



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

OCTOBER 24, 2017

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, October 24, 2017
10:00 a.m.**

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

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the October 10, 2017 Regular Council Meeting	7
		b) Minutes of the October 23, 2017 Organizational Council Meeting	19
DELEGATIONS:	4.	a) b)	
COUNCIL COMMITTEE REPORTS:	5.	a) Council Committee Reports (verbal) b) Municipal Planning Commission Meeting Minutes c)	21
GENERAL REPORTS:	6.	a) None	
TENDERS:	7.	a) None	
PUBLIC HEARINGS:	8.	a) None	
ADMINISTRATION:	9.	a) Appointment of Council Members to Council Committees and Boards	31

		b)	Appointment of Members-at-Large to County Boards and Committees	37
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		i)	Caribou Update (to be presented at the meeting)	
		j)		
		h)		
AGRICULTURE SERVICES:	10.	a)		
		b)		
COMMUNITY SERVICES:	11.	a)		
		b)		
FINANCE:	12.	a)	2018 Budget Development	79
		b)	Financial Reports – January – September 2017	85
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		d)		

- OPERATIONS:** 13. a)
b)
- PLANNING & DEVELOPMENT:** 14. a)
b)
- UTILITIES:** 15. a)
b)
- INFORMATION / CORRESPONDENCE:** 16. a) Information/Correspondence 99
- IN CAMERA SESSION:** 17. a) Legal
b) Labour
c) Land
- NOTICE OF MOTION:** 18. a)
- NEXT MEETING DATES:** 19. a) Regular Council Meeting
November 7, 2017
10:00 a.m.
Fort Vermilion Council Chambers
b) Budget Council Meeting
November 28, 2017
10:00 a.m.
Fort Vermilion Council Chambers
c) Regular Council Meeting
November 29, 2017
10:00 a.m.
Fort Vermilion Council Chambers
- ADJOURNMENT:** 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the October 10, 2017 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 10, 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 October 10, 2017 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, October 10, 2017
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve
Lisa Wardley	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor (arrived at 10:08 a.m.)
Josh Knelsen	Councillor
Walter Sarapuk	Councillor
Ray Toews	Councillor

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Fred Wiebe	Director of Utilities
Byron Peters	Director of Planning and Development
Dave Fehr	Director of Operations
Karen Huff	Director of Finance
Carol Gabriel	Director of Legislative & Support Services/Recording Secretary
Don Roberts	Zama Site Manager
Jessica A. Simpson	Executive Assistant to the CAO

ALSO PRESENT: Members of the public

Minutes of the Regular Council Meeting for Mackenzie County held on October 10, 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 17-10-673 MOVED by Councillor Braun

That the agenda be approved with the following additions:

- 9. d) Election Deposit
- 9. e) Kenton Randall Sign
- 13. a) Fort Vermilion Flood Control
- 17. b) Labour – Personnel

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the September 25, 2017 Regular Council Meeting

MOTION 17-10-674

MOVED by Deputy Reeve Wardley

That the minutes of the September 25, 2017 Regular Council Meeting be adopted as presented.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

5. a) Council Committee Reports

MOTION 17-10-675

MOVED by Councillor Braun

That the Council committee reports be received for information.

CARRIED

Councillor Jorgensen arrived at 10:08 a.m.

5. b) Municipal Planning Commission Meeting Minutes

MOTION 17-10-676

MOVED by Councillor Driedger

That the Municipal Planning Commission meeting minutes of September 21, 2017 be received for information.

CARRIED

5. c) Agricultural Service Board Meeting Minutes

MOTION 17-10-677

MOVED by Councillor Toews

That the Agricultural Service Board meeting minutes of October 2, 2017 be received for information.

CARRIED

GENERAL REPORTS: 6. a) CAO Report

MOTION 17-10-678 **MOVED** by Councillor Knelsen

That the CAO report for September 2017 be received for information.

CARRIED

TENDERS: 7. a) None

PUBLIC HEARINGS: 8. a) None

ADMINISTRATION: 9. a) Growing the North Conference Sponsorship

MOTION 17-10-679 **MOVED** by Deputy Reeve Wardley
REQUIRES 2/3

That Mackenzie County sponsor the 2018 Growing the North Conference at a silver sponsorship level with funding coming from the Grants to Other Organizations.

CARRIED

ADMINISTRATION: 9. b) Northwest Health Foundation – Festival of Trees Sponsorship

MOTION 17-10-680 **MOVED** by Councillor Sarapuk
REQUIRES 2/3

That Mackenzie County jointly sponsor the 2017 Northwest Health Foundation Festival of Trees with the Town of High Level and the Town of Rainbow Lake in the amount of \$1666.67 with funding coming from Grants to Other Organizations.

CARRIED

ADMINISTRATION: 9. c) Caribou Update

MOTION 17-10-681 **MOVED** by Councillor Sarapuk

That the caribou update be received for information.

CARRIED

DELEGATIONS: 4. b) Cameron Cardinal – Speed Zone towards Fort Vermilion Airport (10:30 a.m.)

MOTION 17-10-682 **MOVED** by Councillor Toews

That the speed zone towards the Fort Vermilion airport remain at 80 km per hour.

DEFEATED

MOTION 17-10-683 **MOVED** by Councillor Derksen

That the speed zone towards the Fort Vermilion airport be reduced to 50 km per hour.

DEFEATED

MOTION 17-10-684 **MOVED** by Councillor Toews

That the speed zone towards the Fort Vermilion airport be TABLED.

CARRIED

ADMINISTRATION: **9. d) Election Deposit (ADDITION)**

MOTION 17-10-685 **MOVED** by Councillor Toews
REQUIRES UNANIMOUS

That the Election Bylaw be brought back to include a substantial nomination deposit.

DEFEATED

ADMINISTRATION: **9. e) Kenton Randall Sign (ADDITION)**

MOTION 17-10-686 **MOVED** by Councillor Bateman
REQUIRES UNANIMOUS

That the Kenton Randall sign be received for information.

CARRIED

Reeve Neufeld recessed the meeting at 10:52 a.m. and reconvened the meeting at 11:02 a.m.

AGRICULTURE SERVICES: **10. a) None**

COMMUNITY SERVICES: **11. a) Waste Transfer Station Hauling Contract – L & P Disposal Contract Extension Request**

Councillor Bateman declared herself in conflict and abstained from the discussion and the vote.

MOTION 17-10-687

MOVED by Deputy Reeve Wardley

That the Waste Transfer Station Hauling Contract with L & P Disposal be extended for a one year period ending December 31, 2018 subject to the same terms, covenants and conditions as per the Contract.

DEFEATED

MOTION 17-10-688

MOVED by Deputy Reeve Wardley

That the Waste Transfer Station Hauling Contract tender document be brought back to Council for review prior to releasing the tender.

CARRIED

Councillor Bateman resumed her seat at the council table.

FINANCE:

12. a) Tax Recovery Public Auction

MOTION 17-10-689
 REQUIRES 2/3

MOVED by Councillor Braun

That the Tax Recovery Public Auction for properties under tax arrears be set for December 12, 2017.

CARRIED

MOTION 17-10-690
 REQUIRES 2/3

MOVED by Councillor Driedger

That the reserve bid for the properties being sold by public auction be set as follows:

Tax Roll Number	Zoning	Legal	Civic	Outstanding Taxes	Reserved Bid*
074458	A	NW 34;108;12 W5		\$3,814.61	\$150,000
076073	A	NW 01;110;18 W5		\$9,174.60	\$295,000
076796	HR-1	09; 06; 580KS	4402-50 STREET	\$5,116.35	\$55,000
077071	HG1	02; 05; 8821687	994 TOWER ROAD	\$26,842.64	\$25,000
106031	HR-1	26; 06; 2938RS	4809-51 STREET	\$2,674.59	\$25,000
106122	HR-1	11; 11; 2938RS	4807-54 STREET	\$1,509.83	\$22,000
106123	HR-1	12; 11; 2938RS	4809-54 STREET	\$1,494.23	\$21,500
106124	HR-1	13; 11; 2938RS	5401-49 AVENUE	\$1,806.59	\$19,000
181069	HR-1	07; 08; 7521580	10202-99 AVENUE	\$7,716.95	\$230,000
229969	MHS-2	20; 01; 8420527	4712-49 AVENUE	\$4,274.92	\$30,000
296347	HR-1	52; 05; 8921752	4323-52 AVENUE	\$8,503.21	\$35,000

300574	F	24; 02A; 9022917		\$18,189.13	\$320,000
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CARRIED

FINANCE:

12. b) Financial Reports – January 1 – September 20, 2017

MOTION 17-10-691

MOVED by Deputy Reeve Wardley

That the financial reports for the period of January 1 – September 20, 2017 be accepted for information.

CARRIED

OPERATIONS:

13. a) Fort Vermilion Flood Control (ADDITION)

MOTION 17-10-692
REQUIRES UNANIMOUS

MOVED by Councillor Toews

That the Fort Vermilion flood control update be received for information.

CARRIED

DELEGATIONS:

4. a) S/Sgt. Bill Mooney, Fort Vermilion RCMP

MOTION 17-10-693

MOVED by Deputy Reeve Wardley

That administration research the cost of traffic cameras for the hamlet of La Crete.

CARRIED

MOTION 17-10-694

MOVED by Councillor Driedger

That the RCMP crime statistics report be received for information.

CARRIED

**PLANNING &
DEVELOPMENT:**

**14. a) Bylaw 1030-16 Road Closure Fort Vermilion Bridge
Campground**

MOTION 17-10-695

MOVED by Councillor Bateman

That the Fort Vermilion Bridge Campground road closure bylaws be TABLED to the afternoon.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. e) Bylaw 1081-17 Land Use Bylaw Amendment to Rezone Part of NE 3-106-15-W5M from Hamlet Country Residential "H-CR" to La Crete Highway Commercial "LC-HC" (La Crete)

MOTION 17-10-696

MOVED by Councillor Bateman

That first reading be given to Bylaw 1081-17 being a Land Use Bylaw Amendment to rezone Part of NE 3-106-15-W5M from Hamlet Country Residential "H-CR" to La Crete Highway Commercial "LC-HC" to accommodate commercial development, subject to public hearing input.

CARRIED

Reeve Neufeld recessed the meeting at 11:59 a.m. and reconvened the meeting at 12:38 p.m.

**PLANNING &
DEVELOPMENT:**

14. a) Bylaw 1030-16 Road Closure Fort Vermilion Bridge Campground

MOTION 17-10-697

MOVED by Deputy Reeve Wardley

That second reading be given to 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.

CARRIED

MOTION 17-10-698

MOVED by Councillor Knelsen

That third reading be given to 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.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. b) Bylaw 1031-16 Road Closure Fort Vermilion Bridge Campground

MOTION 17-10-699

MOVED by Councillor Bateman

That second reading be given to Bylaw 1031-16, being a road closure bylaw for the closure of all of Plan 2982PX within SE 1/4 Section 28, Township 108, Range 13, W5M lying north and east

of Plan 1508PX for the purpose of consolidation.

CARRIED

MOTION 17-10-700

MOVED by Councillor Braun

That third reading be given to Bylaw 1031-16, being a road closure bylaw for the closure of all of Plan 2982PX within SE 1/4 Section 28, Township 108, Range 13, W5M lying north and east of Plan 1508PX for the purpose of consolidation.

CARRIED

**PLANNING &
DEVELOPMENT:**

**14. c) Bylaw 1032-16 Road Closure Fort Vermilion Bridge
Campground**

MOTION 17-10-701

MOVED by Councillor Bateman

That second reading be given to Bylaw 1032-16, being a road closure bylaw for the closure of all of the un-cancelled 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.

CARRIED

MOTION 17-10-702

MOVED by Councillor Toews

That third reading be given to Bylaw 1032-16, being a road closure bylaw for the closure of all of the un-cancelled 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.

CARRIED

**PLANNING &
DEVELOPMENT:**

**14. d) Bylaw 1033-16 Road Closure Fort Vermilion Bridge
Campground**

MOTION 17-10-703

MOVED by Councillor Jorgensen

That second reading be given to Bylaw 1033-16, being a road closure bylaw for the closure of all of the uncancelled portion of Plan 2144EU within SE ¼ Section 28, township 108, Range 13, W5M lying south of Plan 2982PX for the purpose of consolidation.

CARRIED

MOTION 17-10-704

MOVED by Councillor Braun

That third reading be given to 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.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. f) Bylaw 1082-17 Land Use Bylaw Amendment to Rezone Plan 942 2328, Block 1, Lot 1 from Agricultural District "A" to Rural Country Residential 1 "RCR1" (La Crete Rural)

MOTION 17-10-705

MOVED by Deputy Reeve Wardley

That first reading of Bylaw 1082-17 being a Land Use Bylaw Amendment to rezone Plan 942 2328, Block 1, Lot 1 from Agricultural District "A" to Rural Country Residential 1 "RCR1" to create an additional lot out of an existing 7 acre subdivision be REFUSED.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. g) Development Statistics Report – January to September 2017

MOTION 17-10-706

MOVED by Councillor Braun

That the development statistics report for January to September, 2017 be received for information.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. h) Northwest Species At Risk Committee – Terms of Reference

MOTION 17-10-707

MOVED by Councillor Driedger

That the terms of reference for the Northwest Species at Risk Committee be revised as presented.

CARRIED

UTILITIES:

15. a) La Crete – Well Number 4 Project

MOTION 17-10-708
REQUIRES 2/3

MOVED by Councillor Braun

That the budget be amended to include an additional \$22,500 to the La Crete – Well Number 4 project with funds coming from the General Operating Reserve with the new total budget being \$172,500.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

16. a) Information/Correspondence

MOTION 17-10-709

MOVED by Councillor Jorgensen

That the letter from the Minister of Environment and Parks regarding the Fort Vermilion Grazing Reserve be referred to the Agriculture Service Board for further action.

CARRIED

MOTION 17-10-710

MOVED by Councillor Sarapuk

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

CARRIED

**IN-CAMERA
SESSION:**

17. In-Camera Session

MOTION 17-10-711

MOVED by Councillor Sarapuk

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 1:17 p.m.

17. a) Legal

17. b) Labour – Personnel

17. c) Land

CARRIED

MOTION 17-10-712

MOVED by Councillor Derksen

That Council move out of camera at 1:50 p.m.

CARRIED

NOTICE OF MOTION: 18. a) None

NEXT MEETING DATES: 19. a) **Organizational Council Meeting**
October 23, 2017
10:00 a.m.
Fort Vermilion Council Chambers

b) **Regular Council Meeting**
October 24, 2017
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 17-10-713 **MOVED** by Councillor Jorgensen

That the council meeting be adjourned at 1:53 p.m.

CARRIED

These minutes will be presented to Council for approval on October 24, 2017.

Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the October 23, 2017 Organizational Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 23, 2017, Organizational Council Meeting will be presented at the meeting.

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 October 23, 2017 Organizational Council Meeting be adopted as presented.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the October 12, 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 October 12, 2017 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, October 12, 2017 @ 9:00 a.m.

PRESENT: John W. Driedger Chair, Councillor, MPC Member
Jacquie Bateman Councillor, MPC Member
Beth Kappelar MPC Member
Jack Eccles MPC Member

REGRETS: Erick Carter Vice Chair, MPC Member

ADMINISTRATION: Byron Peters Director of Planning and Development
Caitlin Smith Planner
Lynda Washkevich Administrative Assistant/Recording Secretary

MEMBER OF PUBLIC Abe Driedger

MOTION 1. CALL TO ORDER

John W. Driedger called the meeting to order at 9:00 a.m.

2. ADOPTION OF AGENDA

MPC-17-10-142 MOVED by Jacquie Bateman

That the agenda be adopted as presented

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC-17-10-143 MOVED by Beth Kappelar

That the minutes of September 21, 2017 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

None.

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

- a) 215-DP-17 Teresa Froese
Dwelling-Single Family with Garage-Attached
Manufactured Home Subdivision "MHS"
Plan 962 3400, Block 23, Lot 03 (10705-102nd Ave)**

MPC-17-10-144 MOVED by Jacquie Bateman

That Development Permit 215-DP-17 on Plan 962 3400, Block 23, Lot 03 in the name of Teresa Froese be APPROVED with the following conditions:

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

- 1. The front of the Dwelling – Single Family with Garage – Attached shall be:**
 - a) 7.6 meters (25 feet) from the front (North) property line, facing 102nd Avenue;**

Minimum Dwelling – Single Family with Garage – Attached setbacks for the side and rear yards are:

 - b) 2.4 meters (8 feet) rear (South) yard;**
 - c) 1.5 meters (5 feet) interior (East & West) side yard, from the property lines.**
- 2. The existing Manufactured Home shall be removed from the property before occupancy of the new Dwelling – Single Family with Garage – Attached.**
3. The architecture, construction materials and appearance of ancillary buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
- 4. Where the lowest opening of the house is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the house is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.**

5. The Municipality has assigned the following address to the noted property **10705 – 102nd Avenue**. You are required to display the address (**10705**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
6. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *“One parking space, including the driveway area, shall occupy 300 square feet.”*
7. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
8. No construction or development is allowed on right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility right-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 rights-of-way.
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 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

- b) **225-DP-17 Abe Driedger
Garage-Detached (28'x28')
Hamlet Residential 1B “H-R1B
Plan 152 0918, Block 28, Lot 24 (11014-107th Ave)**

MPC-17-10-145 **MOVED** by Beth Kappelar

That Development Permit 225-DP-17 on Plan 152 0918, Block 28, Lot 24 in the name of Abe Driedger be REFUSED for the following reasons:

- a) The application does not meet the minimum requirements as stated in Section 2.3.1 of the Mackenzie County Land Use Bylaw 1066-17:

GARAGE means an ACCESSORY USE and/or where a portion of the PRINCIPAL BUILDING, including a carport, is used in conjunction with a dwelling principally for the private parking or storage of motor vehicles for personal transportation and recreation. A GARAGE is not a DWELLING UNIT.

- b) The application is in direct contravention of Section 8.26.6 of the Mackenzie County Land Use Bylaw 1066-17:

A GARAGE – DETACHED shall be accessory to a principal dwelling within a HAMLET Residential LAND USE DISTRICT.

CARRIED

6. SUBDIVISION

- a) **22-SUB-17 Robert Braun
10 acre Subdivision (High Level Rural)
NE 23-110-18-W5M**

MPC-17-10-146 **MOVED** by Jacquie Bateman

That Subdivision Application 22-SUB-17 in the name of Robert Braun on NE 23-110-18-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.

- d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

- b) **23-SUB-17 Roberta Orlesky
16.33 acre Subdivision (Rocky Lane)
SE 5-110-15-W5M**

MPC-17-10-147 MOVED by Jacquie Bateman

That Subdivision Application 23-SUB-17 in the name of Roberta Orlesky on SE 5-110-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 16.33 acres (6.608 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to both the subdivision and the balance of

the lands in accordance with Mackenzie County standards at the developer's expense.

- I. No direct access will be considered from Highway 58.
- c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
- d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

CARRIED

7. **MISCELLANEOUS ITEMS**

a) None

8. **IN CAMERA**

None.

9. **MEETING DATES**

- ❖ Thursday, November 9, 2017 @ 10:00 a.m. in La Crete
- ❖ Thursday, November 23, 2017 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, December 14, 2017 @ 10:00 a.m. in La Crete

10. ADJOURNMENT

MPC-17-10-148 MOVED by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 9:38
a.m.

CARRIED

These minutes were adopted this 12st day of November, 2017.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Appointment of Council Members to Council Committees and Boards

BACKGROUND / PROPOSAL:

Council appointments are made annually to internal council committees and boards. Nominations to committees are made on a self-nomination process.

A current list of Council Committees and Boards is attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

Appointments of Councillors to the various Boards and Committees for the period October 24, 2017 to October 2018 unless otherwise stated.

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



Mackenzie County

MACKENZIE COUNTY
BOARDS AND COMMITTEE LIST
2016 – 2017

ABORIGINAL CONSULTATION COMMITTEE (Terms of Reference)		
All Council		<i>Len Racher</i>
AGRICULTURAL APPEAL BOARD (Bylaw 943-14) (14-03-147)		
Councillor Braun Councillor Driedger Councillor Sarapuk		<i>Carol Gabriel</i>
AGRICULTURAL LAND USE PLANNING COMMITTEE (Terms of Reference)		
Reeve (Ex-officio) Councillor Bateman Councillor Driedger Councillor Jorgensen Councillor Knelsen		<i>Len Racher</i> <i>Byron Peters</i>
AGRICULTURAL SERVICE BOARD (Policy ASB005)		
Councillor Jorgensen (2017) Councillor Knelsen (2017)	Terry Batt (2017) David Doerksen (2017) Ernie W. Dyck (2017)	<i>Len Racher</i> <i>Grant Smith*</i>
ASSESSMENT REVIEW BOARD (Bylaw 760/10)		
Councillor Braun Deputy Reeve Wardley (alternate)	Jerry Chomiak (2019) Tony DelleRose (2019) Joe Froese (2018)	<i>Carol Gabriel</i>
BOREAL HOUSING FOUNDATION (Ministerial Order)		
Councillor Driedger Councillor Toews	Peter H. Wieler (2017)	<i>Len Racher (liaison)</i>
COMMUNITY SERVICES COMMITTEE (Terms of Reference)		
Reeve (Ex-officio) Councillor Braun Councillor Knelsen Councillor Toews Deputy Reeve Wardley		<i>Doug Munn*</i> <i>David Fehr</i>
COMMUNITY SUSTAINABILITY COMMITTEE (Terms of Reference)		
Reeve (Ex-officio) Deputy Reeve Wardley Councillor Braun Councillor Driedger Councillor Jorgensen		<i>Len Racher</i> <i>Byron Peters*</i>



Mackenzie County

MACKENZIE COUNTY
BOARDS AND COMMITTEE LIST
2016 – 2017

EMERGENCY RESPONSE COMMITTEE (Bylaw 1039-16)		
Reeve Neufeld		<i>Len Racher</i>
Deputy Reeve Wardley		<i>Doug Munn</i>
Councillor Toews		<i>Don Roberts*</i>
FINANCE COMMITTEE (Terms of Reference)		
Reeve (Ex-officio)		<i>Len Racher</i>
Deputy Reeve Wardley		<i>Karen Huff*</i>
Councillor Bateman		
Councillor Braun		
Councillor Knelsen		
INTER-MUNICIPAL PLANNING COMMISSION (Agreement)		
Councillor Bateman	Beth Kappelar (2017)	<i>Byron Peters</i>
Councillor Driedger		
INTER-MUNICIPAL SUBDIVISION & DEVELOPMENT APPEAL BOARD (Agreement)		
Deputy Reeve Wardley	Joe Froese (2017)	<i>Carol Gabriel</i>
Councillor Knelsen (alternate)	Jerry Chomiak (2017)	
LAND STEWARDSHIP COMMITTEE (Terms of Reference)		
Councillor Bateman (MPC)	Anthony Peters (2017)	<i>Byron Peters</i>
Councillor Driedger (CSC)	George Fehr (2017)	
Councillor Jorgensen (ALUPC)	Joe Peters (2017)	
Councillor Knelsen (ASB)	Mike Alsterlund (2017)	
	Ernie Dyck (2017)	
	Jake Martens (2017)	
MACKENZIE LIBRARY BOARD (Bylaw 150/98)		
Deputy Reeve Wardley	Lorna Joch (2019) (Rural)	<i>Len Racher (liaison)</i>
Councillor Driedger	Lorraine Peters (2017) (LC)	
	Lucille Labrecque (2017) (FV)	
	Beth Kappelar (2018) (HL Rural)	
	La Dawn Dachuk (2017) (FV)	
	Irene van der Kloet (2017) (LC)	
	Kayla Wardley (2017) (Zama/Rotating)	
MUNICIPAL PLANNING COMMISSION (Bylaw 563/06)		
Councillor Bateman	Jack Eccles (LC) (2017)	<i>Byron Peters</i>
Councillor Driedger	Erick Carter (FV) (2017)	
	Beth Kappelar (HL) (2017)	
NORTHWEST SPECIES AT RISK COMMITTEE (Terms of Reference)		
Deputy Reeve Wardley		<i>Byron Peters</i>
Councillor Jorgensen		
Councillor Bateman (alt)		



Mackenzie County

MACKENZIE COUNTY
BOARDS AND COMMITTEE LIST
2016 – 2017

PUBLIC WORKS COMMITTEE (Terms of Reference)

Reeve (Ex-officio)	<i>Len Racher</i>
Councillor Bateman	<i>David Fehr*</i>
Councillor Braun	<i>Doug Munn</i>
Councillor Driedger	<i>Fred Wiebe</i>
Councillor Knelsen	

REGIONAL SUSTAINABILITY STUDY COMMITTEE

Reeve Neufeld	<i>Len Racher</i>
Deputy Reeve Wardley	
Councillor Bateman	
Councillor Driedger	
Councillor Jorgensen	

STREETScape IMPLEMENTATION COMMITTEE – FORT VERMILION (Terms of Reference)

Councillor Toews	Erick Carter Danny Friesen FV Board of Trade – Chair/Designate Charles LaForge Sara Schmidt Martin Stanners <i>(members not eligible for honoraria)</i>	<i>Byron Peters</i>
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STREETScape IMPLEMENTATION COMMITTEE – LA CRETE (Terms of Reference)

Councillor Braun	John Acreman Tim Driedger Darryl Friesen Mike Janzen Ray Wiebe <i>(members not eligible for honoraria)</i>	<i>Byron Peters</i>
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SUBDIVISION & DEVELOPMENT APPEAL BOARD (Bylaw 079/97)

Deputy Reeve Wardley	Jerry Chomiak (2017)	<i>Carol Gabriel</i>
Councillor Knelsen (alternate)	Joe Froese (2017) Vacant Position	

TOMPKINS CROSSING COMMITTEE (Terms of Reference)

Reeve (Ex-officio)	<i>Len Racher</i>
Councillor Braun	<i>David Fehr*</i>
Councillor Driedger	
Councillor Knelsen	

* Responsible for preparing committee packages.



Mackenzie County

MACKENZIE COUNTY
EXTERNAL COMMITTEES WITH COUNTY REPRESENTATION
2016 – 2017

CARIBOU MOUNTAINS WILDLAND ADVISORY COMMITTEE

Councillor Jorgensen *Len Racher*
Councillor Sarapuk (alt)

COMMUNITY FUTURES NORTHWEST

Councillor Sarapuk *Byron Peters*

HAY ZAMA BISON ADVISORY COMMITTEE

Deputy Reeve Wardley *Len Racher*

HAY ZAMA COMMITTEE & TOURISM SUB-COMMITTEE

Deputy Reeve Wardley *Len Racher*
Councillor Knelsen

HIGH LEVEL FORESTS PUBLIC ADVISORY COMMITTEE

Councillor Sarapuk *Len Racher*

HIGH LEVEL RECREATION FACILITY TASK FORCE

Councillor Bateman *Doug Munn*

LA CRETE COMMUNITY ADULT LEARNING COUNCIL

Councillor Braun *Len Racher*

MACKENZIE APPLIED RESEARCH ASSOCIATION

Member appointed by ASB *Grant Smith*

MACKENZIE FRONTIER TOURIST ASSOCIATION

Deputy Reeve Wardley *Carol Gabriel*
Councillor Driedger

MACKENZIE REGIONAL COMMUNITY POLICING SOCIETY (VSU)

Councillor Driedger *Doug Munn*

MACKENZIE REGIONAL CHARITY GOLF

Reeve Neufeld *Carol Gabriel*
Councillor Bateman

MACKENZIE REGIONAL WASTE MANAGEMENT

Councillor Driedger (2017) *Doug Munn*
Councillor Knelsen (2017)

MIGHTY PEACE WATERSHED ALLIANCE

Councillor Jorgensen (*Rep*) *Len Racher*
Councillor Toews (*Peace River Flow Regime Working Group*)
Bill Kostiw (*Non-Saline Working Group*)

NORTHEAST COMMUNITY ADULT LEARNING COUNCIL

Councillor Jorgensen *Len Racher*

NORTHERN LAKES COLLEGE CEC

Councillor Jorgensen *Len Racher*

NORTHERN LIGHTS FOREST EDUCATION SOCIETY

Deputy Reeve Wardley *Grant Smith*

NORTHERN TRANSPORTATION ADVOCACY BUREAU

Councillor Driedger *Len Racher*
Councillor Jorgensen

PARTNERS IN PREVENTION COMMITTEE

Deputy Reeve Wardley *Don Roberts*

REGIONAL ECONOMIC DEVELOPMENT INITIATIVE (REDI)

Deputy Reeve Wardley *Byron Peters*
Councillor Braun

TOMPKINS IMPROVEMENT BOARD

Councillor Knelsen *Byron Peters*

VETERINARY SERVICES INCORPORATED

Councillor Sarapuk *Grant Smith*
Councillor Driedger (alt)

WATER NORTH COALITION

Councillor Jorgensen *Fred Wiebe*
Councillor Knelsen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Appointment of Members-at-Large to County Boards and Committees

BACKGROUND / PROPOSAL:

Member-at-Large appointments are made annually to internal council committees and boards.

Advertisements were placed for various Member at Large positions on County Boards/Committees (a copy of the advertisement is attached). The deadline for application was October 18, 2017.

A copy of the applications will be provided under separate cover at the meeting.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Successful applicants are notified of their committee appointments.

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

Appointment of Members-at-Large to the various Council Committees for the period October 24, 2017 to October 2018 unless otherwise stated.

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

Mackenzie County

Title	Appointments to Boards/Committees	Policy No:	ADM058
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Legislation References	<ol style="list-style-type: none">1. Municipal Government Act (Section 195 – 200)2. Mackenzie County Procedural Bylaw3. Mackenzie County Honorariums and Related Expense Reimbursement Bylaw
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Purpose

The purpose of this policy is to provide for the selection, appointment, and remuneration of public members-at-large who serve on various committees and boards that Mackenzie County chooses to have public input and participation.

Policy Statement

Pursuant to the Municipal Government Act, RSA 2000, Chapter M-26 and any amendments thereto it shall be the policy of Mackenzie County to appoint eligible citizens to the various municipal Boards/Committees established by Council, either in an advisory capacity or as the result of statutory requirements, at the annual Mackenzie County Council Organizational Meeting.

Council Boards/Committees shall operate in accordance with the Municipal Government Act and Mackenzie County's Procedural Bylaw.

Eligibility

To be eligible for appointment as a Public Member-at-Large of a County Board or Committee, applicants must be:

1. Of the full age of 18 years;
2. Canadian citizens or landed immigrants;
3. Residents of Mackenzie County for six consecutive months immediately prior to application submission; or
4. Not otherwise ineligible to apply.

Procedures

1. The Director of Legislative and Support Services shall maintain a current record of all appointments made to the various municipal Boards/Committees which includes expire dates for same.

2. Application Forms completed by eligible citizens applying to become a member of a municipal Board/Committee will be accepted throughout the year by the Director of Legislative and Support Services or designate and will be retained on file for six (6) months for consideration when vacancies occur.
3. By September of each calendar year, a Public Notice outlining the number of Board/Committee appointments required for the upcoming year will be published in the local newspaper and displayed at all municipal offices.
4. New and returning applicants shall be required to submit an application form.
5. Each year, at the annual Mackenzie County Organizational Meeting, Council shall consider the applications and make the necessary appointments, by majority vote, to the various Boards/Committees.
6. The Director of Legislative & Support Services shall advise all applicants, as soon as practicable, in writing, of the appointments made by Council.
7. Should a vacancy occur due to a resignation, the vacancy may be filled from applications received to date for that particular Board/Committee or the vacancy may be advertised.
8. Staff Representatives shall advise all appointed members-at-large as soon as practicable with the following:
 - a. upcoming meeting schedules;
 - b. meeting minutes from the previous year;
 - c. copy of the applicable Terms of Reference;
 - d. list of fellow board members.
9. Public Members-at-Large are expected to exercise confidentiality and discretion in matters related to their respective appointments, and must sign an Oath and Acknowledgement of Terms of Appointment Form.
10. Public Members-at-Large must advise, in writing, if they are no longer eligible to serve (such as no longer being a Mackenzie County resident) or cannot complete their appointed term for any reason.
11. If unable to attend more than three consecutive meetings without Council's consent, a Public Member-at-Large is deemed to have resigned from their position.
12. Public Members-at-Large must successfully complete a training program if required under the Municipal Government Act.

13. Appointed Public Members-at-Large are eligible for remuneration and expense reimbursement according to Mackenzie County's Honorariums and Related Expense Reimbursement Bylaw (unless otherwise stated).

14. The Director of Legislative and Support Services is responsible for the development, implementation, monitoring, and evaluating of this policy.

	Date	Resolution Number
Approved	2017-06-13	17-06-408
Amended		
Amended		

MACKENZIE COUNTY BOARD/COMMITTEE “MEMBER-AT-LARGE” POSITIONS AVAILABLE



AGRICULTURE SERVICE BOARD (3 POSITIONS)

Mackenzie County is seeking applications to fill three (3) positions from the public at large on the Agriculture Service Board. Appointments to the Board are for a two-year term. Members will be appointed from the Fort Vermilion, La Crete and the Rocky Lane/High Level Rural areas.

The Agriculture Service Board acts as an advisory body and to assist the Council and the Minister in matters of mutual concern; to advise on and help organize and direct weed and pest control and soil and water conservation programs; to assist in the control of livestock disease; to promote, enhance and protect viable and sustainable agriculture; and to promote and develop agricultural policies to meet the needs of the municipality. The Board meets bi-monthly, or as necessary.

BOREAL HOUSING FOUNDATION (1 POSITION)

Mackenzie County is seeking applications to fill one (1) position from the public at large, on the Boreal Housing Foundation. The Foundation is the newly amalgamated board which replaced the Mackenzie Housing Management Board and the High Level Housing Authority. Appointments to the Board are for a one-year term.

It is the responsibility of the Boreal Housing Foundation to manage community and senior housing in the region. The Foundation meets once every month, plus additional meetings as necessary.

INTER-MUNICIPAL PLANNING COMMISSION (1 POSITION)

The Inter-Municipal Planning Commission is seeking one (1) public member to sit on the Commission. Appointments to the Commission are for a one-year term.

The Commission's duties are to determine all subdivision applications and development permit applications which relate to lands in the Inter-municipal Development Plan area (40 km radius around the Town of High Level) and determine applications for water service for lands in the Service Area.

INTER-MUNICIPAL SUBDIVISION & DEVELOPMENT APPEAL BOARD (2 POSITIONS)

The Inter-municipal Subdivision & Development Appeal Board is seeking two (2) public members to sit on the Board. Appointments to the Board are for a one-year term.

The Board's duties are primarily to review appeals on decisions related to subdivision and development applications which relate to lands within the Inter-Municipal Development Plan area (40 km radius around the Town of High Level). A background in building construction and development is not required.

LAND STEWARDSHIP COMMITTEE (5 – 10 POSITIONS)

Mackenzie County is seeking applications to fill five to ten positions from the public at large on the Land Stewardship Committee. Appointments to the Board are for a one-year term.

It is the responsibility of the Committee to provide recommendations to Council regarding land stewardship practices. The Committee's primary role is to learn and understand the issues and impacts of current, pending and proposed legislation as it relates to land use, deriving strategies on how to mitigate the negative impacts on the County, and provide recommendations to Council on how to best address the issues.

MACKENZIE LIBRARY BOARD (5 POSITIONS)

Mackenzie County is seeking applications to fill five (5) positions on the Mackenzie County Library Board. Appointments to the Board are for either a one, two or three-year term. Members will be appointed from the following areas:

- La Crete – 2 Positions
- Fort Vermilion – 2 Positions
- County at Large Area – 1 Position

The Library Board oversees the operation and funding requirements of the Fort Vermilion, La Crete, and Zama community libraries. The Board meets on a monthly basis. For more information visit www.mclboard.com.

MUNICIPAL PLANNING COMMISSION (3 POSITIONS)

Mackenzie County is seeking applications to fill three (3) positions from the public at large, on the Municipal Planning Commission. If possible, one member will be selected from the High Level Rural, Fort Vermilion, and La Crete areas. Appointments to the Board are for a one-year term.

It is the responsibility of the Municipal Planning Commission to assist with all information relating to subdivision applications and development permits within the County. The Board meets monthly, or as necessary, to assist with decisions for all subdivision applications and discretionary development permits within the County.

STREETSCAPE IMPLEMENTATION COMMITTEE (7 – 9 POSITIONS)

Mackenzie County is seeking applications to fill positions on the Community Streetscape Committees in the Hamlets of La Crete and Fort Vermilion. Ideally each Committee would be comprised of 7 to 9 community members representing diverse interests such as: Business and Industry; Cultural Heritage; Environmental Conservation; Active Living; Universal Accessibility; Public Safety; Stakeholder Engagement. The primary role of the Committee's is to make recommendations to Council regarding implementation of streetscape improvements.

The Committee meets approximately four to six times per year. Appointments to the Board are for a one-year term. Members appointed to this Committee are not eligible for remuneration or expense reimbursement.

SUBDIVISION & DEVELOPMENT APPEAL BOARD (3 POSITIONS)

Mackenzie County is seeking applications to fill three (3) positions from the public at large, on the Subdivision and Development Appeal Board. Appointments to the Board are for a one-year term.

It is the responsibility of the Subdivision and Development Appeal Board to hear all information relating to a subdivision or development appeal at the local level. The Board meets as necessary to hear appeals of subdivisions and development.

Individuals appointed to this Board must successfully complete a training program set or approved by the Minister.

Appointments to the Board

All appointments will be made by County Council. Members-at-large, appointed to council committees, are paid a per diem according to the current Honorarium and Expense bylaw unless otherwise specified.

Eligibility

To be eligible for appointment as a Public Member-at-Large applicants must be 18 years of age, Canadian citizens or landed immigrants, residents of Mackenzie County for six consecutive months immediately prior to application submission or not otherwise ineligible. Must be able to attend daytime meetings.

Application Process

To apply, please complete the Member at Large Application Form (available at any County Office or on our website) and forward to:



Mackenzie County

Carol Gabriel, Director of Legislative & Support Services
Mackenzie County, P.O. Box 640, Fort Vermilion, AB T0H 1N0
Email: cgabriel@mackenziecounty.com
Phone: 780.927.3718 | Fax: 780.927.4266

Deadline for applications is Wednesday, October 18, 2017.

*To view the complete Terms of Reference for each Committee
visit our website at www.mackenziecounty.com.*



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Appointment of Council Representatives to External Committees

BACKGROUND / PROPOSAL:

Council representatives are appointed each year at their organizational meeting to sit on various external associations, advisory committees, local recreation boards, etc. See attached current list of Council representatives.

Nominations to committees are made on a self-nomination process.

We recently received a request from Tall Cree First Nation to appoint one councillor to a Joint Mutual Aid Committee that meets once per year to review the agreement. Consideration of this appointment will be added to the list for 2017-2018 appointments.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

Appointments of Councillors to various external committees and boards for the period October 24, 2017 to October 2018 unless otherwise stated.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Alberta Energy Regulator – Participant Involvement Initiative

BACKGROUND / PROPOSAL:

The Alberta Energy Regulator is meeting with Albertans and indigenous communities across the province to understand how you want operators to engage with you about energy development over a project lifecycle. Your feedback will help shape conversations that operators, stakeholders, and indigenous communities have about energy development as we move towards the Integrated Decision Approach.

All sessions are from 9 am – 3 pm, with lunch provided.

For more information, a list of sessions, and to register, please go to talk.aer.ca.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Travel & Subsistence and Honorariums – General Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the following Councillors be authorized to attend the Alberta Energy Regulator engagement session in _____, Alberta.

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

Energy development in Alberta has become more complex over the decades. At the same time, Albertans' expectations have changed: they want more information about the projects that affect them. So, the AER is meeting with Albertans and indigenous communities across the province to gather input and recommendations on potential new participant involvement requirements.

What is the Integrated Decision Approach?

Today, the AER reviews several applications for individual parts of an energy development. For example, a company may submit separate applications to drill a well, use storage tanks, and build an access road. In this regulatory approach, local residents, municipalities, and indigenous communities may receive numerous notices of applications over time for one energy project, without knowing the end goal of the development. The AER makes decisions on each individual aspect of the project. This makes looking at the bigger picture difficult.

To improve this process, the AER is changing the way it makes decisions. Requirements for proposed projects are being integrated into a single application, including how it will be built, how it will operate, and how and when it will eventually end, with the land reclaimed. The AER will review all aspects of the proposed development at the same time and make one decision.

Evolving Engagement Requirements

The Integrated Decision Approach creates the opportunity that may enhance the AER's requirements for how operators engage stakeholders and indigenous communities as part of an integrated application. When integrated applications for projects get larger, some enhancements to existing requirements may be needed.

The AER is meeting with Albertans and indigenous communities across the province to gather input and recommendations on potential new participant involvement requirements and processes. Your feedback will help us shape conversations that operators, their stakeholders, and indigenous communities have about energy development in Alberta. We would like to investigate what isn't working well with the current requirements and together develop enhanced requirements that better meet the needs of Albertans, indigenous communities, industry, and the regulator. Please join us to share your views.

Shaping Future Conversations

The Alberta Energy Regulator is meeting with Albertans and indigenous communities across the province to understand how you want operators to engage with you about energy development over a project life cycle. Your feedback will help shape conversations that operators, stakeholders, and indigenous communities have about energy development.

Please join us as we discuss how to enhance engagement requirements for energy development. We look forward to receiving your input and recommendations.

All sessions are from 9AM – 3PM, with lunch provided.

For more information, a list of sessions, and to register, go to talk.aer.ca

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AER - IDA - Participant Involvement Initiative

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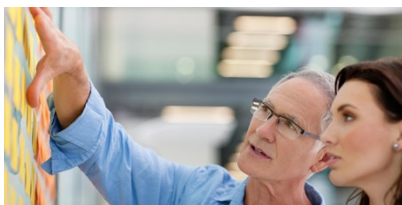
WED, 25 OCT 9:00 AM

Shaping Future Conversations - Rocky Mountain House

Lou Soppit Community Centre, Rocky Mountain House

FREE

#Class



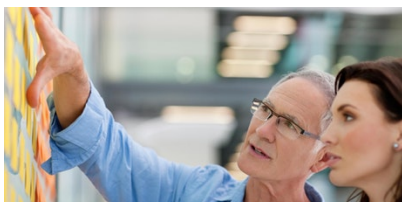
THU, 2 NOV 9:00 AM

Shaping Future Conversations - Vulcan

Lodge Hall, Vulcan

FREE

#Class



THU, 9 NOV 9:00 AM

Shaping Future Conversations - Bonnyville

Centennial Centre, BonnyVille

FREE

#Class



TUE, 14 NOV 9:00 AM

Shaping Future Conversations - Treaty 8



Edmonton Marriott at River Cree Resort, Edmonton

FREE



THU, 16 NOV 9:00 AM

Shaping Future Conversations - Fort McMurray

Quality Hotel and Conference Centre, Fort McMurray

FREE

#Class



WED, 22 NOV 9:00 AM

Shaping Future Conversations - Treaty 6

Edmonton Marriott at River Cree Resort, Edmonton

FREE



TUE, 28 NOV 9:00 AM

Shaping Future Conversations - Medicine Hat

Clarion Hotel, Medicine Hat

FREE

#Class

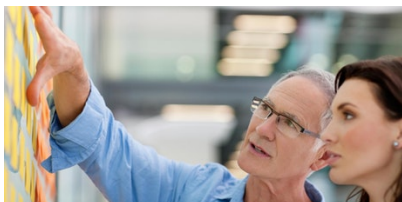


TUE, 5 DEC 9:00 AM

Shaping Future Conversations - Treaty 7

Grey Eagle Resort and Casino, Calgary

FREE



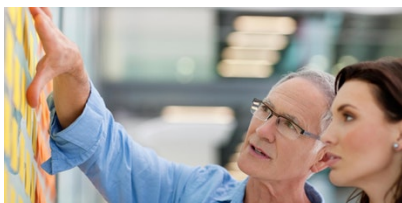
WED, 6 DEC 9:00 AM

Shaping Future Conversations - Calgary

Grey Eagle Resort and Casino, Calgary

FREE

#Class



TUE, 12 DEC 9:00 AM

Shaping Future Conversations - Whitecourt

FREE

#Class



THU, 14 DEC 9:00 AM

Shaping Future Conversations - Grande Prairie

Grande Prairie Regional College, Grande Prairie

FREE

#Class



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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Air Ambulance Services

BACKGROUND / PROPOSAL:

Council and administration are aware of the current challenges being presented with air ambulance services during the transition period in service providers in our region.

Administration has contacted Alberta Health Services' air ambulance department and they have assured us that services are being maintained. Alberta Health Services (AHS) has and will continue to provide personnel if and when shortages occur in order to maintain service. AHS has also offered training to personnel through their new air ambulance simulator.

The transition to the new service provider is April 1, 2018.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

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

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

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

Alberta's new air ambulance simulator is a Canadian first



ROB CSERNYIK

[More from Rob Csernyik](#)

([HTTP://EDMONTONJOURNAL.COM/AUTHOR/ROBCSERNYIKPOSTMEDIA](http://edmontonjournal.com/author/robcsernyikpostmedia))

Published on: June 1, 2017 | Last Updated: June 1, 2017 6:10 PM MDT



Paramedic clinical educator Chris Bassil, left, and flight paramedic Michel Lacasse run a drill inside Canada's first mobile flight simulator for air ambulance training during an unveiling at the STARS Edmonton base at Edmonton International Airport on Thursday, June 1, 2017. *IAN KUCERAK / POSTMEDIA*

Alberta air ambulance paramedics are now able to perfect their trade without leaving the ground.

On Thursday, Alberta Health Services unveiled a Canadian first — a mobile air ambulance simulator that will be used for training medics.

The 12-metre simulation trailer, developed in-house by Alberta Health Services and partners, allows hands-on medical simulations to be run in the fuselage of a King Air 200 aircraft. Because the fuselage, donated by Lakeland College, is on hydraulics, takeoffs and landings are simulated for medics. Before, they could only experience arrivals and departures in the air.

Brent Thorkelson said the biggest challenge for AHS was that it was uncharted territory.

“I’ve designed and built three ground simulators,” said the Emergency Medical Services staff development officer and project lead. “I’ve done nothing like this.”

The \$739,000 mobile simulator went from conception to reality in approximately 13 months and was funded by a Government of Alberta grant. Health Minister Sarah Hoffman said the government is proud to support the innovative new approach to training.

“This new EMS flight simulator will give air ambulance paramedics critical hands-on experience in providing emergency patient care in an aircraft,” she said. “Because this simulator is designed to travel, this true-to-life training experience will be available to paramedics right across the province.”

Approximately 225 Emergency Medical Services air ambulance paramedics at the 10 air ambulance bases across the province will be trained using the mobile simulator.

Thorkelson said air ambulance patients will benefit from improved safety and quality of care. His colleague, EMS chief paramedic Darren Sandbeck, said it’s all part of a commitment to high-quality care.

“Simulation training enables learners to practise and master

individual and team skills," he said in a news release. "Rehearsal is one of the best methods of learning, and it's a benefit to our patients to have well-rehearsed teams delivering care."

Edmonton Flyers

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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Alberta Association of Municipal Districts & Counties (AAMDC)

BACKGROUND / PROPOSAL:

That Alberta Association of Municipal Districts and Counties (AAMDC) provides advocacy and aggregated business services to their members. They are a voice of rural Alberta and advocate the needs and concerns of rural municipalities to the provincial and federal governments as well as other governments.

The AAMDC hosts two conferences annually in Edmonton and biannual zone meetings. The fall conference is being held from November 14 – 17, 2017 at the Shaw Conference Centre. Conference registrations and hotel reservations have already been made. All Councillors are authorized to attend this conference.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

General Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Alberta Association of Municipal Districts and Counties (AAMDC) update be received for information.

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



Partners in Advocacy & Business

October 17, 2017

Mr. Lenard Racher
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0

Dear Mr. Racher:

RE: Reminders and AAMDC Materials for Elected Officials

With the new electoral cycle upon us, we would like to take this opportunity to provide the following post-election reminders:

- Please update your convention registration names and banquet tickets/tables
- Please encourage your councillors to review the partners' program details at www.aamdc.com
- Please encourage your councillors to sign up to receive the Contact newsletter
- Please consider enrolling your new and returning councillors in the EOEP's *Munis 101* course to meet post-election training requirements

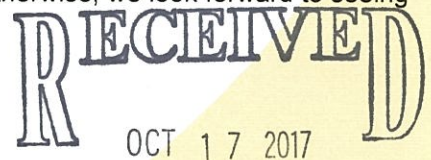
To assist you as you orient your new council, the AAMDC has developed the attached letter providing a brief overview of the association and highlighting some items we would like your new council to be aware of. We would appreciate your assistance in disseminating the enclosed letters to every council member.

1. For new councillors, the AAMDC Convention will occur shortly after the election. We would appreciate your promoting the convention as a valuable opportunity to learn about the AAMDC, municipal governance roles and responsibilities, engage with government and network with other elected officials. The agenda is available at www.aamdc.com.
2. The importance of being informed regarding the Fall 2017 resolutions to support informed voting during the convention.
3. To ensure councillors are aware of voting opportunities for AAMDC Board of Director positions, please identify which AAMDC district your municipality is located in. Elections at the fall 2017 convention scheduled to take place include Directors for District 2, 3, and 5, in addition to an election for Vice President.
4. For new and returning councillors, the EOEP's *Munis 101* course is an excellent way to become oriented to the council responsibilities, learn about recent amendments to the *Municipal Government Act*, and meet training requirements that municipalities are required to offer to all councillors within 90 of their swearing in. *Munis 101* is being offered in twelve locations across the province between October 2017 and January 2018. For course information and to enroll, visit EOEP.ca.

If you have any questions or concerns, please contact the office at 780.955.3639. Otherwise, we look forward to seeing you at convention.

Sincerely,

Gerald Rhodes
Executive Director, CLGM, MBA, CAE



**MACKENZIE COUNTY
FORT VERMILION OFFICE**

2510 Sparrow Drive Nisku, AB T9E 8N5 Phone (780) 955.3639 Fax (780) 955.3615 Web www.aamdc.com



Partners in Advocacy & Business

October 17, 2017

Dear Councillor:

Congratulations on your new or continuing role in municipal government! You are undertaking a significant endeavour that will have a direct impact on your fellow citizens and shape your community for years to come. Your municipality is one of our 69 members, and we welcome your contributions as a voting member of YOUR association.

Who is the AAMDC?

The Alberta Association of Municipal Districts and Counties (AAMDC) provides advocacy and aggregated business services to our members. We are the voice of rural Alberta and operate based on a vision of strong, vibrant and resilient rural communities. We advocate the needs and concerns of rural municipalities to the provincial and federal governments, as well as other organizations, and serve as a communications conduit for our members. Our strong relationship with the Government of Alberta allows us to positively influence policy decisions.

Advocacy

Advocacy is the core function of the AAMDC. As an association, we advocate on behalf of our members to different levels of government on important issues that impact rural municipalities. This takes many forms, including formal meetings with the Government of Alberta, letter writing, participation on various committees, and through speaking opportunities. We take action on issues identified by our members through endorsed resolutions, or current and emerging issues that hit our radar.

As the voice of rural Alberta, collaboration is also central to our advocacy efforts. Forming relationships with our members, key stakeholders and governments supports the AAMDC by engaging proactively and finding solutions that benefit rural municipalities and the partners that our members work with.

Communications is integral to our advocacy success, and the AAMDC uses various mediums to keep our members informed of our efforts. Our electronic newsletter, *Contact*, is distributed weekly to subscribers and includes important member bulletins regarding key advocacy issues, and is the most regular form of communication from your association. You can also receive a monthly President's Report in your email inbox by subscribing, which highlights some of the key items we've been working on, on your behalf, and featuring members of our Board of Directors. The AAMDC website is also a valuable resource, providing access to resolutions and reports.

Aggregated Business Services

The AAMDC's Aggregated Business Services (ABS) was created to better serve our members and associate members with their purchasing needs. ABS is comprised of three business units: The Trade Division, Jubilee Insurance Agencies, and PFA Canada.

Trade Division

The AAMDC's Trade Division provides public sector entities access to quality and competitively priced goods for everyday needs. With over 100 Approved Suppliers and customized programs, trade program members purchase on average \$46 million worth of products annually, making it one of the leading public sector buying groups in Canada. The AAMDC Trade Division works hard to provide customized programs that meet our members' needs, including the provision of a benefits program, electricity

and natural gas procurement through the AAMDC Energy Program, and focused programs for purchasing tires and grader blades that translate into significant cost savings for members.

Participation in the AAMDC Trade Division provides a range of benefits, including greater bargaining power to secure better prices that benefit the bottom line of our member municipalities.

Jubilee Insurance Agencies

Established in 1955 by the AAMDC, Jubilee Insurance Agencies has become a trusted foundation for Alberta's municipalities, private/charter schools, kindergartens, senior housing organizations and other eligible non-profit community groups. Jubilee has one central goal -- to help organizations gain the safety and service they need, while helping to control and reduce long-term risk related costs. In keeping with this goal, Jubilee has an experienced staff that can match the needs of organizations with the right insurance and risk management program (consulting and training), in a fiscally responsible manner.

Jubilee Insurance Agencies has a successful track record of providing advice and services that benefit members. Through the AAMDC website, members have the ability to access forms, and make online claims, making this an easy to access program.

PFA Canada

PFA is one of the leading fuel and lubricant suppliers for municipalities, school divisions, and other public-sector entities across Canada. Founded on the idea of group buying power, PFA has partnered with government associations to increase volumes, thereby decreasing costs for members. PFA provides fuel and lubricants from coast to coast and has the provision of third party fuel and oil testing. Members are able to purchase at will, with no minimum purchasing requirements, and receive membership benefits.

PFA Canada's goal is to not only provide fuel and lubricants at a fair price, but also to establish a fuel management system to ease administrative stresses. PFA Canada creates and sustains mutually beneficial relationships between our suppliers and member municipalities and associations, providing access to discounted fuel purchasing that benefits our members. Over 60 million litres of fuel is purchased annually through the PFA Canada program using discounted fuel pricing options and the use of fuel delivery or ace via a fuel card. This diverse approach makes it easy for members to see benefit of bulk fuel purchasing in an accessible manner.

AAMDC Fall 2017 Convention

In addition to the core services, the AAMDC also hosts two conventions each year which provides valuable opportunities for rural municipal elected officials to learn about current issues, engage with provincial government, hear various speakers, and network.

The AAMDC's upcoming Fall 2017 Convention will be held at the Shaw Conference Centre in Edmonton from Tuesday, November 14 to Friday, November 17, 2017. A few highlights to be aware of include:

- A brief **AAMDC Orientation** will be provided the morning of November 15 from the main convention stage to inform you about the work we do for our members.
- Resolutions form an important part of AAMDC's advocacy efforts as they provide direct member direction on advocacy priorities. A package outlining the Fall 2017 resolutions will be available on the AAMDC website shortly, and will help you make informed voting decisions during the **resolutions session**.
- The AAMDC Board of Directors is comprised of a President, Vice President, and five directors who represent the five divisions in Alberta. **Elections** for the several positions on the AAMDC Board of Directors will take place, including the election for Vice-President, and Directors for districts 2, 3 and 5. This is an opportunity for members to select their representatives on the AAMDC Board.
- The **networking opportunities** at convention provide immense opportunity to meet your fellow councillors and share ideas. In addition to regular agenda programming, convention social events

provide an informal environment to learn more about AAMDC's members, key stakeholders, and partners.

Find out more about us, what we do and how you can contact us at our comprehensive website www.aamdc.com.

The value we provide to our members through our various advocacy and business services is a reflection of the strong rural representation that exists at the local municipal level.

We look forward to seeing you at the upcoming convention.

Sincerely,



Al Kemmere
President

Tuesday, November 14, 2017

- 3:00 pm – 6:00 pm | **AAMDC Registration & Partners' Program Information Desk**
Hall D Foyer, Pedway Level, Shaw Conference Centre
- 5:00 pm – 6:00 pm | **Reeves'/Mayors' Meeting**
Salon 4, Meeting Level, Shaw Conference Centre
- 6:00 pm – 10:00 pm | **Brownlee LLP Hospitality Suite**
Riverview Room, Pedway Level, Shaw Conference Centre

Wednesday, November 15, 2017

- 7:00 am – 8:15 am | **Breakfast sponsored by Brownlee LLP**
Hall D, Pedway Level, Shaw Conference Centre
- 7:00 am – 3:00 pm | **AAMDC Registration/Information Desk**
Hall D Foyer, Pedway Level, Shaw Conference Centre
- 7:30 am – 11:30 am | **AAMDC Partners' Program Information Desk**
Lobby, Westin Edmonton
- 8:30 am – 8:55 am | **Opening Ceremonies**
Hall D, Shaw Conference Centre
 - Procession and O Canada
 - Invocation
 - Introduction of Dignitaries
 - In Memoriam
 - R.W. Hay Award
- 8:55 am – 9:00 am | **Electronic Voting Pad Testing**
- 9:00 am – 9:15 am | **Plenary Address**
- 9:15 am – 10:00 am | **Hon. Shaye Anderson, Minister of Municipal Affairs**
 - Municipal Affairs Update
 - Bright Futures: Meet the Municipal Interns
- 10:00 am – 10:20 am | **Coffee Break**
- 10:20 am – 11:20 am | **AAMDC Orientation**
- 11:20 am – 11:40 am | **Plenary Address**
- 11:40 am – 12:00 pm | **Plenary Address**
- 12:00 pm – 1:00 pm | **Buffet Lunch**
Hall D, Shaw Conference Centre

= Electronic Voting Pads required

NEW - Fall 2017 Convention Program

<input checked="" type="checkbox"/> 1:00 pm – 3:00 pm 3:00 pm – 3:15 pm 3:15 pm – 4:45 pm 4:30 pm – 6:00 pm 4:30 pm – 9:00 pm 5:30 pm – 9:30 pm 7:00 pm – 10:00 pm	Taking Care of Business: The Resolutions Session Coffee Break Breakout Sessions <ul style="list-style-type: none"> ▪ 1 <i>Salon 4, Meeting Level</i> ▪ 2 <i>Salon 8, Meeting Level</i> ▪ 3 <i>Salon 12, Meeting Level</i> Alberta Municipal Affairs Open House <i>Foyer, Hall D, Shaw Conference Centre</i> WSP Hospitality Suite <i>Riverview Room, Shaw Conference Centre</i> Reynolds Mirth Richards & Farmer LLP Hospitality Suite <i>Alberta Art Gallery</i> Finning Hospitality Night <i>Main Ballroom, Westin</i>
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Thursday, November 16, 2017

7:00 am – 8:30 am 7:00 am – 3:00 pm 9:00 am – 10:00 am 8:40 am – 9:00 am 9:00 am – 9:20 am 9:20 am – 9:30 am <input checked="" type="checkbox"/> 9:30 am – 9:40 am 9:40 am – 10:00 am <input checked="" type="checkbox"/> 10:00 am – 12:00 pm 12:00 pm - 1:00 pm	Breakfast <i>Hall D, Shaw Conference Centre</i> AAMDC Registration/Information Desk <i>Hall D Foyer, Shaw Conference Centre</i> AAMDC Partners' Program Information Desk <i>Lobby, Westin Edmonton</i> Annual General Meeting <i>Hall D, Shaw Conference Centre</i> <ul style="list-style-type: none"> ▪ President's Report ▪ Financial Statements ▪ Credentials Committee Plenary Address Nominations for Vice President Convention Evaluation Questions Coffee Break Ministerial Forum MLA Luncheon sponsored by Alberta Municipal Affairs <i>Hall D, Shaw Conference Centre</i>	<input checked="" type="checkbox"/> = Electronic Voting Pads required
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NEW - Fall 2017 Convention Program

<input checked="" type="checkbox"/> 1:00 pm – 1:15 pm 1:15 pm – 2:30 pm	Candidate Speeches and Election for Vice President Keynote Speaker – Major General Lewis MacKenzie
<input checked="" type="checkbox"/> 2:30 pm – 2:40 pm 2:40 pm – 3:00 pm 3:00 pm – 3:45 pm 6:00 pm	Convention Evaluation Questions Coffee Break Election for Directors <ul style="list-style-type: none"> ▪ District 2 <i>Salon 4, Meeting Level, Shaw Conference Centre</i> ▪ District 3 <i>Salon 8, Meeting Level, Shaw Conference Centre</i> ▪ District 5 <i>Salon 12, Meeting Level, Shaw Conference Centre</i> AAMDC Banquet sponsored by Brownlee LLP featuring SaFire and My Dog Sam <i>Hall D, Shaw Conference Centre</i>

Friday, November 17, 2017

7:00 am – 8:20 am 7:00 am – 12:00 pm 8:20 am – 8:30 am 8:30 am – 9:30 am 9:30 am – 9:45 am 9:45 am – 11:15 am 11:15 am – 11:30 am 11:30 am – 11:45 am	Breakfast <i>Hall D, Shaw Conference Centre</i> AAMDC Registration/Information Desk <i>Hall D Foyer, Shaw Conference Centre</i> Reconvene AGM (Ratify Elections) Provincial Perspectives: Alberta's Opposition Party Leaders Coffee Break Breakout Sessions <ul style="list-style-type: none"> ▪ 4 <i>Salon 4, Meeting Level</i> ▪ 5 <i>Salon 8, Meeting Level</i> ▪ 6 <i>Salon 12, Meeting Level</i> ▪ 7 <i>Salon 11, Meeting Level</i> Coffee Break Plenary Address	<input checked="" type="checkbox"/> = Electronic Voting Pads required
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NEW - Fall 2017 Convention Program

11:45 am – 11:55 am

Convention Closing

- Unfinished Business
- Convention Evaluation Questions
- Grand Door Prize Draw
- *God Save the Queen*

= Electronic Voting Pads
required

11:55 am – 1:15 pm

Buffet Lunch

Hall D, Shaw Conference Centre

DRAFT



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Alberta Urban Municipalities Association (AUMA) Convention

BACKGROUND / PROPOSAL:

The Alberta Urban Municipalities Association (AUMA) represents urban municipalities including cities, towns, villages, summer villages and specialized municipalities, advocating the interests of members to the provincial and federal orders of government.

That AUMA hosts a convention once a year which is being held on November 22 – 24, 2017 in Calgary, Alberta. Two conference registrations and hotel reservations have been made. Approval is required for which Councillors will attend.

OPTIONS & BENEFITS:

Due to the municipal elections two registrations were made for Councillors in advance. Approval is required for attendance.

COSTS & SOURCE OF FUNDING:

Registration fee (\$550), Travel Expenses and Honorarium – General Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the following Councillors be authorized to attend the AUMA Conference from November 22 – 24, 2017 in Calgary, Alberta.

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

2017 AUMA Convention Agenda*

Tuesday, November 21

7:30 am – 6:00 pm	Registration
8:00 am – 8:30 am	Continental Breakfast Leaders' Symposium Session (Pre-convention)
8:30 am – 3:45 pm	Leaders' Symposium (separate registration required)
3:45 pm – 4:30 pm	Networking Event For First Time Convention Attendees
4:00 pm – 4:30 pm	MUNIX Meeting of Subscribers

Wednesday, November 22

7:00 am – 4:00 pm	Registration
7:00 am – 8:00 am	Hot Buffet Breakfast
8:00 am	Morning Announcements
8:30 am – 9:45 am	Board and Committee Reports (concurrent) <ul style="list-style-type: none"> • Infrastructure Funding Now and Into the Future (Infrastructure and Energy Committee) • "Who's Council is it Anyway" – The Good, The Bad and The Ugly of Council Roles and Conduct (Municipal Governance Committee) • Municipal Impacts of the CPP Reforms (APEX Board) • Cybersecurity for Municipalities (Audit and Finance) • Five Things Every Elected Official Needs to Know (Elected Officials Professional Development Committee)
10:00 am – 11:30 am	CAO/CFO Session – Leadership: It Starts with Me
10:15 am – 11:30 am	Board and Committee Reports (concurrent) <ul style="list-style-type: none"> • Legalization of Cannabis in Alberta (Safe and Healthy Communities) • Intermunicipal Collaboration Frameworks for Small Communities (Small Communities Committee) • Mapping Your Future: Shaping Your Municipality Through Land Use Planning (Sustainability and Environment Committee) • Q & A session with the AUMA Executive Committee (Executive Committee)
11:30 am – 12:15 pm	Lunch
12:30 am – 2:15 pm	Opening Ceremonies, Keynote Speaker Joan McCusker, AUMA Awards
2:15 pm – 3:00 pm	Resolutions (Part 1)
3:00 pm – 5:30 pm	AMSC Trade Show Dessert Reception
7:30 pm – 9:30 pm	City of Calgary Reception (ticketed event)
After 6:00 pm	Sponsors' Networking Events

*Updated October 6, 2017. Agenda subject to change.



Thursday, November 23

7:00 am – 4:00 pm	Registration
7:00 am – 8:00 am	Government Day Hot Buffet Breakfast
7:25 am	Morning Announcements
7:30 am – 8:15 am	Address from the Minister of Municipal Affairs
8:15 am – 9:15 am	Dialogue Session with Provincial Ministers <ul style="list-style-type: none"> Minister panel to be confirmed
9:00 am	Trade Show Opens
9:30 am – 10:30 am	Trade Show Hot Breakfast for CAOs
9:45 am – 10:45 am	Education Session #1 (concurrent) <ul style="list-style-type: none"> Addressing the Opioid Crisis Smart Cities and Communities: Practical Advice to Achieve Success Building Effective Relationships with the Business Community Emergency Preparedness and Disaster Relief A Look at the National Housing Strategy
11:00 am – 11:30 am	Address from Premier
11:30 am – 1:45 pm	Trade Show Lunch & Prize Draws
1:45 pm – 2:45 pm	Education Session #2 (concurrent) <ul style="list-style-type: none"> Asset Management: Fighting Fiction and Fads with Facts Building Healthy Citizens, Communities, and Environments Through Recreation and Parks Building Relations with Indigenous Peoples Procurement Practices for Alberta's Municipalities Q & A session with the AUMA Executive Committee
3:00 pm – 4:00 pm	Strengthening Police Services
6:30 pm – 8:00 pm	Municipal Affairs Reception
After 6:00 pm	Sponsors' Networking Events

Friday, November 24

7:00 am – 8:00 am	Hot Buffet Breakfast
8:00 am – 8:30 am	Opposition Party Leaders
8:30 am – 8:45 am	Address From Federal Minister of Infrastructure and Communities
8:45 am – 9:30 am	Annual General Meeting and Member Priorities Survey
9:30 am	Election of AUMA President and Director(s) FCM Update Election of AUMA Vice Presidents Resolutions (Part 2)
11:00 am	Closing Ceremonies , Comedian Dave Hemstad, Prize Draws
12:00 pm	Box Lunch to Go – See you in Red Deer in 2018!

*Updated October 6, 2017. Agenda subject to change.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Elected Officials Education Program (EOEP) – Munis 101

BACKGROUND / PROPOSAL:

The Elected Officials Education Program (EOEP) is a joint venture of AAMDC and AUMA. This program helps municipal elected officials broaden their knowledge of and skills in municipal governance. The program offers courses on strategy and business acumen, effective governance and decision making, community building, and communication skills.

Currently Mackenzie County will fund two in-class courses (which are typically held in conjunction with AAMDC conventions) and two online courses per year, subject to successful completion, for Councillors interested in the program.

Additionally the EOEP has developed a training program, Munis 101, to assist municipalities in meeting the new requirements under the amended Municipal Government Act. Their scheduled training dates are listed below. All of Council is currently scheduled to attend the session in Grande Prairie on November 2 – 3, 2017.

- October 30 and 31, 2017 – Camrose (SOLD OUT)
- **November 2 and 3, 2017 – Grande Prairie (LIMITED AVAILABILITY)**
- November 4 and 5, 2017 – Lacombe (SOLD OUT)
- November 27 and 28, 2017 – Vermilion
- November 30 and December 1, 2017 – Drumheller
- December 2 and 3, 2017 – Medicine Hat
- December 4 and 5, 2017 – Cochrane
- December 7 and 8, 2017 – Westlock (SOLD OUT)
- December 11 and 12, 2017 – Manning
- December 14 and 15, 2017 – Lac La Biche
- January 6 and 7, 2018 – Peace River (NEW)
- January 8 and 9, 2018 – Lethbridge

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

OPTIONS & BENEFITS:

Due to the upcoming municipal elections registration and hotel reservations have been made.

COSTS & SOURCE OF FUNDING:

General Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Elected Officials Education Program (EOEP) – Munis 101 be received for information.

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

Munis 101: For all Your Post-Election Training Needs!

The amended MGA will require municipalities to offer training to all new and returning elected officials within 90 days after council members have taken the oath of office.

To assist Alberta's municipalities in meeting this requirement, the [Elected Officials Education Program](#) (EOEP) has developed **Munis 101: The Essentials of Municipal Governance**. The EOEP is a joint venture of the AAMDC and AUMA.

Cost, Schedule, and Registration

To accommodate as many municipalities as possible within the 90-day training timeframe, the EOEP will offer Munis 101 **twelve times** at locations throughout the province in late October, November, December, and January. Exact dates and locations are still being finalized, but are expected to be available very soon. Registration is expected to open shortly after dates and locations are finalized.

The EOEP recognizes that training can carry a significant cost, and that some municipalities with limited financial resources may struggle to attend an off-site training session. For this reason, **registration costs have been set at \$200 per person for the twelve Munis 101 courses offered within the mandatory training timeframe**. This special price reflects the importance of Munis 101 for new and returning councillors, and the extent to which the EOEP wants to ensure that as many councillors as possible attend the course.

About the Course

Munis 101 is a two-day course that will provide new and returning councillors with everything they need to not only meet mandatory training requirements, but also succeed in their roles moving forward. Munis 101 will include the following modules:

Module 1: Apply the Basics of Municipal Governance and Legislation in Alberta

- Distinguish the role of municipalities in Alberta
- Govern within the municipal organization and function

Module 2: The Elected Official's Role in Municipal Leadership

- Recognize the roles and responsibilities of municipal elected officials
- Recognize and respect the roles and responsibilities of municipal staff
- Apply common council decision-making processes
- Work effectively within your individual leadership style

Module 3: Navigate the World of Municipal Finance

- Recognize important budgeting and financial administration processes
- Distinguish how municipalities are funded

Module 4: Explore the Role of Municipal Planning and Development

- Recognize how municipalities plan and grow
- Understand common planning and development processes

Module 5: Ensure Effective Collaboration

- Recognize the importance of collaboration and the available tools
- Build relationships with local businesses and non-profits
- Recognize the opportunities and challenges of collaboration

Need More Information?

As mentioned, course locations and registration details will be finalized and shared shortly. In the meantime, anyone with questions about course content, dates, locations, or other details can contact AAMDC Policy Analyst Wyatt Skovron by emailing wyatt.skovron@aamdc.com or EOEP Registrar Leanne Anderson by emailing registrar@eoep.ca.

Enquiries may be directed to:

Wyatt Skovron
Policy Analyst
780.955.4096

Kim Heyman
Director, Advocacy & Communications
780.955.4079

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the pre-budget presentation be received for information.

Author: Karen Huff Reviewed by: _____ CAO: _____

Mackenzie County

Title	Budget Development	Policy No:	FIN022
Legislative Reference	Municipal Government Act, Part 8		

Purpose

To provide an efficient and effective process for the development of the yearly operating and capital budgets.

Policy Statement and Guidelines

Step 1 – Budget Guidelines

A council workshop will be held by September 15 to review the historical financial and statistical data with the CAO. The CAO will lead preparation of operating and capital budget drafts for Council's consideration which will reflect the needs of the County as expressed by Council, public or department heads.

It is important to note, that the municipality has no control over the school and senior's lodge requisitions and has always "passed through" these expenditures to the ratepayers.

Approval of budget guidelines by September 15.

Step 2 - Management Review with each functional area

Based on the guidelines established by Council, each functional group will prepare a draft budget which contains the following expenditures: operating, tangible capital assets replacements/improvements and new capital project summaries.

The CAO will meet with each of the functional area to discuss their requests and needs and make appropriate changes where necessary.

Management review to be completed by October 15.

Step 3 – Budget Compilation

Budget materials for Council's review will contain the following:

1. Summary of budget guidelines adopted by Council for the proposed year.
2. Summary of assumptions made by Administration in the preparation of the proposed budget. Items such as:

- a. Wages and benefits % and \$ increase
- b. Estimated assessment % and \$ growth
- c. General % factor used for utilities or typical expenditures
- d. Major dollar increases for “special” or known issues (e.g. insurance/debentures)
- e. Proposed staff additions and the corresponding wage and benefits etc costs
- f. New reserves or recommended changes to existing reserves
- g. The amount of engineering costs budgeted for projects that are pre-designed and will be completed in subsequent year(s)
- h. Summary of major increases or decreases for each function
- i. Any other items that would provide Council with information to make their decision making more effective and efficient
- j. Taxation review

3. Worksheets:

- a. Cash requirement decision summary
- b. Summary of total operating revenue and total expenditures
- c. Summary of total revenue and expenditures by function
- d. Water/sewer rates recalculation in order to achieve 75% recovery through the rate including long term debt interest and principle payments and excluding amortization to capital assets for these functions
- e. Summary of grant requests from community non-profit organizations
- f. Multi-year capital plan
- g. Proposed TCA (tangible capital assets) project budget for up coming year
- h. Summary of increases and decreases to reserve balances
- i. Summary of existing long term debt and proposed (if applicable)
- j. Any capital projects carry forwards (if known at this time)
- k. Supporting charts or graphs for information that will prove beneficial for budget review (e.g. assessment information)

Where appropriate, information will be provided that shows previous year information, available current year information and percentage increases or decreases from one year to next.

Budget compilation to be completed by November 1.

Step 4 - Budget Meetings

The following timing and order will be set aside for the budget review:

- a. Operating revenues and expenditures – 1 day
- b. Tangible Capital Assets projects & multi-year capital plan – 2 days

- c. Grants to non-profit groups requests and cash requirement decision worksheet final review – 1 day

Additional meetings may be scheduled as required. Budget meetings to be completed by December 21.

Step 5 – Formal Budget Ratification by Council first meeting in January

Administration will incorporate all changes/modifications that came about through the budget deliberations in step 4 and request formal budget ratification.

Budget ratification by January 15.

	Date	Resolution Number
Approved	2002-09-24	02-681
Amended	2007-04-11	07-349
Amended	2011-09-13	11-09-739
Amended	2017-08-23	17-08-598



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Karen Huff, Director of Finance
Title:	Financial Reports – January – September 2017

BACKGROUND / PROPOSAL:

The finance department provides financial reports to Council as per policy.

OPTIONS & BENEFITS:

Please review the following financial reports for the period January - September, 2017:

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

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: Jennifer Batt **Reviewed by:** K Huff **CAO:** _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for the period of January – September 2017 be accepted for information.

Author: Jennifer Batt **Reviewed by:** K Huff **CAO:** _____

Investment Report at the period ending September 30, 2017

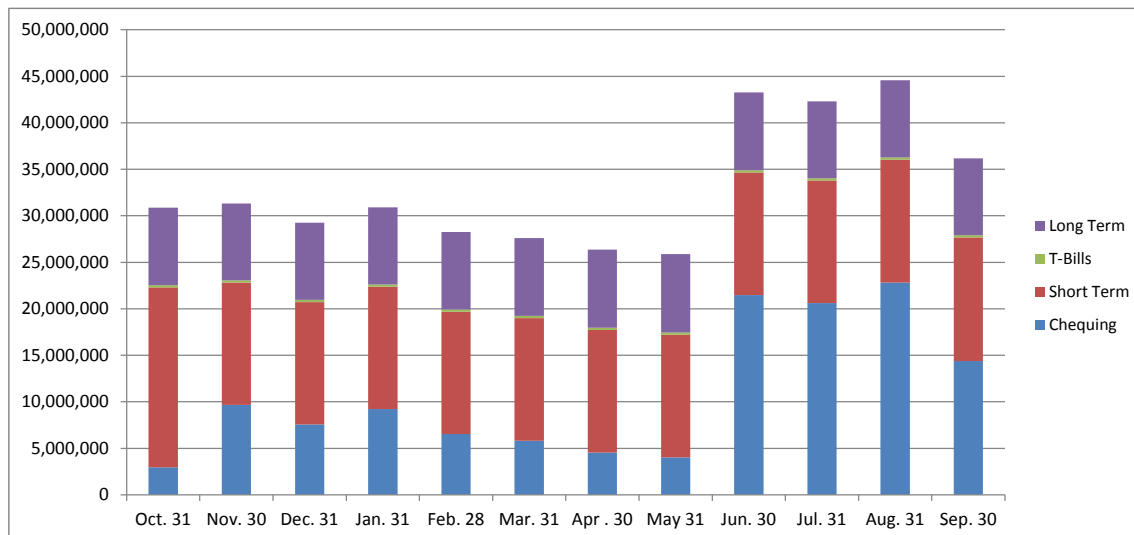
Reconciled Bank Balance on September 30, 2017	
Reconciled Bank Balance	13,289,031
Investment Values on September 30, 2017	
Short term investments (EM0-0377-A)	7,177,422
Short term T-Bill (1044265-26)	238,566
Long term investments (EM0-0374-A)	8,250,847
Short term notice on amount 31 days	6,090,910
Short term notice on amount 60 days	15,123
Short term notice on amount 90 days	24,305
Vision Credit Union - 30 to 59 Days	3,000,000
Vision Credit Union - 2 year	2,034,000
Total Investments	26,831,173
Total Bank Balance and Investements	40,120,204

These balances include
'market value changes'.

Restricted Funds	
Restricted Operating	1,001,262
Restricted Capital	16,471,725
Reserves	21,628,964
Restricted Total	39,101,951
Unrestricted Funds Available	1,018,252
Total Funds	40,120,204

Revenues

	<i>Total</i>	<i>Short Term</i>	<i>Long Term</i>
Interest received	309,485	162,522	146,963
Interest accrued	85,083	38,816	46,268
	394,569	201,338	193,231
Market value changes	(-196,660)		(-157,879)
Interest received, chequing account	113,845	113,845	
Grand total revenues before investment manager fees	311,753	315,183	35,352
Deduct: investment manager fees for investments	(-19,840)	(-2,964)	(-16,876)
Grand total revenues after investment manager fees	291,913	312,218	18,476



	2015 Actual	2016 Actual	2017 Actual	2017
	Total	Total	Total	Budget
OPERATIONAL REVENUES				
Property taxes	\$35,167,010	\$33,778,553	\$30,523,959	\$30,691,385
User fees and sales of goods	\$4,619,126	\$4,454,752	\$3,110,701	\$4,628,114
Government transfers	\$1,501,319	\$1,390,555	\$301,927	\$1,214,214
Investment income (operating)	\$500,870	\$525,474	\$191,012	\$350,000
Penalties and costs on taxes	\$1,057,962	\$1,453,394	\$914,193	\$1,390,000
Licenses, permits and fines	\$539,489	\$456,914	\$279,166	\$353,000
Rentals	\$140,117	\$114,094	\$89,727	\$108,741
Insurance proceeds	\$329,409	\$36,663	\$3,234	\$0
Development levies	\$47,870	\$0	\$21,851	\$0
Municipal reserve revenue	\$92,428	\$81,789	\$62,667	\$30,000
Sale of non-TCA equipment	\$8,061	\$0	\$0	\$87,500
Other	\$501,684	\$491,062	\$247,121	\$314,600
Total operating revenues	\$44,505,345	\$42,783,250	\$35,745,558	\$39,167,554
OPERATIONAL EXPENSES				
Legislative	\$543,500	\$647,301	\$441,088	\$795,451
Administration	\$6,882,710	\$5,321,052	\$3,531,323	\$8,106,356
Protective services	\$1,406,990	\$1,294,389	\$789,478	\$1,866,124
Transportation	\$16,128,251	\$15,591,048	\$6,860,575	\$19,853,829
Water, sewer, solid waste disposal	\$4,793,168	\$4,602,650	\$1,797,005	\$5,105,794
Public health and welfare (FCSS)	\$639,256	\$783,038	\$708,656	\$778,744
Planning, development	\$1,072,553	\$1,150,253	\$745,436	\$1,180,563
Agriculture and veterinary	\$1,397,583	\$1,161,289	\$947,874	\$1,578,160
Recreation and culture	\$2,268,946	\$1,988,845	\$1,437,037	\$2,286,514
School requisitions	\$6,635,781	\$6,838,317	\$5,123,023	\$6,520,119
Lodge requisitions	\$788,108	\$852,083	\$461,788	\$459,579
Non-TCA projects	\$1,092,265	\$1,059,745	\$963,140	\$2,234,402
Operating expenses	\$43,649,111	\$41,290,010	\$23,806,423	\$50,765,635
Principle - Long term debt	\$1,669,369	\$1,578,512	\$965,546	\$1,575,519
Total Operating Expnses	\$45,318,480	\$42,868,522	\$24,771,969	\$52,341,154
Excess (deficiency) before other	(\$813,135)	(\$85,272)	\$10,973,589	(\$13,173,600)

Mackenzie County
Summary of All Units
Tuesday, October 3, 2017

	2016 Actual	2017 Actual	2017	\$ Variance	% Variance
	Total	Total	Budget	(Remaining)	(Remaining)
OPERATING REVENUES					
100-Municipal Taxes	\$25,965,966	\$23,450,253	\$23,608,520	\$158,267	1%
101-Lodge Requisition	\$852,724	\$455,253	\$459,580	\$4,327	1%
102-School Requisition	\$6,839,278	\$6,515,285	\$6,520,118	\$4,833	0%
124-Frontage	\$120,584	\$103,166	\$103,167	\$1	0%
261-Ice Bridge	\$139,640	\$130,000		(\$130,000)	0%
420-Sales of goods and services	\$561,317	\$351,336	\$614,685	\$263,349	43%
421-Sale of water - metered	\$2,973,367	\$2,083,874	\$3,090,054	\$1,006,180	33%
422-Sale of water - bulk	\$920,067	\$757,221	\$923,375	\$166,154	18%
424-Sale of land	\$52,900	\$8,000		(\$8,000)	0%
510-Penalties on taxes	\$1,453,394	\$914,193	\$1,390,000	\$475,807	34%
511-Penalties of AR and utilities	\$53,944	\$36,224	\$45,000	\$8,776	20%
520-Licenses and permits	\$41,246	\$42,857	\$34,000	(\$8,857)	-26%
521-Offsite levy		\$21,851		(\$21,851)	0%
522-Municipal reserve revenue	\$81,789	\$62,667	\$30,000	(\$32,667)	-109%
526-Safety code permits	\$249,016	\$183,776	\$225,000	\$41,224	18%
525-Subdivision fees	\$122,477	\$25,500	\$35,000	\$9,500	27%
530-Fines	\$34,589	\$19,654	\$50,000	\$30,346	61%
531-Safety code fees	\$9,587	\$7,379	\$9,000	\$1,621	18%
550-Interest revenue	\$525,474	\$267,165	\$350,000	\$82,835	24%
551-Market value changes		(\$76,153)		\$76,153	0%
560-Rental and lease revenue	\$114,094	\$89,727	\$108,741	\$19,014	17%
570-Insurance proceeds	\$36,663	\$3,234		(\$3,234)	0%
592-Well drilling revenue	\$34,848		\$15,000	\$15,000	100%
597-Other revenue	\$127,358	\$49,649	\$149,000	\$99,351	67%
598-Community aggregate levy	\$45,801		\$80,000	\$80,000	100%
630-Sale of non-TCA equipment			\$87,500	\$87,500	100%
790-Tradeshaw Revenues	\$36,404	\$23,248	\$25,600	\$2,352	9%
840-Provincial grants	\$1,390,555	\$301,927	\$1,214,214	\$912,287	75%
890-Gain (Loss) Penny Rounding	\$168	(\$0)		\$0	0%
990-Over/under tax collections		\$1,000		(\$1,000)	0%
TOTAL REVENUE	\$42,783,249	\$35,828,287	\$39,167,554	\$3,339,267	9%
OPERATING EXPENSES					
110-Wages and salaries	\$6,668,232	\$5,027,355	\$7,317,792	\$2,290,437	31%
132-Benefits	\$1,298,355	\$1,087,770	\$1,551,289	\$463,519	30%
136-WCB contributions	\$48,038	\$45,393	\$57,363	\$11,970	21%
142-Recruiting	\$16,839	\$19,227	\$15,000	(\$4,227)	-28%
150-Isolation cost	\$73,210	\$70,141	\$86,400	\$16,259	19%
151-Honoraria	\$535,071	\$397,374	\$653,600	\$256,226	39%
211-Travel and subsistence	\$314,206	\$228,604	\$393,754	\$165,150	42%
212-Promotional expense	\$63,370	\$51,136	\$82,500	\$31,364	38%
214-Memberships & conference fees	\$105,598	\$69,110	\$152,636	\$83,526	55%
215-Freight	\$94,576	\$58,207	\$121,266	\$63,059	52%
216-Postage	\$46,830	\$43,699	\$43,150	(\$549)	-1%
217-Telephone	\$114,524	\$77,757	\$135,000	\$57,243	42%
221-Advertising	\$30,471	\$68,987	\$56,270	(\$12,717)	-23%
223-Subscriptions and publications	\$5,904	\$4,811	\$11,984	\$7,173	60%
231-Audit fee	\$90,300	\$75,600	\$81,800	\$6,200	8%
232-Legal fee	\$114,060	\$92,497	\$70,000	(\$22,497)	-32%
233-Engineering consulting	\$75,499	\$47,220	\$133,228	\$86,008	65%
235-Professional fee	\$1,614,325	\$1,087,810	\$1,760,554	\$672,744	38%
236-Enhanced policing fee	\$115,450	\$76,750	\$300,520	\$223,770	74%
239-Training and education	\$112,720	\$55,287	\$169,439	\$114,152	67%
242-Computer programming	\$92,126	\$34,001	\$106,450	\$72,449	68%
251-Repair & maintenance - bridges	\$37,194		\$590,500	\$590,500	100%
252-Repair & maintenance - buildings	\$165,527	\$88,029	\$170,700	\$82,671	48%
253-Repair & maintenance - equipment	\$425,609	\$208,199	\$377,850	\$169,651	45%
255-Repair & maintenance - vehicles	\$93,909	\$68,649	\$87,940	\$19,291	22%
258-Contract graders	\$93,830	\$65,388	\$155,840	\$90,452	58%
259-Repair & maintenance - structural	\$1,350,249	\$962,217	\$2,178,959	\$1,216,742	56%
261-Ice bridge construction	\$93,006	\$116,294	\$120,000	\$3,706	3%

	2016 Actual	2017 Actual	2017	\$ Variance	% Variance
	Total	Total	Budget	(Remaining)	(Remaining)
262-Rental - building and land	\$38,947	\$27,446	\$35,050	\$7,604	22%
263-Rental - vehicle and equipment	\$66,882	\$53,040	\$74,902	\$21,862	29%
266-Communications	\$79,151	\$75,733	\$109,912	\$34,179	31%
271-Licenses and permits	\$2,441	\$9,119	\$9,518	\$400	4%
272-Damage claims	\$1,565	\$3,560	\$5,000	\$1,440	29%
274-Insurance	\$355,556		\$322,770	\$322,770	100%
342-Assessor fees	\$250,768	\$112,552	\$263,000	\$150,448	57%
290-Election cost	\$3,055		\$15,000	\$15,000	100%
511-Goods and supplies	\$889,141	\$576,453	\$895,359	\$318,906	36%
521-Fuel and oil	\$696,439	\$507,664	\$1,038,320	\$530,656	51%
531-Chemicals and salt	\$276,742	\$191,175	\$328,200	\$137,025	42%
532-Dust control	\$667,977	\$539,177	\$660,000	\$120,823	18%
533-Grader blades	\$160,606	\$65,140	\$139,000	\$73,860	53%
534-Gravel (apply; supply and apply)	\$1,325,735	\$1,318,374	\$3,430,091	\$2,111,717	62%
535-Gravel reclamation cost	\$42,041		\$0	\$0	0%
543-Natural gas	\$79,024	\$63,624	\$96,838	\$33,214	34%
544-Electrical power	\$564,510	\$502,089	\$708,208	\$206,119	29%
550-Carbon Tax		\$39,923		(\$39,923)	0%
710-Grants to local governments	\$1,408,661	\$796,400	\$2,474,900	\$1,678,500	68%
735-Grants to other organizations	\$1,927,694	\$1,847,530	\$2,072,933	\$225,403	11%
747-School requisition	\$6,838,317	\$5,123,023	\$6,520,119	\$1,397,096	21%
750-Lodge requisition	\$852,083	\$461,788	\$459,579	(\$2,209)	0%
810-Interest and service charges	\$32,576	\$17,958	\$15,000	(\$2,958)	-20%
831-Interest - long term debt	\$555,057	\$284,007	\$505,190	\$221,183	44%
832-Principle - Long term debt	\$1,578,512	\$965,546	\$1,575,519	\$609,973	39%
TOTAL	\$32,582,507	\$23,808,831	\$38,736,192	\$14,927,361	39%
Non-TCA projects	\$1,059,745	\$963,140	\$2,234,402	\$1,271,262	57%
762 - Contributed to Capital	(\$200,000)			\$0	0%
763-Contributed to Capital Reserve	\$246,958			\$0	0%
764-Contributed to Capital Reserve	(\$655,816)			\$0	0%
921-Bad Debt	\$956,762		\$4,100	\$4,100	100%
922-Tax Cancellation/Writeoff	\$4,049		\$1,256,541	\$1,256,541	100%
993-NBV of Disposed TCAAssets	\$322,261		\$173,176	\$173,176	100%
994-Change in Inventory	\$559,623		\$429,265	\$429,265	100%
995-Amortization of TCA	\$8,345,075		\$9,507,478	\$9,507,478	100%
TOTAL EXPENSES	\$43,221,165	\$24,771,971	\$52,341,154	\$27,569,183	53%
EXCESS (DEFICIENCY)	(\$437,916)	\$11,056,316	(\$13,173,600)	(\$24,229,916)	184%

Mackenzie County Non TCA Projects January - October 12, 2017

Description	TOTAL BUDGET	Cost to Date	2017 Budget	Cost to Date	Variance	% Project Completed	DIRECTOR COMMENTS
			\$	\$	\$	%	
Dpt 12 Administration							
Information Technology budget (CF)	\$112,800	\$102,856	\$17,700	\$7,756	\$9,944	100%	Complete
Phase 3 - Security & Access control (2017)	\$21,000	\$9,706	\$21,000	\$9,706	\$11,295	10%	Issued deposit. Install Oct/Nov 2017
(03)HL - Building Repairs (CF)	\$8,000	\$900	\$7,100	0	\$7,100	100%	Complete
(04)Internet Security (2017)	\$10,000	\$8,853	\$10,000	\$8,853	\$1,147	60%	Server RAM upgrades complete and software license purchased, setup and configuration Q3-Q4, 2017. No change since April report Ongoing until the end of 2017. No change since April report
(05)Information Technology budget (2017)	\$62,700	\$32,542	\$62,700	\$32,542	\$30,158	50%	Complete
(06)Removal of MARA Admin Building (2017)	\$80,000	\$63,597	\$80,000	\$63,597	\$16,403	100%	Complete
(14)Disaster Emergency Risk Assessment & Planning (CF)	\$20,000	\$11,990	\$8,010	0	\$8,010		
(15)Wolf bounty (CF)	\$100,000	\$42,880	\$89,052	\$31,932	\$57,120		
(16)Caribou/industry protection strategy (CF)	\$280,000	\$284,855	\$168,464	\$173,318	(\$4,855)		project ongoing
(17)Zama Firesmart Program (2017)	\$169,400	\$164,680	\$169,400	\$164,680	\$4,720	100%	Complete
(18)Cumulative Effects Assessment Study	\$270,000	\$0	\$270,000	\$0	\$270,000	10%	background work started
Dpt 32 Public Works							
(02)ZA - Zama Access Road Geotech (CF)	\$253,464	\$61,464	\$192,000	0	\$192,000	100%	Complete - Awaiting Invoice
(04)ZA - Aspen Drive Ditch Repair (CF)	\$60,000	\$0	\$60,000	0	\$60,000	0%	Scheduled for Spring 2018
(05)ZA - Lot Clean up (CF)	\$50,000	\$48,823	\$1,177	0	\$1,177	100%	Complete
(10)FV - Antique fire truck restoration (CF)	\$4,800	\$4,305	\$2,463	\$1,968	\$495	100%	Complete
(12)LC & FV - Road disposition - Survey work (CF)	\$50,000	\$8,641	\$41,359	0	\$41,359	10%	Ongoing
(13)Assumption Hill Improvement (ditching) (CF)	\$20,000	\$2,710	\$17,290	0	\$17,290	10%	Waiting for Materials
(14)Zama Road LOC (CF)	\$100,000	\$0	\$100,000	0	\$100,000		Ongoing
(15)ZA-Dust Control Oil (2017)	\$97,610	\$73,896	\$97,610	\$73,896	\$23,714	100%	Complete - Awaiting Invoice
(16)Goertzen Sub Division Oil (2017)	\$140,000	\$115,892	\$140,000	\$115,892	\$24,108	100%	Complete - Awaiting Invoice
(18)HL south Road Oil Dust Control (2017)	\$105,000	\$97,874	\$105,000	\$97,874	\$7,126	100%	Complete - Awaiting Invoice
(19)Rocky Land Oil dust Control (2017)	\$125,000	\$0	\$125,000	0	\$125,000		Complete in 2018
(20)LC Lakeside Estates Oil Dust Control (2017)	\$22,000	\$22,000	\$22,000	\$22,000	\$0	100%	Complete
(21)LC Blumenort Road West Oil Dust Control (2017)	\$60,000	\$37,754	\$60,000	\$37,754	\$22,246	100%	Complete - Awaiting Invoice
Dpt 33 Airport							
(01)Airport Master Plan (CF)	\$75,000	\$8,504	\$72,220	\$5,724	\$66,496	10%	project ongoing
(02)FV & LC Papi Lights (CF)	\$32,413	\$26,800	\$5,613	0	\$5,613	100%	Complete
(03)FV Airport Development (CF)	\$16,382	\$7,213	\$16,382	\$7,213	\$9,169		
FV- Rename FV Airport to Wop May Memorial	\$6,000	\$2,313	\$6,000	\$2,313	\$3,687	100%	Complete - Awaiting Invoice
Dpt 41 Water							
(04)FV - Exhaust Thimbles (CF)	\$20,000	\$18,252	\$20,000	\$18,252	\$1,748	100%	Complete
(05)LC - Exhaust Thimbles (CF)	\$20,000	\$17,282	\$20,000	\$17,282	\$2,718	100%	Complete
(06)ZA - Exhaust Thimbles (CF)	\$20,000	\$19,129	\$20,000	\$19,129	\$871	100%	Complete
(07)FV/HL Rural Comprehensive Water Study (2017)	\$20,000	\$0	\$20,000	0	\$20,000		Awaiting grant details

Mackenzie County Non TCA Projects January - October 12, 2017

Description	TOTAL BUDGET	Cost to Date	2017 Budget	Cost to Date	Variance	% Project Completed	DIRECTOR COMMENTS
Dpt 43 Solid Waste							
(01)FV - Transfer Station Composting Program (CF)	\$5,000	\$0	\$5,000	0	\$5,000	0%	Will not be completed
(02)LC - Transfer Station Composting Program (CF)	\$5,000	\$0	\$5,000	0	\$5,000	0%	Will not be completed
(03)LC - Waste Packer Plan (CF)	\$5,000	\$0	\$5,000	0	\$5,000	0%	Will not be completed
(04)Rocky Lane WTS Survey (2017)	\$10,000	\$3,600	\$10,000	\$3,600	\$6,400	100%	Complete
Dpt 61 Planning & Development							
(02)Infrastructure Master Plans (CF)	\$240,800	\$228,241	\$12,559	0	\$12,559	95%	waiting on consultant
(03)Land Use Bylaw Update (CF)	\$100,000	\$93,579	\$59,653	\$53,232	\$6,421	100%	Complete
(09)Rural addressing signs (CF)	\$395,000	\$306,400	\$88,600	0	\$88,600	100%	Complete
(10)Natural Disaster Mitigation Program (2017)	\$50,000	\$0	\$50,000	0	\$50,000	0%	Grant funding approved
Dpt 71 Recreation							
(01)ZA - Hall electrical upgrades (CF)	\$31,887	\$24,473	\$7,414	0	\$7,414		
(14)LC- Ice Rink Foam Dividers (2017)	\$4,987	\$4,871	\$4,987	\$4,871	\$116	100%	Complete
(15)LC- Sidewalk to Tennis Court (2017)	\$1,913	\$1,825	\$1,913	\$1,825	\$88	100%	Complete
Dpt 72 Parks							
(01)FV - Bridge Campsite - Clear Trees (CF)	\$5,000	\$0	\$5,000	0	\$5,000	0%	Requires plan approval
(02)Fire Pits & Picnic Tables (2017)	\$10,000	\$4,650	\$10,000	\$4,650	\$5,350	100%	Complete
(05)La Crete Street Scape Implementation Committee (CF)	\$18,227	\$0	\$18,227	0	\$18,227		
(10)Wadlin Lake - Blocking for dock (CF)	\$2,500	\$0	\$2,500	0	\$2,500	100%	Complete
(11)LC - Shelters (2017)	\$9,500	\$8,327	\$9,500	\$8,327	\$1,173	100%	Complete
(12)Wadlin Lake Land Purchase (2017)	\$15,000	\$0	\$15,000	0	\$15,000	100%	Survey Complete

Mackenzie County TCA Projects January - October 12, 2017

Description	TOTAL BUDGET	TOTAL Cost to Date	2017 Budget	Cost to Date	Variance	% Project Completed	DIRECTOR COMMENTS
		\$	\$	\$	\$		
Dpt 12 Administration							
Signs with Flags for FV Office (CF)	\$25,000	\$6,940	\$18,060		\$18,060	50%	Waiting for metal works to be completed correctly. No change since April report software installed. Outstanding - fixing upgrade errors and completion of first year cycle in December 2017.
(02)Payroll software (CF)	\$20,000	\$15,837	\$7,203	\$3,040	\$4,163	75%	
(03)LC - Xerox Replacement (2017)	\$60,000	\$58,159	\$60,000	\$58,159	\$1,841	100%	COMPLETE
(04)FV - Server & 911 Dispatch UPS replacement (2017)	\$9,500	\$7,390	\$9,500	\$7,390	\$2,110	90%	UPS Installed. Waiting for wiring
(05)FV - Server room air conditioner replacement (2017)	\$10,000		\$10,000		\$10,000	100%	Alternative method of cooling room was found
(06)FV - Mail Folder Inserter (2017)	\$15,000	\$105	\$15,000	\$105	\$14,895	100%	Vendor Selected. October 20 2017
(07)FV/LC - Administration Vehicles x 2 (2017)	\$76,000	\$58,221	\$76,000	\$58,221	\$17,780	100%	COMPLETE
(08)FV - Fireproof Storage Cabinet (Records) (CF)	\$8,000	\$8,282	\$8,000	\$8,282	(\$282)	100%	COMPLETE
(09)LC - Floor Washer (2017)	\$11,860	\$3,500	\$11,860	\$3,500	\$8,360		
(10)ZC - Admin building tree planting (2017)	\$15,000	\$1,116	\$15,000	\$1,116	\$13,884		
(16)MARA Court House (CF)	\$50,000		\$50,000		\$50,000	100%	Complete
(18)Land Purchase (South of High Level) (CF)	\$13,000		\$13,000		\$13,000	0%	Need to complete FNC
Dpt 23 Fire							
(01)FV - Training Facility (2017)	\$20,000	\$8,650	\$20,000	\$8,650	\$11,350	100%	Municipal share was spent. Waiting for matching volunteer component to be accounted for
(02)LC - Aerial Unit Upgrade (CF)	\$30,000	\$26,950	\$9,003	\$5,953	\$3,050	100%	Complete
(03)LC - New Tanker / Pumper (2017)	\$418,722	\$41,872	\$418,722	\$41,872	\$376,850	10%	Order placed with 10% deposit
Dpt 26 Enforcement							
(04)FV - RCMP Trailer for the Safety Trailer Program	\$6,650	\$6,650	\$6,650	\$6,650	\$0	100%	COMPLETE

Mackenzie County TCA Projects January - October 12, 2017

Description	TOTAL BUDGET	TOTAL Cost to Date	2017 Budget	Cost to Date	Variance	% Project Completed	DIRECTOR COMMENTS
Dpt 32 Public Works							
(04)FV - 43rd Ave, East of 50th Street (CF)	\$135,000	\$50	\$134,950		\$134,950	100%	Complete - Awaiting Eng. Calculation of Project Costs
(05)FV - 45 Ave Cul-de-sac, East of 52nd Street (CF)	\$140,000	\$50	\$139,950		\$139,950	100%	Complete - Awaiting Eng. Calculation of Project Costs
(09)New Road Infrastructure (CF)	\$1,223,583	\$1,195,880	\$251,072	\$223,369	\$27,703		Ongoing
(19)LC - Engineering & Design for 113 Street and 109 Ave (CF)	\$100,000	\$58,783	\$44,053	\$2,836	\$41,217	90%	preliminary engineering complete
(20)LC - 94th Ave Ashphalt Overlay (CF)	\$869,808	\$1,368,570	\$608,341	\$1,106,911	(\$498,762)		Complete - Awaiting Eng. Calculation of Project Costs
(21)LC - Lagoon Access Paving (CF)	\$25,000		\$25,000		\$25,000	100%	Complete - Awaiting Eng. Calculation of Project Costs
(31)ZC - Access Pave (PH V) (CF)	\$6,000,000		\$6,000,000		\$6,000,000		Ongoing
(45)Snow Plow truck Replacement (2016 CF)	\$290,000	\$289,870	\$1,838	\$1,708	\$130	100%	Complete
(50)Gravel Reserve (to secure gravel source) (CF)	\$150,000	\$36,057	\$113,943		\$113,943		Working on securing gravel reserves
(57)FV - Sand and salt shelter (CF)	\$235,000	\$241,856	\$234,445	\$241,301	(\$6,856)	100%	Complete
(65)FV - Goose Neck Trailer 32' (2017)	\$28,000	\$27,336	\$28,000	\$27,336	\$664	100%	COMPLETE
(66)FV - Gravel truck (2017)	\$90,000	\$83,469	\$90,000	\$83,469	\$6,531	100%	COMPLETE
(67)FV - Pickup Crew Cab - 3/4 Ton (2017)	\$40,000	\$42,957	\$40,000	\$42,957	(\$2,957)	100%	COMPLETE
(68)FV - Sand Spreader (2017)	\$6,074		\$6,074		\$6,074	100%	Complete
(69)FV - Skidsteer (2017)	\$80,000	\$70,860	\$80,000	\$70,860	\$9,140	100%	COMPLETE
(70)FV - Tilt Deck trailer (2017)	\$8,000	\$8,129	\$8,000	\$8,129	(\$129)	100%	COMPLETE
(71)FV - 46 Ave Road Pave (2017)	\$35,000		\$35,000		\$35,000	100%	COMPLETE - waiting invoicing
(75)LC - Road Rebuild - Prairie Packers to West La Crete Road (2017)	\$710,000	\$842,958	\$710,000	\$842,958	(\$132,958)	100%	COMPLETE
(76)LC - Teachers Loop Asphalt & Sidewalk (2017)	\$266,000	\$11,526	\$266,000	\$11,526	\$254,474	0%	Engineering started
(77)LC - Street Improvements (2017)	\$550,000	\$458,200	\$550,000	\$458,200	\$91,800	100%	Complete
(78)LC - Bridges to new lands-Range Rd180 (2017)	\$2,000,000	\$362,421	\$2,000,000	\$362,421	\$1,637,579	10%	Engineering completed. Awaiting RRD Approval
(79)LC - Bridges to new lands-Township Rd1020 (2017)	\$1,000,000	\$45,499	\$1,000,000	\$45,499	\$954,501	5%	Engineering completed.
(80)LC - 98Ave Crosswalk Lights (2017)	\$10,142	\$10,142	\$9,950	\$10,142	\$0	100%	Complete
(81)LC - Pressure Washer (2017)	\$10,900	\$11,100	\$10,900	\$11,100	(\$200)	100%	COMPLETE
(84)LC - Trucks x 3 (2017)	\$145,000	\$147,149	\$145,000	\$147,149	(\$2,149)	100%	COMPLETE
(85)LC - Dump Trailer (2017)	\$30,200	\$30,208	\$30,200	\$30,208	(\$8)	100%	COMPLETE
(86)LC -Steel drum packer (2017)	\$50,000	\$50,000	\$50,000	\$50,000	\$0	100%	COMPLETE
(87)LC - Asphalt Miller (2017)	\$27,000	\$25,757	\$27,000	\$25,757	\$1,243	100%	COMPLETE
(88)LC/FV - Dozer Blades x 4 (2017)	\$71,800	\$73,500	\$71,800	\$73,500	(\$1,700)	100%	COMPLETE
(89)Rubber truck mini excavator (2017)	\$106,020	\$106,020	\$106,020	\$106,020	\$0	100%	COMPLETE
(90)LC - Packer/ Roller x 2 (2017)	\$50,000	\$49,959	\$50,000	\$49,959	\$41	100%	COMPLETE
(91)RL Road Ditching Improvement (2017)	\$48,780	\$48,471	\$48,780	\$48,471	\$309	100%	COMPLETE

Tender was awarded as one project and Engineer was assigned to allocate appropriate costs to each project. Awaiting Final report from Engineer.

Mackenzie County TCA Projects January - October 12, 2017

Description	TOTAL BUDGET	TOTAL Cost to Date	2017 Budget	Cost to Date	Variance	% Project Completed	DIRECTOR COMMENTS
Dpt 33 Airport							
(01)FV - Pole Tarp Storage Shed (CF)	\$45,000	\$49,681	\$45,000	\$49,681	(\$4,681)	100%	COMPLETE
(02)FV/LC - Automated Weather Observation System (AWOS) (2017)	\$74,000	\$70,960	\$74,000	\$70,960	\$3,040	95%	Installed. Awaiting IT setup
(03)FV - Parking lot drainage improvements (2017)	\$20,000		\$20,000		\$20,000	0%	Awaiting construction of building to reassess drainage
Dpt 41 Water							
(01)LC - Paving Raw Water Truckfill Station (CF)	\$48,000	\$3,360	\$48,000	\$3,360	\$44,640	100%	Awaiting Engineer Calculation of Project Costs
(03)FV - Paving for Water Treatment Plant (CF)	\$250,000	\$16,360	\$233,640		\$233,640	100%	Awaiting Engineer Calculation of Project Costs
(05)LC - Well number 4 (CF)	\$172,500	\$172,405	\$132,371	\$132,276	\$95	100%	COMPLETE
(06)ZA - Distribution pump house upgrades (CF/2017)	\$933,569	\$82,781	\$850,788		\$850,788	5%	Design is underway
(08)FV - Frozen Water Services Repairs (River Road) (CF)	\$210,700	\$142,132	\$142,608	\$74,040	\$68,568	50%	Ongoing into 2018
(11)LC - Waterline Bluehills (CF)	\$833,250		\$833,250		\$833,250		Awaiting further funding
(12)LC - Rural Potable Water Infrastructure (CF)	\$6,594,616	\$6,212,265	\$2,253,408	\$1,871,057	\$382,351	95%	COMPLETE - Deficiencies need correction
(19)FV - 50th St - Water & sewer extension (CF)	\$346,000	\$254,705	\$346,000	\$238,185	\$91,295	99%	COMPLETE - Deficiencies need correction
(20)FV - 49th Avenue Water Re-servicing (CF)	\$250,000	\$119,166	\$228,000	\$97,166	\$130,834	99%	COMPLETE - Deficiencies need correction
(21)FV - Storage Work (2017)	\$11,000		\$11,000		\$11,000	10%	To be completed in November
(22)LC - Hydrant Replacement (2017)	\$50,000	\$41,189	\$50,000	\$41,189	\$8,811	100%	COMPLETE
(23)FV - Re-route Raw Water Truckfill (2017)	\$35,000		\$35,000		\$35,000	10%	To be completed in November
Tender was awarded as one project and Engineer was assigned to allocate appropriate costs to each project. Awaiting Final report from Engineer.							
Dpt 42 Sewer							
(02)ZA - Lift station upgrade (CF/2017)	\$1,964,606	\$116,606	\$1,848,000		\$1,848,000	5%	Design is underway
(07)FV - Main Lift Station Grinder (2017)	\$50,000		\$50,000		\$50,000	10%	Grinder is on order
(08)LC - Sanitary sewer Expansion (CF)	\$100,000	\$32,870	\$100,000	\$32,870	\$67,130	99%	Awaiting final report & invoicing
Dpt 43 Waste							
(02)ZA - WTS Fence (CF)	\$25,000	\$1,180	\$24,620	\$800	\$23,820		
(03)LC - Blue Hills - Build up ramp (CF)	\$12,000	\$8,410	\$3,590		\$3,590		
(04)Waste Bins 40 & 6 yd (2017)	\$20,000	\$22,077	\$20,000	\$22,077	(\$2,077)	100%	COMPLETE
(05)Build up Berm - Blumenort WTS (2017)	\$9,000		\$9,000		\$9,000		

Mackenzie County TCA Projects January - October 12, 2017

Description	TOTAL BUDGET	TOTAL Cost to Date	2017 Budget	Cost to Date	Variance	% Project Completed	DIRECTOR COMMENTS
Dpt 33 Airport							
(01)FV - Pole Tarp Storage Shed (CF)	\$45,000	\$49,681	\$45,000	\$49,681	(\$4,681)	100%	COMPLETE
(02)FV/LC - Automated Weather Observation System (AWOS) (2017)	\$74,000	\$70,960	\$74,000	\$70,960	\$3,040	95%	Installed. Awaiting IT setup
(03)FV - Parking lot drainage improvements (2017)	\$20,000		\$20,000		\$20,000	0%	Awaiting construction of building to reassess drainage
Dpt 41 Water							
(01)LC - Paving Raw Water Truckfill Station (CF)	\$48,000	\$3,360	\$48,000	\$3,360	\$44,640	100%	Awaiting Engineer Calculation of Project Costs
(03)FV - Paving for Water Treatment Plant (CF)	\$250,000	\$16,360	\$233,640		\$233,640	100%	Awaiting Engineer Calculation of Project Costs
(05)LC - Well number 4 (CF)	\$172,500	\$172,405	\$132,371	\$132,276	\$95	100%	COMPLETE
(06)ZA - Distribution pump house upgrades (CF/2017)	\$933,569	\$82,781	\$850,788		\$850,788	5%	Design is underway
(08)FV - Frozen Water Services Repairs (River Road) (CF)	\$210,700	\$142,132	\$142,608	\$74,040	\$68,568	50%	Ongoing into 2018
(11)LC - Waterline Bluehills (CF)	\$833,250		\$833,250		\$833,250		Awaiting further funding
(12)LC - Rural Potable Water Infrastructure (CF)	\$6,594,616	\$6,212,265	\$2,253,408	\$1,871,057	\$382,351	95%	COMPLETE - Deficiencies need correction
(19)FV - 50th St - Water & sewer extension (CF)	\$346,000	\$254,705	\$346,000	\$238,185	\$91,295	99%	COMPLETE - Deficiencies need correction
(20)FV - 49th Avenue Water Re-servicing (CF)	\$250,000	\$119,166	\$228,000	\$97,166	\$130,834	99%	COMPLETE - Deficiencies need correction
(21)FV - Storage Work (2017)	\$11,000		\$11,000		\$11,000	10%	To be completed in November
(22)LC - Hydrant Replacement (2017)	\$50,000	\$41,189	\$50,000	\$41,189	\$8,811	100%	COMPLETE
(23)FV - Re-route Raw Water Truckfill (2017)	\$35,000		\$35,000		\$35,000	10%	To be completed in November
Tender was awarded as one project and Engineer was assigned to allocate appropriate costs to each project. Awaiting Final report from Engineer.							
Dpt 42 Sewer							
(02)ZA - Lift station upgrade (CF/2017)	\$1,964,606	\$116,606	\$1,848,000		\$1,848,000	5%	Design is underway
(07)FV - Main Lift Station Grinder (2017)	\$50,000		\$50,000		\$50,000	10%	Grinder is on order
(08)LC - Sanitary sewer Expansion (CF)	\$100,000	\$32,870	\$100,000	\$32,870	\$67,130	99%	Awaiting final report & invoicing
Dpt 43 Waste							
(02)ZA - WTS Fence (CF)	\$25,000	\$1,180	\$24,620	\$800	\$23,820		
(03)LC - Blue Hills - Build up ramp (CF)	\$12,000	\$8,410	\$3,590		\$3,590		
(04)Waste Bins 40 & 6 yd (2017)	\$20,000	\$22,077	\$20,000	\$22,077	(\$2,077)	100%	COMPLETE
(05)Build up Berm - Blumenort WTS (2017)	\$9,000		\$9,000		\$9,000		

Mackenzie County TCA Projects January - October 12, 2017

Description	TOTAL BUDGET	TOTAL Cost to Date	2017 Budget	Cost to Date	Variance	% Project Completed	DIRECTOR COMMENTS
Dpt 61 Planning & Development							
(02)LC - New Truck (2017)	\$40,000	\$41,007	\$40,000	\$41,007	(\$1,007)	100%	COMPLETE
(03)FV - Streetscape (2017)	\$25,000		\$25,000		\$25,000	50%	projects underway
(04)LC - Streetscape (2017)	\$25,000	\$4,455	\$25,000	\$4,455	\$20,545	80%	projects underway
Dpt 63 Agriculture							
(01)HL - Rural Drainage - Phase II & Phase III (CF)	\$1,181,000	\$1,103,192	\$77,808		\$77,808		
(02)LC - Buffalo Head/Steep Hill water mangement (Phase I) (CF)	\$1,721,800	\$628,766	\$1,456,088	\$363,054	\$1,093,034	60%	Channel construction portion is approx 60% complete, the outlet portion has not yet commenced.
(03)FV - Flood Control Channel Erosion Repair (2017)	\$180,000	\$56,853	\$180,000	\$56,853	\$123,147	100%	COMPLETE
Dpt 71 Recreation							
(01)FV - Ball Diamonds (CF)	\$76,750	\$74,500	\$15,250	\$13,000	\$2,250	100%	COMPLETE
(04)Grounds Improvements (2014 - FV Walking Trail) (CF)	\$547,800	\$522,406	\$25,394		\$25,394		
(07)LC - Splash Park (CF)	\$255,000	\$254,790	\$255,000	\$254,790	\$210	100%	COMPLETE
(09)FV - Rodeo Grounds (CF/2017)	\$30,000	\$12,067	\$17,933		\$17,933	70%	Request to carry forward
(23)FV - Skate Shack (CF)	\$30,000		\$30,000		\$30,000		
(28)ZA - Com. Hall: Property Full landscaping (CF)	\$63,000	\$60,698	\$2,302		\$2,302		Request to carry forward
(32)FV -Ice plant Repair (2017)	\$1,000,000	\$913,265	\$1,000,000	\$913,265	\$86,735	95%	
(33)FV- Hall Reno (kitchen) (2017)	\$20,000		\$20,000		\$20,000	0%	Request to carry forward
(34)FV- Bathroom Reno (2017)	\$15,000	\$14,537	\$15,000	\$14,537	\$463	100%	COMPLETE
(35)LC -Fire Alarm (2017)	\$12,000	\$6,000	\$12,000	\$6,000	\$6,000	100%	COMPLETE
(36)LC-Natural Gas, hot water tank (big), 4 new baseboards (2017)	\$10,800	\$7,000	\$10,800	\$7,000	\$3,800	100%	COMPLETE
(37)LC- One set of lights for outdoor rink (2017)	\$12,000	\$6,000	\$12,000	\$6,000	\$6,000	100%	COMPLETE
(38)LC- Curling Rink Lights (2017)	\$18,000	\$15,900	\$18,000	\$15,900	\$2,100	100%	COMPLETE
(39)LC- 2" water line to the ball diamonds (2017)	\$10,000	\$9,250	\$10,000	\$9,250	\$750	100%	COMPLETE
(40)LC- 3 windows upstairs overlooking the ice (2017)	\$8,000	\$4,000	\$8,000	\$4,000	\$4,000	100%	COMPLETE
(41)LC- Dressing room expansion including gym/weight room (2017)	\$482,500	\$153,750	\$482,500	\$153,750	(\$53,750)	50%	Lobby Renovations to carry forward
(42)ZA- Water Repair in Furnance Room (2017)	\$10,000		\$10,000		\$10,000		Request to carry forward
(43)ZA- Re-shingling hall (2017)	\$35,000		\$35,000		\$35,000		Request to carry forward
(44)ZA- Energy efficiency upgrade (2017)	\$30,000		\$30,000		\$30,000		Request to carry forward

Mackenzie County TCA Projects January - October 12, 2017

Description	TOTAL BUDGET	TOTAL Cost to Date	2017 Budget	Cost to Date	Variance	% Project Completed	DIRECTOR COMMENTS
Dot 72 Parks							
(04)Machesis Lake - Horse camp - road (CF)	\$25,000	\$14,975	\$12,693	\$2,668	\$10,025	100%	COMPLETE
(05)Bridge campground - Survey & improvements (CF)	\$71,950	\$80,310	\$6,807	\$15,167	(\$8,360)	75%	
(07)FV - D.A. Thomas Park - Retaining Wall (CF)	\$10,000	\$4,555	\$5,445		\$5,445	80%	
(10)Wadlin Lake - Grounds improvements (CF/2017)	\$110,000	\$94,234	\$45,588	\$29,822	\$15,766	100%	COMPLETE
(11)Machesis Lake Site Development (2017)	\$75,000	\$24,368	\$75,000	\$24,368	\$50,632	90%	COMPLETE
(12)Improvements to Provincial Park - Bridge Campground (2017)	\$60,000	\$2,597	\$60,000	\$2,597	\$57,403	50%	
(13)Hutch Lake Cabins - Playground (2017)	\$44,472	\$39,456	\$35,000	\$39,456	\$5,016	75%	Currently being installed
(14)Hutch Lake Campground improvements (2017)	\$112,000	\$36,814	\$112,000	\$36,814	\$75,186	25%	Power being installed
(15)Hutch Lake Dock Blocks (2017)	\$10,000		\$10,000		\$10,000	0%	
(16)FV - Mackenzie Housing Park Toddler Playground Equipment (2017)	\$14,700	\$6,682	\$20,000	\$6,682	\$8,018	100%	COMPLETE
(17)LC - Slide & swings Big Back Yard (2017)	\$32,866	\$14,939	\$35,000	\$14,939	\$17,927	50%	
(18)LC - Playground Expansion (2017)	\$92,962	\$79,822	\$95,000	\$79,822	\$13,140	100%	COMPLETE



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 24, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- Correspondence – Alberta Municipal Affairs (MSI Funding)
- Correspondence – Rainbow Lake Youth Program
- Correspondence - AUMA
- Correspondence – Alberta Indigenous Relations (Engagement Session)
- AAMDC Member Bulletin – Legal Opinion on Species at Risk Proposed Policies
- AAMDC Member Bulletin – Electoral Boundary Commission Final Report
- La Crete Recreation Society Meeting Minutes
- Mackenzie Library Board Meeting Minutes
- Fort Vermilion Courthouse Opening
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-
-

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

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

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

Mackenzie County Action List as of October 10, 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	Road closures have been received and submitted. We are waiting for final approval of the application.
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
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	Consultations Closed. Expect pit application feedback end of October
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	Waiting for approval. Tentative Mid October
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; 	Don	PLS Cancelled Need to submit 2 different applications.

Motion	Action Required	Action By	Status
	<ul style="list-style-type: none"> • 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. 		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 Letter has been sent to the Deputy Minister questioning timeline. 2017-09-13
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 Letter has been sent to the Deputy Minister questioning timeline. 2017-09-13
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 Letter has been sent to the Deputy Minister questioning timeline. 2017-09-13
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 Letter has been sent to the Deputy Minister questioning timeline. 2017-09-13
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-waiting for survey to be accepted by Director of Surveys.
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	Agreement Complete. Setting meeting dates to have agreements signed with all of the Sawmills
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			

Motion	Action Required	Action By	Status
16-08-656	That administration draft an endeavor to assist policy for lateral water lines.	Fred	Finance Committee Meeting for Recommendation
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 2017-10-23
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	2018 Budget
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
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	Waiting for the approval of the survey from the Director of Surveys before beginning the FNC

Motion	Action Required	Action By	Status
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			
17-05-360	That administration proceeds with the land negotiations as discussed.	Fred	Complete. Waiting for certificate of title
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
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	2018 Tax Rate Bylaw
17-06-495	That tax rolls 118524-118528 & 118535-118539 be classified under the Limited Access Seasonal Residential for the 2018 tax year.	Karen	2018 Tax Rate Bylaw
17-06-497	That tax roll 074356 be classified under the Limited Access Seasonal Residential for the 2018 tax year.	Karen	2018 Tax Rate Bylaw
17-06-501	That, upon receipt of an official letter, Mackenzie County accept the request from Wapiti Gravel Suppliers to be	Len Dave	Waiting for signed letter to be official letter from

Motion	Action Required	Action By	Status
	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.		Wapiti
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 End of October
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	2239 Tax Rolls Corrected 700 Tax Rolls Reversed
17-07-521	That administration submits applications to the Alberta Municipal Internship Program under each of the 3 streams: Administration, Finance Officer, and Land Use Planner with successful applications coming back to Council for approval.	Jessica	Deadline 2017-09-01 Waiting for Response from Municipal Affairs on success of application.
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	Application in Progress
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	In Progress
August 23, 2017 Council Meeting			
17-08-587	That administration pursue the National Trade Corridors Fund (NTCF) and bring back potential projects.	Len	Met with Ryan Konowalyk 2017-08-30
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.	Len	Met with Ryan Konowalyk 2017-08-30
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.	Byron Fred	Engineers still working on report. Open House 2017-09-21 To Council 2017-10-10
17-08-594	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.	Doug	Complete. Wall at DA Thomas Park is constructed.
17-08-604	That Mackenzie County support the County of Stettler and	Len	

Motion	Action Required	Action By	Status
	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.		
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	
September 12, 2017 Council Meeting			
17-09-619	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.	Carol	Complete
September 25, 2017 Council Meeting			
17-09-643	That the \$2,000,000.00 Mackenzie County receives from the Province for the Fox Lake Access Road Project be released to Little Red River.	Karen	
17-09-646	That a letter be sent to our Members of Parliament expressing our objection to the privatization of national airports.	Dave	
17-09-648	That a letter be sent to the Minister of Agriculture regarding the decrease in funding to agricultural societies.	Grant	Funding was unchanged by the government
17-09-649	That a letter be sent to Alberta Health Services regarding medevac services in Fort Vermilion.	Len	Bring back to Council November 7 for clarification.
17-09-650	That administration work with the Mackenzie Ski Hill Society to obtain a Registered Road Disposition (RRD) disposition for the road, and that the County commits to an endeavor to assist, as per current policy, to cover a portion of road construction costs to the proposed ski hill in the Buffalo Head Hills.	Dave	
17-09-651	That the Wolf Depredation Management Program be received for information and that the Agricultural Service Board begin tracking locations of wolf kills as per Policy.	Grant	
17-09-653	That administration negotiate an agreement with the Fort Vermilion Board of Trade for the transfer of the Fort Vermilion Airport Terminal Building.	Doug	Negotiations underway
17-09-654	That the budget be amended to include the cost of repairs of the Fort Vermilion Community Complex Heating	Karen	

Motion	Action Required	Action By	Status
	System in the amount of \$3,250 with funding coming from the Fort Vermilion Ball Diamond Capital Project Fund.		
17-09-655	That the budget be amended to include the cost of repairs of the hot water heater at the La Crete Recreation Complex in the amount of \$5,560 with funding coming from the Recreation Emergent Funding Reserve.	Karen	
17-09-657	That the request to waive charges on Fire Invoice # 21868 be denied.	Karen	
17-09-660	That administration bring back Policy FIN013 - Community Organization funding with amendments to include the process for flow through grant funding and issuing of charitable receipts.	Carol	
17-09-661	That a letter of support be provided to the La Crete Community Equine Centre identifying Mackenzie County as the partnering body to receive grant funding from the Farm Credit Canada AgriSpirit Fund on their behalf.		
17-09-667	That first reading be given to Bylaw 1080-17 being a Road Closure Bylaw to close a portion of lane between Lots 1 & 2 , Block 33, Plan 052 2329 for the purpose of consolidation, subject to public hearing input.	Byron	Application withdrawn. Public Hearing Cancelled.
17-09-668	That administration look into Alberta Transportation's inquiry regarding the intersection on Range Road 172.	Dave	
17-09-670	That \$70,000 of previously allocated funds from the caribou project and the \$200,000 of grant funding be transferred to the Cumulative Effects Assessment study project.	Karen Byron	
October 10, 2017 Council Meeting			
17-10-679	That Mackenzie County sponsor the 2018 Growing the North Conference at a silver sponsorship level with funding coming from the Grants to Other Organizations.	Karen Carol	
17-10-680	That Mackenzie County jointly sponsor the 2017 Northwest Health Foundation Festival of Trees with the Town of High Level and the Town of Rainbow Lake in the amount of \$1666.67 with funding coming from Grants to Other Organizations.	Karen Carol	
17-10-684	That the speed zone towards the Fort Vermilion airport be TABLED.	Len Dave	Waiting for Council decision to proceed.
17-10-685	That the Election Bylaw be brought back to include a substantial nomination deposit.	Carol	
17-10-688	That the Waste Transfer Station Hauling Contract tender document be brought back to Council for review prior to releasing the tender.	Doug	Council 2017-11-13
17-10-689	That the Tax Recovery Public Auction for properties under	Karen	Council

Motion	Action Required	Action By	Status
	tax arrears be set for December 12, 2017.		2017-12-12
17-10-693	That administration research the cost of traffic cameras for the hamlet of La Crete.	Doug	Researching
17-10-708	That the budget be amended to include an additional \$22,500 to the La Crete – Well Number 4 project with funds coming from the General Operating Reserve with the new total budget being \$172,500.	Karen	
17-10-709	That the letter from the Minister of Environment and Parks regarding the Fort Vermilion Grazing Reserve be referred to the Agriculture Service Board for further action.	Grant	Letter has been drafted, waiting to send



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR91137

September 25, 2017

Reeve Bill Neufeld
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Reeve Neufeld,

The Alberta government is committed to making the lives of Albertans better. By providing significant funding to our municipal partners through the Municipal Sustainability Initiative, we continue to assist municipalities in building strong, safe, and resilient communities while respecting local priorities.

I am pleased to inform you that the operating spending plan submitted by your municipality has been accepted. You may proceed to apply your municipality's 2017 operating allocation and any estimated 2016 carry-forward to the priorities identified in your plan.

As partners in supporting Alberta's communities, I look forward to working together to move your local priorities forward.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Honourable Danielle Larivee, MLA, Lesser Slave Lake
Debbie Jabbour, MLA, Peace River
Lenard Racher, Chief Administrative Officer, Mackenzie County

RECEIVED
OCT 16 2017
MACKENZIE COUNTY
FORT VERMILION OFFICE

October 12th,

Jacque BATEMAN

MD Councilor
4511 46 Ave
Box 640
Fort Vermillion, AB
T0H 1N0

Dear Ms. BATEMAN:

It is with great appreciation that I write this letter on behalf of the Rainbow Lake Youth Centre board to share that the re-opening of the Rainbow Lake Youth Centre on June 8th, 2017 was a great success. During our last regular meeting we discussed that our building was open for 69 days and had over 100 kids sign into the building. Given that summer is often a quieter time in Rainbow Lake this was a huge success for our organization.

The community Youth Center is an alcohol and drug free gathering place for the youth of Rainbow Lake and is not only essential to the youths healthy development, but also to the towns continued efforts to provide a healthy and prosperous environment for their residents. We are now excited to advise that we have hired a young lady Madeleine Mckechnie who grew up in our community, attended school here graduated from our community school and was an active participant and volunteer with the Youth Center for many years. She is really excited to be back and working as the Supervisor for the YC.

The Youth Center held an Annual General Meeting on September 25th and I am proud to advise that we continue to have a strong active volunteers. This letter is share our gratitude to the Mackenzie County for granting our organization funds this past summer. Without your support we would not have been able to keep the doors open for the kids.

If you have any further questions or concerns that I can assist you with please do not hesitate to contact our board at your earliest convenience. On behalf of our new board I look forward to continue to work with the MD and welcome any type of support from Mackenzie County.

Kind Regards,

Deanna BATEMAN

YC DIRECTOR



October 16, 2017

Dear Reeve:

Congratulations on having been elected to municipal office! On behalf of the Alberta Urban Municipalities Association (AUMA), we wish you much success as you fulfill your important duties in the service of your municipality.

Established in 1905, the AUMA represents urban municipalities including cities, towns, villages, summer villages and specialized municipalities and more than 85% of Albertans. We are a dynamic and evolving association, the expert in municipalities, advocating the interests of members to the provincial and federal orders of government as well as with business and community associations and other stakeholders. We are here to provide solutions and resources for municipal issues and challenges so that each municipality does not otherwise have to expend time and resources to individually undertake those actions. In addition to being your advocate, our solutions span economic, environmental, social, and governance matters and include free toolkits, webinars and newsletters, and other education and training. We are powered by you, our member.

Through the Elected Officials Education Program (EOEP), AUMA is offering a two-day elected officials training entitled *Munis 101: The Essentials of Municipal Governance*. This course aligns with the new Municipal Government Act requirements for the mandatory offering of elected officials training. The enclosed document provides an overview of the EOEP as well as 2017 course dates and locations. If you would like more information or to register, visit the EOEP website at <http://eoep.ca>.

We also provide a wide variety of business services to Alberta municipalities and community non-profit organizations that include superior customer service and value-added benefits that are tailored for municipal needs in particular.

Enclosed you will find information about our organization, and we encourage you to visit our website, www.auma.ca for more information, including online tools and resources. We also encourage you to subscribe to our weekly Digest newsletter that will keep you in touch with the work of the AUMA and stay informed about topics of interest to Alberta's municipal leaders.

Once again, congratulations and all the best as you take on this important role.

Yours truly,

Lisa Holmes
AUMA President

Dan Rude CPA, CGA
AUMA Interim CEO

Enclosures: AUMA Q&A, EOEP information, AUMA information booklet

300 - 8616 51 Avenue, Edmonton, AB T6E 6E6 Toll Free: 310-AUMA (2862) Phone: 780-433-4431 Fax: 780-433-4454 auma.ca



AUMA Q & A

Q: What is the annual AUMA Convention and Tradeshow?

A: This year’s annual Convention and Tradeshow will be held in Calgary on Nov 22 – 24. Senior municipal staff and Council will want to attend our annual fall Convention and Tradeshow because it attracts over 1,200 municipal leaders and features presentations from the provincial government and a wide variety of education sessions and networking opportunities. In addition, delegates from relevant industries exhibit at our Trade Show so that your municipal decision makers can learn, network and find new businesses to partner with. Talk to your administration staff about registering you for this year’s convention. We look forward to seeing you there!

Q: What and when is the Municipal Leaders’ Caucus?

A: We look forward to seeing Mayors, Council members, and CAOs at our semi-annual Municipal Leaders’ Caucuses in March and June as we have discussions and input opportunities on a wide range of top of mind municipal matters.

For more information about these events, visit www.auma.ca

Q: What business services does the AUMA provide to municipalities?

A: Our services include:

- Property and casualty insurance
- Pension plans & savings plans for municipal staff and elected officials
- Employee benefits (extended health care, vision care, dental care, short & long term disability, employee & family assistance program, life insurance, and group critical illness) as well as the annual salary benchmark survey for municipal jobs
- Utilities (electricity, natural gas, and water and wastewater assessments)
- Short-term investment options for municipalities
- Procurement program that provides trade discounts for a range of products used by municipalities, access to a procurement specialist for advice, as well as a no fee corporate cashback credit card

Q: How is the AUMA funded?

A: Through annual membership fees and modest profits from our business services.

Q: What does the AUMA do with its modest profits?

A: The very modest profits from our business services are returned to qualifying members through annual member rebates, and are also used to fund other services such as the advocacy and resources that are not fully funded through your annual membership fee. As well, your municipality has complimentary access to Casual Legal Services where you can receive general guidance from our contracted legal experts so that you can avoid potential legal problems.

Upcoming Courses:

Oct 30 - 31, 2017	Camrose
Nov 2 - 3, 2017	Grande Prairie
Nov 4 - 5, 2017	Lacombe
Nov 27 - 28, 2017	Vermilion
Nov 30 - Dec 1, 2017	Drumheller
Dec 2 - 3, 2017	Medicine Hat
Dec 4 - 5, 2017	Cochrane
Dec 7 - 8, 2017	Westlock
Dec 11 - 12, 2017	Manning
Dec 14 - 15, 2017	Lac La Biche
Jan 6 - 7, 2018	Peace River
Jan 8 - 9, 2018	Lethbridge

Dates and locations are subject to change

For more information, contact Leanne Anderson
at 780-989-7431 • landerson@auma.ca • visit EOEP.ca



EOEP is a jointly owned subsidiary of:



Munis 101: *The Essentials of Municipal Governance*

September 2017 - January 2018

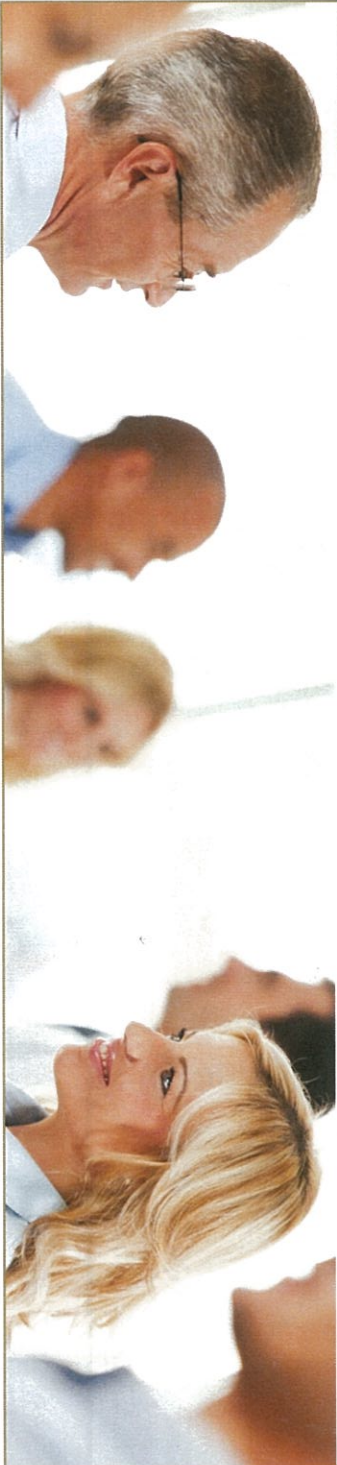
Did you know that the MGA will
require municipal elected officials
to be offered training within 90
days after the 2017 election?

The EOEP is your go-to
place for meeting this
mandatory requirement for
elected official training!



EOEP is a jointly owned subsidiary of:





EOEP's Munis 101: *The Essentials of Municipal Governance*

Our new two day course, **Munis 101: *The Essentials of Municipal Governance***, will provide you with everything you need to meet MGA requirements.

CAOs are encouraged to attend with their councillors.

- ✓ **Developed in partnership with Municipal Affairs and meets legislative requirements**
- ✓ **Offered within 90 days after municipal election**
- ✓ **Qualified facilitators**
- ✓ **Interactive modules**
- ✓ **Regionally delivered**
- ✓ **Opportunity for elected officials to build relationships**
- ✓ **A one-time discounted price of \$200 per person is available for everyone who takes the course within the 90-day timeframe.**

Course Outline: A Sneak Peek

Module 1: Understanding the Basics of Municipal Governance and Legislation in Alberta

- Role of municipalities
- Municipal organization

Module 2: Municipal Leadership

- Roles and responsibilities of elected officials
- Roles and responsibilities of CAO and administration
- Council's decision-making processes
- Public participation and citizen engagement

Module 3: Municipal Finance

- Municipal funding
- Budgeting and financial administration

Module 4: Planning and Development

- How municipalities plan and grow
- Key municipal plans and policies

Module 5: Collaboration

- Legislative requirements
- Intermunicipal collaboration
- Collaboration with school boards, business community, and non-profits

EOEP will offer additional courses to expand elected officials knowledge on key municipal topics.

RECEIVED
OCT 20 2017

October 13, 2017

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

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

Dear Reeve Neufeld:

Thank you for your continued participation in the renewal and development of consultation policies and initiatives with Alberta's Indigenous peoples. Our government is working towards strengthening our relationships with Indigenous communities in the spirit of reconciliation, and we value your contributions.

Currently, my Ministry is working on three policies and associated guidelines regarding consultation with Alberta's Indigenous peoples, as well an initiative to enhance the capacity of Indigenous communities to participate in consultation:

1. A renewal of the *Government of Alberta's Policy on Consultation with First Nations on Land and Natural Resource Management, 2013* and associated guidelines;
2. A renewal of the *Government of Alberta's Policy on Consultation with Metis Settlements on Land and Natural Resource Management, 2015* and associated guidelines;
3. The development of the *Métis Consultation Policy on Land and Natural Resource Management*; and
4. Exploring options to enhance the consultation capacity of First Nations and Metis Settlements, replacing the recently repealed *Aboriginal Consultation Levy Act (Bill 22)*.

In addition, we will be exploring the possibility of a legislative approach to Indigenous consultation on land and natural resource management in Alberta, with regards to the above three policies and the capacity initiative.

My Ministry will be engaging with stakeholders on these undertakings concurrently, and it is imperative that we hear from industry and municipalities. Your perspective is

important in informing the development of these policies, so that they may best meet the needs of all Albertans.

I am therefore pleased to invite you to attend a full-day technical engagement session in either Calgary or Edmonton to discuss with my technicians the above noted initiatives.

- The **Calgary** session will be hosted on **October 23, 2017** at Ramada Plaza, Calgary Airport, 3515 - 26 Street NE from 8:30 a.m. to 4:30 p.m.
- The **Edmonton** session will be hosted on **October 30, 2017** in the Federal Building, 9820 - 107 Street from 8:30 a.m. to 4:30 p.m.

Due to limited space, we request that you limit your representation to one or two members to either the Edmonton or Calgary session. Materials will be provided prior to the meeting.

Please RSVP to my officials at fncprenewal@gov.ab.ca by October 18, 2017. Additional information will be provided in advance of the meeting.

Once again, thank you for your support and participation in these important initiatives. I look forward to hearing your valuable thoughts on improvements to the consultation process in Alberta.

Sincerely,



Richard Feehan
Minister of Indigenous Relations

Legal Opinion on Species at Risk Proposed Policies Now Available

At the Spring 2017 convention, AAMDC members endorsed resolution 9-17S: Legal Opinion for Species at Risk Proposed Policies, which directed the AAMDC to seek a legal opinion on the proposed *Species at Risk Act* policies to determine what effect that the proposed policies will have on municipal operations and the rights and freedoms of rural landowners. The resolution further directs the AAMDC to proceed with further action to demonstrate the socio-economic impacts of policy implementation on the rural landscape based on the impacts identified in the legal opinion.

The AAMDC hired MLT Aikins to fulfill the legal opinion request and we are pleased to share that information with our members, [available here](#). The legal response identifies impacts for municipalities and rural landowners in regards to the policies, and AAMDC members should be aware of the implications some policies may have in regards to land-use planning and infrastructure project decisions.

As the obtaining the legal opinion addresses a portion of this resolution, it has been assigned a status of Accepted in Part and the AAMDC will continue to advocate on the importance of a socio-economic approach to policy implementation, as identified in the legal analysis.

Enquiries may be directed to:

Tasha Blumenthal
Policy Analyst
780.955.4094

Kim Heyman
Director, Advocacy & Communications
780.955.4079

Electoral Boundary Commission Final Report Released:

The **Alberta Electoral Boundary Commission** (AEBC) presented its **Final Report** and the accompanying **maps** to the Legislature this afternoon. After time to analyze this final report, AAMDC will release a statement. At this point, the report has not passed third reading, and final debate has not occurred, so there is still an opportunity to talk to your MLA about concerns you may have.

Enquiries may be directed to:

Matt Dow
Policy Analyst
780.955.4085

Kim Heyman
Director, Advocacy & Communications
780.955.4079

LA CRETE RECREATION SOCIETY
REGULAR MEETING
SEPTEMBER 14, 2017

Northern Lights Recreation Centre
La Crete, Alberta

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

Call to Order: President Ken Derksen called the meeting to order at 5:52 p.m.

Approval of Agenda

1. Shawn moved to accept the agenda as amended.
- Add Ice Schedule 8.4

CARRIED

Financial Report

1. Savage was paid.
2. Philip and Abe met to discuss capital expenses. Abe wants to put money from County into capital revenue and then into expenses.
3. Abe created a tracking system for capital projects.
4. Student grant money, around \$30 000, is slowly coming in from government.
5. Much of the vendor aged account has been paid.
6. GST from last year still has to be submitted. Abe will submit after year end financials are finalized.

Dave Schellenberg made a motion that Philip Doerksen and Abe Fehr be given level 2 authorization on the GST account for La Crete Recreation Society.
(GST: #12524 0705 RT0001)

CARRIED

Peter Braun moved to accept the year end financials as presented.

CARRIED

Approval of Previous Meeting's Minutes

1. Dave Schelleberg moved to accept the September 14, 2017 Regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Dave Schellenberg asked about readjusting budgets for outdoor rinks. This will have to be discussed at the budget meeting due to time constraints of tonight's AGM.

Review of Action Sheet

1. Reviewed Action Sheet

Manager's Report – Philip Doerksen

1. The lobby and entrance drawings are coming along well.
2. Henry Froese has done a lot of work at the splash park. County purchased some new playground equipment for Knelsen's park and other town parks.
3. Board ad signs sold out quickly. There is a waiting list of groups that would still like to purchase one.
4. Prices increased 10%, except ice.
5. The dressing rooms are almost done.
6. Richard Donaldson is still waiting for some financial info from the County. The County said they would forward the information after their audit is complete.

Keegan Wood moved to accept Manager's Report as presented.

CARRIED

New Business

8.1 Budget:

1. There will not be as many new capital projects on this year's budget as next summer will be busy with lobby renovations.
2. Budget Meeting was set for September 18th at 6:00 pm.

8.2 Wheelchair ramps

1. The existing wheelchair ramps are not ideal for wheelchairs. They are too steep. Philip will work on sloping the ramps a little more.

8.3 Emergency Exits

1. There were complaints that there were not enough entrances and exits at Get To Know You Night. There were long line ups of people who could not get in or out & it was very hot. The public complained they could not find staff.
2. The possibility of having Get To Know You Night earlier in the fall was discussed.

8.4 Ice Schedule- The ice is being put in earlier this year due to the short timelines of minor hockey. Teams must be formed and games start early.

Shawn Wieler moved to go in camera at 6:43 p.m.

George Derksen moved to go out of camera at 6:48 p.m.

John Zacharias moved that the meeting be adjourned at 6:49 p.m.

Next Meeting will be October 12, 2017.

**LA CRETE RECREATION SOCIETY
ORGANIZATIONAL MEETING
SEPTEMBER 14, 2017**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present:	George Derksen	Peter A. Wiebe
	Wendy Morris	Ken Derksen
	Simon Wiebe	Shawn Wieler
	Philip Doerksen, Arena Manager	Peter Braun, County Rep
	Shane Krahn, Assistant Manager	Duffy Driedger
	Dave Schellenberg	

Absent John Zacharias

Call to Order: Philip Doerksen called the meeting to order at 8:31 p.m.

Philip Doerksen called for nominations for the position of Chair:

Shawn Wieler nominated Ken Derksen who declined.
Ken Derksen nominated Shawn Wieler who accepted.
Shawn Wieler nominated Simon Wiebe who declined.
Peter Braun called for nominations to cease.
Shawn Wieler was appointed by acclamation.

Philip Doerksen turned the meeting over to Chair Wieler.

Chair Wieler called for nominations for the position of Vice-Chair:

Peter Braun nominated Simon Wiebe who accepted.
Simon Wiebe was appointed by acclamation.

Chair Wieler called for nominations for the position of Secretary-Treasurer:

Peter Wiebe nominated Wendy Morris who accepted.
Wendy Morris was appointed by acclamation.

Peter Braun made a motion that signing authority for all accounts including Aquatics/Leisure Centre will be given to Ken Derksen, Simon Wiebe, Shawn Wieler and Philip Doerksen. Two will be required to sign.

CARRIED

Honorariums will remain the same.

Meetings will be held on the first Thursday of the month after the 10th.

Wendy Morris moved to adjourn at 8:45p.m.

Mackenzie County Library Board
August 22, 2017 meeting minutes
Mackenzie County Office, Fort Vermilion, AB

Present: Lorna Joch, LaDawn Dachuk, Irene van der Kloet, John Driedger, Kayla Wardley, Beth Kappelar, Lucille Labrecque
Regrets: Lisa Wardley, Lorraine Peters
Guest: Odell Flett (FVLS)

1.0 Meeting called to order at 7:00 pm.

2.0 **MOTION #2017-07-01** John moves to approve the agenda with additions. **CARRIED**

3.0 **MOTION #2017-07-02** Lucille moves to approve the July 31, 2017 meeting minutes with amendments. **CARRIED**

4.0 The action items are reviewed.

5.0 **Financial:**
Tabled until next meeting.

6.0 **Library/Committee reports**

6.1 **La Crete:**

They discussed the local author co-ordinator events. LCLS is very happy with that initiative. They submitted an updated CFEP application, but have not heard back yet. Wednesday am is story time in the library. There is a new window need for one that has a crack (warranty), and they are waiting for another window. Tammy updated the patron list, but Lorna is not sure what Tammy considers "active". The La Crete Get To Know You Night is Sep 8, they will be promoting the library as well as the first annual art show on Sep 22. Salmon Grill will be October 28, with black and white and red. The budget was done and sent to Lorraine. They all not go on a book buying trip this year. Their next meeting is Sep 11.

6.2 **Fort Vermilion:**

They will have a meeting August 28 at 7:00pm. Beth recommends that they send at least one society member to the library conference in Grande Prairie in September.

6.3 **Zama:**

The library is slow as it is a slow time of the year. Four are attending the library conference in Grande Prairie.

Odell asks the number of patrons in La Crete (estimated at 3000) and the number of active patrons; as well the number of patrons in Zama (estimated at 102) and the number of active patrons (estimated at 60). As for the status "active": if a patron has a library card for the current year, that is considered an active patron.

All libraries to update their numbers of patrons and active patrons before next meeting.

6.4 **High Level.**
No updates.

6.5 **MCLC:**

The FV numbers are incorrect, they need to be checked. Also need clarification of what is "one stream" in streaming. One song? One album? The number of patrons in High Level needs to be pulled. Odell to check with Debbie if there are issues with Insignia. Kayla will see if she can access the numbers of patrons, and connect with FVCLS and HLLS. There is no MCLB policy as to at what age a person can get a library card, each library decides that on its own.

MOTION #2017-07-03 LaDawn moves to accept the library reports as presented.

CARRIED

7.0 **MOTION #2017-07-04** John moves to go into camera at 7:56.

CARRIED

MOTION #2017-07-05 John moves to go out of camera at 8:32

CARRIED

MOTION #2017-07-06 John moves to address outstanding items from previous meetings at the next meeting:

- a. Who spoke with Debbie Jabour in May and started a discussion about PLS instead of promoting the library.
- b. Who catered the workshop with Larry Stewart
- c. The FVCLS survey.

CARRIED

8.0 No updates

9.1 Flowers to send to Lorraine Peters. Kayla will deliver the flowers.

MOTION # 2017-07-07 Irene moves to spend \$50.00 on flowers for Lorraine.

CARRIED

10.1 Bursary application is declined, as it does not meet the criteria.

MOTION #2017-07-08 John moves to adjourn at 9:48pm.

CARRIED

Next meeting date: September 11, 2017, 7:00pm Mackenzie County office, Fort Vermilion.

Special meeting October 10, 7:00m at Mackenzie County office, Fort Vermilion for review of policies. All libraries to submit their current policies to Irene before September 22.

These minutes were adopted this 11th day of September, 2017



Beth Kappeler, Chair

Mackenzie County Library Board
July 31, 2017 meeting minutes
Mackenzie County Office, Fort Vermilion, AB

Present: Lorraine Peters, Lorna Joch, LaDawn Dachuk, Irene van der Kloet, John Driedger, Kayla Wardley, Beth Kappelar, Lucille Labrecque
Regrets: Lisa Wardley
Guest: Odell Flett (FVLS)

1.0 Meeting called to order at 7:03 pm.

2.0 **MOTION #2017-06-01** John moves to approve the agenda with additions. **CARRIED**

3.0 **MOTION #2017-06-02** LaDawn moves to approve the May 23, 2017 meeting minutes with amendment. **CARRIED**

4.0 The action items are reviewed.

5.0 Financial:

MCLB Financial Report as of July 30, 2017:

- Balance brought forward:	\$ 76,042.00
- Total Revenues:	\$ 114,019.18
- Total Expenses:	\$ 123,883.08
- Ending Bank Balance:	\$ 66,178.10

MOTION #2017-06-03 Lorna moves to accept the financial report as presented. **CARRIED**

6.0 Library/Committee reports

6.1 La Crete:

Their next meeting is Aug 2. The landscaping is done and it looks very nice.

With regard to their CFEP application: what they purchased was not all in the application. It was discussed with CFEP and they have until the end of August to re-write the application.

Their Policies and Procedures are done. Beth suggests we have a Special Meeting between the MCLB and the libraries for review of policies. This will be **October 10, 7:00pm at the Mackenzie County office in Fort Vermilion**. Libraries are requested to send in their policies to Irene she will forward them to everyone so everyone has a chance to read through them well before the meeting.

Mary Bartsch wants to start a yearly art show in La Crete in September, in the LC library. People can bring in their art for display.

Seniors' tea was the same day as the ratepayers meeting, so no one attended the ratepayers meeting.

6.2 Fort Vermilion:

They had a meeting on June 26. 413 books were borrowed, 139 renewed and there was a total checkout of 552.

They had a senior's tea, 9 people attending.

They had a ladies' night with a few attendants.

Tots program is going slow, they'll partner with FV Parent Link Centre.

Summer reading program is Tuesday-Thursday 3:00 - 4:00, 7 or 8 children attending.

Sabrina is upgrading the bid package for the renovations.

They are looking to upgrade their computer system and for someone to do the IT. Their current system is through Axia at \$500.00/month.

They sent a letter to FVSS that the rent will be increased by \$250.00/month as per January 2018.

At the ratepayers meeting there were questions about a possible node position. MCLB will look into the possibility of becoming a node, which would give access to more books and university libraries.

The ratepayers meeting in Fort Vermilion was discussed, versions differ of what happened there with regards to library services. John points out that we need to work together to get things accomplished.

74 surveys were done so far (MCLB did not receive the draft survey as requested.).

They did a fundraiser with an income of \$700-800. They currently have 774 patrons.

Odell will email Irene a new email address for correspondence as she does not receive Irene's emails to her hotmail address.

They had a Board Development workshop with Larry Stewart. 6 people, Odell catered¹. Lucille was impressed how Debbie handed out bookmarks at the Canada Day parade. They had no float because of a miscommunication. They hope to have a float for the Ag Fair.

Beth suggests to have seniors tell stories to tots. Odell will look into that.

6.3 Zama:

They wrapped up their bingo, will do it again in the fall. There were tree planters in Zama the last three weeks.

They started their weeding process. Took books to Regina for a fundraiser of the hospital.

At this point Beth suggests to Odell that FV Library does a booksale at the hospital.

They cut back on their Sunday hours, as they may be a bit short-staffed for some time.

The inter library loans are fairly low.

They attended the ratepayers meeting in Zama.

They have bookmarks and sticky notes for La Crete and offers them to FV Library, but Odell doesn't know if they need any.

Odell asks the number of patrons in La Crete (estimated at 3000) and the number of active patrons; as well the number of patrons in Zama (estimated at 102) and the number of active patrons (estimated at 60). As for the status "active": if a patron has a library card for the current year, that is considered an active patron.

All libraries to update their numbers of patrons and active patrons before next meeting.

6.4 High Level.

A letter was received saying HLML will not charge MCLC for services in the current year (2017). Lucille was there a few times, the card did not work. It seems some staff does not know how to enter the cards into the system. Kayla offers to do a training session, as it seems staff other than Amanda has not been trained.

Odell Flett leaves the meeting at 8:15 pm.

MOTION #2017-06-04: Irene moves to go into camera at 8:15 pm. **CARRIED.**

MOTION #2017-06-05: John moves to go out of camera at 9:13 pm. **CARRIED.**

6.5 MCLC: tabled.

¹ The next day, August 1, Odell sent an email saying that she did not cater this workshop.

MOTION #2017-06-06: Lorna moves to accept the library reports as presented. **CARRIED**

7.0 Old business

7.1 Local author:

Kayla posted the local author poster on various event pages on Facebook (HL, FV, LC).

8.0 New business

8.1 Blue Hills Satellite location: tabled.

8.2 Bursary application. One bursary application was submitted but it does not meet the criteria. Irene to respond.

9.0 Correspondence: Bursary application.

10.0 Adjournment.

MOTION #2017-06-07: John moves to adjourn at 10:07 pm. **CARRIED**

Next meeting date: August 22, 2017, 7:00pm Mackenzie County office, Fort Vermilion.

Special meeting October 10, 7:00m at Mackenzie County office, Fort Vermilion for review of policies. All libraries to submit their current policies to Irene before September 22.

These minutes were adopted this 22nd day of August 2017


Beth Kappelar, Chair

**Mackenzie County Library Board
September 11, 2017 meeting minutes
Mackenzie County Office, Fort Vermilion, AB**

Present: Lorna Joch, LaDawn Dachuk, Irene van der Kloet, John Driedger, Kayla Wardley, Beth Kappelar, Lucille Labrecque, Lisa Wardley, Lorraine Peters
Guest: Odell Flett (FVLS)

1.0 Meeting called to order at 7:04 pm.

2.0 **MOTION #2017-08-01** Lisa moves to approve the agenda with additions. **CARRIED**

3.0 **MOTION #2017-08-02** Lorraine moves to approve the August 22, 2017 meeting minutes with amendments. **CARRIED**

4.0 The action items are reviewed.

5.0 Financial report:
Balance brought forward: 76,042
Total Revenue: 228,028.43
Total Expenses: 126,712.92
Ending balance: 177,357.51

MOTION #2017-08-03 Irene moves to pay the balance of the budget to the libraries. **CARRIED**
Irene to write letter to all libraries with the full budget amount and the current amount owing to them.
Budgets will be discussed at next meeting.
Jay McDonald tour to be split out from Program Expenses.
All libraries to send in their ILL freight costs quarterly.

6.0 Library/Committee reports

6.1 La Crete:
Salmon Grill is well under way. MCLB members will help in the kitchen. Colours for this year are black and white with a red accent. Lorna will let MCLB members know what time to be there.
Warranty window was replaced and cracked again. A new window will be installed, without crack.
They are partnering with another agency for story time.
Their CFEP grant was approved in the amount of approximately \$121,000.
Get To Know You Night went well.
Odell to ask FVCLS who will attend Salmon Grill, they need to get tickets and tickets sell out very quickly.

6.2 Fort Vermilion:
They had a meeting on Sep 5th, and need another meeting to go through Policies and Procedures. They will send MCLB what they currently have on policies.
Bids of library renovations until the end of September. Some shelving has been removed.

They would like to attend the conference in Grande Prairie but missed the deadline, are waiting to be called back. Expenses covered are mileage, accommodation

and meals that are not provided at the conference. All expense claims need to be accompanied by original receipts.

Debbie cleared out all inactive patrons, they now have some 100 patrons.

There is a discussion as to at what age a child has to have her/his own library card. This depends on the librarian and the family, every library can decide for itself.

Follow-up on outstanding item from May MCLB meeting: who spoke with Debbie Jabour from FV library and in particular brought up PLS: It was Debbie Bueckert, she spoke in general about PLS as per Odell's report. As per another version, Debbie Jabour got asked a number of questions about PLS which caused her (DJ) to bring this up with one of the MCLB members.

New patrons at FV library get a full explanation of library services, including everything MCLC has to offer.

Then a discussion unfolds about PLS: Under PLS, people not living in the hamlet as well as people on reserve were unable to get a library membership (confirmed by Ken Allen at library conference 2016 in a discussion with Lisa and Irene). Under MCLC everyone can have a library card. MCLC did not take PLS out of Fort Vermilion, PLS pulled out on their own.

Another outstanding item for Odell is addressed: who catered the workshop by Larry Stewart, which was held at the FV library. Odell maintains it was Nicole Smith, however MCLB has received reliable reports that it was Odell herself who catered it and asks Odell if she is absolutely sure of her answer. Odell addresses the MCLB in a very loud voice and leaves the meeting at 8:17pm.

6.3 Zama;
No updates.

6.4 High Level.
Northern Lakes College High Level is cleaning out their library but it is a small library, there is probably not much there for the MCLB to add to their collection.
They need proper instructions how to work with Insignia, maybe Kayla can go one day?

6.5 MCLC
Any patron can return any book to any library in the region and the libraries will look after the book to be returned to the home library.

7.0 **MOTION #2017-08-04** John moves to go in camera at 9:30pm. **CARRIED**
MOTION #2017-08-05 Irene moves to go out of camera at 10:00pm **CARRIED**

8.0 8.1
Local author coordinator:
Local author project in la Crete is discussed. Lucille with connect with the coordinators.

8.2
Blue Hills: There is some action there, Lorna to follow up.

8.3
GP Library conference:
Four staff from Zama and Rainbow Lake are going. Maybe two members from FVCLS.

9.0

9.1

Node:

A node basically has the same possibilities as a system, and as a node you can be part of the AB Library system. The system needs to be without kinks, and currently there are kinks in High Level and Fort Vermilion, these need to be worked out before we can even think about applying for node status.

9.2

Letter of support:

Brighter Futures Society is applying for CIP funding and requests a letter of support.

MOTION #2017-08-06 Lucille moves to give a letter of support to Brighter Futures Society, Irene abstains. **CARRIED**

9.3

Policy meeting

Everyone to read the policies of the libraries and MCLB so the meeting can go fluently.

9.4

Board appointments:

A number of appointments are up for renewal (today posted online). Some MCLB members are at their maximum term.

MOTION #2017-08-07 Lisa moves that any current members who are on their maximum term be extended. **CARRIED**

10.0

MOTION #2017-08-08 Lucille moves to adjourn at 10:05 pm. **CARRIED**

CHANGE IN NEXT MEETING DATE:

The special meeting of October 10 has been cancelled.

The next meeting will be an MCLB Board only (no guests) meeting on October 17, with a regular MCLB meeting at 5:00pm and a special meeting regarding policies at 7:00pm, Mackenzie County building Fort Vermilion.

These minutes were adopted this 17th day of October, 2017


Beth Kappelar, Chair

From: Jennifer Huska
Subject: Fort Vermilion Courthouse Opening
Date: October-16-17 1:38:39 PM

The below message is being sent on behalf of Barb Turner, QC, A/Assistant Deputy Minister, Resolution and Court Administration Services.

Alberta Justice and Solicitor General, Alberta Infrastructure, and Chief Judge Terrence Matchett on behalf of the Provincial Court of Alberta, invite you to a celebratory event to mark the opening of the Fort Vermilion Courthouse. This new modular facility will ensure that residents in the area are better served by the justice system by providing increased access to justice services.

This is an important day for the residents of Fort Vermilion and area. I invite you to join us for this event, which will give you the opportunity to view the courthouse and learn more about how it will serve this community.

Date: Friday, October 27

Time: 10:00 a.m.

Location: 4607 River Road,
Fort Vermilion, AB

To confirm your attendance, please email your RSVP to Laura.Rochette@gov.ab.ca by October 20, at 3 p.m.

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