local appropriation will be determined on the basis of approved budgets and estimates based on Clause 8.2 of this Agreement. The raise in levy may not be more than a 5% increase from the previous year without approval of at least 2/3 of the signatories to this Agreement.

- b) for those municipalities having municipal library boards:

2026 - \$7.36 per capita

In 2027 and subsequent years the local appropriation will be determined on the basis of approved budgets and estimates based on Clause 8.2 of this Agreement. The raise in levy may not be more than a 5% increase from the previous year without approval of at least 2/3 of the signatories to this Agreement.

3. School divisions

2026 - \$10.11 per full-time equivalent (FTE) student

In 2027 and subsequent years, the local appropriation will be determined on the basis of approved budgets and estimates based on Clause 8.2 of this Agreement. The raise in levy may not be more than a 5% increase from the previous year without approval of at least 2/3 of the signatories to this Agreement.

SCHEDULE "B"
(continued)

3. General

3.1 The annual local appropriations outlined in this Schedule:

- a) may be paid in two installments, and if so
- b) shall be paid to the Board on or before January 15 and July 15 of the calendar year

3.2 Where the Party chooses to pay the local appropriation in one installment, the local appropriation shall be paid to the Board on or before January 15 of the calendar year.

4. Other

Additional charges, plus any applicable GST, may be levied for services which may be agreed to but not provided under the terms of this Agreement.

5. GST

The GST registration number of the Peace Library Board is R107828469.

SCHEDULE "C"

SERVICES PROVIDED TO PUBLIC LIBRARIES

1. MATERIALS SERVICES

Materials services are designed to supply library materials to member libraries, whether borrowed or purchased.

- 1.1 Library materials are defined as including but not limited to, books (whether hard cover, paper cover or soft cover), periodicals, newspapers, sound recordings, audio and video cassettes, tape recordings, video discs, video tapes, motion pictures, filmstrips, filmloops, slides, paintings, drawings, prints or photographs (whether or not they are mounted or framed), micromaterials in all formats, toys, games, computer software and multi-media kits.
- 1.2 To facilitate the purchase of library materials by a public library, a fund account shall be established for each member public library to a value established in Board policy.
- 1.3 Materials services programs offered to public libraries may include, but not be limited to, the following:
 - a) Loaned materials to supplement existing library collections, such as:
 - i) Circulating blocks,
 - ii) Talking books, and
 - iii) Multilingual books;
 - b) Bestseller and quality book programs (whereby materials are made available at discounted prices where available);
 - c) Universal borrowers' card program providing patrons with access to collections of other member public libraries in the System; and
 - d) Electronic resources, including but not limited databases, eBooks, and eMagazines.

2. TECHNICAL SERVICES

Technical services shall be provided in order to acquire, organize and access library materials.

- 2.1 Technical services may include, but not be limited to, the following:

SCHEDULE "C"
(continued)

- a) Centralized acquisition of library materials;
- b) Cataloguing, and processing of library materials;
- c) Consultative assistance with library automation;
- d) Maintenance of a shared catalogue;
- e) Delivery of materials to libraries.

3. INFORMATION SERVICES

Information services are designed to improve member library access to information resources at the regional, provincial, national and international levels.

3.1 Information services shall include but are not limited to:

- a) Reference services, whereby assistance is provided in answer to a request for information;
- b) Interlibrary loan service, whereby library material is made available by one library to another upon request; and
- c) Reciprocal borrowing privileges among System members.

4. PROGRAMMING AND PUBLIC RELATIONS

Programming and public relations services are designed to provide libraries with support for programming activities, as well as marketing initiatives which may be undertaken at the local level.

4.1 Programming and public relations services may include, but not be limited to, the following:

- a) Author readings;
- b) Consultative assistance;
- c) Assistance with children's and adult programming activities; and
- d) Assistance and information regarding the marketing of local library services.

5. DEVELOPMENT SERVICES

Development services are offered to assist libraries in enhancing the level of local library service.

5.1 Development services shall include consultative assistance provided by a professional library consultant.

5.2 Development services may include, but not be limited to, the following:

- a) Co-ordination of continuing education opportunities for library staff and trustees;
- b) Newsletters and other communications; and
- c) Toll-free telephone access to System personnel.

6. INFORMATION TECHNOLOGY SERVICES

Information technology services combine to form the technical backbone for libraries and comprise numerous hardware and software aspects required to deliver services with a high level of performance and security.

6.1 Hardware support may include but not be limited to:

- a) Network equipment, including firewalls, routers, switches, and wireless access points.
- b) Workstations, laptops, and other approved endpoint devices
- c) Printers, scanners, barcode scanners, and other computer-related peripherals

6.2 Software Support may include but not be limited to:

- a) Integrated Library System (ILS) access through all supported interfaces
- b) Microsoft professional operating systems
- c) Endpoint Detection and Response (EDR) clients
- d) Office 365 related services, including email and Teams
- e) Microsoft Office, Adobe Reader and other industry standard business applications
- f) Web browsers, including Google Chrome, Mozilla Firefox and Microsoft Edge
- g) System steady state applications on public computers

6.3 Other Services may include but not be limited to:

- a) Web hosting and management
- b) Microsoft phone services
- c) Security Information and Event Management (SIEM) platform
- d) Data backup and recovery where possible
- e) Supernet and Internet related services

System IT staff will fully support all pre-approved hardware, software and other services. This may include, but is not limited to, initial configuration, ongoing maintenance and/or disposal when reaching end of life. Technology not on the pre-approved list or otherwise pre-authorized by System IT staff prior to procurement will not be supported or permitted on the network. Unauthorized technology poses significant risks to network performance, stability and security.

SCHEDULE "D"

SERVICES PROVIDED TO SCHOOL LIBRARIES

1. MATERIALS SERVICES

Materials services are designed to supply library materials to member libraries, whether borrowed or purchased.

- 1.1 Library materials are defined as including books (whether hard cover, paper cover or soft cover), periodicals, newspapers, sound recordings, audio and video cassettes, tape recordings, video discs, video tapes, motion pictures, filmstrips, filmloops, slides, paintings, drawings, prints or photographs (whether or not they are mounted or framed), micromaterials in all formats, toys, games, computer software and multi-media kits; and materials to support classroom instruction, excluding textbook materials.
- 1.2 To facilitate the purchase of library materials by a school library, a fund account shall be established for each school library in a school jurisdiction to a value established in Board policy.
- 1.3 Materials services programs offered to school libraries may include, but not be limited to, the following:
 - a) Loaned materials to supplement existing library collections, such as circulating blocks,
 - b) Bestseller and quality book programs (whereby materials are made available at discounted prices where available).

2. TECHNICAL SERVICES

Technical services shall be provided in order to acquire, organize and access library materials.

- 2.1 Technical services may include, but not be limited to, the following:
 - a) Centralized acquisition of library materials;
 - b) Cataloguing, and processing of library materials;
 - c) Consultative assistance with library automation;
 - d) Maintenance of a shared catalogue;
 - e) Delivery of materials to school jurisdictions.

SCHEDULE "D"
(continued)

3. INFORMATION SERVICES

Information services are designed to improve member library access to information resources at the regional, provincial, national and international levels.

3.1 Information services shall include:

- a) Reference services, whereby assistance is provided in answer to a request for information; and
- b) Interlibrary loan service, whereby library material is made available by one library to another upon request;

4. PROGRAMMING AND PUBLIC RELATIONS

Programming and public relations services are designed to provide libraries with support for programming activities, as well as promotion of the library within the school setting.

4.1 Programming and public relations services may include, but not be limited to, the following:

- a) Author readings;
- b) Consultative assistance;
- c) Assistance with library programs to the student population; and
- d) Assistance to teachers and administrators in the development of library programs.

5. DEVELOPMENT SERVICES

Development services are offered to assist libraries in enhancing the level of local library service.

5.1 Development services shall include consultative assistance provided by a professional library consultant.

5.2 Development services may include, but not be limited to, the following:

- a) Co-ordination of continuing education opportunities for library staff and trustees;
- b) Newsletters and other communications; and
- c) Toll-free telephone access to System personnel.

6. INFORMATION TECHNOLOGY SERVICES

Information technology services combine to form the technical backbone for libraries and comprise numerous hardware and software aspects required to deliver services with a high level of performance and security.

6.1 Hardware support may include but not be limited to:

- a) Network equipment, including firewalls, routers, switches, and wireless access points.
- b) Workstations, laptops, and other approved endpoint devices
- c) Printers, scanners, barcode scanners, and other computer-related peripherals

6.2 Software Support may include but not be limited to:

- a) Integrated Library System (ILS) access through all supported interfaces
- b) Microsoft professional operating systems
- c) Endpoint Detection and Response (EDR) clients
- d) Office 365 related services, including email and Teams
- e) Microsoft Office, Adobe Reader and other industry standard business applications
- f) Web browsers, including Google Chrome, Mozilla Firefox and Microsoft Edge
- g) System steady state applications on public computers

6.3 Other Services may include but not be limited to:

- a) Web hosting and management
- b) Microsoft phone services
- c) Security Information and Event Management (SIEM) platform
- d) Data backup and recovery where possible
- e) Supernet and Internet related services

System IT staff will fully support all pre-approved hardware, software and other services. This may include, but is not limited to, initial configuration, ongoing maintenance and/or disposal when reaching end of life. Technology not on the pre-approved list or otherwise pre-authorized by System IT staff prior to procurement will not be supported or permitted on the network. Unauthorized technology poses significant risks to network performance, stability and security.

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THE PEACE LIBRARY SYSTEM

MASTER AGREEMENT



June 6, 2025

VIA EMAIL: lrobison@peacelibrarysystem.ab.ca

Peace Library System
8301 110 Street
Grande Prairie, AB T8W 6T2

Attention: Louisa Robison, CEO

Dear Ms. Robison,

Re: Updated Peace Library System Master Agreement

We are in receipt of your Board's letter enclosing an updated Peace Library System Master Agreement for consideration by Town Council and the membership as a whole.

First, we thank you and your team for their work in updating this Agreement, ensuring clarity and adding important clauses not previously captured in the original agreement. Your time and effort dedicated to this amendment is appreciated.

After reviewing the cover letter, we wish to address a slight misstatement regarding increases to PLS's annual levy. The letter suggests that the levy did not change between 2016 and 2023. However, the amending agreement updated in November 2014 clearly gives a 5% increase to the levies for the years 2014 through 2018.

Additionally, the rates applied under cover of PLS's June 2023 letter implemented increases for 2024 through 2026 contrary to the current Master Agreement and PLS Bylaws which state:

Current Master Agreement

17.1 This Agreement may be amended according to a motion for amendment passed by the Board. Such amendment shall be effective upon receipt by the Board of written notification from 2/3 of the Parties to this Agreement that they have so authorized such amendment. The Parties to this Agreement shall conform with such amendment upon notification from the Board that this paragraph has been fulfilled.

Peace Library System Procedural Bylaws

4.3.2 Setting Membership Fees

...Amendment of the fee schedule in the Master Agreement for Full Members requires receipt by the Board of written authorization from two-thirds of the Full Members.

DATE



As far as Administration is aware, no such authorization was sought or received. Nevertheless, a 5% levy increase was applied to the rates in 2024 and 2025 and are set to be implemented in 2026. Cumulatively, the 5% increases equate to 25% over 2015 rates during the period between 2016-2025 and is set to be 30% in 2026.

As for the proposed amendments to Schedule "B", we have concerns with adding the ability for the Board to unilaterally increase the annual levy by up to 5% year over year, indefinitely. This would mean that in a five-year period, PLS's levy could increase by 25%. In a time where municipalities are being asked to keep budget increases to a minimum, make cuts, and find spending efficiencies, the ability to increase rates by 5% without approval by the Parties is significant.

We of course recognize inflationary impacts, rising prices of goods, etc., on your budget, and appreciate your attempt to cut red tape and ease administrative burden by removing the need to seek approval of +/- 25 municipalities to implement needed levy increases to sustain optimal operations.

We suggest an amendment to schedule "B" that relates the levy increases to CPI. For example, enabling the Board to approve an increase equal to CPI up to a maximum of 3% per year with anything above requiring ratification by 2/3 of the membership. Such an increase better aligns with municipal budgetary practices, gives consideration to impacts on our budgets, and addresses concerns in relation to inflation, increased costs, and administrative burden in seeking ratification of members for annual increases.

We also note that any change to the Master Agreement with respect to how fee changes are implemented will need an accompanying amendment to PLS's Bylaws.

Thank you again for your time spent updating the Agreement and thank you for taking the time to consider our above-noted concerns.

Should you have any questions or wish to discuss this matter further, please do not hesitate to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Miller", written over a horizontal line.

Barbara Miller, CPA, CGA, CLGM
Chief Administrative Officer
/kp

cc: Peace Library System Board Chair, Carolyn Kolebaba
Peace Library System Members



REQUEST FOR DECISION

SUBJECT:	Tri-Municipal Nitehawk Funding Agreement		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER:
DEPARTMENT:	COMMUNITY SERVICES	DIR: MH	PRESENTER: MH
STRATEGIC PLAN:	Governance	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to enter into the Tri-Municipal Funding Framework for Nitehawk Year-Round Adventure Park, for a three-year term with funds to come from the Community Service Grants budget annually.

BACKGROUND/PROPOSAL:

Nitehawk Year-Round Adventure Park ("the Park") is a regional recreational facility that serves residents from the City of Grande Prairie, the County of Grande Prairie No. 1, and the Municipal District of Greenview No. 16. Operated by the Grande Prairie Ski Club, a non-profit organization, the Park offers a variety of year-round outdoor recreational activities that contribute to the region's quality of life and the tourism sector.

Historically, the funding practice has involved Greenview contributing 50% of the funding, with the City and County each contributing 25% towards operational and capital requests. However, there is no formal agreement in place requiring such cost-sharing.

Recognizing the Park's importance, the three municipalities have negotiated a funding framework to provide financial support for the Park's operating needs. The proposed framework establishes a collaborative cost-sharing approach for funding requests submitted by the Park's operator. The baseline amount is \$300,000 starting in 2025, with a 2% annual increase built into the agreement's term.

The Tri-Municipal Nitehawk Funding Agreement outlines the following key components:

1. **Term:** The agreement is intended to be in place for a three-year period beginning 2025.
2. **Operating Funding Contributions:**
 - City of Grande Prairie: Up to 25% of the total annual operating funding request.
 - County of Grande Prairie No. 1: Up to 25% of the total annual operating funding request.
 - MD of Greenview No. 16: Up to 50% of the total annual operating funding request.

3. Capital Funding Contributions:

- The Park operator must submit detailed annual capital funding requests.
- Each municipality will review and determine contributions at its discretion. However, the CAO and elected officials will review the overall requests annually.

4. Emergency Funding Requests:

- The Park operator may submit additional funding requests in case of emergency circumstances.
- Each municipality will consider such requests independently.

5. Annual Reporting and Transparency:

- The Park operator must submit detailed annual financial and operational reports.
- Each municipality will disclose all funding requests received to the other partners.

6. Termination:

- Any party may terminate the agreement with 90 days' written notice.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Greenview will have a funding agreement with the County of Grande Prairie and the City of Grande Prairie and Nitehawk that clearly outlines the operational funding expectations for each municipality and acknowledges that the capital requests are not subject to the same formula.

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. The disadvantage of the recommended action is that the funding agreement potentially commits Council to a set operating contribution to Nitehawk for the next three years.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative not to enter into the agreement and continue to grant funding to Nitehawk annually without a set breakdown agreed to by all three municipalities. Administration does not recommend this action because the formula in the agreement has been informally used for the operational grant funding for Nitehawk. The approval of this agreement formalizes the historical practice and ensures that all municipalities contribute to the operational funding for Nitehawk.

ALTERNATIVE MOTION: That Council take no action regarding the Tri-Municipal Funding Framework for Nitehawk Year-Round Adventure Park.

FINANCIAL IMPLICATION:

Direct Costs: The operational grant is based on half of Nitehawk's funding request, which is \$150,000 for Greenview for 2025.

Ongoing / Future Costs: The formula outlined in the agreement is up to 50% of the operational ask from Nitehawk for three years with a 2% increase annually.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once a decision is made, Administration will follow up with the other municipalities, as well as Nitehawk.

ATTACHMENT(S):

- Draft Agreement

FOUR-PARTY FUNDING AGREEMENT FOR GRANDE PRAIRIE SKI CLUB

THIS AGREEMENT is made and entered into on January 1, 2025. (the "Effective Date")

BETWEEN:

THE CITY OF GRANDE PRAIRIE
(hereinafter called "**the City**")

OF THE FIRST PART

-and-

THE COUNTY OF GRANDE PRAIRIE NO. 1
(hereinafter called "**the County**")

OF THE SECOND PART

-and-

THE MUNICIPAL DISTRICT OF GREENVIEW NO. 16
(hereinafter called "**the MD**")

(the City, County, and MD are hereinafter collectively referred to as the "**Municipalities**")

OF THE THIRD PART

-and-

GRANDE PRAIRIE SKI CLUB
O/A NITEHAWK YEAR-ROUND ADVENTURE PARK
(hereinafter called the "**Operator**")

OF THE FOURTH PART

(the Municipalities and Operator are hereinafter collectively referred to as the "**Parties**")

WHEREAS:

- A. Operator operates, under a recreational lease with the Province of Alberta, a year-round adventure park (hereinafter called the "**Park**") located on Crown land within the MD, serving as a significant recreational asset within the region for residents of the City, the County, and the MD.

- B. The Park is operated by the Operator, a non-profit organization dedicated to providing recreational opportunities to the public.
- C. The Municipalities recognize the importance of the Park to the region and wish to support Operator in its continued success through collaborative funding commitments as outlined herein.
- D. Operator requires funding support for its ongoing operations and specific capital projects at the Park (the “**Capital Plan**”, the current Capital Plan is attached hereto as Schedule “A”), as generally described herein (the “**Purpose**”).
- E. The Parties desire to define the conditional temporary funding obligations of the Municipalities towards Operator for the Purpose, and Operator's obligations related thereto, for the Term specified herein.
- F. The payment by the Municipalities to Operator of the funding described herein is subject to the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, the Parties agree as follows:

1. TERM

- 1.1. The term of this Agreement shall commence on **January 1, 2025** (the "Effective Date") and shall expire on **December 31, 2027** (the "Term"), unless terminated earlier in accordance with the provisions of this Agreement.

2. OPERATING FUNDING OBLIGATIONS

- 2.1. Baseline Operating Funding & Conditions: Subject to Nitehawk having complied and at all times continuing to comply with the provisions of this Agreement and all applicable law, the Municipalities collectively agree to provide Baseline Operating Funding for each calendar year of the Term as follows:
 - a) For the 2025 calendar year: The total Baseline Operating Funding shall be Three Hundred Thousand Dollars (\$300,000.00). This amount shall be contributed by the Municipalities as follows:
 - i. The City shall contribute Seventy-Five Thousand Dollars (\$75,000.00) (representing 25%), of which the Parties agree that the City has already paid the Operator \$50,000.00, with a remaining contribution amount of \$25,000.00 to be paid by City to Operator.
 - ii. The County shall contribute Seventy-Five Thousand Dollars (\$75,000.00) (representing 25%).
 - iii. The MD shall contribute One Hundred Fifty Thousand Dollars (\$150,000.00) (representing 50%).

b) For the 2026 calendar year: The total Baseline Operating Funding shall be Three Hundred Six Thousand Dollars (\$306,000.00) (representing a 2% increase over the 2025 total). This amount shall be contributed by the Municipalities as follows:

i. The City shall contribute Seventy-Six Thousand Five Hundred Dollars (\$76,500.00) (representing 25%).

ii. The County shall contribute Seventy-Six Thousand Five Hundred Dollars (\$76,500.00) (representing 25%).

iii. The MD shall contribute One Hundred Fifty-Three Thousand Dollars (\$153,000.00) (representing 50%).

c) For the 2027 calendar year: The total Baseline Operating Funding shall be Three Hundred Twelve Thousand One Hundred Twenty Dollars (\$312,120.00) (representing a 2% increase over the 2026 total). This amount shall be contributed by the Municipalities as follows:

i. The City shall contribute Seventy-Eight Thousand Thirty Dollars (\$78,030.00) (representing 25%).

ii. The County shall contribute Seventy-Eight Thousand Thirty Dollars (\$78,030.00) (representing 25%).

iii. The MD shall contribute One Hundred Fifty-Six Thousand Sixty Dollars (\$156,060.00) (representing 50%).

The term "Baseline Operating Funding" as used in this Agreement refers to the specific total annual amount set forth for each respective calendar year in this Section 2.1.

2.2. Payment Timing and Adjustment:

a. Subject to the Operator complying with all obligations under this Agreement, the Municipalities shall pay their respective annual contributions towards the Baseline Operating Funding to the Operator by the following dates for each calendar year during the Term:

i. In respect of 2025, by July 2, 2025;

ii. In respect of 2026, by March 1, 2026; and

iii. In respect of 2027, by March 1, 2027.

2.3. Operating Funding Requests Above Baseline:

a. Should Operator's total annual operating funding request ("Annual Operating Funding Request") from the Municipalities exceed the Baseline Operating Funding set out in 2.1, each Municipality retains the absolute discretion to approve, deny, or approve with conditions, any portion of an Excess Operating Funding request ("Excess Operating Funding Request") directed to it. The decision of one Municipality regarding an Excess Operating Funding Request shall not bind any other Municipality.

3. CAPITAL FUNDING OBLIGATIONS

3.1. Specific Capital Funding & Conditions: For the purposes of this Agreement, "Capital Funding" means funding provided by the Municipalities specifically for the acquisition,

construction, major repair, replacement, or significant improvement of the Park's tangible assets and infrastructure, distinct from Baseline Operating Funding. Prior to July 1 during each calendar year of the Term, Operator shall provide each of the Municipalities with:

- a. their then current Capital Plan, which capital plan shall encompass the next 36 months; and
- b. the total Capital Funding that the Operator will request during that calendar year from each of the Municipalities.

Following the receipt by each of the Municipalities of the items noted under subsection (a) and (b) of this Section 3.1, the Chief Elected Officers and the Chief Administrative Officers of each of the Municipalities shall meet to discuss the requests. The decision of a Municipality to contribute any amount of Capital Funding towards the Operator during any calendar year of the Term shall rest with the respective Council of each Municipality, at their sole and absolute discretion and nothing herein shall obligate a Municipality to contribute any Capital Funding. The Parties agree that the Capital Funding shall be used only for those projects set out in the Capital Plan within Schedule "A" attached hereto, unless otherwise agreed to in writing by each of the Municipalities, each at their sole and absolute discretion.

4. USE OF FUNDS

- 4.1. **Responsibility and Purpose:** Operator shall be responsible for the appropriate and judicious disbursement of all funding (Baseline Operating Funding and Capital Funding, collectively the "Funds") received under this Agreement during the Term. Operator agrees to use the Funds solely for the Purpose, being the reasonable and necessary operational expenses and the specific projects set out in in the Capital Plan within Schedule "A" attached hereto which are associated with the operation of the Park. Operator shall not use the Funds for any purpose other than the Purpose without the prior written consent of all three Municipalities, each at their sole and absolute discretion.
- 4.2. **Quotes:** For any single capital expenditure or equipment purchase exceeding Ten Thousand Dollars (\$10,000.00) funded wholly or partially by the Funds, Operator shall obtain three (3) written quotes, or, if three are not reasonably obtainable, not less than two (2) written quotes, prior to incurring the cost or expense. All such quotes and associated invoices or receipts shall be retained by Operator and supplied to a Municipality upon request.
- 4.3. **Staffing Costs:** Operating Funds may be utilized for reasonable staffing costs directly related to the Purpose. All staffing costs must be justified and in accordance with applicable employment laws and best practices.
- 4.4. **Utility Charges:** Operator shall be responsible for paying all utility charges incurred in connection with the Park. Operating Funds may be used for such charges. Operator shall strive to adopt energy-efficient practices and cost-saving measures.

- 4.5. **Repayment of Unused Funds:** If any portion of the Funds is not expended by Operator strictly in accordance with this Agreement by the end of the Term, Operator shall repay such unexpended portion to the Municipalities (pro-rata based on their respective contributions of the specific unexpended funds) by not later than thirty (30) days following the expiry or earlier termination of this Agreement.

5. INSURANCE

- 5.1. **Operator's Obligation:** The Operator shall, at its own expense, acquire and maintain in force during the Term of this Agreement, including without limitation, commercial general liability insurance against claims for personal injuries, bodily injuries, deaths, and property damage arising out of or in connection with the Operator's operations and use of the Funds. Coverage shall be in an amount of not less than Five Million Dollars (\$5,000,000.00) per occurrence, or such higher amount as the Municipalities may reasonably require.
- 5.2. The Operator shall name each of the Municipalities separately as additional insured with respect to liability arising out of the Operator's operations and activities related to this Agreement. The policy shall contain a waiver of subrogation rights against each of the Municipalities. All policies will:
- be primary and non-contributing with respect to any insurance maintained by any of the Municipalities;
 - not be invalidated with respect to the interests of the Municipalities by any breach of warranties, representations, declarations or conditions contained in the policies by the Operator; and
 - contain an undertaking by the insurer(s) to notify each of the Municipalities in writing not less than 30 days prior to any material change, cancellation, or termination.
- 5.3. The Operator shall maintain at its cost any other form of insurance with whatever limits the Municipalities, acting reasonably, require from time to time, in form, in amounts and for risks against which a prudent operator under similar circumstances would insure.
- 5.4. **Proof of Insurance:** The Operator shall provide the Municipalities with a certificate of insurance evidencing that insurance is in place as required above:
- prior to the disbursement of any Funds under this Agreement;
 - annually upon renewal of the required insurance; and
 - at any other time upon written request by any of the Municipalities.

6. REPORTING AND ACCOUNTABILITY

- 6.1. **Financial Statements:** Operator shall provide to each Municipality copies of its annual financial statements, prepared by a certified public accountant in accordance with Generally Accepted Accounting Principles (GAAP), within one hundred twenty (120) days of Operator's fiscal year-end for each year of the Term. These statements should include a comparison of budget amounts with actual expenditures related to the Funds.

- 6.2. **Progress Reports:** Operator shall deliver to each Municipality annual progress reports (due within sixty (60) days of the end of each calendar year) outlining the use of the Funds, key activities undertaken, visitor statistics or other relevant measures, current membership numbers (if applicable), challenges faced, overall progress towards the Purpose, and demonstrating the positive benefit to the community, and such other information as any Municipality may request.
- 6.3. **Annual Presentation:** Upon request by any Municipality, Operator shall make a presentation to the respective Council or a designated Committee regarding the use and impact of the Funds provided under this Agreement. A Municipality may make one or more of such requests at any time.
- 6.4. **Event Reporting:** Operator shall include in its annual reports a summary of significant events hosted or attended by Operator relevant to the Purpose during the calendar year, including a description and approximate attendance numbers.
- 6.5. **Financial Procedures:** Operator shall establish and maintain reasonable and prudent financial and administrative procedures which ensure the accurate recording and reporting of its operations, maintain adequate administrative and financial control of the Funds, and are consistent with sound operating practices and GAAP.
- 6.6. **Board Meetings:** Upon request, Operator shall permit designated representatives of each Municipality to attend meetings of the Operator's Board of Directors in a non-voting, observer capacity for informational purposes related to this Agreement. Operator shall provide copies of meeting agendas and minutes from such Board meetings to the Municipalities upon request. Additionally, each Municipality shall be entitled to appoint one (1) Council member as a director, with voting rights, to the Operator's Board of Directors.
- 6.7. **Notification of Changes:** Operator shall notify the Municipalities, in writing, within fourteen (14) calendar days of any material change in:
- a. The composition of the Operator's Board of Directors;
 - b. Operator's bylaws, conflict of interest policies, or other key governance documents; or
 - c. Any significant change in Operator's operational capacity, financial capacity, financial solvency, or legal status.
- 6.8. **Additional Information:** Operator shall provide, by such due date as any Municipality may reasonably set out in writing, such additional reports or information as that Municipality may reasonably request to demonstrate compliance with this Agreement, applicable laws, regulations, bylaws, or policies governing the use of the Funds, or the achievement of intended outcomes associated with the Funds.

7. OPERATOR'S COVENANTS

- 7.1. **Acknowledgement of Funding:** Operator shall acknowledge the financial contributions of the City, the County, and the MD in its relevant advertising, promotional materials, and

public announcements related to the Purpose or the Park generally. The form of acknowledgement shall be appropriate to the medium and subject to prior approval by the representative of the Municipalities as specified in Section 11.1 (Notices).

- 7.2. **Indemnification:** Operator hereby agrees to indemnify and hold harmless the City, the County, and the MD, and their respective elected officials, officers, employees, agents, and volunteers (collectively, the "Indemnified Parties") from and against any and all actions, claims, demands, losses, costs, damages, liabilities, and expenses (including legal fees on a solicitor-and-own-client basis) whatsoever (collectively, "Claims") brought against, suffered by, or imposed upon the Indemnified Parties resulting from or arising out of:
- a. Any breach by Operator of any covenant, representation, or warranty under this Agreement;
 - b. Any negligence, willful misconduct, or unlawful act or omission of Operator or their respective directors, officers, employees, agents, volunteers, contractors, visitors, or anyone for whom they are responsible at law, in connection with this Agreement, the Purpose, or the operation of the Park; or
 - c. Any activity or omission undertaken by Operator or funded, in whole or in part, by the Funds. This indemnification obligation shall survive the expiry or earlier termination of this Agreement.
- 7.3. **Misconduct and Reputation:** Operator will not permit any misconduct by Operator, or any employee, agent, director, officer, volunteer, or representative thereof, or any other person for whom Operator is responsible at law, where such misconduct could reasonably be expected to harm the reputation of any of the Municipalities as funding bodies or otherwise.
- 7.4. **Conflict of Interest:**
- a. Operator shall strictly avoid any actual, potential, or perceived conflicts of interest in connection with the utilization of the Funds or the performance of obligations under this Agreement.
 - b. Operator shall promptly and proactively disclose in writing to all Municipalities any actual, potential, or perceived conflicts of interest that arise or may reasonably be anticipated during the Term involving Operator, or their respective directors, officers, employees, or volunteers.
 - c. In the event of a conflict, Operator shall take immediate and effective measures to mitigate it, satisfactory to the Municipalities, including recusal from decision-making processes where appropriate.
 - d. Operator shall ensure its directors, officers, employees, and volunteers are aware of their duty to avoid and disclose conflicts of interest.
 - e. Failure to comply with this section may result in remedies available to the Municipalities under this Agreement or at law, including suspension or termination of funding and demand for repayment of the Funds in full.
- 7.5. **Observance of Laws:** The Operator shall, at all times and in all respects, comply with, and ensure that all persons for whom the Operator is legally responsible under this Agreement also comply with, all applicable municipal bylaws, rules, regulations, and any other legal

requirements imposed by municipal, provincial, or federal authorities, including, without limitation, all applicable environmental laws, as they relate to the performance of this Agreement.

8. EMERGENCY FUNDING

- 8.1. The Municipalities agree to receive and consider delegations from Operator should Operator wish to request additional operating or capital funding due to unforeseen emergency circumstances ("Emergency Funding Request"). Each Municipality retains full discretion regarding any Emergency Funding Request directed to it. Operator consents to the disclosure of any Emergency Funding Request received by one Municipality to the other Municipalities. Each Municipality shall promptly disclose each Emergency Funding Request received by that Party to the other Municipalities. This clause does not create any obligation for any Municipality to provide emergency funding.

9. MUNICIPAL RESPONSIBILITIES

- 9.1. **Disclosure:** The Municipalities shall promptly disclose to the other Municipalities any revenue received directly by that Municipality arising from Operator's use, operation, or services at the Park that may be relevant to the funding relationship.
- 9.2. **Annual Meeting:** Designated representatives of the Parties shall meet as follows:
- a. **Annual Meeting:** At least once per calendar year, at a time mutually agreed upon, primarily to review the Operator's performance, discuss the operational plan, review and provide input on the capital budget for the Park, and address other matters related to this Agreement.
 - b. **Requested Meetings:** Upon reasonable written request of any Municipality ('Requesting Municipality') delivered to the Operator and the other Municipalities, stating the purpose of the meeting. Such meeting shall involve, at minimum, designated representatives of the Operator and the Requesting Municipality, and shall be held within twenty one (21) days of the request unless otherwise agreed. Other Municipalities are entitled to attend.

10. TERMINATION

- 10.1. **Termination for Cause:** If Operator fails to comply with any material term or condition of this Agreement, any Municipality may terminate this Agreement by providing written notice of termination to Operator and the other Parties, which termination shall be effective immediately upon receipt of notice, unless a cure period is specified in the notice and Operator fails to cure the breach within that period to the satisfaction of all of the Municipalities.
- 10.2. **Termination for Convenience:** Any Municipality may terminate this Agreement for any reason or no reason by providing ninety (90) days' written notice to Operator and the other Parties.

- 10.3. **Termination by Council Direction:** Any Municipality may terminate this Agreement on thirty (30) days' written notice to Operator and the other Parties if directed to do so by a resolution of its Council.
- 10.4. **Effect of Termination:** Upon termination under Section 11.1, 11.2, or 11.3:
- a. The Municipalities shall have no further obligation to provide Funds beyond the effective date of termination.
 - b. Operator shall, within thirty (30) days of the effective date of termination, repay to the Municipalities pro-rata any portion of the Funds advanced by the Municipalities which have not been properly expended or irrevocably committed in good faith towards the Purpose in accordance with this Agreement as of the termination date.

11. NOTICES

- 11.1. All notices, requests, demands, or other communications required or permitted under this Agreement shall be in writing and shall be deemed to have been duly given: (a) when delivered personally; (b) on the business day following confirmed transmission if sent by email (provided a copy is also sent by mail or personal delivery); or (c) on the fifth (5th) business day following the date of mailing if sent by registered mail, postage prepaid, addressed as follows:

If to the City:

City of Grande Prairie
Community Connections Director
P.O. Bag 4000
10205 - 98 Street
Grande Prairie, Alberta T8V 6V3
Attn: Katie Biberdorf
Email: kebiberdorf@cityofgp.com

If to the County:

The County of Grande Prairie No.1
Recreation & Culture
10808 – 100 Ave. Clairmont, AB
T8X 5B2
Attn: Director
E-mail: recreationandculture@countygp.ab.ca

If to the MD:

The Municipal District of Greenview No. 16

Community Services Director
4806 – 36 Avenue, Box 1079
Valleyview, AB T0H 3N0
Attn: Michelle Honeyman
E-mail: michelle.honeyman@mdgreenview.ab.ca

If to Operator:

Grande Prairie Ski Club
o/a Nitehawk Year-Round Adventure Park
Box 1006
Grande Prairie, AB T8V 4B5
Attn: Johnathan Clarkson, General Manager
Email: johnathan@gonitehawk.com

or to such other address or email address as any Party may from time to time notify the other Parties in writing. In the event of a postal disruption, notices shall be delivered personally or by email.

12. GENERAL PROVISIONS

- 12.1. **Entire Agreement:** This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior agreements, negotiations, representations, and understandings, whether written or oral, relating thereto.
- 12.2. **Amendment:** This Agreement may only be amended by a written instrument duly executed by all Parties.
- 12.3. **No Assignment:** A Party shall not assign this Agreement or any rights or obligations hereunder, either in whole or in part, without the prior written consent of all Municipalities, which consent may be unreasonably withheld.
- 12.4. **Survival:** The obligations of Operator under the following sections:
- a. Section 5.5 - Repayment;
 - b. Section 6 - Insurance - post-occurrence claims;
 - c. Section 7 - Reporting - for periods covered by Agreement;
 - d. Section 8.2 - Indemnification;
 - e. Section 8.4 - Conflict of Interest - ongoing effects; and
 - f. Section 11.4 - Effect of Termination,

and any other provision which by its nature should survive, shall survive the expiration or earlier termination of this Agreement.

- 12.5. **Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta and the laws of Canada applicable therein. The Parties attorn to the exclusive jurisdiction of the courts of Alberta.
- 12.6. **Independent Contractor:** The Parties are independent contractors. Nothing in this Agreement shall be construed as creating a partnership, joint venture, agency, or employment relationship between any of the Parties. No Party has the authority to bind any other Party.
- 12.7. **Severability:** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable, such provision shall be severed from this Agreement, and the remaining provisions shall remain in full force and effect.
- 12.8. **Independent Legal Advice:** Operator acknowledges that it has had the opportunity to seek and obtain independent legal advice with respect to this Agreement before executing it, and confirms it understands and agrees to be bound by its terms.
- 12.9. **Time is of the Essence:** Time shall be of the essence in this Agreement.
- 12.10. **Limitation of Liability:** Notwithstanding any other provision of this Agreement, the entire and total liability of each Municipality (including its elected officials, officers, employees, and agents) for any and all Claims arising out of or in any way related to this Agreement or the activities of the Operator, whether in contract, tort, or otherwise, shall be limited to the total amount of Funds actually paid by that specific Municipality to Operator under this Agreement during the Term.
- 12.11. **Counterparts & Electronic Signatures:** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement may be executed and delivered electronically (e.g., by PDF), and electronic signatures shall be deemed to be original signatures for all purposes.
- 12.12. **Further Assurances:** Each Party shall, from time to time, execute and deliver all such further documents and instruments and do all acts and things as another Party may reasonably require to effectively carry out the full intent and meaning of this Agreement.

The rest of this page intentionally left blank.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement by their duly authorized representatives as of the date first written above. The persons signing below represent and warrant they are duly authorized to so sign on behalf of, and to legally bind the Party for whom they are signing in respect to this Agreement.

THE CITY OF GRANDE PRAIRIE

**THE COUNTY OF GRANDE PRAIRIE
NO. 1**

PER: _____
Authorized Signatory

PER: _____
Authorized Signatory

Title: Mayor

Title: Reeve

PER: _____
Authorized Signatory

PER: _____
Authorized Signatory

Title:

Title:

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

GRANDE PRAIRIE SKI CLUB

PER: _____
Authorized Signatory

PER: _____
Authorized Signatory

Title: Reeve

Title:

PER: _____
Authorized Signatory

PER: _____
Authorized Signatory

Title:

Title:

SCHEDULE "A" – CAPITAL PLAN

Snowmaking

Snowmaking Guns
Pumps and Instrumentation
Snowmaking Pipe and Hydrants
River Erosion Control - Snowmaking Intake/Gabian Walls

Hill Equipment

Skid Steer/ASV Replacement
2015 Snowcat Replacement
2019 Snowcat Replacement
New Snowcat
Snowmobiles (1 Snowmobile per year)
All Terrain Vehicle
Mobile Equipment, Major Repairs

Hill Improvements

Ski Lifts Repairs/Improvements
Triple Chair Reinstallation Savings
Summer Tube Slide Water Supply

Erosion Control - implementing Best Management Practices
Lift Tower Migration

LED Hill/Facility Lighting Upgrades
Technology Hardware Upgrades
Energy Reduction

Staff Accomodations Upgrade - 6 Bedroom Mobile Home (10yr Lease)

Major Chalet Improvements/Upgrades (ie. Furnaces, Hot Water Tanks, Windows, etc)

Ski & Snowboard Rental Equipment Replacement/Upgrades
Bicycle Rental Equipment Replacement/Upgrades

2023 Budget	2024 Budget	2025 Budget	2026 Budget
\$ 75 000.00	\$ 75 000.00	\$ 75 000.00	\$ 75 000.00
\$ 30 000.00	\$ 30 000.00	\$ 30 000.00	\$ 30 000.00
\$ 10 000.00	\$ 10 000.00	\$ 10 000.00	\$ 10 000.00
\$ 50 000.00	\$ 50 000.00	\$ -	\$ -
\$ 165 000.00	\$ 165 000.00	\$ 115 000.00	\$ 115 000.00
\$ -	\$ 90 000.00	\$ -	\$ -
\$ 60 000.00	\$ 60 000.00	\$ -	\$ -
\$ 60 000.00	\$ 60 000.00	\$ 60 000.00	\$ -
\$ -	\$ -	\$ -	\$ 60 000.00
\$ 13 000.00	\$ 13 500.00	\$ 13 500.00	\$ 14 000.00
\$ -	\$ 15 000.00	\$ -	\$ -
\$ 10 000.00	\$ 10 000.00	\$ 10 000.00	\$ 10 000.00
\$ 143 000.00	\$ 248 500.00	\$ 83 500.00	\$ 84 000.00
\$ 20 000.00	\$ 20 000.00	\$ 20 000.00	\$ 20 000.00
\$ -	\$ 50 000.00	\$ 50 000.00	\$ 50 000.00
\$ 20 000.00	\$ -	\$ -	\$ -
\$ 50 000.00	\$ 50 000.00	\$ 50 000.00	\$ 50 000.00
\$ 15 000.00	\$ 15 000.00	\$ 15 000.00	\$ 15 000.00
\$ 20 000.00	\$ -	\$ -	\$ -
\$ 15 000.00	\$ 15 000.00	\$ 15 000.00	\$ 15 000.00
\$ 30 000.00	\$ 30 000.00	\$ 30 000.00	\$ 30 000.00
\$ 25 000.00	\$ 25 000.00	\$ 25 000.00	\$ 25 000.00
\$ 20 000.00	\$ 20 000.00	\$ 20 000.00	\$ 20 000.00
\$ 15 000.00	\$ 40 000.00	\$ 40 000.00	\$ 40 000.00
\$ 30 000.00	\$ -	\$ 30 000.00	\$ -
\$ 260 000.00	\$ 265 000.00	\$ 295 000.00	\$ 265 000.00
\$ 568 000.00	\$ 678 500.00	\$ 493 500.00	\$ 484 000.00

Total Budget



REQUEST FOR DECISION

SUBJECT:	Allocation of 2024 Operating Budget Surplus		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER: MPH
DEPARTMENT:	FINANCE	DIR: EK	PRESENTER: MPH
STRATEGIC PLAN:	Economy	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – Financial Reserves No. 9500

RECOMMENDED ACTION:

MOTION: That Council allocate the 2024 operating budget surplus of \$6,092,972 as follows: \$1,000,000 to the Disaster Response Reserve, \$3,092,972 to the Operating Contingency Reserve, and \$2,000,000 to the Greenview Seniors Funding Reserve.

BACKGROUND/PROPOSAL:

An operating budget surplus is the excess of revenues over expenditures as compared to the annual operating budget approved by Council. The operating budget surplus is not equivalent to the Operating Surplus or Deficit presented in the annual consolidated financial statements, which are presented in accordance with Public Sector Accounting Standards. Unlike the operating budget surplus, the Operating Surplus or Deficit for financial statement purposes excludes reserve transfers, principal debt payments, and proceeds from the disposal of tangible capital assets, and includes capital revenues, gains (losses) from the disposal of tangible capital assets, and amortization.

In 2024, Greenview had an operating budget surplus of \$6,092,972. As outlined in policy 9500 Financial Reserves, Council can allocate any operating surplus to specific reserves. Administration's recommendation is based on the uncommitted reserve balances and planned contributions and withdrawals for 2025, any minimum or maximum target reserve values, and prevailing trends Greenview is currently facing.

Administration recommends the following allocation of the 2024 operating budget surplus of \$6,092,972:

- Disaster Response Reserve: \$1,000,000 recommended allocation as the operational reserve has yet to be fully replenished following significant use during and emerging from the 2023 wildfire season. This reserve plays a critical role in maintaining financial stability and flexibility. Administration is expecting to recover some of the funds used as part of the DRP (Disaster Recovery Program) process, which is why a full allocation to the target balance is not being recommended.
- Operating Contingency Reserve: \$3,092,972 recommended allocation to continue progress towards the target balance of a minimum of the average of three (3) months of operating costs.

This reserve provides funds for emergent, non-recurring expenditures or the loss of revenues. It ensures Greenview can effectively respond to unexpected challenges by sustaining operations, supporting residents, and avoiding immediate reliance on external funding sources.

- Greenview Seniors Funding Reserve: \$2,000,000 recommended allocation as the demand for seniors housing will only continue to increase in the coming years, Greenview can proactively prepare for that demand by contributing to this reserve annually.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is Greenview will take another step toward strengthening our financial stability—bringing key reserves with minimum balance targets significantly closer to their goals.
2. The benefit of Council accepting the recommended motion is it will enable Greenview to proactively prepare for the growing demand for seniors housing funding, ensuring we stay ahead of future needs.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to allocate the 2024 operating budget surplus differently, however Administration does not recommend this action because the recommended allocations are strategically aligned with targeted reserve levels and current trends impacting Greenview.

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 complete the approved allocation entries, and the updated reserve balances will be used in future financial reports.

ATTACHMENT(S):

- 2025 Reserve Summary with 2024 Surplus Allocation



**MD OF GREENVIEW NO. 16
2025 RESERVE SUMMARY WITH
PROPOSED 2024 SURPLUS ALLOCATION**

	June 30, 2025	Estimated Activity			Dec 31, 2025			
	Balance	Contributions	Interest	Commitments	Uncommitted Balance Before Surplus	Proposed Allocations	Uncommitted Balance After Allocations	Target Balance (if applicable)
Unrestricted Reserves								
Unrestricted	30,690,372	-	-	(13,176,138)	17,514,234	(6,092,972)	11,421,262	
New Capital Reserve	14,066,484	-	-	(14,066,484)	-	-	-	10,000,000
Total Unrestricted Reserves	44,756,856	-	-	(27,242,622)	17,514,234	(6,092,972)	11,421,262	10,000,000
Restricted Reserves								
Asset Management Reserves								
Bridge Replacement	13,086,344	1,189,731	345,575	(2,371,624)	12,250,026	-	12,250,026	
Community Bus Replacement	193,769	9,250	5,117	(185,000)	23,135	-	23,135	
Fire Facilities, Apparatus Vehicle & Equipment	10,795,109	1,628,163	285,070	(1,759,949)	10,948,392	-	10,948,392	
Fleet, Machinery, Equipment & IT Replacement	10,502,998	2,513,128	277,356	(4,427,727)	8,865,754	-	8,865,754	1,657,062
Facilities Replacement	21,473,101	654,020	567,046	(7,103,364)	15,590,803	-	15,590,803	
Gravel Pit Reclamation (Moved to ARO Liability)	(0)	-	-	-	(0)	-	(0)	
Recreation Facility & Equipment Replacement	9,521,460	2,148,311	251,436	(684,460)	11,236,747	-	11,236,747	
Road Infrastructure	87,373,025	31,583,508	2,307,285	(33,536,419)	87,727,399	-	87,727,399	
Storm Water	2,451,247	227,894	64,731	-	2,743,872	-	2,743,872	
Valleyview and District Medical Clinic	135,690	33,464	3,319	-	172,473	-	172,473	
Water & Wastewater Utilities Replacement	11,236,384	3,597,921	296,722	(11,605,479)	3,525,548	-	3,525,548	
Solid Waste Equipment & Facility Replacement	3,561,486	350,727	94,049	(1,819,880)	2,186,382	-	2,186,382	
Total Restricted Reserves	170,330,612	43,936,117	4,497,705	(63,493,902)	155,270,533	-	155,270,533	200,000,000
Social, Economic, & Environmental Reserves								
Operating Project Carry Forward	477,949	-	-	(477,949)	-	-	-	
Economic Development	6,547,943	-	-	(5,133,842)	1,414,101	-	1,414,101	
Sustainability	-	-	-	-	-	-	-	
Disaster Response	2,075,168	-	-	-	2,075,168	1,000,000	3,075,168	5,000,000
Green View FCSS	101,200	-	-	-	101,200	-	101,200	
Operating Contingency	5,531,319	6,936,059	-	-	12,467,378	3,092,972	15,560,350	26,794,524
Greenview Daycare Funding	-	-	-	-	-	-	-	
Greenview Seniors Funding	-	-	-	-	-	2,000,000	2,000,000	
Health and Dental Benefit	110,221	-	-	-	110,221	-	110,221	
Total Social, Economic, & Environmental Reserves	14,843,801	6,936,059	-	(5,611,791)	16,168,069	6,092,972	22,261,041	31,794,524
Planning & Development								
Developer Contributions	25,073	-	662	-	25,735	-	25,735	
Cash-In-Lieu of Municipal Reserve	61,817	-	1,632	-	63,449	-	63,449	
Total Planning & Development Reserves	86,890	-	2,295	-	89,184	-	89,184	-
Total All Reserves	\$ 230,018,159	\$ 50,872,176	\$ 4,500,000	\$ (96,348,315)	\$ 189,042,020	-	\$ 189,042,020	\$ 241,794,524

DATE



REQUEST FOR DECISION

SUBJECT:	Amendment to Capital Project PS25003		
SUBMISSION TO:	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	July 22, 2025	CAO:	MANAGER:
DEPARTMENT:	PROTECTIVE SERVICES	DIR: MH	PRESENTER: CP
STRATEGIC PLAN:	Culture, Social & Emergency Services	LEG: SS	

RELEVANT LEGISLATION:

Provincial (cite) – N/A

Council Bylaw/Policy (cite) – N/A

RECOMMENDED ACTION:

MOTION: That Council direct Administration to amend capital project PS25003, Wet Rescue Replacement (F62) - Grovedale, to “Dry Rescue Replacement”.

BACKGROUND/PROPOSAL:

On March 25, 2025, Council approved capital project PS25003 to replace fire truck F62 in Grovedale with a Wet Rescue truck. F62 is currently a Wet Rescue configuration that was redeployed from Station 33 (Grande Cache) in 2021. Since being placed into service at Station 32 (Grovedale), the pump and water tank have never been used in a rescue call situation. In consultation with the membership of Station 32 in Grovedale and taking into consideration the terrain of the local response area, it is now recommended that this truck be replaced with a Dry Rescue style. A Dry Rescue configuration will be lighter, making maneuvering in rural, unpaved, off-road settings easier. Without a water tank and pump, a dry rescue will have considerably more space and weight capacity for rescue tools and specialty equipment. Due to local terrain and a large coverage area, Station 32 typically engages in multi-apparatus responses, which currently provide adequate water and pump capacity on calls where the Dry Rescue would be dispatched.

By pursuing a dry rescue built on a commercial chassis, it is anticipated that there will be considerable purchase and maintenance cost savings compared to a custom chassis wet rescue truck. It is estimated that this truck will incur less than \$1 million in cost, which would be significantly less than the previously approved \$1.6 million capital cost.

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Station 32 obtains a rescue truck that is best suited to meet their local fire district needs. Operating a dry rescue truck is a fiscally responsible and operationally efficient decision that enhances our overall response capability.

DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

ALTERNATIVES CONSIDERED:

Alternative #1: Council has the alternative to proceed with the purchase of a Wet Rescue truck as originally requested, however Administration does not recommend this action as it is not believed to be the best option to meet the Grovedale Fire District's operational needs.

FINANCIAL IMPLICATION:

There will be an anticipated reduction of cost for this project.

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

INCREASING LEVEL OF PUBLIC IMPACT

Inform

PUBLIC PARTICIPATION GOAL

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

PROMISE TO THE PUBLIC

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Once Council makes a decision, Administration will proceed with a tendering process.

ATTACHMENT(S): N/A



Municipal District of Greenview No. 16

NAME: Winston Delorme

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
30-Jun	10:30	16:00	M	WYRWMA Meeting							277.00
8-Jul	9:00	16:00	M	Council Meeting							415.00
9-Jul	9:00	12:00	M	MPC/PCR							138.00
14-Jul	17:00	20:00	M	Ratepayer BBQ GC							138.00
NOTES:				KILOMETER CLAIM			TOTAL				968.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
							NET CLAIM				968.00
				\$0.26 per km							
				SUBTOTAL			TOTAL CLAIM				968.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL			AMOUNT DUE (OWING)				\$968.00

DATE _____
Claimant

Date

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Date



Municipal District of Greenview No. 16

NAME: Ryan Ratzlaff

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
7-Jul	18:45	20:30	M	Little Smoky Cemetery committee	20						138.00
8-Jul	8:15	20:30	M	RCM & DeBolt BBQ	210						646.00
9-Jul	8:15	13:00	M	MPC/PRC & Hospital pictures	80						277.00
NOTES:				KILOMETER CLAIM			TOTAL				1061.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.72 per km	310	223.20	NET CLAIM				1061.00
				\$0.17 per km	310	52.70					
				SUBTOTAL		275.90	TOTAL CLAIM				1336.90
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		275.9	AMOUNT DUE (OWING)				\$1,336.90

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Municipal District of Greenview No. 16

NAME: Ryan Ratzlaff

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
14-Jun				Valleyview High school grad speech	80						
17-Jun	6:30	14:30	M	COTW Grovedale	350						415.00
21-Jun				Fox Creek High school grad speech	120						
24-Jun	8:15	19:00	M	RCM and VVW Ratepayer BBQ	80						554.00
25-Jun				Candidate workshop							
NOTES:				KILOMETER CLAIM			TOTAL				969.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.72 per km	630	453.60	NET CLAIM				969.00
				\$0.17 per km	630	107.10					
				SUBTOTAL		560.70	TOTAL CLAIM				1529.70
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		560.7	AMOUNT DUE (OWING)				\$1,529.70

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Municipal District of Greenview No. 16

NAME: Dave Berry

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
17-Jun	7:00	17:00	M	COTW Grovedale	320							554.00
24-Jun	8:30	19:00	M	reg Council Valleyview BBQ	60							554.00
25-Jun	8:30	14:30	M	ASB	60							277.00
8-Jul	8:30	15:00	M	Reg Council	60							415.00
9-Jul	8:30	13:00	M	MPC PRC	60							277.00
NOTES:				KILOMETER CLAIM			TOTAL					2077.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.72 per km	560	403.20	NET CLAIM					2077.00
				\$0.17 per km	560	95.20						
				SUBTOTAL		498.40	TOTAL CLAIM					2575.40
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		498.4	AMOUNT DUE (OWING)					\$2,575.40

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Municipal District of Greenview No. 16

NAME: Tom Burton
ADDRESS :

Employee # : 378
Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM		MEALS				LODGING EXPENSES	PER DIEM
							B	L	D	AMOUNT		
June 30 2025	18:45	19:00	M	East Smoky Recreation Board								138.00
July 8 2025	7:45	20:00	M	Council & DeBolt Ratepayers Barbeque	120							646.00
July 9 2025	7:35	19:00	M	Municipal Planning Commission & Policy Review Committee & MD of Greenview Library Board	120							554.00
July 10 2025	12:00	17:00	M	River of Death & Discovery Dinosaur Museum Society Finance Committee	178							277.00
July 12 2025	7:00	17:30	M	MD of Greenview Library Board	500			1		20.00		554.00
NOTES:				KILOMETER CLAIM				TOTAL		20.00		2169.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST					
				\$0.66 per km	918	605.88	NET CLAIM		20.00			2169.00
				\$0.26 per km	918	238.68						
				SUBTOTAL		844.56	TOTAL					3033.56
				LESS G.S.T.			LESS ADVANCES					
				TOTAL		844.56	AMOUNT DUE (OWING)					\$3,033.56

Claimant

Date

Approved

Date

DATE



Municipal District of Greenview No. 16

NAME: Jennifer Scott

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
8-Jul	8:00	19:30	M	Regular Council Meeting/DeBolt BBQ	126						554.00
9-Jul	8:00	14:00	M	MPC/PRC	76						277.00
NOTES:				KILOMETER CLAIM			TOTAL				831.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.72 per km	202	145.44	NET CLAIM				831.00
				\$0.17 per km	202	34.34					
				SUBTOTAL		179.78	TOTAL CLAIM				1010.78
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		179.78	AMOUNT DUE (OWING)				\$1,010.78

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Municipal District of Greenview No. 16

NAME: Christine Schlieff

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
8-Jul	6:45	19:30	M	Reg Council and DB BQ	305						646.00
9-Jul	6:45	14:00	M	MPC PRC in VV	305						415.00
12-Jul	7:30	15:30	M	MD Library Board	388						415.00
NOTES:				KILOMETER CLAIM			TOTAL				1476.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.66 per km	998	658.68	NET CLAIM				1476.00
				\$0.26 per km	998	259.48					
				SUBTOTAL		918.16	TOTAL CLAIM				2394.16
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		918.16	AMOUNT DUE (OWING)				\$2,394.16

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Municipal District of Greenview No. 16

NAME: Marko Hackenberg

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
Jun.30	10:30	11:30	M	WYRWMA Meeting							138.00
Jul. 04	17:00	19:00		Opening of Raid the Rockies							
Jul. 08	9:00	15:00	M	RCM online							277.00
Jul. 09	9:00	12:00	M	MPC and PRC online							138.00
Jul.10	17:00	19:00		GC taskforce for Sub Regional plan							
NOTES:				KILOMETER CLAIM			TOTAL				553.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
							NET CLAIM				553.00
				\$0.17 per km							
				SUBTOTAL			TOTAL CLAIM				553.00
				LESS G.S.T.			LESS ADVANCES				
				TOTAL			AMOUNT DUE (OWING)				\$553.00

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Municipal District of Greenview No. 16

NAME: Tyler Olsen

Employee # : _____

ADDRESS : _____

Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS				LODGING EXPENSES	PER DIEM
						B	L	D	AMOUNT		
30-Jun	9:00	16:00	m	CFWY debrief of Jasper Grand w/ praires	350						415.00
4-Jul	9:00	23:59	m	Travel to Calgary, stampede events	615		1		20.00		646.00
5-Jul	10:00	16:00	m	stampede events							277.00
6-Jul	10:00	16:00	m	stampede events							277.00
7-Jul	7:00	13:00	m	stampede events						2242.03	277.00
8-Jul	9:00	13:00	m	Regular council, lunch with IFS							277.00
9-Jul	9:00	18:00	m	MPC, PRC, travel to VV	615						415.00
11-Jul	12:30	21:00	m	Invest NW, Special olympics kick off	220			1	50.00	50.00	415.00
12-Jul				Sun Valley Pioneers 50th							
13-Jul	12:00	15:00	m	travel back to GC	330						138.00
NOTES:				KILOMETER CLAIM			TOTAL		70.00	2292.03	3137.00
Meeting Code : M for Meetings C for Conferences				RATE	KM's	TOTAL	LESS GST				
				\$0.66 per km	2130	1405.80	NET CLAIM		70.00	2292.03	3137.00
				\$0.26 per km	2130	553.80					
				SUBTOTAL		1959.60	TOTAL CLAIM				7458.63
				LESS G.S.T.			LESS ADVANCES				
				TOTAL		1959.6	AMOUNT DUE (OWING)				\$7,458.63

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Residence Inn[®] Calgary Downtown/Beltline District
 610 10th Ave SW, Calgary T2R 1M3 P 587.885.2288
Marriott.com/YVCBL

Tyler Olsen
 11034 Hoppe Ave
 Po Box 790
 Grande Cache AB T0E0Y0

Room: 3104
 Room Type: MTGF
 Number of Guests: 2
 Rate: \$679.00 Clerk: AZH

Arrive: 04Jul25 Time: 04:08PM Depart: 07Jul25 Time: 04:10PM Folio Number: 80095

DATE	DESCRIPTION	CHARGES	CREDITS
24Jun25	Advance Deposit		2242.03
04Jul25	Room Charge	629.00	
04Jul25	Gst #722046950	33.34	
04Jul25	Destination Marketing Fee	37.74	
04Jul25	Tourism Levy	26.67	
05Jul25	Room Charge	689.00	
05Jul25	Gst #722046950	36.52	
05Jul25	Destination Marketing Fee	41.34	
05Jul25	Tourism Levy	29.21	
06Jul25	Room Charge	679.00	
06Jul25	Gst #722046950	35.99	
06Jul25	Destination Marketing Fee	40.74	
06Jul25	Tourism Levy	28.79	
07Jul25	American Express		65.31

Card #: XXXXXXXXXXXXXXX1000/XXXX
 Card Type: AMEX Card Entry: MANUAL Approval Code: 188367

BALANCE: 0.00

Marriott Bonvoy Account # XXXXX4638. Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy account statement or your online statement for updated activity.

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Residence Inn® Calgary Downtown/Beltline District
610 10th Ave SW, Calgary T2R 1M3 P 587.885.2288
Marriott.com/YVCBL

Tyler Olsen 11034 Hoppe Ave Po Box 790 Grande Cache AB T0E0Y0			Room: 3104 Room Type: MTGF Number of Guests: 2 Rate: \$679.00		Clerk: AZH
Arrive: 04Jul25	Time: 04:08PM	Depart: 07Jul25	Time: 04:10PM	Folio Number: 80095	

DATE	DESCRIPTION	CHARGES	CREDITS
		BALANCE:	0.00

Marriott Bonvoy Account # XXXXX4638. Your Marriott Bonvoy points/miles earned on your eligible earnings will be credited to your account. Check your Marriott Bonvoy account statement or your online statement for updated activity.

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