



**Mackenzie County**

# **REGULAR COUNCIL MEETING AGENDA**

OCTOBER 24, 2018

10:00 A.M.

COUNCIL CHAMBERS  
FORT VERMILION, AB



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, October 24, 2018  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	3
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the October 9, 2018 Regular Council Meeting	7
		b) Minutes of the October 23, 2018 Organizational Meeting	23
		c) Business Arising out of the Minutes	
<b>DELEGATIONS:</b>	4.	a) Dan Fletcher, Chief Administrative Officer, Town of High Level (11:30 am) ( <i>Refer to Agenda item #11. a)</i> )	
		b) Neil Simpson, Deputy Chief, Fort Vermilion Fire Department (Closed Session – 11:45 a.m.)	
		c) Carson Flett – Petition for Teacher for Indigenous Language Curriculum (1:30 p.m.)	25
<b>COUNCIL COMMITTEE REPORTS:</b>	5.	a) Council Committee Reports (verbal)	
		b) Public Works Committee Meeting Minutes	29
		c)	
		d)	

<b>GENERAL REPORTS:</b>	6.	a)	Disaster Recovery Program (DRP) Updates (Standing Item)	
<b>TENDERS:</b>			Tender openings are schedule for 11:00 a.m.	
	7.	a)	Proposals for Farm Land Development	35
<b>PUBLIC HEARINGS:</b>			Public Hearings are scheduled for 1:00 p.m.	
	8.	a)	Bylaw 1101-18 Partial Road Closure and Purchase of Government Road Allowance South of Plan 112 5121, Block 01, Lot 01	37
		b)	Bylaw 1102-18 Partial Road Closure and Purchase of Government Road Allowance South of SE 15-104-18-W5M	47
		c)	Bylaw 1103-18 Partial Road Closure and Purchase of Government Road Allowance South of SW 14-104-18-W5M	57
<b>ADMINISTRATION:</b>	9.	a)	Disaster Recovery Program – Letter of Appreciation	67
		b)	Caribou (Standing Item)	
		c)		
		d)		
<b>AGRICULTURE SERVICES:</b>	10.	a)		
		b)		
<b>COMMUNITY SERVICES:</b>	11.	a)	High Level Invoice – May Wildfire Event	69
		b)	Handi-Van Operations	93
		c)	2018 Campground Caretakers Bonus	97
		d)		
		e)		

- FINANCE:** 12. a)  
b)
- OPERATIONS:** 13. a)  
b)
- PLANNING & DEVELOPMENT:** 14. a) Public Notification Process for Development Permits 105  
b) Zama Airport – Private Lease 109  
c)  
d)
- UTILITIES:** 15. a) Zama Lift Station Upgrade Project 115  
b) Zama Water Treatment Improvements Project 119  
c)  
d)
- INFORMATION / CORRESPONDENCE:** 16. a) Information/Correspondence 123
- CLOSED MEETING:** *Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure*
17. a) Neil Simpson, Deputy Chief, Fort Vermilion Fire Department (s. 17, 24)  
b) Legal Opinion on Tax Write Offs and Collection Outcomes (s. 23, 24, 27)  
c) Union Negotiations (Standing Item) (s. 23, 24)  
d)  
e)

**NOTICE OF MOTION:** 18. a)

**NEXT MEETING DATES:** 19. a) Regular Council Meeting  
November 13, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

b) Committee of the Whole Meeting  
November 27, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

c) Regular Council Meeting  
November 28, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 20. a) Adjournment



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the October 9, 2018 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the October 9, 2018, Regular Council Meeting are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

Approved Council Meeting minutes are posted on the County website.

**RECOMMENDED ACTION:**

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the minutes of the October 9, 2018 Regular Council Meeting be adopted as presented.

Author: C. Gabriel Reviewed by: CG CAO: \_\_\_\_\_

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**October 9, 2018  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, AB**

**PRESENT:** Peter F. Braun Reeve  
Lisa Wardley Deputy Reeve  
Peter F. Braun Councillor  
Lisa Wardley Councillor  
Jacquie Bateman Councillor  
Cameron Cardinal Councillor  
David Driedger Councillor  
Eric Jorgensen Councillor (arrived at 10:01 a.m.)  
Josh Knelsen Councillor  
Anthony Peters Councillor  
Ernest Peters Councillor

**REGRETS:** Walter Sarapuk Councillor

**ADMINISTRATION:** Len Racher Chief Administrative Officer  
Byron Peters Deputy CAO  
David Fehr Director of Operations  
Doug Munn Director of Community Services  
Fred Wiebe Director of Utilities  
Carol Gabriel Director of Legislative & Support  
Services/Recording Secretary  
Bill McKennan Director of Finance  
Grant Smith Agricultural Fieldman

**ALSO PRESENT:** Members of the public.

Minutes of the Regular Council meeting for Mackenzie County held on October 9, 2018 in the Council Chambers at the Fort Vermilion County Office.

**CALL TO ORDER: 1. a) Call to Order**

Reeve Braun called the meeting to order at 10:00 a.m.

**AGENDA: 2. a) Adoption of Agenda**

**MOTION 18-10-719 MOVED** by Councillor Knelsen

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That the agenda be approved with the following additions:

- 9. i) Intergovernmental Relations
- 9. j) Union Negotiations

**CARRIED**

**MINUTES FROM  
PREVIOUS MEETING:**

**3. a) Minutes of the September 24, 2018 Regular Council Meeting**

**MOTION 18-10-720**

**MOVED** by Councillor Driedger

That the minutes of the September 24, 2018 Regular Council Meeting be adopted as presented.

**CARRIED**

Councillor Jorgensen arrived at 10:01 a.m.

**3. b) Business Arising out of the Minutes**

None

**DELEGATIONS:**

**4. a) None**

**COUNCIL COMMITTEE  
REPORTS:**

**5. a) Council Committee Reports (verbal)**

**MOTION 18-10-721**

**MOVED** by Councillor Knelsen

That the Council committee reports be received for information.

**CARRIED**

**5. b) Municipal Planning Commission Meeting Minutes**

**MOTION 18-10-722**

**MOVED** by Deputy Reeve Wardley

That the Municipal Planning Commission meeting minutes of September 20, 2018 be received for information.

**CARRIED**

**5. c) Finance Committee Meeting Minutes**

**MOTION 18-10-723**

**MOVED** by Councillor A. Peters

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That the unapproved Finance Committee meeting minutes of September 20, 2018 be received for information.

**CARRIED**

**5. d) Community Services Committee Meeting Minutes**

**MOTION 18-10-724**

**MOVED** by Councillor Driedger

That the Community Services Committee meeting minutes of September 10, 2018 be received for information.

**CARRIED**

**GENERAL REPORTS:**

**6. a) CAO & Directors Report for September 2018**

**MOTION 18-10-725**

**MOVED** by Councillor Jorgensen

That administration research options for the disposal of dead animals.

**CARRIED**

Reeve Braun recessed the meeting at 11:05 a.m. and reconvened the meeting at 11:18 a.m.

**MOTION 18-10-726**

**MOVED** by Councillor Jorgensen

That the 500 tonne of gravel remaining from the Zama gravel supply be used between the end of the Assumption high grade to the 7-34 Battery.

**CARRIED**

**MOTION 18-10-727**

**MOVED** by Councillor Jorgensen

That a letter be sent to the Minister of Municipal Affairs, Minister of Indigenous Relations, and MLA Debbie Jabbour expressing our appreciation for moving forward the Disaster Recovery Program (DRP) application for the ice jam event.

Councillor Jorgensen requested a recorded vote.

**MOTION 18-10-728**

**MOVED** by Councillor E. Peters

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That the vote on Motion 18-10-727 be TABLED to the next meeting.

**CARRIED**

**MOTION 18-10-729**

**MOVED** by Deputy Reeve Wardley

That administration contact the Rural Municipalities of Alberta (RMA) regarding an update to the La Crete Ferry campground insurance claim.

**CARRIED**

**MOTION 18-10-730**

**MOVED** by Councillor Jorgensen

That the CAO and Directors reports for September 2018 be received for information.

**CARRIED**

Reeve Braun recessed the meeting at 12:01 p.m. and reconvened the meeting at 12:58 p.m.

**TENDERS:**

7. a) **None**

**PUBLIC HEARINGS:**

8. a) **None**

**ADMINISTRATION:**

9. a) **Policy PW018 Hiring of Private Equipment**

**MOTION 18-10-731**

**MOVED** by Councillor E. Peters

That Policy PW018 Hiring of Private Equipment be amended to include the requirement of a Mackenzie County Business License.

**CARRIED**

9. b) **Policy HR002 Drug and Alcohol Use – DRAFT  
Policy HR003 Medical Marijuana Use – DRAFT**

**MOTION 18-10-732**

**MOVED** by Councillor Driedger

That the draft drug and alcohol polices be amended as discussed and forwarded to the AUPE Local 118/008 for review and comment.

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**CARRIED**

Reeve Braun recessed the meeting at 2:22 p.m. and reconvened the meeting at 2:33 p.m.

**9. c) Meetings with Ministers – Rural Municipalities of Alberta (RMA) Fall Convention**

**MOTION 18-10-733**

**MOVED** by Councillor Jorgensen

That the following priority topics be discussed at the Minister meetings during the Rural Municipalities of Alberta (RMA) fall convention in November 2018 in Edmonton.

**Alberta Transportation**

Priorities:

- La Crete Ferry/Bridge
- Highway 58 – BC Connector

Leave Behinds:

- High-Wide Load Corridor
- Rail to Alaska
- Highway 58 – Turning Lane at Ponton River
- Highway 58 East – through Wood Buffalo National Park
- Highway 697 Widening
- Zama Access Road

**Agriculture & Forestry**

Priorities:

- Natural Gas Shortage
- Farmland Expansion/Roads to New Lands

Leave Behinds:

- Grazing Leases
- Rail to Alaska
- Plant Protein Projects

**Health**

Priorities:

- Fort Vermilion Hospital
- La Crete Maternal/Family Health Centre
- Northern Metrics

Leave Behinds:

- Lack of Doctors
- Lower NWT Partnership

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## **Environment & Parks**

### Priorities:

- Commercial Fishing
- Grazing Leases
- General Permits & Approvals

### Leave Behinds:

- Land Use Framework

## **Municipal Affairs**

### Priorities:

- Rural Water
- Assessment Year Modifiers
- Disaster Recovery Program Approvals

### Leave Behinds:

- Natural Gas Shortage
- Municipal Census

## **Economic Development & Trade**

### Priorities:

- Rail Services
- Natural Gas & Power Shortage

### Leave Behinds:

- Farmland Expansion
- Assessment Decline/Moratorium
- Commercial Fishing – Hay River Fish Processing Facility

## **Indigenous Relations**

*(meeting scheduled for November 20, 2018 at 9:30 a.m.)*

### Priorities:

- Natural Gas Shortage
- Highway 58 East through Wood Buffalo National Park

### Leave Behinds:

- Diseased Bison
- Partnership Program for Water to Reserves

## **Energy**

### Priorities:

- Natural Gas & Power Shortage
- Assessment Decline/Moratoriums
- Assessment Year Modifiers

### Leave Behinds:

- Ronald Lake Bison
- Rail Services

**Solicitor General**

Priorities:

- Peace Officer Approvals
- Fox Lake Courthouse
- Basic Policing Services/Enhanced Policing

Leave Behinds:

- Fish & Wildlife Officers

**CARRIED**

**9. d) Letter Request – Reactive Monitoring Mission to Wood Buffalo National Park**

**MOTION 18-10-734**

**MOVED** by Deputy Reeve Wardley

That the letter to the UNESCO World Heritage Centre regarding the reactive monitoring mission to Wood Buffalo National Park be sent as amended.

**CARRIED**

**9. e) Council Self-Evaluation**

**MOTION 18-10-735**

**MOVED** by Councillor Knelsen

That the Council self-evaluation be done in conjunction with the CAO evaluation on October 23, 2018.

**CARRIED**

**9. f) Rural Municipalities of Alberta (RMA) Resolution Investing in Canada Infrastructure Program (ICIP)/Municipal Sustainability Initiative (MSI) Funding**

**MOTION 18-10-736**

**MOVED** by Deputy Reeve Wardley

That the Rural Municipalities of Alberta (RMA) Resolution regarding the Investing in Canada Infrastructure Program (ICIP)/Municipal Sustainability Initiative (MSI) Funding be submitted for consideration at the Rural Municipalities of Alberta Fall convention.

**CARRIED**

**9. g) Tri-Council Meeting**

**MOTION 18-10-737**

**MOVED** by Councillor A. Peters

That the following agenda items be added to the Tri-Council meeting agenda for November 7, 2018:

- Mackenzie Regional Charity Golf Tournament
- CN Rail
- Mackenzie Regional Waste Management Services Presentation

**CARRIED**

**9. h) Caribou (Standing Item)**

**MOTION 18-10-738**

**MOVED** by Deputy Reeve Wardley

That the caribou update be received for information.

**CARRIED**

**9. i) Intergovernmental Relations (ADDITION)**

**MOTION 18-10-739**

Requires Unanimous

**MOVED** by Deputy Reeve Wardley

That Grand Chief Trevor Mercredi be invited as the County's guest to the Rural Municipalities of Alberta (RMA) conference in November 2018.

**CARRIED UNANIMOUSLY**

**9. j) Union Negotiations (ADDITION)**

**MOTION 18-10-740**

Requires Unanimous

**MOVED** by Councillor Knelsen

That the union negotiations be received for information.

**CARRIED**

**AGRICULTURE  
SERVICES:**

**10. a) None**

**COMMUNITY  
SERVICES:**

**11. a) High Level Invoice – May Wildfire Event**

**MOTION 18-10-741**

**MOVED** by Councillor Knelsen

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That the Town of High Level Invoice # IVC20689 (Wildland Fire Callout) be TABLED to the next meeting and that Chief Rodney Schmidt be invited for further discussion and clarification.

**CARRIED**

Reeve Braun recessed the meeting at 4:17 p.m. and reconvened the meeting at 4:27 p.m.

**FINANCE:**

**12. a) Elimination of One-Third Tax Free Exemption for Municipal Officials**

**MOTION 18-10-742**

**MOVED** by Deputy Reeve Wardley

That the following allowances be incorporated into the Honorariums and Expense Reimbursement Bylaw:

- Taxable Travel Allowance (Council Meetings) – 33% of Meeting Honorarium
- Taxable Travel Allowance (Committee Meetings) - 33% of Meeting Honorarium
- Municipal Officer Allowance (Reeve) - 33% of Monthly Honorarium
- Municipal Officer Allowance (Deputy) - 33% of Monthly Honorarium
- Municipal Officer Allowance (Councillor) - 33% of Monthly Honorarium
- Northern Travel Allowance Benefit

**CARRIED**

**OPERATIONS:**

**13. a) Bylaw 1114-18 Fee Schedule**

**MOTION 18-10-743**

**MOVED** by Councillor Jorgensen

That administration investigate and negotiate with the airport lease holders regarding airport fees.

**CARRIED**

**MOTION 18-10-744**  
Requires 2/3

**MOVED** by Deputy Reeve Wardley

That first reading be given to Bylaw 1114-18 being the Fee Schedule Bylaw for Mackenzie County.

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**CARRIED**

**MOTION 18-10-745**  
Requires 2/3

**MOVED** by Councillor Bateman

That second reading be given to Bylaw 1114-18 being the Fee Schedule Bylaw for Mackenzie County.

**CARRIED**

**MOTION 18-10-746**  
Requires Unanimous

**MOVED** by Councillor Bateman

That consideration be given to go to third reading of Bylaw 1114-18 being the Fee Schedule Bylaw for Mackenzie County at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION 18-10-747**  
Requires 2/3

**MOVED** by Councillor Knelsen

That third reading be given to Bylaw 1114-18 being the Fee Schedule Bylaw for Mackenzie County.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. a) Bylaw 1117-18 – Land Use Bylaw Amendment to Amend the Yard – Front Regulation of the Fort Vermilion Commercial Centre (FV-CC) Zoning District**

**MOTION 18-10-748**

**MOVED** by Deputy Reeve Wardley

That first reading be given to Bylaw 1117-18 being a Land Use Bylaw Amendment to amend the Yard – Front setback regulation of Section 9.23.3 Fort Vermilion Commercial Centre (FV-CC), subject to public hearing.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. b) Bylaw 1118-18 Land Use Bylaw Amendment to add the definition of energy source and to add the regulation for the issuance of an Alberta remediation certificate for all energy use sites to section 8.62 and sections 9.1, 9.6, 9.7, 9.8, 9.23, 9.24, 9.25, 9.26, 9.28, 9.30, 9.31, 9.32, 9.33 and 9.35**

**MOTION 18-10-749**

**MOVED** by Councillor Driedger

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That first reading be given to Bylaw 1118-18 being a Land Use Bylaw Amendment to add the definition of energy source to Section 2.3.1 and to add the regulation for the issuance of an Alberta remediation certificates for all energy use sites to section 8.62 and sections 9.1, 9.6, 9.7, 9.8, 9.23, 9.24, 9.25, 9.26, 9.28, 9.30, 9.31, 9.32, 9.33 and 9.35.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. c) Bylaw 1119-18 Land Use Bylaw Amendment to add Funeral Home as a Discretionary Use in the Institutional "I" District**

**MOTION 18-10-750**

**MOVED** by Councillor E. Peters

That first reading be given to Bylaw 1119-18 being a Land Use Bylaw Amendment to add Funeral Home as a discretionary use to the Institutional "I" zoning district, subject to public hearing input.

**CARRIED**

**MOTION 18-10-751**

**MOVED** by Deputy Reeve Wardley

That Council move in-camera at 5:44 p.m. to discuss funeral services (*FOIP, Div. 2, Part 1, s. 21, 22*).

**CARRIED**

All Councillors and administration were present during the in-camera discussion. (*MGA Section 602.08(1)(6)*)

**MOTION 18-10-752**

**MOVED** by Jorgensen

That Council move out of camera at 5:48 p.m.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. d) Bylaw 1120-18 Land Use Bylaw Amendment to Rezone Plan 162 0091, Block 7, Lots 6, 7, 8 & 9 from Hamlet Residential 1B "H-R1B" to Hamlet Residential 2 "H-R2" (La Crete)**

**MOTION 18-10-753**

**MOVED** by Deputy Reeve Wardley

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That first reading be given to Bylaw 1120-18 being a Land Use Bylaw Amendment to rezone Plan 162 0091, Block 7, Lot 6, 7, 8 and 9 from Hamlet Residential 1B "H-R1B" to Hamlet Residential 2 "H-R2" to accommodate Dwelling – Row development, subject to public hearing input.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. e) Request to Waive Outstanding Taxes for Tax Roll 075317 (La Crete) (Part of NE 3-106-15-W5M)**

**MOTION 18-10-754**  
Requires 2/3

**MOVED** by Councillor Bateman

That 2018 Taxes totaling \$410.81 be waived for Tax Roll 075317.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. f) Public Notification Process for Development Permits**

**MOTION 18-10-755**

**MOVED** by Councillor Cardinal

That the public notification process for development permits be TABLED to the next meeting.

**CARRIED**

**UTILITIES:**

**15. a) Policy UT004 Utility Connections**

**MOTION 18-10-756**

**MOVED** by Deputy Reeve Wardley

That Policy UT004 Utility Connections be amended as presented.

**CARRIED**

**UTILITIES:**

**15. b) Rural Potable Water Infrastructure Budget Amendment**

**MOTION 18-10-757**  
Requires 2/3

**MOVED** by Councillor E. Peters

That the budget be amended to include an additional \$87,000 for the Rural Potable Water Infrastructure Project with funding coming from the Rural Water Reserve.

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**CARRIED**

**INFORMATION /  
CORRESPONDENCE:**

**16. a) Information/Correspondence**

**MOTION 18-10-758**

**MOVED** by Deputy Reeve Wardley

That all Councillors be authorized to attend the joint special projects meeting initiated by the Municipal District of Opportunity on October 31, 2018 in Red Earth Creek.

**CARRIED**

**MOTION 18-10-759**

**MOVED** by Councillor Knelsen

That all Councillors be authorized to attend the Regional Economic Development Initiative Annual General Meeting on October 16, 2018 in High Level.

**CARRIED**

**MOTION 18-10-760**

**MOVED** by Councillor Knelsen

That the information/correspondence items be received for information.

**CARRIED**

Reeve Braun recessed the meeting at 6:00 p.m. and reconvened the meeting at 6:10 p.m.

**IN-CAMERA SESSION:**

**17. In-Camera Session**

**MOTION 18-10-761**

**MOVED** by Councillor Knelsen

That Council move in-camera at 6:10 p.m. to discuss the following:

- 17. a) Diversion License Review Update (*FOIP, Div. 2, Part 1, s.21*)
- 17. b) Frontier Veterinary Services Ltd Agreement (*FOIP, Div. 2, Part 1, s. 16, 24, 25*)
- 17. c) Legal File Status Update (*FOIP, Div. 2, Part 1, s. 23, 24, 27*)

**CARRIED**

All Councillors and administration were present during the in-camera discussion. (MGA Section 602.08(1)(6))

**MOTION 18-10-762**

**MOVED** by Councillor E. Peters

That Council move out of camera at 7:02 p.m.

**CARRIED**

**IN-CAMERA SESSION: 17. a) Diversion License Review Update**

**MOTION 18-10-763**

**MOVED** by Councillor Jorgensen

That administration proceeds with the water diversion licences as discussed.

**CARRIED**

**IN-CAMERA SESSION: 17. b) Frontier Veterinary Services Ltd Agreement**

**MOTION 18-10-764**

**MOVED** by Councillor Driedger

That the Agricultural Service Board be authorized to enter into a one-year agreement with Frontier Veterinary Services Ltd. as presented.

**CARRIED**

**IN-CAMERA SESSION: 17. c) Legal File Status Update**

**MOTION 18-10-765**

**MOVED** by Councillor E. Peters

That the legal file status update be received for information.

**CARRIED**

**NOTICE OF MOTION: 18. a) None**

**NEXT MEETING DATE: 19. a) Next Meeting Dates**

Organizational Council Meeting  
October 23, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting

\_\_\_\_\_  
\_\_\_\_\_

October 24, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**                    **20. a) Adjournment**

**MOTION 18-10-766**                **MOVED** by Councillor Cardinal

That the council meeting be adjourned at 7:03 p.m.

**CARRIED**

These minutes will be presented to Council for approval on October 24, 2018.

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Peter F. Braun  
Reeve

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Len Racher  
Chief Administrative Officer

UNAPPROVED



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the October 23, 2018 Organizational Council Meeting</b>

## **BACKGROUND / PROPOSAL:**

Minutes of the October 23, 2018, Organizational Council Meeting will be presented at the meeting.

## **OPTIONS & BENEFITS:**

## **COSTS & SOURCE OF FUNDING:**

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION:**

Approved Council Meeting minutes are posted on the County website.

## **RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the October 23, 2018 Organizational Council Meeting be adopted as presented.

**Author:** C. Gabriel      **Reviewed by:** CG      **CAO:** \_\_\_\_\_







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>DELEGATION Carson Flett – Petition for Teacher for Indigenous Language Curriculum (1:30 p.m.)</b>

**BACKGROUND / PROPOSAL:**

Refer to the attached letter submitted by Carson Flett for Council consideration.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority     
 Requires 2/3     
 Requires Unanimous

For discussion

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

# Carson Flett

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Carson.P.Flett  
PO BOX 763  
Fort Vermilion,AB  
T0H1N0

Carol Garibel  
Director of Legislative And Support Services  
PO Box 640 4511-46 AVE  
Fort Vermilion,AB  
T0H1N0

OCTOBER 05th,2018

Dear: Council

RE: Petition To Bring Teacher In To Teach The Indigenous Language Curriculum.

Hi It Me Again Mr.Carson Flett And I Would Like To Bring This Topic To The Councilors of Mackenzie County And To The Legislative Assembly of Our Province of Alberta. This Topic I Would Like To Talk About Is Bring Teacher Into School To Teach The Indigenous Language Curriculum Into School Across Alberta. I Think It Would Be A Great Opportunity For Student To Learn And Speak The Language of Our First People of Canada. I Hope I Met All The Requirement To Presented This Before You At The Next Council Meeting Which Is On Wednesday October 24th,2018

Thank You And Hope To Hear From You Soon

Yours Sincerely

*Mr. Carson Flett*

Mr.Carson Flett  
Residential of Ward 7 of Mackenzie County of The Province of Alberta And  
Country of Canada



**Petition To The Legislative Assembly Of Alberta To Hire Teacher To Teach The Indigenous Language Curriculum In School Across Alberta**

- **Only Signing Your Name Once**
- **Please Include All Info ( Name And Address)**
- **Please Note That If The Petition Is Brought To The Attention Of The Legislative Assembly Of Alberta The Name And Address Of The People How Signed May Be Made Public If This Is Approved By The Parliamentary Council**
- There Is No Age Limit**

**Deadline For Signing The Petitions Will Be \_\_\_\_\_**

To the Legislative Assembly of Alberta, in Legislature Assembled:

We, the undersigned residents of Alberta, petition the Legislative Assembly to urge the Government to Get Alberta Education To Hire Teacher To Teach The Indigenous Language Curriculum In School Across Alberta

Name	Address	Signature

Please note: The name and address of the persons who sign this petition may be made available to the public if the petition is in proper form to be presented in the Legislative Assembly.



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Dave Fehr – Director of Operations</b>
<b>Title:</b>	<b>Public Works Committee Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The unapproved minutes of the October 11, 2018 meeting are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the Public Works Committee unapproved minutes of October 11, 2018 be received for information.

Author: S Wheeler Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



**MACKENZIE COUNTY**  
**Public Works Committee Meeting**  
**October 11, 2018**  
**12:00 p.m.**  
**Conference Room, La Crete, AB**

**MINUTES**

**PRESENT:** Peter Braun Reeve  
Josh Knelsen Councillor, Chair  
Cameron Cardinal Councillor, Vice Chair  
Eric Jorgensen Councillor  
Jacquie Bateman Councillor

**ADMINISTRATION:** Len Racher CAO  
Dave Fehr Director of Operations  
Fred Wiebe Director of Utilities  
Bill Hiebert PW Supervisor (South)  
Sylvia Wheeler PW Admin Officer/Recording Secretary  
Madison Dyck PW Admin Assistant

**ABSENT:** None

**CALL TO ORDER:** 1. a) **Call to Order**

Chair Knelsen called the meeting to order at 12:35 p.m.

**AGENDA:** 2. a) **Adoption of Agenda**

**MOTION PW-18-10-001** **MOVED** by Reeve Braun

That the agenda be adopted with additions:

6. e) Grader Discussion

6. f) Tractor Discussion

**CARRIED**

**ORGANIZATION:** 3. a) **Terms of Reference**

**MOTION PW-18-10-002** **MOVED** Councillor Cardinal

That the Terms of Reference be received for information.

**CARRIED**

**MINUTES:** 4. a) **Adoption of Minutes from December 6, 2017**

**MOTION PW-18-10-003    MOVED by Councillor Bateman**

That the minutes from December 6, 2017 Public Works Committee be adopted as presented.

**CARRIED**

**MOTION PW-18-10-004    MOVED by Reeve Braun**

That the recommendation to Council to pursue discussions with the Minister concerning toilets on Highway 88.

**CARRIED**

**DELEGATIONS:**                    5. a)    None

**NEW BUSINESS:**                6. a)    2019 Capital Wish List – Equipment & Vehicles

*Councillor Jorgensen stepped out at 12:39 and returned at 12:44.*

**MOTION PW-18-10-005    MOVED by Councillor Bateman**

That the recommendation to Council be to consider the following Equipment & Vehicles during budget deliberations:

- Generator (LC) Office
- ½ Ton Trucks x 3
- AWD Graders 160M3 x 3
- Loader (FV)
- Overhead Crane (LC)
- Sidewalk Sweeper (LC)

And consider an additional grader.

**CARRIED**

**6. b)    2019 Capital Wish List – Roads**

*Councillor Jorgensen stepped out at 1:22 and returned at 1:24.*

*Chair Knelsen recessed at 1:59 and reconvened at 2:12.*

**MOTION PW-18-10-006    MOVED by Reeve Braun**

That the 2018 Capital Wish List – Roads be discussed further at Council budget deliberations.



**CARRIED**

**6. c) Wadlin Lake Firewood**

**MOTION PW-18-10-007** **MOVED** by Reeve Braun

That the Administration move forward with processing firewood on site at Wadlin Lake.

**CARRIED**

**6. d) Paver Discussion**

**MOTION PW-18-10-008** **MOVED** by Councillor Cardinal

That the item be TABLED to budget deliberations for more information.

**CARRIED**

**6. e) Grader Discussion**

Grader size, cost and buybacks were discussed during item 6. a).

**MOTION PW-18-10-009** **MOVED** by Reeve Braun

That the item be received for information.

**CARRIED**

**6. f) Tractor Discussion**

**MOTION PW-18-10-010** **MOVED** by Councillor Bateman

That Administration move forward with the purchase of a John Deer tractor as the other option is not suited for our application.

**CARRIED**

**INFORMATION /  
CORRESPONDANCE:** 7. a) None

**NEXT MEETING**

**DATE:** 8. Next meeting – At the call of the Chair

**ADJOURNMENT:** 9. Adjournment

**MOTION PW-18-10-011** **MOVED** by Councillor Jorgensen

That the Public Works Committee Meeting be adjourned at 2:38 p.m.

**CARRIED**

These minutes were adopted at \_\_\_\_\_ meeting.

\_\_\_\_\_  
**Josh Knelsen, Chair**

\_\_\_\_\_  
**Dave Fehr, Director of Operations**

Unapproved



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Grant Smith, Agricultural Fieldman</b>
<b>Title:</b>	<b>TENDERS: Proposals for Farm Land Development</b>

## **BACKGROUND / PROPOSAL:**

The Agricultural Service Board (ASB) advertised for Proposals for Farm Land Development in exchange for a long term land lease on Section 8-110-15-W5. Approximately 300 acres (121 hectares) minus approximately 27 acres (11 hectares) of watercourse agreement. This development would include land clearing and cleanup.

This proposal closed on October 23, 2018 at 4:30 PM.

## **OPTIONS & BENEFITS:**

## **COSTS & SOURCE OF FUNDING:**

The proposal requested that the land be cleared in exchange for a multi-year lease.

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION:**

The Proposals for farm land development was advertised in local newspaper, Big Deal Bulletin.

Author: C. Sarapuk Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the Proposals for Farm Land Development be opened.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the Proposals for Farm Land Development be forwarded to the Agricultural Service Board for review and recommendation to Council for awarding.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1101-18 Partial Road Closure and Purchase of Government Road Allowance South of Plan 112 5121, Block 01, Lot 01</b>

## BACKGROUND / PROPOSAL:

Mackenzie County received a request from a developer to purchase road allowance for consolidation to his existing yard site located on SW 14-104-18-W5M (Plan 112 5121, Block 01, Lot 01) to bring his existing infrastructure into compliance.

Due to an error in judgement, the developer's existing trailer was placed too close to the road allowance. According to the survey plan, the 10-acre subdivision was to start north of the road allowance but the applicant thought that the road allowance was part of his subdivision. Now the sewage system has been placed in the road allowance and the buildings are placed close to the property lines.

The applicant would like to purchase approximately 1.63 acres of the Road Allowance (shown in blue).

Before hiring a surveyor to draft a tentative plan with the exact measurements and acreage portions, the applicant wanted to know if the County was willing to consider his request and that the Minister of Transportation would sign off on the road closure. Should Council be prepared to sell the land and the Minister of Transportation agree to the road closure, the applicant will then hire a surveyor to start the process of a subdivision consolidation.

This item was taken to the Municipal Planning Commission on May 9, 2018 for recommendation and the following motion was made:

**MPC-18-05-072** *MOVED* by David Driedger

*That the Municipal Planning Commission recommend to Council to approve Bylaw 10XX-18 being a partial road closure bylaw, should*

**Author:** C Smith      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

*Council be in agreement to sell the government road allowance, for the purpose of it all being consolidated with Lot 1, Block 1, Plan 112 5121.*

**CARRIED**

This item was also brought to the May 23, 2018 Council meeting for first reading and the following motion was passed:

**MOTION 18-05-395**

**MOVED** by Deputy Reeve Wardley

*That first reading be given to Bylaw 1101-18 being a partial road closure bylaw, should Council be in agreement to sell the government road allowance, for the purpose of it all being consolidated with Lot 1, Block 1, Plan 112 5121.*

**CARRIED**

The bylaw should have been taken for public hearing immediately after and then sent for ministerial approval before second reading. It is being brought forward now that the misunderstanding has been clarified.

**OPTIONS & BENEFITS:**

The Planning Department has no concerns with this proposal as it will help the landowner bring his development into compliance.

Should Council decide to accept this price, the applicant's cost to the County would be as follows: 1.63 ac x \$7,500 = \$ 12,225

*Note\* the exact amount of acres would be determined once administration received a tentative plan from a surveyor.*

Options are to pass, defeat, or table the bylaw.

**COSTS & SOURCE OF FUNDING:**

Funding for this closure, sale, and consolidation will be the responsibility of the developer.

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not address road closures in the municipality. As such, the proposed road closure neither supports nor contradicts the Sustainability Plan.

Author: C Smith Reviewed by: B Peters CAO: \_\_\_\_\_

**COMMUNICATION:**

The bylaw has been advertised as per Municipal Government Act and adjacent landowner letters have been sent.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Bylaw 1101-18 being a partial road closure bylaw to close, sell and consolidate a portion of Government Road Allowance adjacent to Plan 112 5121, Block 01, Lot 01 be forwarded to the Minister of Transportation for approval.

Author: C Smith      Reviewed by: B Peters      CAO: \_\_\_\_\_

**Mackenzie County**

**PUBLIC HEARING FOR ROAD CLOSURE**

**BYLAW 1101-18**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Road Closure and present his submission.

\_\_\_\_\_ Does the Council have any questions of the proposed Road Closure?

\_\_\_\_\_ Were any submissions received in regards to the proposed Road Closure? *If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed Road Closure?

\_\_\_\_\_ If YES: Does the Council have any questions of the person(s) making their presentation?

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**



**BYLAW NO. 1101-18**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF CLOSING A PORTION OF**  
**GOVERNMENT ROAD ALLOWANCE IN ACCORDANCE**  
**WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL GOVERNMENT ACT,**  
**CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000**

**WHEREAS**, Council of Mackenzie County has determined that a portion of GOVERNMENT ROAD ALLOWANCE as outlined on Plan 182 \_\_\_\_\_ attached hereto, be subject to a road closure, and

**WHEREAS**, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of consolidation, that portion of Government Road Allowance described as follows, subject to the rights of access granted by other legislation or regulations:

As outlined on Plan 182 \_\_\_\_\_

READ a first time this 23<sup>rd</sup> day of May, 2018.

\_\_\_\_\_  
Peter F. Braun  
Reeve

\_\_\_\_\_  
Len Racher  
Chief Administrative Officer

PUBLIC HEARING held this 24<sup>th</sup> day of October, 2018.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Minister of Transportation

Approval valid for \_\_\_\_\_ months.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2018.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2018.

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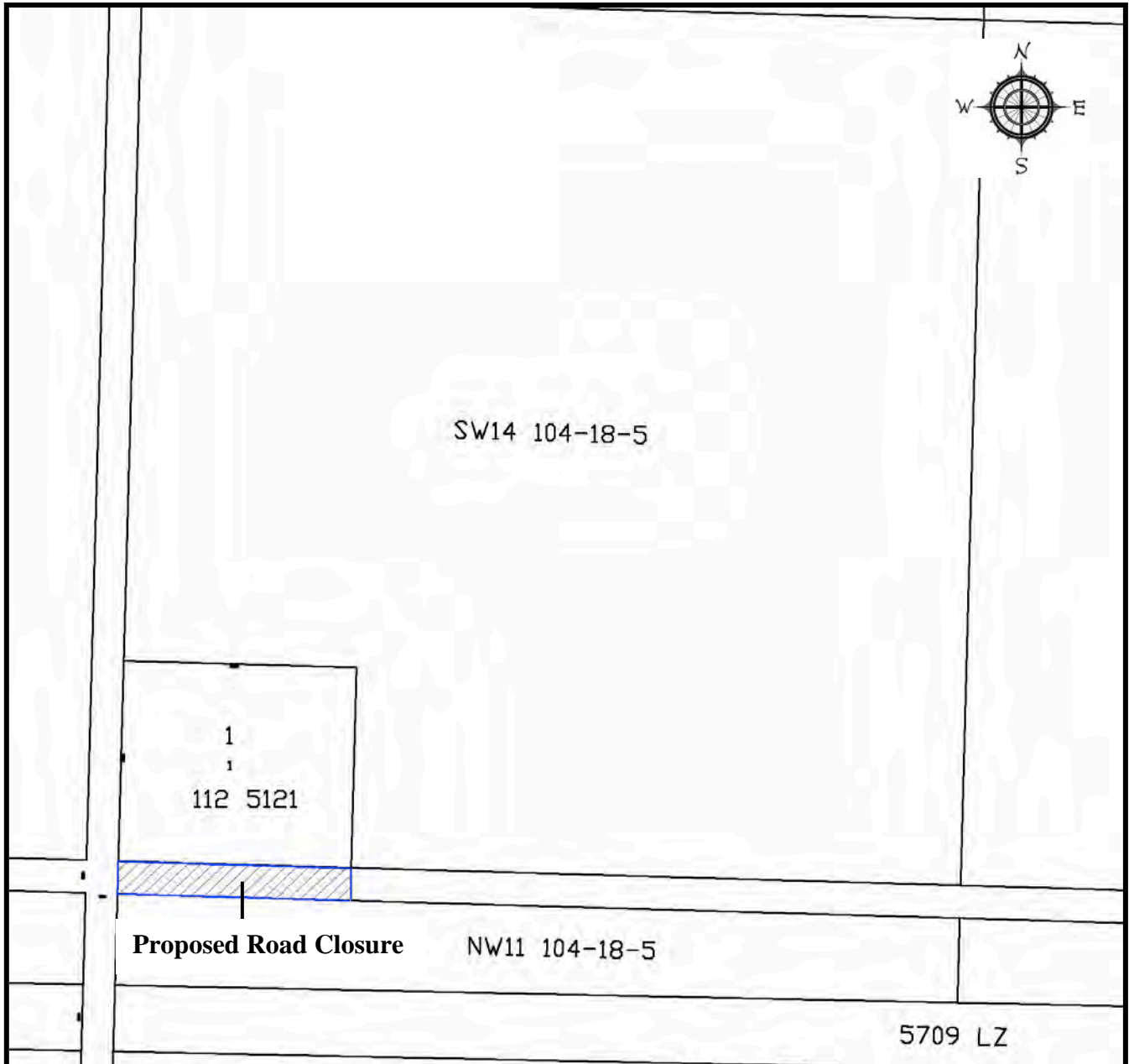
Peter F. Braun  
Reeve

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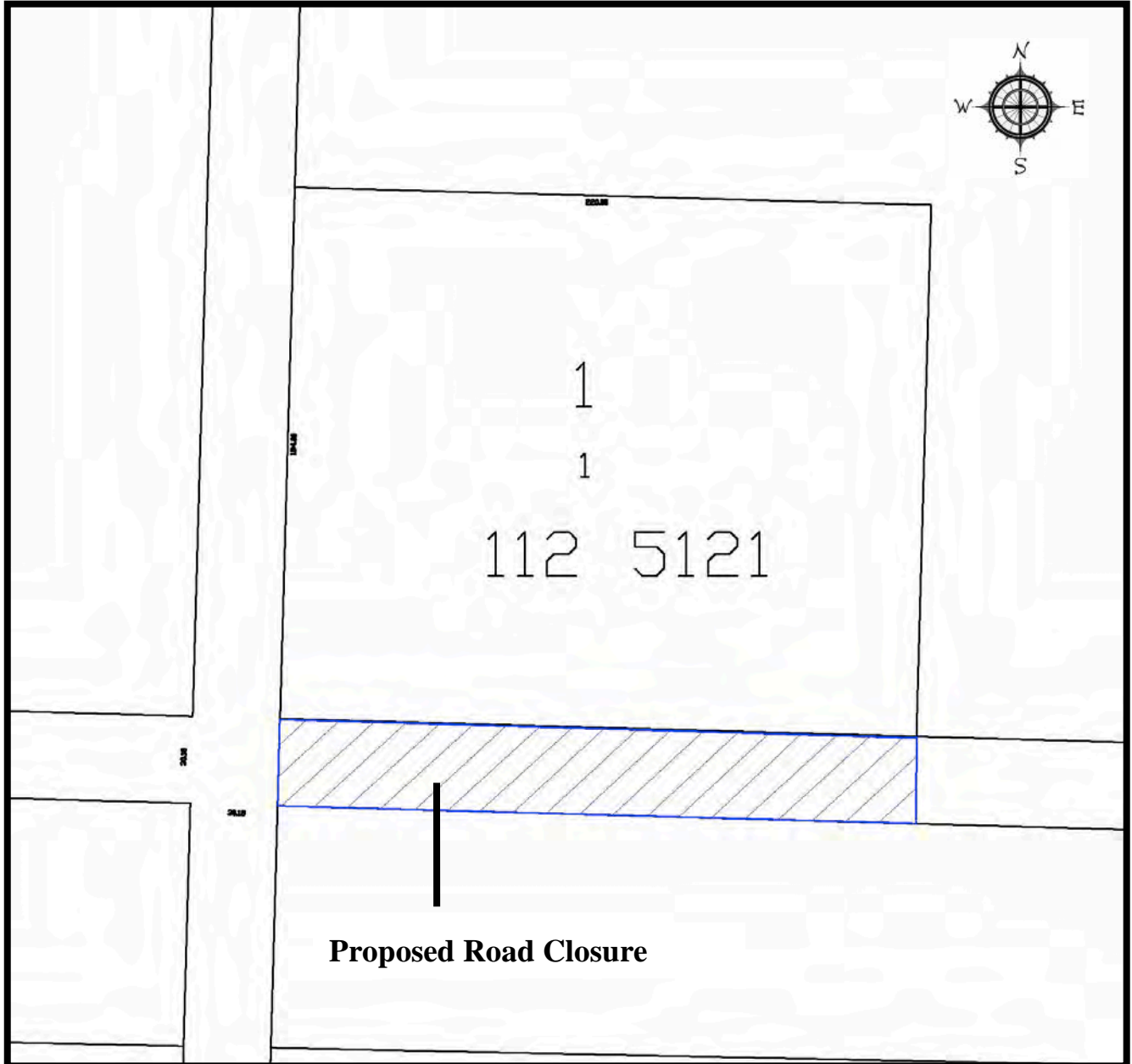
Len Racher  
Chief Administrative Officer

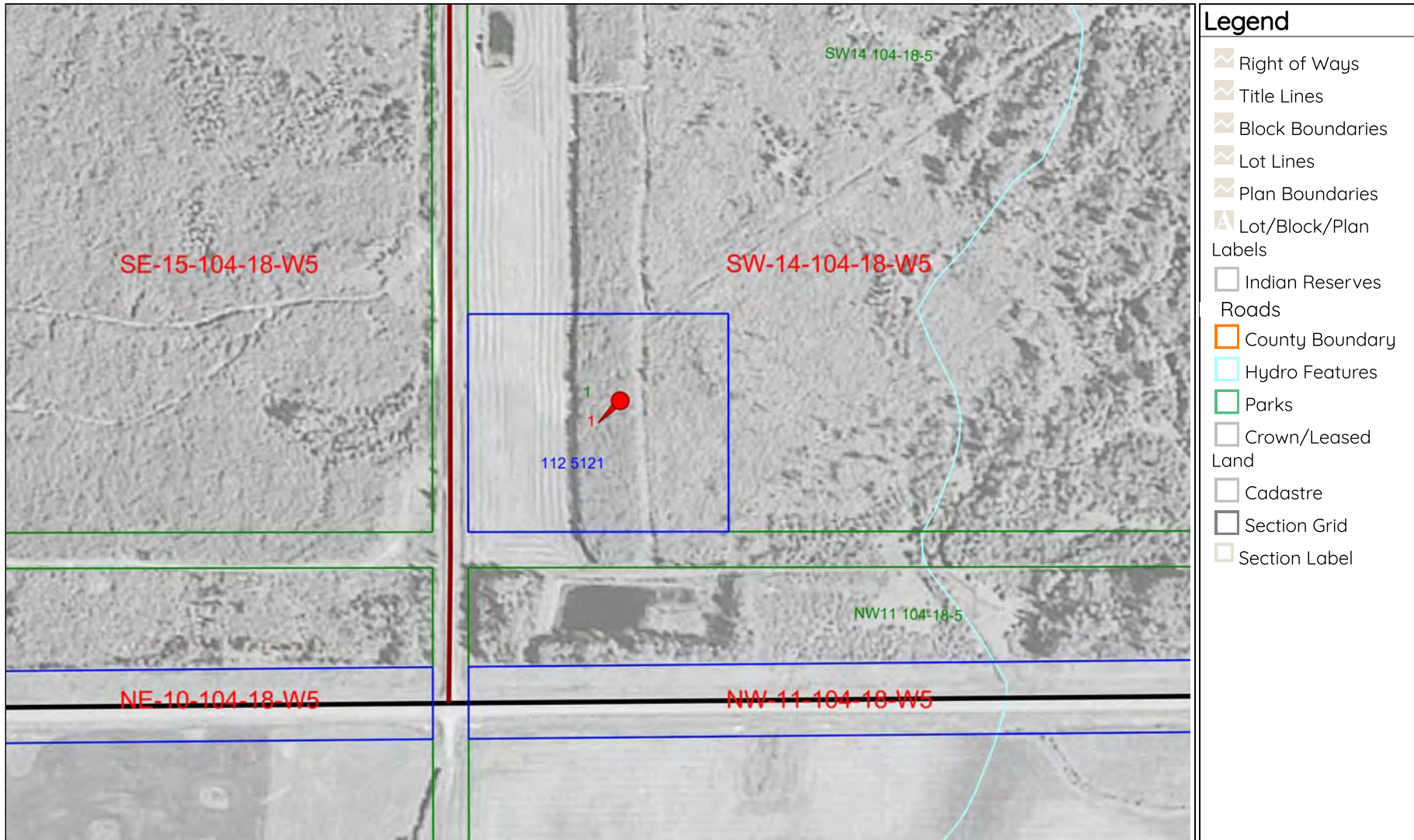
**BYLAW No. 1101-18**

**Plan 182 \_\_\_\_\_**



**BYLAW No. 1101-18**





Scale 1: 4,681



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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1102-18 Partial Road Closure and Purchase of Government Road Allowance South of SE 15-104-18-W5M</b>

## BACKGROUND / PROPOSAL:

Mackenzie County received a request for a partial road closure located in the Blue Hills area. The applicant would like to close and purchase the road allowance located south of his quarter section SE 15-104-18-W5M for consolidation. His intent is to extend his farmable land to include the undeveloped road allowance.

The applicant would like to purchase approximately 6.01 acres from the Government Road Allowance (shown in blue).

Before hiring a surveyor to draft a tentative plan with the exact measurements and acreage portions, the applicant wanted to know if the County was willing to consider his request and that the Minister of Transportation would sign off on the road closure. Should Council be prepared to sell the land and the Minister of Transportation agree to the road closure, the applicant will then hire a surveyor to start the process of a subdivision consolidation.

This item was taken to the Municipal Planning Commission on May 9, 2018 for recommendation and the following motion was made:

**MPC-18-05-071** **MOVED** by *Jacquie Bateman*

*That the Municipal Planning Commission recommend to Council to approve Bylaw 10xx-18 being a partial road closure bylaw, should Council be in agreement to sell the road allowance, for the purpose of it all being consolidated with SE 15-104-18-W5M.*

**CARRIED**

**Author:** C Smith      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

This item was also brought to the May 23, 2018 Council meeting for first reading and the following motion was passed:

**MOTION 18-05-396**

**MOVED** by Councillor Bateman

*That first reading be given to Bylaw 1102-18 being a partial road closure bylaw, should Council be in agreement to sell the road allowance, for the purpose of it all being consolidated with SE 15-104-18-W5M, subject to public hearing input.*

**CARRIED**

The bylaw should have been taken for public hearing immediately after and then sent for ministerial approval before second reading. It is being brought forward now that the misunderstanding has been clarified.

**OPTIONS & BENEFITS:**

The Planning Department has no concerns with this proposal as there has been no expectation that the road allowance would be developed. This road allowance located in the Blue Hills area has had several partial closures over the past few years.

Should Council decide to accept this price, the applicant's cost to the County would be as follows: 6.01 ac x \$7, 500 = \$45, 075

*Note\* the exact amount of acres would be determined once administration received a tentative plan from a surveyor.*

Options are to pass, defeat, or table the bylaw.

**COSTS & SOURCE OF FUNDING:**

Funding for this closure, sale, and consolidation will be the responsibility of the developer.

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not address road closures in the municipality. As such, the proposed road closure neither supports nor contradicts the Sustainability Plan.

Author: C Smith Reviewed by: B Peters CAO: \_\_\_\_\_



**COMMUNICATION:**

The bylaw will be advertised as per Municipal Government Act requirements and adjacent landowner letters have been sent.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Bylaw 1102-18 being a partial road closure bylaw to close, sell and consolidate a portion of Government Road Allowance adjacent to SE 15-104-18-W5M be forwarded to the Minister of Transportation for approval.

Author: C Smith      Reviewed by: B Peters      CAO: \_\_\_\_\_

**Mackenzie County**

**PUBLIC HEARING FOR ROAD CLOSURE**

**BYLAW 1102-18**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Road Closure and present his submission.

\_\_\_\_\_ Does the Council have any questions of the proposed Road Closure?

\_\_\_\_\_ Were any submissions received in regards to the proposed Road Closure? *If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed Road Closure?

\_\_\_\_\_ If YES: Does the Council have any questions of the person(s) making their presentation?

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 1102-18**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF CLOSING A PORTION OF**  
**GOVERNMENT ROAD ALLOWANCE IN ACCORDANCE**  
**WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL GOVERNMENT ACT,**  
**CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000**

**WHEREAS**, Council of Mackenzie County has determined that a portion of GOVERNMENT ROAD ALLOWANCE as outlined on Plan 182 \_\_\_\_\_ attached hereto, be subject to a road closure, and

**WHEREAS**, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of consolidation, that portion of Government Road Allowance described as follows, subject to the rights of access granted by other legislation or regulations:

As outlined on Plan 182 \_\_\_\_\_

READ a first time this 23<sup>rd</sup> day of May, 2018.

---

Peter F. Braun  
Reeve

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Len Racher  
Chief Administrative Officer

PUBLIC HEARING held this 24<sup>th</sup> day of October, 2018.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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Minister of Transportation

Approval valid for \_\_\_\_\_ months.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2018.

READ a third time and finally passed this \_\_\_\_ day of \_\_\_\_\_, 2018.

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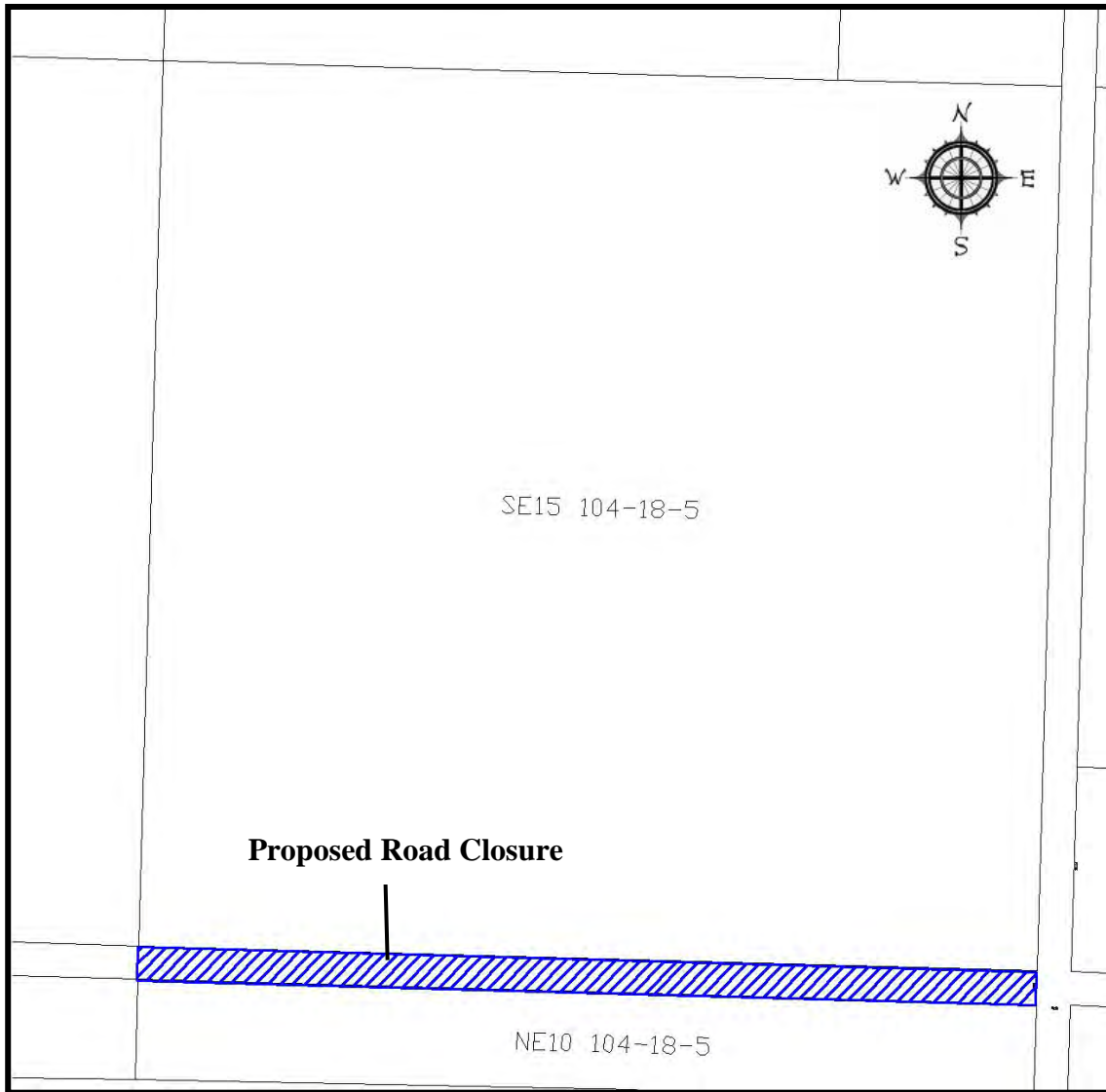
Peter F. Braun  
Reeve

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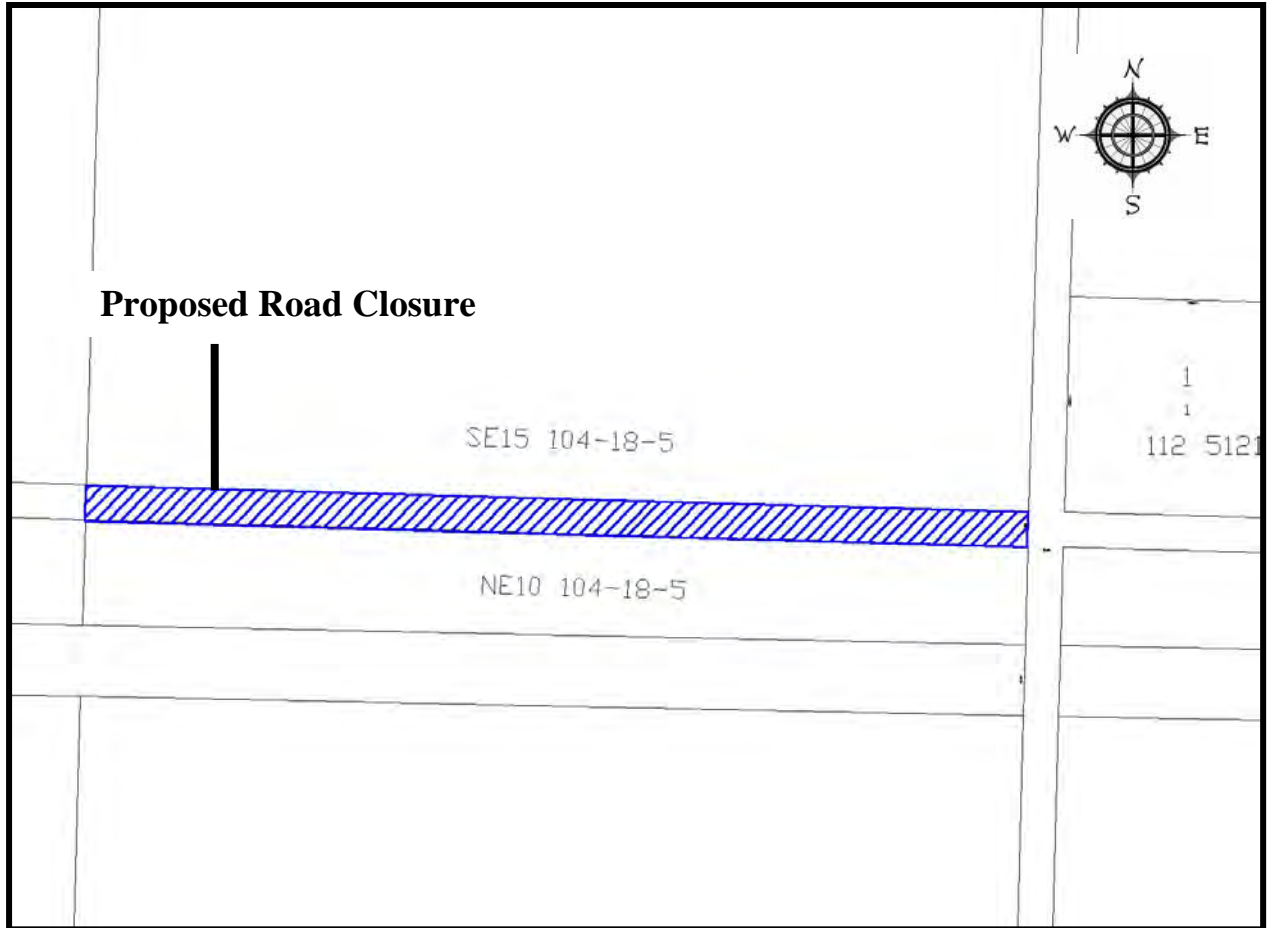
Len Racher  
Chief Administrative Officer

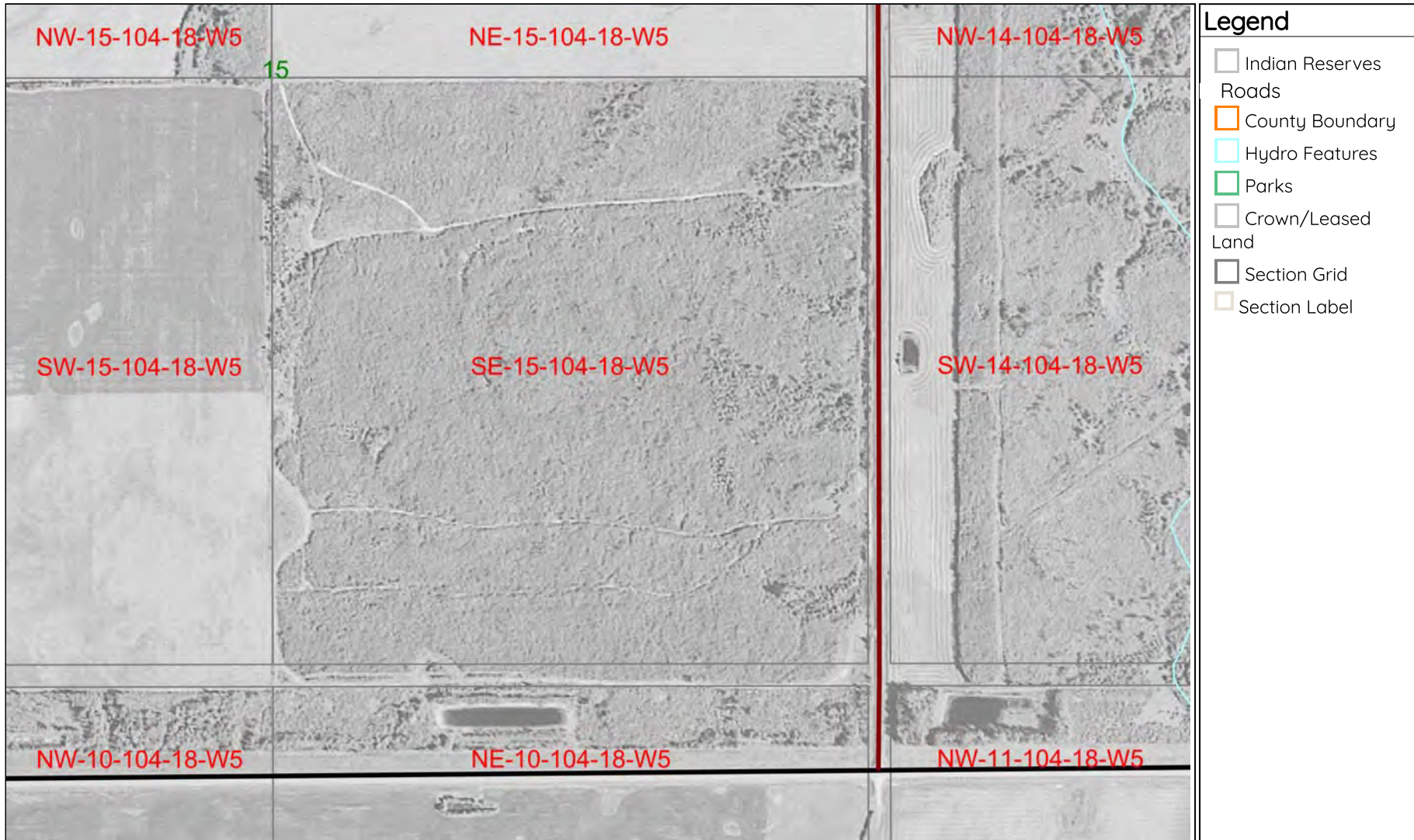
**BYLAW No. 1102-18**

**Plan 182 \_\_\_\_\_**



**BYLAW No. 1102-18**





Scale 1: 7,500



100 yd   
 100 m 

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1103-18 Partial Road Closure and Purchase of Government Road Allowance South of SW 14-104-18-W5M</b>

## BACKGROUND / PROPOSAL:

Mackenzie County received a request for a partial road closure located in the Blue Hills area. The applicant would like to close and purchase the road allowance located south of his quarter section SW 14-104-18-W5M for consolidation. His intent is to extend his farmable land to include the undeveloped road allowance.

The applicant would like to purchase approximately 4.38 acres, which is all of the Government Road Allowance (shown in blue) south of his property.

Before hiring a surveyor to draft a tentative plan with the exact measurements and acreage portions, the applicant wanted to know if the County was willing to consider his request and that the Minister of Transportation would sign off on the road closure. Should Council be prepared to sell the land and the Minister of Transportation agree to the road closure, the applicant will then hire a surveyor to start the process of a subdivision consolidation.

This item was taken to the Municipal Planning Commission on May 9, 2018 for recommendation and the following motion was made:

**MPC-18-05-070** **MOVED** by Beth Kappelar

*That the Municipal Planning Commission recommend to Council to approve Bylaw 10XX-18 being a partial road closure bylaw, should Council be in agreement to sell Part of the road allowance, for the purpose of it all being consolidated with SW 14-104-18-W5M.*

**CARRIED**

**Author:** C Smith      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_



**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Bylaw 1103-18 being a partial road closure bylaw to close, sell and consolidate a portion of Government Road Allowance adjacent to SW 14-104-18-W5M be forwarded to the Minister of Transportation for approval.

**Author:** C Smith      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

**Mackenzie County**

**PUBLIC HEARING FOR ROAD CLOSURE**

**BYLAW 1103-18**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Road Closure and present his submission.

\_\_\_\_\_ Does the Council have any questions of the proposed Road Closure?

\_\_\_\_\_ Were any submissions received in regards to the proposed Road Closure? *If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed Road Closure?

\_\_\_\_\_ If YES: Does the Council have any questions of the person(s) making their presentation?

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 1103-18**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF CLOSING A PORTION OF**  
**GOVERNMENT ROAD ALLOWANCE IN ACCORDANCE**  
**WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL GOVERNMENT ACT,**  
**CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000**

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**WHEREAS**, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

**NOW THEREFORE**, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of consolidation, that portion of Government Road Allowance described as follows, subject to the rights of access granted by other legislation or regulations:

As outlined on Plan 182 \_\_\_\_\_

READ a first time this 23<sup>rd</sup> day of May, 2018.

\_\_\_\_\_  
Peter F. Braun  
Reeve

\_\_\_\_\_  
Len Racher  
Chief Administrative Officer

PUBLIC HEARING held this 24<sup>th</sup> day of October, 2018.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Minister of Transportation

Approval valid for \_\_\_\_\_ months.

READ a second time this \_\_\_ day of \_\_\_\_\_, 2018.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2018.

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Peter F. Braun  
Reeve

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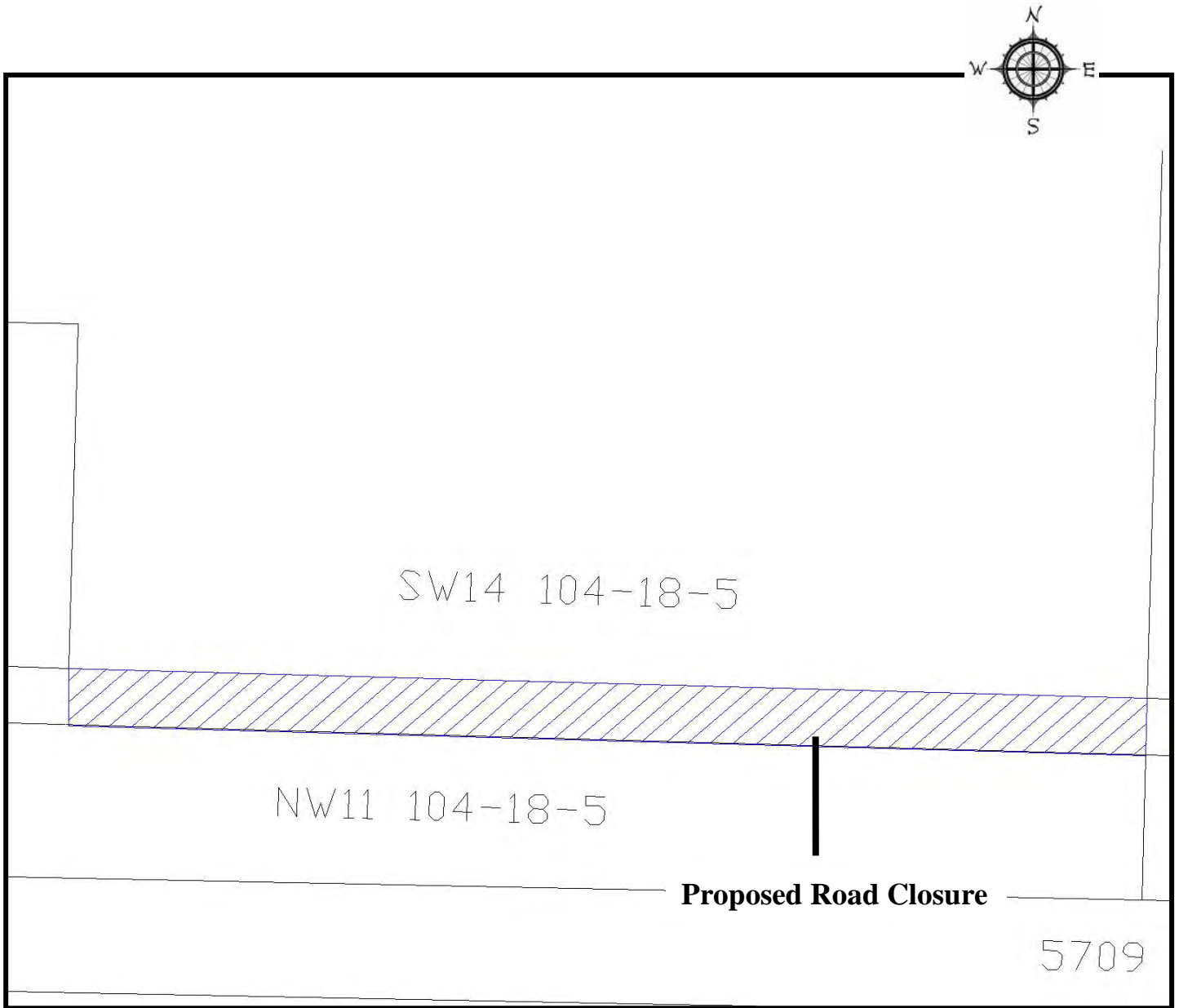
Len Racher  
Chief Administrative Officer

**BYLAW No. 1103-18**

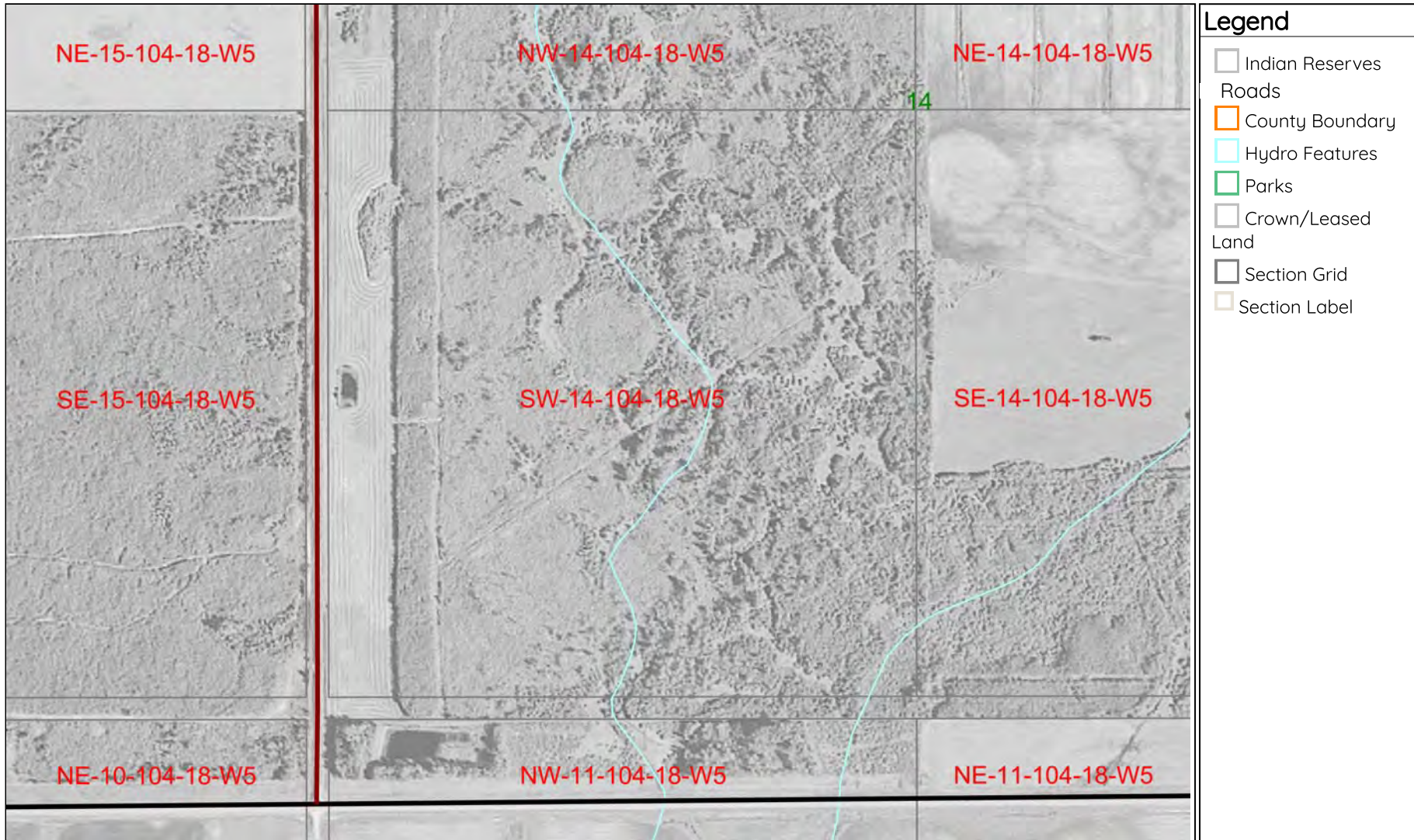
**Plan 182 \_\_\_\_\_**



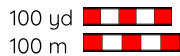
**BYLAW No. 1103-18**







Scale 1: 7,500



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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Disaster Recovery Program – Letter of Appreciation</b>

**BACKGROUND / PROPOSAL:**

Motion 18-10-727 was made and subsequently tabled at the October 9, 2018 Council meeting. A vote on the Motion is required.

**MOTION 18-10-727**

**MOVED** by Councillor Jorgensen

That a letter be sent to the Minister of Municipal Affairs, Minister of Indigenous Relations, and MLA Debbie Jabbour expressing our appreciation for moving forward the Disaster Recovery Program (DRP) application for the ice jam event.

**MOTION 18-10-728**

**MOVED** by Councillor E. Peters

That the vote on Motion 18-10-727 be TABLED to the next meeting.

**CARRIED**

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

Author: C. Gabriel Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That a letter be sent to the Minister of Municipal Affairs, Minister of Indigenous Relations, and MLA Debbie Jabbour expressing our appreciation for moving forward the Disaster Recovery Program (DRP) application for the ice jam event.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>High Level Invoice - May Wildfire Event</b>

## **BACKGROUND / PROPOSAL:**

On October 9, 2018 Council was presented with an invoice from High Level (See attached Invoice #IVC20689) for the Slave Lake Urban Interface Unit to backfill fire services in Mackenzie County during the fires of May 12, 2018. Council tabled that discussion and requested that High Level Fire Chief Rodney Schmidt be requested to attend the next council meeting to answer questions around the invoice and the event.

Fire Chief Rodney Schmidt and Dan Fletcher, CAO for High Level, have accepted our invitation to attend this meeting and are scheduled to arrive at 11:30 a.m.

As requested the Alberta Forestry Mutual Aid Fire Control Plan is attached as well as the full details of the invoice and the Ponton fire incident report.

## **OPTIONS & BENEFITS:**

1. Direct administration to pay the Town of High Level Invoice # IVC20689 (Wildland Fire Callout) in the amount of \$21,588.70 with funds to come from the operating budget.
2. Direct administration to inform the Town of High Level that Mackenzie County does not feel any responsibility to cover the cost of the Slave Lake Unit and that we will not be paying the invoice #IVC20689.

## **COSTS & SOURCE OF FUNDING:**

Payment of this invoice would not create an unfavorable variance on the approved 2018 Operating Budget.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**SUSTAINABILITY PLAN:**

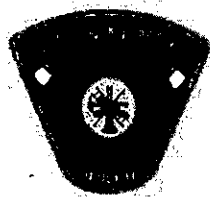
**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Town of High Level Invoice # IVC20689 (Wildland Fire Callout) in the amount of \$21,588.70 be approved for payment with funds coming from the 2018 operating budget.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



10511-103<sup>rd</sup> Street  
High Level, Alberta  
T0H 1Z0  
Tel: (780) 821-4016  
Fax: (780) 926-2058  
Email: rschmidt@highlevel.ca

## Protective Services

July 11, 2018

**Mackenzie County**  
**Box 640**  
**Fort Vermilion, AB**  
**T0H 1N0**

**Attn.: Doug Munn, Director of Community and Protective Services**

**RE: HL18-144 – Ponton River Urban Interface Fire – May 12, 2018**

Please see the attached invoice for the standby costs for the fire event that occurred on May 12<sup>th</sup>, 2018. As you are aware, the Northwest Emergency Resourcing Agreement was enacted to back fill fire department coverage and assist with continuing fires in Mackenzie County due to high winds. During the time of the request, all County and Town resources with the exception of Zama were engaged in firefighting operations. The request was made to Peace River/County of Northern Lights as well as the Slave Lake Regional Fire Service for response. Slave Lake was first positioned in Fort Vermilion but sent to High Level late in the evening of May 12<sup>th</sup> after Fort Vermilion returned to their quarters. Peace River/CNL was sent to High Level to cover the High Level area. Peace River/CNL was released in the morning of May 13<sup>th</sup> and Slave Lake was released late in the afternoon when it was determined that the hazard had diminished enough to release resources.

The invoice being sent to the County is for the Slave Lake response as they were initially sent for coverage in the east portion of the County. The Town of High Level is covering the costs of Peace River/CNL as they were asked to station in High Level.

All costs for the High Level Fire Department on the actual response are being billed directly to Alberta Agriculture and Forestry. Standby costs are not covered under their mutual aid agreement. A copy of the call report is also attached. I apologize for the delay in the billing as we were waiting for the bills from the responding municipalities.

If there are any questions, please do not hesitate to contact myself or CAO Dan Fletcher.

Sincerely,

Rodney Schmidt  
Fire Chief  
Director of Protective Services

Dan Fletcher  
Chief Administrative Officer



Town of High Level  
 10511 103 STREET  
 HIGH LEVEL AB T0H 1Z0

Phone: 780-821-4005

TOWN OF HIGH LEVEL  
 Gateway to the South

<b>INVOICE</b>	IVC0000000020689
<b>Type</b>	
<b>Date</b>	7/12/18
<b>Page</b>	1

**Bill to:**

MACKENZIE COUNTY  
 PO BOX 640  
 FORT VERMILION AB T0H 1N0

**Ship to:**

MACKENZIE COUNTY  
 PO BOX 640  
 FORT VERMILION AB T0H 1N0

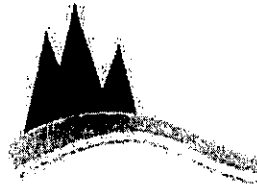
Purchase Order ID		Customer ID	Shipping Method	Payment Terms ID		
		MUNI002	LOCAL DELIVERY	Net 30		
Quantity	Description	U/O/M	Discount	Unit Price	Ext. Price	
1.00	INCIDENT #HL18-144 05/12/2018	Each	\$0.00	\$0.00	\$0.00	
1.00	WILDLAND FIRE CALLOUT	Each	\$0.00	\$0.00	\$0.00	
0			\$0.00	\$0.00	\$0.00	
1.00	EQUIPMENT: SLAVE LAKE INVOICES	Each	\$0.00	\$0.00	\$0.00	
1.00	32047	Each	\$0.00	\$6,631.80	\$6,631.80	
1.00	32053	Each	\$0.00	\$11,020.60	\$11,020.60	
0			\$0.00	\$0.00	\$0.00	
1.00	MANHOURS: SLAVE LAKE INV 32051	Each	\$0.00	\$3,936.30	\$3,936.30	

**RECEIVED**  
 JUL 12 2018  
 MACKENZIE COUNTY  
 FORT VERMILION OFFICE

<b>Subtotal</b>	\$21,588.70
<b>Misc</b>	\$0.00
<b>Tax</b>	\$0.00
<b>Total</b>	\$21,588.70

GST #: 108127093RT0001





# INVOICE

TOWN OF  
**SLAVE LAKE**

Account inquiries, please phone (780) 849-8000 or visit our office at: 10 Main Street S.W.

DATE OF BILL	Billing Start Date
5/31/2018	N/A
Meter Reading Date	Billing End Date
N/A	5/31/2018

Town of High Level  
 10511 - 103 Street  
 Deployment 18-144  
 High Level, AB, T0H 1Z0

Customer ID TOW011  
 Invoice Number IVC032047  
 GST Registration # R108129792

Quantity	Description	U Of M	Unit Price	Ext Price
1.00	UNIT #122(\$350/HR OR \$3000/DAY May 12/18: 5 hours x \$350/hr; 496km x 0.75= \$372.00 - Appendix A & B attached	Each	\$2,122.00	\$2,122.00
1.00	UNIT #141(\$250/HR OR \$2400/DAY May 12/18: 5 hours x \$250/hr; 496km x 0.75= \$372.00	Each	\$1,622.00	\$1,622.00
1.00	UNIT #151(\$300/HR OR \$3600/DAY May 12/18: 6 hours x \$300/hr; 496km x 0.75= \$372.00	Each	\$2,172.00	\$2,172.00
1.00	SPU TRAILER(\$400/DAY) May 12/18: \$400 x 1 day	Each	\$400.00	\$400.00

Tax \$315.80  
 Total \$6,631.80



# INVOICE

TOWN OF  
**SLAVE LAKE**

P.O. Box 1030, Slave Lake, Alberta T0G 2A0  
Phone (780) 849-8000 Fax (780) 849-2633

TOW011 IVC032047
---------------------

Please return this portion with your payment

Due Date	AMOUNT NOW DUE
6/30/2018	\$6,631.80

After Due Date, Pay	Amount Paid
\$6,731.27	

Payable at most financial institutions

Town of High Level  
 10511 - 103 Street  
 Deployment 18-144  
 High Level, AB, T0H 1Z0

Debit  Cheque  Cash

⑆0 2009 ⑆900⑆

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# INVOICE

TOWN OF  
**SLAVE LAKE**

DATE OF BILL	Billing Start Date
6/06/2018	N/A
Meter Reading Date	Billing End Date
N/A	5/31/2018

Account inquiries, please phone (780) 849-8000 or visit our office at: 10 Main Street S.W.

Town of High Level  
10511 - 103 Street  
Deployment 18-144  
High Level, AB, T0H 1Z0

Customer ID TOW011  
Invoice Number IVC032053  
GST Registration # R108129792

Quantity	Description	U Of M	Unit Price	Ext Price
1.00	UNIT #122(\$350/HR OR \$3000/DAY May 13/18; \$3000 x 1 day; 487km x 0.75 = \$365.25	Each	\$3,365.25	\$3,365.25
1.00	UNIT #141(\$250/HR OR \$2400/DAY May 13/18; \$2400 x 1 day; 487km x 0.75 = \$365.25	Each	\$2,765.25	\$2,765.25
1.00	UNIT #151(\$300/HR OR \$3600/DAY May 13/18; \$3600 x 1 day; 487km x 0.75 = \$365.25	Each	\$3,965.25	\$3,965.25
1.00	SPU TRAILER(\$400/DAY) May 13/18; \$400 x 1 day	Each	\$400.00	\$400.00

Tax \$524.85  
Total \$11,020.60

Please return this portion with your payment

Due Date	AMOUNT NOW DUE
7/06/2018	\$11,020.60

After Due Date, Pay	Amount Paid
\$11,185.90	

Payable at most financial institutions

Debit  Cheque  Cash



# INVOICE

TOWN OF  
**SLAVE LAKE**

P.O. Box 1030, Slave Lake, Alberta T0G 2A0  
Phone (780) 849-8000 Fax (780) 849-2633

TOW011  
IVC032053

Town of High Level  
10511 - 103 Street  
Deployment 18-144  
High Level, AB, T0H 1Z0

1 8 0 0 2 0 0 9 0 0 0 0

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**APPENDIX A**

**Resource Request Form**

Requesting Party; Town of High Level

Responding Party: Town of Slave Lake

The Requesting Party formally requests the following resources from the Responding Party for an estimated duration of 1-2 days.

- 1: Type 1 Tender
- 2: Type 6 Engine
- 3: Structural Protection Unit
- 4: Type 3 Engine
- 5: \_\_\_\_\_
- 6: \_\_\_\_\_
- 7: \_\_\_\_\_

If further resources are required attach an addition sheet.

- A- The Requesting Party agrees that if personnel are to be deployed for greater the 12 (twelve) hours at a distance of greater 150 Km from home base, lodging will be supplied for a minimum of 8 (eight) hour rest period.
- B- The Requesting Party agrees to ensure adequate food and lodging are supplied to Responding Party personnel if deployed greater than 24 (twenty four) hours.
- C- The Requesting Party agrees to pay the Responding Party at the rates specified in Appendix B.
- D- The Responding Party Designated Officer will respond Via E-mail as to what resources can be supplied.

Requesting Party Designated Officer: Rodney Schmidt Contact Information:

Signature:  Cellular Phone: 780-841-1229

Date: May 12, 2018 E-Mail: rschmidt@highlevel.ca

## APPENDIX B

### Rate Schedule

- 1- Mileage – Under One Ton Current CRA Rate FOB To and from event.
- 2- Mileage – One Ton and Over \$00.75 / Km FOB To and from event.
- 3- Lodging – Cost Recovery
- 4- Meals – Breakfast \$20.00 – Lunch \$20.00 – Supper \$ 30.00
- 5- Consumables- Cost Recovery
- 6- Personnel Career – Cost Recovery
- 7- Personnel Volunteer - \$25.00/ Hr. Overtime after 8 (eight) hours at 1.5 X Rate /Day
- 8- Personnel Paid on Call – Cost Recovery
- 9- Damaged Equipment – Cost Recovery of repair or replacement
- 10- Fire Apparatus: Based on 12 Hour Day without staffing
  - i. Type 1 – 2 Engines - \$350.00 / Hr to a Maximum of \$4200.00/Day
  - ii. Type 3 – 5 Engines - \$250.00 / Hr to a Maximum of \$3000.00/Day
  - iii. Type 6 – 7 Engines - \$200.00 / Hr to a Maximum of \$2400.00/Day
  - iv. Tender w/ Rated Pump - \$300.00 / Hr to a Maximum of \$3600.00/Day
  - v. Tender wo/ Rated Pump - \$250.00 / Hr to a Maximum of \$3000.00/Day
  - vi. Ladder - \$350.00 / Hr to a Maximum of \$4000.00/Day
  - vii. ATV – UTV - \$100.00 / Hr to a Maximum of \$1200.00/Day
  - viii. Rescue Heavy - \$350.00 / Hr to a Maximum of \$4200.00/Day
  - ix. Rescue Light - \$200.00 / Hr to a Maximum of \$2400.00/Day
  - x. Squad/Car - \$ 50.00 / Hr to a Maximum of \$ 600.00/Day
  - xi. Sprinkler Trailer - \$400.00 / Day
  - xii. Specialty Apparatus - ie: Hazmat, Responding Party Rate
- 11- Fire Apparatus: Based on 24 Hour Day without staffing
  - i. Command Vehicle - \$100.00 / Hr to a Maximum of \$2400.00/Day
  - ii. Command Center - \$175.00 / Hr to a Maximum of \$4200.00/Day
- 12- Other Vehicles and Construction Equipment – Current Alberta Road Builders Rates
- 13- One Time Administration Fee - \$250.00

**14- Responding Party will provide backup data for cost recovery items.**



# INVOICE

TOWN OF  
**SLAVE LAKE**

Account inquiries, please phone (780) 849-8000 or visit our office at: 10 Main Street S.W.

DATE OF BILL	Billing Start Date
6/01/2018	N/A
Meter Reading Date	Billing End Date
N/A	6/01/2018

Town of High Level  
10511 - 103 Street  
Deployment 18-144  
High Level, AB, T0H 1Z0

Customer ID TOW011  
Invoice Number IVC032051  
GST Registration # R108129792

Quantity	Description	U Of M	Unit Price	Ext Price
6.00	MEALS - BREAKFAST May 13/18 (6 Members x \$20/day)	Each	\$20.00	\$120.00
6.00	LUNCH May 13/18 (6 Members x \$20/day)	Each	\$20.00	\$120.00
6.00	SUPPER May 12/18 (6 Members x \$30/day) May 13/18 supper supplied by High Level Fire Dept.	Each	\$30.00	\$180.00
1.00	EMPLOYEE TIME May 12/18 - see attached backup	Each	\$890.15	\$890.15
1.00	EMPLOYEE TIME May 13/18 - see attached backup	Each	\$2,605.16	\$2,605.16

Tax \$20.99  
Total \$3,936.30



## INVOICE

TOWN OF  
**SLAVE LAKE**

P.O. Box 1030, Slave Lake, Alberta T0G 2A0  
Phone (780) 849-8000 Fax (780) 849-2633

TOW011  
IVC032051

Please return this portion with your payment

Due Date	AMOUNT NOW DUE
7/01/2018	\$3,936.30

After Due Date, Pay	Amount Paid
\$3,995.34	
Payable at most financial institutions	

Town of High Level  
10511 - 103 Street  
Deployment 18-144  
High Level, AB, T0H 1Z0

Debit  Cheque  Cash

⑆0 2009 9001⑆

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## **Annual Mutual Aid Fire Control Plan – 2018**

This Mutual Aid Fire Control Plan is entered into by the Ministry of Agriculture and Forestry (AF), Forestry Division, hereinafter called the Division, and Mackenzie County, hereinafter called the Municipality, under the Mutual Aid Fire Control Agreement between the Division and the Municipality dated April 1, 2013.

### **A. ADMINISTRATION**

#### **1. PURPOSE:**

The purpose of this Annual Mutual Aid Fire Control Plan is to define operating procedures and responsibilities within the framework of the Mutual Aid Fire Control Agreement.

#### **MUNICIPALITY:**

Name: *Mackenzie County*  
Address: P.O. Box 640, Fort Vermilion, AB. T0H 1N0  
Phone: (780) 927-3718  
Fax: (780) 927-4266

#### **DIVISION:**

Name: *High Level Forestry Area*  
Address: Bag 900, High Level, AB. T0H 1Z0  
Phone: (780) 926-3761  
Fax: (780) 926-5446

#### **2. MUTUAL AID ZONES:**

Since the entire Mackenzie County is within the Forest Protection Area there are no specified zones. Roles for each party are specified by legislation, ie: the Division is responsible for wildfire and the Municipality is responsible for structural and facility protection, this is true even within the hamlets of Fort Vermilion, La Crete and Zama City.

If the Division becomes aware of a structure or facility fire they will immediately notify the Municipality, if the Municipality becomes aware of a wildfire they will immediately notify the Division.

The Municipality may respond to and take initial action on wildfires but must immediately notify the Division.

### 3. CONTACTS:

Names, addresses, and phone numbers of contact personnel for the Division and Municipality are included in Appendix B – Contact List.

### 4. MUTUAL AID REQUEST PROCEDURE:

Requests for mutual aid will be made by the following personnel:

#### Forestry Division

Forestry Manager – *Terry Jessiman*

Wildfire Operations Officer – *Derrick Downey*

Wildfire Prevention Officer – *Michelle Shesterniak*

Area Duty Officer – As per Duty roster

#### Municipality

CAO - *Len Racher*

Director of Community Services and Operations – *Doug Munn*

Zama Supervisor – *Don Roberts*

Fire Chiefs – La Crete and Tompkins – *Peter Wiebe*

Fort Vermilion – *Steve McGean*

Zama City – *Mike Kettle*

Although a request may be made verbally, such request must be followed up in writing on the Mutual Aid Request form (Appendix C). A request will be evaluated by the receiving agency based on available resources and ongoing priorities within their sphere of interest. Written requests to the County are to be emailed to the CAO, the Director of Community Services and Operations, the County Administration Officer and to the Zama Supervisor if appropriate. Written requests to Agriculture and Forestry are to be emailed to the High Level Fire Center. The mutual aid request will be acknowledged in writing on the Mutual Aid Request form.

Any deployment exceeding 24 hours requires additional discussion between the Division and County.

### 5. COST RECOVERY AND INVOICING:

All costs associated with mutual aid will be borne directly by the requesting agency or will be billed from the providing agency to the requesting agency as soon as time permits. Invoices for mutual aid must be accompanied by a copy of the Mutual Aid Request form.

All reimbursements made under the provisions of this Plan shall be in accordance with the Forest and Prairie Protection Act, Wildfire Management Branch policy, and the terms of the following:

1. This Plan incorporates by reference the Mutual Aid Fire Control Agreement between the Division and the Municipality.



2. Reimbursement to the Municipality shall be at the rates and terms established in the current printing of the *Forest Protection Payment Directive* or at the rates included in Appendix D for specialized Municipal equipment.
3. Reimbursement to the Division shall be at the rates and terms established in the current printing of the *Forest Protection Payment Directive* or at the rates included in Appendix D for specialized equipment.
4. Services not covered under the *Forest Protection Payment Directive* or Appendix D may be negotiated for individual incidents.

## **6. MEETINGS:**

The Division and the Municipality agree to participate in annual organizational meetings, in March of each year, to ensure that the contents of the Annual Mutual Aid Fire Control Plan are current and to discuss matters pertaining to administration, prevention and detection, presuppression, wildfire operations, and training.

## **B. PREVENTION AND DETECTION**

### **1. FIRE PERMIT ISSUANCE:**

The Division is responsible for issuing fire permits as required under the Forest and Prairie Protection Act (F&PPA) on all lands within the Forest Protection Area, including within the hamlets. During the fire season as designated by the Minister of Agriculture and Forestry, fire permits required under the F&PPA will be issued by qualified Forest Officers and the Fire Guardians from the Wildfire Management Area office. Fire permits within hamlets will only be issued with written approval from the County Fire Chief.

County Fire Chiefs may issue fire permits which are required by County By-law but not under the F&PPA. County By-law requires permits for cooking and warming fires as well as for any burning within a hamlet outside of fire season.

All fire permits issued by the Division within 2 miles of the established boundary of any hamlet will be emailed to the CAO, the Director of Community Services and Operations and to the Fire Chiefs within 24 hours of permit issuance.

### **2. FIRE CONTROL ORDERS:**

Fire control orders will be requested by the Division, with input from the Municipality's Director of Community Services and Operations. The Division will take the lead role in advertisement and enforcement of the fire control order on lands within the Forest Protection Area.

### **3. COOPERATIVE PREVENTION OPPORTUNITIES:**

The Municipality and the Division will develop a joint prevention advertisement to be run in the spring municipal newsletter on an annual basis. The Division will be responsible for providing the content of the advertisement and the Municipality will be responsible for printing and distribution of the newsletter.

### **4. COOPERATIVE DETECTION SHARING:**

The Division will perform aerial detection during periods of high and extreme hazards on the Municipality:

The Municipality will provide ground detection through education of all Municipal staff on fire assessment and reporting procedures as outlined in this Annual Fire Control Plan.

All fires discovered by the Division within the Municipality's sphere of interest will be reported to the Fire Chief at **911**.

All fires discovered by the Municipality within the Division's sphere of interest will be reported to the Area Duty Officer at **(780) 926-6599 or 310-FIRE (3473)**.

### **5. PRESCRIBED BURNING:**

The Division will be the lead agency for all prescribed burning on lands within the Forest Protection Area. Municipal Fire Departments may be included in these prescribed fires to assist with operations and to serve as a cross-training exercise.

The Municipality is the lead agency for all prescribed fires within the established boundaries of *the Hamlets of Fort Vermilion, La Crete and Zama City*. The Division will be included in these prescribed fires to assist with planning, operations, and to serve as a cross-training exercise.

### **6. WILDLAND/URBAN INTERFACE:**

The Municipality agrees to address wildland/urban interface issues within the Municipality through the application of the seven disciplines of FireSmart:

1. Public Education
2. Legislation
3. Development
4. Vegetation Management
5. Emergency Planning
6. Interagency Cooperation
7. Cross Training

The Division agrees to assist the Municipality with wildland/urban interface issues through the provision of resource materials and training on the wildland/urban interface disciplines and options to minimize hazards within the Municipality.

## **C. PRESUPPRESSION**

### **1. COOPERATIVE PRESUPPRESSION ACTIVITIES:**

The Division agrees to supply fire equipment to the Municipality on a short-term loan basis during periods of high or extreme hazard within the Municipality. The amount of equipment provided will be based on the request from the Municipality and the degree of hazard within the Forest Area at the time of the request. The Municipality agrees to return the equipment within 24 hours of notice from the Division.

The Division will provide a list of WFU crew contact names and numbers to the Municipality upon request. The Division will also assist the Municipality in obtaining WFU crews for wildfire suppression in the Municipality.

### **2. HAZARD AND RESOURCE INFORMATION SHARING:**

The Division will provide the following information to the Municipality, upon request, when available during the fire season.

- Fire Weather Indices
- Weather forecast
- Pre-suppression resources

The information provided will be for the Forest Protection Area therefore, the Municipality must consider this when relying on the data provided. Weather forecast information for zones within the Forest Protection Area can be obtained at [:http://wildfire.alberta.ca/wildfire-status/fire-weather/forecasts-observations/default.aspx](http://wildfire.alberta.ca/wildfire-status/fire-weather/forecasts-observations/default.aspx)

The Municipality will provide a list of available presuppression resources available to the Division upon request.

## **D. WILDFIRE OPERATIONS**

### **1. PROVISION OF MANPOWER AND EQUIPMENT FOR MUTUAL AID:**

The Division and the Municipality will provide mutual aid equipment and manpower as per the terms of this Plan and the Mutual Aid Request Form. This section describes the operational procedures for cooperative use of resources by both agencies during a wildfire, prescribed fire, or structural fire.

1. When one agency requests assistance from another, the sending agency shall dispatch only personnel who meet or exceed the minimum requirements for qualification and certification by that agency.

2. At the time of the request for assistance during a wildfire, the assisting agency shall endeavor to dispatch the nearest available resources to the incident.
3. At the time of the request, each party shall assign a task force leader that supervises the activities of his/her agencies' resources.
4. It shall be policy for the requesting agency to release the assisting agency from emergency duties as soon as possible.
5. The Division will take charge of all wildland fires within the Forest Protection Area upon arrival. The Municipality will take charge of all structural fires upon arrival.
6. The provision of firefighting services contemplated herein and provided by the Municipality and the Division as the case may be are solely and absolutely at the discretion of the respective agency and the said agency may, without rendering the agency liable for any claims, penalty, damage or losses whatsoever to the other party or to any third party, direct any of the following:
  - a. That there be no response whatsoever to the call for firefighting services by the respective agency regardless of the type of fire to be responded to; or
  - b. That there be dispatched in response to the call, resources as the respective agency may request; or
  - c. That there be dispatched in response to the call such lesser resources that, in the judgment of the respective Fire Chief or Forest Officer, may be prudently available.
7. Upon request the Division will provide a contact list of private manpower and equipment providers to the Municipality by April 1 of each year.
8. If initial attack is undertaken by an agency outside their area of jurisdiction, that agency will immediately attempt to gather and preserve evidence pertaining to the fire cause.
9. The Division or the Municipality, as the case may be, shall indemnify and save harmless the party responding to a request for assistance from the other party, from and against all losses, costs, damages, injury or expense to persons or property of every nature or kind whatsoever, arising out of, or in any way attributed to, the provision of emergency services contemplated hereunder, except where such loss, damage, injury or expense is caused by the negligence or willful act of any employee or agent of the party responding.
2. The Division or the Municipality, as the case may be, shall indemnify and save harmless the party responding to a request for assistance from the other party, from

damage or loss to its vehicles or equipment which is directly attributable to the provision of service contemplated hereunder, provided that there shall be no such indemnity if such loss or damage is the result of any negligent or willful act of an employee or agent of the party responding.

## **2. COMMUNICATIONS:**

The mutual-aid response radio frequency will be *156.855* MHz.

1. **RADIOS:** By the terms of this Agreement, each party agrees to permit the others to utilize radio frequencies for emergency purposes.
2. **COMPUTERS:** By the terms of this Agreement, each party agrees to permit the others to utilize computer systems.
3. **TELEPHONES and CELL PHONES:** By the terms of this Agreement, each party agrees to keep their phone and cell phone numbers updated in the Contact List.

## **3. ESTABLISHED PROTOCOL FOR “TURN-OVER” OF RESPONSIBILITY:**

As per the responsibilities outlined in Sections A.2 and D.1.4, of the Annual Mutual Aid Fire Control Plan, the Municipality and Division agree to complete the “turn-over” of responsibility for fire suppression to the responsible agency as quickly and efficiently as possible.

Upon arrival at a fire, the commander for the responsible agency will meet with the present commander to obtain a briefing on present suppression tactics and to discuss a schedule for “turn-over” of responsibility. It is agreed that resources from the assisting agency will be released as soon as possible based on fire suppression success.

## **4. ESTABLISHED PROTOCOL FOR “FORMATION” OF JOINT COMMAND**

As per the responsibilities outlined in Sections A.2 and D.1.5, of the Annual Mutual Aid Fire Control Plan, the Municipality and Division agree to form a unified joint incident command in accordance within the provisions of Incident Command System.

## **E. TRAINING**

The Division and the Municipality agree to exchange training opportunities, including trainers, trainees, and materials. All local training that is multi-agency in nature and sponsored by one of the parties will be coordinated and made available to the other party.

Formalized training may be sponsored by the Division upon approval by the Wildfire Manager.

### **1. CERTIFICATION TRAINING OPPORTUNITIES.**

Upon request the Division will sponsor and conduct a two-day wildfire suppression training course for members of the Municipal Fire Department.

A complete schedule of wildfire training courses offered at the Hinton Training Centre is available at:

<https://extranet.gov.ab.ca/env/htc/>

### **2. INFORMAL TRAINING OPPORTUNITIES.**

The Division will assist the Municipal Fire Department in their spring hazard reduction burns and provide personnel to complete on-site field training.

The Division will provide a one-day wildland/urban interface land use planning workshop for Municipal administration and elected officials if requested.

### **3. JOINT MOCK-DISASTER EXERCISES.**

The Division and the Municipality will develop and implement a mock wildfire response exercise to help fire managers identify strengths and weaknesses in the present agreements, to act as a cross-training exercise for Municipal and wildland firefighters, and to act as a public education tool for residents, Municipal and Provincial government administration, and elected officials.

### **4. ON THE JOB TRAINING OPPORTUNITIES.**

The Municipality and the Division agree to provide training assistance as necessary while working on mutual aid fire suppression.

The Division agrees to provide fire permit issuance training to all new Municipal Fire Guardians.

**F. EFFECTIVE DATES**

This Annual Mutual Aid Fire Control Plan is in effect from April 1, 2018 to March 31, 2019.

IN WITNESS WHEREOF the parties hereunto have affixed their signatures and corporate seals on the day and year first written.

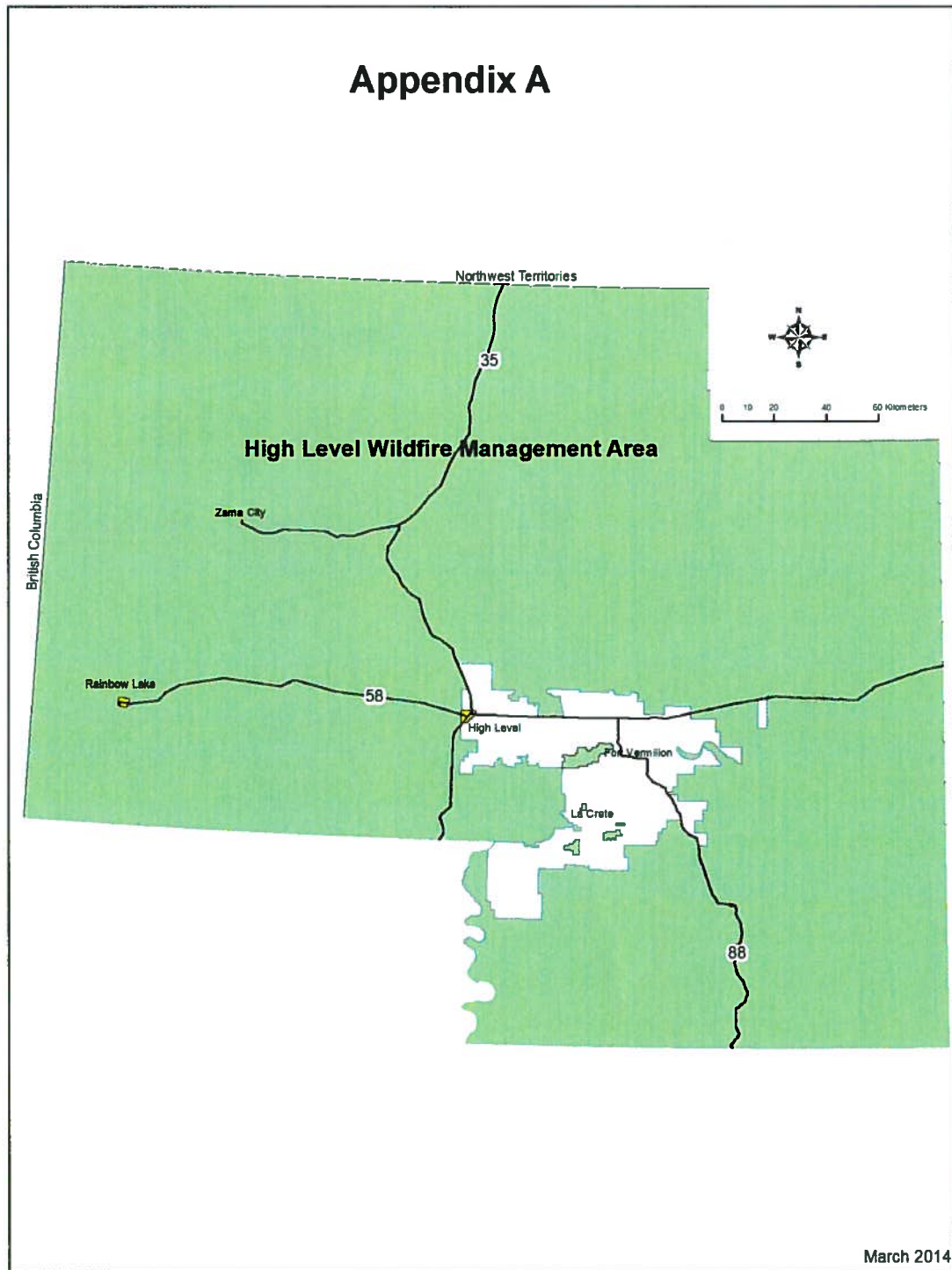
Terry Jessiman  
Forest Area Manager

Date: April 16, 2018

Len Racher  
Mackenzie County CAO

Date: MAY 22 /18

**APPENDIX A – MUTUAL ASSISTANCE ZONE MAPS**





**APPENDIX B –Contact List****Agriculture and Forestry, Forestry:****Agriculture and Forestry – *High Level Forestry Area***

Address Bag 900  
Town High Level, AB  
Code T0H 1Z0  
Phone (780) 926-3761  
Fax (780) 926-5446  
Cell (780) 926-6599 (Duty Officer)  
Email [high.wfops@gov.ab.ca](mailto:high.wfops@gov.ab.ca)

**Forestry Manager – *Terry Jessiman***

Address Bag 900  
Town High Level, AB.  
Code T0H 1Z0  
Phone (780) 926-5412  
Fax (780) 926-5446  
Cell (780) 926-6872  
Email [terry.jessiman@gov.ab.ca](mailto:terry.jessiman@gov.ab.ca)

**Wildfire Operations Officer – *Derrick Downey***

Address Bag 900  
Town High Level, AB.  
Code T0H 1Z0  
Phone (780) 926-5426  
Fax (780) 926-5446  
Cell (780) 841-7528  
Email [derrick.downey@gov.ab.ca](mailto:derrick.downey@gov.ab.ca)

**Wildfire Prevention Officer – *Michelle Shesterniak***

Address Bag 900  
Town High Level, AB.  
Code T0H 1Z0  
Phone (780) 926-5432  
Fax (780) 926-5446  
Cell (780) 926-0032  
Email [michelle.shesterniak@gov.ab.ca](mailto:michelle.shesterniak@gov.ab.ca)

**All Fire calls Phone: 911**

<b>Town</b>	<b>Fort Vermilion</b>	<b>La Crete</b>	<b>Zama City</b>
<b>Fire Chief</b>	Steve McGean	Peter Wiebe	Mike Kettle
<b>Phone</b>	(780) 927-3278	(780) 928-3869	
<b>Fax</b>			
<b>Cell</b>	(780) 841-5133	(780) 247-3110	(780) 926-6336
<b>Email</b>	<a href="mailto:smcgean@mackenziecounty.com">smcgean@mackenziecounty.com</a>	<a href="mailto:pwiebeb12@gmail.com">pwiebeb12@gmail.com</a>	<a href="mailto:bpsltd@live.ca">bpsltd@live.ca</a>

**CAO – Len Racher**

Address: Box 640  
Fort Vermilion, AB.  
T0H 1N0  
Phone: (780) 927-3718  
Fax: (780) 927-4266  
Cell: (780) 841-8343  
Email: [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com)

**Director of Community Services and Operations – Doug Munn**

Address: Box 640  
Fort Vermilion, AB.  
T0H 1N0  
Phone: (780)-927-3718  
Fax: (780) 927-4266  
Cell: (780) 841-3860  
Email: [dmunn@mackenziecounty.com](mailto:dmunn@mackenziecounty.com)

**Zama Supervisor – Don Roberts**

Address: Box 11  
Zama City, AB.  
T0H 4E0  
Phone: (780) 683-2378  
Fax: (780) 683-2045  
Cell: (780) 841-5050  
Email: [droberts@mackenziecounty.com](mailto:droberts@mackenziecounty.com)

**Public Works Administration Officer – Leiane Lambert**

Address: Box 640  
Fort Vermilion, AB. T0H 1N0  
Phone: (780) 927-3718  
Cell: (780) 926-0905  
Email: [llambert@mackenziecounty.com](mailto:llambert@mackenziecounty.com)

**APPENDIX C – MUTUAL AID REQUEST FORM**



**Appendix C- Mutual Aid Request**

**FROM**

Name	Telephone Number	Fax Number
Municipality or AF Area	Email Address	

**TO**

Name	Telephone Number	Fax Number
Municipality or AF Area	Email Address	

**SUBJECT**

Mutual Aid Request
Location

As per the Mutual Aid Fire Control Agreement, mutual aid fire suppression is requested for the above fire.

The following resources are requested:

Manpower
----------

Airtankers
------------

Helicopters
-------------

Equipment
-----------

All costs associated with this mutual aid will be borne by the requesting agency as per the rates specified in the current Annual Mutual Aid Fire Control Plan.

Please respond to this request submitted by:

Name	Position	
Time	Date (yyyy-mm-dd)	Signature

Your request for mutual aid assistance is  approved  not approved as per this request and the terms of the Mutual Aid Fire Control Agreement.

Name	Position	
Time	Date (yyyy-mm-dd)	Signature

Mutual Aid Request (June 2017)

**APPENDIX D – 2018 ESTIMATED MUTUAL AID REIMBURSEMENT RATES****Agriculture and Forestry:**

<i>Resource</i>	<i>Rate</i>
<b>Airtanker Aircraft:*</b>	
CV580	\$3900.00 per hour plus fuel and retardant
CL215T	\$3200.00 per hour plus fuel and retardant
Air Tractors (wheeled)	\$1400.00 per hour plus fuel and retardant
Air Tractors (amphibious)	\$2400.00 per hour plus fuel and retardant
L188	\$6200.00 per hour plus fuel and retardant
<b>Birddog Aircraft</b>	
Turbo Commander 690	\$1900.00 per hour plus fuel
Cessna Caravan C208	\$1900.00 per hour plus fuel
<b>Helicopters:</b>	
Contract Rappel	\$2800.00 to 3924.00 per day and \$950 to \$1376.00 per flying hour plus fuel
Casual	Government hourly flying rate plus fuel
Contract Intermediate	\$1213.00 to \$2335.00 per flying hour plus fuel
Contract Medium	\$2039.00 to \$2875.00 per flying hour plus fuel
<b>Manpower:**</b>	
RAP Crew (7 man)	Cost Estimate \$21.61-\$27.13/hour/person
HAC Crew (4 or 8 man)	Cost Estimate \$21.61-\$27.13/hour/person
UNIT Crew (20 man)	Cost Estimate \$21.61-\$27.13/hour/person
Firetack Emergency (8 man)	Cost Estimate \$17.86-\$22.75/hour/person
Firetack Base and Secondary (8 man)	Cost Estimate \$29.77/hour/person first 8 hours– \$44.66/hour/person after 8 hours. Truck Rate \$211.76/day/vehicle
Firetack Zero Day (8 man)	Cost Estimate \$24.41/hour/person first 8 hours - \$36.62/hour/person after 8 hours. Truck Rate \$211.76/day/vehicle
Air Attack Officer (contract)	\$1000.00/day/person
<b>Specialized Equipment:</b>	
Helitorch	Government Rate
Compressed Air Foam Unit	Contract Rate

\*Manpower will be billed at actual cost. Estimated rates above do not include overtime rates, accommodations or meals.

**Municipality:**

<i>Resource</i>	<i>Rate</i>
<b>Manpower:</b>	
Firefighter	\$50.00/hour/person
<b>Specialized Equipment: (includes fuel)</b>	
Command Unit	\$200.00/hr
Pumper Unit	\$400.00/hr
Tanker Unit	\$400.00/hr
Ladder Unit	\$400.00/hr
Sprinkler Trailer	\$400.00/day
Consumables (eg: foam)	Cost + 10%
<b>Contracted Equipment: (eg: water trucks)</b>	Cost + 10%

\*Manpower costs do not include accommodations or meals.



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>Handi-Van Operations</b>

**BACKGROUND / PROPOSAL:**

The Handi-Vans have operated in La Crete and Fort Vermilion for years by having the County maintain the busses, pay for operational costs and the community has provided drivers and scheduling for the busses. With the enforcement of National Safety Council (NSC) regulations the busses have placed the county at risk of losing their ability to operate machinery due to non-compliance of regulations.

On October 16, 2018 the Community Services Committee reviewed this situation and made the following recommendation:

That the Community Services Committee recommend that the County solicit proposals from the community (RFP) to operate the Handi-Vans

**OPTIONS & BENEFITS:**

The intent of this Request for Proposals (RFP) is to let community organizations know that the County is willing to contribute toward the maintenance and vehicle expenses, as it has done in the past, but the County is looking for a community organization that is willing to be responsible for the operation of the Handi-Vans.

Administration feels that there may be some value in simply asking the community for “expressions of interest” rather than a RFP regarding the operation of the Handi-Vans and from this the County could negotiate the terms of the Handi-Van operations. This takes away the responsibility of having organizations prepare a proposal and encourages them to simply come and discuss the possibility of a partnership with the County.

**Author:**  D Munn      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

Once a community organization is selected to operate the Handi-Vans an agreement, approved by Council, would be developed that outlines the responsibilities of each party regarding the operation of the Handi-Vans.

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

Following is a sample of a “Request for Expressions of Interest for Handi-Van Operations” which could be published:

Mackenzie County currently owns two Handi-Vans that operated from Fort Vermilion and La Crete. The intent of these vans is to provide transportation services for seniors in Mackenzie County. The following has been published regarding Handi-Van operations:

Mackenzie Council recognizes that the handi-van services are an important resource for the persons with mobility impairments and/or senior citizens and is an effective travel option that connects the users to the medical needs as well as to the life enhancing activities that may otherwise be neglected.

The handi-van services shall be provided to the County residents exclusively with the priority given to persons with mobility impairments.

The Handi-Van transportation services shall be limited to within Mackenzie County boundaries.

Mackenzie County has a need to pass the operation of these vans on to another organization and request that not-for-profit organizations in Fort Vermilion and La Crete that are willing to operate the Handi-Vans come forward to discuss how this partnership could be developed. The County is willing to pay the cost of the Handi-Van maintenance and capital costs.

Organizations interested in discussing this partnership are encouraged to call Director of Community Services Doug Munn at 780-927-3718

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the operation of the Handi-Van program be passed on to a non-profit community organization and that administration be directed to request Expressions of Interest from the community.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

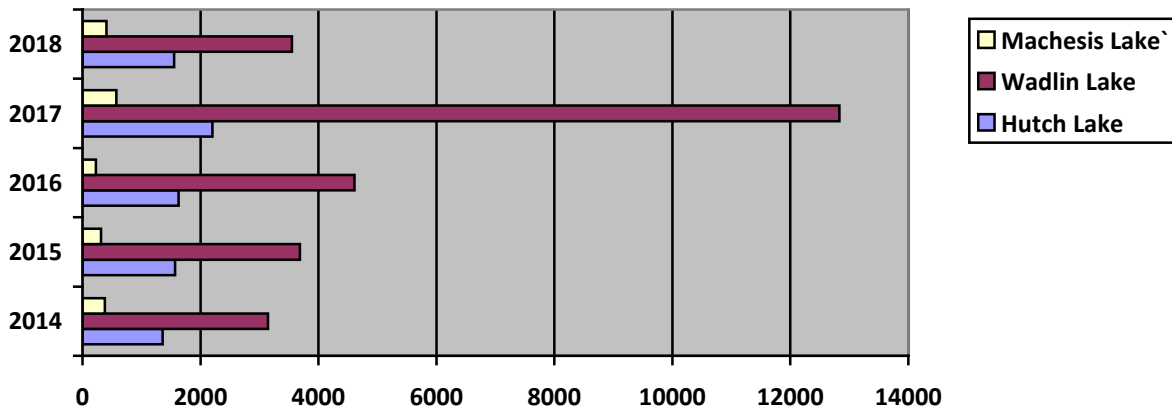




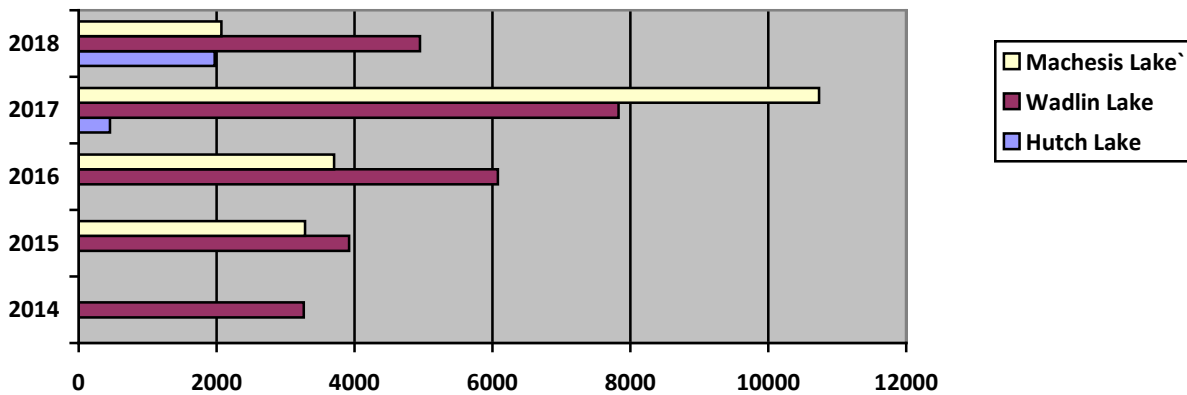


The following charts shows the attendance of both campers and day use at all campgrounds from 2014 to 2018

*This chart is total register overnight campers*



*This chart is total day users*



\* Between 2014-2017 the day users were not recorded at Hutch Lake.

\*The spike in day users at Machesis Lake in 2017 is due to the attendance of the Schools Science groups.

2017 saw a considerable increase at the campgrounds, and this may have been due to the hot, dry & virtually bug-free summer. Hutch Lake didn't show as large of an overall increase as the other two campgrounds; this was most likely due to inaccurate number counts.

Many good comments were received from the Hutch Lake campers (see Attached).

**OPTIONS & BENEFITS:**

N/A

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

<u>Caretaker Evaluation %</u>	<u>Year end Revenue</u>	<u>Total Bonus Amount</u>
83.44% Hutch Lake	revenue \$14,790.00	@ 25% Bonus <b>\$3,967.50</b>
94.64% Machesis Lake	revenue \$4,595.00	@ 25% Bonus <b>\$1,148.75</b>
96.25% Wadlin Lake	revenue \$45,702.00	@ 25% Bonus (\$11,425.50) <b>\$8,000</b> as .....per policy, max paid out

**Sources of Funding:**

2018 Operating budget

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2018 Campground Caretaker bonuses be approved as presented.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

## Wadlin Lake Campground Evaluation

DATE OF INSPECTION	May		19-Jun-18		01-Jul-18		01-Aug-18		Sep-18	
<b>AREAS EVALUATED</b>	Maintenance Done by County before caretaker's first evaluation.									
Ground Up Keep	40	40	32	40	38	40	39	40	39	40
Garbage	10	10	10	10	10	10	9	10	9	10
Toilets	10	10	8	10	8	10	10	10	9	10
Fish Cleaning Station	10	10	8	10	8	10	9	10	9	10
Shelters	10	10	6	10	9	10	8	10	9	10
Firewood/Bins	10	10	4	10	10	10	10	10	10	10
Dock/Marina	10	10	9	10	10	10	10	10	10	10
Volleyball Court	10	10	9	10	8	10	10	10	10	10
Playground	10	10	9	10	8	10	10	10	10	10
Vacant Campsites	10	10	9	20	18	20	20	20	20	20
Beaches	10	10	9	10	10	10	10	10	10	10
Administration	10	10	8	10	9	10	10	10	9	10
Evaluation Rate	160	160	121	160	146	160	155	160	154	160
Total rate per evaluation			75.63%		91.25%		96.88%		96.25%	
<b>TOTAL GRADE</b>	576	600	100.00%							

### Hutch Lake Campground Evaluation

DATE OF INSPECTION	May		19-Jun-18		July		August		Sept	
<b>AREAS EVALUATED</b>	Maintenance Done by County before caretaker's first evaluation.									
Ground Up Keep	24	40	22	40	32	40	38	40	38	40
Garbage	6	10	10	10	7	10	10	10	10	10
Toilets	6	10	9	10	9	10	10	10	10	10
Fish Cleaning Station	6	10	7	10	0	10		10		10
Shelters	6	10	7	10	8	10	10	10	10	10
Firewood/Bins	6	10	8	10	9	10	9	10	9	10
Dock/Marina	6	10	8	10	9	10	10	10	10	10
Volleyball Court	6	10	10	10	8	10	10	10	10	10
Playground	6	10	8	10	9	10	9	10	9	10
Vacant Campsites	12	20	12	20	17	20	19	20	20	20
Beaches	6	10	8	10	9	10	9	10	10	10
Administration		10	8	10	10	10	10	10	10	10
Evaluation Rate			117	160	127	160	144	160	146	160
Total rate per evaluation			73.13%		79.38%		90.00%		91.25%	
<b>TOTAL GRADE</b>	534	640	83.44%							

### Machesis Lake Campground Evaluation

DATE OF INSPECTION	May		June		July		August		Sept	
<b>AREAS EVALUATED</b>	Maintenance Done by County before caretaker's first evaluation.									
Ground Up Keep	24	40	34	40	39	40	40	40	40	40
Garbage	6	10	10	10	10	10	10	10	10	10
Toilets	6	10	10	10	10	10	10	10	10	10
Fish Cleaning Station	6	10	10	10	9	10	10	10	10	10
Shelters	6	10	10	10	9	10	8	10	10	10
Firewood/Bins	6	10	9	10	10	10	9	10	9	10
Dock/Marina	6	10	9	10	9	10	10	10	10	10
Volleyball Court										
Playground	6	10	8	10	10	10	10	10	10	10
Vacant Campsites	12	20	10	20	18	20	20	20	20	20
Beaches										
Administration	10	10	10	10	10	10	10	10	10	10
Evalaution Rate			120	140	134	140	137	140	139	140
Total rate per evaluation			85.71%		95.71%		97.86%		99.29%	
<b>TOTAL GRADE</b>	530	560	94.64%							

# Mackenzie County

<b>Title</b>	<b>Parks Caretaker Bonus Policy</b>	<b>Policy No:</b>	<b>COM001</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 18</b>
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**Purpose**

To establish procedures for applying a bonus to the County's park caretakers for exceptional work completed throughout a season.

## POLICY STATEMENT AND GUIDELINES

### 1. Definitions:

For the purpose of this Policy terms shall be defined as follows:

- a) A **Caretaker** is a contract operator at a Mackenzie County park.
- b) **Caretaker Evaluation Form** is a form created by the County to evaluate the performance of a parks caretaker. The form will be completed by a County representative. The form is attached in Appendix "A".
- c) **County Park** refers to a campground facility within Mackenzie County boundaries. The County presently has three campgrounds with caretakers which are: Wadlin Lake, Hutch Lake and Machesis Lake.
- d) **Bonus** – a full bonus will be 25% of all the fees collected at the County Park up to a maximum of \$8,000 (maximum applies to all contracts entered into after January 1, 2015).
- e) **Community Services Committee** is a group of Councillors selected to represent Council as per their terms of reference.

### 2. Bonus Structure:

- a) The County administration will complete the caretaker's evaluation form regularly throughout the operating months to determine the quality of the caretaker's performance in relation to their duties.
- b) At the end of the season the County's administration will compile all the results from the evaluation forms and generate a summary sheet with an overall grading mark.

- c) Administration will recommend to the Community Services Committee the proposed bonus based on the grading mark as follows:
  - 90% or above will receive full bonus
  - Each percentage below 90% receives 1% less of the bonus
  
- d) The Community Services Committee will receive administration recommendations on caretaker's bonus and review any additional information to determine the amount of bonus each park caretaker will receive.

**3. Administrative Responsibility :**

Chief Administrative Officer or designate is responsible for compliance with this policy.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	24-Apr-13	13-04-259
<b>Amended</b>	13-Jan-15	15-01-021
<b>Amended</b>		





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Public Notification Process for Development Permits</b>

## BACKGROUND / PROPOSAL:

Concern has been expressed regarding the development permit notification process.

Currently, the County sends all discretionary use permits and variance approvals to the local newspaper for advertisement as per Municipal Government Act (MGA) requirements, which is for 21 consecutive days (3 weeks). In part of providing newspaper subscriptions to all ratepayers in the municipality, all residents should be notified of all discretionary use development permits and variance approvals.

For any development deemed controversial by the development authority, adjacent landowner letters are sent. It is considered a courtesy to send letters, not a requirement for development permits.

According to the Mackenzie County Land Use Bylaw Section 5.12, the notification process for development permits is as follows:

**Section 5.12.6 Permitted Use Development Permits**  
*When a DEVELOPMENT PERMIT has been approved for a PERMITTED USE involving a variance, the Development Authority **may** mail a notice immediately to all ADJACENT landowners when it is deemed that amenities, use or enjoyment of ADJACENT lands may be affected.*

**Section 5.12.7 Discretionary Use Development Permits**  
*When a DEVELOPMENT PERMIT has been approved for a DISCRETIONARY USE, the Development Authority:*

Author: C Smith Reviewed by: B Peters CAO: \_\_\_\_\_

- a. *Shall immediately publish a notice in a newspaper circulating in the COUNTY stating the location of the property for which the application has been made and the use approved;*
- b. **May** *mail a notice immediately to all ADJACENT landowners when it is deemed that amenities, use or enjoyment of ADJACENT lands may be affected;*

The Subdivision and Development Appeal Board had made a recommendation to the Municipal Planning Commission that administration notify all adjacent landowners for all discretionary use permits at time of application.

Administration took this forward to the Municipal Planning Commission in January 2018 and their thoughts were that it is too much of a burden on staff and it would drastically increase permit wait times therefore the following motion was made:

**MPC-18-01-010** **MOVED** by Beth Kappelar

*That the Municipal Planning Commission recommend that the Planning & Development Administration continue with the current notification process in regards to discretionary permits, as they meet the Municipal Government Act requirement.*

**CARRIED**

All subdivisions and rezoning applications require adjacent landowner notification letters. There are normally between 4 and 30 adjacent landowners notified for each subdivision/rezoning application. The municipality is expected to give notification before approval for subdivisions and rezoning, whereas development permits give notice after approval as stated in the MGA. The intention of the notification letter is to give the landowner sufficient notice to come in to ask questions or to submit an appeal.

The current timeline for a development permit is anywhere from 2-5 days for a permitted use development permit, and 1-3 weeks for a discretionary use development permit approval not including the 21 day appeal period (MGA requirement) or the 1-3 weeks it takes to get a building permit after development permit approval.

If administration is expected to send notification before approval the timeline will be extended from 1-3 weeks to 3-5 weeks (not including the 21 day appeal period) to allow for a 14 day notification period beforehand.

**OPTIONS & BENEFITS:**

Should the notification process be extended, the timelines for a development permit will be extended from 1-3 weeks to 3-5 weeks and valuable staff time will be spent on sending letters.

**Author:** C Smith      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

Also, ratepayers would have additional time to respond, ask questions or restrict new development before approval.

Additional notifications to adjacent landowners increases development transparency, which also means that it increases development red tape. These two items will always oppose each other, and there are pros and cons to each argument.

**COSTS & SOURCE OF FUNDING:**

Adjacent landowner letters derive from the Planning and Development operating budget.

**SUSTAINABILITY PLAN:**

The Sustainability Plan doesn't address items this specific but does emphasize on promoting development.

**Strategy S1.3** Implement policies that place stronger emphasis on commercial development in each hamlet, in conjunction with the County's hamlet development plans.

**Strategy S1.4** Develop a community standards bylaw for residential and industrial properties.

**COMMUNICATION:**

None required at this time.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: C Smith      Reviewed by: B Peters      CAO: \_\_\_\_\_





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Don Roberts, Zama Site Manager</b>
<b>Title:</b>	<b>Zama Airport – Private Lease</b>

## **BACKGROUND / PROPOSAL:**

Administration has been approached by individual private parties requesting Mackenzie County consider leasing the south portion of the Zama airstrip.

It is understood that these individual parties would repair the runway to a standard suitable for private use at no cost to the County. The use of the runway would be strictly for private fixed wing aircraft.

In 2005 REDI engaged EBA Engineering Consultants Ltd. to conduct a Regional Airport study and develop a Zama Airport Master Plan. The plan concluded with recommendations and a capital investment plan with estimated costs and options to upgrade the Zama Airport at a cost of \$9,667,000

The Airstrip has been closed to fixed wing aircraft.

Presently the Zama Airstrip has two leases generating revenues as follows –

- Alberta SRD – 0.31hec - \$2,030.60 yearly – The present lease was signed in 2010 and expires in 2020
- SAVEONJETFUELS – 0.0183hec - \$520.00 yearly + \$.045 fuel flow charge – The present lease was signed in 2016 and expires 2026

Helicopters use the site on a weekly basis for fuel operations or to pick-up passengers and equipment. These operations utilize the center and north ends of the airstrip.

Within the past ten years Mackenzie County has maintained the Zama Airstrip with minimal costs. Some gravel has been applied to the center area (helipad) over the years and the grader does snow removal in the winter.

**Author:** D. Roberts      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**OPTIONS & BENEFITS:**

The possibility in leasing the airstrip could generate revenues

Topics that would have to be reviewed and focused on;

- 1. Legal matters and liability to Mackenzie County.
- 2. Insurance responsibilities and by what parties.
- 3. A draft of a lease agreement
- 4. Charges \$\$
- 5. Security needs/requirements
- 6. And others as recommended.

**COSTS & SOURCE OF FUNDING:**

No cost at this time.

**SUSTAINABILITY PLAN:**

This item relates to the County’s Sustainability Plan under Environmental Sustainability G4. Zama City Development Plan

**COMMUNICATION:**

Action list  
Council meeting up dates.

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That administration explores options and legalities for leasing the south end of the Zama airstrip to private parties and bring back the findings to Council.

Author:   D. Roberts        Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

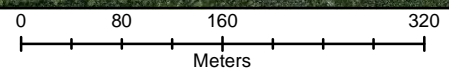
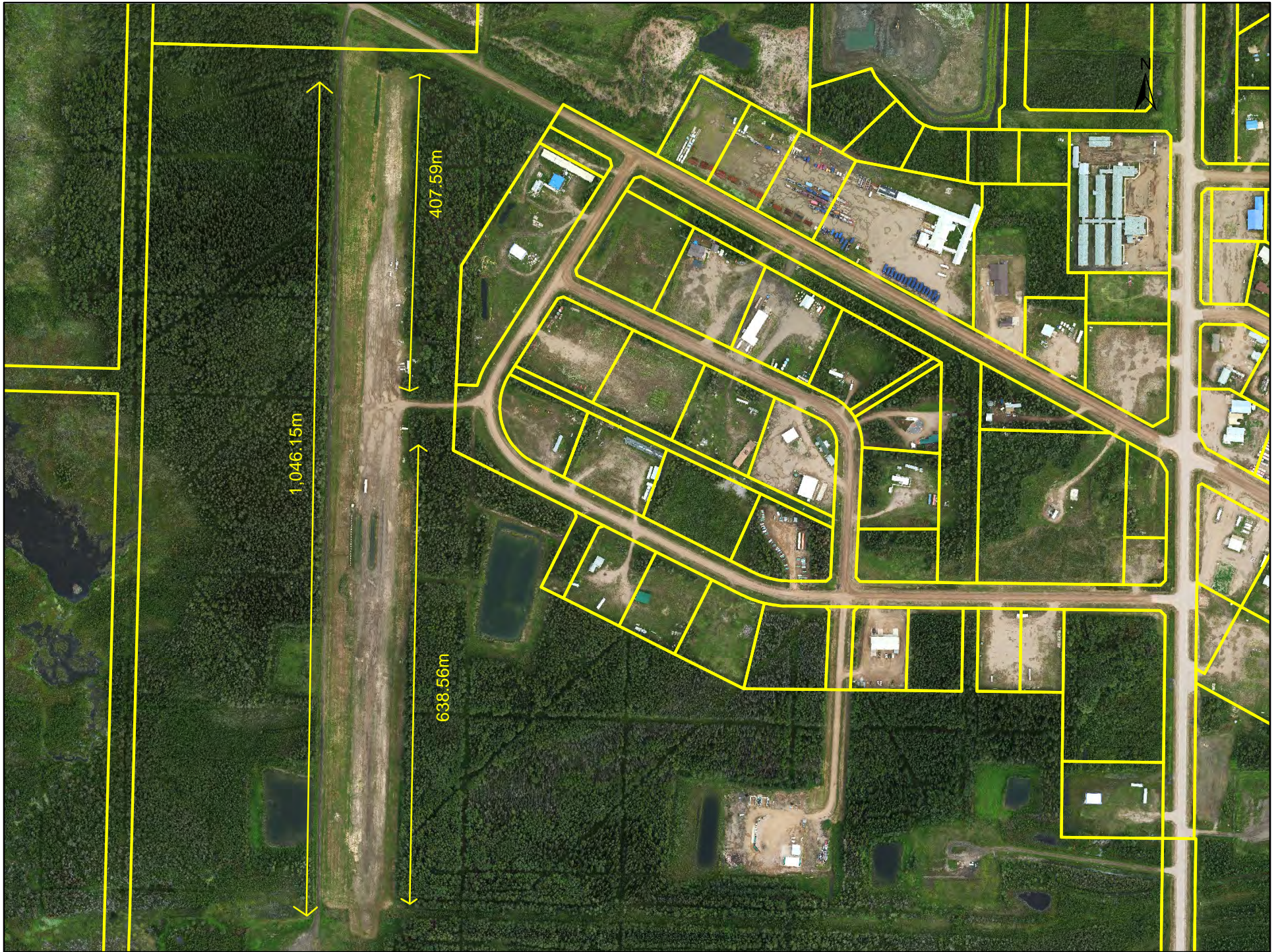




5

P.I.P.









Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Zama Lift Station Upgrade Project</b>

## **BACKGROUND / PROPOSAL:**

Tenders for the Hamlet of Zama Lift Station Upgrade were received and opened at the September 11, 2018 council meeting. Tenders came in over budget and Council instructed administration to contact grant organizers to request additional funding and also research other cost saving options for the project and bring the recommendations back to council.

Administration contacted the grant organizers and the options under option #2 below were presented.

Administration also reviewed the project for scope adjustments and received adjusted prices from the lowest bidder.

## **OPTIONS & BENEFITS:**

### **Option #1 – Adjust project scope to fit within budget**

The removal of the grinder is the only item we can remove without requiring a major redesign in the project. This removal of the grinder would bring estimated reduction of costs around \$120,000.

### **Option #2 – Grants**

The grant we have received for this project is 50% funded under the Clean Water Wastewater Fund(CWWF). There is no opportunity to capture any additional grant funding under the Clean Water Wastewater Fund program (CWWF), for the Lift Station project.

**Author:** F. Wiebe      **Reviewed by:** \_\_\_\_\_      **CAO:** L. Racher

Ms. Han also indicated that the project could be eligible under the ICIP funding program and suggested that the County could submit an application to ICIP, however MPE spoke to the federal grant representative and it sounds like this would not work for the lift station project under the CWWF grant through the explanation they were provided.

**Option #3 – Proceed with project as tendered**

This option would require the project to receive additional internal funding in the form of reserves or borrowing bylaw.

**COSTS & SOURCE OF FUNDING:**

**Option #1 Costs (Adjusted Scope)**

Total project cost including tender, engineering, and contingencies	\$2,918,200
2018 budget	\$1,819,068
Grinder removal	(\$120,000)
Additional funding required	\$979,132

**Option #2 Costs (Grants)**

The CWWF grant will not provide additional funding to what was originally estimated.

**Option #3 costs (As Tendered)**

Total project cost including tender, engineering, and contingencies	\$2,918,200
2018 Budget	\$1,819,068
Additional funding required	\$1,099,132

**SUSTAINABILITY PLAN:**

The sustainability plan has several references to the matter at hand, some specifically and some more ambiguously:

Goal E26: That Mackenzie County is prepared with infrastructure and services for a continually growing population.

Goal C1: That the capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

Goal C5: That the County continues to provide high quality utility services (water distribution and treatment as well as waste water collection and treatment) and ensures that they:

- Are available in each hamlet,
- Meet quality standards consistent with current national standards and demand,
- Are stable and reliable,

Author: F.Wiebe Reviewed by: \_\_\_\_\_ CAO: L. Racher

- Are each financially self-sustaining at both operational and capital levels.

**COMMUNICATION:**

Depending which option we proceed with, lowest bidder as well as the grant contacts would be informed.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: F.Wiebe      Reviewed by: \_\_\_\_\_      CAO: L. Racher





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Zama Water Treatment Improvements Project</b>

## **BACKGROUND / PROPOSAL:**

Tenders for the Hamlet of Zama Water Treatment Plant Improvements were received and opened at the September 11, 2018 council meeting. Tenders for the project came in over budget and Council instructed administration to contact grant organizers to request additional funding and also research other cost saving options for the projects and bring the recommendations back to council.

Administration contacted the grant organizers and the options under option #2 below were presented.

Administration also reviewed the project for scope adjustments and received adjusted prices from the lowest bidder.

## **OPTIONS & BENEFITS:**

### **Option #1 – Adjust project scope to fit within budget**

Administration requested the lowest bidding contractor to provide a price if we left electrical and process piping mostly as existing, upgraded only a few of the distribution pumps and motors and removed the HVAC upgrades from the new WTP.

The electrical savings are quite substantial relative to their total scope of work. The mechanical savings seem disproportionately low in comparison.

### **Option #2 – Grants**

The grant we received for this project is under Alberta Municipal Water and Wastewater Partnership (AMWWP) which is a 75% funded grant up to the approved amount

**Author:** F. Wiebe      **Reviewed by:** \_\_\_\_\_      **CAO:** L. Racher

\$705,750 approved for the estimated \$941,000. For the WTP Upgrading project Ms. Han indicated that there is a potential to capture the additional cost under the Alberta Municipal Water and Wastewater Partnership program (AMWWP). However, this process would require that the County pays all project costs upfront. Reimbursement of the costs incurred by the County could only occur after the construction of the project is completed and the final cost submitted. Thus, upon Alberta Transportation’s approval for the additional cost, Ms. Han could open up a new grant funding file to possibly reimburse the difference to the County.

Ms. Han also indicated that the project is eligible under the ICIP funding program and suggested that the County could submit an application to ICIP for the additional costs. This would mean that the project would need to wait until approval was granted through ICIP.

**Option #3 – Proceed with projects as tendered**

This option would require the project to receive additional internal funding in the form of reserves or borrowing bylaw. We would still apply for the cost overruns to AMWWP in hopes of getting the extra costs approved.

**Option #4 – Re-tender the project based on scope change**

This option would look at changing the scope of the project similar to option #1 but would look at a more replacement of only the components where good value can be derived for the replacement items while using the grant monies that are available (\$705,750). Within option #1 there are scope changes made, but we don’t feel the value of the project matches what we get as a product and this option #4 could likely make better value of the project.

**COSTS & SOURCE OF FUNDING:**

**Option #1 Costs (Adjusted Scope)**

Total cost including tender, engineering, and contingencies	\$2,205,500
2018 budget	\$ 834,615
Credit for scope change	(\$ 534,000)
Additional funding required	\$ 836,885

**Option #2a Costs (AMWWP Grant)**

Total cost including tender, engineering, and contingencies	\$2,205,500
2018 budget	\$ 834,615
Current AMWWP grant approved maximum portion	\$ 705,750
AMWWP grant portion amount if 75% grant approved for full costs	\$1,654,125
Total County portion if 75% grant fund approved for full costs	\$ 551,375
Additional County Funding (Total cost versus budget)	\$1,370,885

Author: F.Wiebe Reviewed by: \_\_\_\_\_ CAO: L. Racher



### Option #2b Costs (ICIP Grant)

Total cost including tender, engineering, and contingencies	\$2,205,500
2018 budget	\$ 834,615
AMWWP grant portion 75%	\$ 705,750
ICIP grant funds (40% of cost overrun over \$941,000)	\$ 505,800
Total County portion if stacking ICIP and AMWWP are approved	\$ 993,950
Additional County Funding (Total cost versus budget)	\$1,370,885

### Option #3 costs (As Tendered)

Total cost including tender, engineering, and contingencies	\$2,205,500
2018 budget	\$ 834,615
AMWWP grant portion 75%	\$ 705,750
Additional funding required	\$1,370,885

### Option #4

Scope change project estimated total project cost	\$ 941,000
2018 Budget	\$ 834,615
AMWWP grant portion 75%	\$ 705,750
Additional funding required (estimated)	\$ 106,385

### SUSTAINABILITY PLAN:

The sustainability plan has several references to the matter at hand, some specifically and some more ambiguously:

Goal E26: That Mackenzie County is prepared with infrastructure and services for a continually growing population.

Goal C1: That the capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

Goal C5: That the County continues to provide high quality utility services (water distribution and treatment as well as waste water collection and treatment) and ensures that they:

- Are available in each hamlet,
- Meet quality standards consistent with current national standards and demand,
- Are stable and reliable,
- Are each financially self-sustaining at both operational and capital levels.

Author: F.Wiebe Reviewed by: \_\_\_\_\_ CAO: L. Racher

**COMMUNICATION:**

Depending which option we proceed with, lowest bidder as well as the grant contacts would be informed.

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: F.Wiebe      Reviewed by: \_\_\_\_\_      CAO: L. Racher



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>October 24, 2018</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## **BACKGROUND / PROPOSAL:**

The following items are attached for your information, review, and action if required.

- Action List
- Correspondence – MP Arnold Viersen (Response to Reasonable per Kilometer Allowance)
- Correspondence – Woodlot Association of Alberta (Farm Woodlot Management Plan)
- Correspondence – Alberta Emergency Management Agency (Acknowledgement of Application for Disaster Recovery Assistance)
- Correspondence – Alberta Municipal Affairs (Disaster Recovery Program Approval – Flooding/Ice Jam Event)
- Correspondence – Alberta Municipal Affairs (Disaster Recovery Program Advocacy for Residents)
- Correspondence – Shell Rotary House (Funding Request from Peace River Rotary House)
- Correspondence – Minister of Environment & Parks (Hay-Zama Bison Hunt Reporting System)
- Correspondence – Minister of Health (Rural Remote Northern Doctors)
- Correspondence – Metis Nation of Alberta Region 6 (Congratulatory Letter following Elections)
- Correspondence – Town of Rainbow Lake (Town Representative appointed to Mackenzie Regional Charity Golf Committee)
- Correspondence – UNESCO World Heritage Centre (Reactive Monitoring Mission to Wood Buffalo National Park)
- Correspondence – Al Kemmere (RMA Presidential Campaign Letter)
- RMA Bulletin October 11, 2018 – Apply to Host a Blanket Exercise on Indigenous History and Culture
- Alberta Government News Release – Alberta prepared for cannabis

**Author:** C. Gabriel      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

legalization

- AUMA Response to Municipal Cannabis Transition Program
- RMA Response to Municipal Cannabis Transition Program
- Mackenzie Library Board Meeting Minutes
- 2018 Northwest Health Foundation Festival of Trees Finale
- Rocky Lane Fall Harvest Community Supper
- Peace River Westlock Conservative Association – Free Family Pancake Breakfast in La Crete

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the information/correspondence items be accepted for information purposes.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## Mackenzie County Action List as of October 9, 2018

### *Council Meeting Motions Requiring Action*

Motion	Action Required	Action By	Status
<b>May 28, 2013 Council Meeting</b>			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	Len	Expression of Interest Submitted
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411  In progress. Meeting with landowners.
<b>May 10, 2016 Regular Council Meeting</b>			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> <li>• cancel PLS 080023;</li> <li>• <b>pursue acquisition of land parcels as identified on the map presented in red;</b></li> <li>• identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator.</li> </ul>	Don	PLS Cancelled.  Asset list with all leases, caveats, dispositions, easements, etc.  Response Received from AEP 2017-11-27.  Application submitted.  RFD to Council once response is received to our application.
<b>July 12, 2016 Regular Council Meeting</b>			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Doug Len	Application for purchase of Hutch Lake has been processed.
<b>August 9, 2016 Regular Council Meeting</b>			
16-08-599	That administration proceed with registering the utility right of way on NE 3-106-15-W5M and NW 3-106-15-W5M. (La Crete SE Drainage Ditch)	Byron	Re-negotiating with landowners.
<b>November 23, 2016 Regular Council Meeting</b>			
16-11-868	That Mackenzie County initiate discussions with First Nations with the intention of creating a Memorandum of Understanding for a communication protocol between Mackenzie County and our First Nation neighbours.	Doug	Working on establishing relationships that will inform the communication protocol.

Motion	Action Required	Action By	Status
December 13, 2016 Regular Council Meeting			
16-12-913	That administration change equipment values as determined and to engage in an appraisal for buildings over \$100,000 as per amended list in 2017.	Doug	Contract Awarded. Completion 2018-10-31
February 14, 2017 Regular Council Meeting			
17-02-113	That third reading of Bylaw 1050-16 being a Land Use Bylaw Amendment to rezone part of SE 16-106-15-W5M from La Crete General Commercial District "GC1" to Manufactured Home Subdivision 1 "MHS1" to accommodate the development of residential lots be <b>TABLED until the area structure plan and servicing requirements have been reviewed for the area.</b>	Byron	Developers are not actively pursuing, however they have not withdrawn their application. <i>(Bylaw will expire January 9, 2019 if not passed)</i>
April 11, 2017 Regular Council Meeting			
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Byron Bill	In progress.
June 13, 2017 Regular Council Meeting			
17-06-439	That administration look at options for a future fire hall in the Hamlet of Fort Vermilion, outside of the downtown core.	Byron Doug	Long term discussion for 5 year plan. Proposed locations being assessed.
June 28, 2017 Council Meeting			
17-06-445	That administration be directed to enter into an agreement with CanWest Air for the lease of a new terminal at the Fort Vermilion airport, with the terms and conditions as discussed.	Byron	<i>2018-09-24 Council indicated to proceed with lease noting that fees may change.</i>
August 23, 2017 Council Meeting			
17-08-593	That administration proceed with meeting with the developers and draft an off-site levy bylaw for the La Crete Sanitary Sewer Expansion project.	Fred Byron	Finalizing report then draft offsite levy bylaw.
September 25, 2017 Council Meeting			
17-09-650	That administration work with the Mackenzie Ski Hill Society to obtain a Registered Road Disposition (RRD) disposition for the road, and that the County commits to an endeavor to assist, as per current policy, to cover a portion of road construction costs to the proposed ski hill in the Buffalo Head Hills.	Dave	Ongoing.
November 29, 2017 Council Meeting			
17-11-872	That administration investigate the status of the companies with uncollectable Education Property Taxes on oil and gas properties and verify the write-offs versus allowances.	Bill	In progress. Waiting for legal clarification.  2018-10-24
December 11, 2017 Budget Council Meeting			
17-12-897	That administration review the need for the changes/additions to the Fort Vermilion Shop and	Doug	2019 Budget Discussion

Motion	Action Required	Action By	Status
	consider the need for a new fire hall in Fort Vermilion and investigate other building options.		
February 27, 2018 Council Budget Meeting			
18-02-146	That the replacement of the 1995 GMC Fire Truck be approved with an initial down payment of \$50,000 coming from the Vehicle & Equipment and Emergency Services Reserve and that the balance be paid, up to a maximum of \$500,000, upon receipt with funding coming from the Vehicle & Equipment and Emergency Services Reserve <b>and that the 1995 GMC Fire Truck be disposed upon arrival of the replacement.</b>	Doug	Funding transfer complete.  MSI Funding as per Motion 18-06-483
April 25, 2018 Council Meeting			
18-04-314	That administration be authorized to proceed with a Department License of Occupation (DLO) for existing and future walking trail expansion on SE 14-106-15-W5 once the title transfer has been completed for SE 15-106-15-W5.	Doug	Application submitted.
18-04-315	That administration move forward in purchasing more land north of the existing Hutch Lake Cabins and that final costs be brought back to Council for decision.	Doug	Survey in progress.
18-04-330	That the application to purchase Wadlin Lake leased land be suspended and that an application be made for a 25 year lease on the land.	Doug	Completed. Application submitted.
May 8, 2018 Council Meeting			
18-05-357	That administration forward an information package to the Little Red River Cree Nation regarding the County's lobbying efforts for Fox Lake court services.	Carol Len	In progress.
May 23, 2018 Council Meeting			
18-05-378	That Tax Roll 084425 (Rainbow Lake Campground Association) be waived for 2017 and 2018 taxes and penalties and that administration bring forward options for tax exemption.	Bill	Completed w/ exception of tax exemption options
18-05-399	That the County apply for funding under the Green Infrastructure Projects Grant and the Alberta Municipal Water and Wastewater Partnership Grant for the Zama Sewage Forcemain project.	Fred	Application submitted for GIPG. Deadline for AMWWP is November 2018.
June 12, 2018 Council Meeting			
18-06-412	That administration bring forward a list of exempted properties, including grants in lieu, annually.	Bill	November 7, 2018 Budget Meeting
18-06-432	That the County apply to Alberta Environment & Parks for a bank stabilization and clean-up along the Peace River in the Hamlet of Fort Vermilion as a result of the ice jam flooding event.	Dave	TFA Received
June 27, 2018 Council Meeting			

Motion	Action Required	Action By	Status
18-06-471	That the operating costs for the proposed La Crete Wellness Centre be brought back for review prior to passing the Borrowing Bylaw.	Doug	In progress
18-06-476	That administration bring back the Purchasing Authority Directive and Tendering Process Policy to a future council meeting with recommendations to change the COR/SECOR requirements.	Bill	In progress 2018-11-28 Council Meeting
<b>July 25, 2018 Council Meeting</b>			
18-07-530	That the County fire departments consider donating old bunker gear and equipment to the Highway to Mexico Program.	Doug	In progress
18-07-538	That administration brings back recommendations to Council for amendments to all Bylaws/Policies pertaining to tax payments.	Bill	Fall 2018
18-07-540	That the chip seal project be carried forward to 2019.	Dave	2019 Budget
18-07-542	That the Road Closure Bylaw Application Fee be refunded to the applicant of Bylaw 1107-18.	Byron	In progress
<b>August 14, 2018 Council Meeting</b>			
18-08-564	That the Agricultural Service Board create a follow-up procedure for weed notices and Agricultural Appeal Board decisions.	Grant	2018-10-24 Council Meeting
18-08-588	That road allowance policies be referred to the Land Stewardship Committee for review and bring back recommendations to council.	Byron Dave	In progress.
18-08-591	That administration review options for the La Crete Boat Launch and bring it back for the next meeting.	Dave	In progress Review with AEP
18-08-592	That the letter from Maarten Braat regarding shelterbelts be forwarded to the Land Stewardship Committee.	Byron	2018-10-18 Land Stewardship Committee Meeting
<b>August 29, 2018 Council Meeting</b>			
18-08-610	That the relevant information relating to the extension of Highway 58 from Garden River through to Peace Point be made available to Council electronically.	Carol	In progress. Consideration must be given to FOIP in regards to release of information to other organizations, etc.
18-08-623	That administration prepare and submit a river search and rescue access plan to the Department of Fisheries and Oceans for the Peace River between the La Crete Ferry Campground and the D.A. Thomas Park.	Doug	In progress
<b>September 11, 2018 Council Meeting</b>			
18-09-650	That administration draft a letter regarding the Disaster Recovery Program response and forward it to the	Doug Byron	



<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
	Northern Alberta Elected Leaders and Rural Municipalities of Alberta (RMA) Northern Zone.		
18-09-663	That administration bring back additional options for the La Crete RCMP Clerical Support duties.	Doug	2018-10-24 Council Meeting
18-09-664	That administration contact the grant organizations to provide additional funding and research other cost-saving options and bring back recommendations for the Hamlet of Zama Lift Station Upgrade.	Fred	2018-10-24 Council Meeting
18-09-665	That administration contact the grant organizations to provide additional funding and research other cost-saving options and bring back recommendations for the Hamlet of Zama Water Treatment Plant Upgrade.	Fred	2018-10-24 Council Meeting
18-09-673	That administration submit an application for the FRIAA (Forest Resource Improvement Association of Alberta) FireSmart Grant for the purpose of addressing the recommended actions (Option 1 – 3) outlined in the Mitigation Study of the Hutch Lake and Area.	Don	Expression of Interest Submitted
<b>September 24, 2018 Council Meeting</b>			
18-09-696	That the cost of an additional page in the Echo/Pioneer, at the quoted yearly cost of \$7,628.42, be considered in the 2019 budget deliberations.	Carol	2019 Budget Deliberations Calculation error – actual cost is \$31,000
18-09-700	That the Blumenort Waste Transfer Station – Build Up Berm Project be postponed for 2018 and that the project be reconsidered during the 2019 budget deliberations.	Doug	
18-09-701	That administration notify the Fort Vermilion Recreation Board to include their request for Community Facility Enhancement Program grant application support, for the arena board's replacement project, in their 2019 Mackenzie County Grant Application.	Doug	
18-09-705	That the review of dispositions be TABLED to a Committee of the Whole meeting.	Dave	2018-11-27 COW Meeting
18-09-709	That Bylaw 1115-18, being a Municipal Reserve Closure Bylaw to cancel the municipal reserve lot, Plan 052 2360, Block 2, Lot 3MR, be TABLED to the next meeting for more information.	Byron	
18-09-710	That Bylaw 1116-18 being a Road Closure Bylaw to close a portion of lane between Lots 1 & 3MR, Block 2, Plan 052 2360 for the purpose of consolidation, be TABLED to the next meeting for more information.	Byron	
18-09-712	That Mackenzie County apply for the Investing Canada – Community Initiatives Grant, as the grant sponsor, and work with the Regional Economic Development Initiative	Byron	In progress

Motion	Action Required	Action By	Status
	(REDI) for all aspects of the grant application, administration and project deliverables.		
October 9, 2018 Council Meeting			
18-10-725	That administration research options for the disposal of dead animals.	Grant	2018-10-24 Council Meeting
18-10-726	That the 500 tonne of gravel remaining from the Zama gravel supply be used between the end of the Assumption high grade to the 7-34 Battery.	Don	
18-10-728	That the vote on Motion 18-10-727 be TABLED to the next meeting.  <i>Motion 18-10-727 That a letter be sent to the Minister of Municipal Affairs, Minister of Indigenous Relations, and MLA Debbie Jabbour expressing our appreciation for moving forward the Disaster Recovery Program (DRP) application for the ice jam event.</i>		2018-10-24 Council Meeting
18-10-729	That administration contact the Rural Municipalities of Alberta (RMA) regarding an update to the La Crete Ferry campground insurance claim.	Doug	
18-10-731	That Policy PW018 Hiring of Private Equipment be amended to include the requirement of a Mackenzie County Business License.	Carol	
18-10-732	That the draft drug and alcohol polices be amended as discussed and forwarded to the AUPE Local 118/008 for review and comment.	Carol	
18-10-736	That the Rural Municipalities of Alberta (RMA) Resolution regarding the Investing in Canada Infrastructure Program (ICIP)/Municipal Sustainability Initiative (MSI) Funding be submitted for consideration at the Rural Municipalities of Alberta Fall convention.	Doug	
18-10-739	That Grand Chief Trevor Mercredi be invited as the County's guest to the Rural Municipalities of Alberta (RMA) conference in November 2018.	Carol	Completed
18-10-741	That the Town of High Level Invoice # IVC20689 (Wildland Fire Callout) be TABLED to the next meeting and that Chief Rodney Schmidt be invited for further discussion and clarification.	Doug	Delegation 2018-10-24
18-10-742	That the following allowances be incorporated into the Honorariums and Expense Reimbursement Bylaw: <ul style="list-style-type: none"> <li>• Taxable Travel Allowance (Council Meetings) – 33% of Meeting Honorarium</li> <li>• Taxable Travel Allowance (Committee Meetings) - 33% of Meeting Honorarium</li> </ul>	Bill Carol	In progress

Motion	Action Required	Action By	Status
	<ul style="list-style-type: none"> <li>• Municipal Officer Allowance (Reeve) - 33% of Monthly Honorarium</li> <li>• Municipal Officer Allowance (Deputy) - 33% of Monthly Honorarium</li> <li>• Municipal Officer Allowance (Councillor) - 33% of Monthly Honorarium</li> <li>• Northern Travel Allowance Benefit</li> </ul>		
18-10-743	That administration investigate and negotiate with the airport lease holders regarding airport fees.	Byron	
18-10-754	That 2018 Taxes totaling \$410.81 be waived for Tax Roll 075317.	Bill	Completed
18-10-755	That the public notification process for development permits be TABLED to the next meeting.	Byron	2018-10-24 Council Meeting
18-10-757	That the budget be amended to include an additional \$87,000 for the Rural Potable Water Infrastructure Project with funding coming from the Rural Water Reserve.	Bill	Completed
18-10-763	That administration proceeds with the water diversion licences as discussed.	Fred	
18-10-764	That the Agricultural Service Board be authorized to enter into a one-year agreement with Frontier Veterinary Services Ltd. as presented.	Grant	

*Ottawa*

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*Constituency*

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Toll Free: 1.800.667.8450  
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Fax: 780.305.0343



HOUSE OF COMMONS  
CHAMBRE DES COMMUNES  
CANADA

*Arnold Viersen, MP*

Peace River—Westlock



October 2, 2018

Peter Braun  
Reeve  
Mackenzie County  
PO Box 640  
Fort Vermilion, AB T0H 1N0

Dear Peter,

Thank you for copying me in your letter to Minister Leboutillier and Minister Morneau. I've made numerous trips to the north end of my riding and I understand your concerns about the high cost of travel in remote areas.

I appreciate you keeping me informed on this issue.

Sincerely,

A handwritten signature in blue ink that reads "A. Viersen".

**Arnold Viersen, MP**  
Peace River—Westlock



Arnold.Viersen@parl.gc.ca  
www.mparnold.ca

# Woodlot Association of Alberta

Chief Administrative Officer  
Mackenzie County  
Box 640  
Fort Vermilion, Alberta  
ToH-1N0

Oct 3 / 18

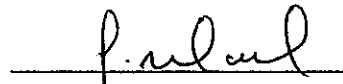
Dear Sir / Ms.

Re. Farm Woodlot Management Plan:

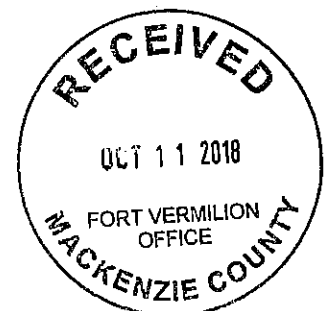
Attached is the approval form for a farm woodlot management plan for the purpose of placing a private forest into forest farmland.

Should you have any queries please contact me at 1-780-778-4272.

Yours truly



Jurgen Moll  
Chairman of wWoodlot  
Registration Committee



**Woodlot Association of Alberta**

*Approval of  
Farm Woodlot Management Plan  
for*

Mr. & Mrs. Brynon & Heather Grundberg

Address : [REDACTED]

St. Albert, Alberta T8N-0B6

Phone # [REDACTED] Email [REDACTED]

Name of Woodlot: Fort Vermilion

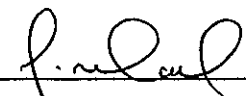
Location : Pt. S 1/2 Sec. 5 Twp. 110 Rge. 11 Mer. 5



Approval is given to this woodlot plan, subject to the following conditions :

\_\_\_\_\_  
\_\_\_\_\_

File # 012-d-18

  
Chairman of Woodlot  
Registration Committee

Date: Oct 3/18

# Woodlot Association of Alberta

Chief Administrative Officer  
Mackenzie County  
Box 640  
Fort Vermilion, Alberta  
ToH-1N0

Oct 3/18


Dear Sir / Ms.

Re. Farm Woodlot Management Plan:

Attached is the approval form for a farm woodlot management plan for the purpose of placing a private forest into forest farmland.

Should you have any queries please contact me at 1-780-778-4272.

Yours truly



Jurgen Moll  
Chairman of wWoodlot  
Registration Committee

# Woodlot Association of Alberta

## Approval of Farm Woodlot Management Plan for

Mr. & Mrs. Bynon & Heather Grundberg

Address : [REDACTED]

St. Albert, Alberta T8N-0B6

Phone # [REDACTED] Email [REDACTED]

Name of Woodlot: High Level

Location : NE Sec. 22 Twp. 110 Rge. 18 Mer. 5

---

Approval is given to this woodlot plan, subject to the following conditions :

\_\_\_\_\_  
\_\_\_\_\_

File # 012-C-18

Date: Oct 3/18

[Signature]  
Chairman of Woodlot  
Registration Committee



October 9, 2018

Len Racher, CAO  
Mackenzie County  
4511 – 46 Avenue  
Fort Vermillion, AB T0H 1N0

Dear Len Racher:

**RE: Acknowledgment of Application for Disaster Recovery Assistance**

Thank you for your application dated September 13, 2018, requesting disaster recovery assistance following the wildfire event experienced by your municipality from May 12 to 13, 2018.

Per the Disaster Recovery Regulation, in order for a Disaster Recovery Program (DRP) to be approved the following criteria must be met:

- damage or loss is widespread, or event has threatened economic viability;
- the event is considered extraordinary; and
- insurance is not reasonably or readily available to cover the damage and loss.

The Alberta Emergency Management Agency (AEMA) will advance your application through the review process. Once a determination is made, you will be notified of the outcome. If a DRP is approved, AEMA will help you with program administration.

If you require further information, please contact your regional AEMA Field Officers or Recovery Team Lead listed below.

Sincerely,



Jennifer Dolecki  
Director, Community Recovery Services

cc: Brice Daly, AEMA Field Officer, 780-876-2930  
Ken Hawrylenko, AEMA Field Officer, 780-292-1155  
Sean Pettie, Municipal Recovery, Team Lead, 780-691-6167





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Leduc-Beaumont*

AR92933

OCT 10 2018

Reeve Peter F. Braun  
Mackenzie County  
PO Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Braun,

I am pleased to advise you that Mackenzie County has been approved for a Disaster Recovery Program (DRP) due to flooding experienced on April 7-26, 2018.

An Alberta Emergency Management Agency (AEMA) DRP case manager will contact representatives from Mackenzie County and assist with the delivery of the program. The AEMA will provide assistance for eligible emergency operations, residential, and infrastructure costs. Please note the DRP can only accept claims for cost submissions, project lists, and other documentation for five years after approval.

If you require further information regarding the program, please contact Jennifer Dolecki, Director of Community Recovery Services, at 780-289-3368 or [jennifer.dolecki@gov.ab.ca](mailto:jennifer.dolecki@gov.ab.ca).

Thank you for your patience while we considered your application.

Sincerely,

Hon. Shaye Anderson  
Minister of Municipal Affairs

cc: Jennifer Dolecki, Director, Community Recovery Services





ALBERTA  
MUNICIPAL AFFAIRS

Office of the Minister  
MLA, Leduc-Beaumont

AR95225

OCT 12 2018

Mr. Peter Braun  
Reeve  
Mackenzie County  
PO Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Braun,

Thank you for your letter of September 19, 2018, and advocacy on behalf of Mackenzie County residents who remain displaced following the April 2018 Peace River ice jam. I appreciate the opportunity to provide an update regarding the county's Disaster Recovery Program (DRP) as well as clarify the responsibilities of the county, and also provide suggestions for finding support resources for those residents impacted by the ice jam.

Your request to expedite the DRP process for your specific application has been noted and I am pleased to report on October 1, 2018, Mackenzie County's application for DRP assistance for the spring 2018 ice jam was approved.

Municipalities in Alberta are established under the authority of the *Municipal Government Act*, whose responsibilities include, among other things, general emergency management authority. This also includes providing good government, services to assist all or parts of the community as required and to develop safe and viable communities. Provincial financial assistance, such as the DRP, is intended to be the funder of last resort. Other funding sources such as insurance and/or other existing government programs and grants should be explored first.

Municipal emergency management roles and responsibilities in Alberta are further defined under the *Emergency Management Act (EMA)*. Under Section 11 of the *EMA*, Mackenzie County, as a municipality:

- a) Shall, at all times, be responsible for the direction and control of the local authority's emergency response unless the Government [of Alberta] assumes direction and control under Section 18 (Provincial State of Emergency);
- b) Shall prepare and approve emergency plans and programs; [and]
- c) May enter into agreement with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs.

As such, Mackenzie County is legally required to make all reasonable efforts to support residents through its emergency plans and social service resources. Emergency financial assistance for basic necessities of impacted residents may also be available from Community and Social Services Income Support Emergency Needs Allowance at <https://www.alberta.ca/emergency-financial-assistance> or by calling 1-877-644-9992.



.../2

Your request for support and clarification on recovery processes, roles and responsibilities has already been actioned as part of a multi-year initiative to improve delivery of the DRP, modernize the *EMA* and supporting regulations, and ensure municipalities are better prepared to fulfill their critical responsibilities in emergencies. I will also note that many municipalities have established a contingency or “emergency fund” for unexpected events, including disaster recovery, and I would encourage you to consider it as part of your municipal risk management program.

I have requested AEMA, as part of their ongoing outreach and liaison function, to reach out to your municipal emergency management staff and review your emergency management program to identify any other gaps or issues that might require our mutual attention.

I acknowledge the challenging year for Mackenzie County given the natural gas shortage, ice jam, and wildfires. I recognize your unique challenges, and ask you continue to work with neighbouring communities and also with the AEMA to ensure your community remains safe, viable, and a great place to live.

Should you require further information regarding the DRP for your community, please contact Jennifer Dolecki, Director of Community Recovery Services, at 780-289-3368 or [jennifer.dolecki@gov.ab.ca](mailto:jennifer.dolecki@gov.ab.ca).

Thank you again for your continued efforts and advocacy on behalf of Mackenzie County.

Sincerely,



Hon. Shaye Anderson  
Minister of Municipal Affairs

cc: Hon. Irfan Sabir, Minister, Community and Social Services  
Debbie Jabbour, MLA Peace River  
Shane Schreiber, Managing Director, Alberta Emergency Management Agency  
Jennifer Dolecki, Director, Community Recovery Services



## Shell Rotary House

6785-102 Avenue  
Peace River, Alberta  
T8S 0B6  
[prrotaryhouse@outlook.com](mailto:prrotaryhouse@outlook.com)

To: Mackenzie County  
4511-46 Avenue  
Fort Vermillion, Alberta  
T0H 1N0

Re: Funding Request from the Peace River Rotary House

Dear County:

The Peace River Rotary House is a short-stay residential facility supporting family-centered care at the Peace River Community Health Center. The Rotary House will be a place to stay that is close to the Hospital for families whose loved ones are seriously ill and are receiving treatment. The Peace River Community Health Center serves many remote communities over a vast geographic area that can be difficult to travel for much of the year. There is also the circumstance when a patient does not have to be admitted but still requires medical supervision on an out patient basis. The Rotary House provides an affordable option for families and patients.

The Facility also provides temporary accommodations for medical professionals. Physicians, nurses and visiting specialist whose expertise helps establish the quality of care that meets the expectations of the residents of this progressive community.

We would like to discuss how the County can contribute in making this project a success, and ensure that residents from your area will have a place to stay should there be a need.

Please contact us at your convenience.

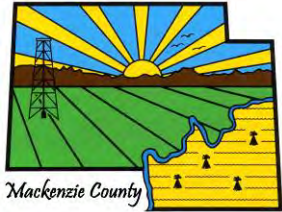
Thanks very much.

Richard Rhodes on behalf of the Peace River Shell Rotary House



Inc. Rotary House Presentation





## Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266  
www.mackenziecounty.com  
office@mackenziecounty.com

October 16, 2018

The Honourable Shannon Phillips  
Minister of Environment and Parks  
208 Legislature Building  
10800-97 Avenue  
Edmonton, Alberta  
T5K 2B6

Dear Minister:

**RE: HAY-ZAMA BISON HUNT REPORTING SYSTEM**

We are contacting you in regards to the current Hay-Zama wood bison registration requirements. As you are aware, it is currently required that bison are registered at an Alberta Environment and Parks (AEP) Office within 5 business days of a kill. Several of our local hunters have raised their concern about this requirement, so we are reaching out to you in hopes of resolution.

Our hunters face great difficulty in making it to an AEP Office in the limited timeframe required. Hunters prioritize getting home to freeze the meat before it spoils, and to then be required to make a trip to an AEP Office to report a kill could be at least an hour of travel. As you are aware, Mackenzie County is a very spacious municipality, meaning that access to services require significant travel time. To add to this, office hours are Monday to Friday from 9:00 a.m. – 4:00 p.m., which does not provide much flexibility for hunters that may have other obligations. Due to these difficult and inflexible requirements, many of our hunters do not report their kill.

We would like to see future changes made to the Hay-Zama wood bison registration requirements. It would be highly beneficial for all parties if hunters could report their kill via telephone. Report rates would increase significantly, and Alberta Environment and Parks would have much more accurate data.

...2

October 16, 2018

We recognize that the 2018-19 hunting season has been suspended, however, feel that work can be done to find a solution should the hunt be reinstated in the future.

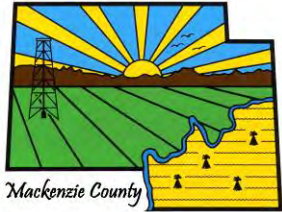
Thank you for taking our request into consideration and look forward to working with you in reaching a mutually beneficial solution. If you have any questions please feel free to contact me at (780) 926-6238 or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com).

Yours truly,

A handwritten signature in black ink, appearing to read "Peter F. Braun". The signature is fluid and cursive, with the first name "Peter" being the most prominent part.

Peter F. Braun  
Reeve

c: Debbie Jabbour, MLA Peace River  
Mackenzie County Council



## *Mackenzie County*

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266  
www.mackenziecounty.com  
office@mackenziecounty.com

October 16, 2018

The Honourable Sarah Hoffman  
Minister of Health  
423 Legislature Building  
10800-97 Avenue  
Edmonton, AB  
T5K 2B6

Dear Minister:

**RE: RURAL REMOTE NORTHERN DOCTORS**

We are writing to you regarding physician retention in Mackenzie County. As you are well aware, there is a significant need for physicians in the hamlets of La Crete and Fort Vermilion and permanent doctors that call our region home in High Level as well. This shortage causes service challenges for all communities across the region.

Mackenzie County would like to take this opportunity to express its full support for the Ministry of Health, Alberta Health Services and the True North Health Advisory Council and request a review of financial compensation for Rural Remote Northern doctors, as well as additional incentives to retain physicians in our region.

It has come to our attention that physicians in our region receive the same compensation annually as those in Grande Prairie. Our communities are much further north and differ greatly from Grande Prairie as far as service levels, available amenities and travel distances.

Due to the hardship of trying to retain doctors and other health professionals in our area, additional incentives that are distinct to our region are necessary. Some of these incentives may seem basic but are certainly required to keep physicians and health care professionals in the north permanently. First and

...2



foremost these incentives should entice and compensate doctors and health care professionals that decide to permanently locate in our communities. A 'local' individual should be further ahead financially than someone who comes in on a schedule or lives elsewhere. It should be evidently clear that the preferred outcome for the health of our residents and service levels is permanent residency in our communities. We strongly feel that a true northern retention and recruitment package should be developed for our region. This we believe will go a long way in citizens of the region accessing the health services they require. A program for the integration of our locally trained and educated students should also be developed to ensure that our young people can go out for their education and then come home to practice in their field.

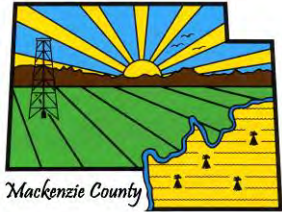
If you have any further questions please feel free to contact me at (780) 926-6238 or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com).

Yours truly,

A handwritten signature in black ink, appearing to read "Peter F. Braun". The signature is fluid and cursive, with a large initial "P" and "B".

Peter F. Braun  
Reeve

c: Debbie Jabbour, MLA Peace River  
Dr. Verna Yiu, President, Alberta Health Services  
Mr. Michael Osborn, Chair, True North Advisory Council  
Mackenzie County Council



## Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266  
www.mackenziecounty.com  
office@mackenziecounty.com

October 16, 2018

Ms. Carol Ridsdale, President  
Métis Nation of Alberta – Region 6  
9621-90 Avenue  
Peace River, AB  
T8S 1G8

Dear Ms. Ridsdale:

**RE: MÉTIS NATION OF ALBERTA ELECTIONS**

Mackenzie County would like to congratulate you and Conrad de Leeuw on your recent success in the 2018 Métis Nation of Alberta Elections as Regional President and Regional Vice-President for Region 6.

We would like to thank the Métis Nation of Alberta for their work in our communities and your continued support for Mackenzie County throughout the years, and we extend our mutual support to you. We hope to continue building the relationship between our governments and that we can work together in future endeavours.

Yours sincerely,

Peter F. Braun  
Reeve

c: Mackenzie County Council



Box 149  
65 Imperial Drive  
Rainbow Lake, AB  
T0H 2Y0  
Ph: 780-956-3934  
Fx: 780-956-5613

---

October 16, 2018

**Email Correspondence**

Mackenzie Regional Golf Committee  
Fort Vermillion, AB  
T0H 1N0

Re: Town Representative on Committee

Dear Chairperson and Members,

We are pleased to advise you that Councillor Juneau with The Town of Rainbow Lake will continue to serve as the Town's representative on your committee and I, Julia Darling will continue to serve as the administration member as well.

You may contact Councillor Juneau at (780)926-7119 or at her email address, [jjuneau@rainbowlake.ca](mailto:jjuneau@rainbowlake.ca)

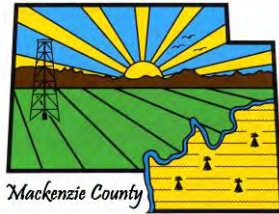
You may contact myself at (780)956-0112 or email address, [jdarling@rainbowlake.ca](mailto:jdarling@rainbowlake.ca)

We trust that this meets with your committee's approval and we look forward to continuing positive working relationship.

Sincerely,

Julia Darling  
Municipal Clerk

cc: Councillor Juneau



## *Mackenzie County*

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone (780) 927-3718 Fax (780) 927-4266  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

October 16, 2018

Mr. Tilman Jaeger  
UNESCO World Heritage Centre  
7 Place de Fontenoy  
75352 Paris  
France

Dear Mr. Jaeger:

**RE: REACTIVE MONITORING MISSION TO WOOD BUFFALO NATIONAL  
PARK**

We understand that you were in Northern Alberta and the Northwest Territories in the fall of 2016 to attend hearings regarding the Wood Buffalo National Park. We were very disappointed that a hearing was not scheduled in Fort Vermilion, Alberta, as Mackenzie County shares the entire Western Alberta border with Wood Buffalo National Park. We have our own challenges and it would have been appreciated and certainly beneficial for all of us to discuss these challenges.

After reading the United Nations Educational, Scientific and Cultural Organization's (UNESCO) report regarding the Reactive Monitoring Mission to Wood Buffalo National Park, March 2017, we decided to send this letter addressing some of our concerns, as well as solutions to these concerns.

Firstly, Recommendation 2 advocates increasing pressures on the property. The pressure on the Peace-Athabasca Delta has led to deterioration for the purpose of food sources for bison. Due to lack of flooding, weeds have overgrown the grass species; therefore animals no longer stay in the area for an extended period of time. Bison increasingly move to other areas for food sources. There is an increasing amount of bison traveling down the Buffalo River into the Caribou Mountains Wildland Provincial Park of Alberta. This park was created by the Alberta government in 2001 under the "Special Places Program" and sits adjacent to the Wood Buffalo National Park.

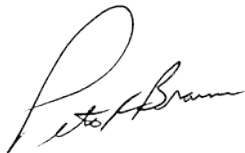
Secondly, Recommendation 15 advocates for a Species Recovery Strategy for “Wood Bison”. The bison in the Wood Buffalo National Park are a hybrid mix of both Wood Bison and Plains Bison – their own unique species. The disease management strategy will not be effective, and culling is not an option. These bison should be relocated from the Wood Buffalo National Park and surrounding areas alive and managed farm style.

Alberta and Canada are establishing pure Wood Bison herds all over the provinces. Alberta has a breeding area known as Elk Island National Park where Wood Bison and Plain Bison are bred disease-free. Elk Island National Park has established two herds in particular: Mackenzie herd and Hay-Zama herd. The Hay-Zama herd is being hunted via a tag system so they cannot move across Highway 35 to the east and potentially come into contact with the diseased bison in and surrounding Wood Buffalo National Park. The Wood Bison in Elk Island National Park were originally located in Wood Buffalo National Park; however this was before the diseased bison were placed in the latter park in 1924.

Diseased bison are passing infections onto other ungulates—that is, hoofed mammals. This is a real concern, as the moose in Wood Buffalo National Park have been infected with brucellosis and will die within a year. As well, Woodland Caribou are in much decline as they commonly graze with diseased bison. If they aren’t already diseased, it is only a matter of time. The sooner the diseased bison are removed from Wood Buffalo National Park and surrounding areas, the better. Then we can begin replacing these bison with pure, uninfected breeds.

We appreciate your recommendations and we hope you take the time to read ours. We look forward to your response and hope to work together in the future to reach a mutual understanding. If you have any questions please contact our Chief Administrative Officer, Len Racher, at (780) 927-3718.

Yours truly,

A handwritten signature in black ink, appearing to read "Peter F. Braun". The signature is fluid and cursive, with a large initial "P" and "B".

Peter F. Braun  
Reeve  
Mackenzie County

c: Dr. Stephen E. Davis, Representative of IUCN  
Mackenzie County Council

Fellow Elected official;

As you may have already noted, the notice for the RMA elections has been sent out in the Contact Newsletter.

Please accept this letter as my request for your support to serve you again as President of the Rural Municipalities of Alberta (RMA).

For those of you that don't know, I am a councillor in Mountain View County since 2004 and was elected as District 2 director AAMDC (now RMA) in 2010. I have served as President since 2014, a time where we have seen significant change in our municipal world. The changes in our provincial economy which have been due the effects of global oil/gas pricing and changes in our provincial government policies have had a huge effect on the way we do our municipal business.

We have felt the need to bring a stronger focus on the importance of our rural communities in the economic and political health of our province. In that time, we worked hard to inform our new government members of the role of rural municipalities and assisted with the challenges that we as municipalities face in delivering services. We have also placed significant efforts in collaborating with the many organizations that affect our rural municipal members, focussing on collaborative solutions. As your President, I believe I have been able to develop those key relationships.

Recently we have seen changes to the Municipal Government Act, as well as a few other legislative items. RMA has engaged the government representatives, (when permitted) in an effort to address the rural municipal concerns regarding the many changes, identify consequences, and provide both senior levels of government with our concerns and possible solutions.

One of the key aspects of RMA is the many entities within our association that work together to provide the opportunities that build our members stronger. As your president, I also chair the boards for RMA Insurance, RMA Business Services, RMA Fuel and your Genesis Insurance Reciprocal. I am proud to say that all these entities have had record years and continue to grow in product development so that you, our members, can benefit.

As your president over the last 4 years I have had the privilege of working with a tremendous board of directors. I have also been supported by great staff at RMA and have developed a strong rapport with many people in government and affiliated associations. All of this, with the focus that rural Alberta is not only where it all starts, but more importantly it is where the strong future of our province lies.

I have had a tremendous privilege of visiting you in your municipalities and representing you, our rural municipal members. I have carried the Rural message proudly and with the strength that typifies what "rural" really means.

I am now asking for your support to serve you in another term as President of RMA as we move into our future.

Thanks; Al Kemmere

October 11, 2018

## Apply to Host a Blanket Exercise on Indigenous History and Culture

*The deadline to apply is November 30, 2018.*

Many municipalities indicate they want to build relationships with Indigenous communities, but do not know where to start. In response, RMA and AUMA are pleased to launch a new initiative that will help inform municipal governments on the history and culture of Indigenous peoples as a foundation for building understanding and strengthening relationships. The initiative is an opportunity for municipalities to host an experiential learning session known as a Blanket Exercise in their community. The Blanket Exercise is an effective tool for furthering the understanding of Indigenous history including the ongoing impact of residential schools and historical relations between Indigenous peoples and the Crown.

With funding support from Alberta Municipal Affairs, the Blanket Exercise Initiative is designed to support municipal governments to meet the new provisions of the *Municipal Government Act*, which encourages more communication and collaboration with Indigenous communities. With increased knowledge of Indigenous history and culture, municipal governments will be better positioned to build respectful relations with Indigenous communities and Metis Settlements, as well as Indigenous peoples living within municipal boundaries. All municipalities are encouraged to consider this opportunity.

Applicants must guarantee that a minimum of 20 individuals will participate and that at least eight of those individuals are municipal elected officials. Applicants are encouraged to partner with other municipalities to meet the minimum requirements. For more information, [click here](#) for the guideline and application form.

For enquiries, please contact:

Allison Hansen  
Policy Analyst  
[allison@RMAAlberta.com](mailto:allison@RMAAlberta.com)

Tasha Blumenthal  
Director of External Relations & Advocacy  
[tasha@RMAAlberta.com](mailto:tasha@RMAAlberta.com)

2510 Sparrow Drive  
Nisku, Alberta T9E 8N5

OFFICE: 780.955.3639  
FAX: 780.955.3615  
[RMAAlberta.com](http://RMAAlberta.com)

**From:** [alberta.news@gov.ab.ca](mailto:alberta.news@gov.ab.ca)  
**To:** [Carol Gabriel](#)  
**Subject:** News Release: Alberta prepared for cannabis legalization  
**Date:** October 15, 2018 11:40:16 AM

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# Alberta prepared for cannabis legalization

October 15, 2018 [Media inquiries](#)

With cannabis set to be legalized across the country in two days, the health and safety of Albertans remains a top priority for the provincial government.

Albertans can be confident the province is ready for legal cannabis following more than 18 months of preparation. After one of the largest public consultations in Alberta's history, the government has built a legal cannabis system that keeps the drug out of the hands of children and keeps profits away from criminals. The system will also protect Albertans on our roads and in workplaces and public spaces.

The Alberta Gaming, Liquor and Cannabis Commission (AGLC) is the agency responsible for overseeing this new industry. Together with the Government of Alberta, AGLC is committed to a responsible, secure rollout of legal cannabis in the province.

“This is a big shift for our province and country, but it’s one that Alberta has prepared for over the last 18 months, and we are ready. We are managing and mitigating risks around cannabis legalization in our province, and all Albertans should have confidence that public health and safety remain a top priority.”

*Joe Ceci, President of Treasury Board and Minister of Finance*

The AGLC has signed agreements with 15 licensed producers to supply cannabis products to the AGLC which will then provide it to retailers. On Oct. 17, an AGLC call centre will go live where Albertans can get more information on legal



cannabis. The [albertacannabis.org](http://albertacannabis.org) website will also be live and allow Albertans to purchase cannabis products online.

“We take our role as the regulator of liquor and gaming seriously. The safety of all Albertans is at the forefront of our work as we provide oversight to these industries, and that remains our focus as we add legal cannabis to our portfolio. We work every day to provide Albertans with choices they can trust.”

*Alain Maisonneuve, president & CEO, AGLC*

The province’s latest step in preparing for cannabis legalization is to provide new funding to Alberta municipalities. This money will be used to address legalization-related enforcement and other implementation costs at the local level.

“Our cities and towns are the front lines when dealing with many aspects of cannabis legalization. This funding will help offset some of the costs they’re facing. I look forward to continue working with local leaders to understand the real-world effects of legalization.”

*Shaye Anderson, Minister of Municipal Affairs*

While the province expects a net loss from legal cannabis this year and next, the government recognizes municipalities have costs related to the federal decision to legalize cannabis. In total, the province will provide \$11.2 million over two years through the Municipal Cannabis Transition Program. Grants will be available for municipalities that have a population of more than 5,000 residents and are responsible for their own policing. The grants will help offset enforcement and other implementation costs at the local level.

The province will continue to work with municipalities to determine next steps and better understand the impacts during the first two years of legalization.

## Related information

- [Cannabis legalization in Alberta](#)
- [Cannabis facts \(AGLC\)](#)

## Media inquiries

## **Mike Brown**

587-783-2704

Press Secretary, Treasury Board and Finance

## **Angelle Sasseville**

780-577-6951

Director, Policy & Communications, AGLC

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**From:** [President](#)  
**Subject:** AUMA Response to Municipal Cannabis Transition Program  
**Date:** October 15, 2018 11:58:11 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[2018\\_10\\_15\\_AUMA\\_Cannabis\\_NR.PDF](#)  
[AUMA\\_cannabis\\_column\\_20181014- Final.docx](#)  
[AUMA\\_cannabis\\_kms\\_and\\_tweets\\_20181014- Final.docx](#)  
[Sample Letter to MLAs.docx](#)

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Hello Mayors and CAOs,

Earlier today, the provincial government announced the cannabis revenue sharing deal under the Municipal Cannabis Transition Program (MCTP). This deal will hurt all municipalities and places the costs of legalization on the backs of Albertans, while the provincial government pockets the funds collected.

The federal government has been clear that 75 per cent of the Cannabis Excise Tax will go to provinces to share with municipalities according to shared responsibilities. But as today's MCTP outlines, over 215 Alberta municipalities will not receive any funds collected from that excise tax. Only 52 municipalities will be eligible for funding – funding that is inadequate and conditional on a grant application process that includes a reporting process full of red tape.

As a collective, we need to urge the province to come back to the table to create a revenue sharing program that provides municipalities with the necessary and reasonable funding required to manage cannabis legalization.

-

**And we can only do that with your help.**

1. Reach out to provincial and federal counterparts today. We have attached a template for you to use to let local MLAs know that because the provincial government did not engage municipalities in meaningful consultation, they failed to fully comprehend the impact legalization will have in our communities. You can also let local MPs know that the federal government entered into this agreement with the expectation that provinces would fairly distribute cannabis funds, but Alberta did not hold up their end of the bargain.
2. AUMA is providing key messages (attached) that can be used in conversations with stakeholders and other community leaders. A unified and shared message across the AUMA membership will amplify our voice. This issue hurts every municipality in Alberta, so the province should hear from every municipality. You can include examples of local costs that will affect your community as well.
3. Hold conversations with your council about a media engagement plan. A column has been provided for your use and we encourage you to share it with your local publications. Consider reaching out to your local media to provide input into the new MCTP arrangement and let them know it's a bad deal for residents in your community. This will ensure Albertans know that the province has left them on the hook to cover the costs of legalization.
4. Social media will be a useful tool in engaging with the province and informing our community members on the negative impacts of this deal. Follow @TheAUMA on Twitter and retweet important information that will be shared over the coming days. Actively share the unified key messages on your own social media channels as well.

In addition to our unified advocacy efforts in the province, AUMA has also reached out to the federal government. I will be sending a letter to Federal Finance Minister Bill Morneau outlining our concerns with the province's failure to appropriately share excise taxes with municipalities and asking for consideration of options which could include the potential of withholding Alberta's share of the excise tax until an agreement that provides municipalities with the resources needed has been reached.

Members, I know you understand the gravity of the situation and how this deal the province is attempting to force upon us will hurt our communities. Municipalities are being put in an unfair position of choosing between safe communities or increased taxes for our residents as the province downloads the costs of legalization onto us. We are here to collaborate in equal partnership with the province, so let's work together to make sure they hear our voices on this, loud and clearly.  
Sincerely,

**Barry Morishita** | President  
Mayor, City of Brooks

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C: 403.363.9224 | [president@auma.ca](mailto:president@auma.ca)

Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | [www.auma.ca](http://www.auma.ca)



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**FOR IMMEDIATE RELEASE**  
**October 15, 2018**

### **Provincial cannabis cash is a bad deal for municipalities**

*New provincial grant program underfunds cities, offers nothing to communities under 5,000*

Edmonton - Albertans are on the hook to cover the cost of cannabis legalization in their community. According to the Municipal Cannabis Transition Program (MCTP) announced today, over 215 urban municipalities will be forced to cover legalization costs on their own while only 52 towns, cities and urban service areas will receive minimal funding.

"We are extremely disappointed with this announcement," says Alberta Urban Municipalities Association President Barry Morishita. "Hundreds of Alberta communities are being forced to choose between hiking property taxes or putting public safety at risk and that is unacceptable. This ongoing lack of meaningful consultation from the provincial government has resulted in the province not fully comprehending the impact cannabis legalization will have across Alberta."

AUMA has been advocating for municipalities to receive a fair share of the province's excise tax revenues as part of a "user pay" model to cover the costs associated with legalization. Municipalities are tasked with community education and enforcement, including responding to complaints of consumption in prohibited areas. These costs will be paid out of municipal budgets, instead of from the taxes collected from cannabis sales.

Under the new MCTP, eligible expenses include municipal administration costs directly related to cannabis legalization including land use bylaws and permitting; education and marketing regarding local rules for cannabis consumption; and administrative and enforcement staffing costs. These are expenses that municipalities of all sizes have and will continue to incur, but only a limited number of municipalities are eligible to apply for funding under the program – and only if they meet the criteria.

"Throughout the legalization process, AUMA has attempted to work in good faith with the province," said Morishita. "The federal government did not agree to give the provinces a larger share of the excise tax only for the province to not equitably distribute to the municipalities that need it. Going forward, AUMA will continue to advocate for municipalities dealing with the impending costs of cannabis legalization and will ask the federal government to explore options including potentially withholding the province's portion of the excise tax until the provincial government comes back to the table to ensure our communities remain safe."

-30-

#### **About the AUMA**

Founded in 1905, the Alberta Urban Municipalities Association represents more than 260 of Alberta's urban municipalities, including cities, towns, villages, summer villages and specialized municipalities. Our goal is to develop a strong partnership between all three levels of government through a shared vision, with long-term planning that facilitates social and economic growth, a strategic and stable funding matrix for capital projects, vital emergency and social services, and implementation and coordination in the delivery of services to ensure the long-term sustainability of Alberta's municipalities.

#### **For more information:**

Jackie Sargent, SCMP  
Communications Advisor, AUMA  
780-668-2436  
jsargent@auma.ca

### Draft column – municipalities over 5,000

This week, the provincial government announced the Municipal Cannabis Transition Program (MCTP). This program outlines how taxes collected under the federal Cannabis Excise Tax will be distributed to municipalities – and this deal is bad news for our community.

As a population over 5,000, our municipality is eligible for funding that will be inadequate and conditional on a grant application process full of red tape. Communities that are under 5,000 will receive absolutely no support from the provincial government, as the province pockets the funds that were intended to support local communities manage cannabis legalization.

The federal government agreed to give provinces 75 percent of the taxation dollars from cannabis on the condition a significant portion of the funding is shared with municipalities. Instead, our province has decided to keep the majority of funding.

Municipalities are tasked with community education and enforcement, including responding to complaints of consumption in prohibited areas. These costs will now have to be covered out of municipal budgets, instead of from the taxes collected from cannabis sales.

This is unacceptable. Property tax payers should not subsidize cannabis use. We will continue to advocate for our community and fight against the province's attempt to leave you with the bill when it comes to legalization costs. The federal government intended for this excise tax to be shared between the province and municipalities. Because of this agreement, the Alberta Urban Municipalities Association is exploring options including potentially asking the Federal Finance Minister to withhold the province's cheque until the province comes up with a program that doesn't leave municipalities with a choice of unsafe communities or a hike in property tax.

If you have any questions or concerns, I encourage you to reach out to our office. Your council is on your side and we will continue to pressure the province to put forward a plan that will provide municipalities the resources we need to ensure a smooth transition into legalization. You can reach us at XXX-XXX-XXXX

### Draft column – municipalities under 5,000

This week, the provincial government announced the Municipal Cannabis Transition Program (MCTP). This agreement outlines how taxes collected under the federal Cannabis Excise Tax will be distributed to municipalities – and this deal is bad news for our community.

As a population under 5,000, our municipality will receive absolutely no support through the collected taxes from the provincial government. The funds that were intended to offset the costs of education and enforcement, including responding to complaints of consumption in prohibited areas will instead go to line the pockets of the province.

The federal government agreed to give provinces 75 percent of the taxation dollars from cannabis on the condition a significant portion of the funding is shared with municipalities. Instead, our province has decided to keep the majority of funding.

Municipalities are tasked with community education and enforcement, including responding to complaints of consumption in prohibited areas. These costs will now have to be covered out of municipal budgets, instead of from the taxes collected from cannabis sales.

This is unacceptable. Property tax payers should not subsidize cannabis use. We will continue to advocate for our community and fight against the province's attempt to leave you with the bill when it

comes to legalization costs. The federal government intended for this excise tax to be shared between the province and municipalities. . Because of this agreement, the Alberta Urban Municipalities Association is exploring options including potentially asking the Federal Finance Minister withhold the province's cheque until the province comes up with a program that doesn't leave municipalities with a choice of unsafe communities or a hike in property tax.

If you have any questions or concerns, I encourage you to reach out to our office. Your council is on your side and we will continue to pressure the province to put forward a plan that will provide municipalities the resources we need to ensure a smooth transition into legalization. You can reach us at XXX-XXX-XXXX

## MUNICIPAL CANNABIS TRANSITION PROGRAM (MCTP) - Key messages

- This new deal is very disappointing. The province is downloading the costs of legalization onto local communities while they pocket the cash that was intended to offset the costs.
- Municipalities are tasked with education and enforcement, including responding to complaints of consumption in prohibited areas. We need the resources to protect public safety but the province refuses to do their part.
- We have attempted to work collaboratively with the province throughout this process, but the lack of meaningful engagement on their part is concerning. If the province did a better job of engaging with us, they would fully understand the impact legalization will have in our communities.
- When the federal government established the Cannabis Excise Tax deal, it was with the understanding that the province would share a significant portion of the revenue with municipalities. The province has not held up their end of the bargain.
- We are calling on the province to come back to the table to put forward an agreement that doesn't pit public safety against a hike in property taxes. We must have an agreement that respects the role of municipalities during this legalization process.
- Property tax payers should not have to subsidize cannabis legalization and use.

DRAFT tweets. Monitor tweets on Monday to capture popular hashtags on this issue and ensure those hashtags are used in tweets below.

- The new Municipal Cannabis Transition Program will hurt every Alberta municipality. Federal funds are intended to support during legalization process, not for provincial coffers.
- Join us in calling on the province in doing the right thing and develop a plan that gives municipalities the resources we need during legalization [LINK TO NEWS RELEASE](#)
- Did you know that municipalities are responsible for education and enforcement during legalization? Yet the province refuses to share any revenue collected from cannabis taxes to municipalities under 5,000 people. This is unacceptable!
- (Share supportive columns and articles coming from local media)



Sample letter to MLA – community over 5000

**Subject: (Municipal) Response to Municipal Cannabis Transition Program (MCTP)**

This week, the provincial government announced the Municipal Cannabis Transition Program (MCTP). This program outlines how taxes collected under the federal Cannabis Excise Tax will be distributed to municipalities – and this deal is bad news for our community.

As a municipality with a population over 5,000, we are eligible for funding that is inadequate and conditional on a grant application process full of red tape. Communities under 5,000 will receive absolutely no support from the provincial government, as the province pockets the funds that were intended to support local communities manage cannabis legalization.

The federal government agreed to give provinces 75 percent of the taxation dollars from cannabis on the condition a significant portion of the funding is shared with municipalities. Instead, our province has decided to keep the majority of funding.

Municipalities are tasked with community education and enforcement, including responding to complaints of consumption in prohibited areas. These costs will now have to be covered out of municipal budgets, instead of from the taxes collected from cannabis sales.

This is unacceptable. Property tax payers should not subsidize cannabis use.

We will continue to advocate for our community and fight against the province's attempt to leave our residents with the bill when it comes to legalization costs. The federal government intended for this excise tax to be shared between the province and municipalities. Because of this agreement, the Alberta Urban Municipalities Association is exploring options including potentially asking the Federal Finance Minister withhold the province's cheque until the province comes up with a program that doesn't leave municipalities with a choice of unsafe communities or a hike in property tax.

We respectfully ask you to immediately call upon the Ministers of Municipal Affairs, Treasury Board and Finance, and Justice and Solicitor General to rescind this program and invite AUMA back to the table to discuss distribution of excise funding to all municipalities in a manner that respects the roles municipalities will play during legalization.

Yours truly,

Name  
Mayor, (municipality)

cc: Barry Morishita, President, Alberta Urban Municipalities Association

Sample letter to MLA – community under 5000

**Subject: (Municipal) Response to Municipal Cannabis Transition Program (MCTP)**

This week, the provincial government announced the Municipal Cannabis Transition Program (MCTP). This agreement outlines how taxes collected under the federal Cannabis Excise Tax will be distributed to municipalities – and this deal is bad news for our community.

As a municipality with a population under 5,000, our community will receive absolutely no support through the collected taxes from the provincial government. The funds that were intended to offset municipal costs for education and enforcement, including responding to complaints of consumption in prohibited areas, will instead go to line the pockets of the province. These costs will now have to be covered out of municipal budgets, instead of from the taxes collected from cannabis sales.

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We respectfully ask you to immediately call upon the Ministers of Municipal Affairs, Treasury Board and Finance, and Justice and Solicitor General to rescind this program and invite AUMA back to the table to discuss distribution of excise funding to all municipalities in a manner that respects the roles municipalities will play during legalization.

Yours truly,

Name  
Mayor, (municipality)

cc: Barry Morishita, President, Alberta Urban Municipalities Association

**From:** [Tasha Blumenthal](#)  
**Cc:** [RMA Board Dist: Wyatt Skovron](#); [Brandon Low](#)  
**Subject:** Municipal Cannabis Transition Program (MCTP) - RMA Response  
**Date:** October 15, 2018 1:18:42 PM  
**Attachments:** [image001.png](#)  
**Importance:** High

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RMA Mayors, Reeves and CAOs,

On behalf of President Kemmere, we wanted to inform you of RMA's efforts regarding the [Government of Alberta's recently announced Municipal Cannabis Transition Program](#) (MCTP), which will provide \$11.2 million over two years for municipalities that have a population of more than 5,000 and are responsible for their own policing. The RMA has issued a [press statement](#) regarding this announcement, expressing continued concern regarding the lack of supports available to Alberta's rural municipalities to navigate the impending legalization of recreational cannabis. The province has placed significant responsibility on municipalities to develop and enforce bylaws that identify land use restrictions for production facilities, and public consumption rules within municipal boundaries, which will require monitoring and enforcement to protect public health and reduce the risk of exposure for children.

We have been advocating that **all municipalities** in Alberta receive a 50 per cent share of federal cannabis excise tax revenues that are distributed from the federal government to the provincial government in order to partially address costs associated with increased planning and enforcement responsibility. The MCTP provides minimal funding to a limited number of Alberta's municipalities, and excludes the majority of RMA members.

A key concern that we have identified is the impacts on enforcement this will leave for our members. The MCTP program provides some support to some larger urban centres; however, rural areas rely on RCMP to monitor and handle criminal activity, not develop and enforce municipal bylaws. The lack of funding through the MCTP made available to Alberta's rural and small urban municipalities raises significant concerns as to the effective enforcement of bylaws guiding recreational cannabis use.

The board will have further discussion on this item at their meeting on Thursday and keep members apprised on any additional developments. We anticipate that the Government of Alberta will share details of the MCTP soon.

Regards,

**Tasha Blumenthal, MBA**  
*Director of External Relations & Advocacy*



Office: 780.955.4094

[RMAAlberta.com](http://RMAAlberta.com)

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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**Mackenzie County Library Board (MCLB)  
September 10, 2018 Board Meeting Minutes  
Fort Vermilion County Office  
Fort Vermilion, Alberta**

**Present:** Beth Kappelar, Cameron Cardinal, Kayla Wardley, Lisa Wardley, La Dawn Dachuk, Lorraine Peters, Lorna Joch, Wally Schroeder

**Absent:** Lucille Labrecque

**1.0** Beth Kappelar called the meeting to order at 7:06 pm.

**2.0 Approval of the Agenda:**

**MOTION #2018-07-01 La Dawn Dachuk** moved the approval of the revised agenda. **CARRIED**

**3.0 Approval of the Minutes:**

**MOTION #2018-07-02 Lorna Joch** moved the approval of the June 25, 2018 MCLB meeting minutes. **CARRIED**

**3.1 MCLB Secretary and Signing Authority:**

**MOTION #2018-07-03 Lisa Wardley** moved to revoke Irene van der Kloet's signing authority for MCLB effective Sept 10, 2018 **CARRIED**

**MOTION #2018-07-04 Lorraine Peters** moved that Wally Schroeder become MCLB's secretary and also be given signing authority for MCLB effective Sept10, 2018. **CARRIED**

**4.0 Review of Action Items:**

- The action items of the previous MCLB meeting were reviewed.

**5.0 Financial:**

**5.1 MCLB Financial Report as of August 31, 2018:**

- Balance Forward	\$ 68,398.07
- Total Revenues	\$ 120,775.00
- Total Expenses	\$ 96,914.92
- Bank Balance	\$ 92,374.77

**MOTION #2018-07-05 Beth Kappelar** moved to accept the financial report as presented. **CARRIED**

**5.2 MCLB 2019 Budget Proposal:**

**MOTION #2018-07-06 Wally Schroeder** moved that MCLB request the same budget allotment for 2019 as in 2018, ie \$243K of which \$15K is designated for the Blue Hills Satellite Library. **CARRIED**

**6.0 Library Reports:**

**6.1 La Crete:**

- 2 Society members are attending the Rural Libraries Conference,
- The library mural has been completed.
- They received a \$2K donation from Farm Credit Canada.
- Story time starts Sept 15, 2018.
- Author Georgina Graham is coming Oct 3, 2018. An art show will occur when he is here.
- The Salmon Grill will occur on Nov 3, 2018.
- Christmas trees and wreaths will again be sold as a fund raiser this year.

**6.2 Blue Hills Satellite:**

- Shelving will be installed at a cost of \$3,880.00
- The librarian needs to be trained.
- 2 computers, a printer and library cards need to be purchased.
- Responsibilities need to be ironed out.

**6.3 Fort Vermilion**

- A new assistant librarian will be hired.
- A summer reading program was offered.
- New books are being ordered.

...2

**6.4 Zama:**

- A FOIP request was received. Since libraries are non-profit, FOIP does not apply.
- Books were weeded and sent to a Regina hospital.
- Library promotional posters were put up in the community.
- The library tours during the Zama Home Coming were a huge success.

**6.5 Mackenzie County Library Consortium (MCLC):**

- Usage statistics for Freegal Music, Freading eBooks, Rocket Languages, book circulation numbers, patron numbers, and collection numbers were shared.

**6.6 High Level:**

- The High Level Library Board wants to promote the MCLC materials but progress is slow.
- Their County funds are still in MCLB's budget

**MOTION #2018-07-07 Cameron Cardinal** moved the acceptance of the reports for information. **CARRIED**

**7.0 Old Business:**

**7.1 Service Agreements:**

- The Service Agreements review was tabled to the next meeting.

**7.2 Local Author Data Base:**

- A draft list of local authors was developed. Many books and authors were not on the list.

**MOTION #2018-07-08 Lorraine Peters** moved that the Zama librarian update and maintain the local authors list. **CARRIED**

**8.0 New Business:**

**8.1 Little Free Libraries:**

- Building small help yourself libraries was discussed. For detailed info. log into <https://littlefreelibrary.org/start/>
- MOTION #2018-07-09 Lorna Joch** moved that Kayla Wardley contact shop teachers to determine the cost of building a little free library for each community. **CARRIED**

**8.2: Rural Libraries Conference 2018:**

**MOTION #2018-07-10 Lisa Wardley** moved that Lorraine Peters and Wally Schroeder attend the Rural Libraries Conference 2018. **CARRIED**

**9.0 Correspondence:**

- 9.1 Rural Libraries Conference 2018 Brochure
- 9.2 Brochure listing native curriculum books for sale.
- 9.3 Just Write Program Brochure
- 9.4 Alberta Public Libraries Directory
- 9.5 Best Practices for Libraries in Alberta
- 9.6 Library Regulations dated June 2018 (Only the date was changed)

**10.0 In Camera:**

- Not required

**11.0 Next Meeting Date and Location:** Fort Vermilion County Office October 9, 2018 at 7:00 p.m.

**12.0 Adjournment:**

**MOTION # 2018-07-11 La Dawn Dachuk** moved to adjourn the meeting at 9:33 p.m. **CARRIED**

**These minutes were adopted this 9<sup>th</sup> day of October 2018.**

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**Beth Kappelar, Chair**

**From:** [Peter F. Braun](#)  
**To:** [Carol Gabriel](#)  
**Subject:** Fwd: 2018 Northwest Health Foundation Festival of Trees Finale  
**Date:** October 12, 2018 4:22:06 PM  
**Attachments:** [Finale Poster Potrait.pdf](#)  
[ATT00001.htm](#)

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Peter F Braun  
Reeve  
Mackenzie County  
780-926-6238

Begin forwarded message:

**From:** Angie Mann <[Angie.Mann@albertahealthservices.ca](mailto:Angie.Mann@albertahealthservices.ca)>  
**Date:** October 12, 2018 at 4:02:27 PM MDT  
**To:** "[peter@mackenziecounty.com](mailto:peter@mackenziecounty.com)" <[peter@mackenziecounty.com](mailto:peter@mackenziecounty.com)>  
**Cc:** Elsie Croy <[Elsie.croy@albertahealthservices.ca](mailto:Elsie.croy@albertahealthservices.ca)>  
**Subject:** 2018 Northwest Health Foundation Festival of Trees Finale

Good Afternoon Peter

We would be honoured to have you attend our 2018 Northwest Health Foundation Festival Finale being held on November 24 at the Mirage in High Level. Please see the attached poster for details and contact me at any time if you have any questions about the event.

This year's fundraising campaign is focused on palliative care in the area, with the goal of upgrading the furniture in Fort Vermilion, High Level and La Crete.

We hope this date works with your schedule and look forward to seeing you there.

Thank you

Angie

**Angie Mann BN, MHS**

Director, Clinical Operations Area 1 | PH. (780) 841-3285 Cell. (780) 841-5573 | Alberta Health Services | 11202-100<sup>th</sup> Ave High Level, AB

Admin: Elsie Croy | PH. (780) 841-3216 | [elsie.croy@ahs.ca](mailto:elsie.croy@ahs.ca)

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*Northwest Health Foundation*  
**2018 Festival of Trees Finale**  
*Palliative Care Fundraiser*

**Saturday, November 24, 2018**

**Best Western Mirage**

*Cocktails: 5:30 pm      Supper: 6:30 pm*

*Silent Auction Items*

*Live Auction - Last Stocking Hung*

*Magic Key Raffle*

*Entertainment by: Fire Fly Theatre and  
Petkus Art Company*

***Ticket Sales open***

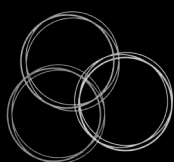
*October 23, 2018 at 9:00 am*

*Premium Seating - \$500.00 (Table of 8)*

*Individual Tickets \$50.00*

*Tickets Available In Person at*

*Northwest Health Centre Administration or call 780-841-3241*



**mackenzie**  
REGIONAL ALLIANCE OF MUNICIPALITIES  
High Level Mackenzie County Rainbow Lake



*Sponsored By:*

Community of  
Zama City



# **Fall Harvest Community Supper**

The background features several large, stylized maple leaves in shades of tan and brown. In the bottom left corner, there is a detailed illustration of a bright orange pumpkin with a green stem and curly leaves. The overall theme is autumnal and harvest-related.

**Rocky Lane Ag Hall**

**November 3rd, 2018**

**Doors Open 5:30**

**Supper 6:00**

**Tickets:**

**Adults \$20**

**Kids \$10 (12 & under)**

**Silent Auction**





PEACE RIVER WESTLOCK  
*Conservative Association*

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Invites you to a:

**FREE FAMILY PANCAKE BREAKFAST**

**Date:** Saturday, Oct 27, 2018 @ 8-10 AM

**La Crete Golf Course**

**Location:** 2 miles East and just over half mile  
North off of HWY 697 (Follow Signs)



Your local Conservative Party of Canada riding association is hosting a family pancake breakfast and fundraiser. Come meet your representatives and mingle with our Conservative Member of Parliament, Arnold Viersen and his family.  
MP Viersen Speaking @ 9:30

Conservative Party Memberships will be available.  
We will be accepting Donations for our local Riding Association.

