



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

SEPTEMBER 12, 2017

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, September 12, 2017
10:00 a.m.**

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

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	3
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the August 23, 2017 Regular Council Meeting	7
DELEGATIONS:	4.	a) b)	
COUNCIL COMMITTEE REPORTS:	5.	a) Council Committee Reports (verbal)	
		b) Municipal Planning Commission Meeting Minutes	19
		c) Northwest Species at Risk Committee Meeting Minutes	33
		d)	
GENERAL REPORTS:	6.	a) CAO Report	39
TENDERS:	7.	a) Bridge File 86310 Bridge Installation and Other Work (10:00 a.m.)	61
PUBLIC HEARINGS:		Public hearings are scheduled for 1:00 p.m.	
	8.	a) Bylaw 1078-17 Land Use Bylaw Revision to Add the Definition and Interpretation of PANHANDLES	63

and ROAD ACCESS, Add Discretionary Uses to the Forestry “F” zoning district and Revise the Definition of Agricultural Supply Depot

ADMINISTRATION:	9.	a)	Request for Letter of Support – Victim Services Unit	71
		b)	Caribou Update (to be presented at the meeting)	
		c)		
		d)		
		e)		
AGRICULTURE SERVICES:	10.	a)		
		b)		
COMMUNITY SERVICES:	11.	a)		
		b)		
FINANCE:	12.	a)	Request to Refund Taxes – Tax Roll 083942	75
		b)		
		c)		
OPERATIONS:	13.	a)		
		b)		
PLANNING & DEVELOPMENT:	14.	a)	Regional Safety Codes Discussion Update	79
		b)		
UTILITIES:	15.	a)	Fort Vermilion Water Treatment Plant Truckfills	83
		b)		

c)

**INFORMATION /
CORRESPONDENCE:** 16. a) Information/Correspondence 87

**IN CAMERA
SESSION:** 17. a) Legal
• Fort Vermilion Recreation Board Ice Plant
Upgrade Project – Prime Contractor

b) Labour

c) Land

NOTICE OF MOTION: 18. a)

**NEXT MEETING
DATES:** 19. a) Regular Council Meeting
September 25, 2017
10:00 a.m.
Fort Vermilion Council Chambers

b) Regular Council Meeting
October 10, 2017
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the August 23, 2017 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the August 23, 2017, 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 August 23, 2017 Regular Council Meeting be adopted as presented.

Author: C. Gabriel Reviewed by: CG CAO: _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, August 23, 2017
10:00 a.m.**

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

PRESENT: Bill Neufeld Reeve
Lisa Wardley Deputy Reeve (left the meeting at 1:53 p.m.)
Jacquie Bateman Councillor
Peter F. Braun Councillor
Elmer Derksen Councillor (left the meeting at 2:09 p.m.)
John W. Driedger Councillor
Eric Jorgensen Councillor (arrived at 10:03 a.m.)
Josh Knelsen Councillor
Ray Toews Councillor

ABSENT: Walter Sarapuk Councillor

ADMINISTRATION: Len Racher Chief Administrative Officer
Fred Wiebe Director of Utilities
Byron Peters Director of Planning and Development
Karen Huff Director of Finance
Dave Fehr Director of Operations
Doug Munn Director of Community Services
Carol Gabriel Director of Legislative & Support
Services/Recording Secretary
Jessica A. Simpson Executive Assistant to the CAO

ALSO PRESENT: Members of the public and the media

Minutes of the Regular Council Meeting for Mackenzie County held on August 23, 2017 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

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

AGENDA: 2. a) Adoption of Agenda

MOTION 17-08-578 MOVED by Councillor Driedger

That the agenda be approved as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the August 8, 2017 Regular Council Meeting

MOTION 17-08-579

MOVED by Councillor Braun

That the minutes of the August 8, 2017 Regular Council Meeting be approved with the following amendments:

Motion 17-08-564

That second reading be given to Bylaw 1072-17 being a Land Use Bylaw Amendment to rezone Plan 032 5939, Block 1, Lot 5, from Hamlet Country Residential (HCR1) to La Crete ~~Heavy Industrial (LC-HI)~~ **Light Industrial (LC-LI)** to accommodate light industrial development, subject to a 10 meter buffer on the west side and a 5 meter buffer on the north side of the property.

Motion 17-08-565

That third reading be given to Bylaw 1072-17 being a Land Use Bylaw Amendment to rezone Plan 032 5939, Block 1, Lot 5, from Hamlet Country Residential (HCR1) to La Crete ~~Heavy Industrial (LC-HI)~~ **Light Industrial (LC-LI)** to accommodate light industrial development, subject to a 10 meter buffer on the west side and a 5 meter buffer on the north side of the property.

Councillor Derksen requested a recorded vote.

In Favor

Councillor Toews
Councillor Driedger
Reeve Neufeld
Deputy Reeve Wardley
Councillor Knelsen
Councillor Bateman
Councillor Braun

Opposed

Councillor Derksen

CARRIED

Councillor Jorgensen arrived at 10:03 a.m.

**COUNCIL
COMMITTEE
REPORTS:**

5. a) Council Committee Reports

MOTION 17-08-580

MOVED by Councillor Jorgensen

That the council committee reports be received for information.

CARRIED

5. b) Community Services Committee Meeting Minutes

MOTION 17-08-581

MOVED by Councillor Bateman

That the unapproved minutes of the August 3, 2017 Community Services Committee Meeting be received for information.

CARRIED

5. c) Northwest Species at Risk Committee Meeting Minutes

MOTION 17-08-582

MOVED by Deputy Reeve Wardley

That the DRAFT Northwest Species at Risk Committee meeting minutes of August 10, 2017 be received for information.

CARRIED

**GENERAL
REPORTS:**

6. a) None

TENDERS:

7. a) None

PUBLIC HEARINGS:

8. a) None

ADMINISTRATION:

9. a) Bylaw 1074-17 Appointment of Chief Administrative Officer

MOTION 17-08-583
REQUIRES 2/3

MOVED by Councillor Braun

That first reading be given to Bylaw 1079-17 being a bylaw to appoint Len Racher to the position of Chief Administrative Officer.

CARRIED

MOTION 17-08-584
REQUIRES 2/3

MOVED by Deputy Reeve Wardley

That second reading be given to Bylaw 1079-17 being a bylaw to

appoint Len Racher to the position of Chief Administrative Officer.

CARRIED

MOTION 17-08-585
REQUIRES UNANIMOUS

MOVED by Councillor Jorgensen

That consideration be given to go to third reading of Bylaw 1079-17 being a bylaw to appoint Len Racher to the position of Chief Administrative Officer at this meeting.

CARRIED UNANIMOUSLY

MOTION 17-08-586
REQUIRES 2/3

MOVED by Councillor Knelsen

That third reading be given to Bylaw 1079-17 being a bylaw to appoint Len Racher to the position of Chief Administrative Officer.

CARRIED

ADMINISTRATION:

9. b) Expression of Interest Application to the National Trade Corridors Fund (NTCF)

MOTION 17-08-587

MOVED by Councillor Jorgensen

That administration pursue the National Trade Corridors Fund (NTCF) and bring back potential projects.

CARRIED

ADMINISTRATION:

9. c) Lobbying – Highway 88 High Load Corridor

MOTION 17-08-588

MOVED by Councillor Driedger

That administration work with Alberta Transportation and the Northern Transportation Advocacy Bureau (NTAB) to promote Highway 88 as a high load corridor.

CARRIED

ADMINISTRATION:

9. d) North to Alaska Symposium

MOTION 17-08-589

MOVED by Deputy Reeve Wardley

That all eligible Councillors be authorized to attend the North to Alaska Symposium being held on Thursday, September 7, 2017

in High Level, Alberta.

CARRIED

ADMINISTRATION: 9. e) Caribou Update

MOTION 17-08-590 MOVED by Deputy Reeve Wardley

That Mackenzie County endorse the Northwest Species at Risk Boreal Woodland Caribou Population Recovery Plan for Northwest Alberta.

CARRIED

MOTION 17-08-591 MOVED by Councillor Braun

That Mackenzie County request that the provincial government recognize the current protected areas as caribou habitat and begin managing and reforesting those areas without creating any new conservation areas, park areas, or any other designation for the purpose of protecting caribou habitat.

CARRIED

Reeve Neufeld recessed the meeting at 10:53 a.m. and reconvened the meeting at 11:02 a.m.

DELEGATIONS: 4. a) Jeff Anderson – Chairman, Fort Vermilion Seniors & Elders Lodge Board 1788

MOTION 17-08-592 MOVED by Councillor Toews

That the Boreal Housing Foundation be requested to support the Fort Vermilion Seniors & Elders Lodge Board with support to move a lodge forward in Fort Vermilion.

Councillor Toews requested a recorded vote.

In Favor

Councillor Derksen
Councillor Toews
Councillor Driedger
Reeve Neufeld
Councillor Jorgensen
Councillor Knelsen
Councillor Braun

Opposed

Deputy Reeve Wardley
Councillor Bateman

CARRIED

Reeve Neufeld recessed the meeting at 12:10 p.m. and reconvened the meeting at 12:59 p.m.

DELEGATIONS:

4. b) Maurice Wadman, WSP – La Crete Sanitary Sewer Expansion Study

UTILITIES:

15. a) La Crete Sanitary Sewer Expansion Study

MOTION 17-08-593

MOVED by Councillor Braun

That administration proceed with meeting with the developers and draft an off-site levy bylaw for the La Crete Sanitary Sewer Expansion project.

CARRIED

AGRICULTURE SERVICES:

10. a) None

COMMUNITY SERVICES:

11. a) D.A. Thomas Park Retaining Wall Project

MOTION 17-08-594
REQUIRES 2/3

MOVED by Councillor Toews

That the budget amendment to reallocate the \$4,555 spent on the cement blocks for the D.A. Thomas Park Retaining Wall project to the Fort Vermilion Salt & Sand Shed project be TABLED to the next meeting.

CARRIED

COMMUNITY SERVICES:

11. b) Chief/Deputy Fire Chief Appointment – Fort Vermilion

MOTION 17-08-595

MOVED by Deputy Reeve Wardley

That MOTION 17-08-559, appointing Steve McGean as Deputy Fire Chief for a two year Term, be rescinded.

CARRIED

MOTION 17-08-596

MOVED by Councillor Toews

That Steve McGean be appointed as Fort Vermilion Fire Chief

for a two year term effective August 23, 2017.

CARRIED

MOTION 17-08-597

MOVED by Councillor Knelsen

That Neil Simpson be appointed as Fort Vermilion Deputy Fire Chief for a two year term effective August 23, 2017.

CARRIED

FINANCE:

12. a) Policy FIN022 Budget Development and 2018 Budget Meeting Dates

MOTION 17-08-598

MOVED by Deputy Reeve Wardley

That Policy FIN022 Budget Development be amended to include a taxation review.

CARRIED

MOTION 17-08-599

MOVED by Councillor Braun

That the 2018 council budget meeting dates be scheduled as follows to begin at 10:00 a.m. in the Fort Vermilion Council Chambers:

- October 30, 2017 – Council (Budget) Meeting
- November 28, 2017 – Council (Budget) Meeting (to replace the originally scheduled Committee of the Whole meeting)
- December 11, 2017 – Council (Budget) Meeting

CARRIED

MOTION 17-08-600
REQUIRES UNANIMOUS

MOVED by Deputy Reeve Wardley

That the November 22, 2017 regular council meeting be changed to November 29, 2017.

CARRIED UNANIMOUSLY

OPERATIONS:

13. a) Speed Reduction

MOTION 17-08-601

MOVED by Councillor Toews

That the speed reduction from the 80km/hr. to 50km/hr. at the turn off of Hwy88 down Range Road 131 past the fill station

south of Fort Vermilion to the private school be received for information.

CARRIED

OPERATIONS:

13. b) La Crete 98 Avenue Crosswalk Lights – Budget Amendment

MOTION 17-08-602
REQUIRES 2/3

MOVED by Deputy Reeve Wardley

That the budget be amended to include an additional \$192.00 for the La Crete – 98 Avenue Crosswalk Lights project with funding coming from the La Crete – 94th Avenue Asphalt Overlay project.

CARRIED

MOTION 17-08-603

MOVED by Councillor Braun

That the La Crete – 98 Avenue Crosswalk Lights project be changed to the La Crete – 94th Avenue North/South Crosswalk Project.

CARRIED

Reeve Neufeld recessed the meeting at 1:53 p.m. and reconvened the meeting at 2:01 p.m.

Deputy Reeve Wardley left the meeting at 1:53 p.m.

**PLANNING &
DEVELOPMENT:**

14. a) None

**INFORMATION/
CORRESPONDENCE:**

16. a) Information/Correspondence

MOTION 17-08-604

MOVED by Councillor Bateman

That Mackenzie County support the County of Stettler and send a letter to the Minister of Municipal Affairs requesting amendments to the Municipal Government Act and other provincial legislation to improve the ability to recover unpaid taxes (including uncollectable School Tax and Seniors Housing requisitions) levied against oil and gas operations and the associated machinery and equipment linear property.

CARRIED

MOTION 17-08-605

MOVED by Councillor Jorgensen

That Mackenzie County send a letter to D. Gilles Seutin, Chief Ecosystem Scientist, with a copy to The Honourable Catherine McKenna and The Honorable Shannon Phillips regarding the diseased wood bison.

CARRIED

MOTION 17-08-606

MOVED by Councillor Bateman

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

CARRIED

**IN-CAMERA
SESSION:**

17. In-Camera Session

MOTION 17-08-607

MOVED by Councillor Jorgensen

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 2:09 p.m.

- 17. a) Legal
- 17. b) Labour
- 17. c) Land

CARRIED

Councillor Derksen left the meeting at 2:09 p.m.

MOTION 17-08-608

MOVED by Councillor Jorgensen

That Council move out of camera at 2:16 p.m.

CARRIED

17. b) Labour

MOTION 17-08-609

MOVED by Councillor Bateman

That the Chief Administrative Officer pursue legal action against Councillor Derksen for failure to comply with Motion 17-08-571.

CARRIED

NOTICE OF MOTION: 18. a) None

NEXT MEETING DATES: 19. a) **Committee of the Whole Meeting**
September 11, 2017
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
September 12, 2017
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 17-08-610 **MOVED** by Councillor Jorgensen

That the council meeting be adjourned at 2:19 p.m.

CARRIED

These minutes will be presented to Council for approval on September 12, 2017.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the August 24, 2017 Municipal Planning Commission meeting 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 August 24, 2017 be received for information.

Author: B. Peters Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, August 24, 2017 @ 10:00 a.m.

PRESENT:	John W. Driedger	Chair, Councillor, MPC Member via teleconference
	Jacque Bateman	Councillor, MPC Member
	Erick Carter	Vice Chair, MPC Member
	Beth Kappelar	MPC Member
REGRETS	Jack Eccles	MPC Member
ADMINISTRATION:	Byron Peters	Director of Planning and Development
	Liane Lambert	Planner
	Caitlin Smith	Development Officer
	Lynda Washkevich	Administrative Assistant/Recording Secretary

MOTION 1. **CALL TO ORDER**

Erick Carter called the meeting to order at 10:03 a.m.

2. **ADOPTION OF AGENDA**

MPC-17-08-119 **MOVED** by John W. Driedger

That the agenda be adopted as presented.

CARRIED

3. **MINUTES**

a) **Adoption of Minutes**

MPC-17-08-120 **MOVED** by Beth Kappelar

That the minutes of August 10, 2017 Municipal Planning
Commission meeting be adopted as amended.

CARRIED

b) Business Arising from Previous Minutes

None.

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

- a) 182-DP-17 David Borle
Shop-Personal
Rural Country Residential 1 "RC1" (High Level Rural)
Plan 032 5972, Block 01, Lot 02**

MPC-17-08-121 MOVED by Beth Kappelar

That Development Permit 182-DP-17 on Plan 032 5972, Block 01, Lot 02 in the name of David Borle 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 shop setbacks:**
 - a. 15.2 meters (50 feet) front (East) yard;
 - b. 7.6 meters (25 feet) side (North & South) yards; and
 - c. 7.6 meters (25 feet) rear (West) yard from the property lines.
- 2. The Shop – Personal shall meet all Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
- 3. This Shop – Personal is approved for personal purposes only and no commercial activity is permitted in this building; should the applicant change the intention of this building a new development permit is required.**
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 and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
5. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
- 6. 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 at the developers' expense.

7. 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.
8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
9. 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) 183-DP-17 Gregory & Emily Doerksen
Garage-Detached with 11% Size Variance(30'x40')
Agricultural "A" (Buffalo Head Prairie)
Plan 172 1837, Block 01, Lot 01(Part of SW 3-104-18-W5M)**

MPC-17-08-122 MOVED by Jacquie Bateman

That Development Permit 183-DP-17 on Plan 172 1837, Block 01, Lot 01 in the name of Gregory & Emily Doerksen 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: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
2. An **11% Size Variance** for the Garage – Detached is hereby granted. The maximum area of the Garage – Detached shall be 1200 square feet.
3. **The Manufactured Home – Mobile with Deck 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.**
4. The undercarriage of the Manufactured Home – Mobile shall be screened from view by skirting or such other means satisfactory to the Development Authority.

5. 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 and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
6. **The Garage – Detached is approved for residential purposes only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Garage - Detached for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use.**
7. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
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 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

- c) **185-DP-17 Patricia Friesen
6' High Fence
Manufactured Home Subdivision "MHS"(LaCrete)
Plan 042 2979, Block 24, Lot 15**

MPC-17-08-123 MOVED by Jacquie Bateman

That Development Permit 185-DP-17 on Plan 042 2979, Block 24, Lot 15 in the name of Patricia Friesen 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. **Approval of a fence with height variance as noted in condition 2a).**
2. **Maximum height of fence:**
 - a. **1.8 meters (6 feet) for the FRONT YARD facing 98th Avenue,**
 - b. **and up to 6 feet for the remaining yards.**
3. **Fence setback from the Front Yard facing 98th Avenue shall be 7.62 meters (25 feet) from the property line.**
4. **The fence shall not comprise of and/or support barbed wire.**
5. The fence shall not adversely affect the view of vehicular and pedestrian traffic.
6. The fence shall not encroach onto adjacent properties.
7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
8. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
9. This permit approval is subject to an 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 at the developers' expense.
10. 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 and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
11. 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.
12. 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

**d) 186-DP-17 Heinrich & Sarah Guenther
5' High Fence
Hamlet Residential 1 "H-R1" (La Crete)
Plan 792 1881, Block 14, Lot 10**

MPC-17-08-124 MOVED by Beth Kappelar

1. **Approval of a fence with height variance as noted in condition 2a).**
2. **Maximum height of fence:**
 - a. **1.52 meters (5 feet) for the FRONT YARD facing 101th Avenue,**
 - b. **and up to 6 feet for the remaining yards.**
3. **The fence shall not comprise of and/or support barbed wire.**
4. The fence shall not adversely affect the view of vehicular and pedestrian traffic.
5. The fence shall not encroach onto adjacent properties.
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
7. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
8. This permit approval is subject to an 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 at the developers' expense.
9. 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 and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
10. 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.

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

- e) **187-DP-17 Karen Harder
Home Based Business Minor
(Bookkeeping)
Hamlet Country Residential 1 “H-CR” (La Crete)
Plan 042 4700, Block 02, Lot 13**

MPC 17-08-125 MOVED by John W. Driedger

That Development Permit 187-DP-17 on Plan 042 4700, Block 02, Lot 13 in the name of Karen Harder 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. **This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business Minor has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
2. **This development permit expires August 24, 2019. Should the Home Based Business Minor still be in operation, a new development permit will be required.**
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.**
4. **The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.**
5. The Home Based Business shall not involve client and customer visits outside of the hours of 8:00 a.m. – 6:00 p.m.
6. The Municipality has assigned the following address to the noted property (**9917 – 94th Street**). You are required to display the address (**9917**) 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. 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 utility right-of-way.
8. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
 9. The sign shall not be placed within the Road Right of Way.
 10. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
 11. 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.
 12. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
 13. Wiring and conduits of any signs must be concealed from view.
 14. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
 15. 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

6. SUBDIVISION

- a) **18-SUB-17 Vanguard Realty
11 Lot Subdivision
Part of NW 9-106-15 W5M**

MPC-17-08-126 **MOVED** by Beth Kappelar

That Subdivision Application 18-SUB-17 in the name of Vanguard Realty Ltd. on Part of NW 9-106-15-W5M be APPROVED with the following conditions;

1. This approval is for a 11 lot subdivision, 4.01 acres (1.623

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 all sanitary systems including service lines, main and appurtenances as required by the Municipality,
 - c) Provision of all water lines, including all fittings and valves as required by the County,
 - d) Provision of municipal servicing (water and sanitary sewer) to each lot,
 - e) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County. Where trunk storm sewer mains are required, the County shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current County policy;

The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:

- (1) Drainage of internal road system,
 - (2) Erosion prevention systems, if required,
 - (3) Direction of site drainage, and
 - (4) Elevation plans for each lot
- f) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
 - g) Provision of street lighting with underground wiring, design and location as required by the County,
 - h) Engineered signage package,
 - i) Provision of utilities (power, gas, telephone, etc.) to each lot.

Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,

- j) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- k) All trees and vegetation shall be removed from the utility lane/lots
- l) The developer is responsible for landscaping to design elevation and seeding with grass or other approved landscaping,
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- n) Any outstanding property taxes shall be paid in full prior to registration of title,
- o) Provision of off-site levies as required by the County as follows:
 - i) Lift Station #4 Levies (Bylaw 223/00) are charged for the cost of new or expanded facilities for the treatment, movement or disposal of sanitary sewage. The levy is calculated at \$1,342 per hectare. Your subdivision is a total of 1.623 hectares. The total is **\$2,178.06**.
 - ii) Subdivision Off-Site Levies (Bylaw 319/02) are imposed for the construction and maintenance of off-site municipal services, including:
 - a) new or expanded facilities for the storage, transmission, treatment or supplying of water;

- b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
- c) new or expanded storm sewage drainage facilities;
- d) new or expanded facilities for the storage, transfer, or disposal of waste;
- e) land required for or in connection with any facilities described in clauses (a) to (d); and
- f) ongoing maintenance of the facilities described in clauses (a) to (d).

The levy is calculated at \$1,000.00 per lot. Eleven (11) lots at \$1,000 equals **\$11,000.00**,

- iii) Gravity Sewer Main Levies (Bylaw 338/02) are charged for the northwest area of the Hamlet of La Crete for the purpose of recovering a portion of the costs for new or expanded facilities for the treatment, movement or disposal of sanitary sewage. The levy is calculated at \$4,111.23 per hectare. Your subdivision is a total of 1.623 hectares. The total is **\$6,672.53**.

Total Levies = \$19,850.59

- o) Provision of municipal reserve has been provided. (See attached MOU)
- p) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

CARRIED

7. MISCELLANEOUS ITEMS

a) Action List

8. IN CAMERA

None

9. MEETING DATES

- ❖ Wednesday, September 6, 2017 @ 9:00 a.m. @ Fox Haven Golf Course in High Level
- ❖ Thursday, September 21, 2017 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, October 12, 2017 @ 10:00 a.m. in La Crete
- ❖ Thursday, October 26, 2017 @ 10:00 a.m. in Fort Vermilion

John W. Driedger left the meeting at 10:14 a.m.

10. ADJOURNMENT

MPC-17-08-127 MOVED by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 10:15 a.m.

CARRIED

These minutes were adopted this 6th day of September, 2017.

Erick Carter, Vice Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Byron Peters, Director of Planning & Development
Title:	Northwest Species at Risk Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the Northwest Species at Risk Committee are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Unapproved Northwest Species at Risk Committee meeting minutes of August 29, 2017 be received for information.

Author: H.Gavin **Reviewed by:** B.Peters **CAO:** L.Racher

Northwest Species at Risk Committee

**Town of High Level Office
High Level, AB**

Tuesday, August 29, 2017 at 1:00 p.m.

PRESENT: Lisa Wardley Chair, Deputy Reeve, Mackenzie County
Crystal McAteer Vice Chair, Mayor, Town of High Level
Terry Ungarian Councillor, County of Northern Lights
Mike Morgan Councillor, Town of High Level
Sunni-Jeanne Walker Mayor, Town of Manning
Chris Mitchell Councillor, Town of Rainbow Lake

REGRETS: Jacquie Bateman Councillor, Mackenzie County
Eric Jorgensen Councillor, Mackenzie County
Peter Frixel Councillor, Clear Hills County
Miron Croy Councillor, Clear Hills County
Michelle Farris Mayor, Town of Rainbow Lake
Linda Halabisky Councillor, County of Northern Lights
Charlie Johnson Councillor, Clear Hills County
Brenda Kerr Councillor, Town of Manning

ADMINISTRATION: Dan Fletcher CAO, Town of High Level
Byron Peters Director of Planning and Development,
Mackenzie County
Hayley Gavin Planner/ Recording Secretary, Mackenzie
County

ALSO PRESENT: Diana McQueen DMC Consulting (via teleconference)

MOTION 1. **Call to Order**

Lisa Wardley called the meeting to order at 1:15 p.m.

2. **Adoption of the Agenda**

17-08-005 **MOVED** by Terry Ungarian

That the agenda be adopted with the addition of:

6. Terms of Reference

CARRIED

3. Adoption of the Minutes

17-08-006

MOVED by Sunni-Jeanne Walker

That the minutes from the August 10, 2017 NWSAR Committee meeting be adopted as presented.

CARRIED

4. Committee Member Update: Round Table Discussion

The NWSAR perspective is perhaps being perceived differently across the border in Northeastern BC.

Presentation by CPAWS and the AWA, at the NWSAR Open Houses, didn't seem to offer any flexibility in the approach for caribou recovery. The NWSAR needs to do more research on the disturbance factor and obtain letters of support from the contacts we have made. Lots of people we have spoken to are supportive of our endeavour – let's see if they will endorse it.

We heard from the oil and gas industry at the NWSAR open houses that existing moratoriums do affect existing dispositions. Changing zones in sub-surface disturbance has been denied by the GOA – grandfathering existing industry tenure does not create certainty for industry.

The 1996 and 2006 resources for Caribou Mountains Wildland Park show the backstory to how the park was identified for its protective designation.

AWA were talking about the idea of ecotourism in Wildland Park; building visitor numbers in the area. AWA unable to invest financially in such parks.

Participants of the open houses still seem somewhat confused about the direction of the committee. We were not being discredited; they just want to know what's going on.

Future open houses perhaps we can do a panel type discussion instead of a presentation.

Ensure the local paper in Manning has the same content as the High Level local paper; make people more aware of what's going on and what the NWSAR is working on/towards.

Even though the AWA and CPAWS obtained some local

perspective from the NWSAR region they are still mandated to advocate for new parks and protected areas.

Forester's at the Manning Open House talked about forestry companies knocking down 15 foot trees in order to restore area's previously logged. This is ludicrous – creating more disturbances unnecessarily.

Ensure we add more emphasis on concerns raised at Open Houses in the final report.

Tri-fold Brochures to be sent to all NWSAR municipal partners.

Talked with PSAC this week; they're supportive of the report – they can perhaps gain some federal support for Orphan Well funding.

At the Mayors and Reeves meeting the Minister's comments came up in discussion. The NWSAR members defended themselves on this topic at the meeting.

Forestry companies are supportive of the NWSAR report despite the comments questioning the validity of our claims and economic values.

First Nations support is very important in the long run.

Could we get support letters from the industry associations – provincial and federal? We can also support their key messaging. Also, perhaps we need to receive endorsements letters from the larger local businesses?

Grand Assembly – opportunity for an NWSAR representative to speak with all four local Chiefs and discuss our report.

5. BC and NWT Presentations: Discussion

Meet with BC and NWT after municipal elections?

Could we get on the agenda to present at AAMD&C and AMUA in November? An organized panel for discussion on what the NWSAR has been doing. Or a hospitality suite; providing short presentations and engaging with lots of people at both events.

September 25-29 Union of BC municipalities (rural and urban) in Vancouver convention – perhaps get on this agenda?

Meet with BC and NWT after the release of provincial draft Range Plans. Keep week commencing 6-10th November and the last week of November and the first week of December free for our travelling road show to BC and NWT. We could split the NWSAR members in half to visit both jurisdictions during the same week.

In the meantime, send them all (BC and NWT) our final report via email and explain that we will await the release of provincial Range Plans, and then attend to provide our presentation and our response to GOA Range Plans.

Talk with AAMD&C and AUMA about options for presentations for the NWSAR at November conventions.

6. Terms of Reference

17-08-007

MOVED by Terry Ungarian

That administration revise the Terms of Reference *Structure* to:

Two councillors and/or Members at Large and an alternate appointed by each of the member municipalities.

CARRIED

Send this information to all other member municipalities to draft their RFDs for all Councils.

In order to maintain continuity on the boreal caribou project, the NWSAR would like to continue with the same elected members, regardless of whether members are re-elected or not.

Lisa Wardley called a recess at 2:33 p.m. and reconvened the meeting 2:47 p.m.

7. Final Review of Final NWSAR Recommendations Report

Chris Mitchell left the meeting at 4:05 p.m.

All administration edits were reviewed and further notes and edits were made to the report for administration to complete for final report release on Friday September 1, 2017.

Provide cover letters to preface the report to Ministers and Deputy Ministers, including their public comments RE quoting

their commitments and request that the grandfathering definition includes proven/established resources.

17-08-008

MOVED by Mike Morgan

To accept the final version of the NWSAR Recommendations Report with the discussed additions and edits.

CARRIED

8. Next Meeting Dates

- ❖ No new meeting dates were set.

9. Adjournment

17-08-009

MOVED by Crystal McAteer

That the Northwest Species at Risk Committee meeting be adjourned at 5:12 p.m.

CARRIED

These minutes were adopted this _____

Lisa Wardley, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	CAO Report

BACKGROUND / PROPOSAL:

The CAO and Director reports for August 2017 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 and August 2017 be received for information.

Author: C. Gabriel Reviewed by: _____ CAO: _____

Monthly Report of the Chief Administrative Officer to Council

Len Racher, Chief Administrative Officer

For the month of September 2017

August Meetings	1 st Buffalo Head Flood Mitigation Pre-Construction Meeting
	1 st FV 50 th Street Water & Sewer Servicing Pre-Construction Mtg
	2 nd Tri-Council Meeting
	3 rd Community Services Meeting
	8 th Regular Council Meeting
	9 th Managers Meeting
	10 th Meeting w ADM Cynthia Farmer at the Town of High Level
	11 th AAMD&C Zone Meeting
	11 th & 12 th Agricultural Fair and Trade Show
	14 th & 15 th NAEL Training
	15 th Buffalo Head Prairie Construction Meeting
	18 th Official Openings of the Buffalo Head Prairie and Fort Vermilion Truck Fill Stations
	22 nd Committee of the Whole
	23 rd Regular Council Meeting
	24 th Buffalo Head Prairie Flood Mitigation Project Meeting
	25 th Managers Meeting
28 th – 31 st MGA Training Session	
Beginning of September Meetings	1 st Municipal Internship Applications Due
	5 th ASB Meeting
	6 th Annual Charity Golf Tournament
	6 th Meeting with Tom Mansfield Executive Director of Alberta Economic Development & Trade
	7 th North to Alaska Symposium

Grants and Funding

Applications for the Municipal Internship have been submitted.
National Trade Corridors Funding Project possibilities is in discussion with Alberta Transportation.

Projects

We have a lot of major projects wrapping up as the end of the season approaches. Heliport road has been rehabilitated successfully with acceptable compaction. We were lucky with great weather this year and were able to get many projects completed. With that, we are excited to be beginning a few other projects this fall such as the bridge in Blue Hills and the Flood Mitigation Project in Buffalo Head Prairie.

Staff

Thank you to everyone that helped with the Charity Golf Tournament this year. It was a great success and I appreciate all the behind the scenes work our staff put into the event.

We have had some movement of staff as we have adapted to 4 ladies off on maternity leave. We are excited for the new additions to their families and hope they enjoy the time at home with them.

Respectfully,

Len Racher
Chief Administrative Officer

MONTHLY REPORT TO THE CAO

For the Month of August

From: David Fehr
Director of Operations

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Dust control	completed	The dust control program was almost wrapped up as of May 31
Mowing	ongoing	The mowing and summer maintenance of parks is ongoing
Pot hole patching	ongoing	Pot hole patching is an ongoing maintenance program that will continue all summer as needed.
Docks	June	All docks have been installed.
signs	ongoing	The sign maintenance program has started and will continue all summer as needed.
Reconstruct Heliport Road	Complete	

Projects	Timeline	Comments
Blue Hills New Bridges	September	The contract to construct a bridge on site #1 has been released with the closing date of September 11 and awarding on September 12
La Crete and Fort Vermilion overlays	Ongoing	Most overlays have been finished with a little left to do in August.
94 th Ave	Complete	

Salt Shed Fort Vermilion	Complete	
Prairie Packer to West West La Crete road	Complete	
Oil Dust Control	Complete	

Respectfully,

David Fehr
Director of Operations

REPORT TO ASB
August, 2017

From: Grant Smith
Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2017	AT has shoulder sprayed hwy's 88, 58, 35 & 697 in early June. They have also spot sprayed problem areas identified in 2016. The County is in the process of entering into a Service Agreement to spot spray problem areas as they arise. County roadside spraying was completed on July 15 th . There were a lot of delays due to rainfall.
ASB Summer Tour	July 11-14, 2017	The ASB Summer Tour was hosted by Mountain View County and Red Deer County. Tours included Barr Ag Hay Plant, Agri Trend (Canola production), Reese Cattle Co, Beck Farms, Blue Grass Sod Nursery, Antler Valley Farms, Woodland Crest Farms, Brian Ellis Seed. Overall it was very well organized and the tours were very educational.
Erosion Repairs	2017	Erosion repairs were completed in the Blue Hills area and the AJA Flood Control channel. There will be more repairs scheduled as invoices are totaled. These are funded by the ASB Operating budget.
Ag Fair & Tradeshow	2017	2017 Ag Fair was held in at the MARA Research Farm on August 11 th & 12 th .
Regional ASB Conference	October 25, 2017	The 2017 Regional ASB Conference is being held at the Dunvegan Inn in Fairview on October 25 th . The deadline to submit resolutions is September 25 th .
Wolf Bounty	2017	We've received 202 wolf carcasses as of August 31st. Carcasses have been received from High Level, Zama, Meander River, Buffalo Head Prairie, Blue Hills and Jean D'or Prairie.

Weed Inspection	October 2017	There has been a significant amount of White Cockle in the Machesis Lake area. Most of these properties are being farmed organically, thereby making it difficult to control. Scentless Chamomile sightings are also on the rise. One Weed Notice was issued in the High Level area regarding Canada Thistle. The Notice was complied with. All Do Not Spray agreements were inspected with good results, as most were deemed to have satisfactory weed control.
Roadside Mowing	August 26 th , 2017	Roadside Mowing commenced on July 10 th . All roads north of the Peace River will receive a full width cut, roads on the south side will receive a shoulder cut. Overall, the contractors did a very satisfactory job.

Capital Projects

Projects	Timeline	Comments
Fort Vermilion Erosion Repair (Rosenberger)	June, 2017	RFP's were forwarded to four local contractors. They will be opened at the April 26 th Council meeting. Construction is to commence June 1 st , 2017. Frank Wiens of Fort Vermilion was the successful bidder at \$55,800. This project was completed on August 23 rd .
Buffalo Head/Steephill Flood Control Project	2017	Tenders were opened at the June 28 th Council meeting in Fort Vermilion. There were a total of six bids received. Northern Roadbuilders of La Crete was the successful at \$2.55m. Total budget was \$5.5m. A pre-construction meeting was held in La Crete on August 1 st . Commencement date is August 8 th . Construction is underway. There are some landowner issues being worked out. MPE is working on a design on the outlet to Steephill Creek.

Personnel Update:

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Other Comments:

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REPORT TO THE CAO

For the period of June – August, 2017

From: Karen Huff
Director of Finance

Meetings Attended

- June 12 – Ratepayer meeting La Crete.
- June 13 - attended the Regular Council meeting.
- June 14 – Ratepayer meeting Fort Vermilion.
- June 19 – Ratepayer meeting High Level Rural.
- June 20 - attended the Finance Committee Meeting.
- June 20 – Ratepayer meeting Zama.
- June 27– attended Committee Of The Whole meeting
- June 27 – Ratepayer meeting Tompkins/Blue Hills
- June 28 – attended the Regular Council meeting
- June 29 – attended Managers’ meeting
- June 30 – attended Office Safety Meeting

- July 24 - met with Vision Credit Union regarding investments
- July 25 - attended Committee Of The Whole meeting
- July 26 - attended the Regular Council meeting
- July 27 - attended the Finance Committee Meeting
- July 27 - attended Managers’ meeting

- August 8 - attended the Regular Council meeting
- August 9 - attended Managers’ meeting
- August 22 - attended Committee Of The Whole meeting
- August 23 - attended the Regular Council meeting
- August 25 - attended Managers’ meeting
- August 29 - 30 – attended Municipal Affairs Regional Training

In General

- New Assessor – Compass Assessment Consultants
 - Started in July
 - Travelled around the region checking out areas of concern.
 - Attended a council meeting and discussed hot topics with Council.
 - Working to reverse all the new MSLs because they were put in incorrectly. Will be correcting the MSLs that qualify as MSLs and getting them into the system.

- Finance Team projects:
 - Introduction Brochure for new Councillors
 - Working with GFOA to see if we can host training sessions – this would reduce or staff training/travel budgets and possibly allow more of our staff to attend
 - Reversing MSL tax rolls – we had a work bee set up for Aug 22 and 24 to get these reversed
 - Rural Addressing Sign project – working with Planning Department to finalize a complete list of signs installed so we can get the information into our software and move forward with the invoicing for those signs.
 - Financial Policy review
 - Working on developing 2018 Budget - the Budget Development Calendar has been completed and meetings start September 1.

- Monthly operational reports and Capital reports have been distributed to the Directors.

- Personnel:
 - Jennifer Batt has officially taken the Finance Controller position.

 - Rhonda Smith, Payroll Clerk has taken an unpaid LOA.
Payroll tasks will be temporarily completed by Erin Everard.

MONTHLY REPORT TO THE CAO

For the month of August, 2017

From: Byron Peters
Director of Planning & Development

Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Province has formally started pre-planning for the LPR. Currently sounding like the process will begin this fall.
Community Infrastructure Master Plans	Q4 2017	Final copies of all drafts have been received. Waiting on second draft of offsite levies.

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Economic Development Strategy	ongoing	FV airport renaming, tourism projects, REDI conference and other projects have gone, and are coming along, well
Streetscape	Ongoing	Meetings with local committees are ongoing. La Crete project is progressing well – construction has started. Fort Vermilion banners were delayed, lookout dock is moving forward. Will begin the conversation for next steps this fall.

Capital Projects

Projects	Timeline	Comments
Rural Addressing	Q2 2017	Quality check has been completed. Working with contractor to complete the remaining installations, and with finance department to add all the addresses into Diamond. All signs should be up by end of September.
Airport Planning	2016-17	Have not managed to begin the process to review the AVPA, as originally planned. Proceeding with the AWOS installation – PW is coordinating this. Waiting for the name change to be approved

		and published by Nav Can (no challenges anticipated).
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Personnel Update:

GIS guy (Jeff) resigned, working to fill that hole. A long time planner has moved to a new position with the County, causing some additional movement and vacancies in the Planning Department.

Other Comments:

The remainder of 2017 will be busy, especially with some of the staff changes, existing projects and pending projects (2 projects require an RFP and awarding in 2017. Regional planning process will be huge. Struggling to complete existing projects).

MD of Opportunity has contacted us to begin preliminary conversations about creating an intermunicipal development plan (IDP).

On that note, we will need to create IDPs and ICFs with all neighbouring municipalities (including other rural counties). Also need to create better planning/agreements with school division, and ensure that our MDP & ASPs align with the new agreements. We have two years to complete these. After the LPRP comes into effect, we will have 5 years for all of our documents to align with the regional plan. The next few years will include a lot of statutory plan review, public consultation, and discussions with other jurisdictions.

The FV Flood Assessment (National Disaster Mitigation Program) grant that we applied for has been tentatively approved. Still waiting for province to complete funding discussions with feds, project tentative to begin late 2017.

Caribou report has been (primarily) well received by everyone. Positive discussions have been had, and are ongoing with many parties. Minister Phillips was in the region, feedback from that meeting is mixed, but she publically committed to much of what we have been asking for. Working on communications during September, waiting to review the draft plans in October.

August included several trips and many meetings/sessions for the NWSAR. September will include a trip to Whitecourt and to the AFPA conference. Coordinating additional trips for November.

NRCB application 17001 (Danny Friesen) Board Review is complete, and the applicant was granted approval for the number of birds he requested.

MONTHLY REPORT TO THE CAO

For the Month of Aug 2017

From: Don Roberts
Zama Operations

Program/Activity/Project	Timeline	Comments
Dust Control	Aug	<ul style="list-style-type: none"> Applied Calcium dust control on Hamlet Streets
Mowing	Ongoing	<ul style="list-style-type: none"> Cutting of grass in all hamlet ditches, playgrounds, park, campground, County operated facilities, Rec. Center, and School
Street Maintenance	Ongoing	<ul style="list-style-type: none"> Sweeping of streets is constant. Line painting conducted.
Signs	Ongoing	<ul style="list-style-type: none"> Other signs will be replaced as need be. Replacing Delineators on Zama Access
Campground/Park	Ongoing	<ul style="list-style-type: none"> Replacement of sand throughout site. Re-graveled internal roads parking lot and sites. Splitting and piling wood continues (Wood was cut from last Autumns deadfall in the campground/park)
Unightly Premises	Ongoing	<ul style="list-style-type: none"> No letters have been issued this year to date.
Zama Access Rd Maintenance	Ongoing	<ul style="list-style-type: none"> Road continues to require constant grading. Spot Graveling Conducted on main road Looking for solutions to soft shoulders. At east end of road.
Emergency Management	Ongoing	<ul style="list-style-type: none"> Northwest Alberta Regional Emergency Advisory Committee- still working on a date for meeting.
OH&S	Ongoing	<ul style="list-style-type: none"> Continue Monthly Safety Meetings Working on "Working in Adverse Weather Condition" policy
Fire Smart	Ongoing	<ul style="list-style-type: none"> 2017 Grant has been made available. Will be meeting with Agriculture & Forestry on a plan.

Capital Projects

Zama Access rd. Repair	August 24	<ul style="list-style-type: none">• Repair has been completed
Transfer Station Fence	Ongoing	<ul style="list-style-type: none">• More groundwork/site prep is required before installation can commence.• Contractor has been contacted. Completion scheduled for September end.
Dust Control - Oil	July	<ul style="list-style-type: none">• Completed
Aspen Dr. Ditch Repair	Sept 31	<ul style="list-style-type: none">• Inspection of site has been conducted by CAO• Waiting for resources.

Personnel Update:

Nil

Other Comments:

REPORT TO THE CAO

For the Month of August, 2017

From: Carol Gabriel
Director of Legislative & Support Services

Meetings Attended

- 2017-08-08 Council Meeting
- 2017-08-09 Managers Meeting
- 2017-08-09 Attended meeting with Minister Phillips in High Level
- 2017-08-11 Attended AAMDC Zone Meeting hosted by Mackenzie County
- 2017-08-18 Attended official openings for the Buffalo Head and Fort Vermilion truck fills
- 2017-08-22 Committee of the Whole Meeting
- 2017-08-23 Council Meeting
- 2017-08-23 Managers Meeting
- 2017-08-29 Attended Municipal Affairs Regional Training Session in Peace River
- 2017-08-30 Attended Municipal Affairs Regional Training Session in Peace River
- 2017-07-27 Finance Committee and Managers Meeting
- Various other individual or departmental meetings.

Council

- Preparing for various meetings of Council.
- Issue Notice of Nomination Day for the upcoming general election and update website.

Assessment Appeals

- The deadline for assessment appeals was July 18, 2017. Four complaints were received for the Composite Assessment Review Board (CARB) and five complaints were received for the Local Assessment Review Board (LARB). Our new assessor has reviewed all complaints and only one will proceed to a CARB hearing as the remaining complaints were resolved by the assessor and complaints withdrawn. Hearing has been scheduled for November 27, 2017.

Bylaws/Policies/Reports/Publications:

- Prepared the CAO appointment Bylaw for approval at the end of August.

Citizen Engagement:

- Various postings on the County's website and Facebook page regarding Request for Proposals, Tenders, development permits, meetings, etc.
- Continue to advertise the free newspaper subscriptions. Application forms are available at all county offices and online.

Human Resources:

- Posted various job opportunities.
- Benefit review and cost analysis completed.

Records Management:

- Continue working on a major update to the Bylaw and policy which establishes procedures in regard to the retention and disposal of municipal documents.

Events:

- Preparation for the 9th Annual Mackenzie Regional Charity Golf Tournament in September.
- Preparation for the AAMDC Zone meeting on August 11th hosted by Mackenzie County in Fort Vermilion.

Miscellaneous:

- Ongoing updates to the County website.
- Ongoing updates to the County Facebook page regarding upcoming events, etc.
- Ongoing form review and updating.
- Preparing for various meetings.
- Travel and meeting coordination.
- Assisting other departments as required.
- Vacation – July 28 – August 4.

MONTHLY REPORT TO THE CAO

For the Month of August 2017

From: Fred Wiebe
Director of Utilities

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Sept/17	Sewer flushing almost complete with hydrant flushing underway.
Strategic Priorities		

Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Nov/17	15 service repairs completed to date.
Rural Potable Water Infrastructure	Aug/17	Truckfills operating and getting deficiencies repaired.
LC- Paving Raw Water Fill	Jun/17	Complete.
FV- Paving FV WTP	Jun/17	Complete.
LC,FV,ZA- Exhaust Thimbles	May/17	Complete.
FV- 49 th Ave Water Re-servicing	Sept/17	3 services remaining.
FV 50 th Street Water Extension	Sep/17	Complete.
LC – Well #4	Sept/17	Well has been drilled. Awaiting final drawdown tests and water quality results.
LC – Sanitary Sewer Expansion	Oct/17	Second open house set for September 20 th .

FV – Storage Work	Oct/17	Be completed in summer.
LC – Hydrant Replacement	Oct/17	Complete.
FV – Re-route Raw Water Truckfill	Sept/17	Will require further discussion with Council as result of rate payer meeting discussions.
FV- Main Lift Station Grinder	Nov/17	In progress.
ZA- Distribution Pumphouse Upgrades	Oct/18	Grant funding letter received. We are working on preliminary design and contract documents to prepare for tender.
ZA- Lift Station Upgrades	Oct/18	Grant funding letter received. We are working on preliminary design and contract documents to prepare for tender.

Personnel Update:

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Other Comments:

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Respectfully submitted,

Fred Wiebe
 Director of Utilities
 Mackenzie County

MONTHLY REPORT TO THE CAO

For the Month of August 2017

From: Doug Munn
Director of Community Services

Program/Activity/Project	Timeline	Comments
Bylaw Services	Ongoing	<ul style="list-style-type: none"> • CPO prep ordering kit supplies, office set up and account collation. • Seven cleanup orders. • Dealt with bear complaints in La Crete. • Dealt with noise concerns in Rocky lane rural area pertaining to gravel pit. • Site inspections at Hutch Lake regarding clear cutting concerns. • Bylaw concern for 2 separate back alley's resolved. • Worked Ag Fair security only one incident at 4 am on Saturday morning. • Worked with forestry on two concern areas for burn piles one on 88 connector the other on Highway 697. • Worked on signage for school zone start up for La Crete and Fort Vermilion. • North Tall Cree meeting with the Fire Chief regarding mutual aid agreement the meeting was successful. <p>Communications</p> <ul style="list-style-type: none"> • Spent time resolving power issues at the Buffalo Head tower site. • Met with RCMP Staff Sgt. regarding radio communication between CPO and RCMP. • Ordered blue tooth mike system for CPO. • Completed the tower and booster installation at Machesis Lake care taker site.
Health and Safety	Ongoing	<ul style="list-style-type: none"> • No H&S Committee meetings scheduled for August • Dealt with three near miss incidents one was injury related and 2 property damage. • 1 start-up meeting for Buffalo Head Flood mitigation project. • All waste transfer station sites have been inspected.

Peace Officer	Ongoing	<ul style="list-style-type: none"> The Peace Officer Program has been approved, interviews completed and Jordan Marsollier has agreed to start Sept 5, 2017. Application has been made to Solicitor General to appoint Jordan as PO for Mackenzie County.
Fire Department	Ongoing	<p>Month end report for La Crete Fire is as follows;</p> <p>11 - MCR's 2 - MVC's 1 - Aircraft Collision 1 - Rescue/Recovery 1 - Outdoor (Bale) fire</p>
Fire Department Training	Ongoing	12 members successfully pass the swift water rescue, did in house pump up and technical rescue training.
Campgrounds – Hutch, Machesis, Wadlin, Bridge, La Crete Ferry	August	<ul style="list-style-type: none"> Working on improvements as per the 2017 Budget. Completed Machesis Cell Tower and Power
Facility Maintenance	August	<ul style="list-style-type: none"> Skirt the bottom of the salt shed FV yard Setup/cleanup sink for Ag. Fair Install soap dispenser FV shop Repair playground, check solar system, install signs etc. at Wadlin Lake Assist with tower and booster installation at Machesis Lake Constructed 3 picnic shelters at Knelsen Park On order- Septic tank for Wadlin Lake fish cleaning station On order- Solar system for Machesis Lake On order- Water pump for Machesis Lake well On order- Toilet for Machesis Lake Numerous minor repairs and price quotes
First Nations Relationships	Ongoing	<ul style="list-style-type: none"> Tall Cree Mutual Aid Agreement Signed Delivered Mutual Aid Agreement to Beaver First Nation

Capital Projects

FV Artificial Ice Plant	August	Expect plant to arrive first week of September. On schedule and under budget.
Bridge Campground and Machesis Lake	August	All AEP Projects expected to be completed some time in September.

FV Bridge Campsite Expansion	Ongoing	Application has been submitted. The sketch was accepted. Roadways still have not been closed.
Playground Equipment	June	Playground equipment are being installed in the Big Back Yard and FV. The pieces for Kneldsen Park and Hutch are scheduled for arrival on Sept. 12. Hutch lot has been cleared.
Rocky Lane WTS	Ongoing	Application for lease has been submitted to AEP
DA Thomas	August	Work will start on the DA Thomas Boat Launch the first week of September.

Personnel Update:

Liane Lambert has accepted the Public Works Administrative Assistant position.

Other Comments:

Attached is condensed version of Alberta Forestry Wildfire Report.

[High Level Forest Area - August 30, 2017](#)

By Victoria Ostendorf, Alberta Forestry, Aug 30, 2017 4:13:35 PM

The wildfire hazard for the High Level Area is high. The fire advisory remains in effect, until there is a significant amount of rainfall throughout the area. Safe campfires are allowed. .

WILDFIRE UPDATE AUGUST 30, 2017 AT 4:00PM

There are a total of 9 wildfires in the High Level Forest Area. Of these fires; 4 are being held, 3 are under control and 2 have been turned over to the responsible party. These wildfires are not threatening any communities. Firefighters along with aircraft support and heavy equipment are fighting these wildfires.

Wildfires of Note

- Fire, HWF196 is located 19km west of La Crete on the west side of the Peace River. This fire is classified as being held at 340 hectares. Given the current weather conditions and resources, this wildfire is not anticipated to grow past expected boundaries.
- Fire, HWF252, is located 10km northeast of Margaret Lake. This fire is classified as being held at 1,897 hectares. Given the current weather conditions and resources, this wildfire is not anticipated to grow past expected boundaries.

Moose Lake Complex

- Fire, HWF221, is located 21km southwest of the community of Fox Lake, on the north side of Harper Creek. This fire is classified as being held at 4,994 hectares.
- Fire, HWF223, is classified as under control at 94 hectares. This fire is 9km east of the community of Fox Lake.
- Fire, HWF246, is located 30km southeast of the community of Fox Lake on the south side of Harper Creek. This fire is classified as under control at 255 hectares.

Mikkwa Complex

- Fire, HWF242, is located 32km east of South Tall Cree, on the east side of the Mikkwa River. This fire is classified as under control at 719 hectares.

A Fire Advisory is in effect as of August 10, 2017 at 12:00pm for the High Level Forest Area portion of the Forest Protection Area due to current and forecasted weather.

- No new permits will be issued but existing permits are still valid.
- Safe campfires are still allowed.

The Fire Advisory will remain in effect until significant precipitation is received throughout the area.

Victoria Ostendorf

Wildfire Information Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Dave Fehr, Director of Operations
Title:	TENDER Bridge File 86310 Bridge Installation and Other Work

BACKGROUND / PROPOSAL:

The contract and specifications for 'Bridge File 86310 Bridge Installation and Other Work' for the Watercourse – Local Road (Blue Hills Road) near La Crete (SW 30-101-17-W5M) was prepared and advertised by WSP.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2017 Capital Budget

SUSTAINABILITY PLAN:

COMMUNICATION:

Successful bidder will be notified.

Author: S Wheeler **Reviewed by:** D Fehr **CAO:** _____

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Bridge File 86310 Bridge Installation and Other Work tenders be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That administration review the tender bids received for Bridge File 86310 Bridge Installation and Other Work with respect to qualifications and cost.

Motion 3 (following administrative review):

Simple Majority Requires 2/3 Requires Unanimous

That the Bridge File 86310 Bridge Installation and Other Work be awarded to the lowest qualified bidder.

Author: S Wheeler Reviewed by: D Fehr CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Byron Peters, Director of Planning and Development
Title:	PUBLIC HEARING Bylaw 1078-17 Land Use Bylaw Revision to Add the Definition and Interpretation of PANHANDLES and ROAD ACCESS, Add Discretionary Uses to the Forestry “F” Zoning District and Revise the Definition of Agricultural Supply Depot

BACKGROUND / PROPOSAL:

Mackenzie County administration has proposed to add “Panhandles” to the Land Use Bylaw as a subdivision regulation as it was overlooked during the LUB repeal and replace which was approved on June 30, 2017. The original bylaw was approved on June 16, 2016.

The Forestry “F” zoning should have “Campground, Major”, “Campground, Minor”, and “Recreation Service, Outdoor” as a discretionary uses which are defined as follows:

***CAMPGROUND MAJOR** means a development for recreational use with sites designated for lodgings in tents, RECREATIONAL VEHICLES, CABINS, or other similar accommodations. A CAMPGROUND MAJOR shall accommodate more than twenty (20) sites, be in operation more than six (6) months per year, or both.*

***CAMPGROUND MINOR** means a development for short term recreational use with sites designated for lodgings in tents, RECREATIONAL VEHICLES, CABINS, or other similar accommodations. A CAMPGROUND MINOR shall accommodate no more than twenty (20) sites, and be in operation no more than six (6) months per year.*

***RECREATION SERVICE, OUTDOOR** means development providing facilities for sports and active recreation conducted outdoors. Typical facilities include, but are not limited to golf courses, miniature golf establishments, driving ranges, ski hills, ski jumps, sports fields, outdoor tennis courts, unenclosed ice surfaces or rinks, boating facilities, Scout/Guide camps, religious outdoor retreat camps and parks, paint ball parks, motocross tracks, riding arenas, and trail stables/riding.*

Considering the amount of Campgrounds, and Recreational areas that are operated by Mackenzie County and others these uses should be within the land district.

Author: C Smith **Reviewed by:** B Peters **CAO:** _____

Another revision is the definition of “Agricultural Supply Depot” which should state that non-regulated liquid fertilizers should be added to the existing definition.

This amendment received first reading on August 8, 2017:

MOTION 17-08-573 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1078-17 Land Use Bylaw Amendment to add a definition and interpretation for PANHANDLES and ROAD ACCESS, to add discretionary uses to the Forestry “F” zoning district, and to revise the definition of Agricultural Supply Depot, subject to public hearing input.

CARRIED

Therefore this item is being brought for public hearing, second reading and third reading.

OPTIONS & BENEFITS:

These changes will allow for a consistent and correct Land Use Bylaw when considering applications for development.

COSTS & SOURCE OF FUNDING:

Costs will consist of advertising the public hearing, and will be borne by the Planning Departments operating budget.

SUSTAINABILITY PLAN:

The sustainability plan does not address any topics that affect this bylaw amendment.

COMMUNICATION:

The bylaw revision has been advertised as per MGA requirements.

Author: C Smith Reviewed by: B Peters CAO: _____

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1078-17 being a Land Use Bylaw Revision to add a definition and interpretation for PANHANDLE/FLAG LOT and ROAD ACCESS, to add discretionary uses to the Forestry “F” zoning district and to revise the definition of Agricultural Supply Depot.

Motion 2:

- Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1078-17 being a Land Use Bylaw Revision to add a definition and interpretation for PANHANDLE/FLAG LOT and ROAD ACCESS, to add discretionary uses to the Forestry “F” zoning district and to revise the definition of Agricultural Supply Depot.

Author: C Smith Reviewed by: B Peters CAO: _____

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW REVISION

BYLAW 1078-17

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

_____ Will the Development Authority _____, please outline the proposed Land Use Bylaw Revision and present his submission.

_____ Does the Council have any questions of the proposed Land Use Bylaw Revision?

_____ Were any submissions received in regards to the proposed Land Use Bylaw Revision? *If yes, please read them.*

_____ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Revision?

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 1078-17
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO REVISE THE
MACKENZIE COUNTY LAND USE BYLAW
TO ADD THE DEFINITION AND INTERPRETATION OF
PANHANDLE/FLAG LOT AND ROAD ACCESS, ADD DISCRETIONARY USES TO
THE FORESTRY “F” ZONING DISTRICT, AND REVISE THE DEFINITION OF
AGRICULTURAL SUPPLY DEPOT

WHEREAS, Mackenzie County has a Municipal Development Plan adopted in 2009, and

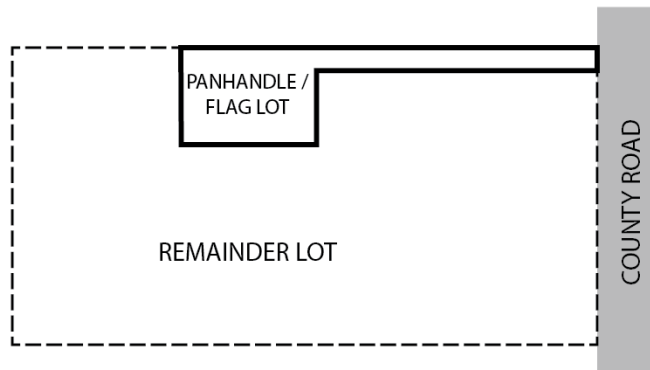
WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2017, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to revise the Mackenzie County Land Use Bylaw by adding the definition and interpretation of panhandle/flag lot and road access, add discretionary uses to the Forestry “F” zoning district and revise the Agricultural Supply Depot definition.

NOW THEREFORE, THE COUNCIL OF THE MACKENZIE COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That the Mackenzie County Land Use Bylaw Section 2.3 be revised with the following additions:

“PANHANDLE/FLAG LOT” means any parcel in the AGRICULTURAL DISTRICT which gains access and road frontage through a narrow strip of land which is an integral part of the parcel. The strip of land providing access shall be excluded in the total acreage size.



“**ROAD ACCESS**” means direct access to a ROAD from a lot, or lawful means of access satisfactory to the Subdivision Authority.

2. That the Mackenzie County Land Use Bylaw Section 7.1 be revised to include:

7.1 SUBDIVISION APPLICATION PROCEDURES

7.1.7 When evaluating an application for subdivision in the Agricultural Land Use District the Subdivision Authority may consider whether a ROAD providing access to the subject property complies with the General Municipal Infrastructure Standards and the Rural Road, Access Construction and Surface Water Management Policy No. PW039.

3. That the Mackenzie County Land Use Bylaw Section 8.1 be revised to include:

8.1 ACCESS AND DRAINAGE

8.1.6 Applications for subdivision shall be required to demonstrate ROAD ACCESS for proposed lots to the standards established in the General Municipal Improvement Standards or to the satisfaction of the Subdivision Authority.

- i) *When a parcel abuts an undeveloped ROAD, this does not constitute ROAD ACCESS for purposes of subdivision.*
- ii) *A subdivision applicant may be required by the Subdivision Authority to construct a ROAD extension at their own expense in order to provide ROAD ACCESS:*
 - *Where direct access by a ROAD constructed to meet the General Municipal Improvement Standards does not already exist*
 - *In order to provide ROAD ACCESS to the balance of a subdivided lot*
- iii) *ROAD construction pursuant to 8.1.6.ii shall be in accordance with the General Municipal Improvement Standards.*
- iv) *Notwithstanding 8.1.6.i, 8.1.6.ii, 8.1.6.iii, and at the discretion of the Subdivision Authority, subdividing an existing farmstead or subdividing to create a new lot where ROAD ACCESS is limited by natural features of the site may be done through the use of a PANHANDLE/FLAG LOT with or without extending a ROAD.*

4. That the Mackenzie County Land Use Bylaw Section 9.1 Agricultural “A”, 9.1.11 be revised to include:

9.1 AGRICULTURAL “A”

ADDITIONAL REQUIREMENTS

9.1.11 *Subdivision of new Panhandle/Flag Lots shall only occur to subdivide an existing farmstead for subdivision where the proposed or balance of the lot will have ROAD ACCESS that would otherwise be obstructed by natural features of the site, or for subdivision where allowing a panhandle/flag lot will reduce the impact on agricultural uses. A new Panhandle/Flag Lot shall only be within the title property that is being subdivided.*

5. That the Mackenzie County Land Use Bylaw Section 9.2 Forestry “F”, 9.2.2 be revised with the following additions:

9.2 FORESTRY “F”

9.2.2 Permitted and Discretionary Land Use Classes

Permitted	Discretionary
ACCESSORY BUILDING	CAMPGROUND, MAJOR
CABIN	CAMPGROUND, MINOR
COMMUNICATION TOWER	COMMUNITY PASTURE
DUGOUT	EMERGENCY SERVICES FACILITY
FOREST BASED INDUSTRY	EXTENSIVE RECREATIONAL USE
GOVERNMENT SERVICE	NATURAL RESOURCE EXTRACTION
INDUSTRIAL CAMP	NATURAL RESOURCE PROCESSING
SHIPPING CONTAINER	RECREATIONAL SERVICE, OUTDOOR
WOODLOT MANAGEMENT	TEMPORARY/PORTABLE UNIT

6. That the Mackenzie County Land Use Bylaw Section 2.3 Definition of “Agricultural Supply Depot” be revised as follows:

AGRICULTURAL SUPPLY DEPOT means a facility that specializes in bulk storage and sale of agricultural products or other farm supplies, but does not include the sale and storage of **regulated** solid and liquid fertilizers.

READ a first time this 8th day of August, 2017.

PUBLIC HEARING held this _____ day of _____, 2017.

READ a second time this _____ day of _____, 2017.

READ a third time and finally passed this _____ day of _____, 2017.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Request for Letter of Support – Mackenzie Regional Community Society Victim Services Unit

BACKGROUND / PROPOSAL:

See attached request from the Mackenzie Regional Community Society Victim Services Unit for a letter of support for their funding application to the Victims of Crime Grant.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That a letter of support be provided to the Mackenzie Regional Community Society Victim Services Unit for their application to the Victims of Crime Grant.

Author: C. Gabriel Reviewed by: _____ CAO: _____



September 8 2017

To Whom It May Concern;

Mackenzie Regional Community Society, Victim Services Unit, is currently in the process of applying for our Victims of Crime Grant. As part of our application process, we like to include support letters from the community. Victim Services provides support, referrals and information to victims of crime and/or tragedy in the area, our role is to reduce the effects of crime and/or tragedy on victims.

Thank you,

Kate Gamble-Martinaj
Mackenzie Regional Community Society
Victim Services
Program Manager
P: [780-927-3257](tel:780-927-3257)



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

November 4, 2016

Fort Vermilion – Mackenzie Regional VSU
P.O. Box 94
Fort Vermilion, AB T0H 1N0

To Whom It May Concern:

RE: SUPPORT VICTIM SERVICES AS AN ASSET TO OUR COMMUNITY

This is a letter in support of the Victim Services program and the contribution within the community of Fort Vermilion.

Victim Services provides an essential service to the community, through both one-on-one interactions and group programs. It is through them that so many people in the community can get support, guidance, and protection under very difficult situations.

Mackenzie County fully supports their application to obtain grant funding to continue providing the level of care and services within the community. Thank you for your time and consideration of this worthwhile initiative.

Sincerely,

Bill Neufeld
Reeve

c. Mackenzie County Council
Len Racher, Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Karen Huff, Director of Finance
Title:	Request to Refund Taxes – Tax Roll 083942

BACKGROUND / PROPOSAL:

Section 347(1) of the MGA reads as follows:

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) *Cancel or reduce tax arrears;*
- (b) *Cancel or refund all or part of a tax;*
- (c) *Defer the collection of a tax.*

Only tax arrears or current taxes may be the subject of relief under section 347. Section 347 does not empower municipalities to grant the specified relief on future taxes as this would fetter the discretion of future councils. “

Administration received a letter from Donald Griffith’s September 1, 2017. (see attached). In the letter Mr. Griffith’s states his property at Lot 01 Block 01 Plan 1421324 was assessed at \$75,230 in 2015. In 2016 the previous assessor assessed the property at \$200,050. December 2016 when he questioned the assessor as to the dramatic increase the previous assessor lowered the assessment to \$123,590 due to an error of adding a duplicate building on the assessment. The new assessment was still questioned by the property owner due to the vast difference in assessment from 2015 to 2016 with no improvements on the property during that time.

As there was no communication and no resolution from the assessor Mr. Griffith’s felt like his concerns were not going to be resolved. When he received his 2017 tax notice with an assessment of \$122,900 he was still not satisfied and appealed this decision. Subsequently Mr. Griffith’s withdrew his appeal after reaching a decision with the

Author: J. Phillips/Jennifer Batt **Reviewed by:** _____ **CAO:** _____

current assessor as he felt his concerns were addressed and his property was fairly assessed at \$71,230.

Mr. Griffith's is requesting from Council a refund of the difference in taxes based on his 2015 assessment for 2016 levy in the amount of \$482.68. (see attached spreadsheet of refund calculation.)

OPTIONS & BENEFITS:

Option 1 - That Council approves the request to refund taxes of \$482.68 for Roll 083942 based on 2015 assessment value of \$75,230 and recalculate penalties accordingly.

Option 2 - Deny the request to refund taxes for Roll 083942

COSTS & SOURCE OF FUNDING:

2017 Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION:

Administration to communicate Council's decision with the landowner.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: J. Phillips/Jennifer Batt **Reviewed by:** _____ **CAO:** _____

September 1, 2017

To Council & CAO

I am writing to request a refund in the difference of assessment value from 2015 to 2016 on Lot 01 Black 01 Plan 1421324 (Roll 083942). The assessment in 2015 was \$75,230 and the previous assessor valued my property in 2016 as \$200,050 with no improvements.

December 2016 the assessment was lowered to \$123,500 due to the assessor realizing an extra house was added to the property in error. This assessment value was still not correct in the sense of no improvements and there was no physical inspection done when requested to the assessor. After inquiring and contacting the assessor and receiving no resolution to my concerns this was left until 2017. Two years going back and forth on this matter with the previous assessor I felt frustrated and at a loss on a resolution.

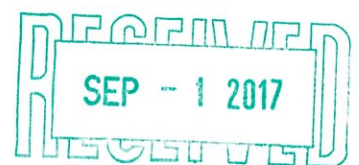
The assessment was not appealed due to not receiving the tax notice to my current mailing address, it was being sent to my previously joint mailing address with Martha Griffiths. The mailing address change was requested in 2015 and 2016 and failed to send to two separate addresses. The primary address which is stated on title and as the joint address was only mailed out. In 2017 this has been corrected to send both parties the tax notices.

Recently I have contacted Allan McNaughton with Compass Assessments and a site visit complete with pictures and a re-assessment was agreed upon. The 2017 assessment for this property was concluded to be \$71,230 from an original assessment value of \$122,900 in 2017.

Thanks for your time and consideration.

Please do not hesitate to contact me for any further details.

Donald Griffiths



ROLL 083942 Lot 01 Block 01 Plan 1421324

	<i>Assessment</i>	<i>Tax Levy</i>	<i>Difference</i>
2015	\$75,230	\$753.36	
2016	\$123,590	\$1,233.56	
2016 Requested	\$75,230	\$750.88	\$482.68
2017	\$71,230	\$710.96	

Difference from 2015 assessment to 2016 assessment requested to be refunded is \$482.68.
All penalties should be recalculated according to new tax levy for 2016.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Byron Peters, Director of Planning and Development
Title:	Regional Safety Codes Discussion Update

BACKGROUND / PROPOSAL:

Mackenzie Municipal Services Agency (MMSA) arranged a meeting to discuss regional safety codes services in the northwest and possible options to develop a regional Safety Code services delivery model.

Safety Code administration attended the meeting which featured presentations by Municipal Affairs, Flagstaff County, Beaver County and Palliser Regional Municipal Services.

On June 15, 2017, a regional safety codes discussion was held at the St. Isidore Cultural Centre in the Hamlet of St. Isidore, this meeting was a follow-up to the March 29th “Regional Safety Codes Discussion”. The intention of this meeting was to provide information on how other regional safety codes providers have structured their services and their experience in providing services, how to create a Quality Management Plan (QMP), and what should be included in a Request for Proposal for safety codes services.

The meeting was led by David Ramsay and Danny Stoesz from Municipal Affairs and started with a review of the March 29th meeting and an initial discussion. In this introduction, municipalities determined that they are seeking to contract out safety codes services, establish a regional board, and establish a form of day-to-day administration for safety codes services.

Following the initial discussion, representatives from Flagstaff County, Beaver County, and Palliser Regional Municipal Services provided an overview of their experience in providing regional safety codes services and answered questions from meeting attendees. Attached is a summary of these discussions.

Author: T Weller **Reviewed by:** B Peters **CAO:** _____

OPTIONS & BENEFITS:

The option proposed by MMSA and the participating municipalities is to create a Regional Board that would draft an RFP and act as administration. The general consensus was to have zone based representation, with zones based on Municipal District/County boundaries, as well as urban areas with a population over 5,000. The zones would then choose one person to represent them on the board.

The Regional Board would then choose a service model. One option discussed was the level of service and what would be handled by satellite offices and what would be handled by central office. It was suggested that satellite offices would act as a funnel for permit applications and issue permits. The central office would be responsible for the finances (fees) submitted by the satellite offices, managing the safety codes officers, contract management, and providing payment to safety codes services when the file is closed and distributing the safety code revenue to municipalities.

At this time administration does not foresee the benefit of this model, as we are geographically too far removed from the rest of the participants. The autonomy of our current Safety Code QMP and fee schedule allow for a unique program designed for our region.

A model such as this could be discussed with Rainbow Lake and the Town of High Level, as our geographic location and needs may be more similar. A grant is available if considered feasible by Council.

COSTS & SOURCE OF FUNDING:

Costs to attend discussion meetings are minimal. Pursuing other options would be at an additional cost.

SUSTAINABILITY PLAN:

Not applicable.

COMMUNICATION:

None required at this time.

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: T Weller Reviewed by: B Peters CAO: _____

Re: Follow-Up Safety Codes Meeting Summary

On June 15th, 2017, a regional safety codes discussion was held at the St. Isidore Cultural Centre in the Hamlet of St. Isidore, this meeting was a follow-up to the March 29th "Regional Safety Codes Discussion". The intention of this meeting was to provide information on how other regional safety codes providers have structured their services and their experience in providing services, how to create a Quality Management Plan (QMP), and what should be included in a Request for Proposal for safety codes services.

The meeting was led by David Ramsay and Danny Stoesz from Municipal Affairs and started with a review of the March 29th meeting and an initial discussion. In this introduction, municipalities determined that they are seeking to contract out safety codes services, establish a regional board, and establish a form of day-to-day administration for safety codes services.

Following the initial discussion, representatives from Flagstaff County, Beaver County, and Palliser Regional Municipal Services provided an overview of their experience in providing regional safety codes services and answered questions from meeting attendees. Below is a summary of these discussions.

1. Flagstaff County – Brent Hoyland

The regional safety codes service provided by Flagstaff County includes two Villages, two Summer Villages, and four Towns. An agreement for a joint services provider and a QMP was established between the municipalities, and each municipality is individually accredited. Superior Safety Codes will notify a municipality when development is occurring without a development permit, and in these cases Superior will not issue a building permit until a development permit is issued.

In this model, the money collected will go to the municipality who will then provide 50% to the contractor initially, and then disperse the remainder when the file is closed.

2. Beaver County – Jessica Lui

The regional safety codes service provided by Beaver County includes two Villages and two Towns. All disciplines are offered, except for fire codes services which are provided by the municipalities. The QMP is reviewed every two years, or as required by the Safety Codes Council, and an external audit is conducted every two years. All inspections are tracked through E-Site which is owned and managed by the Safety Codes Council.

In this model, a fee schedule is established whereby Inspections Group Inc. collects the money, and then disperses the municipal portion upon closure of the file. The fee schedule for Beaver County can be found attached to the email.

3. Palliser Regional Municipal Services – Linda Taylor

The regional safety codes service provided by Palliser includes twenty-six municipalities. In this model, a building permit will not be issued until a development permit is in place, and if there are any discrepancies between the permits (E.g. floor size), the development permit must be updated to accurately reflect what is built. The services are provided through an agreement between the Town of Drumheller and Palliser, the safety codes administrator works for the Town. Services are only provided

to Palliser members, with two municipalities opting out of the safety codes services. The safety codes administrator is not involved in the day-to-day operations of Palliser, but is present at Palliser's Annual General Meeting.

All fees are collected by the main office and payment is not completed until the permit is closed. Palliser then takes over the payment transfer to the individual municipalities. Palliser's fee schedule can be found attached to the email.

Following these three phone calls, a round table discussion was held. As a Board would be needed to draft an RFP and act as administration, potential Board composition was discussed. A general consensus was made for zone based representation, with zones based on Municipal District/County boundaries, as well as urban areas with a population over 5,000. These zones would then choose one person to represent them on the board.

A second topic was the levels of service and what would be handled by a satellite office and what would be handled by a central office. It was suggested that satellite offices would act as a funnel for permit applications and act as a permit issuance office. The central office would be responsible for the finances provided by the satellite offices, managing the safety codes officers, contract management, and providing payment for safety codes services when the file is closed and directing that money to municipalities.

Municipalities are encouraged to bring the template QMP and this meeting summary to their respective municipal Councils for review and to ascertain the level of interest in moving forward. We will also begin creating an in-depth survey to determine what safety codes services municipalities are seeking, the answers will then be shared with Municipal Affairs to inform the content of any additional meetings.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 12, 2017
Presented By:	Fred Wiebe, Director of Utilities
Title:	Fort Vermilion Water Treatment Plant Truckfills

BACKGROUND / PROPOSAL:

At the June 13, 2017 ratepayers meeting in Fort Vermilion, questions arose as to what would happen with the truckfills in Fort Vermilion. The comments that came out of the meeting were considered and the attached plan created.

On July 19th our new Fort Vermilion Truckfill station opened in Fort Vermilion allowing faster filling as well as diverting traffic away from downtown Fort Vermilion. Administration plans on routing some of the truckfills at the water plant so that they are all on the heated concrete pad. This will ensure the water gets drained properly and avoid ice buildup on the east side of the water plant to address safety concerns. This will also help maintain the new asphalt that was placed around the water plant this year.

Once completed the water plant will have 1 raw water fill and 2 treated water fills located on the west side. The attached drawings show where the truckfills currently exist and the plan for the new locations. This will also stand as a backup in power outage situations as there is a generator at the water treatment plant.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2017 Capital Budget: \$35,000

Author: F. Wiebe **Reviewed by:** _____ **CAO:** L. Racher

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Signs would be posted at the Water Treatment Plant to inform users.

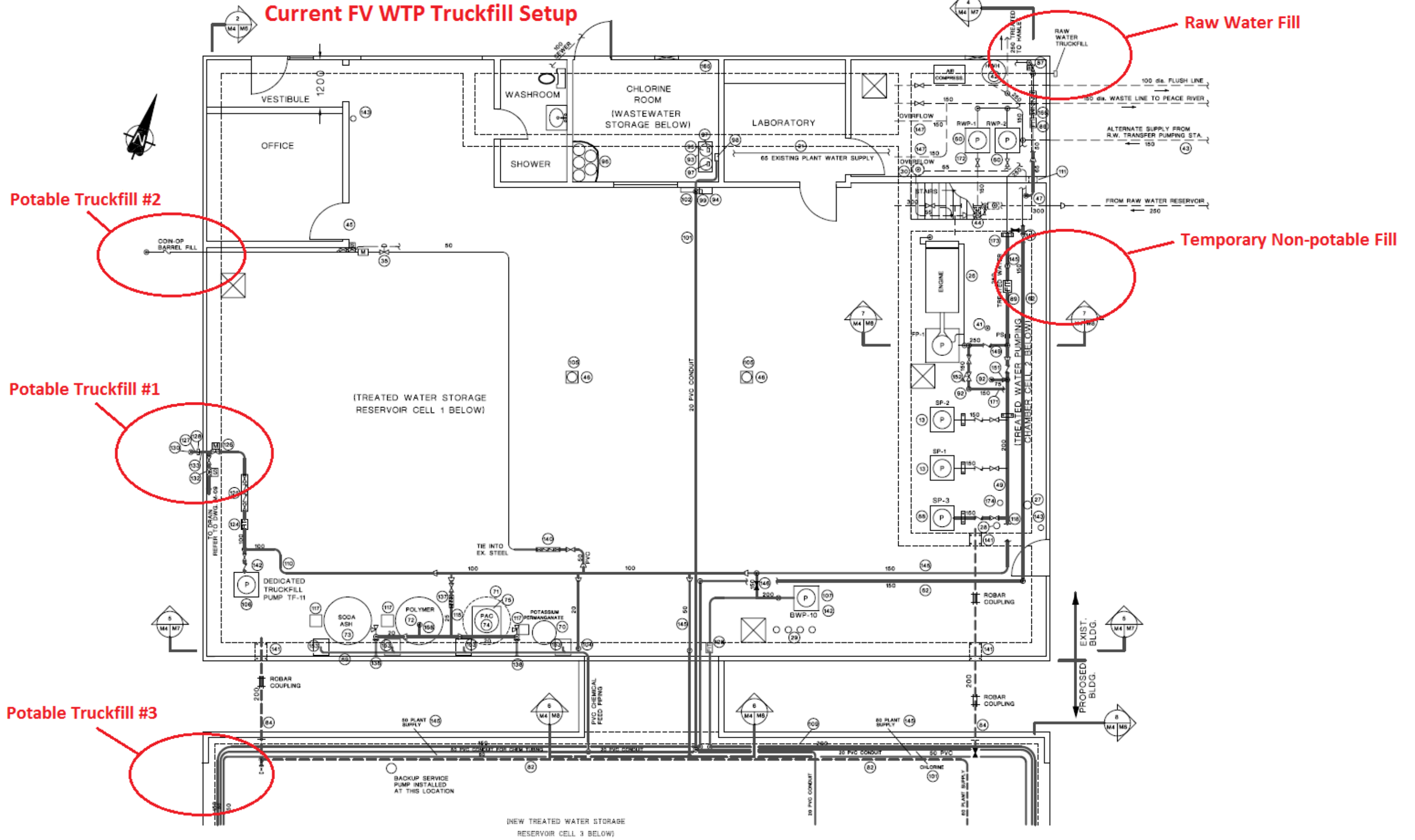
RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the plan to reroute the Fort Vermilion Water Treatment Plant Truckfills be received for information.

Author: F.Wiebe Reviewed by: _____ CAO: L. Racher

Current FV WTP Truckfill Setup



OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

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

Author: C. Gabriel Reviewed by: _____ CAO: _____

Mackenzie County Action List as of August 23, 2017

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 27, 2013 Council Meeting			
13-02-121	That administration continue to work towards expanding the Fort Vermilion Bridge Campground recreational area by applying for a lease with Alberta Environment & Sustainable Resource Development that encompasses both existing and future area.	Doug	Waiting for road closures, could be August or September 2017
May 28, 2013 Council Meeting			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	CAO	Discussed with Debbie Jabbour. She suggested a potential ring road joined with Assumption Hill and Zama Access and possibly incorporate the LOC in motion 15-03-191
March 10, 2015 Council Meeting			
15-03-191	To ensure, assist and stimulate the continued financial and economic growth and well-being of our oil and gas industry, that Mackenzie County explore transferring the following LOC roads to Mackenzie County: Zama Plant Road approximately 47 kilometers (connecting Zama Access with the Assumption High Grade) and the first approximately 60 kilometers of the Shekilie Road.	CAO	Waiting for a reply from Env. & Parks on the process to attempt to transfer the LOC's. Potentially a project in conjunction with the Zama Access Road in the above motion 13-05-375
July 29, 2015 Council Meeting			
15-07-531	That administration be authorized to negotiate a Mutual Aid Agreement with Tall Cree First Nation.	Doug	Waiting on agreement to be returned w signatures
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Initial report received, still awaiting final report Investigated by Director of Surveys. Anticipating a couple year deadline.
March 8, 2016 Regular Council Meeting			
16-03-178	That administration pursues taking possession of the southerly gravel pit lease DRS 834, and delays pursuing possession of the northerly gravel pit lease DRS 780149.	Dave	Closing first nations consultations and will be moving ahead with the pit application
March 23, 2016 Regular Council Meeting			
16-03-216	That administration proceeds with obtaining access in Mackenzie County's name for the E½ 30-101-17-W5M and the S½ 3-102-17-W5M.	Dave	In progress (Roads to New Lands – Blue Hills) Awaiting announcement

Motion	Action Required	Action By	Status
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> cancel PLS 080023; pursue acquisition of land parcels as identified on the map presented in red; identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Don	PLS Cancelled Need to submit 2 different applications. Asset list with all leases, caveats, dispositions, easements, etc Waiting for a response
June 14, 2016 Regular Council Meeting			
16-06-440	That Bylaw 1030-16 being a road closure bylaw for the closure of government road allowance between Section 28 and 29 Township 108, Range 13, W5M for the purpose of consolidation be forwarded to the Minister of Transportation for approval.	Byron	Waiting for Ministerial Order
16-06-441	That Bylaw 1031-16 being a road closure bylaw for the closure of all of Plan 2982PX within SE ¼ Section 28, Township 108, Range 13, W5M lying north and east of Plan 1508PX for the purpose of consolidation be forwarded to the Minister of Transportation for approval.	Byron	Waiting for Ministerial Order
16-06-442	That Bylaw 1032-16 being a road closure bylaw for the closure of all of the uncanceled portion of Plan 2144EU within SE ¼ Section 28, Township 108, Range 13, W5M lying northeast of Plan 1508PX and northwest of Plan 2982PX for the purpose of consolidation be forwarded to the Minister of Transportation for approval.	Byron	Waiting for Ministerial Order
16-06-443	That Bylaw 1033-16 being a road closure bylaw for the closure of all of the uncanceled portion of Plan 2144EU within SE ¼ Section 28, Township 108, Range 13, W5M lying south of Plan 2982PX for the purpose of consolidation be forwarded to the Minister of Transportation for approval.	Byron	Waiting for Ministerial Order
July 12, 2016 Regular Council Meeting			
16-07-526	That the County pursue purchasing the leased lands at the Wadlin Lake and Hutch Lake campgrounds.	Doug Len	Wadlin FNC under progress See motion 17-03-222 about project specifics.
16-07-529	That the County agree to the request from Alberta Transportation to create a municipal road allowance on the 14 km access from the Wentzel River to the Peace River crossing accessing Fox Lake and that the County not be responsible for capital, operational and maintenance costs; or liability for the public road way and the ferry/ice-bridge.	Dave	Waiting on Ryan Konowalyk at A.T. for a hold harmless letter. Waiting on maintenance letter from Little Red.

Motion	Action Required	Action By	Status
August 9, 2016 Regular Council Meeting			
16-08-570	That administration meet with sawmills/forestry companies in regards to summer log hauling and Road Use Agreements.	Dave	LC Sawmills – current Norbord – agreed to a modified road use agreement. Tolko & Evergreen – waiting for Norbord's model
16-08-599	That administration proceed with registering the utility right of way on NE 3-106-15-W5M and NW 3-106-15-W5M. (La Crete SE Drainage Ditch)	Byron	Re-negotiating with landowners.
August 24, 2016 Regular Council Meeting			
16-08-656	That administration draft an endeavor to assist policy for lateral water lines.	Fred	Council 2017-08-23
September 13, 2016 Regular Council Meeting			
16-09-630	That the range management plans for Northwestern Alberta address the future of both Wood Bison and Woodland Caribou within the existing protection areas.	Byron	Report Released 2017-06-26
October 11, 2016 Regular Council Meeting			
16-10-743	That Mackenzie County proceeds with acquiring the additional right-of-way from SE 17-106-15-5 that is required for future road improvements in the Hamlet of La Crete.	Byron	Bring back to Council
October 25, 2016 Organizational Council Meeting			
16-10-753	That Bylaw 977-14 Organizational and Procedural Matters of Council, Council Committees and Councillors be brought back with the following amendments: <ul style="list-style-type: none"> Section 60 – remove “by providing a statutory declaration or affidavit sworn or declared before the CAO or Commissioner for Oaths prior to the next regular Council meeting”. Include a section to allow for the rotation of the Chair. 	Carol	2017 Organizational Meeting
November 23, 2016 Regular Council Meeting			
16-11-868	That Mackenzie County initiate discussions with First Nations with the intention of creating a Memorandum of Understanding for a communication protocol between Mackenzie County and our First Nation neighbours.	Doug	Working on establishing relationships that will inform the communication protocol
December 13, 2016 Regular Council Meeting			
16-12-913	That administration change equipment values as determined and to engage in an appraisal for buildings over \$100,000 as per amended list in 2017.	Karen Doug	Preparation of an RFP/RFQ to go to Council Fall 2017
January 9, 2017 Regular Council Meeting			
17-01-011	That the request to alter fire invoicing process with the Town of High Level be discussed at the 2018 review of the Regional Service Sharing Agreement.	Len	RRSA Review in 2018

Motion	Action Required	Action By	Status
February 14, 2017 Regular Council Meeting			
17-02-113	That third reading of Bylaw 1050-16 being a Land Use Bylaw Amendment to rezone part of SE 16-106-15-W5M from La Crete General Commercial District "GC1" to Manufactured Home Subdivision 1 "MHS1" to accommodate the development of residential lots be TABLED until the area structure plan and servicing requirements have been reviewed for the area.	Byron	In discussion with the developers Fall 2017 plans
March 14, 2017 Regular Council Meeting			
17-03-192	That administration apply for federal grant funding for the following projects: <ul style="list-style-type: none"> • Blue Hills Waterline • Waterline north of the Peace River 	Fred	Waiting for program announcement and opening for applications
March 29, 2017 Regular Council Meeting			
17-03-222	That the budget be amended to include \$15,000 for the Wadlin Lake Land Purchase project, for the purpose of completing the land survey, with funding coming from the Parks & Recreation Reserve and that administration move forward with completing the survey and that administration bring back costs relating to First Nations Consultation prior to initiating the consultation process.	Karen Doug	Additional funds reflected in the final budget Waiting for the survey to be registered. 99% complete.
April 11, 2017 Regular Council Meeting			
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Karen Byron	Discussion to take place with new assessor.
May 9, 2017 Regular Council Meeting			
17-05-336	That Bylaw 1063-17 being a Road Closure Bylaw to close a portion of Road Plan 3884PX for the purpose of consolidation be forwarded to the Minister of Transportation for approval.	Byron	Going to 2017-08-08 council for 2 nd and 3 rd reading
17-05-360	That administration proceeds with the land negotiations as discussed.	Fred	Going to Council fall 2017
June 13, 2017 Regular Council Meeting			
17-06-425	That a letter be sent to all cell service providers requesting that they provide cell service along all major Highway (Highway 35, 58, 88 & 697) corridors and with a copy going to our Members of Parliament, Member of Legislative Assembly, Regional Economic Development Initiative, Northern Transportation Advocacy Bureau, Northern Alberta Development Council, Alberta Urban Municipalities Association, and the Alberta Association of Municipal Districts and Counties.	Byron Len	Drafting Process
17-06-426	That administration prepare a cost estimate to complete the preliminary work for the development of additional lots at Hutch Lake Cabins and bring back to Council for review.	Doug	2018 Budget Deliberations

Motion	Action Required	Action By	Status
17-06-432	That third reading be given to Bylaw 1070-70 being the Short Term Borrowing bylaw for the La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade.	Karen	Application sent out Acceptance date 2017-08-15 Waiting for confirmation.
17-06-439	That administration look at options for a future fire hall in the Hamlet of Fort Vermilion, outside of the downtown core.	Byron Doug	Long term discussion for 5 year plan.
June 28, 2017 Council Meeting			
17-06-445	That administration be directed to enter into an agreement with CanWest Air for the lease of a new terminal at the Fort Vermilion airport, with the terms and conditions as discussed.	Byron	Developing an agreement with CanWest
17-06-451	That administration be authorized to sell a portion of NW 11-104-17-W5M located on the north side of Highway 697 for the purpose of consolidation into the C of T, at market value, and that the applicant covers all costs to facilitate the transaction.	Byron	Underway.
17-06-493	That tax rolls 077026, 077027 & 077030 be classified under the Limited Access Seasonal Residential for the 2018 tax year.	Karen	New Assessor Advised.
17-06-495	That tax rolls 118524-118528 & 118535-118539 be classified under the Limited Access Seasonal Residential for the 2018 tax year.	Karen	New Assessor Advised.
17-06-497	That tax roll 074356 be classified under the Limited Access Seasonal Residential for the 2018 tax year.	Karen	New Assessor Advised.
17-06-501	That, upon receipt of an official letter, Mackenzie County accept the request from Wapiti Gravel Suppliers to be released from the Local Crushing & Stockpiling contract and that they be reimbursed for the cost of Mackenzie County's request to mobilize and demobilize their hoe as well as one day of operation from the Gravel Crushing Operating budget, and that the bonds supplied by Wapiti be returned.	Dave	Waiting for signed letter to be returned.
17-06-502	That administration proceed with acquiring proper permitting for Fidler Pit, and begin a Request for Proposal for the removal of overburden from Fidler Pit in the 2017 year, and move the crushing Request for Proposal to the 2018 budget year.	Dave	In Progress.
July 26, 2017 Council Meeting			
17-07-514	That the Mineral Surface Lease (MSL) tax rolls incorrectly assessed be reversed and recalculated as per the criteria set out by Composite Assessment Review Board (CARB) Decisions and the Court of Queen's Bench.	Karen	Working with new assessor.
17-07-521	That administration submits applications to the Alberta Municipal Internship Program under each of the 3	Jessica	Deadline 2017-09-01

Motion	Action Required	Action By	Status
	streams: Administration, Finance Officer, and Land Use Planner with successful applications coming back to Council for approval.		
17-07-522	That an Advance Vote be held for the 2017 municipal election.	Carol	Date to be determined.
17-07-523	That administration research options for providing a George Cuff council orientation in our region.	Carol	Discussion at Tri-Council did not reveal a desire for a regional training opportunity.
17-07-528	That administration issue an Expression of Interest from the community for the Fort Vermilion Airport Terminal building with a deadline of September 12, 2017.	Doug	Council agenda for 2017-09-12
17-07-541	That Mackenzie County proceeds with acquiring Recreation Lease REC820035 for future road improvements and to continue operating the recreational area of Tourangeau Lake.	Byron	
17-07-542	That administration be authorized to negotiate the exchange of Part of Plan 882 2651, Block 1, Lot E, for Part of Plan 052 6058, Block 1, Lot G for the purpose of access and consolidation, and that the applicant covers all costs of the transaction, subject to an access agreement (caveat) to maintain shared access.	Byron	
August 8, 2017 Council Meeting			
17-08-557	That the submission to the Natural Resources Conservation Board (NRCB) regarding the Confined Feeding Operation Application No. FA17001 be sent as amended.	Byron	Sent 2017-08-08
17-08-559	That Steve McGean be re-appointed as Fort Vermilion Deputy Fire Chief for a two year term effective July 26, 2017.	Doug	Letters to be sent
17-08-560	That Peter Wiebe be re-appointed as the La Crete Fire Chief for a two year term effective July 26, 2017.	Doug	Letters to be sent
17-08-561	That Cornie Wiebe be re-appointed as the La Crete Deputy Fire Chief for a two year term effective July 26, 2017.	Doug	Letters to be sent
17-08-562	That Policy ADM049 Bursaries be approved as amended.	Carol	
17-08-563	That speed reduction at the turn off of Highway 88 down Range Road 131 past the fill station south of Fort Vermilion to the Private School be TABLED to the next meeting.	Dave	Council 2017-08-23
17-08-566	That Bylaw 1073-17 being a partial road closure bylaw to close, sell and consolidate a portion of Government Road Allowance adjacent to SW 14-104-17-W5M be forwarded	Byron	

Motion	Action Required	Action By	Status
	to the Minister of Transportation for a decision.		
17-08-571	That Councillor Derksen write a letter of apology directed to the Alberta Union of Provincial Employees and deliver the letter to the Reeve or Deputy Reeve within seven calendar days (of today's date) or future disciplinary action will be discussed.	Len Carol	Follow up date 2017-08-15 Council Meeting 2017-08-23
17-08-572	That the CAO contract be renewed for a two year term.		CAO Appointment Bylaw Council Meeting 2017-08-23
17-08-573	That first reading be given to Bylaw 1078-17 Land Use Bylaw Amendment to add a definition and interpretation for PANHANDLES and ROAD ACCESS, to add discretionary uses to the Forestry "F" zoning district, and to revise the definition of Agricultural Supply Depot, subject to public hearing input.	Byron	
17-08-575	That third reading be given to Bylaw 1063-17 being a Road Closure Bylaw to close a portion of Road Plan 3884PX for the purpose of consolidation.	Byron	
August 23, 2017 Council Meeting			
17-08-586	That third reading be given to Bylaw 1079-17 being a bylaw to appoint Len Racher to the position of Chief Administrative Officer.	Carol	
17-08-587	That administration pursue the National Trade Corridors Fund (NTCF) and bring back potential projects.		
17-08-588	That administration work with Alberta Transportation and the Northern Transportation Advocacy Bureau (NTAB) to promote Highway 88 as a high load corridor.		
17-08-590	That Mackenzie County endorse the Northwest Species at Risk Boreal Woodland Caribou Population Recovery Plan for Northwest Alberta.		
17-08-591	That Mackenzie County request that the provincial government recognize the current protected areas as caribou habitat and begin managing and reforesting those areas without creating any new conservation areas, park areas, or any other designation for the purpose of protecting caribou habitat.		
17-08-592	That the Boreal Housing Foundation be requested to support the Fort Vermilion Seniors & Elders Lodge Board with support to move a lodge forward in Fort Vermilion.		
17-08-593	That administration proceed with meeting with the developers and draft an off-site levy bylaw for the La Crete Sanitary Sewer Expansion project.		
17-08-594	That the budget amendment to reallocate the \$4,555	Doug	Council Meeting

Motion	Action Required	Action By	Status
	spent on the cement blocks for the D.A. Thomas Park Retaining Wall project to the Fort Vermilion Salt & Sand Shed project be TABLED to the next meeting.		2017-09-13
17-08-596	That Steve McGean be appointed as Fort Vermilion Fire Chief for a two year term effective August 23, 2017.	Doug	Letters to be sent
17-08-597	That Neil Simpson be appointed as Fort Vermilion Deputy Fire Chief for a two year term effective August 23, 2017.	Doug	Letters to be sent
17-08-598	That Policy FIN022 Budget Development be amended to include a taxation review.	Carol	
17-08-599	That the 2018 council budget meeting dates be scheduled as follows to begin at 10:00 a.m. in the Fort Vermilion Council Chambers: <ul style="list-style-type: none"> • October 30, 2017 – Council (Budget) Meeting • November 28, 2017 – Council (Budget) Meeting (to replace the originally scheduled Committee of the Whole meeting) • December 11, 2017 – Council (Budget) Meeting 	Carol	Calendar Invitations Sent.
17-08-600	That the November 22, 2017 regular council meeting be changed to November 29, 2017.	Carol	Calendar Invitations Sent.
17-08-602	That the budget be amended to include an additional \$192.00 for the La Crete – 98 Avenue Crosswalk Lights project with funding coming from the La Crete – 94th Avenue Asphalt Overlay project.	Karen	
17-08-603	That the La Crete – 98 Avenue Crosswalk Lights project be changed to the La Crete – 94th Avenue North/South Crosswalk Project.	Dave	
17-08-604	That Mackenzie County support the County of Stettler and send a letter to the Minister of Municipal Affairs requesting amendments to the Municipal Government Act and other provincial legislation to improve the ability to recover unpaid taxes (including uncollectable School Tax and Seniors Housing requisitions) levied against oil and gas operations and the associated machinery and equipment linear property.	Len	
17-08-605	That Mackenzie County send a letter to D. Gilles Seutin, Chief Ecosystem Scientist, with a copy to The Honourable Catherine McKenna and The Honorable Shannon Phillips regarding the diseased wood bison.	Len	
17-08-609	That the Chief Administrative Officer pursue legal action against Councillor Derksen for failure to comply with Motion 17-08-571.	Len	



August 23, 2017

TransCanada PipeLines Limited
450 - 1st Street S.W.
Calgary, Alberta, Canada T2P 5H1
tel 1-855-895-8754
email Community_Relations@Transcanada.com
web www.transcanada.com

Re: Notice of Filing — 2017 Meter Stations and Laterals Abandonment Program

NOVA Gas Transmission Ltd. (NGTL), a wholly owned subsidiary of TransCanada PipeLines Limited (TransCanada), sent out a notification in April 2017 to notify you of their proposal to permanently cease operations at 19 meter stations and 19 associated lateral pipelines, eight standalone meter stations and three standalone lateral pipelines on the NGTL System in the province of Alberta, as these facilities are no longer required to service customers (together referred to as the Program).

NGTL is writing to advise you that the Jackpot Creek Receipt Meter Station and Lateral site has been removed from the Program and therefore the 2017 Meter Stations and Laterals Abandonment Program Application will now include 18 meter stations and their associated laterals, eight standalone meter stations and three standalone lateral pipelines.

In addition, as required by the regulator, the National Energy Board (NEB), we are advising you that the 2017 Meter Stations and Laterals Abandonment Program Application was filed on August 21, 2017. This application may be accessed online in the NEB's Regulatory Document Index at the following link under NEB Filing ID A85588: <https://apps.neb-one.gc.ca/REGDOCS/Item/View/3322425>

Information about the NEB and the regulatory process is included in this package. Contact information for the NEB can be found on the back panel of the NEB brochure titled *Information for Proposed Pipeline or Power Line Projects that Involve a Hearing*.

TransCanada is a leading North American energy infrastructure company with over 65 years of experience and has an industry leading safety record. We are committed to building and operating our natural gas system safely. From design and construction to operation and maintenance, safety is an integral part of everything we do.

We strive to engage stakeholders early and often. We believe engagement is a two-way process and invite communities, landowners, and other interested stakeholders to share their questions and concerns with us so that we can provide information, follow up, and, where applicable, incorporate input into our plans. Please do not hesitate to

contact TransCanada's Community Relations department.

Sincerely,

A handwritten signature in black ink, appearing to be 'S. Bauer', with a long horizontal flourish extending to the right.

Stephen Bauer,
Project Manager, TransCanada

Enclosures:

National Energy Board: Information for Proposed Pipeline or Power Line
Projects that Involve a Hearing



ALBERTA
INDIGENOUS RELATIONS

Office of the Minister

40132

August 31, 2017

Mr. Bill Neufeld
Reeve
Mackenzie County
PO Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Reeve Neufeld:

Thank you for your June 30, 2017 written submission regarding the First Nations Consultation Policy renewal and the Enhanced Consultation Capacity Initiative (ECCI). Your valuable feedback, as well as input from First Nations and other stakeholders, will inform our future engagement efforts and the development of a renewed consultation framework.

As you know, the Government of Alberta is engaged in a comprehensive renewal of Alberta's First Nations Consultation Policy and exploring ways to enhance First Nations' consultation capacity through the ECCI. It is important to Alberta that these two initiatives are responsive to the evolving needs of all parties involved in the consultation process, including First Nations, industry, and municipalities.

My Ministry will be engaging with industry and municipal stakeholders again later this year on the consultation policy renewal and the ECCI. Please watch for the invitations and details to future engagement sessions. If you have any questions or further input, please contact the Policy Renewal/ECCI team at fncprenewal@gov.ab.ca.

Thank you again for your contribution to these important initiatives.

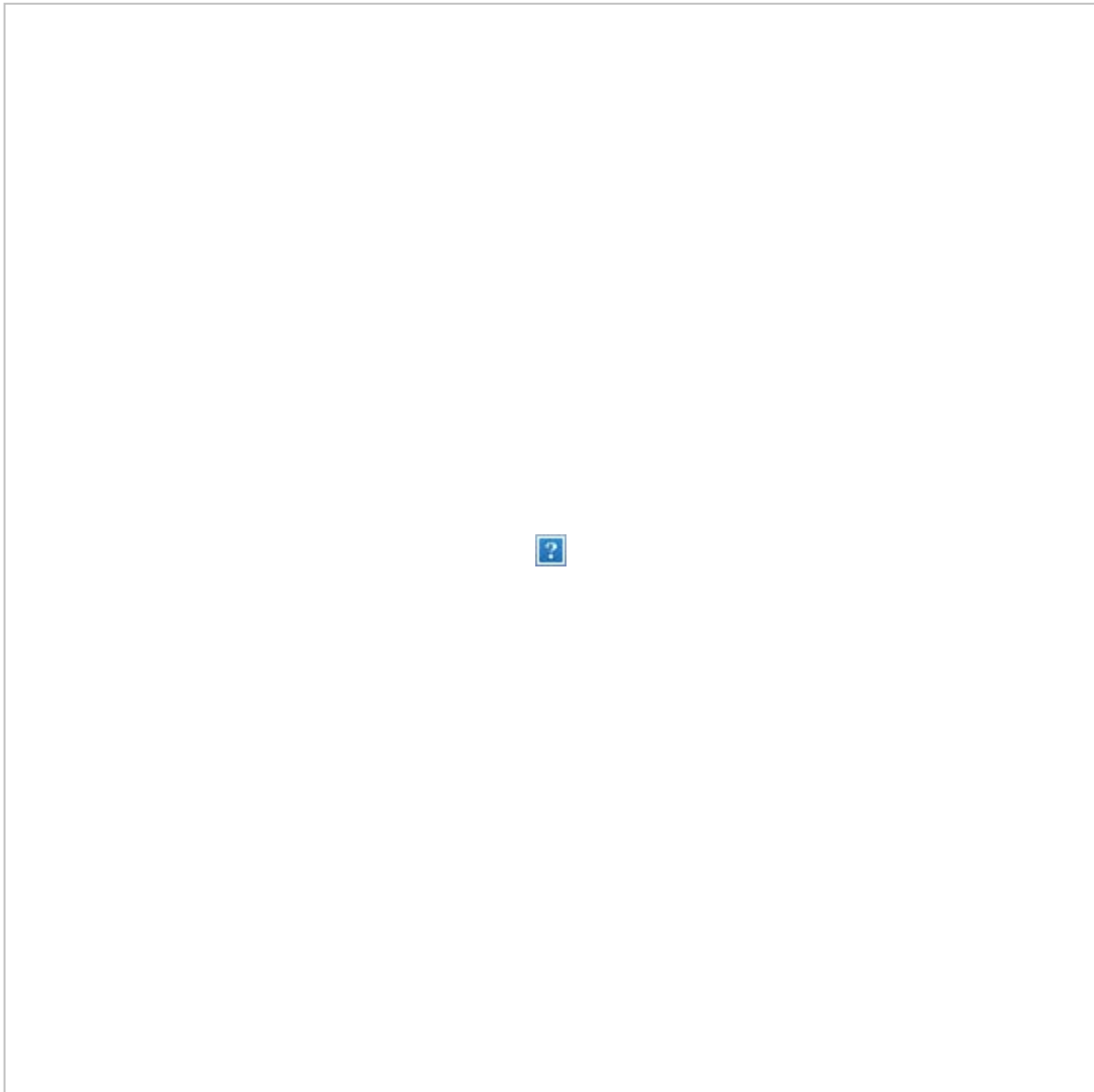
Sincerely,

Richard Feehan
Minister of Indigenous Relations

cc: Ms. Debbie Jabbour, MLA Peace River

From: [Massimo Bergamini](#)
To: [Office](#)
Subject: Airport Privatization
Date: August-31-17 9:30:50 AM

[View this email in your browser](#)



To: Mayor and Council
Re: AIRPORT PRIVATIZATION

I'm writing to bring to your attention an issue that potentially affects the health and prosperity of all of Canada's cities and communities: airport privatization.

As you may know, the federal government is currently considering the for-profit-privatization of Canada's airports.

Other countries that have privatized airports have found that it often leads to higher fees and reduced services for travellers and airlines. This can damage tourism, business travel, and the local economy. Most of all, it makes it more difficult and expensive to maintain essential connections with the rest of the country and the world.

We hope that, with your support and that of your council, we can mobilize municipal and community leaders across Canada to oppose this plan.

To be clear, our current airport governance model is not without problems, and these must be addressed to make our passenger aviation system more competitive and improve the traveller experience. But as long as for-profit airport privatization remains on the table, it will delay effective action needed to solve these problems.

A number of municipal councils across the country have already adopted resolutions opposing for-profit airport privatization, among them Montreal, Toronto, Vancouver and the Capital Regional District of Victoria.

We urge you and your council to join them in adopting a resolution opposing the for-profit privatization of airports and calling on the federal government to focus on modernizing the current system to lower costs for travelers and enhance the competitiveness of Canada's air transport industry.

I have attached for your information a [template resolution](#) that your council may want to adapt, a [template letter](#) to your local Member of Parliament, as well as a backgrounder on [airport privatization](#) and one on [Canada's airline industry](#).

We believe that successfully stopping this misguided initiative will require a groundswell of opposition. We hope that you will join us in urging the Government of Canada to abandon this plan and focus on the real issues that damage the competitiveness of passenger air transportation in Canada.

If you have any questions, or would like to discuss this further, please do not hesitate to contact me directly at: mbergamini@airlinecouncil.ca.

Yours truly,

Massimo Bergamini

President and CEO

National Airlines Council of Canada

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National Airlines Council of Canada

600-116 Lisgar St.

Ottawa, On K2P 0C2

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Use this Pamphlet for

This pamphlet outlines the general information and process for applications that will involve a hearing, such as the construction and operation of pipelines that are more than 40 kilometers long, some international power lines and certain other physical projects.

For Further Information

- Project-specific information (such as the Hearing Order) may be found by clicking on the name of the project on the right hand side of the NEB's homepage at www.neb-one.gc.ca
- Details about the NEB hearing process may be found in the publication titled *National Energy Board - Hearing Process Handbook*
- Landowner information may be found in the publication *National Energy Board - Landowner Guide*

For copies of any NEB publication or for more information, contact us:

- Online: www.neb-one.gc.ca
- Email: info@neb-one.gc.ca
- Toll free: 1-800-899-1265
- Write us or visit our library at:
National Energy Board
Suite 210, 517 Tenth Avenue SW
Calgary, Alberta T2R 0A8

National Energy Board
Information for Proposed Pipeline or Power Line
Projects that Involve a Hearing
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National Energy
Board



Office national
de l'énergie

Information for Proposed Pipeline or Power Line Projects that Involve a Hearing



Canada

The Role of the National Energy Board

The National Energy Board (NEB or Board) is an independent federal regulator established to promote safety and security, environmental protection, and economic efficiency in the Canadian public interest. We regulate pipelines, international power lines, energy development and trade. The Board reports to Parliament through the Minister of Natural Resources.

Before a company can develop a pipeline or power line that crosses provincial or international borders, it must apply to the Board. For most projects that involve a hearing, the Board examines whether the project is in the public interest, and then provides a report to the federal government recommending whether the project should proceed and what conditions should be attached to any approval. The federal government reviews the Board's recommendations and decides whether or not to approve the project. If the project is approved, the Board issues a certificate authorizing the project to proceed.



The Company's Consultation Program for Large Scale Projects

For large scale projects, the Board requires companies to conduct a consultation program with all individuals, groups and agencies that may be affected by the project. The consultation program should be initiated early in the planning and design phases of the project, and should provide information about the project, its potential impacts and benefits. Potentially affected groups and individuals must be given opportunities to raise their concerns about the project and have them considered by the company. The Board expects that companies consider how they will ensure respect for both of Canada's official languages and how project information will be provided and communicated to potentially affected persons or groups in the official language of their choice to ensure their effective and meaningful participation in the Board process.

The company's consultation program should continue throughout the planning and design phases of the project, the regulatory review phase and - if the project is approved - during construction, operation and abandonment. The Board expects the company to respond to any concerns it might receive through the life of the project.

Staying Informed

Anyone who has concerns about a project should discuss them with the company first. You are encouraged to learn about the project by attending open houses and information sessions put on by the company, contacting their representatives for information, reading the material that is sent to you, and viewing the company's website.

Once an application is received from a company, the NEB will send out a notice about the hearing and next steps. It may also include information about the process for applying to participate and what methods of participation will be available (such as Intervenor or Commenter). This notice may be called a Hearing Order. You may see this notice in your local newspaper or receive a copy in the mail. It will also be available on the Board's website

Becoming Involved

A hearing may have an in-person (oral) part but always has a written part where parties to the hearing can file evidence and ask questions. For hearings on large scale projects, you will need to apply to participate and demonstrate that your participation will assist the Board in its review of the application. To participate in a hearing, you must either be directly affected or have relevant information or expertise. The Board is required to hear from persons who are directly affected, and may hear from persons who have relevant information or expertise.

The Board is committed to fostering the full recognition and use of both English and French in Canadian society. During a hearing, you can participate in the official language of your choice. The Board provides services and public communications in both of Canada's official languages and you can communicate with the NEB in your official language of choice. The Board's bilingual staff are also ready to assist you.

LA CRETE RECREATION SOCIETY
REGULAR MEETING
JUNE 14, 2017

Northern Lights Recreation Centre
La Crete, Alberta

Present: Ken Derksen, President
Simon Wiebe, Vice President
Wendy Morris, Secretary-Treasurer
Dave Schellenberg, Director
Peter Wiebe, Director
Shawn Wieler, Director
Keegan Wood, Director
Peter F. Braun, County Rep
Philip Doerksen, Arena Manager
Shane Krahn, Assistant Manager

Absent: George Derksen, Director
John Zacharias, Director

Call to Order: President Ken Derksen called the meeting to order at 6:03 p.m.

Johnny Enns and Abe Fehr arrived at 6:00 to discuss bookkeeping.

Approval of Agenda

Keegan Wood moved to accept the agenda as presented.

CARRIED

Approval of Previous Meeting's Minutes

1. Peter Braun moved to accept the May 11, 2017 regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

Review of Action Sheet

1. Reviewed Action Sheet.

Dave Schellenberg arrived at 6:14.

Financial Report

1. Financials were discussed.
 1. Challenge Cup money needs to be transferred into account.
 2. The \$193 566 that is showing under current earnings is payment from the County from money we paid on capital assets (chiller) last year, not actual earnings.
 3. There will still be more money to coming in from ball.
 4. Higher wage line comes from grants and work on capital projects.
 5. Donation line is from Loggers & Truckers.

Shawn Wieler moved to accept financials as presented.

CARRIED

Abe Fehr and Johnny Enns left the meeting at 6:20.

Manager's Report – Philip Doerksen

1. Philip's office was moved on May 15. Demolition occurred the next day.
2. Services are in at splash park. Since service already existed at the splash park, there was no cost.
3. Philip has signed off on the grant that Darlene is doing.
4. When Philip and Peter met with condo owners, they were concerned about kids running across the street from the Splash Park and getting hit on the road. Philip has talked to the County about putting in a fence to prevent this. The board discussed positioning of crosswalks and gates.
5. Concept drawings of the lobby and entrance renovations are going to be drawn up on the computer. Once they are completed they will be brought to board.
6. New waterline to ball diamonds was used for the first time yesterday. It worked very well. Philip mentioned that he would eventually like to get a sprinkler system as the grass at the ball diamonds dries up and dies very quickly.
7. There are 121 children registered in Tim Bits soccer. Tonight is the first night.
8. John Acreman received approximately \$30, 000 to hire 6 summer students.

Simon Wiebe moved to accept Manager's Report as presented.

CARRIED

New Business

8.1 Bookkeeper

Johnny Enns is resigning. He will stay on until the end of the month when the review engagement is complete. Abe Fehr will be taking over as bookkeeper. Johnny and Abe will meet to discuss the books. Abe will try to come to some of the monthly meetings to do some financial reports, especially at first.

8.2 Outdoor Rink Lights

New LED bulbs to replace the incandescent bulbs were installed in outdoor rinks by Red Line last fall. Cost was approximately \$2200 per rink. There is one more rink to do and BHPS lights need to be adjusted.

Shawn Wieler made a motion that Red Line be hired to continue on with readjusting and replacing incandescent lights with LED bulbs at the Blue Hills and Buffalo Head outdoor rinks.

CARRIED

8.3 Lobby/Dressing Room Renovations

Hand drawings have been made for lobby renovations. Permits for the dressing room are complete.

8.4 Splash Park

Equipment is ordered. We are awaiting County money to pay for half. Goal is to get the splash park started this year.

Keegan Wood moved to go in camera at 6:46 p.m.

Dave Schellenberg moved to go out of camera at 6:51 p.m.

Peter Wiebe moved that the meeting be adjourned at 7:01 p.m.

Next Meeting will be August 15th, 2017.