



**Mackenzie County**

# **REGULAR COUNCIL MEETING AGENDA**

JULY 12, 2016

10:00 A.M.

COUNCIL CHAMBERS  
FORT VERMILION, AB



# STRATEGIC PRIORITIES CHART

Mackenzie County

## COUNCIL PRIORITIES (Council/CAO)

NOW	ADVOCACY
1. <b>FISCAL RESPONSIBILITY: Long term planning</b> 2. <b>CITIZEN ENGAGEMENT: Ratepayers surveys</b> 3. <b>DEVELOPMENT STANDARDS: Evaluation of infrastructure</b> 4. <b>POTABLE WATER: Availability &amp; Infrastructure</b> 5. <b>INDUSTRY RETENTION AND ATTRACTION</b> 6. <b>CAMPGROUNDS: Expansion</b> 7. <b>LAND STEWARDSHIP COMMITTEE</b> 8. <b>MUNICIPAL ROADS: Upgrading</b> 9. <b>INTER-PROVINCIAL/ TERRITORIAL RELATIONS</b> 10. <b>RECREATION CENTRES &amp; ARENA UPGRADES</b> 11. <b>EDUCATION STRATEGY: Environmental information for farmers</b> 12. <b>INDUSTRY RELATIONS AND GROWTH: Value added</b>	<input type="checkbox"/> <i>Provincial Government Relations</i> <input type="checkbox"/> <i>Transportation Development</i> <input type="checkbox"/> <i>Health Services</i> <input type="checkbox"/> <i>La Crete Postal Service</i> <input type="checkbox"/> <i>Land Use (Land Use Framework, conservation initiatives, agricultural land expansion)</i>  Codes: <b>BOLD CAPITALS</b> – Council NOW Priorities CAPITALS – Council NEXT Priorities <i>Italics</i> – Advocacy Regular Title Case – Operational Strategies * See Monthly Capital Projects Progress Report

## OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER (Joulia)			
1. <b>INDUSTRY RETENTION AND ATTRACTION:</b> meetings with local industries leaders	May	<input type="checkbox"/> <i>Provincial Government Relations</i>	
2. <b>INTER-PROVINCIAL/ TERRITORIAL RELATIONS:</b> develop a plan for symposium to share information (CAO & Sustainability Committee)	May	<input type="checkbox"/> <i>Transportation Development</i> <input type="checkbox"/> <i>Health Services</i> <input type="checkbox"/> <i>La Crete Postal Service</i>	
ECONOMIC DEVELOPMENT (Joulia/Byron)		AGRICULTURAL SERVICES (Grant)	
1. <b>INDUSTRY RELATIONS AND GROWTH: Value added (review development incentives options)</b>	Sept.	1. <b>EDUCATION STRATEGY: Environmental information for farmers</b>	
2. Tourism Strategy – SWOT analysis	Sept.	2. Emergency Livestock Response Plan	Oct.
3. <i>Land Use (Land Use Framework, conservation initiatives, agricultural land expansion)</i>	August	3. Agricultural Fair & Tradeshow	August
<input type="checkbox"/> Economic Development Action Plan	May	<input type="checkbox"/> Easements for Existing Drainage Channels	August
COMMUNITY SERVICES (Ron/Len)		PUBLIC WORKS* (Ron/Len)	
1. <b>CAMPGROUNDS: Expansion - Wadlin &amp; Hutch Lake Plans</b>	April	1. <b>MUNICIPAL ROADS: Upgrading</b>	July
2. <b>RECREATION CENTRES &amp; ARENA UPGRADES</b>	July	<input type="checkbox"/> Hamlet 5 Year Upgrading Plan – Review & Update	July
3. COR Certificate – External Audit Review	March	<input type="checkbox"/> Engineering Services Procurement RFP	Dec.
<input type="checkbox"/> Construct dock expansion plan for campgrounds as per new design	May		
PLANNING & DEVELOPMENT (Byron)		LEGISLATIVE SERVICES (Carol)	
1. <b>DEVELOPMENT STANDARDS: Evaluation of infrastructure - engage consultant</b>	April	1. <b>CITIZEN ENGAGEMENT: Ratepayers surveys</b>	
2. <b>LAND STEWARDSHIP COMMITTEE - fill positions</b>	April	2. Filing/Records Management Procedure	May
3. Infrastructure Master Plans - complete	April	3. By – Election (Ward 7)	May
<input type="checkbox"/> LC & FV Streetscape - finalize design	May	<input type="checkbox"/> SDAB Bylaw Review	May
<input type="checkbox"/> LC & FV Airports - infrastructure review, ph. 1	April	<input type="checkbox"/> Social Media Policy	June
FINANCE (Mark)		ENVIRONMENTAL (Fred)	
1. <b>FISCAL RESPONSIBILITY: Long term planning</b>	Sept.	1. <b>POTABLE WATER: Availability &amp; Infrastructure</b>	
2. Non-traditional municipal revenue stream – research options		2. Hamlet Easement Strategy	July
3. Multi-year capital plan		<input type="checkbox"/> Establish Tactical Plan	
		<input type="checkbox"/> Water Study Rocky Lane and High Level	

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, July 12, 2016  
10:00 a.m.**

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

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the June 30, 2016 Regular Council Meeting	7
<b>DELEGATIONS:</b>	4.	a) b)	
<b>COUNCIL COMMITTEE REPORTS:</b>	5.	a) Council Committee Reports (verbal)	
		b) Municipal Planning Commission Meeting Minutes	21
		c) Agricultural Service Board Meeting Minutes	47
<b>GENERAL REPORTS:</b>	6.	a) CAO Report	53
		b)	
<b>TENDERS:</b>	7.	a) None	
<b>PUBLIC HEARINGS:</b>	8.	a) None	
<b>ADMINISTRATION:</b>	9.	a) 2016 Ratepayers Meeting Minutes	65
		b) AAMDC MGA Survey	105

		c)	Notice of Motion – MOTION 15-05-373	145
		d)	Fox Lake Access Road	147
		e)		
		f)		
		g)		
<b>AGRICULTURE SERVICES:</b>	10.	a)		
		b)		
<b>COMMUNITY SERVICES:</b>	11.	a)	Fort Vermilion Court House Building	163
		b)		
		c)		
<b>FINANCE:</b>	12.	a)	Financial Reports – January 1 to May 31, 2016	165
		b)		
		c)		
<b>OPERATIONS:</b>	13.	a)		
		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	14.	a)	Community Advisory Committee –Streetscape Project	181
		b)		
		c)		
<b>UTILITIES:</b>	15.	a)		
		b)		

- |  |     |    |   |     |
|--|-----|----|---|-----|
| <b>INFORMATION /<br/>CORRESPONDENCE:</b> | 16. | a) | Information/Correspondence  | 187 |
| <b>IN CAMERA<br/>SESSION:</b>            | 17. | a) | Legal   |     |
|  |     | b) | Labour <ul style="list-style-type: none"><li>• CAO Recruitment</li><li>• Project Coordinator</li><li>• AUPE Negotiations Update</li></ul>         |     |
|  |     | c) | Land <ul style="list-style-type: none"><li>• Gravel Land Purchase</li><li>• Option to Purchase Mackenzie County Lands (near High Level)</li></ul> |     |
| <b>NOTICE OF MOTION:</b>                 | 18. |    | Notices of Motion   |     |
| <b>NEXT MEETING<br/>DATES:</b>           | 19. | a) | Regular Council Meeting<br>August 9, 2016<br>10:00 a.m.<br>Fort Vermilion Council Chambers  |     |
|  |     | b) | Committee of the Whole Meeting<br>August 23, 2016<br>10:00 a.m.<br>Fort Vermilion Council Chambers  |     |
|  |     | c) | Regular Council Meeting<br>August 24, 2016<br>10:00 a.m.<br>Fort Vermilion Council Chambers   |     |
| <b>ADJOURNMENT:</b>                      | 20. | a) | Adjournment   |     |





Mackenzie County

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Ron Pelensky, Acting Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the June 30, 2016 Regular Council Meeting</b>

### **BACKGROUND / PROPOSAL:**

Minutes of the June 30, 2016, Regular Council Meeting are attached.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION:**

Approved Council Meetings minutes are posted on the County website.

### **RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the June 30, 2016, Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Thursday, June 30, 2016  
1:00 p.m.**

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

**PRESENT:**

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Ray Toews	Councillor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

Ron Pelensky	Acting CAO/Director of Community Services & Operations
Len Racher	Director of Facilities & Operations (South)
Byron Peters	Director of Planning and Development
Fred Wiebe	Director of Utilities
Peng Tian	Director of Finance
Carol Gabriel	Director of Legislative & Support Services/Recording Secretary

**ALSO PRESENT:** Media  
Members of the Public

Minutes of the Regular Council meeting for Mackenzie County held on June 30, 2016 in the Fort Vermilion Council Chambers.

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

Reeve Neufeld called the meeting to order at 1:08 p.m.

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

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**MOTION 16-06-482**

**MOVED** by Councillor Braun

That the agenda be approved as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the June 14, 2016, Regular Council Meeting**

**MOTION 16-06-483**

**MOVED** by Councillor Wardley

That the minutes of the June 14, 2016 Regular Council Meeting be adopted as circulated.

**CARRIED**

**PUBLIC HEARINGS:**

**8. a) Bylaw 1028-16 Land Use Bylaw Amendment to Rezone Part of SW 8-106-15-W5M from Agricultural "A" to Rural Country Residential District 3 "RC3" (La Crete Rural)**

Reeve Neufeld called the public hearing for Bylaw 1028-16 to order at 1:09 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 1028-16 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was given on May 10, 2016.

Reeve Neufeld asked if Council has any questions of the proposed road closure bylaw. Council had the following questions:

- Will the bylaw still allow us to do an off-site levy? Yes at subdivision approval.
- Lots under Country Residential zoning are generally big lots, will they be under municipal water and sewer? It would be a trickle system with a low pressure sewer system.
- How much space is remaining within the hamlet boundaries for this type of development? This particular

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development is outside the hamlet boundary. There is room for more than 4,000 residents within the hamlet boundary for new development.

- A comment was made that this development fits well in the proposed area. Larger lots are better outside the hamlet boundaries instead of inside the hamlet.
- A comment was made regarding how many more quarters of land we are going to turn into Country Residential.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 1028-16. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1028-16. There was no one present to speak to the proposed bylaw.

Reeve Neufeld closed the public hearing for Bylaw 1028-16 at 1:15 p.m.

**MOTION 16-06-484**

**MOVED** by Councillor Braun

That second reading be given to Bylaw 1028-16 being a Land Use Bylaw amendment to rezone Part of SW 8-106-15-W5M from Agricultural "A" to Rural Country Residential District 3 "RC3" to allow for the development of multiple residential lots in the rural area.

**CARRIED**

**MOTION 16-06-485**

**MOVED** by Councillor Toews

That third reading be given to Bylaw 1028-16 being a Land Use Bylaw amendment to rezone Part of SW 8-106-15-W5M from Agricultural "A" to Rural Country Residential District 3 "RC3" to allow for the development of multiple residential lots in the rural area.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**5. a) Council Committee Reports**

**MOTION 16-06-486**

**MOVED** by Deputy Reeve Sarapuk

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That the Council Committee Reports be received for information.

**CARRIED**

**GENERAL REPORTS:** 6. a) None

**TENDERS:** 7. a) None

**ADMINISTRATION:** 9. a) **Bylaw 1039-16 Regional Emergency Management Bylaw**

**MOTION 16-06-487** **MOVED** by Councillor Braun

That third reading be given to Bylaw 1039-19 Regional Emergency Management Bylaw for Mackenzie County.

**CARRIED**

9. b) **Alberta Health Services Vacant Lots**

**MOTION 16-06-488** **MOVED** by Councillor Jorgensen

That a letter be sent to the Minister of Health and the Minister of Infrastructure requesting that they delay selling the 8 vacant lots in Fort Vermilion until the visioning for health services including designated assisted living has been completed.

**CARRIED**

9. c) **Municipal Government Act Amendments**

**MOTION 16-06-489** **MOVED** by Councillor Braun

That the report on the Municipal Government Act amendments be received for information.

**CARRIED**

9. d) **Request from the Town of Peace River – Rotary House Funding**

**MOTION 16-06-490** **MOVED** by Councillor Toews

That a letter of support be sent to the Town of Peace River in response to their funding request for the rotary house project and that financial consideration be debated during the 2017 budget deliberations.

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**CARRIED**

Reeve Neufeld recessed the meeting at 2:03 p.m. and reconvened the meeting at 2:13 p.m.

**9. e) Mackenzie Housing Management Board – Notice of Motion – Seniors’ Housing Facility in High Level**

**DELEGATIONS:**

**4. a) Roberto Noce, Miller Thomson LLP (via teleconference)**

**17. b) Labour – AUPE Negotiations Update**

**MOTION 16-06-491** **MOVED** by Councillor Braun

That Council move in-camera at 2:32 p.m. to discuss 17. b) AUPE Negotiations Update.

**CARRIED**

**MOTION 16-06-492** **MOVED** by Councillor Jorgensen

That Council move out of camera at 3:34 p.m.

**CARRIED**

**MOTION 16-06-493** **MOVED** by Councillor Braun

That the AUPE Negotiations Committee proceed as discussed.

**CARRIED**

Reeve Neufeld recessed the meeting at 3:35 p.m. and reconvened the meeting at 3:43 p.m.

**ADMINISTRATION:**

**9. e) Mackenzie Housing Management Board – Notice of Motion – Seniors’ Housing Facility in High Level**

**MOTION 16-06-494** **MOVED** by Councillor Toews

Requires Unanimous

That Mackenzie County council clearly reiterate that Mackenzie County will not be responsible for any capital funding of a lodge in High Level.

Councillor Toews requested a recorded vote.

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**In Favor**  
Councillor Toews  
Councillor Jorgensen

**Opposed**  
Councillor Derksen  
Councillor Wardley  
Councillor Driedger  
Reeve Neufeld  
Deputy Reeve Sarapuk  
Councillor Knelsen  
Councillor Bateman  
Councillor Braun

**DEFEATED**

**9. f) MGA Session – Councillor Reimbursement**

**MOTION 16-06-495**

**MOVED** by Councillor Wardley

That Councillor Jorgensen be authorized to receive honorariums and expenses for attending the AAMDC Municipal Government Act consultation session on June 20, 2016 in St. Isidore.

**CARRIED**

**9. g) La Crete Canada Post Facility**

**MOTION 16-06-496**

**MOVED** by Councillor Braun

That administration investigate options with Canada Post to assist in moving forward the new Canada Post facility in La Crete.

**CARRIED**

**AGRICULTURE  
SERVICES:**

**10. a) None**

**COMMUNITY  
SERVICES:**

**11. a) Memorandum of Understanding between Mackenzie  
County and the Royal Canadian Mounted Police**

**MOTION 16-06-497**

**MOVED** by Councillor Jorgensen

That the Memorandum of Understanding between the Royal Canadian Mounted Police and Mackenzie County be APPROVED for the two enhanced policing positions for a three year term, expiring June 30, 2019 as presented.

**CARRIED**

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**FINANCE:**

**12. a) La Crete Recreation Society – Budget Reallocation Request**

**MOTION 16-06-498**  
Requires 2/3

**MOVED** by Councillor Wardley

That the request by the La Crete Recreation Society to transfer \$1,600 of approved capital funds from the La Crete Arena Outdoor Lights Project to the Bluehills Rink Boards Project be APPROVED.

**CARRIED**

**12. b) Zama Recreation Society Water Line – Budget Reallocation Request**

**MOTION 16-06-499**  
Requires 2/3

**MOVED** by Councillor Bateman

That the request by the Zama Recreation Society to transfer \$30,000 of approved capital funds from the Water Line Project to the Electrical Upgrade for the Hall Property Project be APPROVED.

**CARRIED**

**12. c) Request to Waive Penalties – Tax Roll 082100**

**MOTION 16-06-500**  
Requires 2/3

**MOVED** by Councillor Bateman

That administration be authorized to waive penalties on Tax Roll #082100 in the amount of \$490.17 due to an administrative error and that the 50% down payment requirement to re-enter into a Tax Installment Agreement be waived.

**CARRIED**

**12. d) Request to Waive Penalties - Tax Roll 105972**

**MOTION 16-06-501**  
Requires 2/3

**MOVED** by Councillor Bateman

That the 2014 penalties on Tax Roll 105972 totaling \$493.90 be voided and the 2015 penalties be recalculated based on the 2014 levy paid in full and that the tax notification be discharged; and that the \$10.00 fee for tax notification registration be voided subject to the final payment; and that the transfer of \$1,116.03 from Tax Roll 105973 to the correct Tax Roll 105972 be approved.

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**CARRIED**

**12. e) Request to Reduce Tax - Tax Rolls 077026, 077027 & 077030**

**MOTION 16-06-502**

Requires 2/3

**MOVED** by Councillor Braun

That the request to reduce tax on Tax Rolls 077026, 077027 & 077030 be DENIED.

**DEFEATED**

**MOTION 16-06-503**

Requires 2/3

**MOVED** by Councillor Wardley

That the request to reduce tax on Tax Rolls 077026, 077027 & 077030 be APPROVED to \$35 minimum tax as requested in 2015.

Councillor Braun requested a recorded vote.

**In Favor**

Councillor Wardley  
Councillor Derksen  
Deputy Reeve Sarapuk  
Councillor Jorgensen  
Councillor Knelsen  
Councillor Bateman

**Opposed**

Councillor Toews  
Councillor Driedger  
Reeve Neufeld  
Councillor Braun

**DEFEATED**

**12. f) Request to Reduce Tax - Tax Roll 118524-118528 & 118535-118539**

**MOTION 16-06-504**

Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

That the request to reduce tax on Tax Rolls 118524-118528 & 118535-118539 be APPROVED to \$35 minimum tax as requested in 2015.

Councillor Bateman requested a recorded vote.

**In Favor**

Deputy Reeve Sarapuk  
Councillor Jorgensen  
Councillor Knelsen  
Councillor Bateman  
Councillor Wardley

**Opposed**

Councillor Derksen  
Councillor Toews  
Councillor Driedger  
Reeve Neufeld  
Councillor Braun

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**DEFEATED**

Reeve Neufeld recessed the meeting at 4:18 p.m. and reconvened the meeting at 4:27 p.m.

**12. g) Request to Reduce Tax – Tax Roll 289333**

**MOTION 16-06-505**

Requires 2/3

**MOVED** by Councillor Bateman

That the request to reduce tax on Tax Roll 289333 be APPROVED to decrease to minimum tax of \$35 as requested in 2015.

Councillor Wardley requested a recorded vote.

**In Favor**

Councillor Wardley  
Councillor Derksen  
Reeve Neufeld  
Deputy Reeve Sarapuk  
Councillor Knelsen  
Councillor Jorgensen  
Councillor Braun  
Councillor Driedger

**Opposed**

Councillor Bateman  
Councillor Toews

**CARRIED**

**12. h) Request to Reduce Tax – Tax Roll 410954**

**MOTION 16-06-506**

Requires 2/3

**MOVED** by Councillor Braun

That the request to reduce tax on Tax Roll 410954 to a minimum tax of \$35 for 2016 be APPROVED.

**CARRIED**

**12. i) Request to Waive Penalties – Tax Roll 082193**

**MOTION 16-06-507**

Requires 2/3

**MOVED** by Councillor Wardley

That the penalty of \$46.08 for Tax Roll 082193 arising due to the transfer to outstanding utilities charges be WAIVED.

**CARRIED**

**OPERATIONS:**

**13. a) Collector Road Intersections**

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**MOTION 16-06-508**                    **MOVED** by Councillor Bateman

That administration forwards a copy of the collector road intersection report to Alberta Transportation in order for them to include any intersection improvements in their future paving projects.

**CARRIED**

**13. b) La Crete Salt & Sand Shed Progress**

**MOTION 16-06-509**                    **MOVED** by Councillor Wardley

That the La Crete salt and sand shed progress photos be received for information.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. a) Bylaw 1043-16 Land Use Bylaw Amendment to Rezone Part of NW 13-106-15-W5M from Recreational "REC" to Country Recreational District "CR"(La Crete Rural)**

**MOTION 16-06-510**                    **MOVED** by Councillor Bateman

That first reading be given to Bylaw 1043-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Recreational "REC" to Country Recreational "CR" for the purpose of a Multi-lot subdivision providing that the lots are serviced by a low pressure municipal system, subject to public hearing input.

**CARRIED**

**14. b) Caribou Protection Areas**

**MOTION 16-06-511**                    **MOVED** by Councillor Wardley

That a request be sent to Alberta Municipal Affairs to collect assessment data for the caribou protection areas.

**CARRIED**

**UTILITIES:**

**15. a) Hamlet Utility Easements Strategy**

**MOTION 16-06-512**                    **MOVED** by Councillor Bateman

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That administration bring back additional information specific to individual properties affected by the hamlet utility easements.

**CARRIED**

**INFORMATION:**           **16. a) Information/Correspondence**

**MOTION 16-06-513**       **MOVED** by Councillor Braun

That Councillor Bateman be authorized to attend the Town of Rainbow Lake 50<sup>th</sup> anniversary celebration on July 1 – 3, 2016.

**CARRIED**

**MOTION 16-06-514**       **MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

Reeve Neufeld recessed the meeting at 5:16 p.m. and reconvened the meeting at 5:23 p.m.

**IN-CAMERA**               **17. In-Camera Session**  
**SESSION:**

**MOTION 16-06-515**       **MOVED** by Deputy Reeve Sarapuk

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 5:23 p.m.

- 17. a) Legal
- 17. b) Labour
  - CAO Recruitment
- 17. c) Land
  - Gravel Land Purchase
  - Caribou Protection Areas

**CARRIED**

**MOTION 16-06-516**       **MOVED** by Councillor Driedger

That Council move out of camera at 6:24 p.m.

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**CARRIED**

**14. b) Caribou Protection Areas**

**MOTION 16-06-517**      **MOVED** by Councillor Bateman

That the caribou protection area update be received for information.

**CARRIED**

**17. a) Land – Gravel Land Purchase**

**MOTION 16-06-518**      **MOVED** by Councillor Derksen

That the gravel land purchase be TABLED for more information.

**CARRIED**

**17. b) Labour – CAO Recruitment**

**MOTION 16-06-519**      **MOVED** by Councillor Braun

That Ron Pelensky's Acting CAO appointment be extended from July 10, 2016 to July 12, 2016.

**CARRIED**

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

**NEXT MEETING  
DATES:**

- 19. a) Regular Council Meeting  
Tuesday, July 12, 2016  
10:00 a.m.  
Fort Vermilion Council Chambers
  
- b) Regular Council Meeting  
Tuesday, August 9, 2016  
10:00 a.m.  
Fort Vermilion Council Chambers

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

**MOTION 16-06-520**      **MOVED** by Councillor Jorgensen

That the council meeting be adjourned at 6:25 p.m.

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**CARRIED**

These minutes will be presented to Council for approval on July 12, 2016.

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Bill Neufeld  
Reeve

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Chief Administrative Officer

UNAPPROVED

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The minutes of the June 23, 2016 and the July 7, 2016 Municipal Planning Commission meetings are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

Author: B. Peters Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Municipal Planning Commission meeting minutes of June 23, 2016 and July 7, 2016 be received for information.

**Author:** B. Peters      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, June 23, 2016 @ 10:00 a.m.**

<b>PRESENT:</b>	John W. Driedger	Chair, Councilor, MPC Member
	Beth Kappelar	MPC Member
	Jacque Bateman	Councilor, MPC Member (via teleconference)
<b>REGRETS:</b>	Erick Carter	Vice Chair, MPC Member
	Jack Eccles	MPC Member
<b>ADMINISTRATION:</b>	Byron Peters	Director of Planning and Development
	Liane Lambert	Planner
	Caitlin Smith	Development Officer/Recording Secretary

**MOTION**

**1. Call to Order**

John W. Driedger called the meeting to order at 10:00 a.m.

**2. Adoption of Agenda**

**MPC-16-06-100**

**MOVED** by Beth Kappelar

That the agenda be adopted as presented.

**CARRIED**

**3. Minutes**

**a) Adoption of Minutes**

**MPC-16-06-101**

**MOVED** by Jacque Bateman

That the minutes of the June 8, 2016 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

**b) Business Arising from Previous Minutes**

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None.

4. **DEVELOPMENT**

- a) **115-DP-16 Leonard Driedger  
Home Based Business in HR1A (La Crete)  
Plan 052 2329, Block 33, Lot 06**

**MPC-16-06-102**

**MOVED** by Beth Kappelar

That Development Permit 115-DP-16 on Plan 052 2329, Block 33, Lot 06 in the name of Leonard Driedger be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void:

**1. The Home Based Business portion of the business is approved to be operated out of the dwelling only and the area for it shall not exceed an area of 200 square feet (18.58 square meters).**

2. This permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business has become detrimental or otherwise incompatible with the amenities of the neighborhood.

3. At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients, etcetera.

4. There shall not be any outdoor business activity or storage of materials on site related to the Home Based Business.

5. The Municipality has assigned the following address to the noted property (**11001 – 105<sup>th</sup> Avenue**). You are required to display the address (**11001**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

6. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any

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utility right-of-way.

7. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.

8. The sign shall not be placed within the Road Right of Way.

9. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.

10. The sign shall:

a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,

b. Not unduly interfere with the amenities of the district,

c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and

d. Not create visual or aesthetic blight.

11. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.

12. Wiring and conduits of any signs must be concealed from view.

13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**b) 122-DP-16 Suzanne & Chris Fehr – Cabin in “RC3”  
(Green Acres Subdivision)  
Plan 102 4542, Block 01, Lot 46**

**MPC-16-06-103**

**MOVED** by Jacquie Bateman

That Development Permit 122-DP-16 on Plan 102 4542, Block 01, Lot 46 in the name of Suzanne & Chris Fehr be APPROVED

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with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void:

1. Minimum building(s) setbacks:

a. 15.2 meters (50 feet) front (Southeast) yard;

b. 7.6 meters (25 feet) side (Northeast & Southwest) yards; and

c. 15.2 meters (50 feet) rear (Northwest) yard; from the property lines.

**2. The Cabin shall meet all Alberta Safety Code requirements for Residential Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**

3. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2009.

4. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy a minimum of 300 square feet.”*

**5. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing the location of an existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.**

6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

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8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**5. SUBDIVISION**

**a) 19-SUB-15 Ryan Knelsen & Kyler Knelsen  
(Buffalo Head Prairie Area)  
NE 2-104-15-W5M**

**MPC-16-06-104**

**MOVED** by Jacquie Bateman

That a Time Extension be GRANTED to subdivision application 19-SUB-15 in the name of Ryan Knelsen and Kyler Knelsen, on NE 2-104-15-W5M. The Time Extension will expire on June 30, 2017.

**CARRIED**

**MPC-16-06-105**

**MOVED** by Jacquie Bateman

That the Time Extension fee of \$250.00 for subdivision application 19-SUB-15 in the name of Ryan Knelsen and Kyler Knelsen on NE 2-104-15-W5M be waived.

**CARRIED**

**b) 19-SUB-16 J & R Unger Investments  
(La Crete Rural)  
NW 12-105-15-W5M**

**MPC-16-06-106**

**MOVED** by Beth Kappelar

That Subdivision Application 19-SUB-16 in the name of J & R Unger Investments on NW 12-105-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, 10 acres (4.04 hectares) in size, and one 5 acre boundary adjustment to C of T NW 12-105-15-W5M title # 062 107532.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which

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shall contain, but is not limited to:

- a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
- b) Provision of access to both the subdivision and the remainder of the parcel shall be at the discretion of Alberta Transportation.**
- c) Enter into a Road Acquisition agreement for the northerly 5.18 meters of the NW 12-105-15-W5M that is required for future road widening.
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
- e) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$9,500.00 per acre. Municipal reserve is charged at 10%, which is \$950.00 per subdivided acre. **10 acres times \$950.00 equals \$9,500.00.**
- f) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a)**
- g) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- h) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**
- i) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- j) Provision of utility right-of-way as required by ATCO Electric,

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Telus and Northern Lights Gas and others.

k) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**l) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**c) 20-SUB-16 J & R Unger Investments  
(La Crete Rural)  
NE 12-105-15-W5M**

**MPC-16-06-107**

**MOVED** by Beth Kappelar

That Subdivision Application 20-SUB-16 in the name of J & R Unger Investments on NE 12-105-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** double lot subdivision, 10 acres (4.04 hectares) each in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:

a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.

b) Provision of access to both subdivision parcels and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.

c) Enter into a Road Acquisition agreement for the easterly 5.18 meters of the NE 12-105-15-W5M that may be required for

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future road widening.

d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.

e) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$7,750.00 per acre. Municipal reserve is charged at 10%, which is \$775.00 per subdivided acre. **10 acres times \$775.00 equals \$7,750.00,**

**f) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**

**e) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**

**f) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**

g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

h) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**j) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development.**

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**It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**d) 21-SUB-16 J & R Unger Investments  
(La Crete Rural)  
NW 7-105-14-W5M**

**MPC-16-06-108**

**MOVED** by Beth Kappelar

That Subdivision Application 21-SUB-16 in the name of J & R Unger Investments on NW 7-105-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** double lot subdivision, 10 acres (4.04 hectares) each in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) Provision of access to both subdivision parcels and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - c) Enter into a Road Acquisition agreement for the westerly 5.18 meters of the NW 7-105-14-W5M that may be required for future road widening.
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
  - e) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$7,750.00 per acre. Municipal reserve is charged at 10%, which is \$775.00 per subdivided acre. **10 acres times \$775.00 equals \$7,750.00,**

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**f) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**

**e) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**

**f) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**

g) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

h) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

i) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**j) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**e) 22-SUB-16 Blaine Giesbrecht  
(Steephills Creek Area)  
SW 15-104-16-W5M**

**MPC-16-06-109**

**MOVED** by Jacquie Bateman

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That Subdivision Application 22-SUB-16 in the name of Blaine Giesbrecht on SW 15-104-16-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, 10 acres (4.04 hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:

a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.

b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.

I. Alberta Transportation is willing to grant an unconditional variance to Section 14, and allow the approval of this subdivision application.

II. No direct highway access will be considered as a result of this subdivision or development, including the remnant portion of SW 15-104-16-W5M.

III. The existing access to the yardsite may remain at this time. The existing field access must be removed completely and relocated to the local road. Both the access to the subdivision and the quarter shall be built to Mackenzie County Standards at the developer's expense.

c) Enter into a Road Acquisition agreement for the westerly 5.18 meters of the SW 15-104-16-W5M that maybe required for future road widening.

d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.

e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**

f) Any outstanding property taxes are to be paid on the land

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proposed to be subdivided prior to registration.

g) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**i) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**f) 23-SUB-16 Alpine Builders  
(La Crete)**

**Plan 122 0507, Lot C & Plan 162 0364, Block 36, Lot 1**

**MPC-16-06-110**

**MOVED** by Beth Kappelar

That Subdivision Application 23-SUB-16 in the name of Alpine Builders on Plan 122 0507, Block C and Plan 162 0364, Block 36, Lot 1 be APPROVED with conditions:

1. This approval is for a **Boundary Adjustment** adding approximately 59.09 meters in length 0.525 ac (0.212 hectares) to Plan 122 0507, Block C.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:

a) The east boundary line of Lot 1, Block 36, Plan 162 0364 shall be moved west approximately 59.09 meters (193.86 feet) (up to the Utility Right-of-Way) containing approximately 0.525 acres, this shall be consolidated with Block C, Plan 122 0507.

b) Any outstanding property taxes are to be paid on the land

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proposed to be subdivided or arrangements made which are satisfactory to the municipality.

c) The access to shall be to Mackenzie County standards at the developer's expense.

d) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.

e) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

f) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**g) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

## **CARRIED**

### **6. MISCELLANEOUS ITEMS**

#### **a) Action List**

For information.

### **7. IN CAMERA**

#### **a) None**

### **8. MEETING DATES**

- ❖ July 7, 2016 at 10:00 a.m. in La Crete
- ❖ July 21, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ August 3, 2016 at 10:00 a.m. in La Crete
- ❖ August 18, 2016 at 10:00 a.m. in Fort Vermilion

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- ❖ September 8, 2016 at 10:00 a.m. in La Crete
- ❖ September 22, 2016 at 10:00 a.m. in Fort Vermilion

**9. ADJOURNMENT**

**MPC-16-06-111**

**MOVED** by Jacquie Bateman

That the Municipal Planning Commission Meeting be adjourned at 10:24 a.m.

**CARRIED**

These minutes were adopted this 7<sup>th</sup> day of July, 2016.

(Original Signed) \_\_\_\_\_

John W. Driedger, Chair

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**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
La Crete, AB**

**Thursday, July 7, 2016 @ 10:00 a.m.**

**PRESENT:** John W. Driedger Chair, Councilor, MPC Member  
Erick Carter Vice Chair, MPC Member  
Beth Kappelar MPC Member (via teleconference)  
Jacquie Bateman Councilor, MPC Member  
Jack Eccles MPC Member

**ADMINISTRATION:** Byron Peters Director of Planning and Development  
Liane Lambert Planner  
Caitlin Smith Development Officer  
Hayley Gavin Planner  
Morgan Friesen Administrative Assistant/Recording Secretary

**MOTION**

**1. Call to Order**

John W. Driedger called the meeting to order at 10:01 a.m.

**2. Adoption of Agenda**

**MPC-16-07-112**

**MOVED** by Jack Eccles

That the agenda be adopted with the addition of the following item:

**e) 01-SUB-16 Ernie & Shannon Peters  
(La Crete Rural)  
SW 1-107-14-W5M**

**CARRIED**

**3. Minutes**

**a) Adoption of Minutes**

**MPC-16-07-113**

**MOVED** by Erick Carter

That the minutes of the June 23, 2016 Municipal Planning Commission meeting be adopted as presented.

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**CARRIED**

**b) Business Arising from Previous Minutes**

None.

**4. DEVELOPMENT**

**a) 128-DP-16 Select Developments – Dwelling – Single Family in “HCR2” (Isaac Dyck Subdivision) Plan 992 0893, Block 01, Lot 02**

**MPC-16-07-114**

**MOVED** by Beth Kappelar

That Development Permit 128-DP-16 on Plan 992 0893, Block 02, Lot 02 in the name of Select Developments be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render this permit Null and Void

1. Minimum building setbacks are:

a) 15.2 meters (50 feet) front (East) yard;

b) 7.6 meters (25 feet) rear (West) yard;

c) 4.6 meters (15 feet) side (North & South) yards; from the property lines.

**2. The existing Manufactured Home shall be removed from the property after occupancy of the new Dwelling – Single Family.**

**3. The lowest opening of the building shall be a minimum of 2.0% above the centerline elevation of the street abutting the property.**

4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.

5. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the

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owner.

6. The Municipality has assigned the following address to the noted property **9206 – 94th Street**. You are required to display the address (**9206**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.

7. Provide adequate off street parking as follows: *The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. "One parking space, including the driveway area, shall occupy 300 square feet."*

**8. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.**

9. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**5. SUBDIVISION**

- a) **29-SUB-15 1880894 Alberta Ltd. (PineRidge)  
(Time Extension)  
Part of SE 16-106-15-W5M**

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**MPC-16-07-115**

**MOVED** by Erick Carter

That a Time Extension be GRANTED to subdivision application 29-SUB-15 in the name of 1880894 Alberta Ltd., on SE 16-106-15-W5M. The Time Extension will expire on July 7, 2017.

**CARRIED**

**b) 17-SUB-15 Darwen & Joanne Dyck  
(High Level Rural)  
SE 5-110-18-W5M**

**MPC-16-07-116**

**MOVED** by Jack Eccles

That Subdivision Application 16-SUB-16 in the name of Darwen & Joanne Dyck on SE 5-110-18-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, approximately 12.44 acres (5.03 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) The east boundary line shall be moved west approximately 68.56 meters, 91.44 meters from the existing pumpout discharge line. Reducing the requested 15.60 acres down to approximately 12.44 acres.
  - c) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - d) Enter into a Road Acquisition agreement for the westerly 5.18 meters of the SE 5-110-18-W5M that is required for future road widening.
  - e) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.



f) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$\_\_\_\_\_ per acre. Municipal reserve is charged at 10%, which is \$\_\_\_\_\_ per subdivided acre. **12.44 acres** times \$\_\_\_\_\_ equals \$\_\_\_\_\_.

g) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**

h) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**

i) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

j) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

k) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

l) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

c) **24-SUB-16 Danny Friesen  
(Fort Vermilion Area)  
NE 21-108-12-W5M**

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**MPC-16-07-117**

**MOVED** by Jacquie Bateman

That Subdivision Application 24-SUB-16 in the name of Danny Friesen on NE 21-108-12-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - c) Enter into a Road Acquisition agreement for the westerly 5.18 meters of the NE 21-108-12-W5M that maybe required for future road widening.
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - g) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
  - h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
  - i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting**

**from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**d) 27-SUB-15 Wilhelm & Elizabeth Wiebe  
(Wolfe Lake Road Area)  
SE 33-106-14-W5M**

**MPC-16-07-118**

**MOVED** by Jacquie Bateman

That Subdivision Application 27-SUB-16 in the name of Wilhelm & Elizabeth on SE 33-106-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, approximately 11.81 acres (5.03 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) The existing pumpout discharge line shall be relocated 4.03 meters to the west as shown on the tentative plan drafted by the survey company Altus Geomatics File # 194299.
  - c) The east boundary line shall be moved west approximately 16.69 meters, 91.44 meters from the relocated pumpout discharge line. Reducing the requested 12.88 acres down to approximately 11.81 acres.
  - d) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - e) Enter into a Road Acquisition agreement for the westerly 5.18 meters of the SE 5-110-18-W5M that is required for future road widening.

f) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.

g) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.

h) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

i) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

j) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

**k) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**e) 01-SUB-15 Ernie & Shannon Peters  
(La Crete Rural)  
SW 1-107-14-W5M**

**MPC-16-07-119**

**MOVED** by Jack Eccles

That a Time Extension be GRANTED to subdivision application 01-SUB-16 in the name of Ernest D. Peters and Shannon D. Peters on SW 1-107-14-W5M. The Time Extension will expire on July 7, 2017.

**CARRIED**

## **6. MISCELLANEOUS ITEMS**

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

**a) Action List**

For information.

**7. IN CAMERA**

a) None

**8. MEETING DATES**

- ❖ July 21, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ August 3, 2016 at 10:00 a.m. in La Crete
- ❖ August 18, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ September 9, 2016 at 10:00 a.m. in La Crete
- ❖ September 22, 2016 at 10:00 a.m. in Fort Vermilion

**9. ADJOURNMENT**

Beth Kappelar left the meeting at 10:22 a.m.

**MPC-16-07-120**

**MOVED** by Erick Carter

That the Municipal Planning Commission Meeting be adjourned at 10:28 a.m.

**CARRIED**

These minutes were adopted this 21<sup>st</sup> day of July, 2016.

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John W. Driedger, Chair





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Grant Smith, Agricultural Fieldman</b>
<b>Title:</b>	<b>Agricultural Service Board Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The unapproved minutes of the June 24, 2016 Agricultural Service Board meeting are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Agricultural Service Board meeting minutes of June 24, 2016 be received for information.

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

**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Friday June 24, 2016**

**8:30 a.m.**

**Fort Vermilion, AB**

<b>PRESENT:</b>	Josh Knelsen Bill Neufeld David Doerksen Terry Batt Ernie Dyck	ASB Chair Reeve Member at Large Member at Large Member at Large
<b>REGRETS:</b>	Eric Jorgensen	Council Representative
<b>ALSO PRESENT:</b>	Joulia Whittleton Grant Smith Colleen Sarapuk	Chief Administrative Officer Agricultural Fieldman Public Works Administrative Officer (Recording Secretary)

Minutes of the Mackenzie County Agricultural Service Board meeting held on Friday, June 24, 2016.

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

Chair Knelsen called the meeting to order at 8:45 a.m.

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

**MOTION ASB 16-04-031    Moved by Terry Batt**

That the agenda be adopted with the additions 7.i) Grain Bag Roller; 7.j) Roadside Grass Seeding; 7l) Farm & Ranch Safety Consultation.

**CARRIED**

**PREVIOUS MINUTES       3.a) Minutes of the April 5, 2016 ASB Minutes**

**MOTION ASB 16-04-032    Moved by David Doerksen**

That the minutes of the April 5, 2016 ASB meeting be approved as presented.

**CARRIED**



**ACTION LIST**

**5.a) Action List**

**MOTION ASB 16-04-033**

**Moved by** Ernie Dyck

That the action list be received as information.

**CARRIED**

**7.a) Buffalo Head/Steephill Drainage Update**

The Board discussed easement issues and ditch design, and the Wet Land Assessment on the retention pond.

**MOTION ASB 16-04-035**

**Moved by** Terry Batt

That the ASB schedule a meeting with the affected landowners once the Wet Land Assessment is complete.

**CARRIED**

**Moved by** Ernie Dyck

That the Buffalo Head/Steep Hill Drainage update be received for information.

**CARRIED**

**Meeting Recessed 9:19 a.m.**  
**Meeting Reconvened 9:27 a.m.**

**7.b) Steephill Erosion Repair Update**

**MOTION ASB 16-04-036**

**Moved by** David Doerksen

That administration send a letter to Northern Roadbuilders regarding the overage with supporting information from engineers, advising that Mackenzie County will not be paying the overage.

**CARRIED**

**7.c) 2016 Erosion Repairs**

**MOTION ASB 16-04-038**

**Moved by** Eric Jorgensen

That an RFP be sent out for Erosion Repairs with completion date of September 2016.

**CARRIED**

**7.d) Rosenberger Drainage**

**MOTION ASB 16-04-039**      **Moved by** Dave Doerksen

That the Rosenberger Drainage discussion be tabled until the Engineers Report is received.

**CARRIED**

**7.e) Weed Inspector Appointments**

**MOTION ASB 16-04-040**      **Moved by** Ernie Dyck

That Bill Hayday and Josh Driedger be appointed as Weed Inspectors under the *Alberta Weed Control Act* for the 2016 season.

**CARRIED**

**7.f) Agricultural Land Lease Concern**

**MOTION ASB 16-04-041**      **David Doerksen declared himself in conflict of interest and left the meeting.**

**Moved by** Bill Neufeld

That the Agricultural Land Lease Concern be tabled until further investigation is done.

**CARRIED**

**David Doerksen rejoined the meeting**

**7.g) Response to Agricultural Statistics**

**MOTION ASB 16-04-042**      **Moved by** David Doerksen

That the Response to Agricultural Statistics be received for information.

**CARRIED**

**7.h) Draft Agricultural Disaster Declaration Tool**

**Moved by** Bill Neufeld

That the ASB respond to AAMDC, stating that they are satisfied with the Agricultural Disaster Declaration Tool.

**CARRIED**

**7.i) Grain Bag Rollers**

**Moved by** Ernie Dyck

That administration investigates options for the disposal or recycling of grain bags.

**CARRIED**

**7.j) Roadside Seeding**

**Moved by** Ernie Doerksen

That administration be authorized to contract out the Roadside Grass Seeding.

**CARRIED**

**7.k) Farm and Ranch Safety Consultation**

**Moved by** Terry Batt

That the ASB send a letter by the end of June voicing our strong disapproval on the Committee selection. It should also state that we feel democracy has being violated.

**CARRIED**

**INCAMERA**

**8.a) Personnel**

**MOTION ASB 16-04-043**

**Moved by** Eric Jorgensen

That the ASB meeting move in camera at 12:30 P.M.

**CARRIED**

**MOTION ASB 16-04-044**

**Moved by** Eric Jorgensen

That the ASB meeting move out of camera at 12:50 P.M.

**CARRIED**

**MOTION ASB 16-04-045**      **Moved by** Bill Neufeld  
That the in camera discussion be received for information.

**CARRIED**

**SET NEXT MEETING DATE**      **9.a) Next Meeting Date**

Call of the Chair

**ADJOURNMENT**      **9.a) Adjournment**

**MOTION ASB 16-04-046**      **Moved by** David Doerksen

That the ASB meeting be adjourned at 12:52 p.m.

**CARRIED**

These minutes will be present for approval at the next ASB Meeting.

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

\_\_\_\_\_  
Grant Smith, Agricultural Fieldman



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Ron Pelensky, Acting Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO Report</b>

**BACKGROUND / PROPOSAL:**

The Acting CAO and Director reports for June, 2016 are attached for information.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the CAO report for June, 2016 be received for information.

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

## MONTHLY REPORT TO THE CAO

For the Month of June 2016

From: Ron Pelensky  
Director of Community Services and Operations

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Regular road maintenance. Lots of Grading do to rainy weather. Crew working on regravelling program with two trucks.
Dogs	Ongoing	Responded to two callouts at Rocky Lane School
Bylaw	Ongoing	Responded to back alley complaints in La Crete and unsightly premises issues. Issued 13 warnings for grass cutting
Emergency/Disaster Service	Ongoing	Worked on emergency disaster manual
Health and Safety	Ongoing	Hosted fire extinguisher training Completed Building Inspections and site inspections
Peace Officer	Ongoing	Extended the peace officier contract with the Rainbow Lake. Weekend coverage will resume stating July 8 <sup>th</sup> Preparing policies and SOP for hiring a Peace Officer.
Fire Department	Ongoing	<b>Fort Vermilion</b> Responded to 1 Motor Vehicle accident, 3 Medical Assists, 1 propane leak, 2 False alarms <b>La Crete</b> responded to 3 Medical Assists, 2 Motor Vehicle Collision, 2 structure fires, 1 Fire Alarms, 1 Equipment fire, 2 Grass fires, 2 Powerline fires, 1 FV MVC assist <b>Zama</b> no calls
Fire Department Training	Ongoing	Regular practices held. La Crete & FV & Zama In house vehicle extrication and rope training.

Zama Public Works	Ongoing	Regular spring/summer maintenance. Completed Graveling on Zama Access Rd
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**Capital Projects**

Snow Plow Truck	June	Preparing tender.
Road Regraveling Project	June	Knelsen completed graveling in Zama and started graving in Chateh Hinson Contracting working on graveling Watt Mnt rd
Purchase 3 Graders	June	Agreement to purchase graders through Finning is complete. Two Graders delivered.
Hutch Lake & Machesis Campground	June	Constructing Hutch Lake caretaker site. Horse stalls constructed at Machesis Campground, working on finishing touches.
Bridge Campground	June	Discussions with Alberta Culture and Tourism about combining archaeological work with former employee Heinz Pyszczyk as he has done plenty of work in the area and will be here again in the fall
FV 43 <sup>rd</sup> Ave Paving	June	Project Awarded to Knelsen Sand and Gravel
FV 45 Ave Cul-de-sac Paving	June	Project awarded to Knelsen Sand and Gravel
Store Road Reconstruction	June	Engineers preparing a grade plan Raymond Vanpatten negotiating back slope agreements and applying for borrow pits
Heliport Road – oil dust control	June	Discussed plan with FV public works waiting for better weather to complete
Fire Department Radios	June	Vector and Motorola has resolved pager issues. Radio system is complete
Shoulder Pull	June	Working on rebuilding Blumenort rd east

Oil Recycling Facilities	June	Buildings are set up, need to change signing and some minor repairs before using
Fort Vermilion Shop extension	June	Awarded to Alpine builders

**Personnel Update:**

One grader operator position off on long term disability. Second grader operator position off on short term disability. David Lizotte has temporary filled the High Level Grader operator position

**Other Comments:**



## MONTHLY REPORT TO THE CAO

For the Month of June, 2016

**From:** Len Racher  
Director of Facilities and Operations (South)

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Dust control calcium is finished. Gravel program is well on its way about half done. Oil will start in August.
Roads to New Lands	Ongoing	Discussions are happening between us and WSP with regards to the roads to new lands in Bluehills area.
Strategic Priorities	Ongoing	Wadlin Lake issues are being resolved with Environment and Parks as well as the concerns they have with Park at the Ferry Landing. I will arrange a Community Services meeting to inform them of the concerns.  The 94 <sup>th</sup> project in LaCrete will commence once school has finished.
Equipment		One of our Kubota lawnmowers has quit and we are pricing out the repairs. We have leased a new one to keep up with the service level expected.

Projects	Timeline	Comments
BF 78103	Ongoing	Trent has purchasing the land for Mackenzie County to build the road around this bridge file.
Salt Shed		The salt shed is 90% complete. Doors, Electrical and sheeting inside to finish project.

Hiring		All summer students have been hired
Various work	Ongoing	I attended four days of Service Capacity Review from the 27 <sup>th</sup> to the 30 <sup>th</sup> as well as attended the Bluehills ratepayers meeting the night of the 28 <sup>th</sup> of June.

**Personnel Update: I am in the process of organizing the car show for the ag fair on Aug. 6<sup>th</sup>/16. My Wife is organizing events at the New riding arena in LaCrete.**

Respectfully,

Len Racher  
 Director of Facilities and Operations (South)

## **REPORT TO THE CAO**

For June 2016

From: Alexandra Codispodi  
Municipal Intern

### **Department: Legislative Services**

- Researched an advertisement policy.
- Developed a procedure for use of the County Journeys.
- Drafted letters requested by Council and various correspondence as requested by the CAO.
- Drafted applications to the Canada 150 infrastructure grant for the Fort Vermilion ice plant, La Crete ice plant and Mackenzie County campground expansion project.
- Presented electronic records management (DocuShare) training to administrative employees.
- Analyzed impacts of the MGA changes on Mackenzie County and presented this report to Council.
- Attended and took minutes for the County's ratepayers meetings.
- Prepared the service capacity review prep document and provided administrative assistance during the session.
- Reviewed and drafted policies and standard operating procedures pertaining to the peace officer.

### **Other Comments:**

I would like to thank Council for the opportunity to complete this internship at Mackenzie County. Throughout the year I have learned so much about both municipal government and rural life and I am very grateful to all who have been willing to guide me and advance my knowledge along the way. I will undoubtedly use and reference my experiences at Mackenzie County during the completion of my Masters of Public Administration. In my opinion, this internship has been very successful and has inspired me to continue working in municipal government. I truly appreciate Council supporting a program that allows young people to gain experience and exposure to municipal government while building skills and knowledge to prepare for a future career.

# MONTHLY REPORT TO THE CAO

For the month of June 2016

From: Peng Tian  
Director of Finance

## Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2015 Statistical Information Return (SIR)	July 2, 2016	2015 SIR was submitted to Alberta Municipal Affairs on June 30, 2016.
2015 Local Authorities Pension Plan (LAPP) Audit	June 30, 2016	2015 LAPP was completed and submitted on June 28, 2016.
2016 Bursary Program	July 31, 2016	The bursary payments have been made to the qualified applicants who signed the Return Service Agreement.
Assessment Changes	Ongoing	The assessment changes for June have been completed.
Operating and Capital Budget Reports	Ongoing	The operating and capital budget reports for May 2016 have been sent to all departments.

### Personnel Update:

The new controller started working on June 27, 2016. The new Payroll Clerk was hired in June, and she will start working on July 11, 2016.

### Other Comments:

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## MONTHLY REPORT TO THE CAO

For the Month of June 2016

**From:** Fred Wiebe  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Sept/16	- Some sewer flushing complete with hydrant flushing upcoming.
Strategic Priorities	1.July	1. Hamlet Easement Strategy

### Capital Projects

Projects	Timeline	Comments
Master Meters	July/16	4 remaining in LC FV done.
FV- Hydrant Replacement	July/16	Hydrants are installed. Sidewalk repair currently being worked on.
FV-Frozen Water Service Repairs	July/16	Reviewing further measurements found by operators and interpreting findings.
FV-Raw Water Truckfill Upgrade	Complete	Treated truckfill has been piped to east side of building for non-potable use.
LC-Raw Water Truckfill Upgrade	Complete	Deficiencies are corrected and just require O&M documentation.
LC- Lagoon Upgrade	Oct/16	Some seeding to be completed in spring 2016 and 1 year inspection to occur in fall 2016.
LC- Main Lift Station Repair/Upgrade	Complete	Concrete island for rv fill that had to be removed needs to be replaced after ground settlement.
LC- Sanitary Sewer Main Upgrade	Oct/16	Main line on 96 <sup>th</sup> ave mostly installed, manholes in laneway installed, some new services installed. CIPP delayed to July 12 <sup>th</sup> week.

FV- 48 <sup>th</sup> Ave Water Services	Complete	Complete.
Rural Potable Water Infrastructure	Jan/17	Start up meeting July 5 <sup>th</sup> . Pipe fusing to start July 11 <sup>th</sup> ., drilling on July 18 <sup>th</sup> . Truckfills site prep work to start July 11 <sup>th</sup> week.
FV- Dechlorination	Complete	Dechlorination equipment is installed, tested and working.
FV- Lagoon Desludge	Oct/16	Scheduled to be done in the fall when fields are harvested.
LC- Paving Raw Water Fill	Sept/16	Done in conjunction with 94 <sup>th</sup> ave road improvement.
FV- Paving FV WTP	Sept/16	Done in conjunction with the street improvements in FV. Atco pole has been moved out of traffic area.
LC,FV,ZA- Exhaust Thimbles	Aug/16	Consultant has inspected and is working on engineered drawings to be sent to contractors for quotes.
FV- Filter Media Replacement	Complete	Both filters have media replaced and are performing well.

**Personnel Update:**

FV summer staff has resigned and have hired another local resident to fill the position.

**Other Comments:**

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Respectfully submitted,

Fred Wiebe  
 Director of Utilities  
 Mackenzie County

## **REPORT TO THE CAO**

For the Month of June, 2016

From: Carol Gabriel  
Director of Legislative & Support Services

### **Bylaws/Policies/Reports/Publications:**

- Reviewing Council Committee Bylaw drafted by our Intern to be presented to Council in August 2016.
- Reviewing video surveillance policy drafted by our Intern to be presented to Council in August 2016.

### **Citizen Engagement:**

- Five ratepayer meetings were held in June providing an opportunity for us to present the 2015 Annual Report and allow the public an opportunity to ask questions of Council. A copy of the draft meeting minutes are included in the July 12, 2016 council package for information.

### **Records Management:**

- Various department specific meetings are being held to determine the information created and collected by each department.

### **Human Resources:**

- The employee responsibilities booklet which will assist staff in knowing “who does what” in the organization and various department duties overall will be rolled out this summer.
- Arrangements are in progress for a software demonstration prior to purchase the HR Module. The Finance Department, IT Department, and HR will participate in this demonstration.

### **Events:**

- Organizing continues for the 8<sup>th</sup> annual Mackenzie Regional Charity Golf tournament on September 7, 2016.

### **Miscellaneous:**

- Ongoing updates to the County website
- Ongoing updates to the County Facebook page regarding upcoming events, wildfire updates, etc.

### **Meetings/Conferences:**

- Attended the Resolution Conference with the Alberta Labour Relations Board on June 21, 2016 in Edmonton with CAO, Joulia Whittleton.
- Attended the MGA Review Session on June 22, 2016 in Peace River.

- Attended the Service Capacity Review sessions on June 27, 28, and 29, 2016 in Fort Vermilion/La Crete.
- Various managers meetings and council meetings





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>2016 Ratepayers Meeting Minutes</b>

## BACKGROUND / PROPOSAL:

The minutes for the following ratepayers meetings are attached:

- Rocky Lane, June 13, 2016
- Fort Vermilion, June 14, 2016
- La Crete, June 15, 2016
- Zama, June 16, 2016
- Blue Hills, June 28, 2016

A prominent discussion topic at several of the ratepayers meetings surrounded the Alberta government’s caribou protection areas and the impacts that this will have on the County. There were also several questions about the possibilities of County boundary adjustments including town dissolutions, hamlet separation from the County and the creation of a new Hamlet. Campsite developments and improvements, specifically at Wadlin Lake and the Fort Vermilion Bridge Campsite, was also an issue questioned at most of the meetings. Questions about the new rural addressing signs were brought forward as well.

At the Rocky Lane ratepayers meeting, hog fuel and its chemical content was a major concern. There was also discussion surrounding the Beaver First Nation water treatment plant and the County’s involvement with this, and other rural water options available for farmers. Inconsistencies with radio announcements during the Mackenzie County fires were brought up.

At the Fort Vermilion ratepayers meeting, most of the questions focused on the development of major new roads throughout the County including the possibility of the Zama road being paved, as well as a road to British Columbia, Blue Hills, Wood Buffalo National Park and Wentzel. There was also discussion about the health inspector in the region.

**Author:** A. Codispodi      **Reviewed by:** \_\_\_\_\_      **CAO:** RP

In La Crete, in addition to the suggestions made about potential incorporation or ward boundary changes, the major discussion was focused on lobbying and other methods of getting additional post office boxes into La Crete.

In Zama, the focus was on its various projects and public works activity including line painting, bumpy roads, the packer, camp clean up, and ditches. There was also discussion about funding for paving the Zama Road and Hamlet roads.

In Blue Hills, ratepayers asked about getting additional lanes for the ice bridge and ultimately, long term lobbying for a bridge across the Peace River.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

Draft ratepayer meetings will be presented for approval at the 2017 ratepayer meetings.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the draft 2016 ratepayers meeting minutes be accepted for information.

Author: A. Codispodi      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

**MACKENZIE COUNTY  
RATEPAYERS MEETING MINUTES**

**Monday, June 13, 2016**

**6:30 p.m.**

**Rocky Lane Agricultural Society Hall  
Mackenzie County, AB**

<b>PRESENT:</b>	Bill Neufeld	Reeve
	Walter Sarapuk	Deputy Reeve
	Jacquie Bateman	Councillor
	Peter F. Braun	Councillor
	Elmer Derksen	Councillor
	John W. Driedger	Councillor
	Eric Jorgensen	Councillor
	Ray Toews	Councillor
	Lisa Wardley	Councillor
<b>ABSENT:</b>	Josh Knelsen	Councillor
<b>ALSO PRESENT:</b>	Joulia Whittleton	Chief Administrative Officer
	Carol Gabriel	Director of Legislative & Support Services
	Len Racher	Director of Facilities & Operations (South)
	Ron Pelensky	Director of Community Services & Operations (North)
	Byron Peters	Director of Planning & Development
	Grant Smith	Agricultural Fieldman
	Fred Wiebe	Director of Utilities
	Alexandra Codispodi	Municipal Intern (Recording Secretary)

**OTHER:**

Approx. 20 Ratepayers

Minutes of the ratepayers meeting for Mackenzie County held on Monday, June 13, 2016 at the Rocky Lane Agricultural Society in Mackenzie County, Alberta.

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

Deputy Reeve Sarapuk called the meeting to order at 6:27 p.m.

**1. b) Introductions**

Council and staff introductions were made.

**AGENDA: 2. a) Election of a Chair**

Deputy Reeve Sarapuk called for nominations for the Chair.

Peter Chomiak nominated Beth Kappelar. Accepted.

Beth Kappelar was declared the chair.

**ADOPTION OF THE  
AGENDA:**

**3. a) Adoption of Agenda**

**MOTION 16-RP-01-**

**MOVED** by Michelle Shesterniak

That the agenda be adopted as presented.

**CARRIED**

**ADOPTION OF THE  
PREVIOUS  
MINUTES:**

**4. a) Minutes of the June 9, 2015 Ratepayers Meeting**

**MOTION 16-RP-02**

**MOVED** by Enola Alsterlund

That the minutes of the June 9, 2015 High Level Rural ratepayers meeting be adopted as presented.

**CARRIED**

**REPORTS:**

**5. a) Reeve & Council Reports**

Reeve Neufeld presented highlights of the Reeve's Message found on Page 3 of the 2015 Mackenzie County Annual Report.

Councillor Wardley reported on the following committees/projects:

- Mackenzie County Library Board – La Crete Library Society moving into the new library
- Mackenzie Frontier Tourism Association – campground guides now available
- Finance Committee – allotting all bursary money, more students are doing post-secondary
- Community Services Committee – Bridge Campground, aiming for expansions, site development at Hutch Lake and Wadlin Lake, Machesis Lake Horse Camp now open

Councillor Driedger reported on the following committees/projects:

- Mackenzie Housing Management Board
- Municipal Planning Commission
- Regional Waste Commission

Councillor Bateman reported on the following committees/projects:

- Municipal Planning Commission
- Inter-municipal Planning Commission
- Land Stewardship Committee
- Finance Committee

Deputy Reeve Sarapuk reported on the following committees/projects:

- High Level Forest Public Advisory – liaison between sawmills and public
- Community Futures Northwest – provide financial counselling and grants
- 25 years now on Council, developing relationships with new government

Councillor Braun reported on the following committees/projects:

- Regional Economic Development Initiative – census, La Crete oat processing study,
- Finance Committee
- Community Services Committee
- Assessment Review Board member
- Northern Alberta Development Council

Councillor Toews reported on the following committees/projects:

- Community Services Committee
- New Councillor as per by-election
- Aiming to work on new projects – renaming airport and upgrading aviation facility, getting a seniors lodge to Fort Vermilion, working with streetscape committee

Councillor Derksen reported on the following committees/projects:

- Willing to take any questions.

Councillor Jorgensen reported on the following committees/projects:

- Agricultural Service Board
- Mackenzie Applied Research Association
- Agricultural Fair Committee
- Northern Transportation Advisory Alliance – new infrastructure, upgrading existing transportation
- Health liaison for the community and seniors lodge for Fort Vermilion
- Streetscape – trying to emulate projects that have been done in B.C.
- Land use planning
- Mighty Peace Watershed Alliance
- Land Stewardship Committee

**MOTION 16-RP-03**

**MOVED** by Bill Hayday

That the Reeve and Council reports be accepted for information.

## **CARRIED**

### **5. b) 2015 Annual Report**

Joulia Whittleton, Chief Administrative Officer, presented highlights of the 2015 Annual Report and 2015 Audited Financial Statements.

Chair Kappelar recessed the meeting at 6:56 p.m. and reconvened the meeting at 7:07 p.m.

## **QUESTIONS / ANSWER PERIOD:**

### **6. a) Question & Answer Period**

Q. Is the chemical content of the hog fuel that it is being hauled out a concern?

A. This will be brought up at the public advisory committee.

We should also know whether there is there any leeching from other chemicals. Is it being transported to land areas which are close to water supplies or going into the land and polluting the water? There should be scientific facts to back this up.

Q. What was done with it before?

A. It was burnt.

Q. What happened to all the coal?

A. It was all used up. Tolko's feasibility study said this wouldn't pay to create a new plant. For a person who is hauling on to the First Nations reserve area – they are planning to establish a plant and they have the support of the First Nations Council.

Q. What happens if this catches on fire?

A. It burns, will be difficult to put out. There is the potential for spontaneous combustion, but this is also a possibility for bale stacks, so people need to be treated equally.

Q. Who is responsible for putting the fire out?

A. On the reserve it will be the reserve, there is no agreement with them. On the County land, it will be worked out with Alberta Forestry.

Q. There is more of a hazard with the excess of chemicals than with a small fire.

A. Council has been passing motions in the past to address this, so something to be considered is that we inquire about the chemical analysis of fuel being deposited. We can speak with Alberta

Environment.

**MOTION 16-RP-04**      **MOVED** by Mike Alsterlund

That inquiries are made about the chemical analysis of hog fuel chip piles.

**CARRIED**

- Q. Does the County give funds to Beaver First Nation for the water plant?
- A. We don't provide financial assistance, but there are concerns with people using this plant so we met with the Chief and spoke about this. Most of their issues are with more water being drawn than they can treat. They don't have the capacity to treat water being used by farmers for sprayers. Also, the rate they have set is not sufficient to cover their basic maintenance. We have asked them to enter an agreement with us to assist.

- Q. Can farmers wanting to spray water use other water?
- A. It seems like farmers want good potable water. You can use dugout water but most farmers prefer not to.

Councillor Jorgensen commented that many farmers began to get water from Fort Vermilion because of these issues. The relationships should continue to develop and Council has done the right thing by attempting to assist on the reserve. Farmers like potable water because the chlorine kills some chemicals.

Deputy Reeve Sarapuk commented that the long term plan is to put a water line from Rocky Lane to High Level.

Fred Wiebe commented that currently there are sand filters that get backwashed regularly. These comments are similar to what has been heard from farmers – they would rather pay for treated water. The quality and chemicals affects how many chemicals of their own that they would have to add. We can improve debris and the PH if this becomes an issue with our own water sources.

- Q. Are residents losing freedom by gaining the rural addressing signs?
- A. These signs make sense and are necessary for emergency responders. This information has been distributed to the 911 providers.
- Q. How do we know that the rural addressing sign is correct?
- A. We have a contractor installing these signs. We have corrected the problem of signs that were mistakenly distributed on the

reserves. We sent someone out with a GPS, put an aerial overlay on our computers, and have distributed signs explaining how the addresses are created. We have worked with Alberta Health Services and they are using this fully for their emergency response. We are one of three municipalities in Alberta who had not implemented these addresses yet.

- Q. Is it cheaper to gravel the Rocky Lane road for 2 or 3 miles a year than doing it all in a year?
- A. Each year the grader and foreman do certain areas, our budget doesn't allow it to be done all at once. Some roads may need to be redone depending on weather and traffic. We prefer to space this out as it would not make sense to do this all in a year.
- Q. When can roads be oiled?
- A. When there is good weather, we need to wait for the shoulders to dry out. We need warm temperatures so the oil will work back and forth.
- Q. Is there anything happening with the Rocky Lane road and pavement going south?
- A. We are going to upgrade this to a better standard and improve drainage, we need to raise the topsoil and ensure there is a proper crown. We will wait till this get settled and then have budget to oil.
- Q. When there was the Norbord fire, why were radio advertisements saying that there were large evacuations, then saying nothing at all. There should be one central person who communicates with the radio networks.
- A. We can't control what is being put out on the radio without our knowledge. We are currently using Facebook postings and Alberta Emergency Alert. We will also be distributing magnets that explain how we will be communicating with radio networks and with what networks we will be communicating with. They currently have access to Alberta Emergency Alert and this is the information they should be using.

A ratepayer commented that everyone should acknowledge the cooperation between the County, Town and Alberta Forestry because everyone was helping and collaborating.

- Q. Two years ago when the business licencing came out, there were messages saying that people would be fined \$100 a year for noncompliance.
- A. We currently have not issued any fines, so instead we feel it is better to keep encouraging people to buy one. County initiatives and statistics are based on business licences and the County



also only hires businesses that have Business Licences. It is difficult to fine people if we are not aware that they exist. The most difficulty that has occurred is with small logger or gravel companies. We are now sending invoices to companies that we know exist and are becoming more aggressive with this. These are not being back paid because we do not know whether they have existed for many years. We also haven't pushed on companies who are located in High Level or Rainbow Lake but are operating in the County. Businesses themselves are not too concerned with the boundaries that exist, so in the future we are looking at regional business licences instead.

Q. Whatever happened to the study that existed for mutual amalgamation?

A. The three municipalities completed the first phase of this study, the tri council made a motion that they will respect the integrity of the current boundaries so all municipalities will remain as is. We have completed the second phase of this study which is looking at where we can improve regionalization of services. The committee is in the process of reviewing this data and should be complete by the end of August. Additional changes may occur with more amendments to the Municipal Government Act. There is mandatory sharing now legislated between municipalities, which Mackenzie County already takes part in. We also have mutual agreements for emergency services and hazardous materials.

Q. How much land will we lose with the caribou issue?

A. It came as a surprise with the province's news release that caribou land will now be protected. These areas are fairly undeveloped so it means that they will not allow any industry or other development, and it will be designated as an Alberta Parks Provincial Park which is the most stringent land designation. There are approximately 1.8 million hectares being taken in Northwest Alberta. It says that key stakeholders will be indigenous groups, and they have not listed the County for any form of consultation. The province has acknowledged by the end of 2016 that there will be caribou management land. There are also regional plans for watersheds which are scheduled to begin this fall. In the lower Athabasca regional plan, many townships within Mackenzie County were identified as caribou protection areas. The County has written many letters and has spoken to the ministers. Many industries have done incredible mapping regarding wildlife and they have actually done better identification than people sitting in Edmonton offices. It does not seem like they have taken any of this into account considering how much of the land they have claimed for wildlife protection. This is probably the number one threat to Mackenzie County

because it is infringing on all of our oil and industry sources. The County will have to determine another source of revenue.

- Q. How much aggression do you need to be willing to wipe out the wildlife? We are going to destroy the beauty of what we have.
- A. Then residents will not be here. These are our revenue sources that are being affected. It is all about balance, but the federal government is fine with infringing on other wildlife sources such as bison. They also are not using statistics to determine whether their protection is effective. It is about balance.
- Q. It is terrible that they didn't consult with the County and I agree that it is about balance. Last year people were concerned that an oil company left the County with major tax arrears. Maybe we should start looking at alternate revenue sources and who we actually want to develop here.
- A. This is a good perspective. What happens when you don't have discussions and consultations is what the government has already done – taken acres from the County. They need to look at who is having the least environmental impact for the County. These areas can then be identified in layers with the other impacts, including human and financial impact. Without any discussions, everyone just ends up mad. There are many trees all throughout the country; it is simply seen once in a plane.

Mike Alsterlund commented that on behalf of the recreational trails, he would like to thank Council for contributing to the Agricultural Society and a healthy lifestyle.

**ADJOURNMENT:**

**9. a) Adjournment**

**MOTION 16-RP-05**

**MOVED** by Bill Hayday

That the meeting be adjourned at 7:59 p.m.

**CARRIED.**

These minutes will be presented for approval at the 2017 annual ratepayers meeting.

**MACKENZIE COUNTY  
RATEPAYERS MEETING**

**Tuesday, June 14, 2016  
6:30 p.m.  
Fort Vermilion Community & Cultural Complex  
Fort Vermilion, AB**

<b>PRESENT:</b>	Bill Neufeld	Reeve
	Walter Sarapuk	Deputy Reeve
	Jacquie Bateman	Councillor
	Peter F. Braun	Councillor
	Elmer Derksen	Councillor
	John W. Driedger	Councillor
	Ray Toews	Councillor
	Lisa Wardley	Councillor
<b>ABSENT:</b>	Josh Knelsen	Councillor
	Eric Jorgensen	Councillor
<b>ALSO PRESENT:</b>	Joulia Whittleton	Chief Administrative Officer
	Carol Gabriel	Director of Legislative & Support Services
	Len Racher	Director of Facilities & Operations (South)
	Ron Pelensky	Director of Community Services & Operations (North)
	Byron Peters	Director of Planning & Development
	Grant Smith	Agricultural Fieldman
	Fred Wiebe	Director of Utilities
	Alexandra Codispodi	Municipal Intern (Recording Secretary)
<b>OTHER:</b>	Randy Affolder	Alliance Assessment
	Cpl. Greg Beach	RCMP

Approx.14 Ratepayers

Minutes of the ratepayers meeting for Mackenzie County held on Tuesday, June 14, 2016 at the Fort Vermilion Community & Cultural Complex in Fort Vermilion, Alberta.

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

Councillor Toews called the meeting to order at 6:30 p.m.

**1. b) Introductions**

Council and staff introductions were made.

**AGENDA: 2. a) Election of a Chair**

Councillor called for nominations for the Chair.

Louise Smith nominated Ray Toews. Accepted.

Ray Toews was declared the chair.

**ADOPTION OF THE  
AGENDA:**

**3. a) Adoption of Agenda**

**MOTION 16-RP-06**

**MOVED** by Bill Boese

That the agenda be adopted as presented.

**CARRIED**

**ADOPTION OF THE  
PREVIOUS  
MINUTES:**

**4. a) Minutes of the June 10, 2015 Ratepayers Meeting**

**MOTION 16-RP-07**

**MOVED** by Charles LaForge

That the minutes of the June 10, 2015 Fort Vermilion ratepayers meeting be adopted as presented.

**CARRIED**

**REPORTS:**

**5. a) Reeve & Council Reports**

Reeve Neufeld presented highlights of the Reeve's Message found on Page 3 of the 2015 Mackenzie County Annual Report.

Deputy Reeve Sarapuk reported on the following committees/projects:

- Forestry Public Advisory Committee – logging and trucking industry, waste being piled up on farmland
- Community Futures Northwest – agency of last resort, provides financial consultation and business planning
- Change with new government, developing new contacts.

Councillor Derksen reported on the following committees/projects:

- Happy to answer any questions.

Councillor Wardley reported on the following committees/projects:

- Finance Committee – bursary program, first year not doing a second call for allotments, more people going to post-secondary, emergent funding
- Mackenzie County Library Board – initiated library bursary

program, any program in library services, local author initiative, currently there are about 40 to create an inventory and promote, La Crete Library is moving into the old ATB building

- Mackenzie Frontier Tourism – camp guides

Councillor Braun reported on the following committees/projects:

- Regional Economic Development Initiative – census, Mackenzie Oat Processors and funding for studies, MARA and funding for hemp, business studies
- Finance Committee
- Community Services Committee – parks playgrounds and campgrounds
- Community Advisory – input into streetscape
- Assessment Review Board for tax assessment
- Northern Alberta Development Council – long term development

Councillor Bateman reported on the following committees/projects:

- Municipal Planning Commission
- Inter-municipal Planning Commission
- Agricultural Fair Committee
- Golf Tournament
- Finance Committee

Councillor Driedger reported on the following committees/projects:

- Mackenzie Library Board
- Municipal Planning Committee
- Public Works Committee
- Tompkins Crossing Committee
- Mackenzie Frontier Tourism Association
- Mackenzie Housing Management Board
- Mackenzie Regional Waste Commission
- Northern Transportation Alliance Association

Councillor Toews reported on the following committees/projects:

- New Councillor, projects include airport designation to CWOP, weather aviation at the airport which will enhance safety, gravel pit, senior lodge for Fort Vermilion, streetscape improvements

**MOTION 16-RP-08**

**MOVED** by Bill Boese

That the Reeve & Council reports be accepted for information.

**CARRIED**

## 5. b) 2015 Annual Report

Joulia Whittleton, Chief Administrative Officer, presented highlights of the 2015 Annual Report and 2015 Audited Financial Statements.

### MOTION 16-RP-09

**MOVED** by Jacob Marfo

That the 2015 Annual Report be accepted for information.

**CARRIED**

### QUESTIONS / ANSWER PERIOD:

#### 6. a) Question & Answer Period

- Q. Can I move the sign that was installed in front of my flower plant?
- A. Yes, if there are problems the contractors will go back around. The ratepayers also have the capability to move it around minimally if they have the ability.
- Q. When will these installments be done?
- A. We are approximately 80-90% done. There are some that were missed by the contractor and we will be going back through to fix this up. The RCMP and firefighters are already getting some calls based on the new addresses.
- Q. What is the ratepayer's financial responsibility for this project?
- A. Individuals are going to be charged \$57 for the cost of the sign itself, but the County covered installation. For any new developments they will be charged \$70.
- Q. Has the County applied for the fire smart program?
- A. Yes all three hamlets have applied. Zama has received most of the funding because there is crown land surrounding the community and the program doesn't fund private land. We are also looking at the Land Use Bylaw to determine whether we can incorporate more fire smart programs within the private developments. We will also be establishing an education pamphlet. The County has been proactive in applying to the grant and applying methods in the communities.
- Q. On page three, why was more revenue budgeted than was received?
- A. Since the decline in the oil and gas industry we have had problems with collecting taxes from companies and we have written these off for several years.
- Q. Is there any way to have signage in parks to stop people from spitting sunflower seeds on the ground? Young children are

- putting these in their mouths. Other parks do have signs up.
- A. We can put up signs but it will still be difficult to control. Signage will not be a major expense and we can do this but we will not be able to police this.
- Q. Where is the Council at for installing a new ice plant in Fort Vermilion?
- A. We are currently applying for a new grant available for Canada's 150 anniversary, upgrading the ice plant is one of the three projects we have applied for.
- Q. What about the water treatment plant? My water smells.
- A. We just spent large amounts of money chlorinating the backwash. This can be looked into. Sometimes flushing the main lines out will help.
- Q. Why hasn't the sidewalk been cleaned during the winter near the drug store?
- A. We plough the snow to the side and this is a challenging area because there is a sidewalk on each side, and this area has been known for potential flooding. In this area we chose to store the snow on one side until it could become maintained and cleared.
- Q. The park behind the trading post there was snow shoved beside the gate and people could not get in.
- A. If there are issues during the winter time please let us know as this happens.
- Q. I am curious about the long term status of paving the Zama Road.
- A. We have budgeted money each year in hopes that a grant will come out. We have done a business case on the Zama Road looking at business and sociological affects. We have done multiple lobbying efforts. The County as a municipality cannot do it on our own so we will need to find funding somewhere.
- Q. I am wondering what the County is working on with the Nelson crew.
- A. REDI has looked at this project and so has NTAA and they are pushing this project through with lobbying efforts. British Columbia does not seem interested in this project which makes it difficult. We do talk to them to encourage them that this is an important project.
- Q. What is the County's role with the health inspector at Lime Blue? We have done everything to bring this location up to standards. Today there has been an executive order to close without any

reasoning or warning despite the fact that we have permits.

- A. The County has no role with the health inspector. Several businesses have called in with problems that they have with the health inspector. This isn't the County's issue but it is a problem that is affecting our ratepayers. Once in a while you may have to stand up and say no to the health inspector.

From an AHS perspective there is someone to speak with out of Grande Prairie who is much easier to deal with.

- Q. Does the Council have any involvement with the bridges on Highway 88 on the way to High Level?
- A. The province has a high and wide corridor and the Council is trying to push this for Highway 88, currently there is no push for industrial equipment to be moved. These bridges have been identified by Council.
  
- Q. At the Blue Hills road going south, there was talk about extending it about 8 miles for various reasons.
- A. We have applied for different dispositions for two routes, one going south and one east. We are working with our engineers to determine the best route and what will be the most cost effective. Some ratepayers have even offered to build this bridge within our spec. This is another example of how the province sold the land and now we must work with what is left. Farmers have to build their own roads now, we just provide gravel and surveying.
  
- Q. The province is setting aside many acres to protect few caribou, what is the County going to do about this?
- A. At this point the County needs to send letters. The other option is to encourage the province to purchase everything north of Zama, we will also meet with the ministers, and finally we will meet with stakeholders to determine whether there is anything else we can do. About 98% of the 4 million acres being protected is within Mackenzie County. Realistically, it will affect forestry and their ability to operate, as well as a lot of assessment. We are trying to determine the value of infrastructure and our loss of revenue. They have stated that existing infrastructure will be grandfathered in, but we need to determine whether this includes upgrades. There are stipulations in place that there are no ATVs or snowmobile access, so this will affect our recreational lakes and lodge areas. There are no statistics available to say whether this is a benefit or if their protection areas are even working. This is a major threat to the Mackenzie Region because we will lose major industry and therefore revenue.
  
- Q. The province will not buy this land.



- A. We are trying to get their attention. We haven't even been consulted, so we are at least trying to get a socioeconomic impact study to be done to demonstrate that the County will be majorly affected despite few people living there.
- Q. What is happening on a road going to Wood Buffalo National Park?
- A. In our current climate this road is not going to happen. It appears that the province currently does not even want people to enter into this park.
- Q. Is there any work being done on the bridge campsite or a time frame for this being done?
- A. This has been going on for a long time because we need permission to construct in this area. We have done the survey and the provincial park has agreed to release their part of the park so it will at least be made into one park. They have requested to do an archeological assessment. To make this economical we are trying to do this with Alberta Museums. We also have to close multiple areas of the road allowances.
- Q. Are many trees going to be cleared along the river bank to enjoy more of the views?
- A. The federal government doesn't allow us to clear trees any more along river banks. We may be able to clear the tops. Councillor Toews does not prefer for this to be done.
- Q. What is happening on the road at the Wentzel and the road to the south?
- A. Where there is an LOC by the Little Red forestry company, the first nations would like to see this road developed but the province does not want to make it a provincial road. They are trying to get the municipality to get an LOC to maintain and upgrade this road. It is currently a road allowance. Right now, all of our farmers are building roads, we have not even been able to build our own roads, so how would we find the money to do this and how would we justify building this when we cannot build our own roads. The problem is with whose jurisdiction this road is in but Mackenzie County does not want to establish responsibility here.
- Q. For MARA, it says we deliver soil testing. An issue came up regarding the hog piles that are being built up all over and if there is potential for these piles to leech into the soil. Is this something that can be assessed? There were hog piles being spread out throughout the county since the plant is shut down, the County stopped this but now it is happening on the reserve.
- A. There are different ways to test this. We do basic testing for

farmers for soil and water and we also look at new issues with the soil. If we want to test the new issues we need to do sampling before we even suspect leeching then do more sampling over time in order to compare before and after. We need to see whether there was ever any chemical content in the soil. MARA does the sampling but sends out the soil for the evaluations to be done. We can also focus on the runoff from leeching.

Q. Has anything been done to put the gravel pit back to its natural state?

A. The rest of Council needs to be influenced to do this.

Q. Is there any way that roads can be renamed after names instead of numbers, can this be done through streetscape?

A. There is actually a streetscape committee that this can be brought up at. Rural addressing signs are a provincial standard.

**ADJOURNMENT:** 9. a) **Adjournment**

**MOTION 16-RP-10** **MOVED** by Louise Smith

That the meeting be adjourned at 7:55 p.m.

**CARRIED.**

These minutes will be presented for approval at the 2017 annual ratepayers meeting.

**MACKENZIE COUNTY  
RATEPAYERS MEETING**

**Wednesday, June 15, 2016**

**6:30 p.m.**

**La Crete Heritage Center**

**La Crete, AB**

<b>PRESENT:</b>	Bill Neufeld	Reeve
	Walter Sarapuk	Deputy Reeve
	Peter F. Braun	Councillor
	Elmer Derksen	Councillor
	John W. Driedger	Councillor
	Josh Knelsen	Councillor
	Ray Toews	Councillor
	Lisa Wardley	Councillor
<b>ABSENT:</b>	Jacquie Bateman	Councillor
	Eric Jorgensen	Councillor
<b>ALSO PRESENT:</b>	Joulia Whittleton	Chief Administrative Officer
	Carol Gabriel	Director of Legislative & Support Services
	Len Racher	Director of Facilities & Operations (South)
	Ron Pelensky	Director of Community Services & Operations (North)
	Byron Peters	Director of Planning & Development
	Grant Smith	Agricultural Fieldman
	Fred Wiebe	Director of Utilities
	Alexandra Codispodi	Municipal Intern (Recording Secretary)
<b>OTHER:</b>	Randy Affolder	Alliance Assessment
	S/Sgt. Jeff Simpson	RCMP
	Cpl. Greg Beach	RCMP

**Approx. Ratepayers**

Minutes of the ratepayers meeting for Mackenzie County held on Wednesday, June 15, 2016 at the La Crete Heritage Center in La Crete, Alberta.

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

Councillor Braun called the meeting to order at 6:37 p.m.

**1. b) Introductions**

Council and staff introductions were made.

**AGENDA: 2. a) Election of a Chair**

Councillor Braun called for nominations for the Chair.

George Neudorf nominated Reuben Derksen. Accepted.

Reuben Derksen was declared the chair.

**ADOPTION OF THE AGENDA: 3. a) Adoption of Agenda**

**MOTION 16-RP-11 MOVED** by Jason Janzen

That the agenda be adopted as presented.

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES: 4. a) Minutes of the May 27, 2015 Ratepayers Meeting**

**MOTION 16-RP-12 MOVED** by Cornelius F. Driedger

That the minutes of the May 27, 2015 La Crete ratepayers meeting be adopted as presented.

**CARRIED**

**REPORTS: 5. a) Reeve & Council Reports**

Reeve Neufeld presented highlights of the Reeve's Message found on Page 3 of the 2015 Mackenzie County Annual Report.

Deputy Reeve Sarapuk reported on the following committees/projects:

- Community Futures Northwest – last resort, business planning
- Forest Public Advisory Committee – addresses complaints and directs them to sawmills

Councillor Derksen reported on the following committees/projects:

- Happy to answer any questions

Councillor Toews reported on the following committees/projects:

- New to Council by by-election

Councillor Braun reported on the following committees/projects:

- La Crete Recreation Society
- FCSS

- Regional Economic Development Initiative – census and regional projects, feasibility studies for oat processors, business review
- Finance Committee – bursary program
- Community Services Committee – parks, playgrounds and campgrounds, currently having issues with Wadlin Lake expansion
- Community Advisory Committee – work with streetscape
- Assessment Review Board – taken training
- Northern Alberta Development Council – long term development, provincially elected
- Capital project – pavement overlay in La Crete
- Hamlet map in available

Councillor Driedger reported on the following committees/projects:

- Municipal Planning Commission
- Mackenzie Library Board
- Public Works Committee
- Tomkins Crossing Committee
- Mackenzie Frontier Tourism Association
- Mackenzie Housing Management Board
- Mackenzie Regional Waste Commission

Councillor Knelsen reported on the following committees/projects:

- Tompkins Crossing Committee – concern with last year's uncooperative weather
- Public Works Committee
- Agricultural Service Board

Councillor Wardley reported on the following committees/projects:

- Community Services Committee
- Mackenzie Library Board – library moving into new ATB building, hoping to be open in July
- Regional Economic Development Initiative – business survey, local contractor doing work for this
- Mackenzie Frontier Tourism Association – campground guide, revamp of website

**MOTION 16-RP-13**

**MOVED** by Cornie Neudorf

That the Council reports be accepted for information.

**CARRIED**

**5. b) 2015 Annual Report**

Joulia Whittleton, Chief Administrative Officer, presented highlights

of the 2015 Annual Report and 2015 Audited Financial Statements.

**MOTION 16-RP-14**      **MOVED** by Peter Enns

That the 2015 Annual Report be accepted for information.

**CARRIED**

Reeve Derksen called a recess at 7:11 p.m. and reconvened at 7:20 p.m.

**QUESTIONS /  
ANSWER PERIOD:**

**6. a) Question & Answer Period**

Len: roads and bridges for the La Crete area, projects will start after school year, crews are out

Byron: development permits, subdivision approvals, GIS and mapping, land stewardship committee, Alberta wetlands policy, Bill 6 changes, long term infrastructure planning, County airports

Fred: operations of water and wastewater distribution and treatment for the hamlets, strict regulations coming, truck fill stations, paving projects, frozen water service repairs

Grant: County agricultural fair, beaver control, weed control, flood control

Ron: roads and bridges north of Blumenort heading toward Fort Vermilion, High Level and Zama, Peace Officer duties, fire departments, new fire tanker, waste transfer stations, capital projects such as airport building, road shaping and oiling, Fort Vermilion office expansion

Carol: work closely with Council and CAO, agendas and minutes, clerk for SDAB and ARB, County Image, website and social media, elections, human resources, information technology and records management

Joulia: the County has dedicated employees.

Reeve Neufeld commented on the new Wetland Policy that is coming out and some of the new restrictions and penalties. This will affect our road building, cost more for oil companies to cross and promote oil, etc.

Q. What is the design of 94<sup>th</sup> avenue, just an overlay will make it narrower than it already is.

A. The plan is to first widen it, then there will be an overlay and 6 inch shoulders.

- Q. There are concerns about Wadlin Lake. Public advisory meetings have been held and this committee has discussed increasing rental boat docks, when are they being installed? Why was this project not ready for opening weekend or installed as per the requests of the public input committee.
- A. Dock improvements were approved in the budget, they were ordered but not improved in time for opening weekend so the old ones were installed for this time. We also do not have all of our summer staff available by the May long weekend so there can be some delays. There were some issues opening the campground and we did not have the staff available at the time. We also had problems with the shortness of the docks.
- Q. Who put calcium on the road when there were many trailers going in and out of this area?
- A. Our crews were out early in the morning and working hard so this was the only time available. It takes time and resources.
- Q. Revenue is \$37 million, and about a quarter of this is spent on salaries wages and benefits.
- A. We assess how many employees we hire and our wages compared to other municipalities. Our level of staff correlates with the services that we provide. Our average staffing level is actually lower than the rural provincial average. We assess efficiencies on a regular basis. People are the ones that are required to provide the services that are demanded by ratepayers.
- Q. Who establishes the standards by which we are required to build and upon what realities are they required? Do local conditions require changes or are we being arbitrarily required to follow these standards? All of these demands contribute to construction costs and we would all gain by maintaining a lower construction cost. For example, why do we require so much gravel under our paved development areas?
- A. Engineering standards change and improve over time, it is our job to maintain development that will be long lasting for the community, not to standards that would need to be completely redone each year. The overall integrity will last long term and will minimize costs in the long run. It is necessary to upfront some costs in order to contribute to long term maintenance. The roads need to be built to last through multiple phases and variations of equipment that uses it. For sidewalks, it is necessary for people using strollers and wheelchairs. We are also trying to build a complete community, a social community and a healthy community through better sidewalks. If you try to pass someone on these narrow sidewalks you have to go right

on to the road. Years ago we were building roads that were substandard and this is evident as you drive through the hamlet road and encounter multiple issues.

- Q. It has been two years since people in La Crete have waited for a post office box. I can only pick up my mail during general delivery. How does this compare with the other County hamlets and how does Canada Post's response compare.
- A. The reason we have different post office boxes is because the La Crete postal office is under the Grande Prairie region while Fort Vermilion's is under Winnipeg. The last time that we were put in the regional budget the new office went to Sexsmith. La Crete is very unique due to its growth, this has always been a challenge. We have had several plans for the additions and when they went to tender they keep going over budget. I have spoken with the government and he could not believe that we have several families sharing one box just to be able to pick up their mail at any time. We have done as much lobbying as we can. You can also send in your comments at Canada Post review. The only possible option was to get super boxes. Zama never used to have post office services, there needs to be very detailed proof to demonstrate that there is an overload. Zama was able to get this done through a contracted service. The government only looks at general delivery and since only 100 people are on this list the need is not demonstrated.
- Q. The first 5 Councillors represent almost 9000 people compared to 2700 for the other 5, there has always been this discrepancy but it will continue to increase. Is this ever going to change?
- A. Currently this will always be defeated on a tie if it is up to the current Council, unless the provincial government comes and steps in. This will be reviewed during the next election. Council has never asked the provincial government to do a boundary review. This is supposed to be done internally. This municipality has been at risk because the County was going to lose ward 9 and 10 which was very important considering this is where most of the revenue come from. We have already gone through boundary reviews and it is not all about population, and if the other hamlets in the County want to increase their representation, then Zama has the option to amalgamate with Rainbow Lake.
- Q. Part of the issue with the postal service is the fact that La Crete doesn't have this representation. Why doesn't Council see this as a concern?
- A. The provincial government should come in to do a boundary review. It is great that Zama is providing the money but they do not need more than one Councillor for this northern area with



such few people.

- Q. Who can we contact so we don't have to go to High Level for a driver's license? Is there anything we can do?
- A. High Level has different road requirements needed for the licensing program. Maybe there is more that we can do to try to meet this requirement. The driving instructor may be retiring soon, and if someone is interested in doing this it would save someone from High Level driving to La Crete at least 3 or 4 times a week. This might cut some transportation costs.
- Q. There is a lot of trouble at the Tompkins Landing. What is the Council's input on gaining a bridge for this area?
- A. Whenever we have discussed this with Alberta Transportation we have pushed the government as hard as we can. Some of us have also tried to push for a P5 road, but still a bridge would be much better.
- Q. How is Council functioning, all Councillors should be treated equally.
- A. We vote among Council during each organizational meeting and the votes are done by secret ballot so I cannot comment on this.
- Q. Our taxes have been going up each year, I am wondering why would have to increasing the reserves.
- A. The oil revenue has been going down, and this is supposed to continue to happen, so we may need this money in the future. We have a lot of infrastructure that we may have to repair. For example, if we have to replace a water treatment plant, it would cost \$10-20 million, and this is what we will need reserves for. We don't want the ratepayers to have to pay this all upfront. Our contributions to reserves have not increased. We don't want to increase our taxes in order to replace our assets. We are actually way below average compared reserves that are kept by other municipalities. The residential mill rate was actually decreased by 3% because it was known that the municipality is facing difficulties as a whole.

These questions and concerns are all valid but if you want to make changes then this community should look at the provincial government, and ensure that you are voting. These are municipal issues coming from the government that we need to pay attention to.

**ADJOURNMENT:**            **9. a) Adjournment**

**MOTION 16-RP-15**        **MOVED** by John Klassen

That the meeting be adjourned at 8:40 p.m.

**CARRIED.**

These minutes will be presented for approval at the 2017 annual ratepayers meeting.

DRAFT

**MACKENZIE COUNTY  
RATEPAYERS MEETING**

**Thursday, June 16, 2016**

**6:30 p.m.**

**Zama Community Hall**

**Zama, AB**

**PRESENT:** Bill Neufeld Reeve  
Walter Sarapuk Deputy Reeve  
Elmer Derksen Councillor  
John W. Driedger Councillor  
Lisa Wardley Councillor

**ABSENT:** Jacquie Bateman Councillor  
Peter F. Braun Councillor  
Eric Jorgensen Councillor  
Josh Knelsen Councillor  
Ray Toews Councillor

**ALSO PRESENT:** Joulia Whittleton Chief Administrative Officer  
Carol Gabriel Director of Legislative & Support Services  
Len Racher Director of Facilities & Operations (South)  
Ron Pelensky Director of Community Services & Operations (North)  
Grant Smith Agricultural Fieldman  
Fred Wiebe Director of Utilities  
Alexandra Codispodi Municipal Intern (Recording Secretary)

**OTHER:**  
Approx. 26 Ratepayers

Minutes of the ratepayers meeting for Mackenzie County held on Thursday, June 16, 2016 at the Zama Community Hall in Zama, Alberta.

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

Councillor Wardley called the meeting to order at 6:33 p.m.

**1. b) Introductions**

Council and staff introductions were made.

**AGENDA: 2. a) Election of a Chair**

Councillor Wardley called for nominations for the Chair.

Richard Hackett nominated Janet Hackett. Accepted.

**MOTION 16-RP-16**      **MOVED** by Greg McIver

That nominations be ceased.

**CARRIED**

Janet Hackett was declared the chair.

**ADOPTION OF THE AGENDA:**      **3. a) Adoption of Agenda**

**MOTION 16-RP-17**      **MOVED** by Lyle Blades

That the agenda be adopted with the following additions:

5. a) Reeve, Council & Director Reports

5. c) Caribou Protection Area

**CARRIED**

**ADOPTION OF THE PREVIOUS MINUTES:**      **4. a) Minutes of the June 15, 2015 Ratepayers Meeting**

**MOTION 16-RP-18**      **MOVED** by Kayla Wardley

That the minutes of the June 15, 2015 Zama ratepayers meeting be adopted as presented.

**CARRIED**

**REPORTS:**      **5. a) Reeve, Council & Director Reports**

Reeve Neufeld presented highlights of the Reeve's Message found on Page 3 of the 2015 Mackenzie County Annual Report.

Councillor Derksen reported on the following committees/projects:

- Will attempt to answer questions

Deputy Reeve Sarapuk reported on the following committees/projects:

- Community Futures Northwest – avenue of last resort, helps small businesses with funding, planning and education
- Forest Public Advisory Committee – takes public input and

### issues to sawmills

Councillor Wardley reported on the following committees/projects:

- Assessment Review Board – issue with tax assessments
- Finance Committee – bursary program, first year that money was allotted
- Community Services Committee – campgrounds, now there are additional requirements such as environment
- Mackenzie Library Board
- Mackenzie Frontier Tourism Association – overall regional tourism to increase in the region, campground guides are now available, overhaul of the website, includes visitors within the County
- REDI – census, now working on business regional survey
- Hay Zama Committee – oil and gas committee on the lake, very political but don't meet often

Councillor Driedger reported on the following committees/projects:

- Municipal Planning Commission
- Mackenzie Library Board
- Tompkins Crossing Committee
- Community Futures Northwest
- Mackenzie Frontier Tourism Association
- Mackenzie Housing Management Board
- Mackenzie Regional Waste Commission

Len: buildings in Zama are under his jurisdiction, public works building needs repair, ferry is in his jurisdiction but it is contracted from the Alberta government and now there is less testing required so hopefully next year there will be improvements, La Crete's projects are the paving of roads, gravel and dust control is finishing, crack sealing and line painting.

Grant: handle all issues pertaining to agriculture, weed control, beaver control, roadside brushing and spraying, flood control and channel maintenance, agricultural fair.

Fred: utilities, water and wastewater treatment, collection and distribution, projects, did grant applications for Zama pump house and fill stations, many regulations are increasing.

Ron: roads and bridges, assist Donny with Zama road items, transfer stations, bylaw and peace officer, fire departments, campgrounds, projects, gravel management, there is a new tanker for the fire department coming to Fort Vermilion, and an aerial truck coming to La Crete, building a salt shed and airport shed in Fort Vermilion, as well as an extension to the public works building, in Zama there are going to be ditch improvements and asphalt added.

Carol: work closely with Council and the CAO for Council agendas and minutes, clerk for SDAB and ARB, publishing County Image and other publications, website and social media, elections, human resource department, records management and information technology.

Joulia: also have Director of Finance that looks after budget, Director of Planning & Development looks after all land use planning, development permits and subdivision applications, land stewardship committee and environmental policies. The CAO works with Council to provide advice and work through strategic plan, to make sure the organizational structure is aligned with Council's goals and that we have the staff to manage the organization.

Alexandra: explained the Municipal Internship Program.

**MOTION 16-RP-19**      **MOVED** by Pete Dyck

That the Reeve, Council & Director Reports be accepted for information.

**CARRIED**

**5. b) 2015 Annual Report**

Joulia Whittleton, Chief Administrative Officer, presented highlights of the 2015 Annual Report and 2015 Audited Financial Statements.

**MOTION 16-RP-20**      **MOVED** by Lyle Blades

That the 2015 Annual Report be accepted for information.

**CARRIED**

**5. c) Caribou Protection Area**

Councillor Wardley explained the new caribou protection area regulations and Council's efforts to collaborate, lobby and get informed about this project. This will affect the County's revenue sources and will any activity on this land including industry, development and recreation. Mackenzie County, residents or field workers were not consulted on these developments. We need to come together to develop an action plan.

Chair called a recess at 7:31 p.m. and reconvened at 7:38 p.m.

**QUESTIONS /  
ANSWER PERIOD:**

**6. a) Question & Answer Period**

Q. Is there going to be spraying around Zama?

A. We don't have plans to actually do spraying but we can organize spot spraying. We have weed inspectors coming around to see what is there.

Q. Are the crews doing lines this year?

A. Yes crack sealing and line painting will occur. Crack sealing will occur when school is finished and line painting will be done before September 1.

Spraying has come up repeatedly. The province does not look after the weed issues on crown land. It is difficult to encourage people to clean up their land when there are the same weeds spread throughout crown land.

Q. Can this be corresponded with the town's cleaning? The previous contractor just came and painted over mud.

A. Yes I agree there were problems with the previous contractor and we withheld money from them.

Q. Was there mention about doing something about our bumpy roads?

A. Last year we added asphalt and it has been improved. We will keep doing this and it will be a continuous process each year. An engineer came out to do estimates and it was \$3.8 million to replace the road.

Q. Are we getting a packer in when we do the pave?

A. We patched this twice, once was with a packer. We will get a bigger one this year.

Q. Was there something mentioned about the chief camp being cleaned up?

A. This is in the program this year. If anyone is interested in salvaging anything from the camps we have sign in sheets available and we will try to clean up the rest after this.

Q. When the cleanup starts will this be contracted out to locals or done by Mackenzie County employees?

A. There were several options. We are thinking of trying to hire locals but more people in town are busier so it may be tendered out. The idea is to try to keep this local.

Q. Are the Zama roads going to be paved in town?

A. Yes there are plans to continue paving roads. It always seems that Zama road paving is only contingent on grant funding, even

though other projects throughout the County use money from reserves. There are new streets to pave in town and La Crete and Fort Vermilion are getting paved roads in their towns. It takes 7 out of 10 Councillors to approve any funding. We have been part of the County for over 20 years and we provide half of the funding so we should be getting return on this. Zama needs to come up with a better plan for the access road. A year ago we did a Zama road business case. We took this forward to REDI but they believe that is a municipal responsibility, it is not regional. The municipality has tried to get the Zama Road under secondary status but the province does not want to take it over either. Even though it is a great gravel road and we always hear this, the community has outgrown the gravel road. It is a huge industry town.

Q. You always see the road after it has been gravelled and calcium applied, you don't even see it when it is worse. Do you plan these ratepayers meetings to take place right after gravelling?

A. We drove other gravel roads in the County today that there were complaints about and they were in much worse condition. Many employees have lived in gravelled areas and driven their vehicles here multiple times.

Q. Why can this money not be borrowed or holds put on projects in La Crete and Fort Vermilion for a few years to pave the access road?

A. It is \$32 million to pave this access road. We have spoken with the provincial government on multiple occasions to try to come up with a special project for Zama. We also have estimates to pave the rest of Zama.

Q. What can we do to lobby the provincial government to get the Zama Road designated as a secondary highway? What can the community do to help Council lobby?

A. It is about the population. The linear ratepayers aren't actually voters. The oil companies do not want to get political so they will not even sign a letter lobbying the government. It seems like we will never have the votes to get the roads paved. As long as we are involved with the rest of the County south of the river we will never be heard.

Q. Can the County not just use the money that has been sitting on hold to pave the access road to pave the Hamlet roads instead?

A. After the fight that it has taken to keep this money in the budget for the Zama access road, Councillors themselves may not be willing to make this trade, even though it would be trading one Zama project for another. It takes 22% of a ward to sign a petition if Zama wants to move away from the County.



- Q. Can we not get cheaper looking pavement for dust control instead of calcium?
- A. This doesn't work well with heavy traffic on colder days earlier in the year. It will crumble up and not last long.
- Q. On Bearpaw Crescent are we going to fix the ditches which were destroyed last year?
- A. The ditch program here was to shovel and plant grass. There were a few only a few issues here involved with digging, but this isn't what ended up happening. This area does not have very good drainage. We knew we wouldn't be able to fix the culverts and now that it is a wet year the water is just sitting here. Without good drainage you don't have the elevation to get rid of the water. We also had complaints about quads driving in the ditches and leaving big ruts. Now we will bring in a surveyor to try to deal with the drainage and raise the elevation. We can share this plan with the community and get your comments before we proceed. Bearpaw Crescent is complete for this year.

**ADJOURNMENT: 9. a) Adjournment**

The meeting was adjourned at 8:10 p.m.

These minutes will be presented for approval at the 2017 annual ratepayers meeting.

**MACKENZIE COUNTY  
RATEPAYERS MEETING**

**Tuesday June 28, 2016  
6:30 p.m.  
Blue Hills Community School  
Mackenzie County, AB**

**PRESENT:** Bill Neufeld Reeve  
Peter F. Braun Councillor  
Elmer Derksen Councillor  
John W. Driedger Councillor  
Eric Jorgensen Councillor  
Josh Knelsen Councillor  
Ray Toews Councillor  
Lisa Wardley Councillor

**ABSENT:** Walter Sarapuk Deputy Reeve  
Jacquie Bateman Councillor

**ALSO PRESENT:** Joulia Whittleton Chief Administrative Officer  
Carol Gabriel Director of Legislative & Support Services  
Len Racher Director of Facilities & Operations (South)  
Ron Pelensky Director of Community Services & Operations (North)  
Byron Peters Director of Planning & Development  
Grant Smith Agricultural Fieldman  
Peng Tian Director of Finance  
Fred Wiebe Director of Utilities  
Alexandra Codispodi Municipal Intern (Recording Secretary)

**OTHER:** Approx. 40 Ratepayers

Minutes of the ratepayers meeting for Mackenzie County held on Tuesday, June 28 2016 at the Blue Hills Community School in Mackenzie County, Alberta.

**CALL TO ORDER:** 1. a) **Call to Order**  
Councillor Knelsen called the meeting to order at 6:33 p.m.

1. b) **Introductions**  
Council and staff introductions were made.

**AGENDA:** 2. a) **Election of a Chair**

Councillor Knelsen called for nominations for the Chair.

Bill Neufeld nominated Josh Knelsen. Accepted.

Josh Knelsen was declared the chair.

**ADOPTION OF THE  
AGENDA:**

**3. a) Adoption of Agenda**

**MOTION 16-RP-21**

**MOVED** by Henry Driedger

That the agenda be adopted as presented.

**CARRIED**

**ADOPTION OF THE  
PREVIOUS  
MINUTES:**

**4. a) Minutes of the June 17, 2015 Ratepayers Meeting**

**MOTION 16-RP-22**

**MOVED** by Bill Krahn

That the minutes of the June 17, 2015 Tompkins ratepayers meeting be adopted as presented.

**CARRIED**

**REPORTS:**

**5. a) Reeve & Council Reports**

Reeve Neufeld presented highlights of the Reeve's Message found on Page 3 of the 2015 Mackenzie County Annual Report.

Councillor Wardley reported on the following committees/projects:

- Finance Committee – bursary program, first year in many years that it did not have to be re advertised
- Community Services Committee – liaison, campground
- Mackenzie Library Board – joining library kiosk in Blue Hills hotel
- Mackenzie Frontier Tourism Association – campground guides, promoting local tourism
- Regional Economic Development Initiative – business survey
- Assessment Review Board

Councillor Braun reported on the following committees/projects:

- La Crete Recreation Society – Blue Hills outdoor rink
- La Crete FCSS
- Northern Lakes College
- Regional Economic Development Initiative – Mackenzie regional projects like the census, growing hemp and studies

with MARA

- Finance Committee
- Community Services Committee - campgrounds
- Assessment Review Board
- Northern Alberta Development Council – provincially appointed

Councillor Driedger reported on the following committees/projects:

- Happy to answer any questions

Councillor Knelsen reported on the following committees/projects:

- Agricultural Services Board – dealing with new provincial policies including wetland policy
- Tomkins Ice Bridge Committee – weather wasn't ideal last year, working on a new contract to ensure that hours spent working on it will reflect the need
- Graveling – now that the school year is out we are working to get more roads gravelled
- There will be a truck fill now at Buffalo Head

Councillor Jorgensen reported on the following committees/projects:

- Drought – last year was difficult but looking very good this year
- Public Works Committee
- Land Use Planning
- Water North Coalition – different groups helping each other get the services that they need
- Health Services – liaison
- Land Stewardship Committee – new policies
- Northwest Transportation Authority – municipal members trying to find ways to make new roads
- Northern Lakes College – advisory, community outlook
- Agricultural Services Board

Councillor Derksen reported on the following committees/projects:

- Will answer any questions

Councillor Toews reported on the following committees/projects:

- Newly elected

**MOTION 16-RP-23**

**MOVED** by Dicky Driedger

That the Reeve & Council reports be accepted for information.

**CARRIED**

**5. b) 2015 Annual Report**

Joulia Whittleton, Chief Administrative Officer, presented highlights of the 2015 Annual Report and 2015 Audited Financial Statements.

**MOTION 16-RP-24      MOVED** by Bill Krahn

That the 2015 Annual Report be accepted for information.

**CARRIED**

Councillor Knelsen called a recess at 7:01 p.m. and reconvened the meeting at 7:13 p.m.

**QUESTIONS /  
ANSWER PERIOD:**

**6. a) Question & Answer Period**

- Q. For the Alberta Wetlands policy, Councillor Knelsen advised to ditch by a certain date. What is his advice for those who are victims of illegal drainage?
- A. Pay attention in the next election and ensure that there are not politicians who want to harm this region. This government is making serious changes, from the Wetlands Policy to the caribou etc. This is why it is more important than ever to pay attention and get out and vote.

There are ASB complaint forms at all offices to demonstrate the effects of illegal ditching and this is the only way to document these issues.

- Q. How are we making out with the P5?
- A. Currently there is very low interest. We are working on it but the government has not been supporting us on this. All we can do is try to minimize the damage that is being done. We have an engineer looking at two routes through the P5 road. It has been a challenge to go through the north side so we are looking at going through the south side but it is a slow process when it comes to fish and wildlife, environmental policies etc. We will have the numbers to make sure it is worthwhile. The oil that was put down hasn't been an adequate job and we will fix that this year.
- Q. About the ice bridge – I was watching the traffic when log trucks were crossing; we actually had a line up here. Why do we not have two separate lanes to accommodate the traffic and these wide trucks. We have to look at a different design for the ice bridge.
- A. Currently it has been fairly busy just trying to get the one lane open, but this is a good idea and we should look into it.

We are seeing less and less full days across the ferry and bridge. The P5 serves a purpose, but having a provincial government that does not support industry, residents should still be aware that we have to keep pushing a bridge. This will be a long term solution but it is still necessary.

Q. Is anyone trying to increase the weight on the ferry?

A. The planning was supposed to be happening and the province said that we would have input, but we haven't gotten there yet. Input with this government has been minimal. There is no guarantee that this will happen so hopefully they will come through.

Q. Is there any update on the Peace River bridge in Fort Vermilion?

A. This is an Alberta Transportation project. They are still working on this and have been having some difficulty such as flooding and concrete. The expected completion is this fall.

Q. After the County has issued a development permit are they no longer responsible for where the person actually puts the property and if they follow through with the conditions?

A. As a condition of the development permit, we say what the regulations are for setbacks etc. We haven't required any property reports for this, except in new condo developments where they hire an external land surveyor to perform a property report. We have not required this in any other situation because of the expensive cost. If a person does not build within the specified requirements they are non-compliant, however we do not actively inspect properties. If you don't build within the requirements, then the permit would also be void. We also have the ability to approve variances and can amend the permits. We have the authority to offer up to a 50% variance in a rural area but the person still has to build on their own property.

Q. Is there any way that leases with Alberta Environment can be left as they were originated.

A. Council would be able to write a letter of support to the government for this type of situation.

Q. Who is responsible for the rough bridge in Buffalo Head Prairie?

A. The provincial government.

Q. How are things going with the Wadlin Lake project?

A. Wadlin Lake had a lot of volunteer and machinery, however Alberta Environment and Parks put a stop work order on this. We have negotiated with them and should be back on track after providing additional paperwork and maps. We are in good shape and will hopefully have the 11 new sites open over the

next few months. Mackenzie County owns this lease and therefore has a certain amount of power here. The government also has issues with the campground at the ferry so that will be the next area to be addressed. Their concerns here include additional paperwork and development. This is very tough legislation. For example, if we want to move a picnic table from one site to another, we have to apply to the government, show them where they are going to move it and allow them to respond.

The new legislation and bureaucracy of the new government is unbelievable. Realistically, we are so large in size yet we aren't able to have over 200 campsites. The amount of volunteer work has been unbelievable and we have been unable to get additional sites due to the many permits and approvals required.

The community has put enormous amount of effort into these projects and these campgrounds are representations of northern Alberta.

Q. What kind of support does Council provide for residential area in Blue Hills? We are actually farther from La Crete than Fort Vermilion.

A. The area here is growing faster than many communities and I see the need for this. It would depend on the rest of Council's support.

Q. What would it take to get hamlet status?

A. The municipality would have to identify this. Our current planning documents do not support this so it would require a change of plans. This would require provision of water and sewer, fire protection etc. to accommodate for multi-dwelling lots. There would be the expectation of an increased service level. There are no specific requirements in the MGA for hamlets so it is up to the municipality to establish where a new community would be built. It would depend on what services the residents are attempting to obtain.

It would be important for this to be developed correctly. We would like to see what the options are or what would be required to make this happen.

Q. If I build a road and the County takes it over, is there any advantage in the Alberta government taking part in this?

A. The County is only paying for culverts and gravel. We have inquired about this in the past and they have not favoured it.

We have been to the legislature many times to ask for something like this.

Councillor Knelsen - Again I would like to state that any ditching that was done should have been prior to June 21, when the wetlands policy came into effect.

**ADJOURNMENT:**        **9. a) Adjournment**

**MOTION 16-RP-25**        **MOVED** by Dicky Driedger

That the meeting be adjourned at 7:58 p.m.

**CARRIED.**

These minutes will be presented for approval at the 2017 annual ratepayers meeting.

DRAFT





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Ron Pelensky, Acting Chief Administrative Officer</b>
<b>Title:</b>	<b>AAMDC MGA Survey</b>

**BACKGROUND / PROPOSAL:**

The AAMDC has finished its member consultation tour of the province and wants to provide an additional outlet to collect member input on the proposed *Bill 21: Modernized Municipal Government Act*. A copy of the AAMDC MGA Survey is attached and Administration recommends that it be completed by Council as a whole.

The deadline for the AAMDC MGA Survey is July 15, 2016.

**OPTIONS & BENEFITS:**

To provide additional input as a municipality regarding the recommended changes to the Municipal Government Act.

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That administration submit the AAMDC MGA Survey as completed by Council.

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

June 22, 2016

## PROVIDE YOUR INPUT: Complete the AAMDC MGA Survey

The AAMDC has finished its member consultation tour of the province and wants to provide an additional outlet to collect member input on the proposed **Bill 21: Modernized Municipal Government Act**. The AAMDC MGA Survey is now available online and can be completed [here](#). The deadline for the AAMDC MGA Survey is **July 15, 2016**. The survey will take approximately 10-15 minutes to complete but can be saved and returned to at a later date.

Those wishing to complete the survey as a word document can download the survey [here](#) and email the results to AAMDC Policy Analyst Matt Dow at [matt.dow@aamdc.com](mailto:matt.dow@aamdc.com).

The AAMDC will be using the feedback received from the member consultations, completed **workbooks**, and the survey to identify advocacy priorities for the AAMDC. This information will be submitted to Alberta Municipal Affairs for consideration as the legislation is brought back in the fall for a final vote. The AAMDC will also be assembling a 'What We Heard' document which will be available in the near future. The deadline for workbook submission is **June 30<sup>th</sup>, 2016**.

In addition to the member consultations, AAMDC survey and the workbook, the AAMDC has also prepared a guide to the new modernized MGA. The AAMDC Guide to the Modernized MGA can be accessed [here](#).

The Government of Alberta is also continuing to hold **consultations** across the province. To register for these events, click [here](#). AAMDC members are reminded that this legislation is a draft and members are encouraged to participate in MGA-related events to ensure the rural voice is heard in these conversations.

Please stay tuned through Contact for updates regarding **Bill 21: Modernized Municipal Government Act**.

Enquiries may be directed to:

Matt Dow  
Policy Analyst  
780.955.4085

Kim Heyman  
Director of Advocacy and Communications  
780.955.4079

## Modernized Municipal Government Act Policy Issues Overview

	Policy Issue	Current Status	Proposed Changes	Implications
<b>Planning and Development</b>				
1a	<p><b>Intermunicipal Collaboration:</b> To what degree would the Province determine how municipalities collaborate with one another?</p> <p>(Section 631 and 708.28)</p>	<p>Cooperation between neighbouring municipalities is voluntary, with substantial variation across the province.</p>	<p>Intermunicipal collaboration is a theme throughout the revised legislation. In fact, the section detailing the purpose of a municipality has been revised to include “to work collaboratively with neighboring municipalities to plan, deliver and fund intermunicipal services.”</p> <p>This commitment to collaboration is most present in the introduction of two new mandatory requirements: intermunicipal collaboration frameworks and intermunicipal development plans.</p> <p><i>Intermunicipal Collaboration Frameworks (ICFs).</i> A municipality must develop an ICF with any municipality, either urban or rural, that shares a border. The purpose of an ICF is to provide for integrated and strategic</p>	<p>This will require all municipalities to collaborate, in some way, with their neighboring municipalities. This will include collaboration on planning and service delivery, as well as how regional services are funded. Minimum standards will be found in the regulations. Contents of an ICF are identified in s. 708.29.</p> <p>ICFs are to be completed within two years with a mandatory review every five years at minimum.</p> <p>The requirement for ICFs apply to all municipalities, except those who are members of growth management boards (see issue 2). However, if a member of a growth management board shares a boundary with a municipality that is not a</p>

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			<p>planning, delivery and funding of intermunicipal services, and to ensure municipalities contribute funding to services that benefit their residents.</p> <p>ICFs can include single agreements with individual municipalities or regional agreements with multiple municipalities.</p> <p>If municipalities are unable to come to an agreement on the framework within the allotted timeframe, they are required to go to arbitration and pay for that expense.</p> <p>If the Minister considers that a municipality is not complying with the terms of a framework, the Minister may take all necessary measures to ensure compliance. These measures are found in s. 708.43(3).</p>	<p>member of the growth board, ICFs are mandatory between those municipalities.</p>

<p><b>1b</b></p>	<p><b>Intermunicipal Collaboration:</b> To what degree would the Province determine how municipalities collaborate with one another?</p> <p>(Section 631 and 708)</p>	<p>Cooperation between neighbouring municipalities is voluntary, with substantial variation across the province.</p>	<p><i>Intermunicipal development plans (IDPs):</i> Municipalities with common boundaries who are not members of a growth management board must adopt an IDP by passing a bylaw that includes areas of land within boundaries of the municipalities as they see necessary.</p> <p>The Minister may, by order, exempt one or more municipal councils from the requirement to adopt an IDP.</p> <p>Section 631(1.2) of the revised legislation indicates that municipalities who are not required to adopt an IDP because they do not have a shared border may still adopt an IDP if they so choose.</p> <p>IDPs must address:</p> <ul style="list-style-type: none"> <li>▪ Future land use within the area</li> <li>▪ Manner of and proposals for future development</li> <li>▪ Provision of transportation systems</li> <li>▪ Proposals for the financing and programming of intermunicipal infrastructure</li> <li>▪ Coordination of intermunicipal programs (physical social and economic development)</li> <li>▪ Environmental matters</li> </ul>	<p>Municipalities required to develop IDPs under s. 631(1) of the revised legislation will have five years after the date the new MGA comes into force to comply. An ICF is not considered complete until an IDP is finalized as a component of it (s. 708.3).</p> <p>IDPs being a required component of ICFs may present challenges for municipalities with limited capacity to develop these plans in the identified timeline.</p> <p>The cost of arbitration can be extensive, placing additional strain on municipalities.</p>
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	Policy Issue	Current Status	Proposed Changes	Implications
			<ul style="list-style-type: none"> <li>Provision of intermunicipal services and facilities</li> </ul> <p>An arbitration process similar to that found in the section on ICFs is in effect for IDPs in the event that municipalities are unable to come to an agreement locally.</p>	
2	<p><b>Growth Management Boards:</b> To what degree should the Province determine how municipalities collaborate with one another?</p> <p>(Section 708)</p>	<p>The Capital Region Board is the only mandatory growth management board under the MGA. The Calgary Regional Partnership is a voluntary organization that has prepared and adopted the Calgary Metropolitan Plan on the voluntary basis, but the plan only applies to participating municipalities.</p>	<p>Require growth management boards for the Edmonton and Calgary regions, with an expanded mandate to address integrated and strategic planning for future growth which will likely include land use planning, and the planning, delivery and funding of regional services. Economic development may also be a component of GMBs.</p>	<p>This will mandate the membership of the growth management boards as well as expand the scope of the matters that they address. Outside of the Calgary and Edmonton regions, two or more municipalities may continue to create a growth management board on a voluntary basis.</p> <p>At this point, it is unclear who will be responsible for funding the operation of growth management boards.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
3	<p><b>Municipal Development Plans:</b> Should all municipalities be required to adopt an MDP as a statutory plan?</p> <p>(Section 632)</p>	<p>Municipal development plans (MDPs) are mandatory for municipalities with a population threshold of 3,500 or greater.</p>	<p>Require all municipalities, regardless of population size, to create an MDP.</p>	<p>This amendment will improve planning particularly in those municipalities that do not currently have MDPs. However, this will create challenges for small municipalities that lack capacity to develop such plans, which may impact the pace of intermunicipal planning with municipalities currently without an MDP.</p> <p>Municipalities currently without MDPs will have three years after the date the new MGA becomes law to comply.</p>
4	<p><b>Hierarchy, Relationships, and Access to Plans (2015):</b> Should the hierarchy and relationship of statutory plans be legislated? Should the relationship of non-statutory land use plans be open and transparent to the public?</p> <p>(Section 638)</p>	<p>Within the MGA there is no explicit hierarchy amongst statutory and non-statutory plans. The legislation indicates that <i>Alberta Land Stewardship Act</i> regional plans are paramount over municipal statutory plans and that statutory plans must be consistent with each other. The MGA has no requirement that municipalities publish or identify how their non-statutory plans relate to one another.</p>	<p>Intermunicipal development plans (IDPs) supersede municipal development plans (MDPs) which supersede area structure plans (ASPs).</p> <p>Municipalities who adopt or utilize any non-statutory planning documents are required to publish all non-statutory planning documents and describe how those documents relate to each other and to other statutory plans.</p>	<p>This should provide consistency and transparency to municipal planning.</p>



	Policy Issue	Current Status	Proposed Changes	Implications
5	<p><b>Provincial Land Use Policies:</b> Should the Province continue to have land use policies that apply province-wide?</p> <p>(Section 622)</p>	<p>Any MGA land use policies currently in effect will cease to apply, and any land use policies created in the future under the MGA will not apply, in any region that adopts an <i>Alberta Land Stewardship Act</i> (ALSA) regional plan.</p>	<p>Continue to phase out current MGA land-use policies as new ALSA regional plans come into force. Authorize the Minister to establish new land use policies for municipal planning matters that are not included in an ALSA regional plan.</p>	<p>As provincial land-use plans are developed, MGA land-use policies will be replaced. The Minister may propose policies to fill the gaps left between ALSA and municipal land-use planning though greater clarity around these powers is needed.</p>
6	<p><b>Environmental Reserve:</b> How should Environmental Reserve (ER) be defined? When should ER land be determined? Should the purpose of ER be expanded?</p> <p>(Section 664 and 674)</p>	<p>The MGA identifies land to consider for ER to prevent pollution and/or provide public access to water. In practice, ER is typically used for land that is not suitable for development. Environmental Reserves are identified during the subdivision process.</p>	<p>Provide clarity in the definition and purposes of ER land, and enable flexibility to determine ER earlier in the planning process.</p> <p>A new type of reserve is created, Conservation Reserve, to protect environmentally significant features. The dedication of Conservation Reserves is subject to compensation at present day market value of the land at the time of application for the landowner. A municipality must not dispose of conservation reserve and must ensure that the land remains in its natural state.</p>	<p>These will provide new optional tools to municipalities to protect environmentally important areas. It will also provide greater predictability in the planning phase for developers and prospective businesses owners.</p> <p>The creation of Conservation Reserves will enable the protection of environmentally significant lands and features.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
7	<p><b>Incenting Brownfield Development (Tax Tools):</b> Should the MGA allow municipalities to grant special tax considerations to brownfield properties for multiple years to encourage their redevelopment?</p> <p>(Section 364.1)</p>	<p>Municipalities confirm annually any cancelation, deferral or reduction to the municipal taxes of a property through annual passing of property tax bylaw.</p>	<p>Allow a municipal council to provide conditional property tax cancellations, deferrals, or reductions for multiple years to identify and promote redevelopment of brownfield properties.</p> <p>Councils may undertake these deferrals through bylaw if they wish to exempt multiple properties meeting certain characteristics of a “brownfield property” as identified in s. 364.1(1)(a-b), or an agreement with the owner of a specific brownfield property for a site specific exemption under 364.1(11-13).</p>	<p>This provides an additional tool to municipalities to ensure brownfields are recovered into productive land at a faster rate.</p> <p>This change complements a recommendation that was made from the Alberta Brownfields Redevelopment Working Group, in which AAMDC was actively involved.</p>
8	<p><b>Affordable Housing (Inclusionary Zoning):</b> How can Municipal Affairs support improvement in the affordable housing supply in Alberta?</p> <p>(Section 650)</p>	<p>The legislation is silent on affordable housing initiatives and provides municipalities with limited powers to require affordable housing.</p>	<p>Enable inclusionary zoning as an optional matter within municipal land use bylaws. In some instances, money in place of inclusionary housing will be permitted.</p>	<p>This will allow for greater flexibility in zoning and planning to ensure communities have low-income housing available.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
9	<p><b>Strengthening Impartiality of Planning and Development Appeal Boards:</b> What requirements, if any, should the province place on municipal appeal board members through legislation to reduce bias or perception of bias?</p> <p>(Section 485, 627 and 628)</p>	<p>Municipal councillors and public members sit on subdivision and development appeal boards (SDABs) but may not form the majority of the Board.</p> <p>MGB: The Chair of the Municipal Government Board (MGB) is the Deputy Minister or a designate.</p>	<p><i>Impartiality of Appeal Boards:</i> Prohibit municipal councillors from a single municipality forming the majority of members on any MGA referenced appeal board including SDABs, CARBs, and LARBs.</p> <p>An immunity clause has been added to protect SDAB members. It indicates that members of a SDAB are not personally liable for anything done in good faith and will not be liable for costs in respect to an application for permission to appeal or an appeal.</p> <p><i>MGB:</i> The Chair of the MGB will be appointed by Cabinet and report to the Minister of Municipal Affairs.</p>	<p>This amendment may reduce risk of bias on boards but may also create difficulties for smaller municipalities to find public members.</p> <p>The immunity clause may entice members to join an SDAB knowing that the risk of decision in good faith are removed.</p>
10	<p><b>Sub-Division Appeal Board (SDAB) Training (2015):</b> How should the Province ensure that local subdivision and development appeal boards are knowledgeable about their roles and responsibilities?</p>	<p>Subdivision and Development Appeal Board (SDAB) members can voluntarily access training but are not required to do so. Training can be locally developed and delivered.</p>	<p>SDAB members are required to complete a training program in accordance with a regulation to be developed by the Minister</p>	<p>This amendment should improve the quality of SDAB decisions and ensure greater consistency in decisions. However, it could also reduce the number of eligible SDAB members.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
11	<p><b>Decision Making Timelines for Development Permits:</b> What should be the timelines for the review, decision, and approval of subdivision and development permit applications in the MGA?</p> <p>(Section 640)</p>	<p>The MGA specifies the timelines for issuing decisions and lodging appeals for subdivision and development applications.</p>	<p>Maintain existing decision timelines for most municipalities, but allow additional time to determine whether an application is complete. Allow cities and larger specialized municipalities to set their own timelines by bylaw.</p>	<p>As it appears that only larger cities and specialized municipalities will have additional timelines for development permit applications, this should not impact rural municipalities significantly other than allowing for additional time to review applications.</p>
12	<p><b>Municipal Reserve and School Reserves:</b> What types of reserve land should be dedicated during subdivision? How should the reserve land amounts be calculated?</p> <p>(Section 666)</p>	<p>Up to 10 per cent of the land can be dedicated as Municipal Reserve (MR), School Reserve (SR) or Municipal and School Reserve (MSR). Up to an additional 5 per cent may be dedicated as MR, SR or MSR if the development meets a certain density requirement. Calculation of MR, SR and MSR occurs after Environmental Reserve (ER) lands have been dedicated. There is no indication on whether MR, SR or MSR is calculated before or after roads and utilities are dedicated.</p>	<p>No legislative changes.</p>	<p>There are no proposed changes to how reserves are dedicated so some longstanding concerns will persist including issues in the dedication of school reserves when schools are not built within decades of initial subdivision.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
13	<p><b>Regional Pooling of Municipal Taxes or Grant Revenues:</b> Should there be mandatory sharing of municipal tax revenues from non-residential development? If so, should redistribution of revenues be at the municipal, regional, or Provincial level?</p>	<p>Funding for regional initiatives or inter-municipal transfers are done on a voluntary basis.</p>	<p>No mandated pooling of regional taxes. However, municipalities will have to work with their municipal neighbours to ensure the planning, delivery, and funding of regional services is addressed through an intermunicipal collaboration framework (ICF).</p> <p>(708.28 establishes mandatory ICFs, including how intermunicipal services are funded – no reference to mandatory revenue sharing).</p>	<p>While municipalities will not see their municipal tax revenue pooled, there will be mandated collaboration with other municipalities that could see municipal tax revenue dedicated to regional services used by the residents of that municipality.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
<b>Governance and Administration</b>				
14	<p><b>Provincial-Municipal Relationship (Preamble):</b> Should the province legislate municipal and provincial roles and responsibilities?</p> <p>(MGA Preamble) – Before the enacting clause</p>	<p>The partnership between the Province and municipalities is implied but not explicitly mentioned in the MGA or other legislation. Roles and responsibilities are not legislated.</p>	<p>A preamble will be incorporated into the MGA to describe the partnership relationship between the province and municipalities. It is intended to set the tone for the MGA and outline the general roles of municipalities as democratically elected and accountable local governments that contribute to the economic, social, and environmental prosperity of Alberta. It also outlines the importance for municipalities to collaborate and that flexible approaches are required to meet intermunicipal and regional needs.</p>	<p>The relationship between municipalities and the province is clarified in the MGA which describes the relationship as a partnership. This was advocated on to elevate the status of municipalities and ensure discussions between the province and municipalities are truly government to government.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
15	<p><b>Enforcement of the MGA:</b> Should the existing mechanism for the oversight of municipalities be maintained, or should some other legislated mechanism be introduced.</p>	<p>Enforcement is at the local level, through the courts, or in certain circumstances, by the Minister. Municipalities are primarily accountable to their citizens through election and public participation processes.</p> <p>In certain circumstances, the Minister may step in. The province helps to protect the public interest and ensure that municipal actions and decisions are administered fairly through requirements in the MGA. Currently, citizens can petition the Minister for an audit or an inquiry, but not for an inspection.</p>	<p>Expand the mandate of the Alberta Ombudsman to include oversight of municipalities and to respond to complaints about municipalities. The ombudsman will review the case to ensure actions and decisions were fair and consistent with relevant legislation, policies and procedures.</p> <p>Other changes to the MGA's provisions on inspection and inquiry will mean citizens can petition the Minister for an audit or inspection on matters of municipal affairs, including the conduct of councillors, employees, agents and contractors of the municipality.</p> <p>The Alberta Ombudsman is projected to accept municipal complaints starting April 1, 2018.</p>	<p>The Ombudsman would only look at the process elements of how municipalities operate, not the actual decisions being made by municipalities. This should ensure relative consistency in the application of the MGA and improve accountability for residents; however, it could create an administrative burden for municipalities.</p> <p>Municipal audits, inspections and inquiries will continue under the current system until the legislative amendments are in effect. Cases partly underway will not be affected. Municipal Affairs is working with the Office of the Alberta Ombudsman to make sure its expanded mandate receives adequate supports.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
16	<p><b>Councillor Responsibilities:</b> Should the <i>Municipal Government Act</i> (MGA) establish minimum standards for council orientation and training of municipal elected officials? Should the MGA require municipalities to adopt a councillor code of conduct?</p> <p>(Section 201.1 - training)</p> <p>(Code of conduct – forthcoming regulation)</p>	<p>The MGA does not require council or administration orientation or training.</p> <p>The MGA does not require municipalities to adopt a councillor code of conduct.</p>	<p>Require all municipalities to offer elected officials orientation training following each municipal election, including by-elections.</p> <p>The following topics must be addressed in training:</p> <ul style="list-style-type: none"> <li>▪ Role of municipalities</li> <li>▪ Municipal organizations and functions</li> <li>▪ Plans, policies and projects</li> <li>▪ Roles and responsibilities of council and councillors</li> <li>▪ Roles and responsibilities of CAO and staff</li> <li>▪ Budgeting and financial admin.</li> <li>▪ Public participation</li> <li>▪ Other topics prescribed by regulation</li> </ul> <p>Municipalities will be required to adopt a councillor code of conduct based off minimum standards outlined in a regulation.</p>	<p>Training and the codes of conduct will be able to be tailored specifically to each municipality.</p>



	Policy Issue	Current Status	Proposed Changes	Implications
17	<p><b>Strategic Corporate Planning (2015):</b> Should the MGA place more onus on municipalities to plan for the future, by requiring the development, implementation, and updating of tools such as business plans, strategic plans, asset management plans and longer-term financial plans? (Part 8)</p>	<p>Municipalities are not required to develop multi-year capital and operating plans.</p>	<p>Municipalities must prepare a financial operations plan over a period of at least three years. Each municipality must prepare a capital plan over a period of at least five years. The Minister may develop a regulation respecting financial plans and capital plans.</p>	<p>As long as realistic expectations and capacity-building support are provided, these requirements should improve municipal planning and accountability. This may also tie into future asset management planning.</p>
18	<p><b>Voluntary Amalgamation (2015):</b> Should voluntary amalgamation be enabled?  (Section 120)</p>	<p>The MGA currently does not readily enable voluntary amalgamation, and does not fully address all amalgamation scenarios.</p>	<p>Following instances where an amalgamation process is initiated, whether voluntary or other, a report must be completed that reflects the results of the negotiations, and must be approved by the council of the initiating municipality. The other municipality must either: 1) approve the report through resolution by the other municipality's council, or 2) provide comments in the report why it is not approving the report.</p>	<p>Through regulation, there should be details that outline how the amalgamation process can be streamlined to reduce the administrative burden on municipalities pursuing voluntary amalgamations.</p> <p>Provincial involvement will remain in contested amalgamations.</p>
19	<p><b>Non-contiguous amalgamation (2015):</b> Should non-contiguous amalgamation be permitted under the MGA?</p>	<p>Non-contiguous amalgamation is not permitted under the MGA.</p>	<p>Non-contiguous amalgamation is permitted among summer villages that share the same body of water.</p>	<p>Greater efficiencies in administration will be realized by summer villages. Should not have a significant impact on other municipalities.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
20	<b>Annexations (2015):</b> What conditions should municipalities be required to meet before an annexation application is accepted?	Annexation proposals are reviewed by the Municipal Government Board but there is no regulation or guiding principles to govern annexations.	The Minister may create a regulation that specifies the procedure when an annexation request is refused.	<p>Implications cannot be assessed without seeing the regulation though greater consistency in annexation decisions should be expected.</p> <p>The requirement for ICFs and IDPs should contribute to fewer contested annexations, as these tools are intended to facilitate intermunicipal planning.</p>
21	<b>Public Engagement and Notification (2015):</b> What requirements should municipalities have to engage and notify their residents?  (Part 7)	Municipalities can engage with public as they see fit, with some requirements. Municipalities must also notify residents through newspaper/mail and other methods	The Minister can establish regulations guiding engagement policies and notification that will require municipalities to pass by-laws establishing how they notify and engage with the public.	If flexibility is allowed, this should improve and modernize notification and engagement practices and ensure communication with citizens is more consistent.

<p><b>22</b></p>	<p><b>Municipally Controlled Corporations:</b> What role, if any, should Municipal Affairs have in the establishment and operation of municipally controlled corporations (MCCs)?</p> <p>(Section 75.1 – 75.5)</p>	<p>Municipalities require the approval of the Minister of Municipal Affairs to establish a municipally controlled for-profit corporation.</p>	<p>Allow municipalities to establish municipally controlled for-profit corporations without specific permission, but legislate requirements regarding the allowable scope of these corporations and the transparency of their formation and operation.</p> <p>Prior to establishing an MCC, a council must undertake a due diligence study that discloses potential environmental, financial, labour or other reliability risk in controlling the corporation.</p> <p>A municipality also must develop a business plan that includes a number of components, including:</p> <ul style="list-style-type: none"> <li>▪ The costs of establishing or obtaining control of the corporation</li> <li>▪ The value of assets the municipality will transfer to the corporation</li> <li>▪ A cash flow projection for three years</li> <li>▪ Financial statements of the corporation for the previous five years (if applicable)</li> </ul> <p>There will also be a regulation developed providing further guidance on areas such as:</p> <ul style="list-style-type: none"> <li>▪ Types of corporation that can be formed without the Minister’s approval</li> </ul>	<p>This will provide greater autonomy for municipalities to create municipally controlled corporations provided they fit within the parameters outlined by the provincial government.</p>
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	Policy Issue	Current Status	Proposed Changes	Implications
			<ul style="list-style-type: none"> <li>▪ The terms and conditions that will guide the formation of MCCs</li> <li>▪ The information required in a due diligence study or business plan under s. 75.1(3) and 75.1(4)</li> <li>▪ The form and nature of public hearings related to the formation of an MCC</li> <li>▪ Reporting mechanisms</li> <li>▪ Council reporting to citizens on changes to a MCC</li> </ul>	
23	<p><b>Open Council Meetings (2015):</b> Should municipal councils have expanded flexibility to meet in private or be required to increase transparency for council deliberation?</p> <p>(Section 192)</p>	<p>The MGA requires councils to hold meetings in public, unless the purpose is to discuss specific matters as permitted under the <i>Freedom of Information and Protection of Privacy (FOIP) Act</i>. There is no definition of “council meeting” in the MGA.</p>	<p>Rules will be clarified for when meetings can go “in-camera”. A meeting can only be closed following a resolution and the resolution must state why it is being closed. The Minister will create a regulation on closed meetings for councils and council committees meetings.</p>	<p>This should provide consistency and guidance to council meetings and when meetings can go “in-camera”. This allows for greater transparency and accountability.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
24	<p><b>Petitioning Processes (2015):</b> Does the MGA provide appropriate requirements for municipal petitions?</p> <p>(Section 219)</p>	<p>The MGA mandates petition sufficiency based on specific requirements that include a specific percentage of eligible signatories and time limits for completion.</p>	<p>The CAO will have 45 days, instead of 30, to declare to council or the Minister that a petition is valid.</p> <p>A bylaw can be introduced to change the percentage rules for petitions, allow residents to remove their names, allow for electronic submissions, and extend the timelines for submissions. Information collected through petitions must only be used to validate the petition. Residents will be able to use an email on a petition.</p> <p>Under s. 571(1), a provincial inspection of a municipality can now be triggered through a petition if at least 20% of municipality residents have signed (30% in summer villages).</p>	<p>This should provide more flexibility to municipalities in reviewing and administering petitions, as well as increase tools available for residents to use petitions in an appropriate manner.</p>
25	<p><b>Municipal Structures:</b> How should municipal types/structures be determined and enforced?</p> <p>(Section 77)</p>	<p>Population and land density are the determining factors in categorizing municipalities (cities, towns, rural municipalities, etc.); however municipalities choose what structure type they request the Minister to grant them.</p>	<p>No legislative changes.</p>	<p>The structures of municipalities and how they are determined will remain the same.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
26	<b>Municipal Viability:</b> Should the MGA establish minimum thresholds for measuring municipal viability, and include a mechanism to address situations where municipalities do not meet the thresholds?	The Municipal Sustainability Strategy (MSS) focuses on providing capacity building support to municipalities, and on a more proactive and inclusive viability review process to assist municipalities in assessing and making choices about their long-term future sustainability.	No legislative changes.	The MSS will continue to guide the viability review process and ensure municipalities are sustainable.
27	<b>Clerical Amendments to Bylaws:</b> Should the MGA provide greater flexibility with regard to municipal bylaws to allow for minor revisions of existing bylaws without passing a separate bylaw?	Councils may by bylaw, revise bylaws for the purposes of consolidation of amendments, omitting, re-organizing, correcting clerical errors, and clarifying policy intent. Mistakes made during a revision of a bylaw may also be corrected by bylaw. Bylaws require three separate readings, and a proposed bylaw must not have more than two readings at a council meeting unless the councilors present unanimously agree to consider third reading.	No legislative changes.	Simple clerical errors will continue to require the full by-law process to be remedied.

	Policy Issue	Current Status	Proposed Changes	Implications
<b>Taxation and Assessment</b>				
28	<b>Linear Assessment and Taxation:</b> Should there be changes to the collection of municipal property tax revenue from linear properties?	Tax revenues from linear assessment flow to the municipality in which the property is located.	<p>No legislative change.</p> <p>Linear tax revenues from linear assessment will continue to flow to the municipality in which the property is located. Requirement for intermunicipal collaborative frameworks will ensure appropriate regional planning, services, and funding of those services.</p> <p>Railway properties are now considered linear properties.</p> <p>Supplemental assessment will be allowed on linear property.</p>	This will ensure that the funds raised through linear taxation in rural municipalities will remain in the rural municipalities so it can continue to fund key infrastructure, support industry across the province, and be used to assist neighboring municipalities based on intermunicipal agreements.

	Policy Issue	Current Status	Proposed Changes	Implications
29	<p><b>Economic Competitiveness (Linking Residential and Non-Residential Tax Rates):</b> Should a minimum ratio between residential and non-residential tax rates be legislated?</p> <p>(Section 358.1)</p>	<p>Municipalities are free to set non-residential and residential tax rates independent of one another.</p>	<p>Establishes a maximum ratio of 5:1 between non-residential and residential municipal property tax rates. Municipalities with ratios beyond 5:1 (titled non-conforming municipalities) will be grandfathered (the existing ratio will be allowed to remain in place). If municipalities that are grandfathered want to increase their non-residential mill rate, they will also have to raise their residential mill rate in a proportional manner. If a non-conforming municipality reduces their mill rate ratio but remains above the 5:1, they cannot increase the ratio in a later year.</p>	<p>This amendment will cap the ratio between residential and non-residential mill rates though those municipalities current exceeding the 5:1 ratio will be grandfathered. If those municipalities want to increase their non-residential mill rate, they will also have to raise their residential mill rate in a proportional manner. This should not have a significant adverse impact on municipalities though it does impose restrictions.</p>
30	<p><b>Splitting the non-residential property classes):</b> Should municipalities be permitted to establish and set different property tax rates for sub-classes of non-residential property?</p> <p>(Section 297(2))</p>	<p>Municipalities do not have the authority to split the improved non-residential property assessment class into sub-classes in order to levy different tax rates against different types of improved non-residential property.</p>	<p>Allow the non-residential property class to be split into sub-classes and taxed at different rates as defined in regulation. These tax rates will be subject to the maximum ratio limitation on all tax rates.</p>	<p>This will allow municipalities to set mill rates that will entice small business and separate “mom &amp; pop” businesses from large industrial/corporate businesses that may have a much greater impact on municipal infrastructure and land use planning.</p>



	Policy Issue	Current Status	Proposed Changes	Implications
31	<p><b>Centralized Industrial Assessment:</b> Should all industrial property be centrally assessed?</p> <p>(Section 284)</p>	<p>The application of definitions and valuation methodologies are varied due to the complex nature of regulating industrial properties. Assessment of these properties is currently separated between municipalities and the province.</p>	<p>Centralize all designated industrial property assessment within Municipal Affairs. Recover costs associated with centralized assessment from industrial property owners. Assign jurisdiction for appeals related to industrial property to the MGB.</p> <p>Railway property is now designated as linear property assessed by the province.</p> <p>Designated industrial property assessment will be the responsibility of the province beginning in 2018.</p>	<p>This amendment will centralize assessment on industrial property including linear, properties regulated by the Alberta Utilities Commission, Alberta Energy Regulator and the National Energy Board, as well as 'major plants', and any other buildings designated by the regulation including those serving residential, vacant, or agriculture purposes. This will have staffing implications for Municipal Affairs and is the only amendment in the MGA that will increase costs for the provincial government. This change also requires the act to designate between provincial and local assessors.</p> <p>Costs associated with centralizing assessment are to be recovered by industrial property owners though overall costs for municipalities may actually increase as assessors are retained to verify and appeal. Assessments. Implications of the true costs cannot be fully developed without further details which are expected in the associated regulation.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
32	<p><b>Fairness for Urban Farms (Assessment of Farm Buildings):</b> How should farm buildings be assessed?</p> <p>(Section 22 of the <i>Matters Relating to Assessment and Taxation Regulation</i>)</p>	<p>In rural municipalities, farm buildings are fully exempt from assessment, while in urban municipalities, they are assessed at 50 per cent of their market value for agricultural use.</p>	<p>Exempt all farm buildings in both rural and urban municipalities from assessment.</p> <p>This proposed change requires a change in the associated regulation.</p>	<p>This amendment will ensure equity among agriculture producers regardless of which municipality they are located within.</p>
33	<p><b>Assessment of Farmland Intended for Development:</b> How should farm land intended for development be assessed and taxed?</p> <p>(Section 4 of the <i>Matters Relating to Assessment and Taxation Regulation</i>)</p>	<p>Farm properties have an assessment and tax benefit not afforded to commercial or residential properties. In some instances, top soil has been removed in preparation for development, limiting usefulness for farming operations, yet the property still receives the assessment and tax benefits intended for farmland. Currently, land developers and investors, who intend to sell the land for development, may buy or hold farm property for future commercial or residential development. The owner may continue farming operations to take advantage of the substantial tax benefits until the land is ready for development. Consequently, owners of these lands pay considerably less tax than if the lands were assessed at market value.</p>	<p>Farmland will be assessed at market value once the land is no longer used for farming operations. The definition of farming operation will be updated through regulation to include the triggers (removal of the top soil) that indicate when land is no longer suitable for farming operations.</p> <p>This proposed change requires a change in the associated regulation.</p>	<p>Farmland intended for development will be assessed at a different rate once it is no longer farmed. This will prevent speculative buyers from holding land that would otherwise be productive.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
34	<p><b>Funding New Development (Offsite Levies):</b> What municipal purposes and infrastructure should offsite levies be collected and used for? How should offsite levies be calculated?</p> <p>(Section 648)</p>	<p>Offsite levies can be used for sanitary sewer, storm sewer, roads, and water infrastructure in new developments.</p>	<p>Expand the scope of offsite levies to include land, buildings for community recreation facilities, fire halls, police stations and libraries where at least 30% of the benefit of the facility accrues to the new development. Where this threshold is met, developers would contribute according to the proportional benefit while municipalities will fund the rest through general revenue. If, before the Act comes into force, a fee or other charge is imposed on the developer, no additional charges are able to be imposed.</p> <p>A regulation will outline the implementation of the 30% threshold.</p> <p>The existing Principles and Criteria for Off-Site Levies Regulation will be amended to include dispute resolution and increase transparency on how the levies are calculated and collected.</p> <p>Offsite levies are now eligible to be appealed to the Municipal Government Board.</p>	<p>These changes will allow greater flexibility for municipalities to fund core services for their communities which is an important step. The 30% benefit threshold means that for an infrastructure project listed as eligible for the levy, 30% of those who benefit from it are from the new development.</p> <p>The 30% benefit threshold may have adverse impacts, particularly in small communities where it may be difficult to meet that threshold because the scale of development is much smaller. In some instances, this will force municipalities to propose much larger area structure plans and other plans that will eventually be big enough to meet that threshold.</p> <p>Major interchanges outside of communities are not included as within the scope of offsite levies. Offsite levies will also not apply to improvements of provincial highways.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
35	<p><b>Access to Assessment Information for Assessors and Property Owners:</b> What information sharing should be required of assessors and property owners, and how might shared information be used by the recipient?</p> <p>(Section 296, 299, and 300)</p>	<p>The MGA outlines requirements for sharing of assessment information, but stakeholders have indicated that the MGA provisions are not sufficiently clear in some cases.</p>	<p>Clarifies the information requirements for both assessors and property owners without increasing the scope of the information required. This will be done by enhancing regulation-making authority and providing detailed direction in a best practices guide.</p>	<p>This amendment will clarify what is required information and should ease the administrative burden for both assessors and property owners. It will also create a more consistent assessment and appeal process.</p>
36	<p><b>Assessment Complaints:</b> How should complaint timelines, awarding of costs, assessment complaint corrections, agent authorization and judicial appeals be treated?</p> <p>(Section 468)</p>	<p>Local Assessment Review Boards hear business tax and business improvement area levy complaints. The assessor may not make corrections to an assessment under complaint. An assessed person must seek leave to appeal, and then an appeal must proceed before the case can be judicially reviewed.</p> <p>Currently, there are three bodies that hear complaints, depending on the type of property being assessed: Local Assessment Review Boards, Composite Assessment Review Boards, and the Municipal Government Board.</p>	<p>Composite Assessment Review Boards (CARBs) hear business tax and business improvement area levy complaints, and can award costs. The assessor may make corrections to an assessment that is under complaint without assessment review board ratification or withdrawal of the complaint. ARB decisions may be appealed at Court of Queen’s Bench by judicial review only.</p> <p>The information required on an assessment notice to file a complaint is updated.</p>	<p>CARBs will be able to award costs in reviews of business taxes and improvement area levies. This may cost municipalities money but could also lead to a reduction in the number of complaints.</p> <p>The ability to correct complaint errors should ease the administrative burden on assessors and the complaint processes.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
37	<p><b>Municipal Taxation Powers:</b> Should municipalities be granted authority to levy new and broader types of taxes?</p> <p>(Part 10)</p>	<p>Municipal taxation powers are: property tax, business tax, special tax, well drilling equipment tax, business revitalization zone tax, local improvement tax, as well as fees and levies. The sharing of provincial revenues with municipalities is non-legislated, and is administered through the grants model.</p>	<p>No legislative change.</p>	<p>Municipalities will continue to operate with the same taxation tools with minor changes to development levies.</p>
38	<p><b>Education Property Taxes:</b> Should the Province continue to require municipalities to collect the education property tax? If yes, should municipalities be reimbursed for administrative costs associated with collecting and submitting the education property tax?</p> <p>(Section 359)</p>	<p>Education property taxes are collected by municipalities and transferred to the Province.</p>	<p>No legislative change</p>	<p>Education property taxes will continue to be collected by municipalities and transferred to the Province which reduces the 'tax room' or the flexibility to raise mill rates for municipalities.</p>
39	<p><b>Provincial Revenue Sharing:</b> Should the Province commit to legislated revenue sharing with municipalities?</p>	<p>The province does not commit a legislated amount of funding to municipalities.</p>	<p>No legislative change</p>	<p>Without the legislated link, municipalities will continue to be subject to variable grant programs which may change year to year.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
40	<p><b>Property Tax Recovery Tools:</b> What changes or tools should municipalities have to recover unpaid taxes?</p> <p>(Section 410-452)</p>	<p>The MGA provides limited means for municipalities to recover taxes that are unpaid.</p>	<p>No legislative change</p>	<p>Municipalities will continue to use the current tools for tax recovery which are limited and administratively burdensome.</p>
41	<p><b>Responsibility for Costs Associated with Dissolution:</b> Who should care the burden of costs associated with dissolution?</p> <p>(Section 129-134)</p>	<p>The absorbing municipality tends to carry the debits and infrastructure deficits of dissolved municipalities despite having no say in the decisions that created the liabilities. Some grants are available to offset costs.</p>	<p>No legislative change</p>	<p>Rural municipalities will continue to absorb the financial costs and liabilities of a dissolved municipality.</p>
42	<p><b>Industrial Property Assessment:</b> Should changes be made to the industrial property assessment definitions, timing, valuation or appeals?</p>	<p>Industrial properties are valued using regulated rates and procedures, and using definitions not updated since 1995.</p>	<p>No legislative change</p>	<p>As no changes are proposed, the current practices for industrial property assessment will apply though these will largely take place within the centralized assessment authority of Municipal Affairs.</p> <p>The centralization of assessment could have an impact on valuation levels depending on how the regulations are drafted. The AAMDC will pay attention to this matter and follow-up as needed.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
43	<p><b>Farmland and Farm Residences:</b> Should farm residences continue to receive a level of exemption?</p> <p>(Section 370)</p>	<p>Farm properties receive an assessment exemption on farm residences that are based on the total assessed value of any owned or leased farm land. The purpose and amount of this exemption has not been updated since the 1980s. This exemption does not apply to residences on acreages. Assessment for farm land is assessed at its agriculture value based on the regulated rate formula.</p>	<p>No legislative change</p>	<p>Farm properties will continue to receive an assessment exemption on farm residences that are based on the total assessed value of any owned or leased farm land. Since the exemption amount has not been updated since the 1980s, inflationary increases and rising property values mean that the value of the exemption has decreased considerably over time.</p>
44	<p><b>Intensive Agriculture Operations:</b> How should farm buildings that are used for intensive farming operations be assessed?</p>	<p>Assessment for farm land including those used for 'intensive agriculture operations' is assessed at its agriculture value based on the same regulated rate formula for non-intensive farms.</p>	<p>No legislative change</p>	<p>The AAMDC is involved in ongoing discussions with the Intensive Agriculture Operations Working Group to identify solutions to the infrastructure challenges faced by municipalities with intensive agriculture operations within their boundaries.</p>
45	<p><b>Airport Property Assessments:</b> How should airport terminals be assessed?</p> <p>(Section 298)</p>	<p>Airport terminals are assessed at market value.</p>	<p>No legislative change</p>	<p>Assessments on airport properties will remain the same.</p>

	Policy Issue	Current Status	Proposed Changes	Implications
46	<p><b>Assessment Complaints Process:</b> Are timelines within the assessment complaints provisions appropriate?</p> <p>(Was s. 309(1)(c) – now s. 309(2), but no change to the timeline, etc.)</p>	<p>A property owner may file an assessment complaint within 60 days of an assessment notice being sent.</p>	<p>No legislative change</p>	<p>Timelines for assessment complaints will remain the same.</p>
47	<p><b>Condition and Valuation Dates:</b> Are the condition and valuation dates of different types of property set appropriately?</p> <p>(Section 289(2))</p>	<p>For all property other than linear property, the condition date is December 31 and the valuation date is July 1. The reporting (condition) date of linear property is October 31.</p>	<p>No legislative change</p>	<p>The dates for condition and valuation will remain the same.</p>
48	<p><b>Tax and Assessment Exemptions:</b> Should changes be made to grants in lieu of taxes, non-assessable/taxable properties, and assessments non-profit/community organizations?</p> <p>(Section 375 and 376)</p>	<p>Currently, exemptions on assessment or taxes are offered to certain properties that provide a public or social good, or are operated by the provincial government. Some types of industrial property receive special tax benefits to encourage investment. Most prominently, machinery and equipment property is assessed at 77 per cent of its value, which is regulated. Machinery and equipment, as well as electric power generation property do not pay education tax.</p>	<p>No legislative change</p>	<p>Some terms used to define which properties are entitled to receive an exemption are ambiguous, including “charitable”, “benevolent”, and “general public”. There are different opinions on the interpretation of the Community Organization Property Tax Exemption Regulation (COPTER), which has led to essentially identical properties receiving different exemption statuses depending on the municipality they are located in. With no change, these definitions will remain.</p>



## AAMDC Modernized MGA Survey

Due: July 15, 2016

1. Please identify your municipality
2. This response is intended as input from which of the following?
  - a. Administration
  - b. Individual councillor
  - c. Council as a whole
  - d. Other (please specify)

### ***Part 1 – Planning and Development***

Intermunicipal Collaboration Frameworks (ICFs) will be mandatory for all municipalities who share a common boundary (except those in a growth management board). ICFs will address intermunicipal land-use planning, delivery and funding of regional services. Municipalities unable to complete an ICF in two years will be required to use arbitration at their own cost. The Minister may penalize municipalities who do not comply with the terms of an ICF.

The AAMDC has heard a number of member concerns and questions related to ICFs. As such, the following three questions will be used to gather member input on several aspects of ICFs.

3. The proposed legislation sets out a two year timeline for the completion of ICFs, with a third year to be used for arbitration in the event of non-agreement. Is this a reasonable term?
  - a. Yes
  - b. No
4. What is a reasonable term for the completion of ICFs?
  - a. Two years
  - b. Three years
  - c. Four years
  - d. Five years
  - e. Other – please indicate
5. If the AAMDC could advocate to change one aspect of the ICF process as it is currently proposed, what aspect would you choose?
  - a. Term to complete ICFs
  - b. Provincial support associated with costs of ICFs
  - c. Provincial capacity support (templates, etc.) for the development of ICFs
  - d. Lessen requirements for rural to rural ICFs
  - e. Shorten term in which ICFs must be revisited by municipalities (currently five years)
  - f. Require all municipalities within the boundary of a rural municipality to undertake a single ICF
  - g. Other – please describe

6. Mandatory intermunicipal development plans (IDPs) between all municipalities sharing a common boundary will be a component of ICFs. The proposed timeline for completing IDPs is five years. To what extent do you support the inclusion of mandatory IDPs in the proposed legislation?
  - a. Strongly support
  - b. Somewhat support
  - c. Neutral
  - d. Somewhat oppose
  - e. Strongly oppose
7. What is a reasonable term for the completion of ICFs?
  - a. Two years
  - b. Three years
  - c. Four years
  - d. Five years
  - e. Other – please indicate
8. Please list any other comments you have related to mandatory IDPs.
  
9. The proposed legislation will require all municipalities in the Edmonton and Calgary regions to participate in growth management boards (GMBs) to provide for regional coordination around land use planning and the planning, delivery and funding of regional services. To what extent do you support the inclusion of GMBs for the Edmonton and Calgary regions in the proposed legislation?
  - a. Strongly support
  - b. Somewhat support
  - c. Neutral
  - d. Somewhat oppose
  - e. Strongly oppose
10. Please list any other comments you have related to GMBs.
  
11. The proposed legislation will require all municipalities to complete municipal development plans (MDPs) within three years of the legislation coming into force. To what extent do you support the MDP requirement?
  - a. Strongly support
  - b. Somewhat support
  - c. Neutral
  - d. Somewhat oppose
  - e. Strongly oppose

12. Please list any other comments you have related to MDPs.
13. The proposed legislation introduces a new tool called a conservation reserve (CR). A CR allows a municipality to protect environmentally significant land within a development that could be developed by compensating the developer for the land at present market value. Once designated, a CR must remain in its natural state and cannot be sold or developed. How effective do you believe the CR tool will be in empowering municipalities to protect environmentally significant lands that would otherwise be developed?
- Very effective
  - Somewhat effective
  - Neutral
  - Somewhat ineffective
  - Very ineffective
14. Please list any other comments you have related to CRs.
15. Please list any other comments you have related to items in the planning and development section that were not covered in the questions above.

***Part 2 – Governance and Administration***

16. The proposed legislation expands the mandate of the Alberta Ombudsman to address concerns with municipal decision-making processes. The ombudsman will review cases to ensure actions and decisions were fair and consistent with relevant legislation, policies and procedures. To what extent do you support the expansion of the Alberta Ombudsman's mandate to include municipalities?
- Strongly support
  - Somewhat support
  - Neutral
  - Somewhat oppose
  - Strongly oppose
17. What is your primary concern with the expansion of the Alberta Ombudsman's mandate to include municipalities?
- Lack of information about extent of power
  - Interference with local autonomy
  - Increase in frivolous/unjustified complains
  - Increased municipal costs in addressing complaints
  - No concern

- f. Other – please describe
18. Please list any other comments you have related to the Ombudsman.
19. The proposed legislation requires municipalities to offer training to councillors following elections and by-elections. High level guidelines for what this training must include are indicated in the legislation, although municipalities will be able to customize all areas to be locally relevant. To what extent do you support the requirement for municipalities to offer mandatory training for councillors?
- a. Strongly support
  - b. Somewhat support
  - c. Neutral
  - d. Somewhat oppose
  - e. Strongly oppose
20. Along with training, the proposed legislation requires municipal councils to establish codes of conduct. The details of what must be included in a code of conduct as well as measures that can be taken if councillors breach a code of conduct will be established in regulation. Municipalities will have the flexibility to customize codes of conduct to be locally relevant. To what extent do you support the requirement for municipalities to offer mandatory training?
- a. Strongly support
  - b. Somewhat support
  - c. Neutral
  - d. Somewhat oppose
  - e. Strongly oppose
21. Please list any other comments you have related to councillor training and codes of conduct.
22. The proposed legislation requires all municipalities to complete three-year financial operation plans and five-year capital plans. The details of what these plans must include will be established in regulation. To what extent do you support these planning requirements?
- a. Strongly support
  - b. Somewhat support
  - c. Neutral
  - d. Somewhat oppose
  - e. Strongly oppose

23. Please list any other comments you have related to operational and capital planning requirements.
24. Please list any other comments you have related to items in the governance and administration section that were not covered in the questions above.

### ***Part 3 - Taxation and Assessment***

25. The proposed legislation does not revise the process for redistributing linear taxation. Linear taxation will continue to be paid to the municipality hosting the linear infrastructure. Please list any comments you have related to this decision.
26. The proposed legislation will link residential and non-residential mill rates. Non-residential mill rates will not be able to be more than five times higher than residential. Municipalities with a current ratio above 5:1 will be grandfathered in, and be allowed to maintain their current rates, but will never be able to increase the ratio. To what extent do you support linking the residential and non-residential mill rates?
- a. Strongly support
  - b. Somewhat support
  - c. Neutral
  - d. Somewhat oppose
  - e. Strongly oppose
27. Please list any other comments you have related to linking the non-residential and residential mill rates.
28. The proposed legislation allows municipalities to split the non-residential property class into separate sub classes to account for different types of industrial properties. The details related to sub-categories will be introduced through regulation. To what extent do you support splitting the non-residential property class?
- a. Strongly support
  - b. Somewhat support
  - c. Neutral
  - d. Somewhat oppose
  - e. Strongly oppose
29. Please list any other comments you have related to splitting the non-residential property class.

30. The proposed legislation centralizes assessment responsibility for some industrial property (linear, all properties regulated by AER, AUC, and NEB, major plants, and other property designated by the Minister) under the mandate of Municipal Affairs. To what extent do you support centralizing industrial assessment?
- Strongly support
  - Somewhat support
  - Neutral
  - Somewhat oppose
  - Strongly oppose
31. In meeting with our members, the AAMDC has heard a number of specific concerns related to the centralization of assessment for designated industrial properties. Please select one or more of the following concerns you have about the centralization of assessment?
- Loss of local autonomy for municipalities
  - Loss of local knowledge from current municipal assessors
  - Costs to municipalities to appeal assessments completed by the province
  - Potential loss of assessment values
  - Costs to complete assessments
  - Confusion and lack of clarity around which assessors assess what aspects of a property
32. Please list any other comments you have related to centralizing industrial assessment.
33. The proposed legislation expands the scope of off-site levies to include libraries, community recreation facilities, fire stations, and police stations. Developers will be required to contribute to the construction of these facilities if at least 30% of the new facility will benefit the new development. As the percentage of benefit increases, so will the required developer contribution. The method for measuring the benefit will be determined through a regulation. To what extent do you support the expansion of off-site levies?
- Strongly support
  - Somewhat support
  - Neutral
  - Somewhat oppose
  - Strongly oppose
34. Please list any other comments you have related to expanding the scope of off-site levies.

35. Please list any other comments you have related to items in the taxation and assessment section that were not covered in the questions above.







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Ron Pelensky, Acting Chief Administrative Officer</b>
<b>Title:</b>	<b>Notice of Motion – MOTION 15-05-373</b>

## **BACKGROUND / PROPOSAL:**

At the January 12, 2016 Regular Council Meeting, Councillor Derksen requested that Motion 15-05-373 be included on the January 29, 2016, Regular Council Meeting agenda.

This Notice of Motion was tabled at the January 29, 2016 meeting and then tabled again at the February 9, 2016 meeting until after the completion of the Council self-evaluation.

Councillor Derksen has requested that this item be brought back to Council, however the completion of the self-evaluation which was scheduled for June 30, 2016 remains incomplete.

## **OPTIONS & BENEFITS:**

Council motion 15-05-373 states:

*“That as the result of the 2015 council self-evaluation and due to the continual display of disrespectful and bullying behavior that is detrimental to the municipal reputation, that Councillor Derksen be limited to attending only duly called regular council meetings, special council meetings and the annual ratepayer meetings, effective immediately.”*

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

N/A

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

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

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



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Ron Pelensky, Acting Chief Administrative Officer</b>
<b>Title:</b>	<b>Fox Lake Access Road</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County was approached by Little Red River Cree Nation in March 2014 regarding partnering on the Fox Lake Access Road project. A presentation was made to Council by Chief Laboucan and Glen Newman, AMEC Engineering. The following motion was passed:

*“That Council support the Fox Lake Access Road project in principle.”*

The County provided a letter that reflected the above motion. The Little Red River Cree Nation applied for a grant under the Build Canada Fund program (First Nations component). We were advised that they were not approved for funding at that time.

This project has been rejuvenated by the Little Red River Cree Nation with new funding opportunities to come out of the most recent federal and provincial budgets. As the result, Ryan Konowalyk, Peace River Regional Director with Alberta Transportation, inquired from Council regarding the County’s intent to participate and support this project.

Administration was contacted by Alberta Transportation as a follow up to the most recent meeting. Please see the attached email and a copy of the letter that was issued years ago in relation to a similar request and arrangements. Although it appears as the County was ready to contribute to the operating cost, the province made a decision to extend that road as a part of the provincial Highway 58, therefore the County was relieved of any responsibility for that road.

Administration’s estimate to operate and maintain the road is \$158,610 (see the attached calculation).

**Author:** J. Whittleton/C. Gabriel **Reviewed by:** \_\_\_\_\_ **CAO:** \_\_\_\_\_

The following motion was made at the May 10, 2016 council meeting:

**MOTION 16-05-347      MOVED** by Councillor Toews

That a letter be sent to Alberta Transportation stating that the County is not in a financial position to participate in establishing a new road way, namely the Fox Lake Access Road (Highway 58 to the Fox Lake river crossing), and that it should be established as a provincial roadway and that future consideration for participation in operations/maintenance may be given.

**CARRIED**

A copy of the County's letter to Alberta Transportation dated May 27, 2016 is attached.

Alberta Transportation is seeking clarification regarding the County's statement that we are "not in a financial position to participate in establishing this new road way" as they are not asking for capital construction contribution, just an agreement similar to the one attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

The costs will depend on Council's decision regarding the level of participation in this project/partnership. The annual operating cost would have to be included in the annual operating budgets.

**SUSTAINABILITY PLAN:**

NA

**COMMUNICATION:**

Councils' decision will be communicated to Alberta Transportation and the Little Red River Cree Nation.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: J. Whittleton/C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: RP

## Fox Lake Road Maintenance

Distance from pit to road	111 km	
Length of road	14 km	
Gravel application	200 tonne per km	
Cost to haul gravel	0.35 \$/km	County contractor rate
Application frequency	2 years	
Total gravel to be used	2,800	every two years
	1,400	avg per year
Total gravel haul cost	57,820	
Gravel unit cost	9.85	cost per tonne
Total gravel cost	13,790	
Total regravelling cost	71,610	Annual
County maintenance		
Estimated contractor	7,250	monthly ( $\$10,000/40\text{km} * 14\text{km} + \$10,000/40\text{km} * 30\text{km} * 0.5(\text{factor})$ )
	87,000	Annually
Total maintenance cost	<u>158,610</u>	

**From:** [Ryan Konowalyk](#)  
**To:** [Joulia Whittleton](#)  
**Subject:** Fox Lake Access Road - O&M  
**Date:** May-02-16 10:31:35 AM  
**Attachments:** [EDMONTON-#1658148-v1-FOX LAKE ACCESS PDF.PDF](#)

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Joulia,

As we all try to move the Fox Lake Access Road project forward it is AT's understanding the County is tentatively supportive with some concerns that need to be addressed:

- Capital costs of constructing the road, conducting legal survey, registering the road as a public roadway, etc would not be borne by the County
- The roadway would become a County roadway, assurances for future capital improvement requirements would need to be addressed
- Typically operation and maintenance of such a gravel highway costs ~\$155,000 per year
  - The County would prefer to have LRRCN conduct the maintenance with a monetary contribution from the County

Does this capture the discussion we had at Council last week?

Would the County be prepared to provide an informal/estimated figure for the operations/maintenance contribution? I have attached an agreement from 2002 between the County and the FN, I believe this is the old agreement we discussed.

Regards,

**Ryan Konowalyk**, P.Eng.  
Regional Director - Peace Region  
Alberta Transportation - Government of Alberta  
Peace River, Alberta

Tel 780-624-6280  
Fax 780-624-2440

**511 Alberta - Alberta's Official Road Reports**  
Go to [511.alberta.ca](http://511.alberta.ca) and follow [@511Alberta](https://twitter.com/511Alberta)

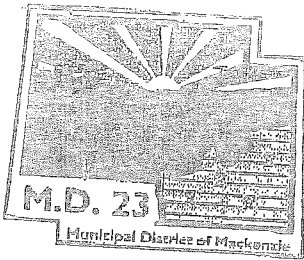


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<http://511.alberta.ca/ab/en.html>  
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Municipal District of Mackenzie No. 23  
P.O. Box 640, Fort Vermilion, AB. T0H 1N0  
Phone: (780) 927-3718 Fax: (780) 927-4266

September 19, 2002

Chief Johnsen Sewepagan  
Little Red River Cree Nation  
Box 30  
Jean D'or Prairie, AB, T0H 3X0

Dear Sir,

Re: Highway 58 East to Garden River

Further to today's meeting of our respective councils we are prepared to enter into a License of Occupation (LOC) with the Little Red River Cree Nation (LRRCN) whereby you will be assuming all liabilities and responsibility for the roads from the Wentzel River to the Wood Buffalo Park boundaries (43 km) as well as the access road from Highway 58 to Jean D'or Prairie I.R. (1.5 km). This agreement shall also contain the following additional terms:

- The term of the agreement is for twenty years. Both parties shall meet and review the agreement at least every five years and changes shall be incorporated into the agreement if mutually agreed upon.
- The Municipal District of Mackenzie will contribute operating costs to LRRCN in the amount of \$51,000 for each of the first ten years and \$61,000 for each of the following ten years. During construction, this will be prorated based on the amount of road completed.

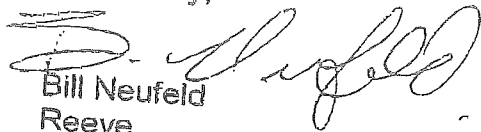
It is also understood that we will not assume any project management responsibilities and we will also obtain a written commitment from Alberta Transportation that they will retain the existing Primary Highway 58. Our administration will be drafting a final agreement for council approval and this will be forwarded for your signature soon thereafter.

.../2



Thank you for cooperation on this matter and feel free to contact me if you have any questions.

Yours truly,

  
Bill Neufeld  
Reeve

c.c. Ken Boutillier, ADM, Alberta Northern and Aboriginal Affairs  
John Engleder, Regional Director, Alberta Transportation  
Fred Jobin, Director, Operational Programs and Policies, INAC

# LITTLE RED RIVER CREE NATION



Chronological no.
File reference no. 0711221-B

## COUNCIL RESOLUTION

Quorum consists of seven (7) Council Members					Cash free balance
					Capital account \$ _____
Date of duly convened meeting	Day	Month	Year	Province	Revenue account \$ _____
	2   2	1   1	0   7	Alberta	

**WHEREAS:** the undersigned, being the duly elected Chief and Council for the Little Red River Cree Nation (the "Nation") are empowered to act on behalf of the Nation, and Council having met in quorum at a duly convened meeting;

**AND WHEREAS:** The Chief and Council of the Little Red River Cree Nation, are committed and in support of the ongoing development of the construction of the Garden River access road, from the Wentzel River to the community of Garden River as a first phase of the Garden River/Fox Lake access Road project. And it is understood that construction of the Fox Lake Access would be completed as a second Phase of the project.

### NOW THEREFORE BE IT RESOLVED THAT:

The Chief and Council of the L.R.R.C.N. authorize and approve this project.

(Councillor Daniel Nanooch)

(Councillor Michael Nanooch)

(Councillor Delmer D'Or)

(Chief Gas Loonskin)

(Councillor Lester Nanooch)

(Councillor Floyd Anger)

(Councillor Alfred Seesegeon)

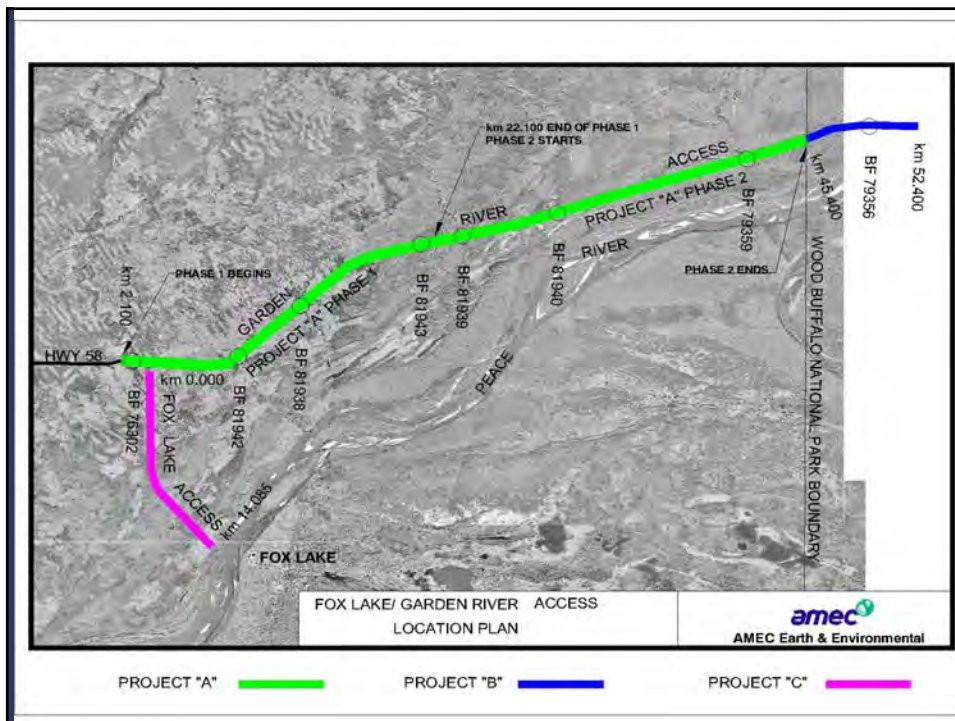
(Councillor Arthur Laboucan)

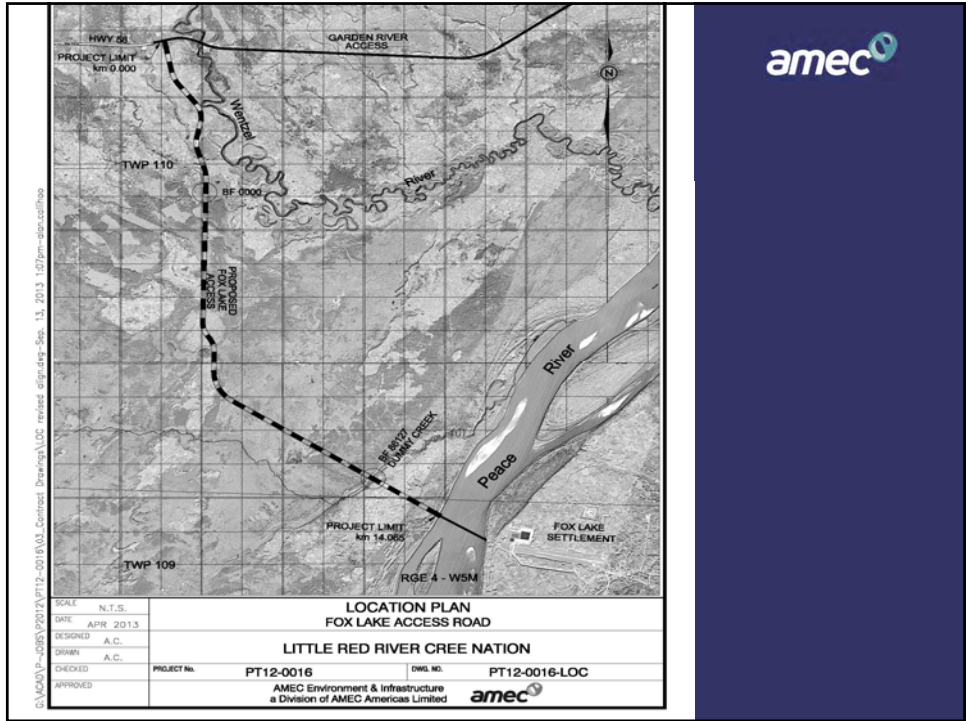
(Councillor Henry Grandjambe)

(Councillor Lorne Tallacee)

(Councillor Joan Laboucan)

# LITTLE RED RIVER CREE NATION Fox Lake Access Road







## History

- The Little Red River Cree Nation has been actively involved with promoting the construction of all weather access roads into the communities of Garden River and Fox Lake since the 1950's
- CEEA Approval for the Project was obtained in 2005 which was based on 6 phases of construction, Fox Lake Access Road is the 5<sup>th</sup> phase of the project
- Fox Lake Access Road consists of 14 km of roadway construction one large diameter bridge culvert and a 14 m single span SC girder bridge.

## Design/Construction

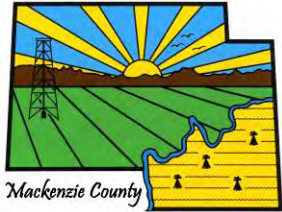
The Roadway into The community of Garden River was completed in 2012 at a cost of 46 million dollars  
An LOC for the proposed Fox Lake Access Road was cleared last winter at a cost of 1.2 Million dollars  
The roadway and bridge design for the project is complete and pending DFO and AE approvals the project is ready to tender  
The LRRCN would like to secure funding of 14 million dollars to complete the construction of this phase of the project by October 2015.

## Funding Partnerships

- The roadway constructed into Garden River and the proposed roadway into Fox Lake provides economic development to all Albertans.
- Funding for the project may be available under the Build Canada Fund
- LRRCN would like to Partner with Mackenzie County to apply for funding under this program

## Preliminary Construction Cost Estimate

- The estimate construction cost including contingency and engineering is \$13.7 million.



## *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

May 27, 2016

Ryan Konowalyk  
Regional Director – Peace Region  
Alberta Transportation – Government of Alberta  
Peace River Region  
3<sup>rd</sup> Floor Provincial Building  
Peace River, AB  
T8S 1T4

Dear Mr. Konowalyk

**RE: FOX LAKE ACCESS ROAD**

This letter is in regards to the recent letter sent to Mackenzie County asking the County to help with the establishment of a new road way, namely the Fox Lake Access Road (Highway 58 to the Fox Lake river crossing).

Initially when Mackenzie County was asked to participate with the establishment of this road (years ago) the County was ready to contribute to the operation cost, the province made a decision to extend the road as a part of the Provincial Highway 58 and the County was relieved of any responsibility of that road.

At this time Mackenzie County is not in a financial position to participate in establishing this new road way and further to this we believe that this should be established as a provincial roadway.

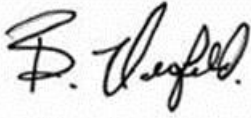
In the future Mackenzie County may give consideration for the participation in the operations and maintenance.

Should you have any questions regarding this matter, please feel free to contact myself at 780-841-1806, or Joulia Whittleton, Chief Administrative Officer at 780-927-3718.



Alberta Transportation  
Page 2  
May 27, 2016

Yours truly,

A handwritten signature in black ink, appearing to read "B. Neufeld". The signature is written in a cursive style with a large initial "B".

Bill Neufeld  
Reeve

c: Mackenzie County Council  
Joulia Whittleton, Chief Administrative Officer  
Chief Gus Loonskin, Little Red River Cree Nation





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Ron Pelensky, Director of Community Services &amp; Operations</b>
<b>Title:</b>	<b>Fort Vermilion Court House Building</b>

## **BACKGROUND / PROPOSAL:**

Recently it was discovered that the Province will be constructing a new court house in Fort Vermilion, and Council has requested that administration look at obtaining the old Provincial Court House building. Administration has been in contact with the contractor that is responsible for removing the court house, and they have tentatively agreed to allow the County to take ownership of the building once the new court house is constructed.

Administration contacted Alberta Minister of Culture to inquire if the County could purchase the land the building currently sits on, and are still awaiting a decision.

Administration is requesting ideas for use, and placement of this building so that when the building is ready to be moved, a location can be prepared.

## **OPTIONS & BENEFITS:**

### **Option #1**

Set up the building on a lot in Fort Vermilion, and rent it to a community group.

### **Option #2**

Set up the building on a designated site and use as a visitor tourism center.

**Author:** R. Pelensky      **Reviewed by:** \_\_\_\_\_      **CAO:** RP

**COSTS & SOURCE OF FUNDING:**

If this building is acquired, Administration may require approximately \$60,000 to be allocated for the move, and site set up.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

Administration will communicate Councils decision with the building contractor.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That administration advertises for local community groups to come forward with proposals of use for the old Provincial Court House building in Fort Vermilion.

Author: R. Pelensky      Reviewed by: \_\_\_\_\_      CAO: RP



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Peng Tian, Director of Finance</b>
<b>Title:</b>	<b>Financial Reports – January 1 to May 31, 2016</b>

## **BACKGROUND / PROPOSAL:**

The Finance Department provides financial reports to Council as per policy.

## **OPTIONS & BENEFITS:**

Please review the following financial reports for the period January 1 – May 31, 2016:

- Investment Report
- Statements of Operations by Object and Department
- Projects Progress Report
- Aged Receivables

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

N/A

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION:**

N/A

**Author:** \_\_\_\_\_ **Reviewed by:** \_\_\_\_\_ **CAO:** \_\_\_\_\_ **RP** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the financial reports for the period of January 1 – May 31, 2016 be accepted for information.

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

## Investment Report for May 2016

### Chequing Account on May 31, 2016

Bank account balance 2,631,668

### Investment Values on May 31, 2016

Short term investments (EM0-0377-A)	12,090,255
Short term T-Bill (1044265-26)	237,693
Long term investments (EM0-0374-A)	8,233,190
Short term notice on amount 31 days	1,272
Short term notice on amount 60 days	4,869
Short term notice on amount 90 days	3,796
	<u><u>20,571,075</u></u>

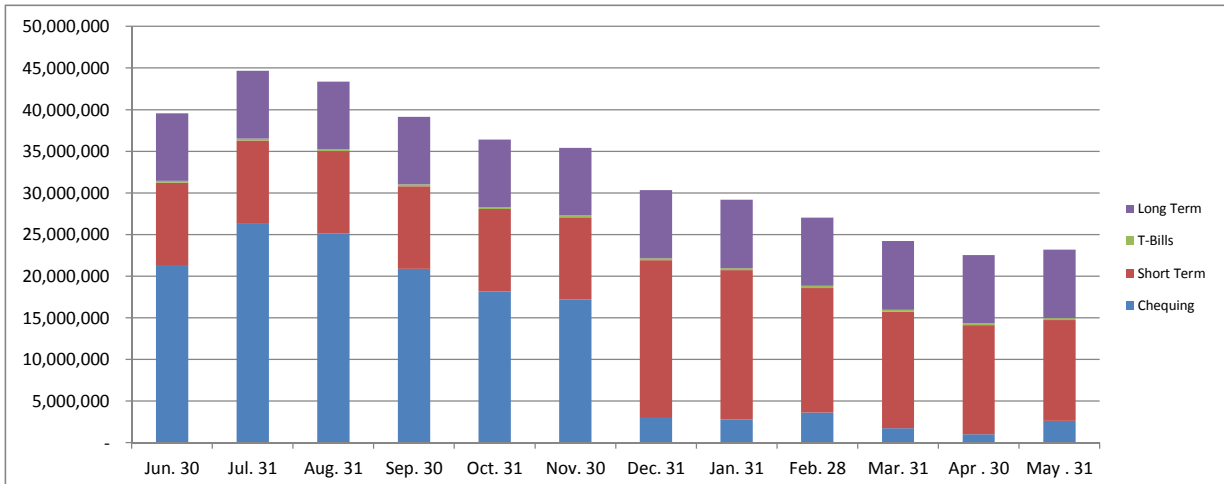
These balances include 'market value changes'.

### Revenues

	Total	Short Term	Long Term
Interest received	95,040	44,635	50,405
Interest accrued	81,257	45,387	35,870
	<b>176,297</b>	<b>90,022</b>	<b>86,275</b>
Market value changes	62,362		22,863
Interest received, chequing account	7,500	7,500	
<b>Grand total revenues before investment manager fees</b>	<b>246,159</b>	<b>97,522</b>	<b>109,138</b>
Deduct: investment manager fees for investments	-14,599	-3,437	-11,162
<b>Grand total revenues after investment manager fees</b>	<b>231,560</b>	<b>94,085</b>	<b>97,976</b>

### Balances in the Various Accounts - Last 12 Months

	Chequing	Short Term	T-Bills	Long Term	Total
Jun. 30	21,333,638	9,885,575	237,122	8,105,383	39,561,718
Jul. 31	26,397,330	9,885,600	237,189	8,146,843	44,666,961
Aug. 31	25,123,788	9,886,627	237,255	8,118,107	43,365,777
Sep. 30	20,894,752	9,887,654	237,309	8,119,455	39,139,169
Oct. 31	18,167,602	9,887,630	237,364	8,099,481	36,392,078
Nov. 30	17,188,418	9,888,659	237,417	8,081,738	35,396,233
Dec. 31	2,960,308	18,959,215	237,473	8,171,084	30,328,080
Jan. 31	2,772,109	17,969,964	237,528	8,194,472	29,174,072
Feb. 28	3,613,083	14,980,328	237,579	8,189,257	27,020,247
Mar. 31	1,754,505	13,988,864	237,610	8,237,943	24,218,922
Apr. 30	1,028,981	13,074,135	237,663	8,200,802	22,541,582
May. 31	2,631,668	12,100,192	237,693	8,233,190	23,202,743



**MACKENZIE COUNTY  
STATEMENT OF OPERATIONS**

May 31, 2016

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2016</b>	<b>\$ Variance</b>	<b>% Variance</b>
	<b>Total</b>	<b>Total</b>	<b>Budget</b>		
<b>OPERATIONAL REVENUES</b>					
Property taxes	35,309,092	28,800,960	33,921,049	5,120,089	15%
User fees and sales of goods	4,619,126	2,005,948	4,594,216	2,588,268	56%
Government transfers	1,501,319	518,500	1,302,914	784,414	60%
Investment income (operating)	500,870	246,159	360,000	113,841	32%
Penalties and costs on taxes	1,057,962	411,302	1,288,413	877,111	68%
Licenses, permits and fines	539,489	195,823	448,000	252,177	56%
Rentals	140,117	37,747	80,455	42,708	53%
Insurance proceeds	329,409	36,663	-	( 36,663 )	
Development levies	47,870	-	-	-	
Municipal reserve revenue	92,428	22,999	50,000	27,001	54%
Sale of non-TCA equipment	8,061	-	-	-	
Other	501,684	280,266	308,000	27,734	9%
<b>Total operating revenues</b>	<b>44,647,427</b>	<b>32,556,367</b>	<b>42,353,047</b>	<b>9,796,680</b>	<b>23%</b>
<b>OPERATIONAL EXPENSES</b>					
Legislative	543,500	266,971	796,640	529,669	66%
Administration	6,882,710	2,017,728	7,489,653	5,471,925	73%
Protective services	1,406,990	497,677	1,864,996	1,367,319	73%
Transportation	16,128,251	2,814,292	18,428,976	15,614,684	85%
Water, sewer, solid waste disposal	4,793,168	1,002,497	4,925,216	3,922,719	80%
Public health and welfare (FCSS)	639,256	537,235	781,053	243,818	31%
Planning, development	1,072,553	467,308	1,296,071	828,763	64%
Agriculture and veterinary	1,397,583	310,430	1,343,446	1,033,016	77%
Recreation and culture	2,268,946	723,641	2,324,449	1,600,808	69%
School requisitions	6,635,781	-	6,836,582	6,836,582	100%
Lodge requisitions	788,108	-	852,083	852,083	100%
Non-TCA projects	1,092,265	215,635	1,569,288	1,353,653	86%
<b>Total operating expenses</b>	<b>43,649,111</b>	<b>8,853,414</b>	<b>48,508,453</b>	<b>39,655,039</b>	<b>82%</b>
<b>Excess (deficiency) before other</b>	<b>998,316</b>	<b>23,702,953</b>	<b>( 6,155,406 )</b>	<b>( 29,858,359 )</b>	<b>485%</b>
<b>CAPITAL REVENUES</b>					
Government transfers for capital	5,102,465	-	12,635,212	12,635,212	100%
Other revenue for capital	733,150	110,604	933,641	823,037	88%
Proceeds from sale of TCA assets	528,614	-	492,932	492,932	100%
	<b>6,364,229</b>	<b>110,604</b>	<b>14,061,785</b>	<b>13,951,181</b>	<b>99%</b>
<b>EXCESS (DEFICIENCY) - PSAB Model</b>	<b>7,362,545</b>	<b>23,813,558</b>	<b>7,906,379</b>	<b>( 15,907,179 )</b>	<b>-201%</b>
<b>Convert to local government model</b>					
Remove non-cash transactions	9,541,342	-	10,629,659	10,629,659	100%
Remove revenue for capital projects	( 6,364,229 )	( 110,604 )	( 14,061,785 )	( 13,951,181 )	99%
Long term debt principle	1,669,369	-	1,578,512	1,578,512	100%
Transfers to/from reserves	8,820,289	-	2,895,741	2,895,741	100%
<b>EXCESS (DEFICIENCY) - LG Model</b>	<b>50,000</b>	<b>23,702,954</b>	<b>-</b>	<b>( 23,702,954 )</b>	



Mackenzie County  
Summary of All Units  
For the Five Months Ending May 31, 2016

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2016</b>	<b>\$ Variance</b>	<b>% Variance</b>
	<b>Total</b>	<b>Total</b>	<b>Budget</b>		
<b>OPERATING REVENUES</b>					
100-Taxation	34,974,510	28,678,342	33,782,194	5,103,852	15%
124-Frontage	197,247	122,618	171,497	48,879	29%
261-Ice Bridge	95,530	139,640	-	( 139,640 )	
420-Sales of goods and services	693,522	266,888	590,395	323,507	55%
421-Sale of water - metered	3,006,884	1,268,669	3,093,285	1,824,616	59%
422-Sale of water - bulk	918,721	470,391	910,536	440,145	48%
424-Sale of land	1	-	-	-	
510-Penalties on taxes	1,057,962	411,302	1,288,413	877,111	68%
511-Penalties of AR and utilities	61,483	27,882	48,000	20,118	42%
520-Licenses and permits	49,879	31,673	36,000	4,327	12%
521-Offsite levy	47,870	-	-	-	
522-Municipal reserve revenue	92,428	22,999	50,000	27,001	54%
526-Safety code permits	342,366	109,529	325,000	215,471	66%
525-Subdivision fees	55,156	25,024	35,000	9,976	29%
530-Fines	78,310	25,694	39,000	13,306	34%
531-Safety code fees	13,777	3,903	13,000	9,097	70%
550-Interest revenue	548,519	183,797	360,000	176,203	49%
551-Market value changes	( 47,649 )	62,362	-	( 62,362 )	
560-Rental and lease revenue	140,118	37,747	80,455	42,708	53%
570-Insurance proceeds	329,409	36,663	-	( 36,663 )	
592-Well drilling revenue	11,114	34,848	20,000	( 14,848 )	-74%
597-Other revenue	206,704	65,122	143,500	78,378	55%
598-Community aggregate levy	101,272	-	70,000	70,000	100%
630-Sale of non-TCA equipment	8,062	-	-	-	
790-Tradeshaw Revenues	25,580	12,775	26,500	13,725	52%
840-Provincial grants	1,501,318	518,500	1,302,914	784,414	60%
890-Gain (Loss) Penny Rounding	1	-	-	-	
990-Over/under tax collections	137,336	-	( 32,642 )	( 32,642 )	100%
<b>TOTAL REVENUE</b>	<b>44,647,430</b>	<b>32,556,368</b>	<b>42,353,047</b>	<b>9,796,679</b>	<b>23%</b>
<b>OPERATING EXPENSES</b>					
110-Wages and salaries	6,354,973	3,079,482	7,168,699	4,089,217	57%
132-Benefits	1,255,906	686,638	1,514,850	828,212	55%
136-WCB contributions	40,547	-	51,743	51,743	100%
142-Recruiting	12,848	2,490	20,000	17,510	88%
150-Isolation cost	66,993	36,231	72,000	35,769	50%
151-Honoraria	478,774	247,265	648,900	401,635	62%
211-Travel and subsistence	265,578	105,524	405,635	300,111	74%
212-Promotional expense	77,983	11,121	82,500	71,379	87%
214-Memberships & conference fees	107,460	35,382	143,321	107,939	75%
215-Freight	107,164	34,227	141,460	107,233	76%
216-Postage	44,344	17,758	43,150	25,392	59%
217-Telephone	124,467	21,851	123,640	101,789	82%
221-Advertising	36,405	13,805	63,220	49,415	78%
223-Subscriptions and publications	6,878	4,864	12,738	7,874	62%
231-Audit fee	75,950	30,000	76,000	46,000	61%
232-Legal fee	68,527	34,224	60,500	26,276	43%
233-Engineering consulting	240,054	29,497	166,000	136,503	82%
235-Professional fee	1,669,025	549,069	1,815,514	1,266,445	70%
236-Enhanced policing fee	153,400	38,400	297,200	258,800	87%

Mackenzie County  
Summary of All Units  
For the Five Months Ending May 31, 2016

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2016</b>	<b>\$ Variance</b>	<b>% Variance</b>
	<b>Total</b>	<b>Total</b>	<b>Budget</b>		
239-Training and education	96,483	40,699	163,329	122,630	75%
242-Computer programming	78,633	20,207	108,681	88,474	81%
251-Repair & maintenance - bridges	205,079	-	602,000	602,000	100%
252-Repair & maintenance - buildings	151,352	45,632	195,820	150,188	77%
253-Repair & maintenance - equipment	421,486	107,780	369,800	262,020	71%
255-Repair & maintenance - vehicles	64,432	16,678	81,900	65,222	80%
258-Contract graders	104,461	22,195	150,840	128,645	85%
259-Repair & maintenance - structural	1,596,984	152,583	1,588,193	1,435,610	90%
261-Ice bridge construction	77,703	90,057	120,000	29,943	25%
262-Rental - building and land	29,340	27,912	29,812	1,900	6%
263-Rental - vehicle and equipment	56,773	34,414	81,695	47,281	58%
266-Communications	97,814	38,212	117,638	79,426	68%
271-Licenses and permits	1,290	389	8,568	8,179	95%
272-Damage claims	-	1,000	5,000	4,000	80%
274-Insurance	313,112	-	298,960	298,960	100%
342-Assessor fees	264,623	110,480	263,000	152,520	58%
290-Election cost	-	2,855	5,000	2,145	43%
511-Goods and supplies	861,048	279,517	905,094	625,577	69%
521-Fuel and oil	740,479	310,622	1,017,070	706,448	69%
531-Chemicals and salt	268,567	138,836	328,700	189,864	58%
532-Dust control	568,170	24,812	728,405	703,593	97%
533-Grader blades	149,959	117,059	137,500	20,441	15%
534-Gravel (apply; supply and apply)	1,612,430	193,465	1,617,378	1,423,913	88%
535-Gravel reclamation cost	29,792	-	-	-	
543-Natural gas	87,911	26,812	113,877	87,065	76%
544-Electrical power	689,859	261,702	679,037	417,335	61%
710-Grants to local governments	1,927,281	478,080	1,805,000	1,326,920	74%
735-Grants to other organizations	2,068,118	1,155,677	2,096,245	940,568	45%
747-School requisition	6,635,781	-	6,836,582	6,836,582	100%
750-Lodge requisition	788,108	-	852,083	852,083	100%
810-Interest and service charges	29,536	4,833	27,000	22,167	82%
831-Interest - long term debt	614,288	( 42,672 )	562,323	604,995	108%
921-Bad debt expense	4,324	114	3,800	3,686	97%
922-Tax cancellation/write-off	1,190,753	-	1,502,106	1,502,106	100%
970-Other expenses	2,260	-	-	-	
993-NBV value of disposed TCA	834,784	-	880,169	880,169	100%
994-Change in inventory	( 216,403 )	-	580,324	580,324	100%
995-Depreciation of TCA	8,922,961	-	9,169,166	9,169,166	100%
<b>TOTAL</b>	<b>42,556,847</b>	<b>8,637,778</b>	<b>46,939,165</b>	<b>38,301,387</b>	<b>82%</b>
<b>Non-TCA projects</b>	<b>1,092,265</b>	<b>215,636</b>	<b>1,569,288</b>	<b>1,353,652</b>	<b>86%</b>
<b>TOTAL EXPENSES</b>	<b>43,649,112</b>	<b>8,853,414</b>	<b>48,508,453</b>	<b>39,655,039</b>	<b>82%</b>
<b>EXCESS (DEFICIENCY)</b>	<b>998,318</b>	<b>23,702,954</b>	<b>( 6,155,406 )</b>	<b>( 29,858,360 )</b>	<b>485%</b>
<b>OTHER</b>					
840-Provincial transfers for capital	5,102,465	-	12,635,212	12,635,212	100%
575-Contributed TCA	718,363	-	323,020	323,020	100%
597-Other capital revenue	14,787	110,604	610,621	500,017	82%
630-Proceeds of sold TCA asset	528,614	-	492,932	492,932	100%

Mackenzie County  
Summary of All Units  
For the Five Months Ending May 31, 2016

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2016</b>	<b>\$ Variance</b>	<b>% Variance</b>
	<b>Total</b>	<b>Total</b>	<b>Budget</b>		
	<b>6,364,229</b>	<b>110,604</b>	<b>14,061,785</b>	<b>13,951,181</b>	<b>99%</b>
<b>EXCESS (DEFICIENCY) - PS MODEL</b>	<b>7,362,547</b>	<b>23,813,558</b>	<b>7,906,379</b>	<b>( 15,907,179 )</b>	<b>-201%</b>
<b>CONVERT TO LG INCOME STATEMENT</b>					
Remove non-cash transactions					
993-NBV value of disposed TCA	834,784	-	880,169	880,169	100%
994-Change in inventory	( 216,403 )	-	580,324	580,324	100%
995-Amortization of TCA	8,922,961	-	9,169,166	9,169,166	100%
Remove TCA revenues					
Total of OTHER per above	( 6,364,229 )	( 110,604 )	( 14,061,785 )	( 13,951,181 )	99%
Add LTD principle paid					
832-Principle Payments	1,669,369	-	1,578,512	1,578,512	100%
Add/Deduct LG model TF to/from reserves					
930-Contributions from Operating Reserve	( 370,205 )	-	( 1,140,906 )	( 1,140,906 )	100%
940-Contribution from Capital Reserve	( 515,310 )	-	( 322,326 )	( 322,326 )	100%
762-Contribution to Capital (funding TCA projects)	3,459,941	-	871,748	871,748	100%
763-Contribution to Capital Reserves	3,716,473	-	3,240,267	3,240,267	100%
764-Contribution to Operating Reserves	2,529,390	-	246,958	246,958	100%
<b>EXCESS (DEFICIENCY) - LG MODEL</b>	<b>50,000</b>	<b>23,702,954</b>	<b>-</b>	<b>( 23,702,954 )</b>	

### Project Progress Report for May 2016

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2016	2016 Budget	Budget Remaining on May 31, 2016	Status Update on May 31, 2016	Percentage of Completion (%)
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**Administration Department**

Signs with Flags for FV Office (CF)	6,940	6,940	-	18,060	18,060	Waiting for metal works to be completed	50%
Payroll software	-	-	-	20,000	20,000	Fall 2016	0%
FV - Phone System Upgrade	9,535	-	9,535	20,000	10,465	All materials purchased, now configuring and installing.	75%
High Level Office Security	-	-	-	10,000	10,000	Install should be completed by July 8th.	50%
FV - Fireproof Storage Cabinet (Records)	83	83	-	8,000	8,000	Aug. 2016	0%
LC - Library Building	108,585	-	108,585	107,970	(615)	10% Hold back	90%
Zama Office Entrance (stones and a sign) CF)	7,246	7,246	-	10,754	10,754		
Land Purchase (South of High Level)	-	-	-	13,000	13,000		0%
LC Office - Installation of Generator	-	-	-	28,000	28,000	Connect Unit	90%
<i>Total department 12</i>			118,120	235,784	117,664		

**Fire Department**

LC -Aerial Unit Upgrade	-	-	-	30,000	30,000	Waiting for delivery of truck	0%
FV - New tanker/pumper, with equipment (CF)	-	-	-	375,000	375,000	Ordered - awaiting truck build	0%
<i>Total department 23</i>			-	405,000	405,000		

**Enforcement Department**

Peace officer vehicle	18,215	-	18,215	80,000	61,785	Awaiting invoices	90%
<i>Total department 26</i>			18,215	80,000	61,785		

**Transportation Department**

Heliport Road	1,593	-	1,593	285,000	283,407	Planning project	5%
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Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2016	2016 Budget	Budget Remaining on May 31, 2016	Status Update on May 31, 2016	Percentage of Completion (%)
AWD Graders (x3) LC, ZA, FV (2-16M, 1-14M)	578,251		578,251	1,416,000	837,749	2 graders delivered, awaiting invoices, 1 yet to be received.	66%
FV - 6" pump w/hoses	19,070		19,070	28,000	8,930	Completed	100%
FV- 43rd Ave, East of 50th Street	-		-	135,000	135,000	Project awarded to Knelsens	5%
FV - 45 Ave Cul-de-sac, East of 52nd Street	-		-	140,000	140,000	Project awarded to Knelsens	5%
FV - PW Pick up Truck	-		-	40,000	40,000	Truck received, awaiting invoicing	90%
Rocky Lane Store Road Reconstruction	760		760	400,000	399,240	Engineering Project-signing easements	5%
FV - Sander	-		-	10,000	10,000		0%
New Road Infrastructure (CF)	669,716	655,019	14,697	204,981	190,284	12 New Road Applications	25%
FV - Skid Steer Broom	-		-	7,000	7,000		0%
FV - Snowplow blade	-		-	5,500	5,500		0%
LC - Packer/Roller	24,980		24,980	25,000	20	Complete	100%
LC - Sander/Spreader	10,339		10,339	10,000	(339)	Complete	100%
LC - Crew Cab 4x4 Trucks (x2)	76,492		76,492	80,000	3,508	Complete	100%
LC - Engineering & Design for 113 Street and 109 Ave (CF)	53,549	53,549	-	46,451	46,451	Still in Design phase from last year	0%
LC - 94th Ave Ashphalt Overlay	33,347		33,347	870,000	836,653	Contract Awarded	15%
LC - Lagoon Access Paving	-		-	25,000	25,000	Contract Awarded	0%
LC - Dump Trailer	-		-	22,000	22,000	Complete	100%
High Level South Rebuild (CF)	-	-	-	50,000	50,000	Planning project	0%
LC - Loader Scales	9,520		9,520	9,996	476	Complete	100%
Zama Access Pave (PH V) (CF)	-	-	-	6,000,000	6,000,000	On hold - No grant received	0%
LC - Salt shed	2,014		2,014	300,000	297,986	Electrical, Doors and Interior remaining	80%
ZA - Tractor	14,900		14,900	30,000	15,100	Complete	100%
BF 78103	827		827	120,000	119,173	Being reviewed by our lawyers	40%
Snow Plow Truck Replacement	-		-	290,000	290,000	Preparing tender	0%

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2016	2016 Budget	Budget Remaining on May 31, 2016	Status Update on May 31, 2016	Percentage of Completion (%)
Fire Damaged Toolcat Replacement	96,463		96,463	96,464	1	Complete	100%
LC - South-Shoulder pull and road rehabilitation(CF)	171,919	171,919	-	128,081	128,081	Quotation Stage	10%
Gravel Reserve (to secure gravel source) (CF)	31,899	31,899	-	119,101	119,101		0%
FV - Sand and salt shelter (CF)	-	-	-	200,000	200,000	Preparing tender	0%
FV - Cold storage/Emergency generator building (CF)	-	-	-	132,250	132,250	Tender awarded - Alpine Builders	10%
FV - North- Shoulder pull and road rehabilitation (CF)	147,600	147,600	-	461,661	461,661	Working on Blumenort Road	30%
<i>Total department 32</i>			883,253	11,687,485	10,804,232		

#### Airport Department

FV - Pole Tarp Storage Shed	-	-	-	45,000	45,000	Planning	0%
<i>Total department 33</i>			-	45,000	45,000		

#### Water Treatment & Distribution Department

LC - Paving Raw Water Truckfill Station	-	-	-	48,000	48,000	Done in conjunction with Street Improvements projects.	5%
FV - 48th Ave Waterline Replacement(CF)	89,251	75,226	14,025	25,774	11,749	Complete.	100%
FV - Paving for Water Treatment Plant	-	-	-	250,000	250,000	Done in conjunction with Street Improvements projects.	5%
FV - Hydrant Replacement (CF)	49,020	49,020	-	15,980	15,980	Getting quotes for sidewalk replacement and then contractor to finalize landscaping.	95%
LA - Well number 4	-	-	-	150,000	150,000	AE doing desktop analysis for additional well, GWUDI assess. in the works and application for surface water diversion sent ASRD	1%
ZA - Distribution pump house upgrades (CF & New)	79,625	79,625	-	838,944	838,944	Awaiting grant funding approval.	1%
FV - Frozen Water Services Repairs (River Road) (CF)	14,519	14,486	33	196,214	196,181	Data collected by operators, being evaluated and list for interested residents being compiled.	5%
FV - Raw Water Truck fill (pressured and filtered) (CF)	43,930	12,500	31,430	28,400	(3,030)	Diverting treated water truckfill to east side is complete.	100%
LC - Raw Water Truckfill Upgrade	56,662	15,837	40,825	42,163	1,338	Awaiting some final electrical drawings.	99%
LC - Waterline Bluehills	-	-	-	833,250	833,250		0%

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2016	2016 Budget	Budget Remaining on May 31, 2016	Status Update on May 31, 2016	Percentage of Completion (%)
LA - Rural Potable Water Infrastructure (CF)	422,431	32,059	390,372	5,260,041	4,869,669	Brushing & clearing complete. Startup meeting July 5/16 with staking and fusing occurring immediately after.	10%
FV - 50th St - Water & sewer extension (CF)	16,520	16,520	-	563,480	563,480	Reviewing options w/ engineer.	1%
<i>Total department 41</i>			476,685	8,252,246	7,775,561		

#### Sewer Disposal Department

LC Lagoon Upgrade (CF)	7,254,071	7,218,918	35,153	84,433	49,280	Only grass seeding and 1 year inspection remaining.	98%
Zama - Lift station upgrade (CF & New)	116,439	116,439	-	1,256,052	1,256,052	Awaiting grant funding approval.	1%
LC - Main Lift Station Repair & Modification (CF)	61,000	10,900	50,100	51,100	1,000	Repairs complete, some site work still required once ground has settled.	98%
LC - Sanitary Sewermain Upgrades (CF)	43,724	31,187	12,537	793,813	781,276	Main sewer line is installed with the exception of the CIPP pipe. Service installations almost complete.	70%
FV - River Road Lift Station Repair	-	-	-	10,000	10,000	Contractor been given go ahead to start.	5%
<i>Total department 42</i>			97,790	2,195,398	2,097,608		

#### Solid Waste Disposal

Waste Bins 40 & 6 yd	-	-	-	40,000	40,000	Ordered - awaiting invoices	50%
ZA - WTS Fence	-	-	-	25,000	25,000	Old fence removed - awaiting invoices & install	25%
LC - Blue Hills - Build up ramp (CF)	8,410	8,410	-	3,590	3,590	Road work to be done	75%
<i>Total department 43</i>			-	68,590	68,590		

#### Planning & Development Department

New GIS Computer	9,009	-	9,009	9,000	(9)	New computer is provisioned and all S/W installed.	100%
<i>Total department 61</i>			9,009	9,000	(9)		

#### Agricultural Services Department

HL - Rural Drainage - Phase II & Phase III (CF)	-	-	-	100,000	100,000	Negotiating with Dene Tha	0%
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Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2016	2016 Budget	Budget Remaining on May 31, 2016	Status Update on May 31, 2016	Percentage of Completion (%)
LC - Buffalo Head/Steep Hill water mangement (Phase I) (CF)	193,100	178,201	14,899	1,721,800	1,706,901	Still waiting for approval under the Water Act from AE&Parks. ASB is scheduling a meeting with landowners concerning project status and easements in late July.	
<i>Total department 63</i>			14,899	1,821,800	1,806,901		

**Recreation Department**

FV - Ball Diamonds CF	-	-	-	160,000	160,000	One old diamond has been taken down and working on the second diamond. In the middle of June the contractor starts with a completion date on August 15th.	10%
FV - Ventilations/fans installed	9,453	-	9,453	6,000	(3,453)	Difficuly receiving quotes. Current contractor CJ Contracting will be giving a quote and hope to have completed by next hocky season (OCT 2016)	5%
FV - Skate Shack	-	-	-	30,000	30,000	The skate shack will be moved this summer up to the rodeo grounds. Thomas Simpson is in charge of this project. It is only about 10% complete with plans of being 100% by fall. Next meeting August 9th	10%
LC - Capital (requests from Recreation Society) CF	66,510	66,510	-	15,000	15,000	Arena Main llights - Completed 2015	100%
LC - Baseball Tractor/Gate for Arena	-	-	-	520	520	Completed in 2015	100%
Grounds Improvements (2014 - FV Walking Trail) (CF)	522,406	522,406	-	25,394	25,394	Ongoing	85%
ZA - Old County office - window replacement CF	21,980	-	21,980	9,000	(12,980)	Summer plans, Contractor hires and windows ordered.	20%
ZA - Com. Hall: Back Storage Room/Loading dock step	-	-	-	2,000	2,000	Almost complete.	75%
ZA - Com. Hall: Table & Chair Trolleys (6)	-	-	-	6,000	6,000	Completed.	100%
ZA - Com. Hall: Storage room industrial floor covering	-	-	-	6,500	6,500	Flooring complete, have trim left, but may not install	99%
ZA - Com. Hall: Property Full landscaping	-	-	-	126,000	126,000	Just started, waiting on rental units to arrive.	2%
ZA - Security Camera System	-	-	-	5,500	5,500	Waiting until facility is completed. Scoping out useful locations for cameras. Plan to start project in late summer to early fall.	0%
ZA - Hall electrical upgrades	-	-	-	1,887	1,887	In contact with ATCO and another consultant. Plan to be completed by the end of September. (1st priority)	0%
ZA - Shower facilities at campground	-	-	-	41,613	41,613	Complete.	100%
LC - Splash Park (CF)	-	-	-	255,000	255,000	Have money set aside for the Splash Park but no record of plans to start the building process.	0%
FV - Skate Park (CF)	-	-	-	70,000	70,000	Completed aprox July 15th 2015	100%
FV - Rodeo Grounds	10,567	-	10,567	40,000	29,433	Currently purchased shoots and fencing for the grounds.	50%
FV - Covered Gazebo for Splash Park	-	-	-	10,000	10,000	In the process of building the base and hope to have the gazebo built by the end of the week and will submit invoice next week. Being used, inv	100%



Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2016	2016 Budget	Budget Remaining on May 31, 2016	Status Update on May 31, 2016	Percentage of Completion (%)
FV - Playground Equipment	2,850		2,850	10,000	7,150	Equipment was ordered and is to contact Jennifer as to the location of equipment. Then the next step is to deliver and set equipment up at the location.	80%
FV - Curling Rink Renovations	20,000		20,000	20,000	-	They have received the \$20,000 and an invoice was submitted. Held fundraiser and earned \$13,125 to go towards bathroom upgrades.	100%
LC - Bluehills Rink	15,000		15,000	30,000	15,000	In process, have awarded the tender. Sent request for decision to the Finance Committee to reallocate \$11,000 from LC-Storage Facility Project to this Project.	0%
LC - Outdoor lights (front arena & players' entrance)	2,600		2,600	5,200	2,600	Tender Packages have been sent out.	0%
LC - Upgrade counters & cupboards in minor hockey kitchen	4,800		4,800	4,800	-	Counters and cupboards in minor hockey kitchen have been completed since the end of April.	100%
LC - Bowling Alley repairs & upgrade	10,074		10,074	20,147	10,073	Company working on the project will arrive in one to two weeks.	30%
LC - 2 NHL nets	1,350		1,350	2,700	1,350	Received nets and have been placed at location.	100%
LC - Wind mesh for Blumenort tennis courts	1,750		1,750	3,500	1,750	Received wind mesh, needs to install at the location.	50%
LC - Painting pickleball courts	1,500		1,500	1,500	-	Completed last week.	100%
LC - Outdoor Storage Facility (uninsulated)	-		-	11,000	11,000	Project on standstill requested to transfer \$11,000 to Bluehills Rink	5%
ZA - Water Line to Outdoor Rink Shack	-		-	30,000	30,000	In progress, Dealing with electrical problems before able to continue this project.	0%
LA - Ice Chiller Replacement	91,528		91,528	375,400	283,872	Old parts have been removed, early July replacement parts will arrive.	25%
<i>Total department 71</i>			193,452	1,324,661	1,131,209		

#### Parks & Playgrounds Department

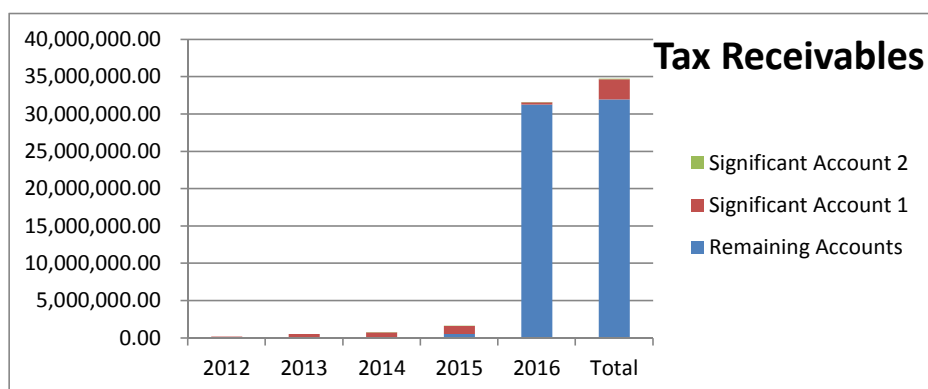
FV - Hutch Lake Caretaker Site Development	-		-	15,000	15,000	Awaiting invoices	90%
Dock Blocks Hutch Lake & Wadlin Lake (CF)	40,099	-	40,099	49,000	8,901	Extra Dock arrived, invoice received July 5	100%
D.A. Thomas Park - Shelter Repair	170		170	6,000	5,830	Maintenance Request completed-awaiting quotes	1%
Machesis Lake - Horse camp - road (CF)	1,790	1,438	352	23,562	23,210	Painting still to be completed - awaiting invoices - Grand Opening July 13, 2016	80%
Bridge campground - Survey & improvements (CF)	26,950	26,950	-	12,050	12,050	Awaiting Historical Assessment	5%
LC - Concrete Toilets Knelsen Park	-		-	16,000	16,000	Been ordered for 3 months	5%
FV - D.A. Thomas Park - Steps	-		-	10,000	10,000		0%
Wadlin Lake - Grounds improvements (CF)	-	-	-	70,000	70,000	Gravel moved in for development, Soil contamination testing Invoices to follow.	40%

Project Name	Total costs	Costs in prior years	Costs in current year up to May 31, 2016	2016 Budget	Budget Remaining on May 31, 2016	Status Update on May 31, 2016	Percentage of Completion (%)
<i>Total department 72</i>			40,621	201,612	160,991		
<b>TOTAL 2016 Capital Projects</b>			<b>1,852,044</b>	<b>26,326,576</b>	<b>24,474,532</b>		

## Aged Receivables on May 31, 2016

### Tax Receivables

Year	Amount	Significant Account 1	Significant Account 2	Total Less Significant Accounts
2012	283,196.09	213,176.03	0.00	0.00
2013	522,482.89	483,018.10	0.00	39,464.79
2014	765,149.14	622,586.87	17,778.71	124,783.56
2015	1,657,661.97	1,091,616.01	39,218.75	526,827.21
2016	31,603,106.00	313,444.36	16,682.09	31,272,979.55
Total	34,831,596.09	2,723,841.37	73,679.55	31,964,055.11



### Tax Receivables from Oil Companies

Company	Total
238568	\$ 9,059.72
009926	\$ 35,694.24
006970	\$ 56,483.52
004542	\$ 24,059.87
010109	\$ 15,648.79
	\$ 140,946.14

### Utility Receivables

Current	\$ 254,041.24
Period 1	\$ 147,367.20
Period 2	\$ 23,401.94
Period 3	\$ 2,923.39
Period 4	\$ 10,308.86
Total	\$ 438,042.63

### Trade Receivables

Current	-\$ 36,631.55
30-60 days	\$ 32,996.67
90 days	\$ 33,209.58
91 and over	\$ 210,042.39
Balance	\$ 239,617.09





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Community Advisory Committee –Streetscape Project</b>

**BACKGROUND / PROPOSAL:**

As Council is aware, a Community Advisory Committee was created for the streetscape and economic development project. A terms of reference was approved for the committee. Now that the plans have been approved, the terms of reference for the committees have effectively expired. There is a desire within the communities to keep the Community Advisory Committees going in order to begin further informing and implementing some of the concepts.

As per council’s direction, administration has revised the terms of reference from a design concepts advisory role to an implementation committee. This transition is an ideal way to ensure community support for the project as the scope changes from concept to reality.

The implementation committees fit well with the requirements of the county’s Citizen Engagement Policy.

The revised terms of reference is attached.

**OPTIONS & BENEFITS:**

Continuing the committee for each hamlet will ensure that the community continues to inform the direction of the streetscape. Encouraging community involvement should promote the project to proceed faster, smoother, and allow more opportunities for funding or construction partnerships. This will also foster community pride and ownership in the improvements.

There are two basic options available, those being:

**Author:**  B Peters      **Reviewed by:** \_\_\_\_\_      **CAO:**  RP

- Keep the terms of reference as is, effectively ending the community advisory committees, and informally work with the community to progress with the projects; or,
- revise the terms of reference to formally have a community committee in place to collaboratively work with for the implementation of the streetscape.

**COSTS & SOURCE OF FUNDING:**

The current advisory committee members have volunteered their time, with the County covering costs of meals and other basic costs for meetings. Expenses are estimated at \$150 per meeting.

This expense would be covered by the planning department’s current operating budget. Depending on the meeting times, there could be some overtime requirements for one or two staff per meeting.

**SUSTAINABILITY PLAN:**

The Sustainability Plan does not mention public engagement, but has several aspects regarding community growth and beautification.

**COMMUNICATION:**

A brief communications plan/protocol would be created.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the terms of reference for the Community Advisory Committee be revised as presented in order to transition into a Community Streetscape Implementation Committee.

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

## **Community Streetscape Implementation Committee - Terms of Reference**

### **Purpose:**

Streetscape and façade design guidelines that established a framework for infrastructure improvements and future development were approved in May 2016. The design concepts require a long-term implementation plan for each community. The plan will be created by the County with ongoing input from the Community Streetscape Implementation Committee in each community.

In La Crete, the area encompasses the 100 Street corridor and the downtown. The guidelines create complementary standards for the four-lane, undivided commercial roadway and an improved downtown fabric.

For Fort Vermilion, the vision is to build on the existing character and heritage of the community through design standards for River Road and its adjacent downtown area.

The primary role of the committee is to make recommendations to council regarding implementation of streetscape improvements.

### **Committee Structure**

There will be two committees, one each for Fort Vermilion and La Crete.

The committees will be chaired by a local County Councilor, and be otherwise comprised of community members representing a variety of groups and interests. The goal is to have 7 to 9 community members on the committee, representing diverse interests such as: Business and Industry; Cultural Heritage; Environmental Conservation; Active Living; Universal Accessibility; Public Safety; Stakeholder Engagement.

The Committee will appoint its own Vice-Chair at the first Committee meeting held following Council's Organizational Meeting.

**Quorum:**

The Councilor appointed by Council, and an overall majority of members at large present at a meeting shall be considered a quorum. In order for the meeting to take place the Director of Planning & Development or his/her designate must be present.

**Term:**

All members of the Committee will hold office for a one year period, with members being appointed at the Organizational Meeting in October of each year.

In the event of vacancy by death, resignation or from any other such cause except the expiration of the term of appointment, such vacancy shall be filled by an appointment by Council as soon as possible.

**Authority:**

The Committee shall report directly to the County Council, in an advisory capacity, on all matters including recommendations with the Committee's approved minutes being presented to Council on a regular basis.

**Meeting Schedule & Remuneration**

The committee shall meet as required in order to adequately address its Scope of Work, anticipating four (4) to six (6) meetings per year. Meetings will typically be held at the county office in the applicable community.

Committee members shall not receive remuneration for their appointment to the committee.

**General Responsibilities:**



The Committee shall:

- Identify priorities
- Advise on implementation strategies and sequence
- Assist in identifying and creating community partnerships
- Promote the adoption of the façade standards with private developers
- Provide local knowledge to further inform design details





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>July 12, 2016</b>
<b>Presented By:</b>	<b>Ron Pelensky, Acting 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.

- 2016-06-16 Alberta Transportation – La Crete Sewage Lagoon Expansion Project Cost Overage
- 2016-07-04 Town of Peace River – Rotary House Project
- 2016-07-05 Minister of Health and Minister of Infrastructure – 8 vacant lots
- Meeting Minutes Mackenzie Housing Management Board
- Draft AAMDC Municipal Agriculture Disaster Declaration Guide
- Municipal Ag Disaster Declaration Guide
- Peace and Slave Watershed Management Discussion Paper
- Alberta Environment and Parks 2015-16 Annual Parks
- Alberta Municipal 2015-16 Annual Report

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## **OPTIONS & BENEFITS:**

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

**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: \_\_\_\_\_

June 16, 2016

Our File: 1560-WWP-MACK-10

Mr. Bill Neufeld  
Reeve  
Mackenzie County  
PO Box 640  
Fort Vermilion, AB

Dear Mr. Neufeld:

**Re: Alberta Municipal Water/Wastewater Partnership  
Cost Overage La Crete Sewage Lagoon Expansion Project**

As costs exceeded the maximum approved amount on the completed La Crete Sewage Lagoon Expansion project a separate application for the cost overage was entered into the Municipal Grant Management Application (MGMA) program. This application has been approved for grant funding under the Alberta Municipal Water/Wastewater Partnership program.

Please be advised that a grant payment in the amount of \$1,801,582.15 is being electronically transferred to Mackenzie County for the Cost Overage on the La Crete Sewage Lagoon Expansion project.

Yours truly,



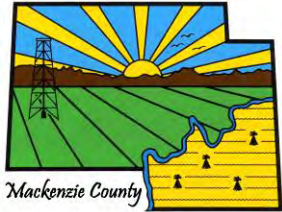
Ryan Konowalyk, P.Eng.  
Regional Director

CB/ljl

cc: Debbie Jabbour, MLA Peace River  
Mike Yakemchuk, Water for Life Program Advisor, Alberta Transportation  
Barry Pape, Team Lead Water/Wastewater & Grant, Alberta Transportation

RECEIVED  
JUL 7 2016

**MACKENZIE COUNTY  
FORT VERMILION OFFICE**



## 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

July 6, 2016

Mayor & Council  
Town of Peace River  
Box 6600  
Peace River, Alberta T8S 1S4

Dear Mayor & Council:

**RE: ROTARY HOUSE PROJECT**

Thank you for your letter dated June 17, 2016 requesting financial support for the Rotary House Project in Peace River.

The Peace River Rotary Club made a presentation to Mackenzie County Council on April 8, 2014. At that time Mackenzie County Council made a motion to accept the funding request for information.

Upon receiving the most recent letter Mackenzie County Council once again discussed the Rotary House Project during the June 30, 2016 Council Meeting. Council agrees that the project is one that would truly benefit anyone travelling for any type of medical condition, unfortunately at this time we are unable to contribute any funding towards this project. We will, however consider this request in our 2017 budget deliberations.

Should you wish to discuss this matter further, please feel free to contact myself at (780) 841-1806.

Regards,

Bill Neufeld  
Reeve, Mackenzie County

c: Mackenzie County Council  
Ron Pelensky, Acting Chief Administrative Officer



# 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

July 5, 2016

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

The Honourable Brian Mason  
Minister of Infrastructure  
320 Legislature Building  
10800 – 97 Avenue  
Edmonton, AB T5K 2B6

Dear Ministers:

**RE: DISPOSITION/SALE OF 8 VACANT LOTS IN FORT VERMILION,  
ALBERTA**

Mackenzie County Council was made aware of 8 vacant lots that are to be sold by Alberta Health Services in Fort Vermilion, Alberta.

Mackenzie County Council would like to request a delay in the selling of these lots until the visioning for health services and assisted living has been completed. Fort Vermilion has a continual shortage of housing and these lots have been identified as part of the lands needed for the future seniors and elders lodge.

Should you wish to discuss our request of these lots, please feel free to contact myself at (780) 841-1806.

Regards,

Bill Neufeld  
Reeve  
Mackenzie County

Minister of Health  
Minister of Infrastructure  
Page 2  
July 5, 2016

c: Ms. Debbie Jabbour, MLA – Peace River  
Mackenzie County Council  
Ron Pelensky, Acting Chief Administrative Officer



**MACKENZIE HOUSING MANAGEMENT BOARD  
REGULAR BOARD MEETING  
May 30, 2016 – 10:00 A.M.  
Fireside Room – Heimstaed Lodge**

**In Attendance:** George Friesen-Chair  
John W Driedger –  
Wally Schroeder-Vice Chair via Teleconference 9:56 am  
Paul Driedger  
Wally Olorenshaw  
Ellis Forest  
Peter H. Wieler  
Shirley Rechlo  
Erick Carter  
Mike Kowal

**Regrets:**

**Administration:** Barbara Spurgeon, Chief Administrative Officer  
Evelyn Peters, Executive Assistant  
Eva Klassen, Lodge Manager  
Phill Peters, Financial Officer  
Zona Peters, Health Care Manager  
Henry Goertzen, Property Manager

**Call to Order:** Chair George Friesen called the Board meeting to order at 10:00 a.m.

**Agenda:** **Approval of Agenda**

16-81 Moved by Ellis Forest

That the agenda be approved as distributed.

Carried

**Minutes:** **April 28, 2016 Regular Board Meeting Minutes**

16-82 Moved by John W Driedger

That the April 28, 2016 Regular Board Meeting be approved as distributed.

Carried

**May 19, 2016 Teleconference Special Board Meeting Minutes**

16-83 Moved by Wally Schroeder

That the May 19, 2016 Teleconference Special Board Meeting be approved as distributed.

Carried

**Reports:** **CAO Report**

16-84 Moved by Mike Kowal

That the Chief Administrative Officer report be received for information.

Carried

**Financial Reports** **Lodge Financial Reports – April 30, 2016**

16-85 Moved by Ellis Forest

That the April 30, 2016 Lodge financial report be received for information.

Carried

**High Level Lodge Reports – April 30, 2016**

16-86 Moved by Shirley Rechlo

That the April 30, 2016 High Level Lodge financial report be received for information.

Carried

**Assisted Care Financial Reports – April 30, 2016**

16-87

Moved by John W Driedger

That the April 30, 2016 Assisted Care financial report be received for information.

Carried

**Housing Financial Reports – April 30, 2016**

16-88

Moved by Wally Olorenshaw

That April 30, 2016 Housing financial report be received for information.

Carried

16-89

Moved by Wally Schroeder

That administration be instructed to explore Affordable Housing in La Crete.

**Arrears Report to April 30, 2016**

16-90

Moved by Peter Wieler

That the April 30, 2016 arrears report be received for information.

Carried

**New Business:**

**Assisted Living 2016 Budget**

16-91

Moved by Wally Olorenshaw

That the proposed Assisted Living 2016 budget be approved as a deficit Budget due to the short fall from the Alberta Health Services contract.

Carried

**Market Value Rent**

16-92

Moved by John W Driedger

That effective October 1, 2016 market rents be set at the following amounts:

\$ 750.00	One (1) Bedroom
\$ 850.00	Two (2) Bedrooms
\$ 950.00	Three (3) and four (4) Bedrooms
\$1000.00	Five (5) Bedrooms
\$ 600.00	Seniors' self-contained units

Carried

**Lease for Heimstaed Lodge**

16-93

Moved by Shirley Rechlo

That Wally Olorenshaw, Ellis Forest, and John W Driedger be appointed to review and possibly negotiate a new rental agreement with La Crete Municipal Nursing Association.

Carried

**Policy GOV-020 Board Members Alternates**

16-94

Moved by Shirley Rechlo

That Policy GOV-020 Board Member Alternates be revoked effective immediately.

Carried

**Information:**

**Information items**

16-95

Moved by John W Driedger

That the following be accepted for information.

- Bank reconciliation for April 2016
- Executive Summary
- Mackenzie Regional Charity Golf Tournament
- Newspaper Article– High Level Lodge Update

Carried

Wally Schroeder left the meeting at 10:50 am

Chair George Friesen recessed the meeting at 10:50 am  
Chair George Friesen reconvened the meeting at 10:55 am

**In Camera:** **Land / Legal / Labour**

16-96

Moved by

That the meeting move to in camera at 10:55 am

Carried

16-97

Moved by

That meeting move out of in camera at 11:27 am

Carried

**Next Meeting Date:** Regular Board Meeting – June 27, 2016  
Fireside Room – Phase I Heimstaed Lodge

**Adjournment:**

16-98

Chair George Friesen adjourned the meeting of May 30,  
2016 at 11:33 am.

Carried

---

George Friesen, Chair

---

Evelyn Peters  
Executive Assistant

## **Draft AAMDC Municipal Agriculture Disaster Declaration Guide Now Available**

In recent years, a number of rural municipalities experienced drought or excessive moisture conditions which impacted crop yields and resulted in municipalities declaring agricultural disasters across Alberta. These events presented an opportunity to explore the development of a tool that AAMDC members could use to help guide decision making in future instances of agricultural disasters. The AAMDC has worked with Alberta Agriculture and Forestry and the Agriculture Financial Services Corporation (AFSC) to develop a *Draft Municipal Agriculture Disaster Declaration Guide* (attached).

The draft guide is intended to promote a consistent mechanism for data collection and monitoring to support municipal decision making and to guide the communications process when considering agricultural disaster declarations. Through the use of information provided in the draft guide, municipalities can bring awareness to a situation as it is developing and ensure all levels of government and local residents are aware of the situation, without immediately declaring it as a “disaster.”

The draft guide includes the following components:

- A condition statement tool
- Technical information that can be used to support data
- What a Government of Alberta declaration means
- An overview of municipal communication process in the event a disaster is declared
- Municipal agriculture disaster declaration template

The AAMDC is distributing this guide in its draft form recognizing that improvements to this document and tools included could be made. AAMDC members are encouraged to utilize this guide throughout the growing season and harvest and provide any input regarding its use or content to AAMDC Policy Analyst Tasha Blumenthal at [tasha@aamdc.com](mailto:tasha@aamdc.com). Any input is appreciated and feedback will be consolidated for improvements to the guide.

Enquiries may be directed to:

Tasha Blumenthal  
Policy Analyst  
780.955.4094

Kim Heyman  
Director of Advocacy & Communications  
780.955.4079

# A Guide for Declaring Municipal Agricultural Disasters in Alberta



Partners in Advocacy & Business

Prepared by the Alberta Association of Municipal Districts and Counties  
2016

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DRAFT



## About This Guide

Steps used towards declaring a municipal agricultural disaster can bring awareness to a developing situation, inform residents, industry and provincial and federal governments and enable collaboration with impacted producer groups.

This guide is intended to be used as a tool to enable municipalities to use informed decision making process prior to making a formal declaration of agricultural disaster as conditions evolve. **Municipal declarations do not automatically trigger access to increased funding programs, provincially or federally.**

A number of elements drove the creation of this guide, including:

- Past drought and excessive moisture experiences impacting agricultural production and crop yields,
- 2015 drought which resulted in a provincial declaration and multiple municipal declarations,
- Discussion stemming from the provincial Drought and Excessive Moisture Advisory Group (DEMAG) whose mandate is to provide advice and recommendations to complement government actions on drought and excessive moisture related issues affecting Alberta's agricultural producers in Alberta and to advise and provide recommendations to government on long-term strategies for mitigating the effects of drought and excessive moisture. More information regarding DEMAG is included in Appendix C.

### **Purpose of the Guide:**

The purpose of the Guide is to promote a consistent mechanism for data collection and monitoring to support municipal decision making to guide agricultural disaster declarations.

Through the use of information provided in the Guide, municipalities can bring awareness to a situation as it is developing and ensure all levels of government and local residents are aware of the situation, without immediately declaring it as a "disaster."

The use of this guide is intended as a source of information that will allow data comparisons within a municipality year after year.

The Guide provides:

- Directions for consistent and clear messaging
- Identification of tools available to arrive at condition statement
- Access to technical data to support condition statement
- Timeline documentation of conditions
- The ability to modify condition statements due to a change in conditions
- An explanation of the differences between a condition statement versus a provincial declaration of agricultural disaster
- A recommendation as to when a municipal declaration should be made
- A communications guide noting key parties to notify

## Condition Statement Tool Overview

The Condition Statement Tool is intended to provide a tracking mechanism that will enable data-driven municipal decision making where agriculture production is impacted by natural causes.

Utilizing data available through Agriculture Financial Services Corporation (ASFC) (ex. crop reports customized to the municipal level) and/or municipal resources such as agricultural fieldmen, the condition statement tool can be used to highlight and track the percentage of crops in poor condition. The use of a colour-coded chart demonstrates a snapshot of conditions at a given time, and includes identification of the size of area impacted (in hectares).

Municipalities are encouraged to attach a map highlighting the impacted area(s) where possible.

It is advisable to assess conditions through this tool every two to three weeks to monitor and document any changes prior to making a formal declaration. It is important to note that improved conditions can result in a declaration being lifted.

The Condition Statement Tool is available in Appendix A for use and a sample is provided below:

<b>Date:</b>	July 7, 2015					
<b>Municipality:</b>	County of AAMDC					
<b>Total Area Impacted:</b>	324 seeded hectares					
<b>Map Included:</b>	No					
<b>Next Report Due:</b>	July 21, 2015					
	<b>Ranking</b>	<b>Drought</b>	<b>Excessive Moisture</b>	<b>Floods</b>	<b>Pests</b>	<b>Hail</b>
<i>Annuals Impacted (% rated poor):</i>						
Cereals		13% poor				
Oil Seed					26% poor	
Others						
<i>Perennials Impacted (% rated poor):</i>						
Tame Hay				55% poor		
Tame Pasture						
Native Pasture						
<i>Other: (please indicate)</i>						

	0 – 10%	Crops near normal and above
	10% - 25%	Expected diminished crop yields
	25% - 50%	Pending disaster
	50% or higher	Definite disaster
	No impacts being experienced	

Legend: % of crop (in hectares) rated 'poor':

## Technical Information to Support Data

There are a number of tools available that supply data municipalities can use in assessing their local conditions and utilizing the condition assessment tool. Click on the hyperlinks provided for access to information.

### **Agriculture and Forestry**

Alberta Agriculture and Forestry houses significant data sources that municipalities can utilize, including:

- [Instructions for Accessing Precipitation Data from Alberta Agriculture and Forestry](#)
- [Agroclimatic Atlas Introduction](#)
- [Agroclimatic Atlas Maps](#)
- [Agriculture and Forestry Climate Services Staff Resources](#)

### **Agriculture Financial Services Corporation ([AFSC](#))**

AFSC can assist municipal districts and counties when they are experiencing drought or excessively wet conditions. AFSC provides information through the following mechanisms:

- *Crop Reports*: AFSC senior adjusters report on crop conditions every two weeks from emergence until harvest is complete. These reports provide information at the county or municipal district level and are available on the AFSC website. This information can be presented in more detail during severe dry or wet conditions, for example maps that show the percent of crops rated poor relative to previous years.
- *Insurance Program Response*: Detailed information on how AFSC's existing insurance products respond to a specific conditions are made available on the AFSC website. This would include options for putting crops to an alternate use when crops are deteriorating and there is a shortage of feed in an area.
- *AgriStability Response*: How AgriStability responds can be posted on the AFSC website along with procedures for obtaining an advance under this program.
- *AgriRecovery Process*: AFSC along with Agriculture & Forestry staff can provide municipalities with detailed information on what is required to trigger an AgriRecovery response.
- *Information on accessing Environment Canada data*:
  - [Instructions for Accessing Precipitation Data](#)
  - [Instructions for Accessing Historical Radar Data](#)

Municipal Information:

- [AAMDC](#)
- Association of Alberta Agricultural Fieldmen ([AAAF](#))

## Government of Alberta Declaration

### *The Role of AFSC*

Agriculture Financial Services Corporation (AFSC) is a provincial Crown corporation that provides farmers, agribusinesses and other small businesses with loans, crop insurance and farm income disaster assistance. AFSC expenditures are consolidated into the provincial budget and the provincial budgeting process includes requirements for ministries and Crown corporations to live within budgeted expenditures, meaning that departments or Crown corporations cannot spend more than what has been budgeted for.

AFSC forecasts annual revenues that will be gained through premiums and estimates expenditures to pay out indemnities. AFSC provides those budget estimates to the Government of Alberta for inclusion into the provincial budget. If indemnities exceed budget amounts, AFSC needs to access reserve funds and the remainder of premiums as expenditures. This requires a formal process through the Treasury Board.

### *Provincial Declaration*

In order to access additional funds the Government of Alberta must declare a disaster to access those funds for claim payments. This decision is made by Cabinet and is informed by data and analytical information provided by AFSC and Alberta Agriculture and Forestry. This declaration triggers a financial transaction through the Treasury Board to enable AFSC access to reserve funds.

### *Municipal Role*

A common misperception is that a municipal declaration of an agricultural disaster will influence a provincial declaration or access to funding supports. This is simply not the case. Municipal declarations bring awareness to an issue in a specific area of the province, but they do not trigger a provincial declaration or access to any funding to support the issue.

Municipalities can work with their local agriculture industries or industry/producer organizations to communicate concerns and assess challenges being experienced.

## Municipal Communications Process

The AAMDC assists AFSC and the Government of Alberta in distributing information to municipalities and Ag Service Board members. Providing a central communication hub for information sharing improves understanding of the challenges being experienced and connecting impacted municipalities with appropriate resources and support.

Before a municipality formally declares a state of agriculture disaster, a number of questions should be considered to enable consistent and thorough communications. These include:

- Does the state of agricultural disaster cover the entire area or just a region within the municipality?
- Does the agriculture disaster cover all agriculture in the municipality or only certain commodity products?
- Has the municipality used AFSC data for the local area to assess the level of impact being experienced?
- Has the municipality contacted producer groups and associations to discuss impacts being experienced?
- Does the municipality have data to support this decision (ex. completed condition assessment tool(s) and municipal mapping)?

Once a declaration of agriculture disaster has been made, the municipality should provide information regarding the details of the agriculture disaster to the following organizations for access to consistent information:

- Government of Alberta (Agriculture and Forestry)
- AFSC
- AAMDC

## Appendix A: Condition Statement Tool

Utilizing data available through Agriculture Financial Services Corporation (ASFC) (ex. crop reports customized to the municipal level) and/or municipal resources such as agricultural fieldmen, the condition statement tool can be used to highlight and track the percentage of crops in poor condition.

The use of a colour-coded chart demonstrates a snapshot of conditions at a given time, and includes identification of the size of area impacted (in seeded hectares where applicable).

Municipalities are encouraged to attach a map highlighting the impacted area(s) where possible. It is advisable to assess conditions throughout the growing season to monitor and document any changes.

<b>Date:</b>						
<b>Municipality:</b>						
<b>Total Area Impacted:</b>						
<b>Map Included:</b>						
<b>Next Report Due:</b>						
	<b>Ranking</b>	<b>Drought</b>	<b>Excessive Moisture</b>	<b>Floods</b>	<b>Pests</b>	<b>Hail</b>
<i>Annuals Impacted (% rated poor):</i>						
Cereals						
Oil Seed						
Others						
<i>Perennials Impacted (% rated poor):</i>						
Tame Hay						
Tame Pasture						
Native Pasture						
<i>Other: (please indicate)</i>						

	0 – 10%	Crops near normal and above
	10% - 25%	Expected diminished crop yields
	25% - 50%	Pending disaster
	50% or higher	Definite disaster
	No impacts being experienced	

Legend: % of crop (in hectares) rated 'poor':

## Appendix B: Municipal Agricultural Disaster Declaration Template

### Municipal Agricultural Disaster Declaration

*(attach all relevant data and completed condition statements to support declaration)*

<b>Municipality:</b>	
<b>Type of Agriculture Disaster:</b>	[Type of disaster experienced and impact, such as drought conditions impacting 60% of cereal yields]
<b>Stages of Disaster Declaration:</b>	[Document the stages on the spectrum of the agriculture disaster and, as best as possible, the dates at which each stage was met]
<b>Data to support:</b>	[Insert or reference the data used to justify the state of agriculture disaster]
<b>Level of impact:</b>	[Describe the areas and commodity types impacted by the agriculture disaster]
<b>Communication process:</b>	[Outline the stakeholders to be contacted by the municipality following the declaration of agriculture disaster including Government of Alberta ministries, AFSC, AAMDC, and producer associations]
<b>Other information:</b>	

## Appendix C: Drought and Excessive Moisture Advisory Group

The Drought and Excessive Moisture Advisory Group (DEMAG) is comprised of appointed representatives of key stakeholder agencies:

- Agri-Environmental Services Branch of Agriculture and Agri-Food Canada
- Agriculture Financial Services Corporation (AFSC)
- Alberta Agriculture and Forestry
- Alberta Association of Agricultural Fieldmen (AAAF)
- Alberta Association of Municipal Districts and Counties (AAMDC)
- Alberta Environment and Parks
- Crop sector
- Irrigated Crop sector
- Livestock sector
- Wildrose Agricultural Producers Association

### **Mandate:**

- To provide consistent and consolidated advice and recommendations to complement government actions on drought and excessive moisture related issues affecting the agricultural producers in Alberta.
- To advise and provide recommendations to government on long-term strategies for mitigating the effects of drought and excessive moisture.

### **Key Duties and Responsibilities of DEMAG:**

- Facilitate two-way communication that is effective, timely, respectful and clear.
- Recommend extension activities and provide input to drought and excessive moisture related and related risk management information for key stakeholder groups.
- Serve as a formal communication connection between industry and government, and from government back to industry.
- Provide recommendations and policy advice to the Minister of Agriculture and Forestry for effective, fiscally responsible drought and excessive moisture preparedness, monitoring and reporting, and response actions.
- Actively participate in long-term strategic planning for future drought conditions in Alberta; for example, long-term water management and production/crop choices.
- Work with industry organizations to identify how to best assist producers in preparing for and coping with drought and excessive moisture, and develop these discoveries into recommendations.
- Oversee the implementation of the Agriculture Drought Risk Management Plan (ADRMP), and provide advice on and input during the ADRMP's review and evaluation.



## Acknowledgments

The AAMDC would like to thank the following organizations for their contributions in developing this guide:

- Agriculture Financial Services Corporation
- Alberta Association Agriculture Fieldmen
- Alberta Agriculture and Forestry

DRAFT

# PEACE AND SLAVE WATERSHED MANAGEMENT DISCUSSION PAPER



Bridge on Highway 49 over the Little Smoky River

6/1/2016

## Purpose

This discussion paper combines the recommendations of 2 working groups with input that the MPWA has received over the years to make recommendations for watershed management, planning and policy in the Peace and Slave Watersheds.

## Acknowledgements

---

The Mighty Peace Watershed Alliance (MPWA) would like to thank the all the work, knowledge and input of the working group members. Likewise, MPWA acknowledges their sectors and agencies for supporting their participation on the Working Group. We thank all those who made sector presentations and provided additional information to inform our work. This discussion paper has been created based on the recommendations that the 2 working groups provided to the MPWA. Also, the MPWA would like to thank Petra Rowell for all her work in facilitating the 2 working groups and also helping the MPWA Board of Directors work through the recommendations received from the working groups.

### Water Quality, Availability and Consumptive Use Working Group Members

Name	Job Title or Perspective	Affiliation
Dollie Anderson	Municipality with water availability issues	MD of Opportunity
Bill Berzins	Energy industry water user	K-Nowbe/CAPP
Rod Burr	Approvals Team Lead	Alberta Environment and Parks
Leland Jackson	Academic	University of Calgary
Rick Keillor	IWMP Steering Committee	Mighty Peace Watershed Alliance
Gregory Pippus	Environment Lead	Weyerhaeuser
Brent Schapansky	Municipal water management	NEW Water Ltd.
Darryl Smith	Conservation organization	Alberta Fish and Game Association
Natalia Thornton	Oil and Gas industry	Seven Generations Energy Ltd
Jim Webb	Aboriginal perspective on water policy	North Peace Tribal Council

## Wetlands and Wetlands Loss Working Group Members

Name	Job Title or Perspective	Affiliation
Garth Davis	Energy industry	ConocoPhillips
Joe Hustler	Mining	Knelsen Sand and Gravel
Eric Jorgensen	Municipal Councillor	Mackenzie County
Stuart MacMillan	Resource Conservation Manager	Wood Buffalo National Park
David Matheson	Conservation Organizer	Ducks Unlimited Canada
Amber Moskalyk	Producer	Agriculture
Jason Straka	Ecologist	Parks Canada
Gilman Cardinal	Traditional Use	Bigstone Cree
Chris Thiessen	IWMP Steering Committee	City of Grande Prairie
Marsha Trites-Russell	Wetland Specialist	Alberta Environment and Parks
Jim Webb	Aboriginal perspective on wetlands	North Peace Tribal Council
Ian Whitby	Forest Planner	Tolko
Bix Xu	Research Chair	NAIT Boreal Research Institute

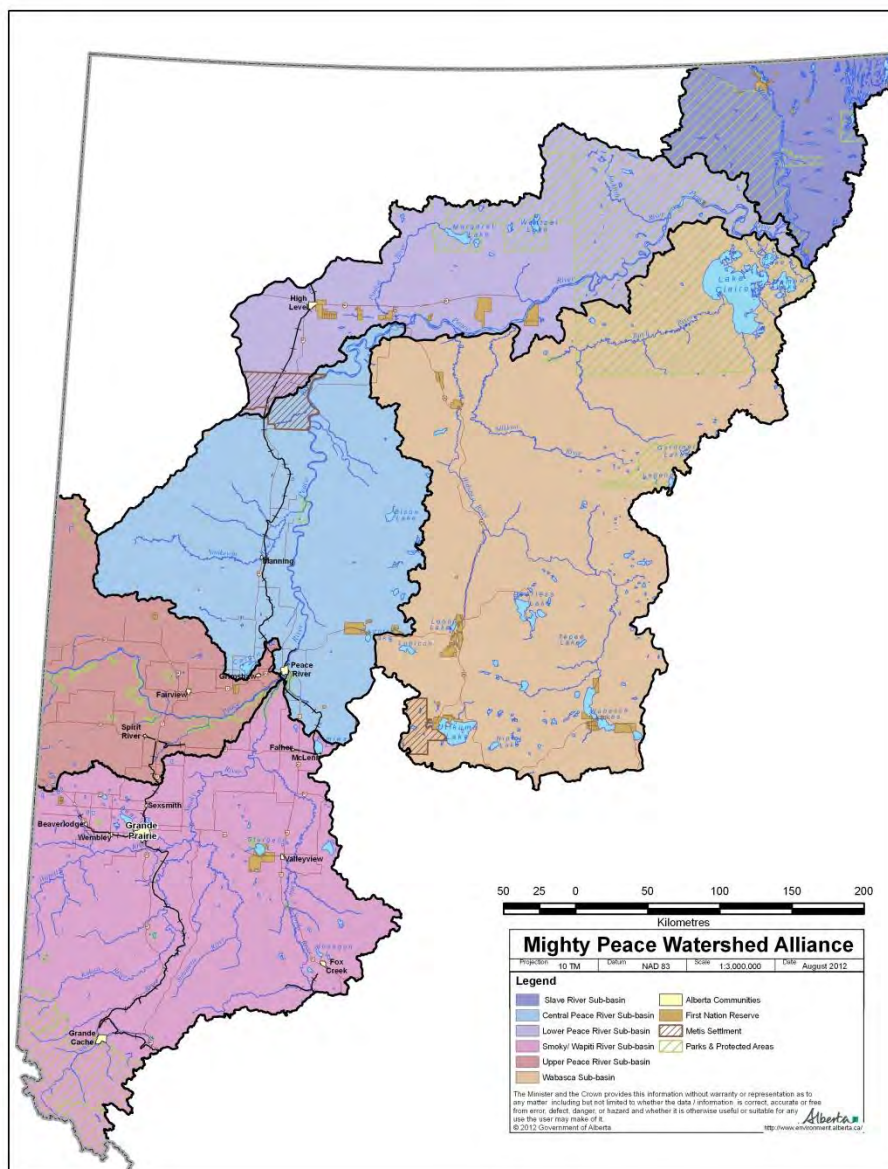


Mighty Peace Watershed Alliance Board Workshop in Peace River.

# Peace and Slave Watershed management discussion paper

## Purpose

With this discussion paper, the MPWA hopes to spark discussion, comments and receive input on the Integrated Watershed Management Plan. At the present, it is in a very draft format and we want to get feedback about the content. Our discussions always have a multi-stakeholder and consensus format and we continue to seek diverse and representative input. An Integrated Watershed Management Plan attempts to coordinate efforts to manage at the watershed scale so that we are better able to manage our uses and impacts on our shared water resources.



## Integrated Watershed Management Plan

---

The Integrated Watershed Management Plan of the Peace and Slave Watersheds will address effective and sustainable management and use of the water resources. It will also address the maintenance of other benefits provided by the ecological functioning of the watershed. Ensuring that cumulative effects are understood and communicated among all users of the watershed is necessary to improve decision-making about human activity in the watershed. Creation and implementation of



### Integrated Watershed Management Plan Terms of Reference

This section is taken from the Integrated Watershed Management Plan's Terms of Reference. Public engagement, ongoing conversations throughout the watershed and technical knowledge guided the creation of the Terms of Reference. Please go to [place link here](#)

this plan will support the achievement of Water for Life's 3 main goals of: safe, secure drinking water; healthy aquatic ecosystems; and reliable, quality water supplies for a sustainable economy.

This plan will identify the areas with the greatest need for coordinated management and create a roadmap of how to lay the foundation for ongoing watershed management in the Peace and Slave Watersheds. This plan is not a one-time effort, but rather the beginning of a systematic and prioritized adaptive management process at the watershed scale. Please see map on page 4 for the geographic scope of this plan

The purpose of this process is to coordinate the watershed management efforts of governments, residents, stakeholders, and communities in the Peace

and Slave Watersheds. It is the intention of the MPWA to get the support of as many governments, stakeholders, communities and residents for this plan as possible in order to make it successful. This process will be a marathon and not a sprint. The MPWA has prioritized the areas of greatest concern based on input from those in the watershed and is now considering how best to address those issues. Implementation is critical to the utility of this work and the challenge of having the plan implemented will take place once the plan is complete. The MPWA will ensure that recommendations are carried forward to decision-makers who then can implement the recommendations.

This discussion paper only provides a brief overview of the work that has been done, the information collected and the possibilities considered. For more information please visit our website [www.mightypeacewatershedalliance.org](http://www.mightypeacewatershedalliance.org) or contact us at 780-324-3355 or [mpwa.execdirector@telus.net](mailto:mpwa.execdirector@telus.net).

## Highlighted Watershed Issues of Concern

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The Board of Directors used input that they had received from the public, technical studies and conversations throughout the watershed and the State of the Watershed Process ([www.mightypeacesow.org](http://www.mightypeacesow.org)) to identify Issues of Concerns. Five issues of concerns were identified and three of these were addressed by two different working groups. Sufficient water quality and

quantity are critical to the watershed and the people who use the water resource. It is recognized that water quality and quantity are two broad categories that provide us with a sense of how the watershed is functioning. Each of the highlighted issues of concern falls under the umbrella of either water quantity or water quality. This is by no means an exhaustive list but rather a prioritized list that will guide initial planning efforts (see Table 1). Subsequent rounds of planning may tackle other issues depending on the conditions at that time.

### Non-saline ground water

Groundwater is a crucial source for many residents and communities throughout the watershed. More needs to be understood about the quantity and geographic boundaries of these reserves, how sustainable their current use is and an appropriate means of managing them into the future. This plan will lay out a strategy to fill the data gaps in this area.

One good example of very valuable groundwater is the Grimshaw Gravels Aquifers, which is a very high quality source of ground waters within the watershed. This aquifer is also at high risk due to its proximity to the surface so it is an issue of concern. This Integrated Watershed Management Plan will look at means of protecting and safeguarding this valuable resource.

### Surface Water Quality and availability away from the mainstem

Although the water allocations on the Peace River and Slave River mainstems are less than 1% of annual flow at present, the need for water is often not on these large mainstems. Several tributaries, such as the Little Smoky River, where water is withdrawn for municipal and industrial uses face water restrictions. Generally, these involve a timing restriction to levels of flow when water can be drawn. This may result in the need to withdraw at high flows and store, both of which create an increase in costs for municipalities and residents. Similarly, some lakes used as source water for municipalities are facing similar issues.

This plan will explore options for ensuring a sustainable supply of water away from the Peace River mainstem.



Winter water quality sampling on Steeprock Creek

### Wetlands and Wetland loss

Wetlands cover slightly more than 29% (52,898 km<sup>2</sup>) of the Peace and Slave watershed (not including national parks, for which information was not readily available). The extent of wetland area is a reflection of the natural land cover and land use. The regions with high coverage of

wetlands correspond with extensive boreal forest areas and little human activity. These wetlands provide valuable ecosystem services (<http://1.usa.gov/1YmpRig>). In the lower watershed, First Nation's mode of life relies heavily on a wetland dominated ecosystem.

This plan will lay out a strategy for dealing with the lack of data around wetlands, look for solutions to address the loss of wetlands and explore the role of restoration in safeguarding wetlands in the watershed. Any strategies in the plan will incorporate the new Provincial Wetland Policy.



Treed fen south of High Level

## Peace River flow regime

The Peace is considered a “regulated” river because it can be and is controlled by dams in British Columbia. The dams have altered the seasonal flow rate since 1967, significantly reducing flows in spring, summer and autumn and significantly increasing them in winter. The impact of the dam must be considered when management practices are being considered that adjust the flows. The specific effects of the dam on aquatic ecosystems of the Peace and Slave watershed have not been sufficiently characterized. Most of the water in the Peace River comes from British Columbia, so the timing, quality and quantity of this water has many ramifications for the Peace and Slave Watersheds. Similarly, the water passes through to other jurisdictions and this raises transboundary issues.

Relying heavily on the work being done by the Peace Athabasca Delta Ecological Monitoring Program, this plan will explore the impact of flow regime on the Peace Athabasca Delta and recommendations to restore and maintain its ecological functioning. Similarly, this plan will follow the work being done in the bilateral negotiations between Alberta and British Columbia. Flow regime will be reviewed in terms of the risk it poses to communities, farmland and infrastructure so that recommendations for their safeguarding can also be made.

## Consumptive Use of fresh water (both ground and surface water)

As of 2011 water licenses and registrations issued to people and companies allow withdrawals of up to 148,728 cubic decametres (10x10x10 metres), which is the amount of water in 60,000 Olympic sized swimming pools, of surface water for use. Allocations of surface water account for about 0.3% of the average annual flow of the Peace River at Peace Point. Nearly two thirds of these allocations are for commercial purposes, including pulp mills, coal mines and thermal power projects. Another



19% of surface water allocations are for municipal purposes, with 7% for industrial purposes (oil and gas). Allocations for agricultural use account for 5% of total allocations.

This plan will develop a strategy to better understand the extent of the consumptive industrial use of water including the practice of deep disposal. The Oil and Gas, Mining and Power Generation, Agriculture and Forestry industries will be examined and options explored for reducing the consumptive use of fresh water.



Iosegun River Valley

## Working Groups

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The working groups were struck by the MPWA Board of Directors to broaden the input for these Issues of Concern and come up with creative and collaborative solutions. It is important to have the range of uses and interests represented throughout the discussions and solutions identification and innovation.

The working groups approved a Terms of Reference based upon a template given to them by the MPWA IWMP SC. It included the following objective:

Working groups worked through the Issues of Concern as directed by the Integrated Watershed Management Plan Steering Committee (IWMP SC) in a consensus process. The end goal for each Issue of Concern is a set of concrete recommendations to the IWMP SC on how to improve water quality and quantity in pursuit of the 3 goals of the Water for Life strategy. This includes statements about the Issues of Concern and potential options for addressing them.

The Water Quality, Availability and Consumptive Use of Water working group considered three aspects of Watershed Management. First, this working group considered water quality for surface water for both lakes and rivers. Second, water availability was examined and speaks more to the distribution of water than the actual quantity of water. Although the Peace River has a large amount of water in it, many communities or users are not using water from the Peace River mainstem. Third, Consumptive Use refers to the use of water when it is not returned to the same hydrological unit where it was withdrawn from. Currently, the predominant consumptive use in the Peace and Slave watersheds is hydraulic fracturing and oilfield injection.

Wetlands and wetland loss were examined by the second working group. Their focus was on the presence, loss and function of wetlands and how to best manage human impact on them. Almost a third of the Peace and Slave Watersheds are covered in wetlands. The approach to managing human impacts on wetlands depends on the type of wetland and whether it is located in the white or green zone.

## Water Quality, Availability and Consumptive Use of Water

### SUMMARY OF THE WORKING GROUP'S FINDINGS

The Mighty Peace Watershed Alliance Integrated Watershed Management Plan Steering Committee struck a multi-sector *Water Quality, Availability and Consumptive Use Working Group* to investigate a number of watershed management topics and provide recommendations to the Committee for consideration in their planning process.

Overall, the Working Group concluded that **water quality** is generally good on the Peace River main stem, with its large volume and relatively few point and nonpoint source pollution inputs. There are issues on smaller tributaries and lakes. Processes are in place to address such issues to some degree. A more extensive and accessible monitoring, assessment and reporting system would benefit our understanding of water quality throughout the basin.

Water **availability** is not an issue for communities that draw source water from the Peace River main stem. However, due to their location throughout the watershed, many communities draw from smaller tributaries, lakes or from groundwater that may not provide optimal source quality or volume.

Partnerships, such as NEW Water Ltd, can see communities, including First Nations reserves and Métis Settlements, work together to find solutions to drinking water treatment and distribution challenges. Collaborations can also address a number of issues faced by communities throughout Alberta, including the cost of building and maintaining drinking water and wastewater treatment and distribution infrastructure, and recruiting, training and retaining drinking water and wastewater staff.

The most common form of consumptive use in the Peace and Slave Watersheds is currently hydraulic fracturing and oilfield injections. The discussion about consumptive use is made more complex by the source (surface water or groundwater; saline or non-saline); timing of flows and withdrawals (particularly for small, seasonal tributaries and lakes), and the need for timely monitoring of the cumulative effects of multiple withdrawals at multiple diversion points on downstream aquatic health. Topics such as the use of recycled water or treated effluent or of using storage versus continuous pumping, also add complexity to the tracking and management of available supply versus demand, both now and in the future under a changing climate scenario. Like other watersheds in the province, the Peace watershed would benefit from a more comprehensive, cumulative effects management approach to all water allocation and supply issues, including consumptive use.



Duck weed and aquatic macrophytes

Finally, in looking at its recommendations, the Working Group noted that many of its conclusions

are similar to what other groups have indicated is needed to manage water in this and other watersheds. That is, going forward, efforts should be directed to having a sound knowledge base specific to the Peace-Slave watershed; sharing this knowledge with others through education and collaboration such that a system of iterative and adaptive management planning and implementation becomes effective; resulting in a healthy watershed, now and in the future.

## Recommendations

Upon receiving the recommendations produced by the working group, in a two day workshop the MPWA Board of Directors considered the two working groups' recommendations and chose those which they felt could be achieved in the short term. Table 1 below provides a full listing of the recommendations by the working group to the IWMP Steering Committee; however the 3 listed below will be the initial focus for the IWMP. Following public engagement and conversations with the different sectors and land users involved these priorities will be fleshed out into a more detailed plan.

The top priority for this Issue of Concern as identified by the Board of Directors is the following:

**Identify and support communities with critical water supply and/or treatment issues.**

And following this the next priorities are:

**Develop an education and outreach strategy that identifies target audiences, key messages and appropriate communication tools.**

**Raise awareness and promote the use of source water protection plans for all sources in the Peace/Slave watershed.**

**Table 1. Outcomes, Strategies and Actions for Water Quality, Availability and Consumptive Use (Board priorities are highlighted in Green)**

Vision: Water in the Peace-Slave watershed is adaptively managed for current and future generations such that the water resource is well understood, quality source and drinking waters are available where and when they are needed and aquatic ecosystems are healthy.			
Outcomes	STRATEGIES	POTENTIAL ACTIONS	
1.0 Accessible, timely and accurate baseline information on water quality, availability and consumptive use supports knowledge-based decision-making and adaptive management such that aquatic ecosystem health and ecological integrity are sustained.	1.1. Develop an accessible water database(s) and/or portals. (Build on existing databases like the water use reporting system, AEP, etc.)	1.1.1 Identify a 3 <sup>rd</sup> party neutral multi-stakeholder database host (e.g. MPWA, AEP, etc.)	
		1.1.2 Develop a communications strategy to raise awareness of available data.	
	1.2 Find funds for database support and for research to fill data gaps.	1.2.1 Create a database of available funding sources.	
		1.2.2 Investigate and leverage existing Water for Life and other provincial initiatives (e.g. AB Innovates, WRRP program) for funds.	
		1.2.3 Explore the use of a levy or donation from water users to fund a shared publicly available database.	
		1.2.4 Collaborate with University researchers	
	1.3 Decide what parameters, indices will be monitored and assessed for water quality, quantity/use and aquatic ecosystem health (including ecological goods and services).	1.3.1 Survey current indices and parameters and select best fit.	
		1.3.2 Standardize collection and assessment methods and timelines.	
		1.3.3 Establish baseline and begin collecting data for these indices and/or parameters and make findings publicly accessible.	
		1.3.4 Identify triggers, responses.	
	1.4 Promote mandatory water use reporting by all.	1.4.1 Link water use reporting data to the publicly available database.	
	1.5 Improve our understanding of historical and future flows and demands.	1.5.1 Encourage First Nations and community elders to share traditional and historical knowledge.	
		1.5.2 Back cast the past 100 years of flow data; forecast the next 100 years to gain a better understanding of seasonal flows on smaller tributaries and compare to projected instream and industry needs, in the face of climate change.	
	2.0 Land use and water managers and the public are knowledgeable about the water balance	2.1 Develop an education and outreach strategy that identifies target audiences, key messages and appropriate communication tools (e.g. tradeshow, Sister City, school curriculum, etc.).	2.1.1 Develop a mainstream media education campaign for a public audience.
			2.1.2 Develop a more industry-focused campaign promoting compliance, stewardship, best practices, etc. for water haulers, road builders, construction, grader operators, etc. Work through certification and training programs to improve water awareness.
2.1.3 Develop, or tap into existing, municipally focused campaigns.			

(inputs and outputs) and share accountability for managing current and future water use demands sustainably in the Peace-Slave watershed.	2.2 Ensure accountabilities by building processes into the Water Act allocation and licensing system that assure cumulative effects are known and impacts are lessened.	2.2.1. Make it a condition of a license that the water hauler, or other user, has to prove training/ certification, etc. (Many TDL applicants note that they have their haulers complete online training at <a href="http://www.surfacewaterdiversion.com">www.surfacewaterdiversion.com</a> .)
		2.2.2 Ensure and report on compliance with water use reporting, conditions on licenses such as monitoring, etc.
		2.2.3 Put a more formal system in place with resources to monitor / model license withdrawals and timing of flows on any small tributary with multiple term or temporary diversion licenses on it.
3.0 Source water yield is recognized as a value to be managed by the crown ensuring source waters are protected.	3.1 Raise awareness and promote the use of source water protection plans for all source waters (existing and new) in the Peace/Slave watershed.	3.1.1 Define, locate and map source waters (surface and groundwater) in the watershed.
		3.1.2 Promote existing tools and programs that are currently available to municipalities and private system owners to develop plans (technical advice, templates, etc.)
	3.2 Mitigate anthropogenic point and non-point source pollution (sediments, nutrients, etc.).	3.2.1 Identify current and potential pollutants and sources (both natural and anthropogenic).
		3.2.2. Create and implement an education plan about NPSP and how to mitigate its impacts.
		3.2.3 Promote the use of agricultural BMPS (e.g. off-site watering systems) particularly in the Upper Peace and Smoky-Wapiti sub- basins.
		3.2.4 Investigate trade-able credits / offsets / cap and trade systems for their ability to affect cumulative effects. (See provincial policy on conservation off-sets)
	3.3 Promote passive ecosystem management with buffers, setbacks, conservation easements, municipal and environmental reserves, etc. around waterbodies, wetlands, riparian lands, floodplains and	3.3.1 Investigate the ALUS or a similar incentive program (ecological goods and service payments) for the Peace.
		3.3.2 Identify (delineate) crown lands (bed and shore) on title before land sales. (or at the referrals stage) (see the new guide on establishing permanence)
		3.3.3 Map floodplains and limit development on and restore; see WRRP program

Vision: Water in the Peace-Slave watershed is adaptively managed for current and future generations such that the water resource is well understood, quality source and drinking waters are available where and when they are needed and aquatic ecosystems are healthy.		
Outcomes	STRATEGIES	ACTIONS
4.0 The water allocation system is comprehensive, transparent, efficient and effective and protects aquatic ecosystem health and ecological integrity in the Peace-Slave watershed.	4.1 Determine the IFN (using the desktop method) for any priority (e.g. over a particular volume) tributary with an allocation license on it with available data and/or a surrogate.	4.1.1 Determine what needs to be protected for instream flow needs, including wetland / ecosystems how much water is allocated in each basin; what remains for allocation, seasonal issues, etc.
	4.2 Promote the water use reporting system and ensure compliance such that all TDLs and term license-holders (e.g. ag users, irrigation, larger licenses e t c .) are tracking and reporting water use.	4.2.1 Look at current monitoring and compliance systems to ensure water allocations are appropriate through sensitive periods, compliance is 100%, including cumulative effects monitoring (to be defined) and reporting.
	4.3 Understand limits (carrying capacity) for tributaries and manage the cumulative effects of Water Act approvals.	4.3.1 Start a pilot project with smart meter real time monitoring in critical areas (to be defined).
5.0 Source water availability is a key consideration of current and future population growth and development.	5.1 Integrate land and watershed planning.	5.1.1 Ensure a MPWA board member sits on the Upper and Lower Peace planning processes.
		5.1.2 Investigate designating the watershed plan as a sub-regional plan.
	5.2 Forecast future growth and development of the watershed (all future needs) to inform decision-making on all source waterbodies particularly priority source tributaries under demand.	5.2.1 Engage consultant to model watershed (e.g. ALCES) or those tributaries believed to be under pressure.
	5.3 Identify and support communities with critical water supply and or treatment issues.	5.3.1. Create a list of communities and issues (including First Nations communities with boil water advisories).
		5.3.2. Prioritize communities for action.
5.3.3. Outline possible actions to improve supply and/or treatment options, in particular, looking at regional collaborations.		
	5.3.4. Conduct feasibility studies.	

		5.3.5. Select on option.
		5.3.6. Fund and implement through existing federal and provincial municipal infrastructure programs.
6.0 Consumptive use of fresh water is managed sustainably and economically.	6.1 Empower water use managers and planners to achieve shared objectives from an agreed to watershed management plan.	6.1.1 Use incentives and compliance, in the right balance.
		6.1.2 Monitor and assess (using performance measures) the achievement of objectives.
		6.1.3 Ensure instream flow needs are set on all waterbodies with allocations to guide decision-making.
		6.1.4 Set and educate on a common terminology (e.g. waste, unrefined product, etc.).
		6.1.5 Create a forum for transparent discussions about trade-offs.
		6.1.6 Promote best available technology, CEP planning, water reuse and recycling of source and wastewaters (to be defined).
		6.1.7 Understand demand and timing of demand (instantaneous and annual, and long term) as well as long-term supply cycles and trends.

## Wetlands and Wetlands Loss

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### SUMMARY OF WORKING GROUP FINDINGS

The Mighty Peace Watershed Alliance (MPWA) Integrated Watershed Management Plan (IWMP) Steering Committee struck a multi-sector *Wetlands and Wetland Loss Working Group* to investigate a number of wetland-related topics and provide recommendations to the Steering Committee for consideration in their planning process.

Wetlands provide important ecological goods and services including but not limited to flood reduction, biodiversity, water storage and water filtration. Furthermore, wetlands support and provide the means for First Nations people to exercise their Treaty protected right to their mode of life. This is particularly important in the Wabasca and Lower Peace sub-watersheds, where the majority of the population is First Nation people.

All five wetland types (fens, bogs, swamps, marshes and shallow open water) occur across the Peace-Slave watershed. Some types, such as swamps, are more prevalent (put in percentage of) in certain areas, like the Wabasca sub-basin. However, it is difficult to assess the current state and trajectory of these wetlands without an adequate historical baseline. In addition, there are gaps in the data for types (Shallow Open Water wetlands), areas (Wood Buffalo and Jasper National Park) and historical loss. Awareness of regulations related to wetlands, including the new Wetland Policy, is poorly understood. The value of wetlands to ecosystem function is not well documented and few incentives exist to ensure their preservation and restoration.

Until we have a better understanding of the current state of wetlands, as well as an understanding of how the new Wetland Policy and its implementation will affect sector operations in the watershed, it is challenging to set wetland management priorities. Hence the majority of recommendations made by the Working Group focus on building better baseline information, and communicating this information to everyone in the Peace-Slave watershed.

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*“We need to acknowledge the need to more pro-actively manage wetlands as an integrated part of the landscape, with a view to a healthy watershed, both now and in the future.”*  
*Working Group Member*





Wooded fen photo courtesy of Marsha Trites-Russell.

## Recommendations

Upon receiving the recommendations produced by the working group, the MPWA Board of Director held a 2 day facilitated workshop to review and prioritize the recommendations. The table below provides a full listing of the recommendations by the working group to the IWMP Steering Committee; however the 3 listed below will be the initial focus for the IWMP

The top priority for this Issue of Concern as identified by the Board of Directors is the following:

**Promote stewardship with people active in and around wetlands.**

And following this the next priorities are:

**Strike an education committee to develop and implement a general wetland education and outreach plan.**

**Communicate the state of wetlands and wetland trends as information becomes available.**

**Table 2. Outcomes, Strategies and Actions for Wetlands and Wetland Loss (Board priorities are highlighted in Green)**

<p><b>Wetland Vision:</b> In the Peace-Slave watershed, the state and functions of wetlands is well understood and human activities affecting wetlands are mitigated (avoid, minimize or replace) such that wetlands and their associated benefits are healthy (ecological integrity is maintained), resilient and sustained on the landscape for current and future generations.</p>		
OUTCOMES	STRATEGIES	POTENTIAL ACTIONS
<p><b>1.0 Baseline information supports knowledge- based decision- making and adaptive management.</b></p>	<p>1.1 Develop good baseline information including an accessible GIS wetland inventory with both surface water delineation and sub-surface flows (i.e. groundwater connection).</p>	<p>1.1.1 Build on existing MPWA, GOA and GOC (WBNP) wetland inventories to develop complete baseline data for the Peace- Slave watershed (and possibly the Hay and Liard watersheds) including information on WBNP, Shallow Open Water, current and historical distribution, type, areas of loss, and areas for restoration. Use AVI, Lidar, TEK, ground truthing, industry data, etc. to improve maps.</p>
	<p>1.2 Define and monitor wetland health and periodically assess the state of wetlands.</p>	<p>1.2.1 Work with the GOA-AEP, GOC-PC and AEMERA-ABMI to determine criteria, protocols, etc. and incorporate into MPWA state of reporting.</p>
	<p>1.3 Set benchmarks and determine management objectives to guide future work in an iterative and adaptive process via the IWMP process.</p>	<p>1.3.1 Determine appropriate time period(s) for benchmarks (e.g. current, pre-settlement, etc.) depending on the questions that need answering. Start in higher impacted sub- basins including the Upper Peace and Smoky-Wapiti.</p>
		<p>1.3.2 Continue to explore wetland management options meaningful to stakeholders going forward perhaps by modelling future disturbance footprint (temporary and permanent loss), climate change, etc.</p>
	<p>1.4 Improve our understanding of the ecology of wetlands in the watershed including the goods and services they provide recognizing these might be affected by cumulative effects and climate change.</p>	<p>1.4.1 Determine research priorities (e.g. impact of wetland loss on aquifer recharge or species at risk; carrying capacity, etc.), partners, etc. in a research strategy. Glean learnings from White Area wetland research but encourage new research to focus on the Green Area (boreal) wetlands.</p>
<p>1.4.2 Develop a TEK study of wetland uses and importance and historical distribution.</p>		
<p><b>2.0 Everyone in the watershed is knowledgeable about wetlands and their</b></p>	<p>2.1 Strike an education committee to develop and implement a general wetland education and outreach plan.</p>	<p>2.1.1 Model this education and outreach plan on the University of Saskatchewan Delta Dialogue Network: an example of knowledge building and sharing and knowledge mobilization. Target municipal councils, ag service boards, industry, the public, etc. (take a triage approach to determining sector priorities.)</p>

<b>social, economic and environmental value.</b>		2.1.2 Provide input to AEP as they review and renew the Alberta Education wetland curriculum (Webbed Feet Not Required) to focus more on wetland management in a northern context. Assist AEP with curriculum delivery and promotion throughout the Peace.
		2.1.3 Engage post-secondary and professional organizations in the Peace-Slave watershed in wetland education and outreach.
	2.2 Communicate the state of wetlands and wetland trends.	2.2.1 Integrate wetland state of reporting into the MPWA state of reporting process.
	2.3 Ensure wetland education and outreach products are available.	2.3.1 Use multiple platforms for information sharing (see <a href="http://www.wetlandsalberta.ca">www.wetlandsalberta.ca</a> )
<b>3.0 Everyone in the basin is aware of the provisions of the <i>Water Act</i>, <i>Public Lands Act</i> and the <i>Wetland Policy</i> and all other legislation (e.g. SARA) related to managing human activities around wetlands.</b>	3.1 Develop a more specific awareness campaign around the new Wetland Policy and policy implementation tools targeted specifically at sectors operating in the Peace- Slave watershed.	3.1.1 Identify priority target audiences (e.g. municipalities, peat mining, road building, agriculture and industry associations, etc.), key messages and appropriate communication tools (e.g. field extension, social media, etc.). Resource campaign implementation with wetland offset dollars.
	3.2 Ensure land owners / land users operating in the watershed are knowledgeable about and comply with legislation.	3.2.1 Develop an education, compliance and enforcement program.
		3.2.2 Work with agriculture and industry to set shared wetland objectives in an IWMP that they can achieve (carrot rather than the stick) above the regulatory backstop. Ensure there is awareness of existing and new incentive programs.

<b>Wetland Vision:</b> In the Peace-Slave watershed, the state and functions of wetlands is well understood and human activities affecting wetlands are mitigated (avoid, minimize or replace) such that wetlands and their associated benefits are healthy (ecological integrity is maintained), resilient and sustained on the landscape for current and future generations.		
<b>OUTCOMES</b>	<b>STRATEGIES</b>	<b>POTENTIAL ACTIONS</b>
<b>4.0 Landowners and land users are incented to be good stewards and conserve wetlands.</b>	4.1 Promote stewardship with various user groups.	4.1.1 Work with off-roading /all-terrain vehicle users to promote stewardship. See <i>Tread Lightly on the Tundra</i> model.
		4.1.2 Work with Agriculture to improve understanding of the economic benefits of wetlands and the ecological goods and services they provide and to implement BMPs.
		4.1.3 Work with industry to promote stewardship tools such as BMPs, Codes of Practice, biodiversity and conservation offsets, etc.
<b>5.0 In areas of high wetland loss or degradation, wetlands are restored.</b>	5.1 Understand the relationship between the Peace main stem flow regime, the health of wetlands in the PAD, and the quality of life of local inhabitants and promote the operation of flows to preserve this relationship.	5.1.1 Create a multi-stakeholder committee to provide their perspective and advice to the AB-BC Transboundary Negotiation teams.
		5.1.2 Examine pre- (natural), post-dam and current desired flow and develop potential options/scenarios to manage the flow of the Peace for the health of people and wetlands in the PAD.
	5.2 Define what is meant by “areas of high wetland loss” in the Peace-Slave basin context and map the occurrence of any such high loss areas.	5.2.1 From the baseline maps developed in outcome #1, look at historical loss. Using a triage approach, define and map areas of high loss. The definition could be number of wetlands, areal cover, loss of functions, etc. It could also be different in different sub-basins, depending on the regional context. Work should be started in the sub-basins with the highest footprint (Upper Peace, Smoky Wapiti).
		5.2.2 From the baseline maps developed in outcome #1, look at historical loss. Using a triage approach, define and map areas of high loss. The definition could be number of wetlands, areal cover, loss of functions, etc. It could also be different in different sub-basins, depending on the regional context. Work should be started in the sub-basins with the highest footprint (Upper Peace, Smoky Wapiti).
5.3 Partner with land trusts and other land stewards (DUC, TNC, ACA, Parks Canada, First Nations, forest industry, etc.) to conserve wetlands.		5.3.1 Strengthen communication between forestry and FN (re operational planning).
		5.3.2 Promote and support land trusts by encouraging them to operate in the Peace-Slave watershed and linking them to potential donors.

	5.5 Conduct a regional strategic environmental assessment as a tool to model scenarios/ management options to achieve outcomes.	5.5.1 Modelling scenarios will likely be a part of the LUF regional planning processes, and hopefully will include stakeholder input into what are culturally and environmental significant areas and features in the Peace-Slave watershed.
	5.6 Explore a conservation offset strategy (tie carbon sequestration, biodiversity, etc.)	5.6.1 Explore FN collaborative involvement as stewards of offsets ( i.e. examine the option of managing lands complementary to existing tenures for conservation values where we could fund First Nations to manage lands for biodiversity and other conservation values).
	5.7 Develop a runoff /non-point source strategy to mitigate the impacts on receiving waterbodies including wetlands.	5.7.1 Encourage the use of tools like riparian setbacks, environmental reserves and incentives as a means of managing erosion and surface water run-off (NPSP) for the protection of source water quality and to protect high value wetlands.
<b>6.0 Exceptional wetlands that are socially, economically and/or environmentally significant are protected.</b>	6.1 Define what is an exceptional wetland (develop criteria) and inventory where they are including delineation and ownership.	6.1.1 With a group of stakeholders, research other jurisdictions to see if criteria already exist before setting Peace-Slave specific criteria.
		6.1.2 Apply criteria to base line data developed in outcome #1 to identify and map exceptional wetlands. Alternatively, explore a nomination process approach similar to Alberta’s Special Places 2000 program.
	6.2 Work with governments, land trusts, landowners, etc. to protect exceptional wetlands.	6.2.1 Provide incentives to landowners to protect private lands around designated exceptional wetlands possibly through programs such as ALUS, tax relief, conservation easements, Growing Forward II, etc.
6.2.2 During environmental impact assessments of project proposals that have potential impacts on exceptional wetlands, assess project specific and cumulative impacts against pre-development baseline conditions.		

## Summary

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Great learning has been had through the Working Group process both due to the products received but also because of the process. The process confirmed what the recommendations said: ongoing communication and awareness are critical to watershed management. Here, watershed management is meant in the broadest terms, that is, how do we as those living, playing and working in this watershed do things in order to maintain our water resources that are so critical to all of us. Hard conversations were had, as were great moments of reaching out.

We heard statements such as, “I understand what you need now, what we could do differently is...”

This ongoing collaboration and awareness of the issues, of the current state of the watershed and of the needs of the different users on the landscape is central to the work being done by the MPWA.. Our hope is to continue this and use this Integrated Watershed Management Plan process to support and encourage practices that we can all agree upon.

**From:** [Marilea Pattison Perry](#)  
**To:** [Marilea Pattison Perry](#)  
**Subject:** Alberta Environment and Parks 2015-16 Annual Report  
**Date:** June-29-16 3:16:40 PM

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On behalf of both Deputy Minister Andre Corbould, Alberta Environment and Parks, and Deputy Minister Bill Werry, Alberta Climate Change Office, I am pleased to announce the public release of the Alberta Environment and Parks 2015-16 Annual Report.

The report outlines the ministry's major initiatives, accomplishments, and financial statements for the 2015-16 fiscal year.

The report contains highlights of ongoing work that supports stewardship of our air, land, water, biodiversity and natural resources. This is reflected in the government's:

- establishment of the Climate Change Office to implement Alberta's Climate Leadership Plan;
- continued development of regional plans, with further effort during the past fiscal year to develop the North Saskatchewan Regional Plan, Lower Peace Regional Plan and continue implementation of the Lower Athabasca Regional Plan and South Saskatchewan Regional Plan;
- enhanced protection for the Castle area;
- restoration of parks and recreation areas damaged by the 2013 floods;
- upgrading and modernizing existing Alberta Parks assets;
- commitment to flood mitigation projects including the establishment of the Watershed Resiliency and Restoration Program; and
- continued protection and enhancement of Alberta's environment and ecosystems to ensure a sustainable future.

I look forward to our continued collaborative efforts focusing on the needs of Albertans and protecting and enhancing Alberta's natural environment, while ensuring our natural resources are responsibly managed and developed.

Consistent with the Government of Alberta's Greening Government Strategy, and as part of our commitment to be environmentally and fiscally responsible, I invite you to view the annual report online at [aep.alberta.ca](http://aep.alberta.ca) under [Corporate Documents](#).

If you wish to receive a hard copy of the annual report, please call our Information Centre at 780-427-2700 or 780-944-0313 (dial 310-0000 for a toll free connection).

**Marilea Pattison Perry, M.Sc.**

**Executive Director**

Corporate Performance | Alberta Environment and Parks

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**From:** [municipalservicesandlegislation@gov.ab.ca](mailto:municipalservicesandlegislation@gov.ab.ca)  
**To:** [Julia Whittleton](#)  
**Subject:** Alberta Municipal Affairs 2015-16 Annual Report  
**Date:** June-29-16 2:36:06 PM

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As Minister of Municipal Affairs, I am pleased to share with you the ministry's 2015-16 Annual Report.

This latest report provides a comprehensive review of the progress we've made in building stronger communities, and enhancing quality of life for Alberta families.

When I say 'we', I include our many municipal and community partners in what we've accomplished. Our government recognizes nothing we do is in isolation.

While ministry staff may hold the pen on writing new legislation; such as modernizing the *Municipal Government Act*, or lead co-ordination of emergency response in the aftermath of disasters, whatever the undertaking, the central focus is that every program and service connects to you, our partners. We are here to support you.

Over the past year, I have been proud to lead a very dedicated team, committed to serving Albertans. And the annual report speaks to those efforts with details of key achievements, performance measures and financial information.

Accountable for our investments and our actions and decisions, we are committed to improvement, and our Results Analysis section of the report provides insight into how we are progressing on our goals, and adopting lessons learned. In all this, we are focused on both immediate and long-term success.

I invite you to check out our [annual report](#), which can be found online on the Municipal Affairs website.

Together, in our respective roles, I am confident we are making mutual investments of time, energy and leadership which are creating stronger, more effective local governments to meet the needs of residents in communities across the province.

My sincere thanks to you and all our partners. I look forward to building on a very positive, collaborative partnership as we continue to work together to move Alberta forward.

Danielle Larivee  
Minister  
Municipal Affairs