



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

MAY 23, 2018

10:00 A.M.

**COUNCIL CHAMBERS
FORT VERMILION, AB**

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, May 23, 2018
10:00 a.m.**

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

AGENDA

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		b) Organizational Chart (s. 24)	
		c) Debriefing of State of Local Emergencies (s. 24)	
		d)	
		e)	

NOTICE OF MOTION: 18. a)

NEXT MEETING DATES: 19. a) Regular Council Meeting
June 12, 2018
10:00 a.m.
Fort Vermilion Council Chambers

b) Committee of the Whole Meeting
June 26, 2018
10:00 a.m.
Fort Vermilion Council Chambers

c) Regular Council Meeting
June 27, 2018
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the May 8, 2018 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the May 8, 2018, Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved Council Meeting minutes are posted on the County website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the May 8, 2018 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**May 8, 2018
10:00 a.m.**

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

PRESENT:

Peter F. Braun	Reeve
Lisa Wardley	Deputy Reeve
Jacque Bateman	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor (via teleconference from 10:07 a.m. to 1:50 p.m.)
Josh Knelsen	Councillor (left the meeting at 2:44 p.m.)
Anthony Peters	Councillor
Ernest Peters	Councillor
Walter Sarapuk	Councillor (left the meeting at 3:33 p.m.)

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Byron Peters	Deputy CAO
David Fehr	Director of Operations
Doug Munn	Director of Community Services
Fred Wiebe	Director of Utilities
Karen Huff	Director of Finance
Carol Gabriel	Director of Legislative & Support Services/Recording Secretary
Don Roberts	Zama Site Manager
Chelsea Doi	Municipal Intern

ALSO PRESENT: Members of the public
Aaron Steblyk, Compass Assessment Consultants Inc.
Mackenzie Aquatics Society Members

Minutes of the Regular Council meeting for Mackenzie County held on April 25, 2018 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Braun called the meeting to order at 10:01 am.

AGENDA:

2. a) Adoption of Agenda

MOTION 18-05-332

MOVED by Councillor Knelsen

That the agenda be approved with the following additions:

- 9. e) CN Negotiations
- 9. f) Trans Mountain Pipeline Expansion Project – Letter of Support

CARRIED

**MINUTES FROM
PREVIOUS MEETING:**

3. a) Minutes of the April 25, 2018 Regular Council Meeting

MOTION 18-05-333

MOVED by Deputy Reeve Wardley

That the minutes of the April 25, 2018 Regular Council Meeting be adopted as presented.

CARRIED

**MINUTES FROM
PREVIOUS MEETING:**

3. b) Business Arising out of the Minutes

None

DELEGATIONS:

4. a) Aaron Steblyk, Compass Assessment Consultants Inc.

Presentation by Aaron Steblyk from Compass Assessment Consultants Inc., regarding an overview and changes for the 2017 assessment for the 2018 taxation year.

Councillor Jorgensen joined the meeting at 10:07 a.m.

Reeve Braun recessed the meeting at 11:17 a.m. and reconvened the meeting at 11:36 a.m.

MOTION 18-05-334

MOVED by Councillor Cardinal

That the presentation by Compass Assessment Consultants Inc. be received for information

CARRIED

COUNCIL COMMITTEE

5. a) Council Committee Reports (verbal)

REPORTS:

MOTION 18-05-335

MOVED by Councillor Driedger

That the Council Committee reports be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

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

MOTION 18-05-336

MOVED by Deputy Reeve Wardley

That the Inter-municipal Planning Commission meeting minutes of April 26, 2018 be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

5. c) Municipal Planning Commission Meeting Minutes

MOTION 18-05-337

MOVED by Councillor Driedger

That the Municipal Planning Commission meeting minutes of April 26, 2018 be received for information.

CARRIED

**COUNCIL COMMITTEE
REPORTS:**

5. d) Finance Committee Meeting Minutes

MOTION 18-05-338

MOVED by Councillor Cardinal

That the unapproved Finance Committee meeting minutes of April 23, 2018 be received for information.

CARRIED

CAO REPORT:

6. a) CAO & Directors Report for April 2018

MOTION 18-05-339

MOVED by Councillor Sarapuk

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

CARRIED

Reeve Braun recessed the meeting at 12:31 p.m. and reconvened the meeting at 1:08 p.m.

DELEGATIONS:

4. b) Mackenzie Aquatics Society

Presentation by Karen Harder and Annelise Dyck from the Mackenzie Aquatics Society, regarding the Northern Lights Recreation and Wellness Centre Proposal.

Councillor Jorgensen stepped out of the meeting at 1:50 p.m.

MOTION 18-05-340

MOVED by Deputy Reeve Wardley

That funding considerations for the Mackenzie Aquatics Society in their grant application for a wellness centre be TABLED to the next meeting and that administration bring back additional information and funding options.

CARRIED

Reeve Braun recessed the meeting at 2:07 p.m. and reconvened the meeting at 2:22 p.m.

Councillor Jorgensen rejoined the meeting in person at 2:07 p.m.

DELEGATIONS:

4. c) Henry Martens – 2013 Overland Flooding Invoice dated February 4, 2014

Delegation not present.

TENDERS:

7. a) None

PUBLIC HEARINGS:

8. a) None

ADMINISTRATION:

9. a) Mackenzie Library Board Member at Large Resignation

MOTION 18-05-341

MOVED by Councillor Sarapuk

That Irene van der Kloet's resignation on the Mackenzie Library Board be accepted with regret.

CARRIED

MOTION 18-05-342

MOVED by Deputy Reeve Wardley

That the Mackenzie Library Board Member at Large vacancy, be advertised as a county at large position and with a secretarial requirement, and that the Mackenzie Library Board be authorized to review applications and make a recommendation for appointment to Council on June 27, 2018.

CARRIED

ADMINISTRATION:

9. b) Alberta Forest Products Association Conference

MOTION 18-05-343

MOVED by Deputy Reeve Wardley

That the following Councillors be authorized to attend the Alberta Forest Products Association Conference on September 26 – 28, 2018 in Jasper, Alberta.

1. Reeve Braun
2. Deputy Reeve Wardley
3. Councillor Knelsen
4. Councillor Jorgensen
5. Councillor Cardinal
6. Councillor A. Peters

CARRIED

ADMINISTRATION:

9. c) Northwest Species at Risk Budget Disclosure

Councillor Knelsen left the meeting at 2:44 p.m.

MOTION 18-05-344

MOVED by Deputy Reeve Wardley

That administration provide the financial information as requested by the Northwest Species at Risk Committee.

CARRIED

ADMINISTRATION:

9. d) Caribou Update (standing item)

MOTION 18-05-345

MOVED by Councillor Sarapuk

That the caribou update be received for information.

CARRIED

ADMINISTRATION:

9. e) CN Negotiations (ADDITION)

MOTION 18-05-346
Requires Unanimous

MOVED by Councillor Sarapuk

That Mackenzie County request a meeting with the President of CN and extend an invitation to the Town of High Level.

CARRIED UNANIMOUSLY

ADMINISTRATION:

9. f) Trans Mountain Pipeline Expansion Project – Letter of Support (ADDITION)

MOTION 18-05-347
Requires Unanimous

MOVED by Deputy Reeve Wardley

That administration send a letter of support for the Trans Mountain Pipeline Expansion Project.

CARRIED UNANIMOUSLY

AGRICULTURE SERVICES:

10. a) None

COMMUNITY SERVICES:

11. a) None

FINANCE:

12. a) Bylaw 1099-18 Honorariums & Expense Reimbursement

MOTION 18-05-348
Requires 2/3

MOVED by Councillor Bateman

That first reading be given to Bylaw 1099-18 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members as presented.

CARRIED

MOTION 18-05-349
Requires 2/3

MOVED by Deputy Reeve Wardley

That second reading be given to Bylaw 1099-18 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members.

CARRIED

MOTION 18-05-350
Requires Unanimous

MOVED by Councillor Sarapuk

That consideration be given to go to third reading of Bylaw 1099-18 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members.

CARRIED UNANIMOUSLY

MOTION 18-05-351
Requires 2/3

MOVED by Councillor E. Peters

That third reading be given to Bylaw 1099-18 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members.

CARRIED

OPERATIONS:

13. a) Oil – Operating Budget

MOTION 18-05-352
Requires 2/3

MOVED by Councillor Bateman

That the budget be amended to transfer \$135,000 from the operating budget to the 2018 Oil Dust Control Non-TCA Budget.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. a) Bylaw 1097-18 Land Use Bylaw Amendment to Add the Definition and Interpretation of Cannabis Grower and Cannabis Retailer/Distributor and to add Cannabis Grower as discretionary use to the Rural Industrial (RIL) district and to add Cannabis retailer/distributor as a discretionary use to the Direct Control 1 “DC1” district, the Fort Vermilion Commercial Centre “FV-CC” district, and the Zama City Mixed Use “Z-MU” district

MOTION 18-05-353

MOVED by Councillor Bateman

That first reading be given to Bylaw 1097-18 being a Land Use Bylaw Amendment to Add the Definition and Interpretation of Cannabis Grower and Cannabis Retailer/Distributor and to add Cannabis Grower as a discretionary use to the Rural Industrial Light (RIL) district and to add Cannabis Retailer/Distributor as a discretionary use to the Direct Control 1 “DC1” district, the Fort Vermilion Commercial Centre “FV-CC” district, and the Zama City Mixed Use “Z-MU” district, subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. b) Bylaw 1098-18 Land Use Bylaw Amendment to Rezone all Existing Rural Parcels that contain a “Place of Worship” and/or an “Educational Facility” from Agricultural “A” to Institutional “I”

MOTION 18-05-354

MOVED by Councillor Bateman

That first reading be given to Bylaw 1098-18 being a Land Use Bylaw Amendment to rezone all existing rural parcels that contain a Place of Worship and/or an Educational Facility from the Agricultural “A” district to Institutional “I” district, subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. c) Rural Addressing Budget Carry Forward

MOTION 18-05-355
Requires 2/3

MOVED by Deputy Reeve Wardley

That the budget be amended to transfer \$35,000 from the General Operating Reserve to the Rural Addressing Signs project (7-61-30-09) to pay the final invoice.

CARRIED

UTILITIES:

15. a) None

**INFORMATION/
CORRESPONDENCE:**

16. a) Information/Correspondence

Councillor Sarapuk left the meeting at 3:33 p.m.

MOTION 18-05-356

MOVED by Councillor Jorgensen

That a congratulatory letter be sent to Chief Conroy Sewepagaham and Council of the Little Red River Cree Nation.

CARRIED

MOTION 18-05-357

MOVED by Deputy Reeve Wardley

That administration forward an information package to the Little Red River Cree Nation regarding the County's lobbying efforts for Fox Lake court services.

CARRIED

MOTION 18-05-358

MOVED by Councillor Jorgensen

That Mackenzie County sponsor the Northern Lakes College golf tournament as a bronze sponsor in the amount of \$750 with funding coming from the Grants to Other Organizations – Miscellaneous budget.

CARRIED

MOTION 18-05-359

MOVED by Deputy Reeve Wardley

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

CARRIED

IN-CAMERA SESSION:

17. None

NOTICE OF MOTION:

18. a) None

NEXT MEETING DATE:

19. a) Next Meeting Dates

Regular Council Meeting
May 23, 2018
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
June 12, 2018
10:00 a.m.
Fort Vermilion Council Chambers

Committee of the Whole Meeting
June 26, 2018
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

20. a) Adjournment

MOTION 18-05-360

MOVED by Councillor Jorgensen

That the Council meeting be adjourned at 3:46 p.m.

CARRIED

These minutes will be presented to Council for approval on May 23, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Karen Huff, Director of Finance
Title:	DELEGATION Henry Martens (2013 Overland Flooding Invoice dated February 4, 2014)

BACKGROUND / PROPOSAL:

In February 2014, Administration received an invoice from Mr. H Martens for \$19,888.53. The invoice was for the May 2013 equipment rental that Mr. H Martens rented to trench, and open, the road and driveway as well as damages to the home.

Administration brought Mr. Marten's overland flooding invoice to Council's attention. Council made the following motions:

MOTION 18-02-122 That Mr. Henry Martens be advised that Mackenzie County will not be paying the invoice received from him as a result of the 2013 overland flooding.

CARRIED

MOTION 18-02-123 That Mackenzie County request immediate payment for Invoice #13947 due to Mr. Henry Martens receiving payment for this invoice from the Disaster Recovery Program.
Requires 2/3

CARRIED

A letter sent to Mr. & Mrs. Martens on February 20, 2018 communicating Council's decision regarding the Martens invoice # 37.

On March 8, 2018 Administration received a letter from Mr. & Mrs. Martens indicating that they were willing to reduce their invoice to the County by the County's invoice as they received payment from the Disaster Recovery Program

Author: Jennifer Batt/Karen Huff **Reviewed by:** Karen Huff **CAO:** _____

Mr. Martens met with the CAO to discuss the invoices and was invited to come before Council.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2018 Operating Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Administration communicate Council's decision to Mr. Henry Martens

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That Mr. Henry Martens be advised that Mackenzie County will not be paying the invoice received from him as a result of the 2013 overland flooding.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County request immediate payment for Invoice #13947 due to Mr. Henry Martens receiving payment for this invoice from the Disaster Recovery Program.

Author: Jennifer Batt/Karen Huff **Reviewed by:** Karen Huff **CAO:** _____

April 30/18

Attention: Carol Gabriel

We Henry & Tina Martens would like to request a meeting with the MD regarding a bill MD is still sending us for closing the road. Which I had to dig open on May 5/13 due to my property flooding.

Thank

Please Give me a call for
Appointment date & Time

Henry 780-841-7616

MACKENZIE COUNTY
FORT VERMILION OFFICE

RECEIVED
APR 30 2018

Feb. 4-2014

①

On May 5-2013 at 7:30 AM when we woke up the water was up to the right side of the driveway up to the trees by 8:30 AM it was running over our driveway

9:30 AM our front lawn was almost half under water the water was rising very rapidly

I called John Martens told him we had trouble water was rising very rapidly and something would have to be done to save our house I told him the road might have to be dug open because the culvert was too high water couldn't get away culvert was only running about $\frac{1}{3}$ and John Martens told me digging open the road was our last option, and John Martens said he would come and see what we could do. I stayed home from church and started trenching on my yard. I pulled open my driveway to try to get the water level to drop, it slowed it down somewhat but it still kept on rising. This is 12:00 and John Martens still hadn't made an effort to come and look or even call me to see how it was doing

It was my birthday we got company which we had to bring to the house with a vehicle that was parked on this side of our driveway ... because our house was on an island by now we were surrounded by water.

2:45 PM we could still see water rising quite rapidly and we still never seen or heard anything from John Martens

(2)

and water was now about 8 inches from running into our basement my wife and our company (witnesses) said Henry I think it is time you do something right away since I had pulled open the driveway already and trenched I was up to only 1 option left pulling open the road and I knew I didn't have to much time left to waste. So I got a backhoe and started pulling open the road shortly after that finally John Martens did show up and asked me kinda snobish "Who gave you permission to open the road" I told him my house, and he left.

Once the road was opened lots of water moved really fast but water levels didn't drop till about 7:30 PM that evening so we assum the same amount of water kept coming that rose water levels as what was draining, so had I not pulled open the road there would not have been a chance to save the house the rest of the property was covered in water which has given us quite a bit of damage, sewer problems etc.

John Neufeld ⁽⁴²⁸⁻²⁹⁰⁸⁾ my neighbour had asked the MD several times previously to lower that culvert so it would do it's purpose.

Feb. 4, 2014

(3)

Backhoe Rent 8 HRS Weekend rate \$200/hr + 6%	\$1696.00
Truck 8 HRS Weekend rate \$64/hr + 15%	\$ 588.8
Trailor 8 HRS Weekend rate \$18/hr	\$ 144.00
24 HRS @ \$65/hr (3 guys)	\$ 1560.0
Trenching & opening drive way	
Bobcat 4 hrs weekend rate \$130/hr + 6%	\$ 551.20
4 hrs closing driveway & trenches \$65/hr	\$ 275.60
Gravel 10 yards @ \$20/yard	\$ 200.00
<u>Damage</u>	
12 windows	\$ 6500.00
39 sheets (1/2 lift) O.S.B. Plywood 7/16	\$ 409.11
37 sheets 8' tin Masa Panel	
296 lineo ft. @ \$3.72	\$ 1101.12
294 lineo FT Rainbow Rib tin @ \$2.80	\$ 832.20
250 lineo FT Birch Wood @ \$3.49	\$ 872.50
2 Sewer pumps @ \$579.00	\$ 1158.00
Field System Collapsed have not replaced yet	\$ 4000.00
Henry Martens	<hr/>
	19888.53

March 5, 2018

RECEIVED
MAR - 8 2018

Henry Martens
Box 1561
LaCret e, AB
TOH-240
780-928-4694
780-841-7616

Mackenzie County
Box 640
FT. Vermilion, AB
TOH-1ND

MACKENZIE COUNTY
FORT VERMILION OFFICE

RE: Mackenzie County invoice #13947 Henry Martens invoice #37

Dear Mackenzie County

On March 2 2018 we had a discussion about these 2
Invoices From the over-flood in 2013

Since we feel that the flood was caused by MD
routing to much water in this direction and didn't
finish ditching so it had Somplace to go, we do not
feel it is our responsibility to cover the Road Closure

We think you should be thankful that Henry took the time
On that Sabbath (Also his birthday) to Pull open the road for
you. Had he not ^{done so} there would be a whole house and a
lot more that would have to be replaced now.

We are 100% Sure would it have been any of Your
Places in this situation the same thing would have
been done and there would be no complications as there
is now, MD would just have looked after everything.

Since Disaster Recovery Program only Paid \$6191.89
which only paid for our sewer system we are willing to subtract
that amount from our invoice that will equal invoice #13947
+ \$355.50. invoice #37 = \$19,888.53 - invoice 13947 \$5836.39 -
\$355.50 = \$13696.74

Please Take this a a notice that Mackenzie County
Still owes Henry Martens \$ 13696.74

And Invoice # 13947 has been paid in full

Thank-You .

Henry Martens

- Tina Martens



Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone: 780.927.3718 Fax: 780.927.4266
www.mackenziecounty.com

February 20, 2018

Henry & Tina Martens
Box 1561
La Crete, AB T0H 2H0

copy

Re: Martens Invoice # 37 & Mackenzie County Invoice # 13947

Dear Mr. & Mrs. Martens

On January 5, 2018, Mackenzie County received your statement indicating Invoice #7 was outstanding. Upon receipt and review of the invoice, it was found that the costs were associated to the overland flood in 2013.

Business and Home Owner applications through the Disaster Recovery Program were made available to all ratepayers in the County, one of which you filed a claim under. As the County was not liable to cover the costs of the overland flood, Council made the following motion:

MOTION 18-02-122

That Mr. Henry Martens be advised that Mackenzie County will not be paying the invoice received from him as a result of the 2013 overland flooding.

CARRIED

Please accept this as notice that Mackenzie County will not be paying Invoice #37 in the amount of \$19,888.53.

As part of your claim to the Disaster Recovery Program, you were approved for cost recovery and received payment for Mackenzie County's Invoice # 13947 in the amount of \$5,836.39. This invoice remains outstanding and payable by you to the County.

Page 2

Henry & Tina Marten – Re: *Martens Invoice # 37 & Mackenzie County Invoice #13947*
February 20, 2018

Council made the following motion in regards to your outstanding amount to the County:

MOTION 18-02-123

Requires 2/3

That Mackenzie County request immediate payment for Invoice #13947 due to Mr. Henry Martens receiving payment for this invoice from the Disaster Recovery Program.

CARRIED

A copy of Invoice # 13947 is enclosed for payment. Please remit **payment** for this invoice in a timely manner

Please feel free to contact me at 780.927.3718 if you have any questions.

Regards,

Karen Huff
Director of Finance

Cc: Mackenzie County Council
Len Racher, Chief Administrative Office, Mackenzie County

Encl.

INVOICE#: IVC00000000013947

INVOICE

Customer

MARTENS, HENRY & TINA
BOX 1561

LA CRETE AB

TOH 2H0

Date: 15/08/2013

ID: 230002

Due Date: 14/09/2013

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

Quantity	Description	Unit Price	Total
1.00	CULVERTS X 2 900 MM X 7 M	\$1,208.20	\$1,208.20
1.00	COUPLER 1 X 900 MM	\$35.55	\$35.55
1.00	GRAVEL 51.5 TON (\$12.94 X 145.8 M3	\$1,886.65	\$1,886.65
1.00	LABOUR 14 HRS @ \$25.00 / HR	\$350.00	\$350.00
1.00	BACKHOE RENTAL (2013 RATES) 8 HRS @ \$130 / HR + 6%	\$1,102.40	\$1,102.40
1.00	TRUCK & TRAILER RENTAL TRUCK & TRAILER @ 8 HOURS	\$366.40	\$366.40
1.00	TANDEM AXLE TRUCK / AXLE PUP UNIT 2007/ 5 HRS @ \$165 / HR	\$825.00	\$825.00

Subtotal	\$5,774.20
Tax	\$62.19
Total	\$5,836.39

PAYMENT DUE UPON RECEIPT - PAYABLE TO MACKENZIE COUNTY

On May 3 – 5, 2013 Mackenzie County experienced an overland flood where Mackenzie County claimed disaster recovery for damages sustained to County roads and infrastructure.

During the flood, Mr. Henry Martens dug up a portion of a road and removed the culvert.

On August 15, 2013 Administration invoiced Mr. H Martens for the repair of the road and to replace the culvert (Invoice #13947 - \$5,836.39).

October 24, 2013 Mr. H Martens contacted Administration and refused to pay the invoice. Mr. H Martens indicated at that time that he would take it up with the previous CAO.

The unpaid invoice was brought to the previous CAO's attention on November 18, 2013. The previous CAO indicated that she would call Mr. H Martens and discuss.

In February 2014, Administration received an invoice from Mr. H Martens for \$19,888.53. The invoice was for the equipment that Mr. H Martens rented to trench, and open, the road and driveway as well as damages to the home. This was brought to the previous CAO for discussion with Mr. H Martens.

Mackenzie County applied for disaster recovery and was approved. Businesses and homeowners were also able to submit their own claims for damages to their property. The ratepayers were advised of the disaster recovery program through local media, Mackenzie County's Facebook page and Mackenzie County's website.

On June 23, 2014 Administration was contacted by Disaster Recovery asking for a copy of Mackenzie County's invoice to Mr. H Martens.

In February, 2015 Administration received a Statement from Mr. H Martens stamped "PAST DUE".

March 2015 Administration received a copy of Mr. H Martens' original invoice attached to a letter where Mr. H Martens provides a summary of the events along with a copy of Mackenzie County Invoice #13947

January, 2018 Administration received another copy of Mr. H Martens' original invoice attached to a letter where the ratepayer summarizes the events – this letter is not a copy of the letter received in 2015.

At the January 24th Council meeting the following motion was made

MOTION 18-01-070

MOVED by Councillor Bateman

That the 2013 overland flooding invoice dated February 4, 2014 from H. Martens be TABLED for more information.

CARRIED

:

Administration has since reviewed the complete Disaster Recovery Program (DRP) claim made by Mackenzie County, where it was confirmed that Mackenzie County did not make claim in the DRP for the road repairs as they were invoiced to Mr. H Martens.

Administration also contacted the DRP administrator, where it was confirmed that Mr. H Martens did make application under a homeowners claim, and as part of the claim Mackenzie County's Invoice #13947 was included in Mr. H Martens claim for which he was paid the full amount of \$5,836.39.

As Mr. H Martens received the full payment for Invoice #13947 from the Disaster Recovery Program, administration is recommending that the County continue to pursue payment from Mr. H Martens in the amount of \$5,836.39 ensuring that he knows we are aware of the payment that was received from the Disaster Recovery Program for a currently outstanding invoice to the County.

On May 5 - 2013 Water started running (Spring run off)

Phoned John Martens told him some thing would have to be done to get water moving As it was about to run into our Basement He said he would come and have a look this was at 7:30 AM.

meantime Henry started to do some trenching dug open our driveway. The culvert in the road was to high it was only running about $\frac{1}{3}$, Around 2:45 PM water was about 8 inches from the house whole property was covered in water we were on an island. Still nobody from MD had showed up to have a look to see what to do Our only option left was to pull road open where the high culvert was so we ended up hiring a backhoe, to come and pull open the road.

Because of the delay, the whole property was covered under water we had lots of damage Our Sewer field system gave up, blew out 2 Sewer pumps, being a carpenter Lots of my new Material was damaged which could have been prevented if they would have come out and acted sooner. MD is still billing us for closing up the road so once they pay us our bill we will pay their bill³² as well. The - Dr

Feb. 4, 2014

(3)

Backhoe Rent 8 HRS Weekend rate \$200/hr + 6%	\$1696.00
Truck 8 HRS Weekend rate \$64/hr + 15%	\$ 588.80
Trailer 8 HRS Weekend rate \$18/hr	\$ 144.00
24 HRS @ \$65/hr (3 guys)	\$ 1560.00
Trenching & opening drive way.	
Bobcat 4 hrs weekend rate \$130/hr + 6%	\$ 551.20
4 hrs closing driveway & trenches \$65/hr	\$ 275.60
Gravel 10 yards @ \$20/yard	\$ 200.00
<u>Damage</u>	
12 windows	\$ 6500.00
39 sheets (1/2" ft) O.S.B. Plywood 7/16	\$ 409.11
37 sheets 8' tin Masa Panel	
296 lineo. ft. @ \$3.72	\$ 1101.12
294 lineo. FT Rainbow Rib tin @ \$2.80	\$ 832.20
250 lineo. FT. Birch Wood @ \$3.49	\$ 872.50
2 Sewer pumps @ \$579.00	\$ 1158.00
Field System collapsed have not replaced yet	\$ 4000.00
Henry Martens	<u>19,888.53</u>

Henry Martens

8- 4/16/94

STATEMENT

01/31/15

HENRY, TINA MARTENS
BOX 1561
LACRETE AB TOH 2HO

TO: MACKENZIE COUNTY
P.O. BOX 640
FORT VERMILION AB
TOH INO

invoice # 37

19,888.53

PAST DUE

PLEASE SEND PAYMENT

Amount Due: 19,888.53

Current	31 - 60 Days	61 - 90 Days	91 and Over
\$0.00	\$0.00	\$0.00	\$19,888.53

MARTENS, HENRY & TINA
BOX 1561
LA CRETE AB TOH 2HO

RECEIVED
FEB 6 2015

MACKENZIE COUNTY
FORT VERMILION OFFICE



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Doug Munn, Director of Community Services
Title:	Emergency Advisory Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The draft/unapproved minutes of the April 28, May 12, and May 13, 2018 Emergency Advisory Committee Meetings are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Emergency Advisory Committee meeting minutes of April 28, May 12, and May 13, 2018 be received for information.

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

MACKENZIE COUNTY
Emergency Advisory Committee Meeting

April 28, 2018
10:20 a.m.

Mackenzie County Office
Fort Vermilion, AB

PRESENT:	Peter Braun	Reeve (via teleconference)
	Lisa Wardley	Deputy Reeve (via teleconference)
	Jacque Bateman	Councillor (via teleconference)
	Cameron Cardinal	Councillor (via teleconference)
	David Driedger	Councillor (via teleconference)
	Josh Knelsen	Councillor (via teleconference)
	Anthony Peters	Councillor (via teleconference)
	Ernie Peters	Councillor (via teleconference)
ABSENT:	Eric Jorgensen	Councillor
	Walter Sarapuk	Councillor
ADMINISTRATION:	Len Racher	Chief Administrative Officer
	Byron Peters	Deputy Chief Administrative Officer
	Doug Munn	Director of Community Services
	Carol Gabriel	Director of Legislative & Support Services

CALL TO ORDER: 1. a) Call to Order

Reeve Braun called the meeting to order at 10:20 a.m.

AGENDA: 2. a) Declaration of State of Local Emergency

Situation update provided to Council by Doug Munn, Director of Emergency Management and the recommendation to declare a state of local emergency.

MOTION MEAC-18-04-012 MOVED by Councillor Cardinal

That a State of Local Emergency be declared for the Fort Vermilion and surrounding area due to the risk of flooding along the Peace River.

CARRIED

Councillor E. Peters joined the meeting at 10:26 a.m.

ADJOURNMENT: 3. a) Adjournment

The Emergency Advisory Committee meeting adjourned at
10:35 a.m.

These minutes were approved by the Emergency Advisory Committee on
_____, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

UNAPPROVED

**MACKENZIE COUNTY
Emergency Advisory Committee Meeting**

**May 12, 2018
6:45 p.m.**

**Mackenzie County Office
La Crete, AB**

PRESENT:	Peter Braun	Reeve (via teleconference)
	Jacquie Bateman	Councillor (via teleconference)
	Cameron Cardinal	Councillor (via teleconference)
	David Driedger	Councillor (via teleconference)
	Eric Jorgensen	Councillor (via teleconference)
	Josh Knelsen	Councillor (via teleconference)
	Anthony Peters	Councillor (via teleconference)
	Ernie Peters	Councillor (via teleconference)
REGRETS:	Walter Sarapuk	Councillor
ABSENT:	Lisa Wardley	Deputy Reeve
ADMINISTRATION:	Len Racher	Chief Administrative Officer
	Byron Peters	Deputy Chief Administrative Officer
	Doug Munn	Director of Community Services
	David Fehr	Director of Operations
	Fred Wiebe	Director of Utilities
	Sarah Martens	Public Works Administrative Officer

CALL TO ORDER: 1. a) Call to Order

Reeve Braun called the meeting to order at 6:45 p.m.

AGENDA: 2. a) Declaration of State of Local Emergency

MOTION MEAC-18-05-013 MOVED by Councillor Bateman

That a State of Local Emergency be declared at 6:50 p.m. for Mackenzie County due to the wildfires in the municipality.

CARRIED

ADJOURNMENT: 3. a) Adjournment

The Emergency Advisory Committee meeting adjourned at

6:51 p.m.

These minutes were approved by the Emergency Advisory Committee on
_____, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

UNAPPROVED

**MACKENZIE COUNTY
Emergency Advisory Committee Meeting**

**May 13, 2018
10:45 a.m.**

**Mackenzie County Office
La Crete, AB**

PRESENT:	Peter Braun	Reeve (via teleconference)
	Lisa Wardley	Deputy Reeve (via teleconference)
	Jacque Bateman	Councillor (via teleconference)
	Cameron Cardinal	Councillor (via teleconference)
	David Driedger	Councillor (via teleconference)
	Eric Jorgensen	Councillor (via teleconference)
	Josh Knelsen	Councillor (via teleconference)
	Ernie Peters	Councillor (via teleconference)
	Walter Sarapuk	Councillor (via teleconference)
REGRETS:	Anthony Peters	Councillor
ADMINISTRATION:	Len Racher	Chief Administrative Officer
	Byron Peters	Deputy Chief Administrative Officer
	Doug Munn	Director of Community Services

CALL TO ORDER: 1. a) Call to Order

Reeve Braun called the meeting to order at 10:45 a.m.

AGENDA: 2. a) Termination of State of Local Emergency

MOTION MEAC-18-05-014 MOVED by Councillor Sarapuk

That the State of Local Emergency for Mackenzie County due to the wildfires in the municipality be terminated at 10:52 a.m.

CARRIED

ADJOURNMENT: 3. a) Adjournment

MOTION MEAC-18-05-015 MOVED by Councillor Driedger

That the Emergency Advisory Committee Meeting be adjourned at 10:52 a.m.

CARRIED

These minutes were approved by the Emergency Advisory Committee on
_____, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Doug Munn, Director of Community Services
Title:	Community Services Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the May 9, 2018 Community Services Committee meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: D. Munn Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Community Services Committee meeting minutes of May 9, 2018 be received for information.

Author: D. Munn Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
Community Services Committee Meeting**

**May 9, 2018
1:00 PM**

**Fort Vermilion Meeting Room
Fort Vermilion, Alberta**

MINUTES

PRESENT: Lisa Wardley Deputy Reeve/Chair
Peter Braun Reeve
Cameron Cardinal Councillor
David Driedger Councillor

ALSO PRESENT: Doug Munn Director of Community Services
Len Racher Chief Administration Officer
Donny Roberts Zama Site Manager (Conference Call)
Liane Lambert Public Works Administrative Officer /
Recording Secretary

DELEGATION: Susan Siemens Jubilee Park

1. CALL TO ORDER: Call to Order: 1:05 p.m.

Deputy Reeve Wardley called the meeting to order.

2. AGENDA: Adoption of Agenda

MOTION CS-18-05-042 MOVED by Reeve Braun

Moved to accept the agenda as amended.

CARRIED

3). MINUTES: Minutes of the April 11, 2018 meeting

MOTION CS-18-05-043 MOVED by Councilor Driedger

That minutes of the April 11, 2018 Community Services Committee meeting is accepted as presented.

CARRIED

4). COMMUNITY SERVICES TERMS OF REFERENCE

MOTION CS-18-05-044

MOVED by Councilor Cardinal

That the Community Services Committee recommends the following amendments to the Council Committee Terms of Reference: to add: 'Peace Office' to General Responsibilities and the Review of all Bylaws/Documents relating:

CARRIED

5). BUSINESS ARISING FROM PREVIOUS MINUTES:

a). 10 Year Plan

MOTION CS-18-05-045

MOVED by Deputy Reeve Wardley

That Administration be authorized to move forward with the 10 year plans using the Wadlin Lake 10 year plan as a template

CARRIED

b). DA Thomas Retaining Wall

MOTION CS-18-05-046

MOVED by Councilor Cardinal

That administration moves forward with obtaining prices & design to install a concrete wall at the DA Thomas Park. Report back to council and to include this project in the DRP

CARRIED

6). NEW BUSINESS:

a). Presentation by Susan Siemans regarding the Jubilee Park @1:00 pm

MOTION CS-18-05-047

MOVED by Reeve Braun

That the letters for the name of the park shall be placed on the entrance Arbor using the same font as the County regulation sign.

CARRIED

**Deputy Reeve Wardley called a recess at 1:49 pm
Reconvened at 2:04 pm**

b). Rocky Lane Student Council Donation Request

MOTION CS-18-05-048

MOVED by Councilor Driedger

That Councilor Cardinal and Administration works with the Rocky Lane Student Council regarding giving a donation towards the Fort Vermilion Flood.

CARRIED

c). Wellness Centre (Verbal)

MOTION CS-18-05-049

MOVED by Reeve Braun

To accept the verbal update on the proposed Wellness Centre as information.

CARRIED

l). Action List

MOTION CS-18-05-050

MOVED by Councilor Driedger

That the action list be received for information.

CARRIED

7.a) ADDITIONS:

a). La Crete Ferry Campground

MOTION CS-18-05-051

MOVED by Councilor Driedger

That the discussion that was held regarding the damage to the La Crete Ferry Campground be accepted as Information.

CARRIED

b). River Bank Clean-up

MOTION CS-18-05-052

MOVED by Councilor Driedger

That the discussion on the flood cleanup proceedings be accepted as information.

CARRIED

c). Airport Building

MOTION CS-18-05-053

MOVED by Councilor Cardinal

That the report given by administration on the Fort Vermilion Airport building upcoming sale at the Team Auction on June 9, 2018 be accepted as Information

CARRIED

a). Speed Zone

MOTION CS-18-05-054

MOVED by Councilor Driedger

That the Speed Zone Bylaw be brought to Council with the recommendation to reduce the speed to 30 km/hr within Boreal Housing (From the intersection of 50th street and 50nd Ave to the intersection at 50th Street and 52nd Ave).

CARRIED

a). Hutch Lake Caretaker

MOTION CS-18-05-055

MOVED by Councilor Braun

That administration proceeds with offering the Hutch Lake Caretaker contract to the second qualified bidder on a one year contract with two – one year extensions, providing that they meet required conditions.

CARRIED

8.NEXT MEETING DATE:

The next Community Service Committee Meeting be scheduled for July 26, 2018 at 1:00 p.m. with lunch provided.

9. ADJOURNMENT:

MOVED by

MOTION CS-18-05-056

Meeting was adjourned at 3:17 p.m.

CARRIED

These minutes will be presented for approval at the July 26, 2018 Community Services Meeting.

Peter Braun, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the May 9, 2018 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 May 9, 2018 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Wednesday, May 9, 2018 @ 9:00 a.m.

PRESENT:

Erick Carter	Chair, MPC Member
Jack Eccles	Vice Chair, MPC Member (via teleconference)
David Driedger	Councillor, MPC Member (via teleconference)
Beth Kappelar	MPC Member (via teleconference)
Jacque Bateman	Councillor, MPC Member

ADMINISTRATION:

Byron Peters	Deputy Chief Administrative Officer
Caitlin Smith	Planner
Kristin Darling	Planner
Lynda Washkevich	Development Officer
Laura Braun	Administrative Assistant/Recording Secretary

MOTION 1. **CALL TO ORDER**

Erick Carter called the meeting to order at 9:03 a.m.

2. **ADOPTION OF AGENDA**

MPC-18-05-062 **MOVED** by Jacque Bateman

That the agenda be adopted as presented.

CARRIED

3. **MINUTES**

a) **Adoption of Minutes**

MPC-18-05-063 **MOVED** by Beth Kappelar

That the minutes of April 26, 2018 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) **Business Arising from Previous Minutes**

None.

4. **TERMS OF REFERENCE**

MPC-18-05-064 **MOVED** by Jacquie Bateman

That the Terms of Reference be received for information.

CARRIED

5. **DEVELOPMENT**

- a) **054-DP-18 REVISION Mark Z Friesen
50% Setback Variance for Dwelling – Single Family
Agricultural “A”
Plan 112 5121, Block 01, Lot 01**

MPC-18-05-065 **MOVED** by Beth Kappelar

That Development Permit 054-DP-18 REVISION on Lot 01, Block 01, Plan 112 5121 in the name of Mark Z Friesen be APPROVED with the following conditions:

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

1. A 50% **Setback Variance** for the Dwelling-Single Family from the (South) road allowance is hereby granted. The Dwelling – Single Family will be a minimum of 20.6 meters (67.5 feet) from the road allowance.
2. **Minimum building setbacks: 41.15 meters (135 feet) from any road allowance and 15.24 meters (50 feet) from all other property lines.**
3. **PRIOR TO ANY NEW CONSTRUCTION TAKING PLACE ON THE SUBJECT PROPERTY CONTACT THE DEVELOPMENT DEPARTMENT FOR A DEVELOPMENT PERMIT.**
4. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
5. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
6. 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) 069-DP-18 Martin Braun
Garage – Attached with a 25% Setback Variance
Hamlet Residential 1B “H-R1B”
Plan 142 0594, Block 34, Lot 02**

MPC-18-05-066 MOVED by Jack Eccles

That Development Permit 069-DP-18 on Lot 02, Block 34, Plan 142 0594 in the name of Martin Braun 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. A **25% Setback Variance** for the Garage – Attached is hereby granted. The Garage – Attached shall be 3.75 feet (1.14 meters) from the West Property Line.
2. **The front of the building shall be:**
 - a) **7.6 meters (25 feet) from the front (North) property line;**

Minimum building setbacks for the side and rear yards are:

 - b) **1.52 meters (5 feet) rear (South) yard;**
 - c) **1.52 meters (5 feet) side (East) yard; from the property lines.**
3. The Garage – Attached shall be located on the West side of the lot.
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
5. Where the lowest opening of the garage 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 garage is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.
6. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
7. The Municipality has assigned the following address to the noted property (**11005 – 104th Avenue**). You are required to display the

address (**11005**) 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.

8. 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.”*
9. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers’ expense.
10. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
12. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- c) 071-DP-18 Square ‘D’ Carpentry
Shop – Personal with a 50% Setback Variance
Agricultural “A”
Plan 132 4942, Block 01, Lot 02**

MPC-18-05-067 MOVED by Beth Kappelar

That Development Permit 071-DP-18 on Lot 02, Block 01, Plan 132 4942 in the name of Square D Carpentry 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. A **50% Setback Variance** for the Shop – Personal is hereby granted. The Shop – Personal shall be a minimum of 25 feet (7.6 meters) from the South property line.

2. **Remaining Minimum building setbacks:**
 - d) 15.2 meters (50 feet) side (North) yard;
 - e) 41.2 meters (135 feet) front (East) yard;
 - f) 15.2 meters (50 feet) rear (West) yard; from the property lines.
3. **The Shop – Personal shall meet all Alberta Safety Code requirements for Residential Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
4. **This Shop – Personal is approved for personal purposes only and no commercial activity is permitted in this building; should the applicant change the intention of this building a new development permit is required.**
5. A 10.0m (32.8ft) minimum radius around all structural DEVELOPMENTS on the site which should be free of all trees, shrubs and fine fuels.
6. A reduced fuel zone radius of 20.0m (65.6ft) minimum from (i) above in which flammable trees are thinned, all dead & down and dead standing material is removed, all branches, living, or dead, on residual coniferous trees shall be removed to a height of 2.0m (6.6ft) above ground level.
7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
8. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
9. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
10. **No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any**

utility right-of-way.

11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
12. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. SUBDIVISION

a) 12-SUB-18

**Henry & Sarah Klassen and Henry & Gertrude Martens
79.91 Acre Subdivision
SE 29-106-15-W5M**

MPC-18-05-068 MOVED by David Driedger

That Subdivision Application 12-SUB-18 in the name of Henry Klassen, Sarah Klassen, Henry Martens and Gertrude Martens on SE 29-106-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivision, 79.91 acres (32.34 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 a road and 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) 13-SUB-18 Jake Letkeman
10 Acre Subdivision
NW 03-104-19-W5M**

MPC-18-05-069 **MOVED** by Jack Eccles

That Subdivision Application 13-SUB-18 in the name of Jake Letkeman on NW 03-104-19-W5M be APPROVED with the following conditions:

- 3. This approval is for a **TYPE B** subdivision, 10.00 acres (4.05 hectares) in size.
- 4. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - i) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - j) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - k) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.

- l) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- m) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- n) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- o) 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.
- p) **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) **Bylaw 10xx-18 Partial Road Closure
Purchase of Government Road Allowance
South of SW 14-104-18-W5M**

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

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

CARRIED

- b) **Bylaw 10xx-18 Partial Road Closure
Purchase of Government Road Allowance
Adjacent to SE 15-104-18-W5M**

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

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

CARRIED

**c) Bylaw 10xx-18 Partial Road Closure
Purchase of Government Road Allowance
South of Lot 1, Block 1, Plan 112 5121**

MPC-18-05-072 MOVED by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 10XX-18 being a partial road closure bylaw, should Council be in agreement to sell the government road allowance, for the purpose of it all being consolidated with Lot 1, Block 1, Plan 112 5121.

CARRIED

c) Brownlee Response in regards to Brownfields

MPC-18-05-073 MOVED by Beth Kappelar

That administration add regulation to the Land Use Bylaw regarding a requirement to produce a remediation certificate within three years after abandonment and that administration look into a tax incentive bylaw for future remediation

CARRIED

8. IN CAMERA

None.

9. MEETING DATES

- ❖ Thursday, May 24, 2018 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, June 7, 2018 @ 10:00 a.m. in La Crete
- ❖ Thursday, June 21, 2018 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC-18-05-074 MOVED by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 9:50

a.m.

CARRIED

These minutes were adopted this 24th day of May, 2018.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Doug Munn, Director of Community Services
Title:	State of Local Emergency Reports

BACKGROUND / PROPOSAL:

Attached are the draft reports prepared for the State of Local Emergency for the Peace River flooding event from April 27 to May 3, 2018 and the wildfires event from May 12 – 13, 2018.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the State of Local Emergency Report for the Peace River flooding and the wildfire events be received for information.

Author: D. Munn **Reviewed by:** _____ **CAO:** _____

Mackenzie County SOLE REPORT

Peace River Flooding

April 27, 2018

Prepared by Doug Munn, Director of Emergency Management

Introduction

On April 27th, 2018 the Peace River flooded various regions of Fort Vermilion and area due to ice jamming along the river. On April 28th at 1050 hrs Mackenzie County declared a State of Local Emergency (SOLE). A reception centre was established for evacuated residents.

The ECC (Emergency Coordination Centre) was enacted to work alongside various agencies, keep the public up to date with accurate information, and support affected residents. The ECC prioritizes life, property, environment, and economy in all decisions and actions made.

Timeline

Thursday, April 26	Friday, April 27	Saturday, April 28	Sunday, April 29	Monday, April 30	Tuesday, May 1	Wednesday, May 2	Thursday, May 3
<p>1500hrs ice jam warning issued to public</p>	<p>1126hrs ECC activated in Fort Vermilion 1436hrs Atlas Landing road closure and evacuation 1630hrs Flood Risk Alert issued for Fort Vermilion</p>	<p>1050hrs SOLE declared, reception centre established, voluntary evacuation issued for Buttertown 1350hrs road closure for Highway 88 and Peace River bridge and causeway 1500hrs ECC recommends evacuees to check in at reception centre</p>	<p>1100hrs River Road closure 1240hrs mandatory evacuation of Buttertown 1300hrs mandatory evacuation of Fort Vermilion Zone 1 1455hrs Highway 88 closure 1755hrs zones 2, 3, & 4 were evacuated FV</p>	<p>1040hrs Zone 2 clear for re-entry 1330hrs Zone 1 clear for re-entry 1615hrs Reception centre moved to Mackenzie County office</p>	<p>1610hrs Beaver Ranch road closure issued 1830hrs Buttertown clear for re-entry</p>	<p>1030hrs Garden River evacuated</p>	<p>1130hrs voluntary evacuation for Beaver Ranch lifted</p>

Summary

The first public notification was administered on April 26th. From April 26th onward, the ECC worked alongside Stefan Emmer (River Hydraulics and Ice Engineer with Alberta Environment and Parks) to establish trigger points and monitor rising water levels. Stefan mentioned that the river is in an unpredictable state. The ECC established monitoring stations at Atlas Landing, Fort Vermilion airport, Buttertown, La Crete ferry, Wieler's Landing, and Fort Vermilion. The RCMP and the Fort Vermilion fire department were notified, who warned residents of a potential evacuation. A Directors Meeting was held on Thursday at 1400hrs to distribute responsibilities amongst directors, and these meetings occurred 2-3 times a day to keep one another up to date. Additionally, agency meetings were held at least twice a day with agencies including ATCO, Emergency Medical Services, Alberta Health Services, Fort Vermilion School Division, fire departments, Alberta Transportation, RCMP, Northern Lights Gas Co-op, and Alberta Emergency Management Agency. Ken Hawrylenko (Field Officer with AEMA) mentioned he was impressed by our ECC team skills and proactive measures.

On April 27th, the reception centre was booked at the Fort Vermilion arena for proactive measures. The ECC met at 1415hrs to establish responsibilities amongst directors and review aerial photos of the river level and ice jams, including the amount of campers at Atlas Landing. Phone lines were set up for the public to contact us with any questions or concerns—the phone number was included in the public notices. ECC notified immediate low lying residences of possible flooding, and left a flyer for those that were not home. At 1520hrs DEM met with La Crete Fire Chief and RCMP who were responsible for evacuating the Atlas Landing campers and manning the barricades. Peter Wiebe and fire crew headed to Atlas Landing to help the evacuation process. Dave had prepared sand bags and blocked all the culverts along the road, as well as made arrangements to station staff at a cabin to monitor the water levels near Thompkins Landing.

On April 28th the SOLE was issued. Phone lines were set up at the Fort Vermilion county office to answer any and all of the public's concerns. The ECC used social media to distribute information, including contact numbers and any updates. The ECC issued a voluntary evacuation in Buttertown as the road flooded. At 1015hrs the Reception Centre was activated at the Fort Vermilion arena. It was established as a safe space for evacuated residents. It was manned with Fort Vermilion Social Services staff. At 1130hrs DEM sent Peace Officer out to the Fort Vermilion airport to prepare people to start protecting structures and property. At 1200hrs an agency meeting was held with AHS, RCMP, and Fire EMS to discuss potential issues. We gathered information on flood mapping to assist in deciding what area(s) to evacuate. Alberta Health Services coordinated medical groups and planned for advanced care and risk assessments. The School Division provided buses which the RCMP and fire department drove to evacuate Buttertown residents. Another agency meeting at 1600hrs was held to report that 1) water levels rose in Wieler's Landing, 2) water levels dropped in Fort Vermilion, and 3) barricades were removed from Atlas Landing. Emergency Medical Services continued monitoring access across the river.

On April 29th, mandatory evacuations were issued for Buttertown and Fort Vermilion's Flood Risk Areas. Our emergency crews were going door to door to notify residents. Buttertown residents were evacuated to the Super 8 in High Level. An engine crew from High Level were prepared to evacuate any remaining

residents in Buttertown. ATCO responded to power outages in Buttertown and the airport. We asked RCMP to barricade River Road to discourage spectators from traveling through— only locals were allowed through to pack up belongings. DEM contacted AHS to request that they prepare to evacuate individuals with special needs. ECC remained on high alert—some staff remained at the Fort Vermilion office. Water levels continued to be monitored. The reception centre remained open throughout the night to ensure residents' safety. The county's Facebook page was utilized to answer the public's questions and concerns.

On April 30th we commenced a cleanup in Buttertown. Mud was on the road and trees were leaning over the road due to ice blocks, so the road remained closed to maintain safety. We remained alert and planned a re-entry program. ATCO inspected the evacuated areas to assess any damage to powerlines. By the late morning, Flood Risk Area 2 was clear for re-entry, as well as Area 1 by the afternoon. Water levels were continuously monitored as the ice made its way through. Our public notices included information regarding property damage, particularly for residents with concerns about insurance. We gathered information to apply for the Alberta Disaster Recovery Program. The ECC stayed open overnight with staff as Buttertown was still under mandatory evacuation. The reception centre was moved to the county office and a total of 345 people had registered over the course of the floods. Alberta Health Services was willing to provide mental health services for the evacuees.

On May 1st we received reports of Beaver Ranch flooding. Road blocks were put in place and affected residents were contacted. A voluntary evacuation was issued. Buttertown was clear for re-entry by 1830hrs. Barricades were still up and manned, allowing local traffic through only. Water levels were monitored overnight both at Beaver Ranch and in Fort Vermilion.

On May 2nd we entered the recovery phase. We worked with agencies such as Alberta Health Services and Canadian Mortgage and Housing Corporation to provide residents with information and tips to ensure they were re-entering their homes safely. A phone line was still open and available for the public to contact us with any issues.

On May 3rd the voluntary evacuation was lifted for Beaver Ranch. Barricades were still manned on Buttertown road, and garbage dumpsters were supplied. The ECC and reception centre remained open until 1630. We worked with non-profit organizations to coordinate recovery efforts. The SOLE expired on May 5,, 2018.

Mackenzie County SOLE REPORT

Mackenzie County Fires

May 12, 2018

Prepared by Doug Munn, Director of Emergency Management

Introduction

On May 12 to 13, 2018 four fires threatened residential developments in Mackenzie County due to high winds and trees falling on to power lines. The Emergency Control Center (EOC) was enacted and they monitored and controlled the event from the Fort Vermilion EOC.

May 12, 2018

17:08 – Call from Chief Peter Wiebe reporting grass fires at Buffalo Head (Approximately Sec 8-104-14)

17:10 - Call from Forestry recommending evacuation of Hutch Lake Cabins and Campground

17:14 – Call to Don Roberts to set up Reception Centre in Zama as Highway 35 is closed south of Hutch Lake

17:25 – Call from Forestry to report that homes are threatened at Ponton River/Hwy 58 Fire.

17:30 – Call to Ricky Paul - Contact Caretaker at Hutch to evacuate Hutch Lake

17:35 – Call to 911 to contact RCMP to evacuate Hutch Lake Cabins and Hutch Lake Campground.

18:00 – Meeting at LC County Office with Directors and CAO to debrief on situation.

18:30 – Emergency Operations Centre established at Fort Vermilion Offices

18:35 – Call from Fire Chief Steve McGean to confirm that two homes were lost at Ponton fire.

18:50 – SOLE Declared by Mackenzie County

19:13 – Reception Centre established at Mackenzie County Office in Fort Vermilion

19:25 – Fire Chief Rodney Schmidt reported that Slave Lake and Peace River reinforcements have been ordered.

19:55 – Forestry confirmed that Highway 35 is open at Hutch Lake

- Safe to return to Hutch Lake Cabins

22:00 – Forestry reported that Child Lake fire is being held and no homes lost

22:40 – Closed Zama Reception Centre

23:30 – Fire Chief Peter Wiebe reported that fires at Buffalo Head were under control.

May 13, 2018

00:30 – Chief Wiebe called to report that the Ponton fire was being held. It will be monitored throughout the night and hotspots extinguished in the morning.

10:00 – Reports that all residents were out of danger

10:53 – Council moved to terminate the SOLE

Summary

This event was characterized by a sudden flurry of wildfires throughout the region at Buffalo Head, Hutch Lake, Ponton River and Child Lake. A SOLE was put in place and the ECC was enacted in order to deal with the situation, to ensure residents had a safe place to go, to ensure that communications continued to flow between agencies and residents.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Dave Fehr, Director of Operations
Title:	TENDERS 2018 Regraveling Program

BACKGROUND / PROPOSAL:

Administration advertised the '2018 Regraveling Program – Request for Proposals' in the Echo / Pioneer, Big Deal Bulletin, Mackenzie County Website and Mackenzie County Facebook Page. Submissions were due at Fort Vermilion County office May 22, 2018 at 4:30 p.m.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2018 Operating Budget 32, total of \$1.725 million

SUSTAINABILITY PLAN:

COMMUNICATION:

Successful bidder will be notified.

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

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the 2018 Regraveling Program Tenders – Envelope #1 be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That administration review the 2018 Regraveling Program Tenders – Envelope 1 submissions for qualification prior to opening Envelope 2.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That the unqualified 2018 Regraveling Program Tenders be returned to the senders without opening Envelope 2.

Motion 4:

Simple Majority Requires 2/3 Requires Unanimous

That the 2018 Regraveling Program Tenders - Envelope 2 be opened for the qualified bidders.

Motion 5:

Simple Majority Requires 2/3 Requires Unanimous

That the 2018 Regraveling Program contract be awarded to the lowest bidder while staying within budget.

Author: S Wheeler Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23 2018
Presented By:	Len Racher, Chief Administrative Officer
Title:	Bylaw 1095-18 Councillor Code of Conduct

BACKGROUND / PROPOSAL:

Municipalities must establish a code of conduct bylaw as per the Code of Conduct for Elected Officials Regulation that governs the conduct of councillors and is applied to all councillors equally.

Municipalities must ensure that the established code of conduct bylaw meets the minimum standards established by the Code of Conduct for Elected Officials Regulation; which includes addressing the following items:

- Representing the municipality;
- Communicating on behalf of the municipality;
- Respecting the decision-making process;
- Adherence to policies, procedures and bylaws;
- Respectful interactions with councillors, staff, the public and others;
- Confidential information;
- Conflicts of interest;
- Improper use of influence;
- Use of municipal assets and services;
- Orientation and other training attendance; and
- Set out a complaint process and sanctions for breach of Code of Conduct.

Municipalities must review/update the code of conduct bylaw at least once every four (4) years.

First reading was given on April 10, 2018 as amended. Administration is recommending second and third reading of the bylaw as presented.

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

OPTIONS & BENEFITS:

The Municipal Government Act establishes the general duties of all councillors and requires that councillors take the official oath prior to assuming office. It establishes rules regarding pecuniary interests and specifies what events or conduct will cause a councillor to be disqualified from holding office. The Municipal Government Act, however, does not address councillor conduct that falls short of being a disqualifying event. Instead, the Provincial Government has instated the Code of Conduct for Elected Officials Regulation requiring all municipalities to pass a bylaw in relation to the conduct of its Council and councillors.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Bylaws are available on the County website.

RECOMMENDED ACTION:

Motion 1

- Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1095-18 being the Councillor Code of Conduct Bylaw for Mackenzie County.

Motion 2

- Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1095-18 being the Councillor Code of Conduct Bylaw for Mackenzie County.

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

BYLAW NO 1095-18
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO ESTABLISH A CODE OF CONDUCT
FOR MEMBERS OF COUNCIL

WHEREAS, pursuant to section 146.1(1) of the *Municipal Government Act*, a council must, by bylaw, establish a code of conduct governing the conduct of councillors;

AND WHEREAS, pursuant to section 146.1(3) of the *Municipal Government Act*, a council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors;

AND WHEREAS, pursuant to section 153 of the *Municipal Government Act*, councillors have a duty to adhere to the code of conduct established by the council;

AND WHEREAS, the public is entitled to expect the highest standards of conduct from the members that it elects to council for Mackenzie County;

AND WHEREAS, the establishment of a code of conduct for members of council is consistent with the principles of transparent and accountable government;

AND WHEREAS, a code of conduct ensures that members of council share a common understanding of acceptable conduct extending beyond the legislative provisions governing the conduct of councillors;

NOW THEREFORE, the Council of Mackenzie County, in the Province of Alberta, duly assembled, enacts as follows:

1. SHORT TITLE

1.1 This Bylaw may be referred to as the “Council Code of Conduct Bylaw”.

2. DEFINITIONS

2.1 In this Bylaw, words have the meanings set out in the Act, except that:

(a) “**Act**” means the *Municipal Government Act*, RSA 2000, c. M-26, and associated regulations, as amended;

(b) “**Administration**” means the administrative and operational arm of the Municipality, comprised of the various departments and business units and

- including all employees who operate under the leadership and supervision of the CAO;
- (c) “**CAO**” means the Chief Administrative Officer of the Municipality, or their delegate;
 - (d) “**FOIP**” means the Freedom of Information and Protection of Privacy Act, RSA 2000, c. F-25, any associated regulations, and any amendments or successor legislation;
 - (e) “**Investigator**” means Council or the individual or body established by Council to investigate and report on complaints;
 - (f) “**Member**” means a member of Council and includes a councillor or the Reeve and includes members of council committees or other bodies established by Council who are not councillors or the Reeve;
 - (g) “**Municipality**” means the municipal corporation of Mackenzie County.

3. PURPOSE AND APPLICATION

- 3.1 The purpose of this Bylaw is to establish standards for the ethical conduct of Members relating to their roles and obligations as representatives of the Municipality and a procedure for the investigation and enforcement of those standards.

4. REPRESENTING THE MUNICIPALITY

- 4.1 Members shall:
 - (a) Act honestly and, in good faith, serve the welfare and interests of the Municipality as a whole;
 - (b) Perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency;
 - (c) Conduct themselves in a professional manner with dignity and make every effort to participate diligently in the meetings of Council, committees of Council and other bodies to which they are appointed by Council; and
 - ~~(d) Arrange their private affairs and conduct themselves in a manner that promotes public confidence and will bear close public scrutiny.~~

5. COMMUNICATING ON BEHALF OF THE MUNICIPALITY

- 5.1 A Member must not claim to speak on behalf of Council unless authorized to do so.
- 5.2 Unless Council directs otherwise, the Reeve is Council’s official spokesperson and in the absence of the Reeve it is the Deputy Reeve. All inquiries from the

media regarding the official Council position on an issue shall be referred to Council's official spokesperson.

- 5.3 A Member who is authorized to act as Council's official spokesperson must ensure that their comments accurately reflect the official position and will of Council as a whole, even if the Member personally disagrees with Council's position.
- 5.4 No Member shall make a statement when they know that statement is false.
- 5.5 No Member shall make a statement with the intent to mislead Council or members of the public.

~~6. USE OF SOCIAL MEDIA~~

~~6.1 No Member shall use personal social media networks for official municipal business.~~

~~6.2 Members shall adhere to the Social Media Policy as adopted by Council.~~

7. RESPECTING THE DECISION-MAKING PROCESS

- 7.1 Decision making authority lies with Council, and not with any individual Member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present. No member shall, unless authorized by Council, attempt to bind the Municipality or give direction to employees in Administration, agents, contractors, consultants or other service providers or prospective vendors to the Municipality.
- 7.2 Members shall conduct and convey Council business and all their duties in an open and transparent manner other than for those matters which by law are authorized to be dealt with in a confidential manner in an in-camera session, and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
- 7.3 Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

8. ADHERENCE TO POLICIES, PROCEDURES AND BYLAWS

- 8.1 Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.

- 8.2 Members shall respect the Municipality as an institution, its bylaws, policies and procedures and shall encourage public respect for the Municipality, its bylaws, policies and procedures.
- 8.3 A Member must not encourage disobedience of any bylaw, policy or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.

9. RESPECTFUL INTERACTIONS WITH COUNCIL MEMBERS, STAFF, THE PUBLIC AND OTHERS

- 9.1 Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
- 9.2 Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity and respect and without abuse, bullying or intimidation.
- 9.3 No Member shall use indecent, abusive, or insulting words or expressions toward another Member, any employee of the Municipality or any member of the public.
- 9.4 No Member shall speak in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
- 9.5 Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any Member or group of Members.
- 9.6 Members must not:
- (a) Involve themselves in matters of Administration, which fall within the jurisdiction of the CAO;
 - (b) Use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any employee of the Municipality with the intent of interfering in the employee's duties; or
 - (c) Maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Municipality.
- 9.7 Members shall adhere to the conduct of Members at meetings as identified in the municipalities Procedural Bylaw.

9.8 Members shall respect the framework established to clarify the roles and communication standards as identified in the Council/Administration Protocol Policy.

10. **CONFIDENTIAL INFORMATION**

10.1 Members must keep in confidence matters discussed in **camera private** at a Council or Council committee meeting until the matter is discussed at a meeting held in public.

10.2 ~~In the course of their duties, Members may also become privy to confidential information received outside of an “in-camera” meeting. Members must not:~~

~~(a) Disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by Council to do so;~~

~~(b) Access or attempt to gain access to confidential information in the custody or control of the Municipality unless it is necessary for the performance of the Member’s duties and is not otherwise prohibited by Council, and only then if the information is acquired through appropriate channels in accordance with applicable Council bylaws and policies;~~

~~(c) Use confidential information for personal benefit or for the benefit of any other individual or organization.~~

Members shall refrain from disclosing or releasing any confidential information acquired by virtue of their office except when required by law or authorized by Council to do so.

10.3 No Member shall use confidential information for personal benefit or for the benefit of any other individual organization.

10.4 Confidential information includes information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing pursuant to legislation, court order or by contract, or is required to refuse to disclose under FOIP or any other legislation, or any other information that pertains to the business of the Municipality, and is generally considered to be of a confidential nature, including but not limited to information concerning:

(a) The security of the property of the Municipality;

(b) A proposed or pending acquisition or disposition of land or other property;

~~(c) A tender that has or will be issued but has not been awarded;~~

(d) Contract negotiations;

(e) Employment and labour relations;

- (f) Draft documents and legal instruments, including reports, policies, bylaws and resolutions, that have not been the subject matter of deliberation in a meeting open to the public;
- (g) Law enforcement matters;
- (h) Litigation or potential litigation, including matters before administrative tribunals; and
- (i) Advice that is subject to solicitor-client privilege.

11. CONFLICTS OF INTEREST

- 11.1 Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.
- 11.2 Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise **as per the Act**.
- 11.3 Members shall approach decision-making with an open mind that is capable of persuasion.
- 11.4 It is the individual responsibility of each Member to seek independent legal advice, at the Member's sole expense, with respect to any situation that may result in a pecuniary or other conflict of interest.

12. IMPROPER USE OF INFLUENCE

- 12.1 No Member shall use the influence of the Member's office for any purpose other than for the exercise of the Member's official duties.
- 12.2 No Member shall act as a paid agent to advocate on behalf of any individual, organization or corporate entity before Council or a committee of Council or any other body established by Council.
- 12.3 Members shall not contact or otherwise attempt to influence members of any adjudicative body regarding any matter before it relating to the Municipality.
- 12.4 Members shall refrain from using their positions to obtain employment with the Municipality for themselves, family members or close associates. Members are ineligible to apply or be considered for any position with the Municipality while they hold their elected position ~~and for one year after leaving office~~.

13. USE OF MUNICIPAL ASSETS AND SERVICES

- 13.1 Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a Member.
- 13.2 Members shall use municipally owned electronic equipment according to the Electronic Access and Acceptable Use Policy.

14. ORIENTATION AND OTHER TRAINING ATTENDANCE

- 14.1 Every Member must attend be offered the orientation training offered by the Municipality within 90 days after the Member takes the oath of office. Attendance at additional training sessions throughout the Council term is discretionary.

15. GIFTS AND HOSPITALITY

- 15.1 Members shall not accept gifts, hospitality or other benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved.

~~15.2 Members may accept hospitality, gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation, provided that the value of the hospitality, gift or benefit does not exceed fifty (\$50) dollars.~~

~~**16. ELECTION CAMPAIGNS**~~

~~16.1 No Member shall use any facilities, equipment, supplies, services, municipal logo or other resources of the Municipality for any election campaign or campaign-related activity.~~

17. INFORMAL COMPLAINT PROCESS

- 17.1 Any person or any Member who has identified or witnessed conduct by a Member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may address the prohibited conduct by:
- (a) Advising the Member that the conduct violates this Bylaw and encouraging the Member to stop,
 - (b) Requesting the Reeve to assist in informal discussion of the alleged complaint with the Member in an attempt to resolve the issue. In the event that the Reeve is the subject of, or is implicated in a complaint, the person may request the assistance of the Deputy Reeve.

17.2 Individuals are encouraged to pursue this informal complaint procedure as the first means of remedying conduct that they believe violates this Bylaw. However, an individual is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined below.

18. FORMAL COMPLAINT PROCESS

18.1 Any person or any Member who has identified or witnessed conduct by a member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint in accordance with the following procedure:

- (a) All complaints shall be made in writing and shall be dated and signed by an identifiable individual;
- (b) All complaints shall be addressed to the Investigator;
- (c) The complaint must set out reasonable and probable grounds for the allegation that the Member has contravened this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Investigator;
- (d) If the facts, as reported, include the name of one or more Members who are alleged to be responsible for the breach of this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Investigator;
- (e) Upon receipt of a complaint under this Bylaw, the Investigator shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Investigator is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Investigator may choose not to investigate or, if already commenced, may terminate any investigation, or may dispose of the complaint in a summary manner. In that event, the complainant and Council, if Council is not the Investigator, shall be notified of the Investigator's decision;
- (f) If the Investigator decides to investigate the complaint, the Investigator shall take such steps as it may consider appropriate, which may include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;
- (g) If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide the Council and the Member who is the subject of the complaint, the results of the Investigator's investigation;
- (h) A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction is imposed;

- (i) A Member who is the subject of an investigation is entitled to be represented by legal counsel, at the Member's sole expense.

19. COMPLIANCE AND ENFORCEMENT

- 19.1 Members shall uphold the letter and the spirit and the intent of this Bylaw.
- 19.2 Members are expected to co-operate in every way possible in securing compliance with the application and enforcement of this Bylaw.
- 19.3 No Member shall:
 - (a) Undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to Council or to any other person;
 - (b) Obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.
- 19.4 Sanctions that may be imposed on a Member, by Council, upon a finding that the Member has breached this Bylaw may include:
 - (a) A letter of reprimand addressed to the Member;
 - (b) Requesting the Member to issue a letter of apology;
 - (c) Publication of a letter of reprimand or request for apology and the Member's response;
 - (d) Suspension or removal of the appointment of a Member as the chief elected official under section 150(2) of the Act;
 - (e) Suspension or removal of the appointment of a Member as the deputy chief elected official or acting chief elected official under section 152 of the Act;
 - (f) Suspension or removal of the chief elected official's presiding duties under section 154 of the Act;
 - (g) Suspension or removal from some or all Council committees and bodies to which council has the right to appoint members;
 - (h) Reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction in duties, excluding allowances for attendance at council meetings;
 - (i) Any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a Member from fulfilling the legislated duties of a councillor and the sanction is not contrary to the Act.

20. REVIEW

20.1 This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of Members.

21. EFFECTIVE DATE

21.1 The adoption of this bylaw is effective upon the date of the passing of the third and final reading thereof.

READ a first time this 10th day of April, 2018.

READ a second time this ____ day of _____, 2018.

READ a third time and finally passed this ____ day of _____, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Doug Munn, Director of Community Services
Title:	Mackenzie County Wellness Centre – Funding Options and Project Outline Report

BACKGROUND / PROPOSAL:

Council passed the following motion at the May 8, 2018 Council Meeting:
 That funding considerations for the Mackenzie Aquatics Society in their grant application for a wellness centre be TABLED to the next meeting and that administration bring back additional information and funding options.

Attached is a report that provides options entitled Mackenzie County Wellness Centre Funding Options and Project Outline Report

OPTIONS & BENEFITS:

- The report provides two recommendations:
1. That Council support the Wellness Centre Project in principle and that administration be authorized to obtain architectural drawings and cost estimates for the project and bring back to council for a funding commitment.
 2. That the budget be amended to include \$25,000 for the development of architectural drawings and cost estimates.

Author: D. Munn **Reviewed by:** _____ **CAO:** _____

COSTS & SOURCE OF FUNDING:

Costs and source of funds are included in the attached Mackenzie County Wellness Centre Funding Options and Project Outline Report

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That Council support the Wellness Centre Project in principle and that administration be authorized to obtain architectural drawings and cost estimates for the project and bring back to Council for a funding commitment.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the budget be amended to include \$25,000 for the development of architectural drawings and cost estimates with funding coming from the General Capital Reserve.

Author: D. Munn Reviewed by: _____ CAO: _____

Mackenzie County Wellness Centre Funding Options and Project Outline Report

May 15, 2018

Prepared by Doug Munn, Director of Community Services
And Byron Peters, Deputy CAO

Introduction

On May 8, 2018 the Mackenzie Aquatic Society made a presentation to Council proposing that a Wellness Centre be constructed in La Crete which would include an aquatic centre (competitive tank, leisure tank, slide, and hot tub), field house, indoor walking track and skating arena. The proposed cost for the facility was estimated at \$25,000,000 with a projected annual operating deficit of approximately \$195,000 per year. The committee has commitments for funding worth approximately \$3,500,000 and propose an application be made to the Investing in Canada grant program that could pay up to 75% for this type of project.

Funding Breakdown:	
Investing in Canada (75%)	\$18,750,000
Fundraising/Donations in Kind*	3,500,000
Mackenzie County	<u>2,750,000</u>
TOTAL	\$25,000,000

*Note: The committee is committed to increasing this fundraising portion if the project is approved by Mackenzie County.

Council passed the following motion at the May 8, 2018 Council Meeting:

That funding considerations for the Mackenzie Aquatics Society in their grant application for a wellness centre be TABLED to the next meeting and that administration bring back additional information and funding options.

Goals

In order to make this project a success administration has developed the following goals that would need to be accomplished.

1. Develop a realistic capital budget based on an acceptable design
 - a. Administration feels that the proposed facility has a few drawbacks and it would be beneficial to consider alternative designs that better meet the needs of citizens and make better use of the site. Professional assistance could help to develop a realistic capital budget for the project.
2. Successfully apply and receive funding from Investing in Canada Grant.
 - a. If this project is to succeed then it will be important to receive a major portion of the funding from this type of grant in order to reduce the amount provided by the County and local fundraising. As this grant is stackable we would also apply for additional grants.

Project Timelines

The first goal is to successfully make application for the Investing in Canada Grant. In order to do this the following project timelines have been outlined.

May 8/18 – Presentation from Community Group

May 23/18 - Receive direction from Council regarding what facilities should be pursued. It would be beneficial to contract a firm at this point to assist with capital costing and drawings.

June 27/18 - Administration to prepare estimates to construct and operate proposed facilities and present to Council. Drawings to be prepared by an architectural firm to be included in the application

June 27/18 - Council to pass a motion in support of the application, including commitment to fund operating and capital for the project

July 23/18 - Submit application

Budget

In order to prepare a professional application administration is recommending that we hire a firm to develop a more appropriate concept for the facility along with professional estimates for construction costs. Proposals for this work have been solicited and it is estimated that the cost will be \$20,000. For the purpose of this report we will estimate the project at \$25,000,000 however this figure could change depending on the estimates.

Capital Revenue sources are expected from the following sources:

- Investing in Canada Grant – The Federal Government has announced this grant program that funds up to 50% for recreation facilities with additional funding for northern communities and for aboriginal partnerships which could bring the total up to 75%. Administration is also in the process of determining what volume of funds are available through this grant.
- Mackenzie Aquatic Society has raised approximately \$500,000, have commitments of \$3,500,000 from donations and have an undisclosed amount of donations-in-kind from numerous businesses. If the County commits to funding and accepting operations for the project the Society expects that additional funds could be raised and they are prepared to spearhead the fundraising effort.
- Mackenzie County – The Society has requested that the County commit to funding \$2,750,000 toward the capital portion of this project based on a \$25,000,000. Detailed options for this funding are addressed in the section below entitled County Share of Budget – Options
- Other source of revenue – It may be possible to obtain other sources of revenue for this project. This might include sponsors and other government grants.

Cost to prepare Application

As mentioned earlier, it may be necessary to hire a firm to prepare professional drawings that could be used to enhance the application. These drawings should also be close to what is being planned to be built so that the construction costs can be determined as accurately as possible. The drawings that were proposed by the Society were great for a preliminary concept however it is recommended that the County consider alternative designs that make better use of the existing site, tries to tie the new and existing buildings together and maximizes the site for parking. Certainly the amenities that were suggested by the Society would be incorporated into the new design.

A second need is to prepare cost estimates to accurately determine the cost of construction based on an accepted facility design.

Administration is awaiting proposals from several firms to provide the services mentioned however it is estimated that these costs will be in the \$15,000 to \$20,000 range.

County Share of Budget - Options

Assuming a budget of \$25,000,000 and a successful application to Investing in Canada the County would be required to fund \$2,750,000. Below are options to fund this portion of the costs:

- Borrowing is an option that the County could pursue, which must be passed as a bylaw.
 - Considerations would be that it cannot exceed the debt limit of the County unless approved by the Minister;
 - The borrowing bylaw must be passed prior to building commencement;
 - How long the financing will be (short-term or long-term);
 - Must be advertised properly.
- Special Tax is an option for the County as it can be used for a specific service or purpose by imposing a recreational service tax.
 - Considerations would be that it must be passed annually;
 - Can be placed on any property except those who are exempt within section 351.
 - There must be an understanding of where the boundaries will be in regards to those who will be affected by the tax;
 - How far away from the wellness centre will the special tax be implemented;
 - The budget must have the estimated expenditure within it for the special tax to be accepted.
- Offsite levies can be used to pay for all or part of the capital costs for a new or expanded community recreation centre.
 - Considerations for offsite levies are that it can only be imposed once;
 - Cannot be placed on school lands;
 - Payments by instalments is an option;
 - Is only applicable to new land developments.
- Local Improvement Plans are not applicable for this project as a wellness centre serves too large a catchment, and is not specific enough to a local area in Mackenzie County.

Operating Expenses

The Mackenzie Aquatic Society has estimated that operating costs for the Wellness Centre will be in the \$200,000/year. Council is advised to proceed with this project only if they are comfortable supporting these operating costs on an annual basis once the facility is completed. Administration is also prepared to investigate the operating costs in more detail upon direction from Council.

Grant Application – Investing in Canada

The Federal Government has announced the Investing in Canada Grant Program. It appears that this grant could provide up to 75% funding for this type of project. The grant deadline is August 1, 2018. Information on the grant is still being developed due to the partnership between the Federal and Provincial governments however it will be important for the County to begin to prepare information for the application if we expect to be successful this year.

The grant has four branches including Public Transit; Green Infrastructure; Community Culture and Recreation; and Rural and Northern Communities Infrastructure. This project clearly fits into the latter two branches.

Process to Prepare Application

The following process is recommended in order to prepare a quality application:

1. Contract an architectural firm to develop conceptual plans and cost estimates.
 - a. Administration has requested proposals from three architectural firms. We expect to receive these on May 25, 2018.
 - b. It is recommended that Council authorize \$25,000 to contract an architectural firm.

Summary

The Investing in Canada Grant program provides an excellent opportunity to allow Mackenzie County to develop recreation facilities. There are many variables at this point and the development of this project will be a work in progress. The County can expect to consider this as a work in progress and once capital construction costs are confirmed a final plan should be created to make the Investing in Canada grant application.

Recommendations

That Council support the Wellness Centre Project in principle and that administration be authorized to obtain architectural drawings and cost estimates for the project and bring back to Council for a funding commitment.

That the budget be amended to include \$25,000 for the development of architectural drawings and cost estimates with funding coming from the General Capital Reserve.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Doug Munn, Director of Community Services
Title:	La Crete Recreation Board – Request for Assistance with Utility Costs

BACKGROUND / PROPOSAL:

Attached is a request from the La Crete Recreation Board Manager asking that the County absorb utility costs for the La Crete Splash Park and Ball Diamond.

Currently the County pays all utilities for major recreation complexes. This includes the splash park in Fort Vermilion.

OPTIONS & BENEFITS:

Following are options regarding this request:

1. That the County agree to pay for all utility costs, including gas, power and water, for the La Crete Ball Diamonds and Splash Park.
2. That the County agree to pay for all utility costs, including gas, power and water, for the La Crete Ball Diamonds and Splash Park. (AND DEFEAT THE MOTION)
3. That the County pay certain utilities as determined by Council.

COSTS & SOURCE OF FUNDING:

Estimates for these costs are not included. Water was billed at approximately \$2,000 last year for ball diamonds. No funds have been budgeted for these expenses.

SUSTAINABILITY PLAN:

Author: D. Munn **Reviewed by:** _____ **CAO:** _____

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: D. Munn Reviewed by: _____ CAO: _____

NORTHERN LIGHTS RECREATION CENTRE

Box 29
La Crete AB
T0H 2H0
780-926-0503
arenam@telus.net

To reeve and Council:

The La Crete Rec society runs the ball diamonds and the Knelsen splash Park. I would like to make a request to Council that the County would absorb the utilities cost for the ball diamonds and the splash park. Utilities include Power, water and sewer.

Philip Doerksen
Arena Manager.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Karen Huff, Director of Finance
Title:	Financial Reports – January 1, 2018 to April 30, 2018

BACKGROUND / PROPOSAL:

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

OPTIONS & BENEFITS:

Financial Reports to Council

Council shall receive the following reports monthly:

- Statement comparing actual operating revenue and expenditures to budget for the year-to-date;
- A report on funds invested in terms deposits and other securities.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for the period of January 1, 2018 to April 30, 2018 be received for information.

Author: J Batt Reviewed by: K Huff CAO: _____

**MACKENZIE COUNTY
STATEMENT OF OPERATIONS**

	<u>2016 Actual</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2018</u>
	<u>Total</u>	<u>Total</u>	<u>Total</u>	<u>Budget</u>
OPERATIONAL REVENUES				
Property taxes	\$33,778,553	\$30,543,104	\$31,310,513	\$30,691,800
User fees and sales of goods	\$4,454,752	\$4,652,224	\$1,717,083	\$4,573,200
Government transfers	\$1,390,555	\$591,017	\$169,612	\$1,214,200
Investment income (operating)	\$525,474	\$450,340	\$55,402	\$500,000
Penalties and costs on taxes	\$1,453,394	\$1,030,335	\$645,326	\$1,300,000
Licenses, permits and fines	\$456,914	\$350,956	\$113,082	\$358,000
Rentals	\$114,094	\$127,969	\$77,809	\$111,500
Insurance proceeds	\$36,663	\$3,234	\$0	\$0
Development levies	\$0	\$21,851	\$0	\$0
Municipal reserve revenue	\$81,789	\$70,980	\$27,696	\$60,000
Sale of non-TCA equipment	\$0	\$5,120	\$0	\$0
Other	\$491,062	\$463,598	\$268,288	\$330,750
Total operating revenues	\$42,783,250	\$38,310,728	\$34,384,811	\$39,139,450
OPERATIONAL EXPENSES				
Legislative	\$647,301	\$687,754	\$284,245	\$845,150
Administration	\$5,321,052	\$5,621,478	\$1,085,255	\$5,770,400
Protective services	\$1,294,389	\$1,446,850	\$477,604	\$1,730,550
Transportation	\$15,591,048	\$16,231,463	\$2,245,831	\$19,122,850
Water, sewer, solid waste disposal	\$4,602,650	\$4,836,739	\$895,738	\$5,360,950
Public health and welfare (FCSS)	\$783,038	\$792,049	\$489,293	\$799,850
Planning, development	\$1,150,253	\$1,089,756	\$320,370	\$1,373,600
Agriculture and veterinary	\$1,161,289	\$1,339,083	\$167,770	\$1,442,110
Recreation and culture	\$1,988,845	\$2,128,612	\$692,860	\$2,393,350
School requisitions	\$6,838,317	\$6,512,618	\$1,634,759	\$6,171,876
Lodge requisitions	\$852,083	\$461,788	\$581,534	\$581,550
Non-TCA projects	\$1,059,745	\$1,294,638	\$495,508	\$3,067,589
Operating expenses	\$41,290,010	\$42,442,828	\$9,370,767	\$48,659,825
Principle - Long term debt	\$1,578,512	\$1,691,602	\$217,504	\$1,926,300
Total Operating Expnses	\$42,868,522	\$44,134,430	\$9,588,271	\$50,586,125
Excess (deficiency) before other	(\$85,272)	(\$5,823,702)	\$24,796,540	(\$11,446,675)

Mackenzie County
Summary of All Units

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2018</u>	<u>\$ Variance</u>	<u>% Vari...</u>
	<u>Total</u>	<u>Total</u>	<u>Budget</u>	<u>(Remaining)</u>	<u>(Rem...</u>
OPERATING REVENUES					
100-Municipal Taxes	\$23,462,202	\$24,485,618	\$23,608,700	(\$876,918)	-4%
101-Lodge Requisition	\$455,825	\$576,613	\$459,700	(\$116,913)	-25%
102-School Requisition	\$6,521,520	\$6,126,647	\$6,520,150	\$393,503	6%
124-Frontage	\$103,557	\$106,734	\$103,250	(\$3,484)	-3%
261-Ice Bridge	\$130,000	\$145,780	\$140,000	(\$5,780)	-4%
420-Sales of goods and services	\$577,825	\$409,995	\$498,400	\$88,405	18%
421-Sale of water - metered	\$3,075,611	\$1,019,868	\$3,122,750	\$2,102,882	67%
422-Sale of water - bulk	\$998,789	\$287,220	\$952,050	\$664,830	70%
424-Sale of land	\$8,000	\$11,020		(\$11,020)	0%
510-Penalties on taxes	\$1,030,335	\$645,326	\$1,300,000	\$654,674	50%
511-Penalties of AR and utilities	\$59,519	\$9,977	\$65,750	\$55,773	85%
520-Licenses and permits	\$46,704	\$34,293	\$39,000	\$4,707	12%
521-Offsite levy	\$21,851			\$0	0%
522-Municipal reserve revenue	\$70,980	\$27,696	\$60,000	\$32,304	54%
526-Safety code permits	\$241,453	\$46,597	\$225,000	\$178,403	79%
525-Subdivision fees	\$30,350	\$22,775	\$35,000	\$12,225	35%
530-Fines	\$22,685	\$7,609	\$50,000	\$42,391	85%
531-Safety code fees	\$9,764	\$1,807	\$9,000	\$7,193	80%
550-Interest revenue	\$452,659	\$104,575	\$500,000	\$395,425	79%
551-Market value changes	(\$2,319)	(\$49,173)		\$49,173	0%
560-Rental and lease revenue	\$127,969	\$77,809	\$111,500	\$33,691	30%
570-Insurance proceeds	\$3,234			\$0	0%
592-Well drilling revenue		\$82,818		(\$82,818)	0%
597-Other revenue	\$124,614	\$17,893	\$15,000	(\$2,893)	-19%
598-Community aggregate levy	\$118,216		\$80,000	\$80,000	100%
630-Sale of non-TCA equipment	\$5,120			\$0	0%
790-Tradeshaw Revenues	\$23,248	\$800	\$30,000	\$29,200	97%
840-Provincial grants	\$591,017	\$169,612	\$1,214,200	\$1,044,588	86%
890-Gain (Loss) Penny Rounding	\$0	\$0		\$0	0%
TOTAL REVENUE	<u>\$38,310,729</u>	<u>\$34,369,910</u>	<u>\$39,139,450</u>	<u>\$4,769,540</u>	<u>12%</u>
OPERATING EXPENSES					
110-Wages and salaries	\$7,108,121	\$1,948,805	\$7,449,750	\$5,500,945	74%
132-Benefits	\$1,377,797	\$549,804	\$1,530,550	\$980,746	64%
136-WCB contributions	\$78,085	\$17,721	\$115,500	\$97,779	85%
142-Recruiting	\$19,227	(\$1,146)	\$15,000	\$16,146	108%
150-Isolation cost	\$92,184	\$34,091	\$100,900	\$66,809	66%
151-Honoraria	\$579,179	\$169,114	\$684,200	\$515,086	75%
211-Travel and subsistence	\$343,183	\$131,523	\$419,900	\$288,377	69%
212-Promotional expense	\$71,341	\$5,049	\$84,000	\$78,951	94%
214-Memberships & conference fees	\$130,382	\$73,225	\$157,550	\$84,325	54%
215-Freight	\$93,365	\$22,885	\$116,000	\$93,115	80%
216-Postage	\$53,504	\$14,345	\$46,550	\$32,205	69%
217-Telephone	\$123,156	\$36,431	\$136,510	\$100,079	73%
221-Advertising	\$72,961	\$3,679	\$72,850	\$69,171	95%
223-Subscriptions and publications	\$7,630	\$2,921	\$11,650	\$8,729	75%
231-Audit fee	\$75,600	\$60,100	\$90,000	\$29,900	33%
232-Legal fee	\$109,152	\$16,064	\$85,000	\$68,936	81%
233-Engineering consulting	\$56,742	\$28,444	\$169,000	\$140,556	83%
235-Professional fee	\$1,547,817	\$350,358	\$1,652,000	\$1,301,642	79%
236-Enhanced policing fee	\$150,067	\$78,150	\$312,600	\$234,450	75%
239-Training and education	\$84,345	\$41,800	\$151,200	\$109,400	72%
242-Computer programming	\$89,701	\$54,719	\$122,100	\$67,381	55%
251-Repair & maintenance - bridges	\$75,406		\$542,000	\$542,000	100%
252-Repair & maintenance - buildings	\$153,643	\$34,532	\$206,250	\$171,719	83%
253-Repair & maintenance - equipment	\$344,519	\$71,566	\$362,200	\$290,634	80%
255-Repair & maintenance - vehicles	\$119,764	\$39,357	\$129,800	\$90,443	70%
258-Contract graders	\$110,488	\$32,768	\$150,850	\$118,082	78%
259-Repair & maintenance - structural	\$1,601,127	\$63,112	\$2,023,050	\$1,959,938	97%

Mackenzie County
Summary of All Units

	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2018</u>	<u>\$ Variance</u>	<u>% Vari...</u>
	<u>Total</u>	<u>Total</u>	<u>Budget</u>	<u>(Remaining)</u>	<u>(Rem...</u>
261-Ice bridge construction	\$131,094	\$129,672	\$130,000	\$328	0%
262-Rental - building and land	\$28,746	\$18,225	\$65,800	\$47,575	72%
263-Rental - vehicle and equipment	\$73,965	\$16,262	\$89,350	\$73,088	82%
266-Communications	\$103,920	\$41,289	\$119,100	\$77,811	65%
271-Licenses and permits	\$9,850	\$311	\$12,900	\$12,589	98%
272-Damage claims	\$3,560		\$5,000	\$5,000	100%
274-Insurance	\$398,646	\$299,150	\$322,800	\$23,650	7%
342-Assessor fees	\$286,581	\$107	\$260,000	\$259,893	100%
290-Election cost	\$12,372		\$5,000	\$5,000	100%
511-Goods and supplies	\$922,369	\$195,140	\$881,700	\$686,560	78%
521-Fuel and oil	\$817,731	\$252,092	\$815,050	\$562,958	69%
531-Chemicals and salt	\$321,301	\$87,190	\$341,800	\$254,610	74%
532-Dust control	\$545,077		\$930,000	\$930,000	100%
533-Grader blades	\$214,340	\$17,515	\$144,000	\$126,485	88%
534-Gravel (apply; supply and apply)	\$1,611,653	\$217,550	\$3,636,000	\$3,418,450	94%
543-Natural gas	\$88,256	\$61,030	\$92,750	\$31,720	34%
544-Electrical power	\$668,089	\$236,556	\$672,350	\$435,794	65%
550-Carbon Tax	\$73,658	\$36,441	\$112,500	\$76,059	68%
710-Grants to local governments	\$1,336,499		\$1,476,400	\$1,476,400	100%
735-Grants to other organizations	\$2,063,041	\$1,101,098	\$2,188,750	\$1,087,652	50%
747-School requisition	\$6,512,618	\$1,634,759	\$6,171,876	\$4,537,117	74%
750-Lodge requisition	\$461,788	\$581,534	\$581,550	\$16	0%
810-Interest and service charges	\$24,104	\$5,642	\$25,000	\$19,358	77%
831-Interest - long term debt	\$545,436	\$25,436	\$472,500	\$447,064	95%
832-Principle - Long term debt	\$1,691,602	\$217,504	\$1,926,300	\$1,708,796	89%
TOTAL	\$33,614,782	\$9,053,919	\$38,415,436	\$29,361,517	76%
Non-TCA projects	\$1,294,638	\$495,508	\$3,067,589	\$2,572,081	84%
762 - Contributed to Capital	\$7,615,513			\$0	0%
921-Bad Debt	\$49,552			\$0	0%
922-Tax Cancellation/Writeoff		\$3,254		(\$3,254)	0%
993-NBV of Disposed TCAAssets	\$17,791			\$0	0%
994-Change in Inventory	\$239,593			\$0	0%
995-Amortization of TCA	\$8,888,085		\$8,969,350	\$8,969,350	100%
TOTAL EXPENSES	\$51,719,954	\$9,552,681	\$50,452,375	\$40,899,694	81%
EXCESS (DEFICIENCY)	(\$13,409,225)	\$24,817,229	(\$11,312,925)	(\$36,130,154)	319%

Investment Report at the period ending April 30, 2018

Reconciled Bank Balance on April 30, 2018

Reconciled Bank Balance 2,401,182

Investment Values on April 30, 2018

Short term investments (EM0-0377-A)	1,925,182
Short term T-Bill (1044265-26)	239,781
Long term investments (EM0-0374-A)	8,256,425
Short term notice on amount 31 days	6,151,222
Short term notice on amount 60 days	15,278
Short term notice on amount 90 days	24,559
Vision Credit Union - 30 to 59 Days	1,704,688
Vision Credit Union - 2 year	2,034,000

Total Investments **20,351,134**

Total Bank Balance and Investements **22,752,316**

These balances include 'market value changes'.

Revenues

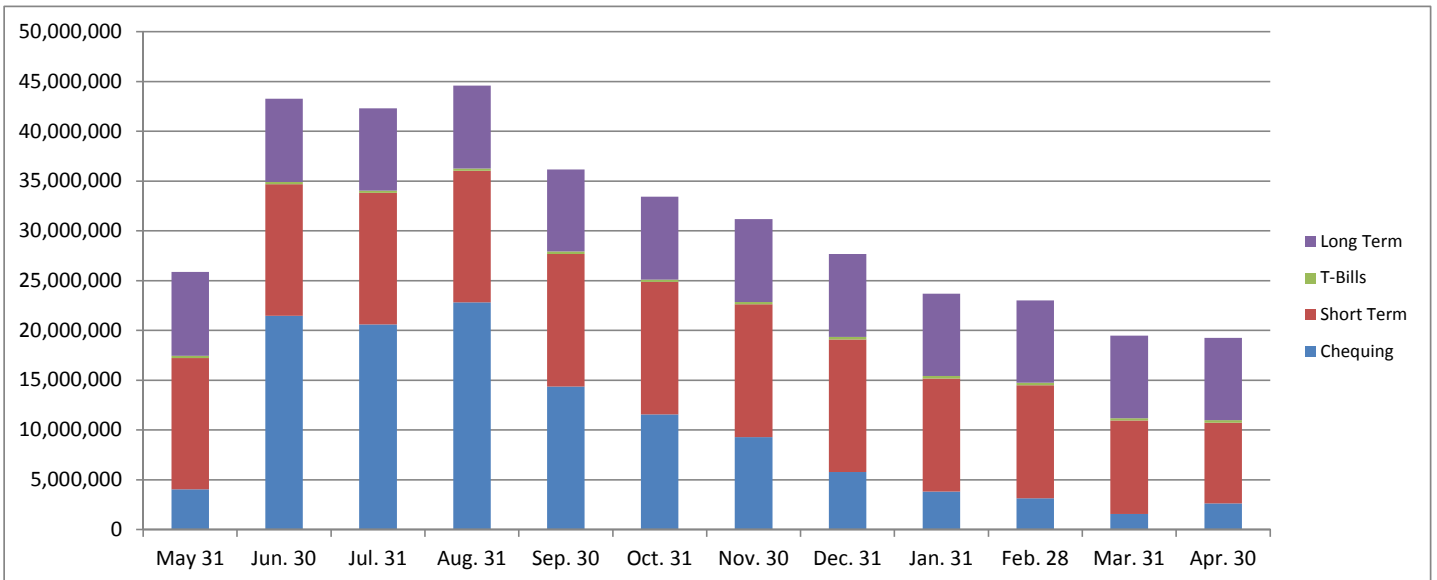
Interest received from investments
Interest accrued from investments but not received.

<i>Total April</i>	<i>Short Term April</i>	<i>Long Term April</i>
120,026	84,129	35,896
115,259	10,842	104,417
235,285	94,971	140,313

Interest received, chequing account
Grand total interest revenues before investment manager fees
Deduct: investment manager fees for investments
Grand total interest revenues after investment manager fees

15,908	15,908	
251,193	110,879	140,313
(-12,866)	(-1,640)	(-11,226)
238,327	109,240	129,088

Balances in the Various Accounts - Last 12 Months





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Karen Huff, Director of Finance
Title:	Northwest Species at Risk Committee Financial Information

BACKGROUND / PROPOSAL:

At the May 8, 2018 Council made the following motion:

MOTION 18-05-344 **MOVED** by Deputy Reeve Wardley
That administration provide the financial information as requested by the Northwest Species at Risk Committee.
CARRIED

OPTIONS & BENEFITS:

Revenues & Costs to April 30, 2018

Note: adjustments are pending as a review identified costs for other grant funding that needed to be reallocated.

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

Author: Karen Huff **Reviewed by:** _____ **CAO:** _____

COMMUNICATION:

With the NWSAR and other municipalities, as required

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion

Author: Karen Huff **Reviewed by:** _____ **CAO:** _____

Mackenzie County
 Caribou/Industry Protection Strategy Project
 Project Financial Reconciliation
 As at April 30, 2018

Caribou Project

Budget		<u>380,000.00</u>	
		<u>380,000.00</u>	
Expense	2016	111,536.43	
	2017	222,236.37	
	2018	<u>98,846.53</u>	
		<u>432,619.33</u>	<u>(52,619.33)</u>

Contributions received from other communities		<u>30,864.52</u>	<u>30,864.52</u>
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ACP Grant

ACP Grant - Revenue			
ACP Grant - Expense		<u>270,000.00</u>	
		-	<u>270,000.00</u>

Wolf Bounty

Wolf Bounty - Budget			
Wolf Bounty - Expense		<u>100,000.00</u>	
		<u>71,068.07</u>	<u>28,931.93</u>

Mackenzie County
 Caribou/Industry Protection Strategy Project
 Project Financial Reconciliation
 As at April 30, 2018

Revenues

Caribou Project

Original budget	2016 Budget	2016	\$300,000	
additional funds	motion 17-04-308	2017	\$50,000	
transfer to ACP Grant	motion 17-09-670	2017	(\$70,000)	
additional funds	2018 Budget	2018	\$100,000	\$380,000

Contributions received from other communities

County of Northern Lights - June 22/17		2017	\$9,000	
Town of Manning		2018	\$5,000	
Town of High Level		2018	\$16,865	\$30,865

ACP Grant

approved grant		2017	\$200,000	
transfer from Caribou	motion 17-09-670	2017	\$70,000	\$270,000

Wolf Bounty

Original Budget		2016	\$100,000	\$100,000
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Mackenzie County

Project Name: **Caribou/industry protection strategy**
 Project Number: 7-12-30-16-xxx

Budget amount:		380,000.00
	Cost to date	
	Contract Work:	0.00
	Engineering fee:	380,471.13
	Other:	28,699.43
	Total:	409,170.56
Variance from budget		(29,170.56)

	Date	Inv.Number	Cost	GST	Holdback	Paid amount	
Contracted Services							
Environmental Dynamics	July 31, 2016		5884	8,233.05	411.65	0.00	8,644.70
Christensen Environmental	August 2, 2016	2016-0802		200.00	10.00	0.00	210.00
592766 B.C. LTD	August 11, 2016	2016047		4,076.03	203.80	0.00	4,279.83
Innovisions & Associates	August 31, 2016	445-005		2,120.00	106.00	0.00	2,226.00
592766 B. C. LTD	September 5, 2016	2016052		23,188.19	1,159.41	0.00	24,347.60
ATB Mastercard	September 9, 2016	9233024854		120.00	6.00	0.00	126.00
Paragon Wildlife	September 22, 2016	Consulting Caribou		1,788.75	89.44	0.00	1,878.19
Miller Thomson LLP	September 28, 2016	2942804		10,112.50	505.63	0.00	10,618.13
592766 B.C. LTD	September 30, 2016	2016056		1,407.20	70.36	0.00	1,477.56
Stantec Consulting	October 7, 2016	1109262		1,421.82	71.09	0.00	1,492.91
Wild and Company	October 31, 2016	Caribou Habitat Project		21,000.00	1,050.00	0.00	22,050.00
Impact Consulting	October 31, 2016	MAC102016		4,500.00	225.00	0.00	4,725.00
Silvacom	October 31, 2016	25055		2,400.00	120.00	0.00	2,520.00
Wild and Company	November 29, 2016	Caribou Habitat Project #2		6,300.00	315.00	0.00	6,615.00
Miller Thomson	November 30, 2016	2968587		1,432.00	71.60	0.00	1,503.60
Impact Consulting	November 30, 2016	MAC112016		10,500.00	525.00	0.00	11,025.00
Silvacom	November 30, 2016	25130		2,000.00	100.00	0.00	2,100.00
Impact Consulting	December 31, 2016	MAC122016		900.00	45.00	0.00	945.00
Miller Thomson LLP	January 6, 2017	2981479		302.50	15.13	0.00	317.63
Wazuku Advisory Group	January 6, 2017	1442		8,000.00	400.00	0.00	8,400.00
Olson Law	January 9, 2017	82		1,300.00	65.00	0.00	1,365.00
DMC Consulting	January 31, 2017	001MC		2,800.00	140.00	0.00	2,940.00
Wazuku Advisory Group	February 9, 2017	1478		7,000.00	350.00	0.00	7,350.00
Amarillo Contractors Ltd.	February 15, 2017	4975		5,025.00	251.25	0.00	5,276.25
Miller Thomson	February 20, 2017	3004046		4,981.50	249.08	0.00	5,230.58
DMC Consulting	February 28, 2017	002MC		527.07	21.01	0.00	548.08
DMC Consulting	February 28, 2017	002MC		6,800.00	340.00	0.00	7,140.00
DMC Consulting	February 28, 2017	003MC		5,150.00	257.50	0.00	5,407.50
Wazuku Advisory Group	March 1, 2017	1512		4,000.00	200.00	0.00	4,200.00
Wazuku Advisory Group	April 4, 2017	1550		4,000.00	200.00	0.00	4,200.00
Alpha Management	April 28, 2017	Alpha 01		849.82	42.48	0.00	892.30
Alpha Management	April 28, 2017	Alpha 01		902.31	0.00	0.00	902.31
Wazuku Advisory Group	May 2, 2017	1567		4,000.00	200.00	0.00	4,200.00
DMC Consulting	May 29, 2017	1011		8,000.00	400.00	0.00	8,400.00
DMC Consulting	May 29, 2017	1012		8,955.00	447.75	0.00	9,402.75
Associated Environmental	May 31, 2017	809080		8,340.52	417.03	0.00	8,757.55
Wazuku Advisory Group	June 1, 2017	1591		4,000.00	200.00	0.00	4,200.00
Jorgensen, Luke	June 1, 2017	1001		444.00	0.00	0.00	444.00
Paragon Wildlife	June 8, 2017	Caribou recovery		6,311.25	315.56	0.00	6,626.81
Associated Environmental	June 9, 2017	809117		34,558.60	1,727.93	0.00	36,286.53
DMC Consulting	June 20, 2017	1014		9,800.00	490.00	0.00	10,290.00
DMC Consulting	August 9, 2017	1016		11,216.75	560.84	0.00	11,777.59
DMC Consulting	August 9, 2017	1017		7,005.00	350.25	0.00	7,355.25
DMC Consulting	September 18, 2017	1019		12,225.00	611.25	0.00	12,836.25
DMC Consulting	September 24, 2017	1020		5,300.00	265.00	0.00	5,565.00
Jorgensen, Luke	September 30, 2017	1002		820.00	0.00	0.00	820.00
Jorgensen, Luke	September 30, 2017	1003		700.00	0.00	0.00	700.00
Jorgensen, Luke	September 30, 2017	1004		574.00	0.00	0.00	574.00
RSG Consultants	October 5, 2017	4		7,400.00	370.00	0.00	7,770.00
DMC Consulting	October 26, 2017	1023		5,000.00	250.00	0.00	5,250.00

Mackenzie County

Project Name: **Caribou/industry protection strategy**
 Project Number: **7-12-30-16-xxx**

Budget amount:		380,000.00	
	Cost to date		Variance
	Contract Work:	0.00	0.00
	Engineering fee:	380,471.13	(380,471.13)
	Other:	28,699.43	(28,699.43)
	Total:	0.00	409,170.56
Variance from budget		380,000.00	(29,170.56)

Date	Inv.Number	Cost	GST	Holdback	Paid amount
DMC Consulting	November 30, 2017	1024	9,500.00	475.00	9,975.00
Long Sleeve Productions	December 21, 2017	008	2,000.00		2,000.00
DMC Consulting	December 31, 2017	1025	10,696.75	534.84	11,231.59
RSG Consultants	January 7, 2018	5	9,000.00	450.00	9,450.00
Long Sleeve Productions	January 15, 2018	009	2,999.71		2,999.71
DMC Consulting	January 31, 2018	1028	9,309.93	465.50	9,775.43
DMC Consulting	January 31, 2018	1028	270.00		270.00
Silvacom	January 31, 2018	26092	600.00	30.00	630.00
Long Sleeve Productions	February 23, 2018	011	2,400.00		2,400.00
Miller Thomson LLP	February 26, 2018	3153360	1,667.50	83.38	1,750.88
Long Sleeve Productions	February 27, 2018	012	2,000.00		2,000.00
Silvacom	February 28, 2018	26144	400.00	20.00	420.00
DMC Consulting	February 28, 2018	1030	7,449.38	372.47	7,821.85
RSG Consultants	March 3, 2018	6	6,900.00	345.00	7,245.00
RSG Consultants	March 3, 2018	7	8,635.00	431.75	9,066.75
RSG Consultants	March 3, 2018	8	4,955.00	247.75	5,202.75
Long Sleeve Productions	March 5, 2018	010	13,700.00	0.00	13,700.00
Long Sleeve Productions	March 13, 2018	13	5,498.86		5,498.86
Long Sleeve Productions	March 23, 2018	014	500.00		500.00
Long Sleeve Productions	March 29, 2018	015	2,700.00		2,700.00
RSG Consultants	April 11, 2018	9	13,000.00	650.00	13,650.00
				0.00	0.00
			380,471.13	6,576.44	0.00
					138,212.05

Other					
Staples	November 14, 2016	ATB MC November	39.39	1.97	41.36
Staples	November 14, 2016	ATB MC November	7.80	0.39	8.19
Staples	November 14, 2016	ATB MC November	46.80	2.34	49.14
Staples	November 14, 2016	ATB MC November	93.60	4.68	98.28
Staples	November 14, 2016	ATB MC November	46.80	2.34	49.14
Sorrentinos	January 25, 2017	ATB MC January	425.32	17.58	442.90
Air Canada	March 24, 2017	ATB MC April	25.00	0.00	25.00
Air Canada	March 24, 2017	ATB MC April	25.00	0.00	25.00
Air Canada	March 24, 2017	ATB MC April	25.00	0.00	25.00
Air Canada	March 27, 2017	ATB MC March	687.76	32.86	720.62
Air Canada	March 27, 2017	ATB MC March	687.76	32.86	720.62
Air Canada	March 27, 2017	ATB MC March	687.76	32.86	720.62
Central Mountain Air	April 16, 2017	ATB MC April	908.58	65.03	973.61
Associated Cab	April 17, 2017	ATB MC April	39.05	0.00	39.05
Klein and Harris Calgary	April 18, 2017	ATB MC April	81.45	3.43	84.88
Checker Cabs	April 19, 2017	ATB MC April	35.05	1.51	36.56
Marriott Calgary	April 20, 2017	ATB MC April	398.00	48.44	446.44
Town of High Level	April 26, 2017	IVC0000000018914	224.00	11.20	235.20
Air Canada	May 12, 2017	ATB MC May	602.76	30.14	632.90
The Mirage Hotel High Level	May 24, 2017	ATB MC June	126.96	5.64	132.60
Sing's Restaurant	May 25, 2017	ATB MC June	64.59	2.79	67.38
IMPARK Edmonton	May 30, 2017	ATB MC June	33.33	1.67	35.00
Starbucks	May 30, 2017	ATB MC June	12.35	0.62	12.97
Capitol Taxi	May 31, 2017	ATB MC June	41.14	0.00	41.14
Executive Royal Hotel	May 31, 2017	ATB MC June	113.36	5.45	118.81
Air Canada	May 31, 2017	ATB MC June	25.00	0.00	25.00
Aulde Dubliner	June 1, 2017	ATB MC June	139.05	0.00	139.05
Westin Ottawa Dining	June 1, 2017	ATB MC June	110.00	0.00	110.00

Mackenzie County

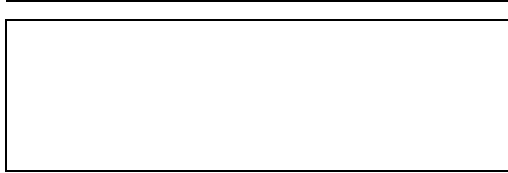
Project Name: **Caribou/industry protection strategy**
 Project Number: 7-12-30-16-xxx

Budget amount:		380,000.00	
	Cost to date		Variance
	Contract Work:	0.00	0.00
	Engineering fee:	380,471.13	(380,471.13)
	Other:	28,699.43	(28,699.43)
	Total:	0.00	409,170.56
Variance from budget		380,000.00	(29,170.56)

	Date	Inv.Number	Cost	GST	Holdback	Paid amount
Service De Taxi Hamza	June 1, 2017	ATB MC June	24.55	0.00		24.55
Blueline Taxi	June 3, 2017	ATB MC June	44.08	0.00		44.08
Blueline Taxi	June 3, 2017	ATB MC June	38.19	0.00		38.19
Blueline Taxi	June 5, 2017	ATB MC June	38.56	0.00		38.56
Park'N'Fly	June 5, 2017	ATB MC June	48.82	2.44		51.26
HMS Host Ottawa Airport	June 5, 2017	ATB MC June	115.57	0.00		115.57
Canadian War Museum	June 5, 2017	ATB MC June	14.90	0.00		14.90
Fairmont Chateau	June 6, 2017	ATB MC June	1,507.25	0.00		1,507.25
Executive Royal Hotel	June 6, 2017	ATB MC June	113.36	5.45		118.81
Peters, Byron	June 19, 2017	Expense claim	366.67	18.33		385.00
Peters, Byron	August 8, 2017	Expense claim	380.95	19.05		400.00
July 2017 MC	August 17, 2017	ATB MC July	36.63			36.63
July 2017 MC	August 17, 2017	ATB MC July	23.25			23.25
July 2017 MC	August 17, 2017	ATB MC July	90.55	3.22		93.77
July 2017 MC	August 17, 2017	ATB MC July	59.35			59.35
July 2017 MC	August 17, 2017	ATB MC July	166.39	7.19		173.58
July 2017 MC	August 17, 2017	ATB MC July	15.05	0.75		15.80
July 2017 MC	August 17, 2017	ATB MC July	926.64	43.32		969.96
Best Western Plus	August 23, 2017	6980	300.00	15.00		315.00
Best Western Plus	August 23, 2017	6980	363.40	15.80		379.20
DMC Consulting	August 31, 2017	October 14, 1902	9,468.67	473.43		9,942.10
Prestige Printing	September 25, 2017	32011	179.98	9.00		188.98
Staples - AAMDC	September 26, 2017	45496392	52.50	2.63		55.13
Peters, Byron	October 10, 2017	Expense claim	288.10	14.40		302.50
August 2017 MC - Wildflower Grill	September 11, 2017	ATB MC August	174.64	7.40		182.04
August 2017 MC - Co-op Taxi Line	September 11, 2017	ATB MC August	11.00			11.00
August 2017 MC - Courtyard Marriott	September 11, 2017	ATB MC August	346.36	16.76		363.12
August 2017 MC - A&W	September 11, 2017	ATB MC August	24.42	1.22		25.64
September 2017 MC - A&W	October 16, 2017	ATB MC September	9.50	0.48		9.98
September 2017 MC - Tim Hortons	October 16, 2017	ATB MC September	8.69	0.43		9.12
September 2017 MC - Holiday Inn Express	October 16, 2017	ATB MC September	123.76	5.95		129.71
Shaw Conference Centre	November 6, 2017	ATB MC October	1,000.00			1,000.00
AUMA Convention 2017	November 6, 2017	CONV17-0007-0444-0588	700.00	35.00		735.00
Shaw Conference Centre	November 16, 2017	1840	1,717.60	85.88		1,803.48
Fairmont Jasper	November 29, 2017	ATB MC October	1,044.75	50.36		1,095.11
DMC Consulting	November 30, 2017	October 20, 1902	450.00	22.50		472.50
Costco	December 13, 2017	ATB MC November	191.98			191.98
Vistaprint	December 13, 2017	ATB MC November	1,729.99	86.49		1,816.48
Sugar Mountain Cotton Candy	December 13, 2017	ATB MC November	1,000.00	50.00		1,050.00
Vistaprint	December 13, 2017	ATB MC November	176.99	8.85		185.84
Greater Edmonton Taxi	December 13, 2017	ATB MC November	13.00			13.00
Greater Edmonton Taxi	December 13, 2017	ATB MC November	13.80			13.80
Greater Edmonton Taxi	December 13, 2017	ATB MC November	16.40			16.40
Co-op Taxi Line	December 13, 2017	ATB MC November	11.20			11.20
Riley's Reproduction	December 13, 2017	ATB MC November	251.70	12.59		264.29
REDI Northwest Alberta	December 19, 2017	INV.RQST	(5,843.66)	(282.57)		(6,126.23)
Homestyle Bakery & Lunch Counter	January 9, 2018	7283	56.00			56.00
La Crete Co-op	January 9, 2018	4224	12.98	0.65		13.63
La Crete Co-op	January 9, 2018	4224	49.53			49.53
Best Western Plus	January 18, 2018	7683	252.00	12.60		264.60
Best Western Plus	January 18, 2018	7683	17.64			17.64
Best Western Plus	January 18, 2018	7682	17.64			17.64
Best Western Plus	January 18, 2018	7682	252.00			252.00
Smith, Caitlin	January 25, 2018	Expense claim	35.00			35.00
Homestyle Bakery & Lunch Counter	February 5, 2018	7455	56.00			56.00

Mackenzie County

Project Name: **Caribou/industry protection strategy**
 Project Number: 7-12-30-16-xxx



Budget amount:	380,000.00	
	Cost to date	Variance
Contract Work:	0.00	0.00
Engineering fee:	380,471.13	(380,471.13)
Other:	28,699.43	(28,699.43)
Total:	0.00	(409,170.56)
Variance from budget	380,000.00	(29,170.56)

	Date	Inv.Number	Cost	GST	Holdback	Paid amount	
First Town Foods	February 5, 2018	79853	11.35			11.35	
First Town Foods	February 5, 2018	294270	3.49		0.17	3.66	
First Town Foods	February 5, 2018	294270	24.69			24.69	
The Pizza Place	February 5, 2018	January 2018 ATB MC	56.06		2.39	58.45	
KFC High Level	February 5, 2018	January 2018 ATB MC	24.98		1.25	26.23	
The Mirage Hotel High Level	February 5, 2018	January 2018 ATB MC	54.30		2.32	56.62	
The Mirage Hotel High Level	February 5, 2018	January 2018 ATB MC	67.14		2.90	70.04	
Humble Pie Bakery	February 5, 2018	January 2018 ATB MC	28.81		1.19	30.00	
Home Hardware	February 5, 2018	January 2018 ATB MC	14.49		0.72	15.21	
Canadian Tire	February 5, 2018	January 2018 ATB MC	59.98		3.00	62.98	
La Crete Co-op	February 5, 2018	7125	33.96			33.96	
Magnetsigns	March 1, 2018	3249	190.00		9.50	199.50	
Roadway Ventures Inc	March 6, 2018	1487	1,450.00		72.50	1,522.50	
County of Northern Lights	March 14, 2018	38548	2,118.20		105.91	2,224.11	
Peters, Byron	March 27, 2018	Expense claim	225.00			225.00	
			28,699.43		257.49	0.00	4,741.61

Notes:

	2016	2017	2018	Total
GL Totals	111,536.43	222,236.37	98,846.53	432,619.33
			Adjustments to reallocate	(91,694.17)
				340,925.16

Mackenzie County

Project Name: **Caribou/industry protection strategy**
 Project Number: 7-12-30-16-xxx

Budget amount:		380,000.00
	Cost to date	
	Contract Work:	0.00
	Engineering fee:	380,471.13
	Other:	28,699.43
	Total:	409,170.56
Variance from budget		(29,170.56)

Date	Inv.Number	Cost	GST	Holdback	Paid amount
Contracted Services					
Environmental Dynamics	July 31, 2016	5884	8,233.05	411.65	8,644.70
Christensen Environmental	August 2, 2016	2016-0802	200.00	10.00	210.00
592766 B.C. LTD	August 11, 2016	2016047	4,076.03	203.80	4,279.83
Innovisions & Associates	August 31, 2016	445-005	2,120.00	106.00	2,226.00
592766 B. C. LTD	September 5, 2016	2016052	23,188.19	1,159.41	24,347.60
ATB Mastercard	September 9, 2016	9233024854	120.00	6.00	126.00
Paragon Wildlife	September 22, 2016	Consulting Caribou	1,788.75	89.44	1,878.19
Miller Thomson LLP	September 28, 2016	2942804	10,112.50	505.63	10,618.13
592766 B.C. LTD	September 30, 2016	2016056	1,407.20	70.36	1,477.56
Stantec Consulting	October 7, 2016	1109262	1,421.82	71.09	1,492.91
Wild and Company	October 31, 2016	Caribou Habitat Project	21,000.00	1,050.00	22,050.00
Impact Consulting	October 31, 2016	MAC102016	4,500.00	225.00	4,725.00
Silvacom	October 31, 2016	25055	2,400.00	120.00	2,520.00
Wild and Company	November 29, 2016	Caribou Habitat Project #2	6,300.00	315.00	6,615.00
Miller Thomson	November 30, 2016	2968587	1,432.00	71.60	1,503.60
Impact Consulting	November 30, 2016	MAC112016	10,500.00	525.00	11,025.00
Silvacom	November 30, 2016	25130	2,000.00	100.00	2,100.00
Impact Consulting	December 31, 2016	MAC122016	900.00	45.00	945.00
Miller Thomson LLP	January 6, 2017	2981479	302.50	15.13	317.63
Wazuku Advisory Group	January 6, 2017	1442	8,000.00	400.00	8,400.00
Olson Law	January 9, 2017	82	1,300.00	65.00	1,365.00
DMC Consulting	January 31, 2017	001MC	2,800.00	140.00	2,940.00
Wazuku Advisory Group	February 9, 2017	1478	7,000.00	350.00	7,350.00
Amarillo Contractors Ltd.	February 15, 2017	4975	5,025.00	251.25	5,276.25
Miller Thomson	February 20, 2017	3004046	4,981.50	249.08	5,230.58
DMC Consulting	February 28, 2017	002MC	527.07	21.01	548.08
DMC Consulting	February 28, 2017	002MC	6,800.00	340.00	7,140.00
DMC Consulting	February 28, 2017	003MC	5,150.00	257.50	5,407.50
Wazuku Advisory Group	March 1, 2017	1512	4,000.00	200.00	4,200.00
Wazuku Advisory Group	April 4, 2017	1550	4,000.00	200.00	4,200.00
Alpha Management	April 28, 2017	Alpha 01	849.82	42.48	892.30
Alpha Management	April 28, 2017	Alpha 01	902.31	0.00	902.31
Wazuku Advisory Group	May 2, 2017	1567	4,000.00	200.00	4,200.00
DMC Consulting	May 29, 2017	1011	8,000.00	400.00	8,400.00
DMC Consulting	May 29, 2017	1012	8,955.00	447.75	9,402.75
Associated Environmental	May 31, 2017	809080	8,340.52	417.03	8,757.55
Wazuku Advisory Group	June 1, 2017	1591	4,000.00	200.00	4,200.00
Jorgensen, Luke	June 1, 2017	1001	444.00	0.00	444.00
Paragon Wildlife	June 8, 2017	Caribou recovery	6,311.25	315.56	6,626.81
Associated Environmental	June 9, 2017	809117	34,558.60	1,727.93	36,286.53
DMC Consulting	June 20, 2017	1014	9,800.00	490.00	10,290.00
DMC Consulting	August 9, 2017	1016	11,216.75	560.84	11,777.59
DMC Consulting	August 9, 2017	1017	7,005.00	350.25	7,355.25
DMC Consulting	September 18, 2017	1019	12,225.00	611.25	12,836.25
DMC Consulting	September 24, 2017	1020	5,300.00	265.00	5,565.00
Jorgensen, Luke	September 30, 2017	1002	820.00	0.00	820.00
Jorgensen, Luke	September 30, 2017	1003	700.00	0.00	700.00
Jorgensen, Luke	September 30, 2017	1004	574.00	0.00	574.00
RSG Consultants	October 5, 2017	4	7,400.00	370.00	7,770.00
DMC Consulting	October 26, 2017	1023	5,000.00	250.00	5,250.00

Mackenzie County

Project Name: **Caribou/industry protection strategy**
 Project Number: **7-12-30-16-xxx**

Budget amount:		380,000.00	
	Cost to date		Variance
	Contract Work:	0.00	0.00
	Engineering fee:	380,471.13	(380,471.13)
	Other:	28,699.43	(28,699.43)
	Total:	0.00	409,170.56
Variance from budget		380,000.00	(29,170.56)

Date	Inv.Number	Cost	GST	Holdback	Paid amount	
DMC Consulting	November 30, 2017	1024	9,500.00	475.00	9,975.00	
Long Sleeve Productions	December 21, 2017	008	2,000.00		2,000.00	
DMC Consulting	December 31, 2017	1025	10,696.75	534.84	11,231.59	
RSG Consultants	January 7, 2018	5	9,000.00	450.00	9,450.00	
Long Sleeve Productions	January 15, 2018	009	2,999.71		2,999.71	
DMC Consulting	January 31, 2018	1028	9,309.93	465.50	9,775.43	
DMC Consulting	January 31, 2018	1028	270.00		270.00	
Silvacom	January 31, 2018	26092	600.00	30.00	630.00	
Long Sleeve Productions	February 23, 2018	011	2,400.00		2,400.00	
Miller Thomson LLP	February 26, 2018	3153360	1,667.50	83.38	1,750.88	
Long Sleeve Productions	February 27, 2018	012	2,000.00		2,000.00	
Silvacom	February 28, 2018	26144	400.00	20.00	420.00	
DMC Consulting	February 28, 2018	1030	7,449.38	372.47	7,821.85	
RSG Consultants	March 3, 2018	6	6,900.00	345.00	7,245.00	
RSG Consultants	March 3, 2018	7	8,635.00	431.75	9,066.75	
RSG Consultants	March 3, 2018	8	4,955.00	247.75	5,202.75	
Long Sleeve Productions	March 5, 2018	010	13,700.00	0.00	13,700.00	
Long Sleeve Productions	March 13, 2018	13	5,498.86		5,498.86	
Long Sleeve Productions	March 23, 2018	014	500.00		500.00	
Long Sleeve Productions	March 29, 2018	015	2,700.00		2,700.00	
RSG Consultants	April 11, 2018	9	13,000.00	650.00	13,650.00	
				0.00	0.00	
			380,471.13	6,576.44	0.00	138,212.05

Other					
Staples	November 14, 2016	ATB MC November	39.39	1.97	41.36
Staples	November 14, 2016	ATB MC November	7.80	0.39	8.19
Staples	November 14, 2016	ATB MC November	46.80	2.34	49.14
Staples	November 14, 2016	ATB MC November	93.60	4.68	98.28
Staples	November 14, 2016	ATB MC November	46.80	2.34	49.14
Sorrentinos	January 25, 2017	ATB MC January	425.32	17.58	442.90
Air Canada	March 24, 2017	ATB MC April	25.00	0.00	25.00
Air Canada	March 24, 2017	ATB MC April	25.00	0.00	25.00
Air Canada	March 24, 2017	ATB MC April	25.00	0.00	25.00
Air Canada	March 27, 2017	ATB MC March	687.76	32.86	720.62
Air Canada	March 27, 2017	ATB MC March	687.76	32.86	720.62
Air Canada	March 27, 2017	ATB MC March	687.76	32.86	720.62
Central Mountain Air	April 16, 2017	ATB MC April	908.58	65.03	973.61
Associated Cab	April 17, 2017	ATB MC April	39.05	0.00	39.05
Klein and Harris Calgary	April 18, 2017	ATB MC April	81.45	3.43	84.88
Checker Cabs	April 19, 2017	ATB MC April	35.05	1.51	36.56
Marriott Calgary	April 20, 2017	ATB MC April	398.00	48.44	446.44
Town of High Level	April 26, 2017	IVC0000000018914	224.00	11.20	235.20
Air Canada	May 12, 2017	ATB MC May	602.76	30.14	632.90
The Mirage Hotel High Level	May 24, 2017	ATB MC June	126.96	5.64	132.60
Sing's Restaurant	May 25, 2017	ATB MC June	64.59	2.79	67.38
IMPARK Edmonton	May 30, 2017	ATB MC June	33.33	1.67	35.00
Starbucks	May 30, 2017	ATB MC June	12.35	0.62	12.97
Capitol Taxi	May 31, 2017	ATB MC June	41.14	0.00	41.14
Executive Royal Hotel	May 31, 2017	ATB MC June	113.36	5.45	118.81
Air Canada	May 31, 2017	ATB MC June	25.00	0.00	25.00
Aulde Dubliner	June 1, 2017	ATB MC June	139.05	0.00	139.05
Westin Ottawa Dining	June 1, 2017	ATB MC June	110.00	0.00	110.00

Mackenzie County

Project Name: **Caribou/industry protection strategy**
 Project Number: **7-12-30-16-xxx**

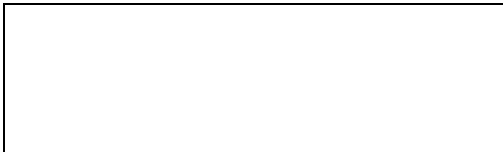
Budget amount:		380,000.00	
		Cost to date	Variance
	Contract Work:	0.00	0.00
	Engineering fee:	380,471.13	(380,471.13)
	Other:	28,699.43	(28,699.43)
	Total:	0.00	409,170.56
Variance from budget		380,000.00	(29,170.56)

	Date	Inv.Number	Cost	GST	Holdback	Paid amount
Service De Taxi Hamza	June 1, 2017	ATB MC June	24.55	0.00		24.55
Blueline Taxi	June 3, 2017	ATB MC June	44.08	0.00		44.08
Blueline Taxi	June 3, 2017	ATB MC June	38.19	0.00		38.19
Blueline Taxi	June 5, 2017	ATB MC June	38.56	0.00		38.56
Park'N'Fly	June 5, 2017	ATB MC June	48.82	2.44		51.26
HMS Host Ottawa Airport	June 5, 2017	ATB MC June	115.57	0.00		115.57
Canadian War Museum	June 5, 2017	ATB MC June	14.90	0.00		14.90
Fairmont Chateau	June 6, 2017	ATB MC June	1,507.25	0.00		1,507.25
Executive Royal Hotel	June 6, 2017	ATB MC June	113.36	5.45		118.81
Peters, Byron	June 19, 2017	Expense claim	366.67	18.33		385.00
Peters, Byron	August 8, 2017	Expense claim	380.95	19.05		400.00
July 2017 MC	August 17, 2017	ATB MC July	36.63			36.63
July 2017 MC	August 17, 2017	ATB MC July	23.25			23.25
July 2017 MC	August 17, 2017	ATB MC July	90.55	3.22		93.77
July 2017 MC	August 17, 2017	ATB MC July	59.35			59.35
July 2017 MC	August 17, 2017	ATB MC July	166.39	7.19		173.58
July 2017 MC	August 17, 2017	ATB MC July	15.05	0.75		15.80
July 2017 MC	August 17, 2017	ATB MC July	926.64	43.32		969.96
Best Western Plus	August 23, 2017	6980	300.00	15.00		315.00
Best Western Plus	August 23, 2017	6980	363.40	15.80		379.20
DMC Consulting	August 31, 2017	October 14, 1902	9,468.67	473.43		9,942.10
Prestige Printing	September 25, 2017	32011	179.98	9.00		188.98
Staples - AAMDC	September 26, 2017	45496392	52.50	2.63		55.13
Peters, Byron	October 10, 2017	Expense claim	288.10	14.40		302.50
August 2017 MC - Wildflower Grill	September 11, 2017	ATB MC August	174.64	7.40		182.04
August 2017 MC - Co-op Taxi Line	September 11, 2017	ATB MC August	11.00			11.00
August 2017 MC - Courtyard Marriott	September 11, 2017	ATB MC August	346.36	16.76		363.12
August 2017 MC - A&W	September 11, 2017	ATB MC August	24.42	1.22		25.64
September 2017 MC - A&W	October 16, 2017	ATB MC September	9.50	0.48		9.98
September 2017 MC - Tim Hortons	October 16, 2017	ATB MC September	8.69	0.43		9.12
September 2017 MC - Holiday Inn Express	October 16, 2017	ATB MC September	123.76	5.95		129.71
Shaw Conference Centre	November 6, 2017	ATB MC October	1,000.00			1,000.00
AUMA Convention 2017	November 6, 2017	CONV17-0007-0444-0588	700.00	35.00		735.00
Shaw Conference Centre	November 16, 2017	1840	1,717.60	85.88		1,803.48
Fairmont Jasper	November 29, 2017	ATB MC October	1,044.75	50.36		1,095.11
DMC Consulting	November 30, 2017	October 20, 1902	450.00	22.50		472.50
Costco	December 13, 2017	ATB MC November	191.98			191.98
Vistaprint	December 13, 2017	ATB MC November	1,729.99	86.49		1,816.48
Sugar Mountain Cotton Candy	December 13, 2017	ATB MC November	1,000.00	50.00		1,050.00
Vistaprint	December 13, 2017	ATB MC November	176.99	8.85		185.84
Greater Edmonton Taxi	December 13, 2017	ATB MC November	13.00			13.00
Greater Edmonton Taxi	December 13, 2017	ATB MC November	13.80			13.80
Greater Edmonton Taxi	December 13, 2017	ATB MC November	16.40			16.40
Co-op Taxi Line	December 13, 2017	ATB MC November	11.20			11.20
Riley's Reproduction	December 13, 2017	ATB MC November	251.70	12.59		264.29
REDI Northwest Alberta	December 19, 2017	INV.RQST	(5,843.66)	(282.57)		(6,126.23)
Homestyle Bakery & Lunch Counter	January 9, 2018	7283	56.00			56.00
La Crete Co-op	January 9, 2018	4224	12.98	0.65		13.63
La Crete Co-op	January 9, 2018	4224	49.53			49.53
Best Western Plus	January 18, 2018	7683	252.00	12.60		264.60
Best Western Plus	January 18, 2018	7683	17.64			17.64
Best Western Plus	January 18, 2018	7682	17.64			17.64
Best Western Plus	January 18, 2018	7682	252.00			252.00
Smith, Caitlin	January 25, 2018	Expense claim	35.00			35.00
Homestyle Bakery & Lunch Counter	February 5, 2018	7455	56.00			56.00

Mackenzie County

Project Name: **Caribou/industry protection strategy**
 Project Number: **7-12-30-16-xxx**

Budget amount: 380,000.00



	Cost to date	Variance
Contract Work:	0.00	0.00
Engineering fee:	380,471.13	(380,471.13)
Other:	28,699.43	(28,699.43)
Total:	409,170.56	(409,170.56)

Variance from budget 380,000.00 (29,170.56)

Date	Inv.Number	Cost	GST	Holdback	Paid amount	
First Town Foods	February 5, 2018 79853	11.35			11.35	
First Town Foods	February 5, 2018 294270	3.49		0.17	3.66	
First Town Foods	February 5, 2018 294270	24.69			24.69	
The Pizza Place	February 5, 2018 January 2018 ATB MC	56.06		2.39	58.45	
KFC High Level	February 5, 2018 January 2018 ATB MC	24.98		1.25	26.23	
The Mirage Hotel High Level	February 5, 2018 January 2018 ATB MC	54.30		2.32	56.62	
The Mirage Hotel High Level	February 5, 2018 January 2018 ATB MC	67.14		2.90	70.04	
Humble Pie Bakery	February 5, 2018 January 2018 ATB MC	28.81		1.19	30.00	
Home Hardware	February 5, 2018 January 2018 ATB MC	14.49		0.72	15.21	
Canadian Tire	February 5, 2018 January 2018 ATB MC	59.98		3.00	62.98	
La Crete Co-op	February 5, 2018 7125	33.96			33.96	
Magnetsigns	March 1, 2018 3249	190.00		9.50	199.50	
Roadway Ventures Inc	March 6, 2018 1487	1,450.00		72.50	1,522.50	
County of Northern Lights	March 14, 2018 38548	2,118.20		105.91	2,224.11	
Peters, Byron	March 27, 2018 Expense claim	225.00			225.00	
		28,699.43		257.49	0.00	4,741.61

Notes:

	2016	2017	2018	Total
GL Totals	111,536.43	222,236.37	98,846.53	432,619.33
				Adjustments to reallocate (91,694.17)
				340,925.16



Town of High Level
10511 – 103 Street
High Level, AB
Toh 1Z0
Ph: 780-926-2201

info@AlbertaNWSAR.ca

May 3, 2018

Len Racher
Chief Administrative Officer
Mackenzie County
P.O. Box 640, 4511 – 46 Avenue
Fort Vermilion, AB T0H 1N0

RE: Northwest Species at Risk Committee Request for Full Financial Disclosure of all 2016 and 2017 Committee Revenues and Expenses

Dear Mr. Racher:

At the March 28, 2018 Northwest Species at Risk Committee (NWSAR) meeting, **Motion 18-03-008** was carried for Town of High Level to manage NWSAR's budget.

At our last meeting on May 1, 2018; an additional **Motion 18-05-003** was carried for the Town of High Level to send a letter to Mackenzie County; requesting full financial disclosure of all revenues and expenses for NWSAR from June 2016 – December 2017.

Town of High Level is expected to present all historic revenues and expenditures, and an updated 2018 budget, at the next NWSAR meeting on June 19, 2018.

NWSAR would like to compile a complete record history of all revenues and expenditures, to ensure all costs are accounted for and an accurate budget is established for 2018. We realize time is required to collate all of this information and we would appreciate a timely delivery of this documentation.

If you have any questions or concerns, please do not hesitate to contact me.



Sincerely,



Dan Fletcher
Financial Administrative Lead, NWSAR
CAO, Town of High Level

cc: Byron Peters, Deputy CAO, Mackenzie County
Northwest Species at Risk Committee





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	David Fehr, Director of Operations
Title:	Bylaw 1100-18 – School Zones and Other Speed Zones

BACKGROUND / PROPOSAL:

Administration was made aware of a traffic concern in the area of Boreal Housing in Fort Vermilion. Several residents would like to see a 30km/h maximum for that area as there are many children/citizens on the street.

Please see attached Bylaw with the required amendments.

OPTIONS & BENEFITS:

Option 1:

That Bylaw 1100-18 be amended as attached.

Option 2:

That Council receives this report for information.

COSTS & SOURCE OF FUNDING:

Purchase of 30km/h max signs and children playing signs, coming out of operating budget.

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION:

Mackenzie County bylaws are available on the County website.

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1100-18, being the School Zones and Other Speed Zones Bylaw.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1100-18, being the School Zones and Other Speed Zones Bylaw.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to proceed to third reading of Bylaw 1100-18, being the School Zones and Other Speed Zones Bylaw at this meeting.

Motion 4:

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1100-18, being the School Zones and Other Speed Zones Bylaw.

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

BYLAW NO. ~~1085-17~~ 1100-18

**BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF DECLARING SPECIFIC PORTIONS OF ROADS
AS SCHOOL ZONES AND OTHER SPEED ZONES
AND AUTHORIZING THE ERECTION OF SCHOOL ZONE SIGNS
TO DESIGNATE THE AREAS SO DECLARED**

WHEREAS the Council of Mackenzie County deem it advisable that specific portions of roadways herein referred to be declared as **playground zones**, school zones, and **children playing zones** for the protection of children attending the schools **and playing** at the specified locations,

WHEREAS the Council has designated that certain roadway speeds be reduced due to congested residential development.

WHEREAS, provisions of the Traffic Safety Act, the Council to establish maximum speed limits of less than eighty (80) kilometers per hour for highways under its control; and to establish a maximum speed limit in excess of eighty (80) kilometers per hour for all or any highway under its control.

WHEREAS, provisions of the Traffic Safety Act, the Council of Mackenzie County may prescribe a maximum of not more than one hundred (100) kilometers per hour for a highway that is not a primary highway.

THEREFORE by virtue of the powers vested in it under the Traffic Safety Act, and the Municipal Government Act, the Council of Mackenzie County enacts as follows:

1. In this bylaw, unless the context otherwise requires,
 - a) **“Hamlet(s)”** shall be the unincorporated communities of Fort Vermilion, La Crete, and Zama as established and designated boundaries as approved by Mackenzie County.
 - b) **“Rural Area”** shall be all other areas within the municipality with the exception of the communities noted above.

2. PLAYGROUND ZONES

- a) That the portion of 101st Avenue from the east boundary of Lot 4MR, Block 17, Plan 792-1881 to the west boundary of the same, within the boundaries of the Hamlet of La Crete be declared a playground zone.

- b) That the portion of River Road from the east boundary of Lot 1, Plan 3279 KS to the west boundary of the same, within the boundaries of the Hamlet of Fort Vermilion be declared a playground zone.
- c) That the portion of Aspen Drive from the north boundary of Lot 1MR, Block 15, Plan 892-2794 to the south boundary of same, within the boundaries of the Hamlet of Zama be declared a playground zone.
- d) That the portion of Aspen Drive from the north boundary of Lot 4, Block 11, Plan 882 1687 to the south boundary of Lot 4, Block 11, Plan 882 1687, within the boundaries of the Hamlet of Zama be declared a playground zone. This playground zone shall be for the Zama City School.

3. PLAYGROUND ZONE HOURS AND SIGNAGE

- a) That on any day no driver shall drive within the playground zone, so declared, at a rate of speed greater than 30 kilometers per hour at any time between the hours of 8:30 a.m. and one hour after sunset.
- b) That 30 kilometers per hour playground zone speed signs be erected to designate those portions of the roadways within the hamlets in the Mackenzie County herein before referred to as playground zones for the guidance of any person or driver of any vehicle travelling on the said roadways.

4. SCHOOL ZONES

- a) That the portion of 94th Avenue from the east boundary of Lot 12, Plan 782 0147 to the west boundary of Lot 14 Plan 782 0147, within the boundaries of the Hamlet of La Crete be declared a school zone. This school zone shall be for the Ridgeview Central School and the Sandhills Elementary School.
- b) That the portion of 100th Street from the south boundary of Lot C, Plan 962 4008 to the north boundary of Lot C Plan 962 4008 and that the portion of 99 Avenue from the NE corner of Lot C Plan 962 4008 to 101st Street, within the boundaries of the Hamlet of La Crete be declared a school zone. This school zone shall be for the La Crete Public School.
- c) That the portion of 50th Street from the north boundary of Lot 4, Block A, Plan 762 1591 to the south boundary of Lot 4, Block A, Plan 762 1591, within the boundaries of the Hamlet of Fort Vermilion be declared a school zone. This school zone shall be for the Fort Vermilion Public School.

- d) That the portion of local road, locally known as Bluehills Road, for 300 meters north and south of the Bluehills Community School located on SE 1-104-18-W5M, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Bluehills Community School.
- e) That the portion of local road, locally known as Rocky Lane Road, for 300 meters north and south of the Rocky Lane School located on S½ 16-109-14-W5M, subdivided as Lot 5, Block 1, Plan 962 1175, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Rocky Lane School.
- f) That the portion of local road, for 300 meters north and south of the Private School located NE 11-108-13-W5M and 300 meters from the south boundary of the same, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Fort Vermilion Peace Private School.
- g) That the portion of local roads, for 300 meters north and south and 300 meters east and west of the Private School located on NE 33-105-14-W5M, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Peace Mennonite Private School.
- h) That the portion of local road, for 300 meters north and south of the Private School located NW 8-107-13-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the W.P. Mennonite School Society.
- i) That the portion of local road, for 300 meters north and south of the Private School located SE 15-104-17-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Buffalo Head Mennonite School.
- j) That the portion of local road, for 300 meters north and south of the Private School located on SW 17-104-17-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the W.P. Mennonite School Society.
- k) That the portion of local road, for 300 meters north and south of the Private School located on SW 30-104-14-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Buffalo Head Mennonite School.
- l) That the portion of local road, for 300 meters north and south of the Private School located on SW 14-105-15-W5M within the boundaries of

Mackenzie County be declared a school zone. This school zone shall be for the W.P. Mennonite School Society.

- m) That the portion of 94 Avenue, for 200 meters east and west of the Private School located on NW 04-106-15-W5M within the Boundaries of the Hamlet of La Crete be declared a school zone. This school zone shall be for Reinland Christian Academy.

5. SCHOOL ZONE HOURS AND SIGNAGE

- a) That on any day on which school is held, no driver shall drive within the school zone so declared, at a rate of speed greater than 30 kilometers per hour, at any time between:
 - i) 8:00 a.m. and 9:30 a.m., and
 - ii) 11:30 a.m. and 1:30 p.m., and
 - iii) 3:00 p.m. and 4:30 p.m.
- b) That 30 kilometers per hour school zone speed signs be erected to designate those portions of the roadways within Mackenzie County herein to be referred to as school zones for the guidance of any person or driver of any vehicle travelling on the said roadways.
- c) That 30 kilometers per hour ahead signs be erected 150 meters in advance of the 30 kilometer per hour school zone signs on all streets in the hamlets where school zones are located.
- d) That 30 kilometers per hour ahead signs be erected 300 meters in advance of the 30 kilometers per hour school zone signs on all rural roads where school zones are located.

6. CHILDREN PLAYING ZONES

- a) That the portion of the Hamlet of Fort Vermilion known as Boreal Housing specifically, 52nd Avenue, 43rd Street and 50th Avenue from the east boundary of 45th Street be declared a children playing zone.

7. CHILDREN PLAYING ZONE HOURS AND SIGNAGE

- a) That on any day no driver shall drive within the children playing zone, so declared, at a rate of speed greater than 30 kilometers per hour at any time.
- b) That 30 kilometers per hour children playing zone speed signs be erected to designate those portions of the roadways within the hamlets in Mackenzie County herein before referred to as children playing zones for

the guidance of any person or driver of any vehicle travelling on the said roadways.

8. BUFFALO LAKE ESTATES

That a maximum speed limit of sixty (60) kilometers per hour be established for the sections of road known as “Buffalo Lake Estates” or legally known as shown on attached Schedule “A”:

- a) Township Road 105-5 from Range Road 15-1 to Range Road 15-1A; and
- b) Range Road 15-1A from Township Road 105-5 to Township Road 106-6.

9. HUTCH LAKE

That a maximum speed limit of thirty (30) kilometers per hour be established for the sections of road known as “Hutch Lake Cottage Area” or legally known as shown on attached Schedule “B”:

- a) Tugate Drive on Part of SW 33-112-20-W5M, Part of SE 32-112-20-W5M, Part of NW 28-112-20-W5M, and Part of NE 29-112-20-W5M.

10. HAMLET SPEED LIMITS

- a) That a maximum speed limit of fifty (50) kilometers per hour be established in the hamlets of Fort Vermilion, La Crete and Zama, except in designated school and playground zones.
- b) Notwithstanding clause ~~8-~~ 10. a) that a maximum of seventy (70) kilometers per hour transition zone that connects a fifty (50) kilometers an hour zone within a hamlet increasing to a seventy (70) kilometer an hour zone to the hamlet boundary before proceeding to either an eighty (80) kilometers per hour zone on a gravel road or a one hundred (100) kilometer an hour zone on a paved highway, may be established on the outskirts of the hamlets as designated by the Director of Operations.
- c) That proper speed limit signs be placed at the boundaries of those hamlets mentioned in Section 1.

11. RURAL SPEED LIMITS

- a) That a maximum speed limit of eighty (80) kilometers per hour be established for all rural gravel roads within municipal boundaries.
- b) That a maximum speed limit of one hundred (100) kilometers per hour be established for the La Crete North and South Access Roads up to the

Hamlet of La Crete boundary, Highway 88 Connector and Zama Access Road (paved portion).

- c) That a maximum speed limit of sixty (60) kilometers per hour be established for all roads within Country Residential zoned subdivisions.
- d) That a maximum speed limit of sixty (60) kilometers per hour be established, at the discretion of Council, for all roads that are adjacent to or front onto a Country Residential zoned subdivision.
- e) Notwithstanding clause ~~9.~~ 11. a) that the speed limits may be reduced where determined by the Chief Administrative Officer or designate.

12. PENALTIES AND RESCINDING BYLAWS

- a) That any person found guilty of violating the speed as indicated by the erected signs is subject to the penalties described in the Traffic Safety Act and Amendments thereto.
- b) That Bylaw ~~975-14~~ 1085-17 hereby be rescinded.

READ a first time this _____ day of _____, 2018.

READ a second time this _____ day of _____, 2018.

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

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

BYLAW ~~4085-17~~ 1100-18

SCHEDULE "A"



BYLAW 4085-17 1100-18

SCHEDULE "B"





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Dave Fehr, Director of Operations
Title:	Intersection at Range Road 154 and Township Road 1060

BACKGROUND / PROPOSAL:

At the January 22, 2018 Community Services Committee Meeting some traffic enforcement issues were discussed. The following motion was made:

MOTION CS-18-01-005

MOVED by Councillor Driedger

That a recommendation is made to Council to reduce the speed on TWP road 1060 in front of Prairie Packers and the Heritage Center down to 50 km/hrs; and on Range Road 154 going north and south, to replace the yield signs with Stop Signs.

CARRIED

For discussion.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority

Requires 2/3

Requires Unanimous

For discussion.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Dave Fehr, Director of Operations
Title:	Calcium Chloride Dust Control – Product, Cost and Locations

BACKGROUND / PROPOSAL:

Each year the County applies Calcium Chloride dust control to various locations in order to promote safety for motorists within the County.

Attached is a budget summary including quotes from suppliers and details of 2018 dust control costs.

Also, attached are maps of the areas where dust control is to be applied for the 2018 season.

OPTIONS & BENEFITS:

For information and action.

COSTS & SOURCE OF FUNDING:

To be funded from the 2018 approved operating budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the dust control maps and summary be received for information.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That administration be authorized to accept the three year proposal from Tiger Calcium, for Calcium Chloride product, as it has been a proven product and the application process is measurable.

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

2018 Dust Control - Calcium Chloride

2018 OPERATING DUST CONTROL BUDGET - SUMMARY:

County Calcium Chloride Budget → \$485,000

Calcium:

Quote 1: from Tiger Calcium Concentration is 35%

Cost for Fort Vermilion & La Crete = 0.292/L and applied at 2.0 L/m² = 0.584 cents per square meter applied.

Cost for Zama = 0.305/L and at 2.0 L/m² = 0.61 cents per square meter applied.

Quote 2: from Kortech Concentration is 32%

Cost = 0.259/L and applied at (approximately) 2.0 L/m² = 0.518 cents per square meter applied.

2018 DUST CONTROL COSTS – DETAILS:

FORT VERMILION

Calcium Product Budget = \$165,000

ALLOCATED:

Fort Vermilion Hamlet (3.45 km)

Calcium:

- Single year application for approximately 3450 meters x 8 meter wide application
x .584 cents per m² = \$16,118.40 OR x .518 cents per m² = \$14,296.80

Fort Vermilion Rural Schools and Intersections (7.95 km)

Calcium:

- Single year application for approximately 7950 meters x 8 meter wide application
x .584 cents per m² = \$37,142.40 OR x .518 cents per m² = \$32,944.80

2018 Dust Control - Calcium Chloride

Fort Vermilion Rural Applications (as of 2018-05-11): (13.4 km) (46 Senior and 21 Regular Applications @ 200 meters each)

Calcium:

- Single year application for approximately 13,400 meters x 8 meter wide application x .584 cents per m² = \$62,604.80 OR x .518 cents per m² = \$55,529.60

LA CRETE

Calcium Product Budget = \$200,000

ALLOCATED:

La Crete Hamlet Country Residential and Industrial areas: (8.5 km)

Calcium:

- Single year application for approximately 8,500 meters x 8 meter wide application x .584 cents per m² = \$39,712. OR x .518 cents per m² = \$35,224.

La Crete Rural Schools and Intersections: (3.4 km)

Calcium:

- Single year application for approximately 3400 meters x 8 meter wide application x .584 cents per m² = \$15,884.80 OR x .518 cents per m² = \$14,089.60

La Crete Rural Applications (as of 2018-05-14): (18.2 km) (45 Senior and 46 Regular Applications @ 200 meters each)

Calcium:

- Single year application for approximately 18,200 meters x 8 meter wide application x .584 cents per m² = \$85,030.40 OR x .518 cents per m² = \$75,420.80

2018 Dust Control - Calcium Chloride

ZAMA

Calcium Product = \$120,000

ALLOCATED:

Zama Hamlet: (3.1 km)

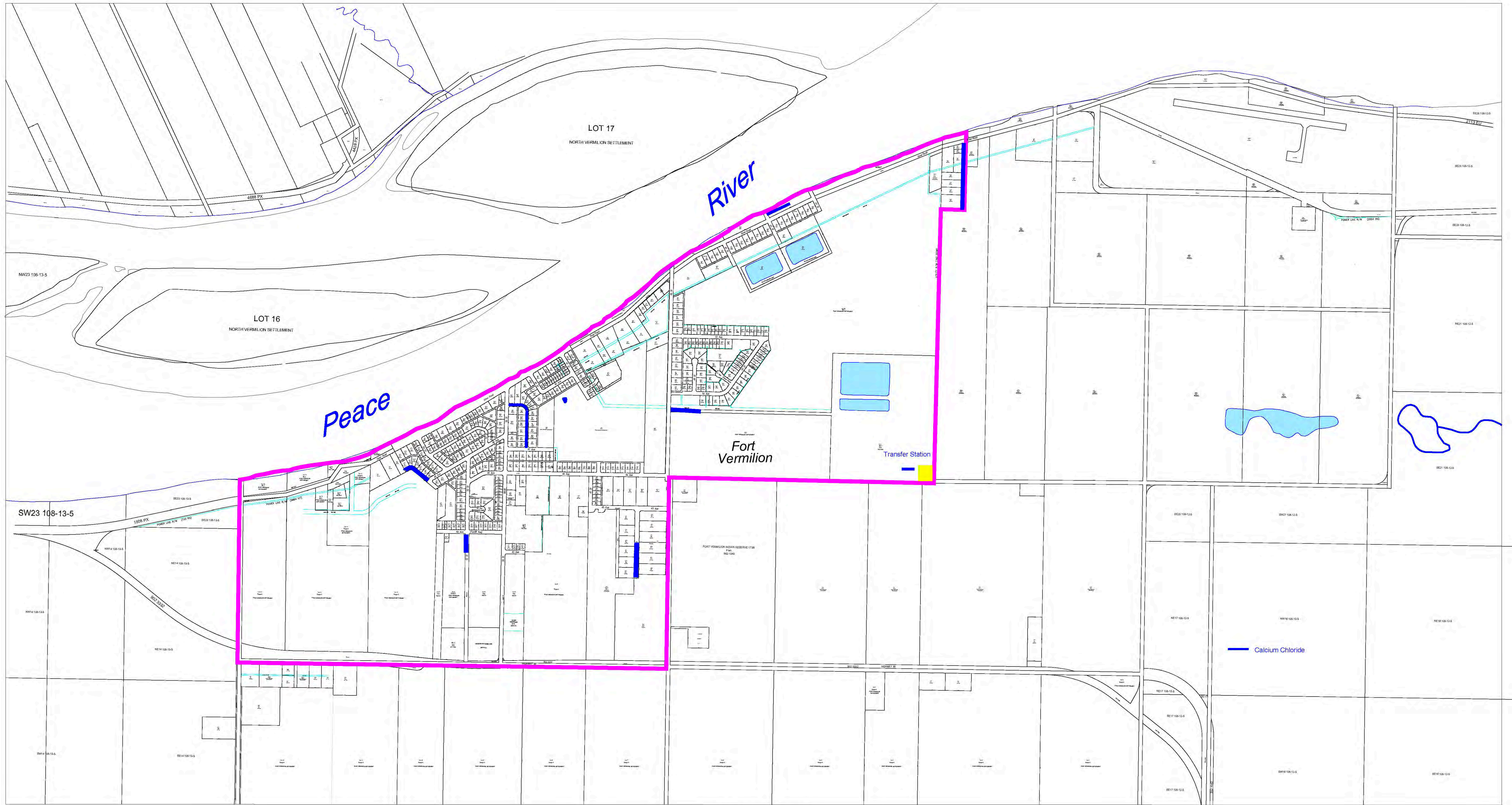
Calcium:

- Single year application for approximately 3100 meters x 8 meter wide application
x .61 cents per m² = \$15,128. OR x .518 cents per m² = \$12,846.40

Zama Highway: (18 km)

Calcium:

- Single year application for approximately 18,000 meters x 8 meter wide
application x .61 cents per m² = \$87,840. OR x .518 cents per m² = \$74,592.



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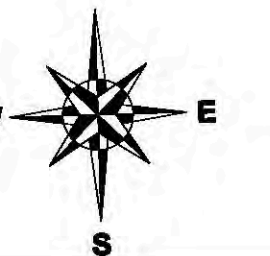


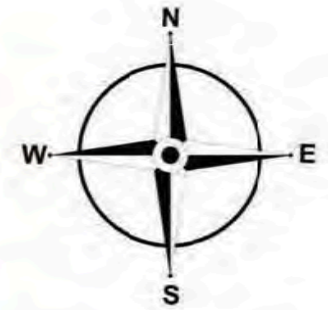
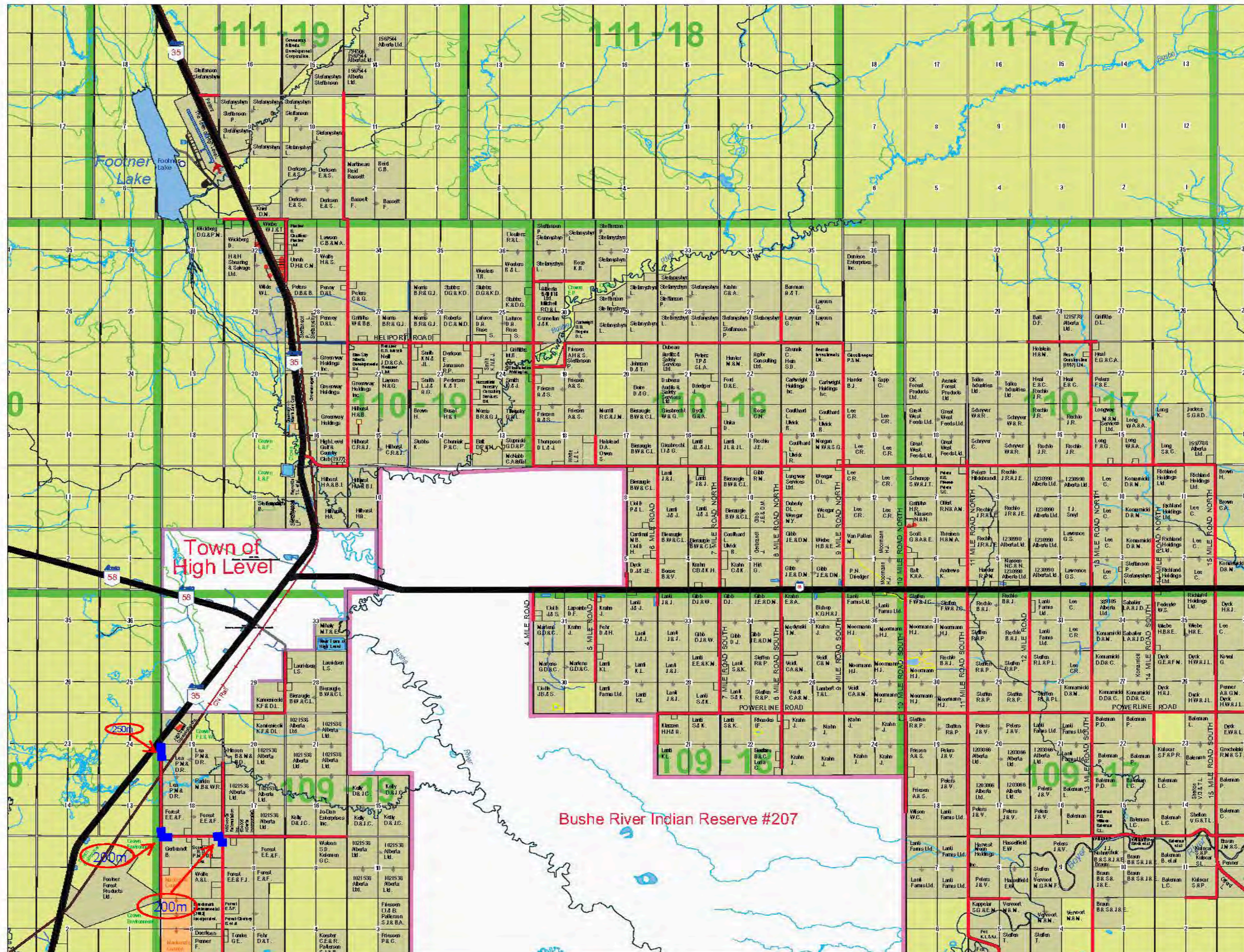
Hamlet of
 Fort Vermilion
 2014
 Cadastral Base Map



Not To Scale

10 Degree Transverse Mercator Projection, 115 Degree Central Meridian, NAD 83 Datum





Mackenzie County 2013

LAND OWNERSHIP MAP
MAP 1



Mackenzie County

LEGEND

- Provincial Highway - Paved
- Paved Road
- Oiled Road
- All Weather Road
- Field Access Road
- Auction Land
- Private Land
- Crown Land
- County Land
- Urban Areas
- Hamlet
- First Nation Reserve
- Provincial Grazing Reserve



DISCLAIMER

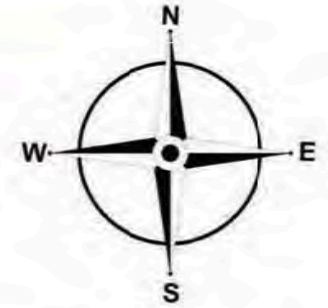
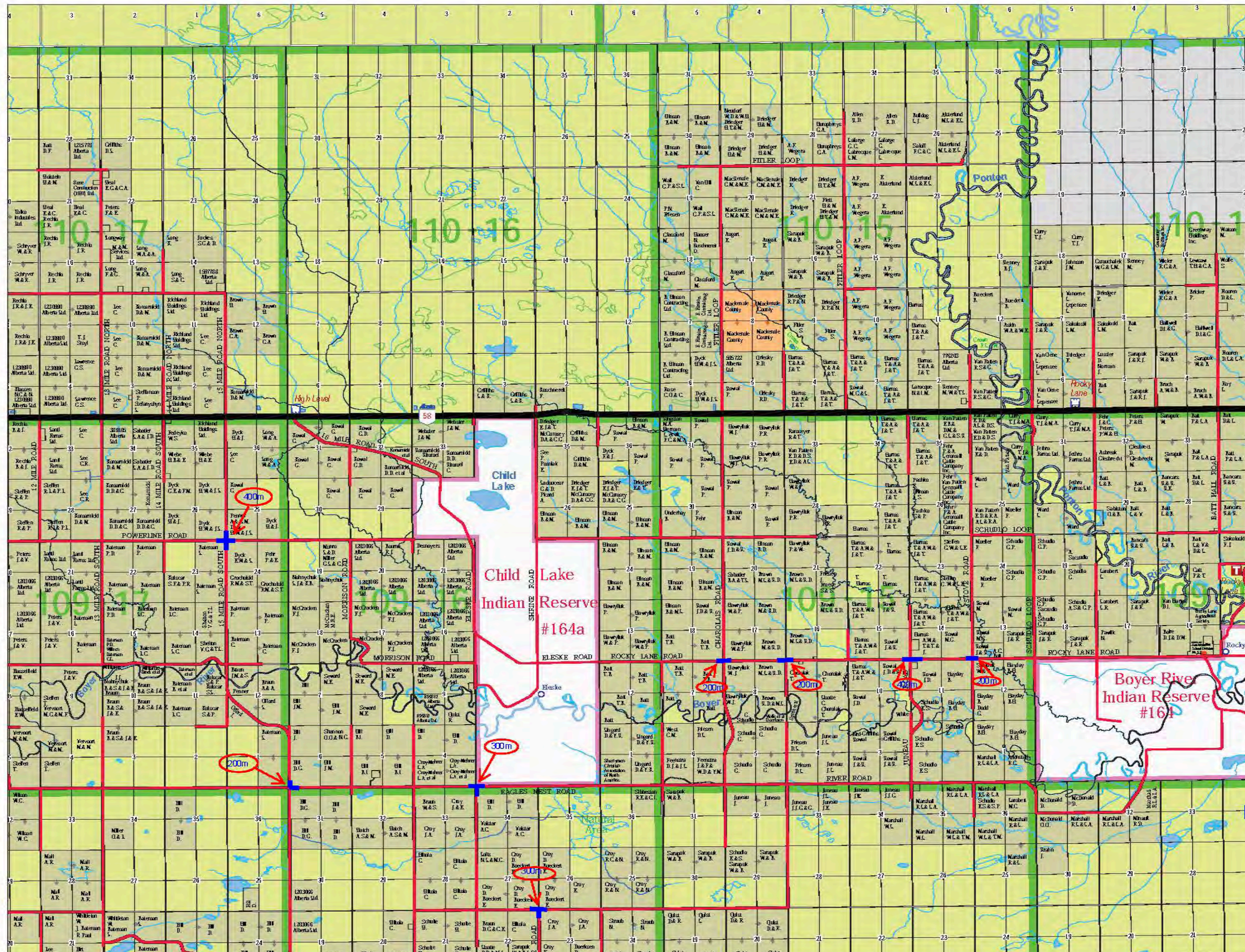
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650m calcium

Not To Scale





Mackenzie County 2013 LAND OWNERSHIP MAP MAP 2



Mackenzie County

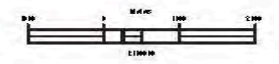
- LEGEND**
- Provincial Highway - Paved
 - Paved Road
 - Off Road
 - All Weather Road
 - Field Access Road
 - Arable Land
 - Private Land
 - Crown Land
 - County Land
 - Urban Areas
 - First Nation Reserve
 - Provincial Grazing Reserve

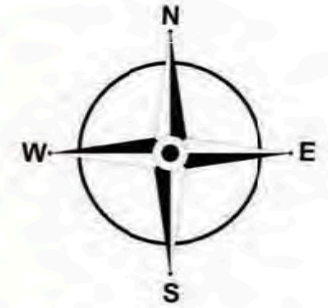
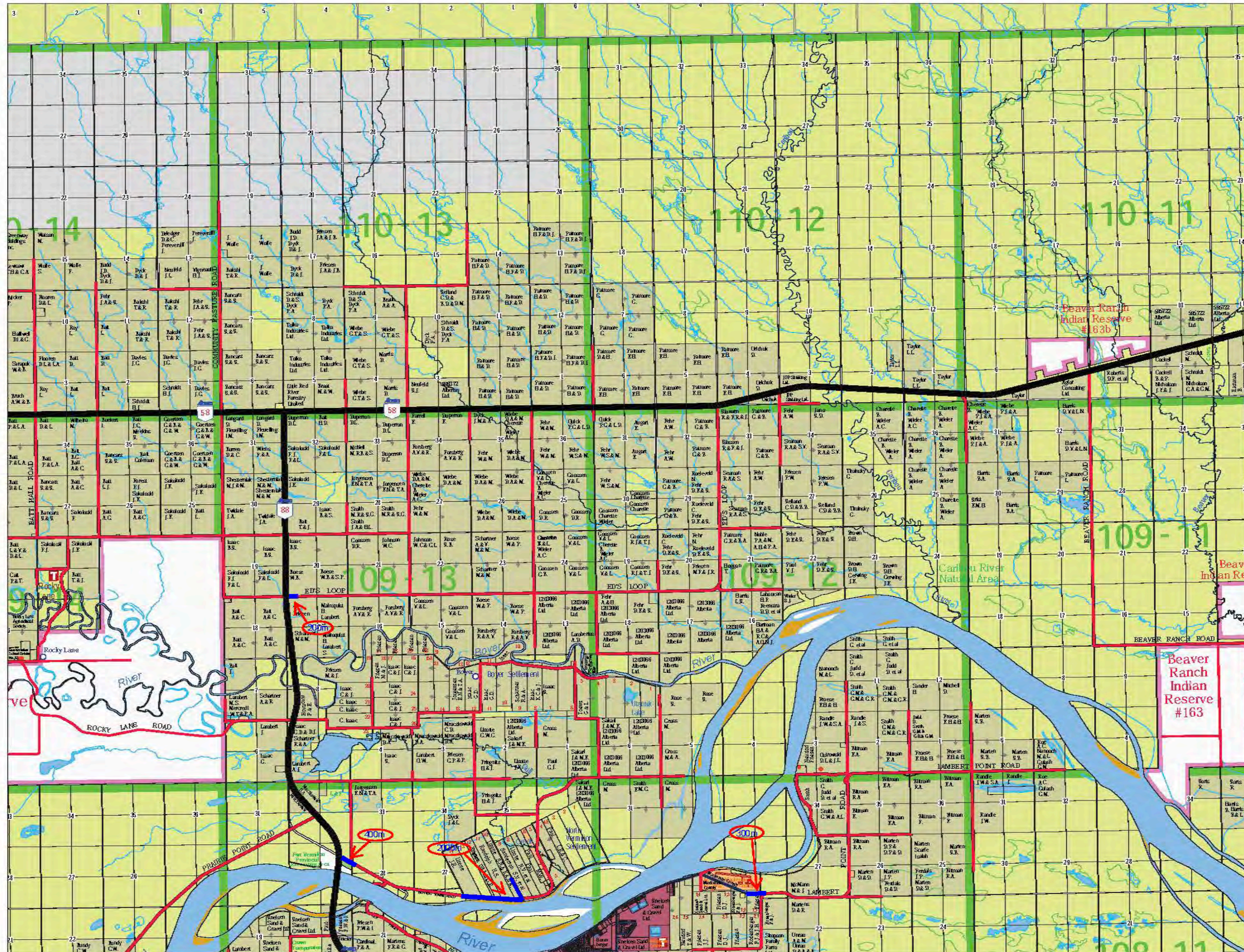


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2200m calcium

NOT TO SCALE





Mackenzie County 2013

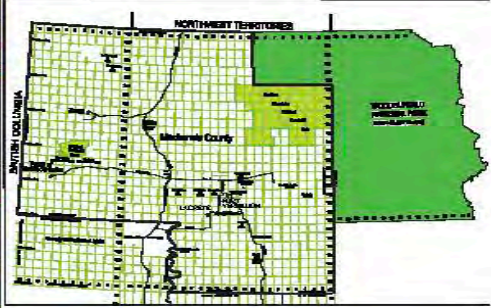
LAND OWNERSHIP MAP
MAP 3



Mackenzie County

LEGEND

- Provincial Highway - Paved
- Paved Road
- Gravel Road
- All Weather Road
- Field Access Road
- Arable Land
- Private Land
- Crown Land
- County Land
- Urban Areas
- First Nation Reserve
- Provincial Grazing Reserve

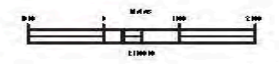


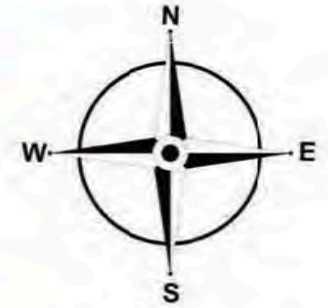
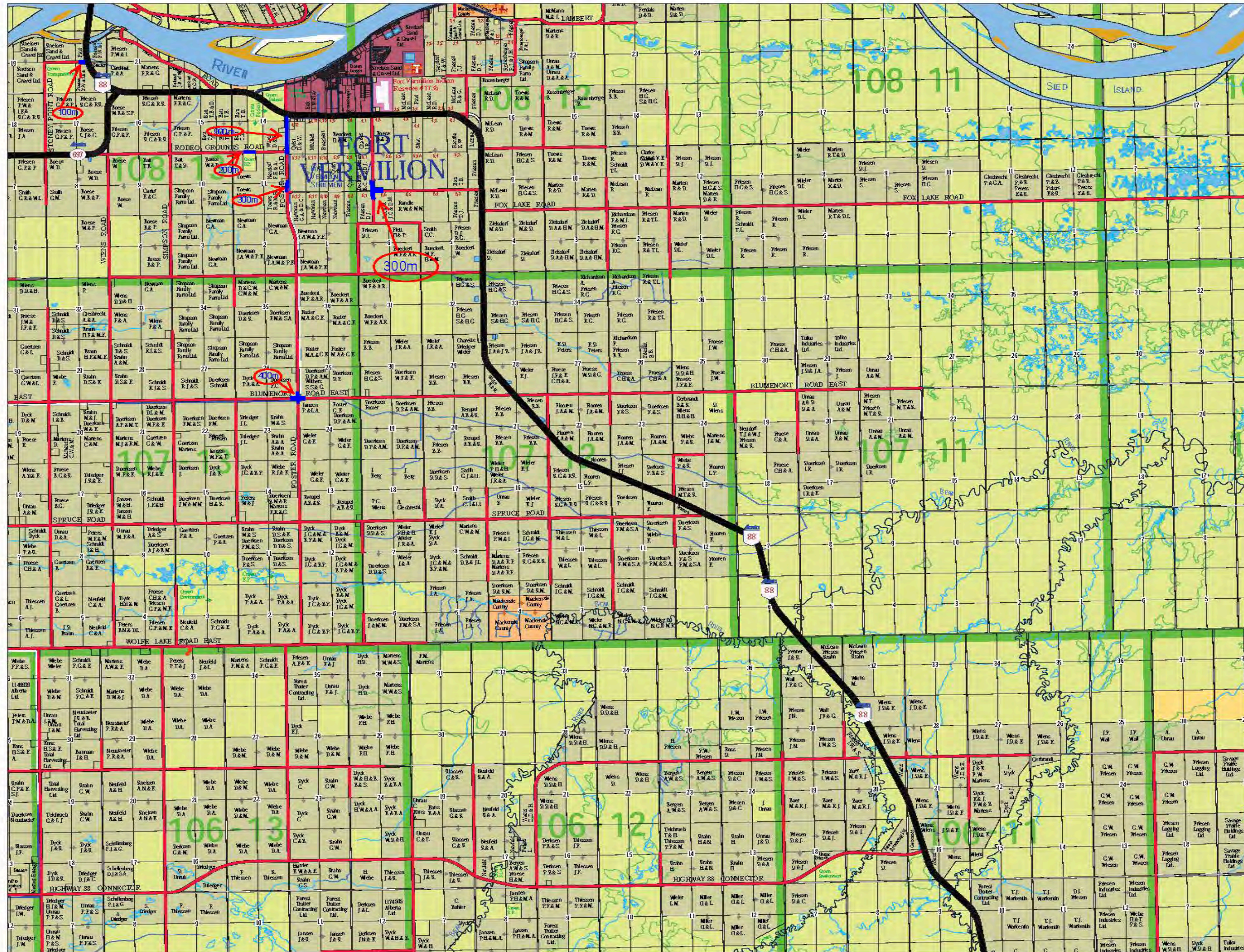
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2900m calcium
Not To Scale





Mackenzie County 2013 LAND OWNERSHIP MAP MAP 7



Mackenzie County

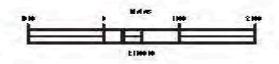
- LEGEND**
- Provincial Highway - Paved
 - Paved Road
 - Old Road
 - All Weather Road
 - Field Access Road
 - Arable Land
 - Private Land
 - Crown Land
 - County Land
 - Urban Areas
 - Herbar
 - First Nation Reserve
 - Provincial Grazing Reserve

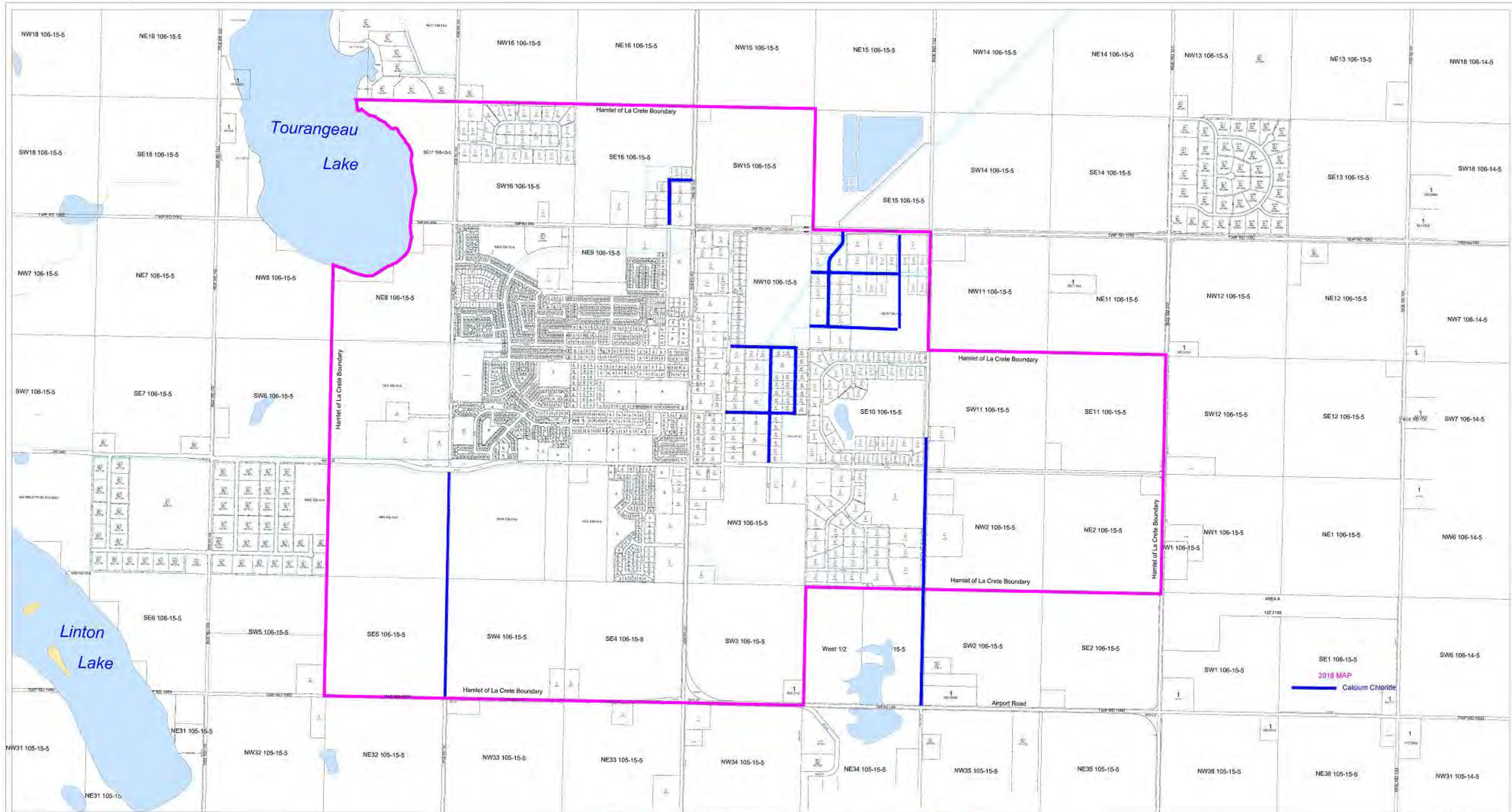


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2200m calcium
NOT TO SCALE





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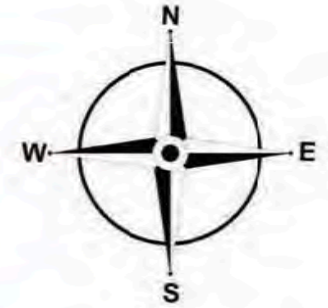
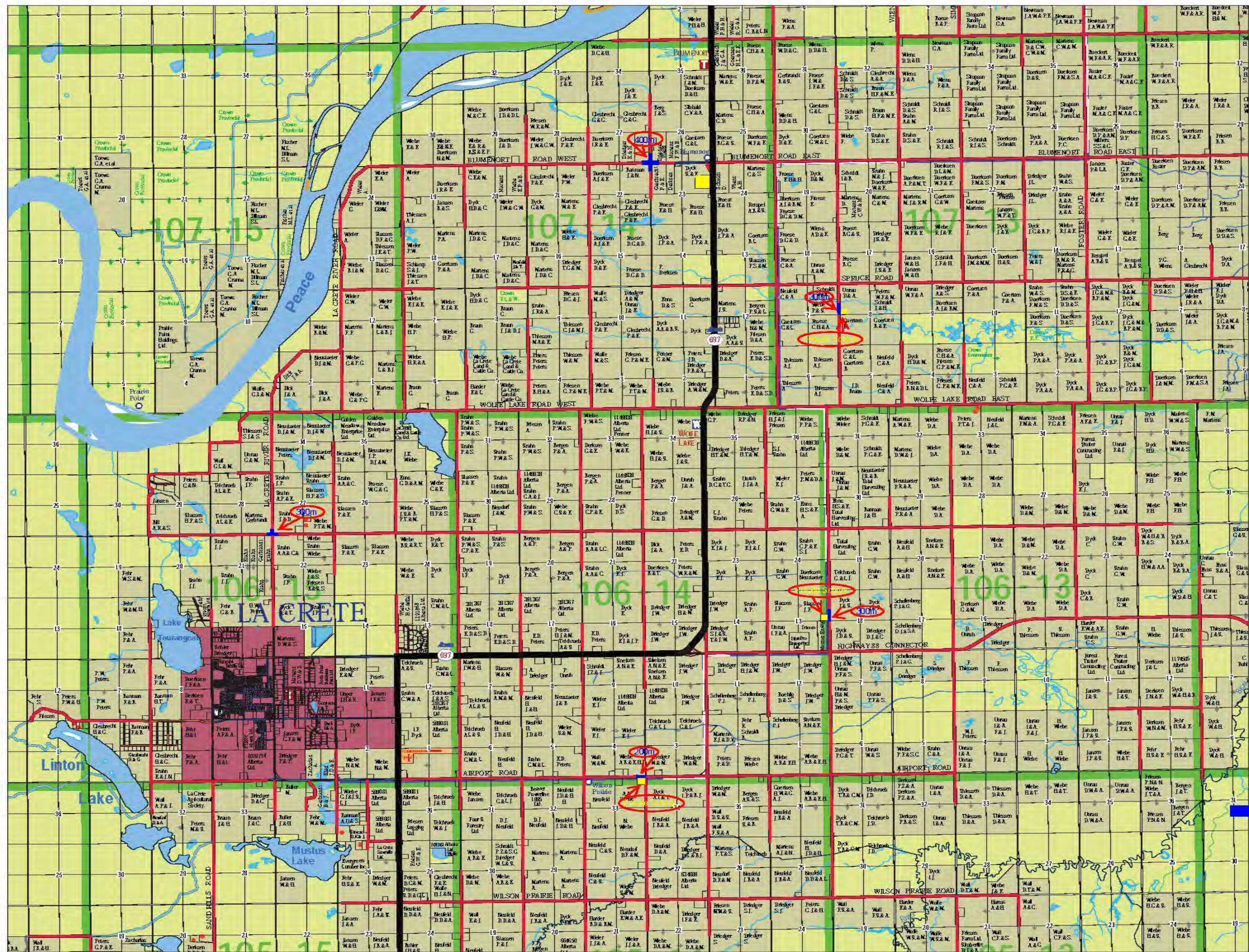
**Hamlet of La Crete
 2014
 Cadastral Base Map**



10 Degree Transverse Mercator Projection, 115 Degree Central Meridian, NAD 83 Datum

Not To Scale





Mackenzie County 2013 LAND OWNERSHIP MAP MAP 8



Mackenzie County

- LEGEND**
- Provincial Highway - Paved
 - Paved Road
 - Old Road
 - All Weather Road
 - Field Access Road
 - Aquatic Land
 - Private Land
 - Crown Land
 - County Land
 - Urban Areas
 - Inflow
 - First Nation Reserve
 - Provincial Grazing Reserve

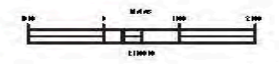


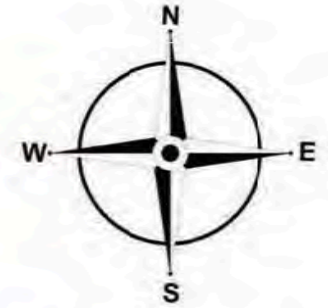
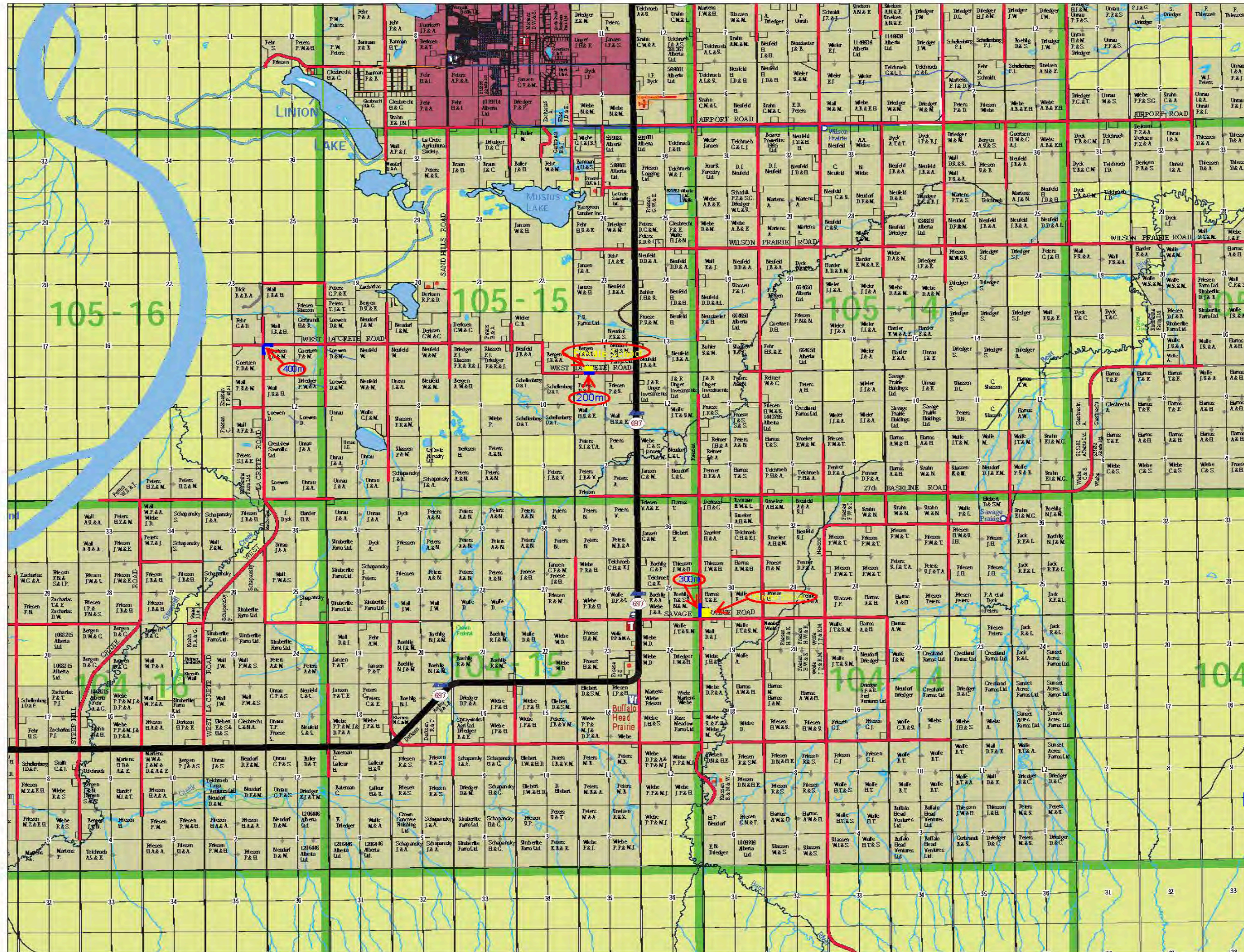
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1500m calcium

NOT TO SCALE





Mackenzie County 2013 LAND OWNERSHIP MAP MAP10



Mackenzie County

- LEGEND**
- Provincial Highway - Paved
 - Paved Road
 - Gravel Road
 - All Weather Road
 - Wild Access Road
 - Arable Land
 - Private Land
 - Crown Land
 - County Land
 - Urban Areas
 - Intersect
 - First Nation Reserve
 - Provincial Grazing Reserve

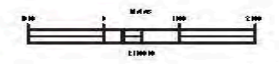


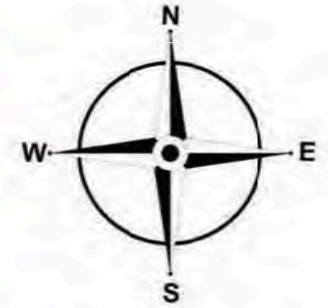
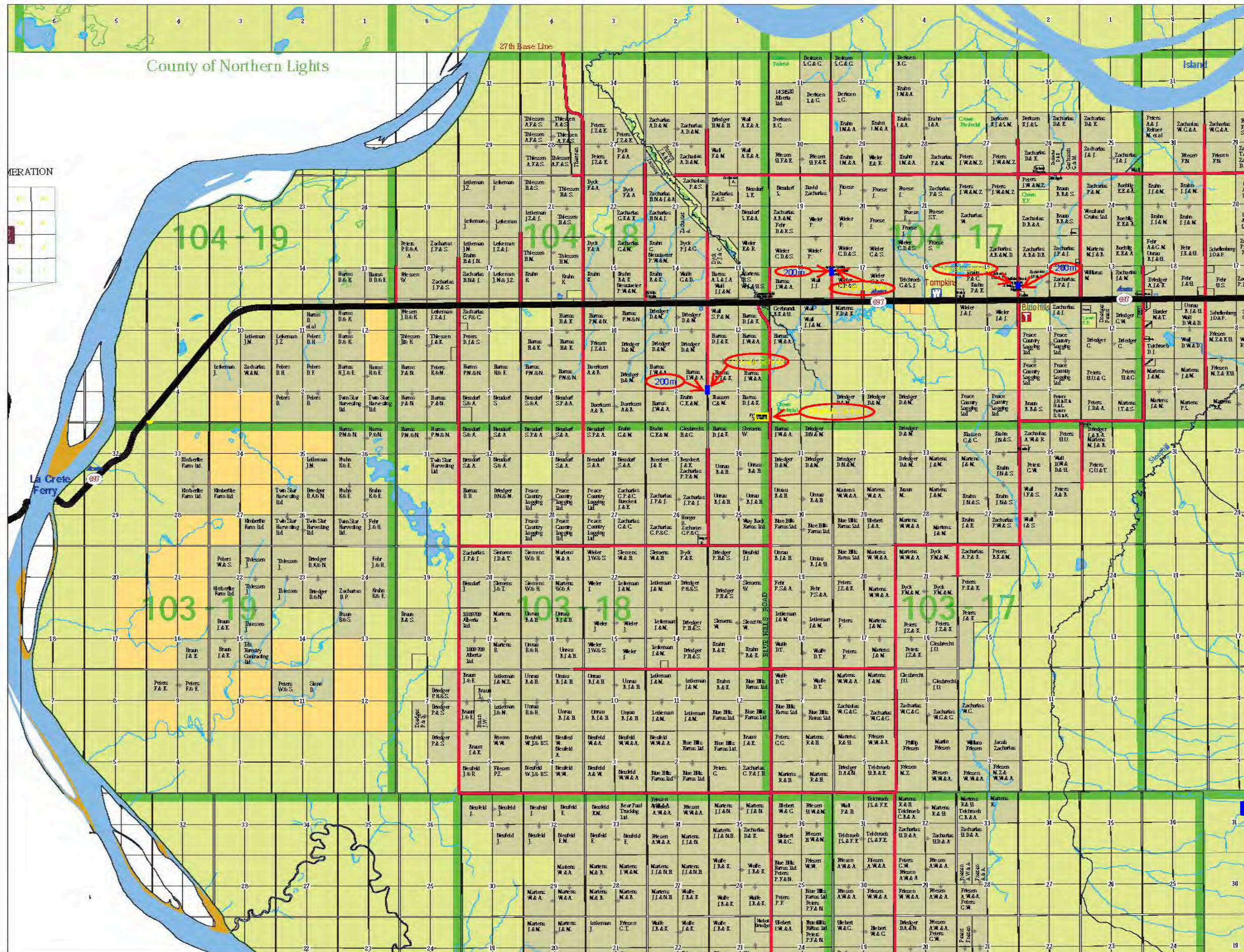
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900m calcium

NOT TO SCALE





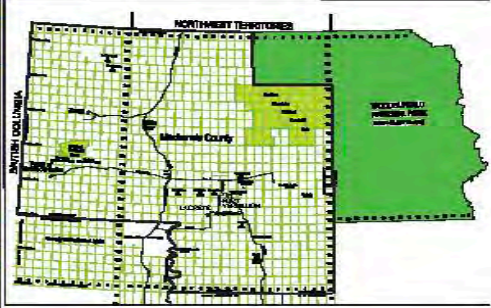
Mackenzie County 2013 LAND OWNERSHIP MAP MAP 11



Mackenzie County

LEGEND

- Provincial Highway - Paved
- Paved Road
- Gravel Road
- All Weather Road
- Field Access Road
- Arable Land
- Private Land
- Crown Land
- County Land
- Urban Areas
- First Nation Reserve
- Provincial Grazing Reserve

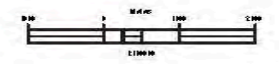


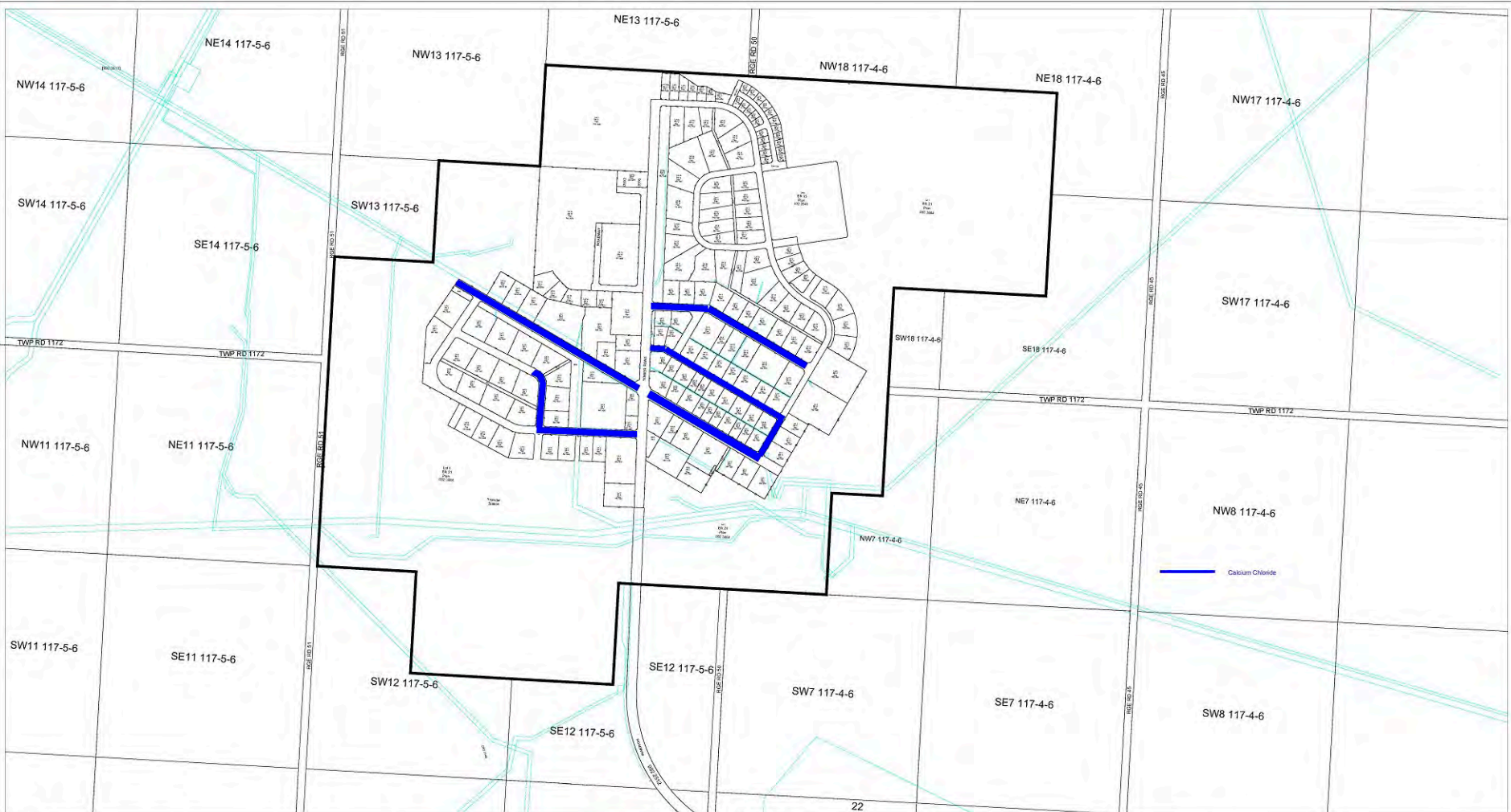
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600m calcium

NOT TO SCALE





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**ZAMA CITY
 2014
 Cadastral Base Map**



Not To Scale

10 Degree Transverse Mercator Projection, 115 Degree Central Meridian, NAD 83 Datum





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Dave Fehr, Director of Operations
Title:	Oil Dust Control Quote

BACKGROUND / PROPOSAL:

Each year Administration requests quotes from ‘dust control’ selling companies. This year we were unable to locate a second company to supply us with oil dust control product. We have a Pricing Proposal from a supplier that we have known for quite some time. We have proven this company to be trustworthy and reliable in the past.

Only quote received was from Sands Dust Control:

TOTAL COST ESTIMATE TO MACKENZIE COUNTY:

TOTAL ESTIMATED PRICE per LITRE DELIVERED and APPLIED IN MACKENZIE COUNTY:

- Price estimate to June 30, 2018: \$.76 per litre based on a 42,000-litre load

COST per LOAD OF PRODUCT DELIVERED:

- \$.76 x 42,000 litres = \$31,920.00 + GST + any applicable fuel surcharges.

- One load will treat approximately 10,500 m²

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2018 operating and Non-TCA budgets.

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

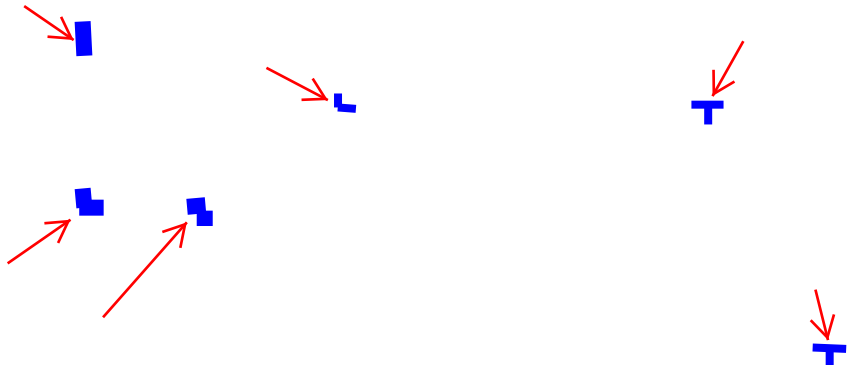
SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the quote from Sands Dust Control for the supply of oil dust control be accepted.



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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Dave Fehr, Director of Operations
Title:	La Crete Airport – Grand Re-Opening

BACKGROUND / PROPOSAL:

Administration was approached by private industry concerning the La Crete Airport. Private industry would like to see a grand re-opening of the airport including fly-ins.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

For Discussion

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Bylaw 1101-18 Purchase of Government Road Allowance South of Lot 1, Block 1, Plan 112 5121

BACKGROUND / PROPOSAL:

Mackenzie County has received a request from a developer to purchase road allowance. The applicant is looking at expanding the boundary lines to his 10-acre parcel located on SW 14-104-18-W5M to build a new house and meet proper setbacks.

Due to an error in judgement, the applicants existing trailer was placed too close to the road allowance. According to the survey, the 10-acre subdivision was to start north of the road allowance but the applicant thought that the surveyor had placed pins in the ground and used them when measuring his sewage system setbacks. This has caused his sewage system to be built directly in the road allowance.

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

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

This item was taken to the Municipal Planning Commission on April 26, 2018 for recommendation and the following motion was made:

MPC-18-05-072 MOVED by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 10XX-18 being a partial road closure bylaw, should Council be in agreement to sell the government road allowance, for the purpose of it all being consolidated with Lot 1, Block 1, Plan 112 5121.

Author: K Darling **Reviewed by:** C Smith **CAO:**

CARRIED

OPTIONS & BENEFITS:

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

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

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

Options are to pass, defeat, or table first reading of the bylaw.

COSTS & SOURCE OF FUNDING:

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

SUSTAINABILITY PLAN:

The Sustainability Plan does not address road closures in the Municipality. As such, the proposed land use bylaw amendment neither supports nor contradicts the Sustainability Plan.

COMMUNICATION:

The bylaw will be advertised as per Municipal Government Act.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

Author: K Darling Reviewed by: C Smith CAO:

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

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

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

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

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

As outlined on Plan 182 _____

READ a first time this _____ day of _____, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

PUBLIC HEARING held this _____ day of _____, 2018.

APPROVED this _____ day of _____, 2018.

Minister of Transportation

Approval valid for _____ months.

READ a second time this ___ day of _____, 2018.

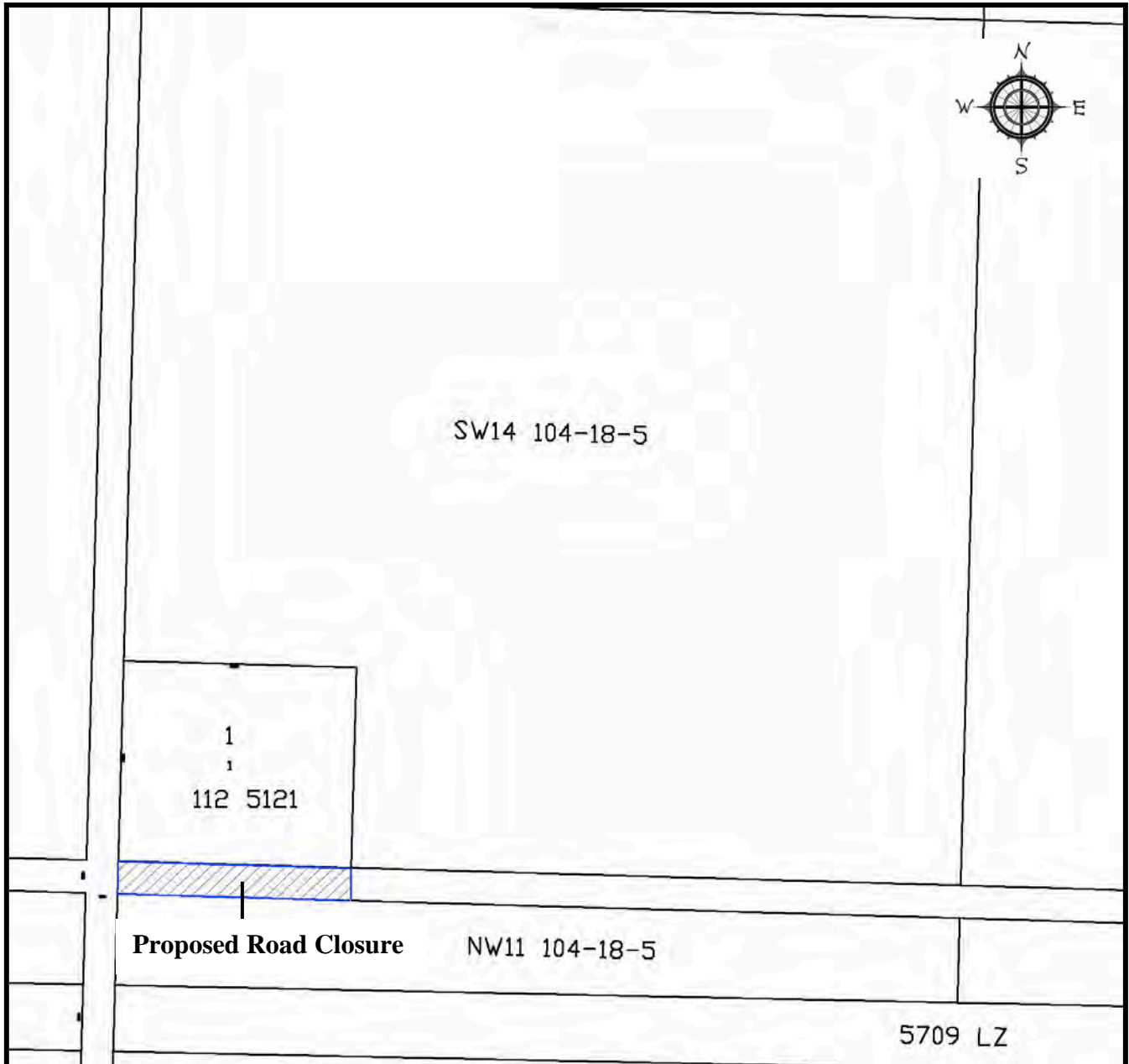
READ a third time and finally passed this ___ day of _____, 2018.

Peter F. Braun
Reeve

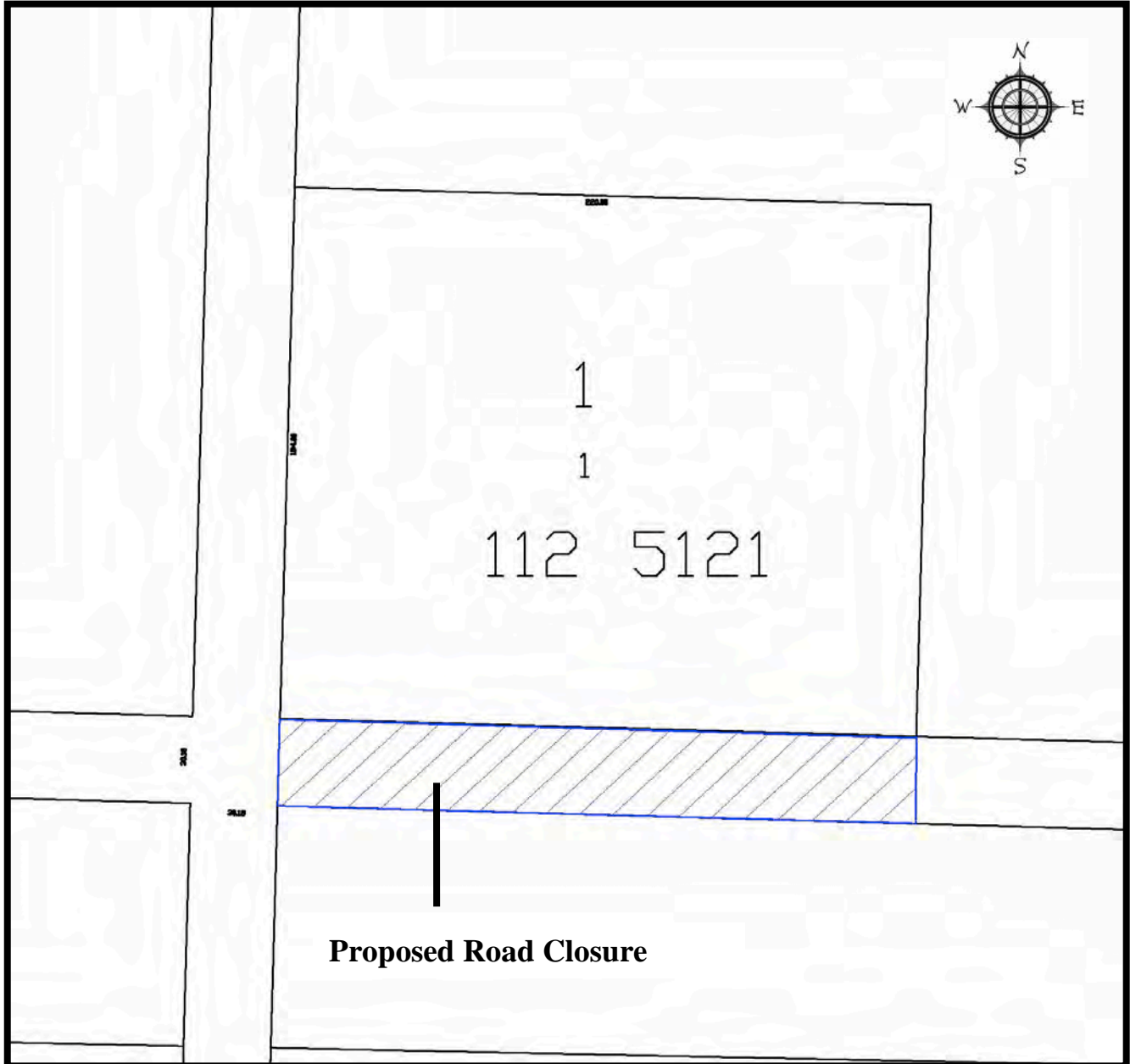
Len Racher
Chief Administrative Officer

BYLAW No. 1101-18

Plan 182 _____



BYLAW No. 1101-18





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Bylaw 1102-18 Partial Road Closure South of SE 15-104-18-W5M

BACKGROUND / PROPOSAL:

Mackenzie County has received a request for a partial road closure located in the Blue Hills area. The applicant is looking at expanding the boundary lines to his quarter section on the SE 15-104-18-W5M.

The applicant wishes to purchase the road allowance. His intent is to grow his farmable land into the undeveloped road allowance.

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

Before hiring a surveyor to draft a tentative plan with the exact measurements and acreage portions, the applicant wanted to know if the County was willing to consider his request. Should Council be prepared to sell the road allowance, the applicant will then hire a surveyor to start the process of a boundary adjustment and consolidation.

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

MPC-18-05-071 MOVED by Jacquie Bateman

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

CARRIED

Author: K Darling **Reviewed by:** C Smith **CAO:**

OPTIONS & BENEFITS:

The Planning Department has no concerns with this proposal as it will help the landowner bring his development into compliance and take on the ownership of unused land.

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

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

Options are to pass, defeat, or table first reading of the bylaw.

COSTS & SOURCE OF FUNDING:

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

SUSTAINABILITY PLAN:

The Sustainability Plan does not address road closures in the Municipality. As such, the proposed land use bylaw amendment neither supports nor contradicts the Sustainability Plan.

COMMUNICATION:

The bylaw will be advertised as per Municipal Government Act requirements.

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

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

Author: K Darling Reviewed by: C Smith CAO:

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

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

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

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

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

As outlined on Plan 182 _____

READ a first time this _____ day of _____, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

PUBLIC HEARING held this _____ day of _____, 2018.

APPROVED this _____ day of _____, 2018.

Minister of Transportation

Approval valid for _____ months.

READ a second time this ___ day of _____, 2018.

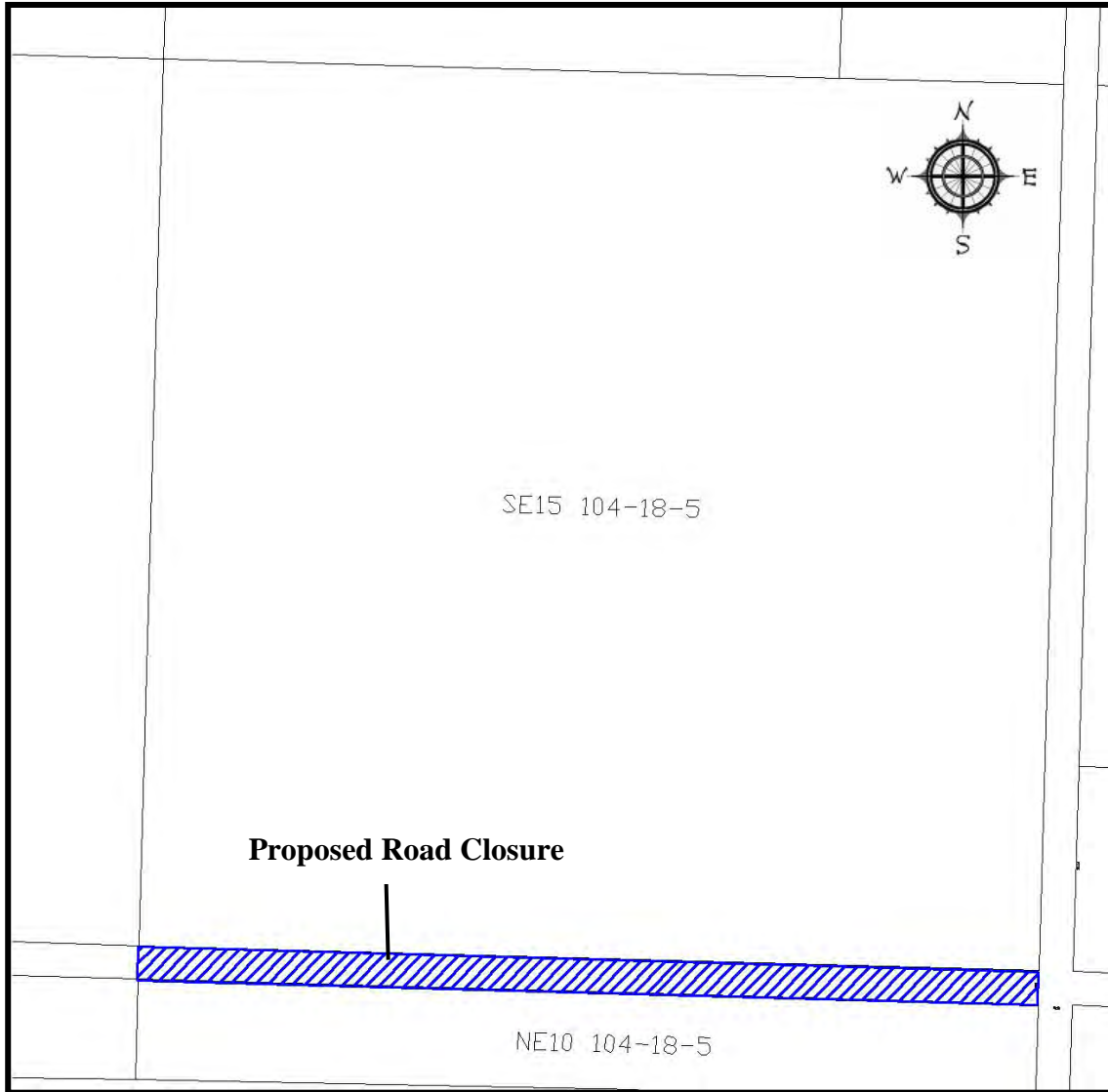
READ a third time and finally passed this ___ day of _____, 2018.

Peter F. Braun
Reeve

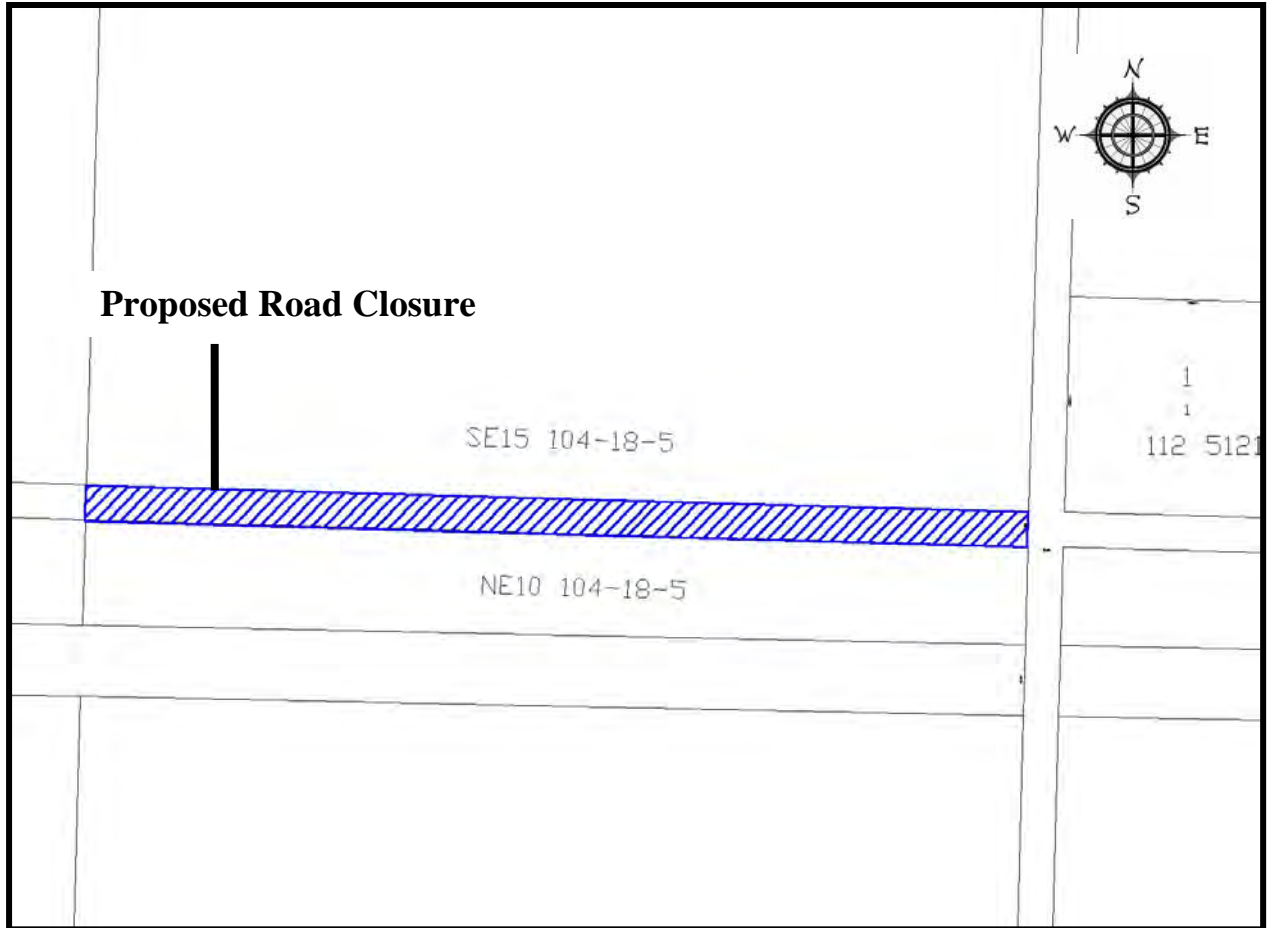
Len Racher
Chief Administrative Officer

BYLAW No. 1102-18

Plan 182 _____



BYLAW No. 1102-18





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Bylaw 1103-18 Purchase of Government Road Allowance South of SW 14-104-18-W5M

BACKGROUND / PROPOSAL:

Mackenzie County has received a request from a developer to purchase road allowance. The applicant is looking at expanding the boundary to his quarter section on the SW 14-104-18-W5M for farming purposes.

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

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

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

MPC-18-05-070 MOVED by Beth Kappelar

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

CARRIED

Author: K Darling Reviewed by: C Smith CAO:

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

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

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

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

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

As outlined on Plan 182 _____

READ a first time this _____ day of _____, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer

PUBLIC HEARING held this _____ day of _____, 2018.

APPROVED this _____ day of _____, 2018.

Minister of Transportation

Approval valid for _____ months.

READ a second time this ___ day of _____, 2018.

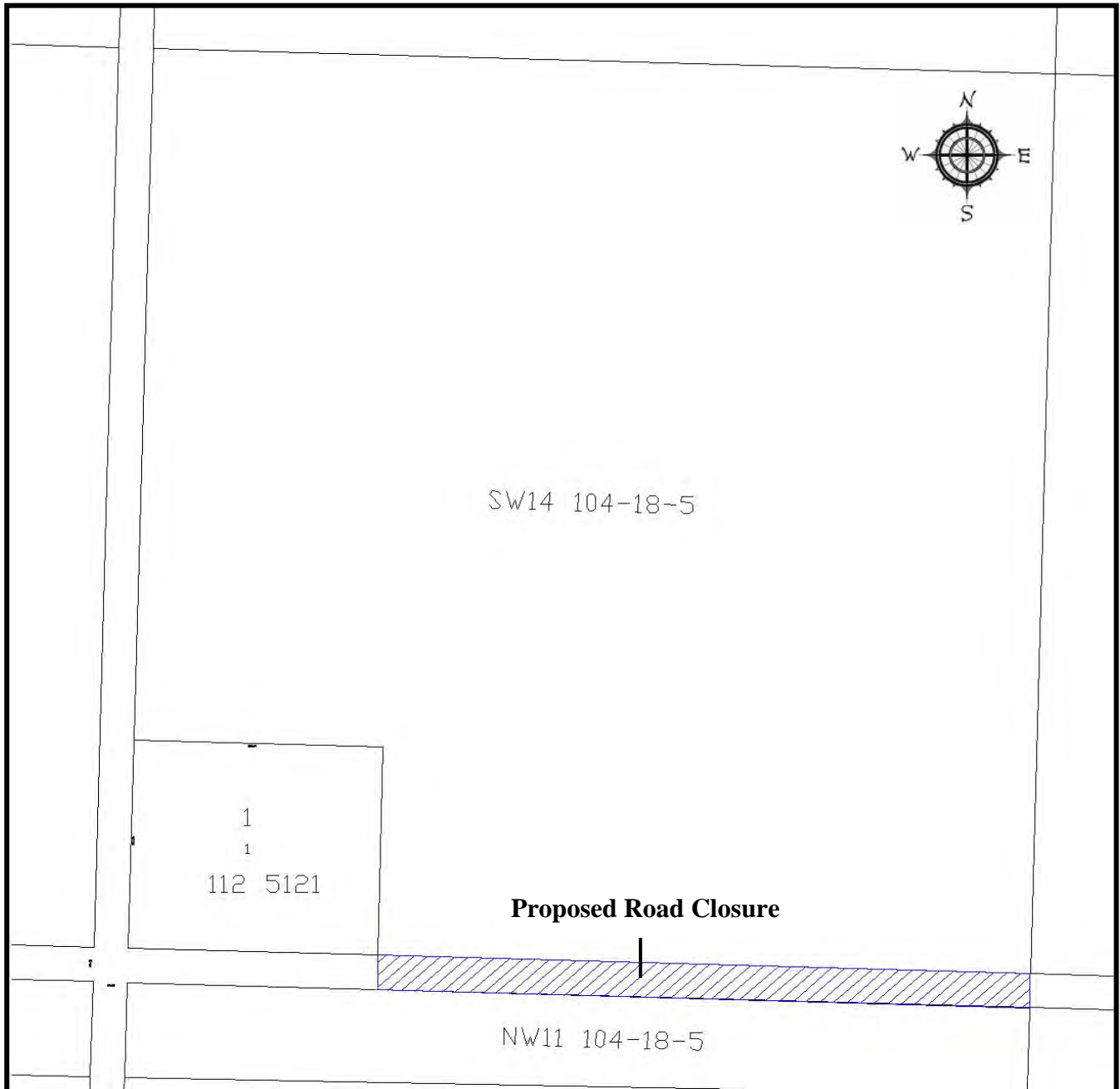
READ a third time and finally passed this ___ day of _____, 2018.

Peter F. Braun
Reeve

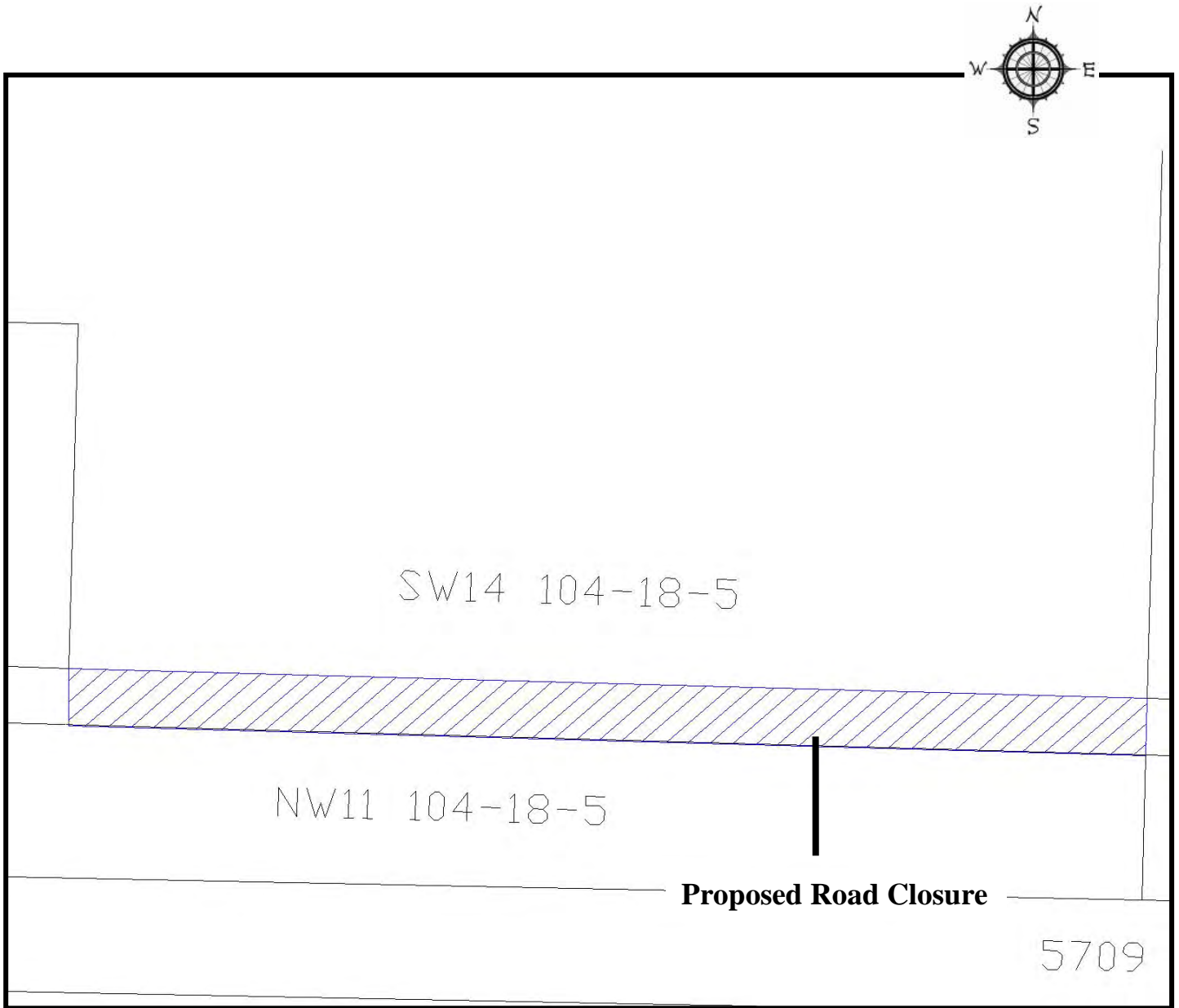
Len Racher
Chief Administrative Officer

BYLAW No. 1103-18

Plan 182 _____



BYLAW No. 1103-18





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Fred Wiebe, Director of Utilities
Title:	Rural Potable Water Project

BACKGROUND / PROPOSAL:

Mackenzie County administration carried forward into 2018 \$20,000 from the \$420,397 balance of the Rural Potable Water Infrastructure project budget. The remaining \$400,397 was placed in the Rural Water Reserve.

Due to an administrative oversight we now have an outstanding invoice in the amount of \$30,200. The \$20,000 was carried over in case legal fees were accrued due to deficiencies not being corrected, therefore administration is requesting an additional \$30,200 from the General Operating Reserve as it would still fit within the original budget had all monies been carried forward.

OPTIONS & BENEFITS:

Pay outstanding invoice.

COSTS & SOURCE OF FUNDING:

The \$30,200.00 will come from the General Operating Reserve and be transferred to the Rural Potable Water Infrastructure project.

SUSTAINABILITY PLAN:

N/A

Author: S Martens Reviewed by: F Wiebe CAO: _____

COMMUNICATION:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the budget be amended to include an additional \$30,200 for the Rural Potable Water Infrastructure Project with funds coming from the General Operating Reserve.

Author: S Martens Reviewed by: F Wiebe CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
Presented By:	Fred Wiebe, Director of Utilities
Title:	Zama Sewage Forcemain Grant Application

BACKGROUND / PROPOSAL:

The Zama Sewage Forcemain project was brought forward for the 2018 budget deliberations. As a part of the project approval, Council requested for administration to apply to the Clean Water/Wastewater Fund grant that is a 50% Federally funded grant. Unfortunately, this grant is no longer accepting applications and so administration is seeking for direction on which grant to apply for.

Two grants that this project could be applied under at this time are the Green Infrastructure Projects Grant and the Alberta Municipal Water and Wastewater Partnership Grant. The probability of acceptance under the Green Infrastructure grant would be higher than the AMWWP grant. The forcemain would allow for reduction of the size of pumps for the Zama lift station and thus reduce energy consumption which would be applicable to the Green Infrastructure grant. Under AMWWP, this would be a low priority as they tend to look at water treatment and wastewater treatment as the high priority projects.

OPTIONS & BENEFITS:

Option 1 – Green Infrastructure Projects Grant
(Expression of Interest Intake Period April 3, 2018 to August 1, 2018)

- Federal Portion is 40% and would cover \$434,000.
- Municipal Portion 60% and would cover \$651,000.

Option 2 – Alberta Municipal Water and Wastewater Partnership Grant
(Application deadline November 30, 2018)

- Provincial Portion is 75% and would cover \$813,750.
- Municipal Portion is 25% and would cover \$271,250.

Author: S. Martens **Reviewed by:** F. Wiebe **CAO:** _____

COSTS & SOURCE OF FUNDING:

Total Estimated Project Cost: \$1,085,000

Option 1 – Green Infrastructure Projects Grant

- Federal Portion - \$434,000.
- Municipal Portion - \$651,000.

Option 2 – Alberta Municipal Water and Wastewater Partnership Grant

- Provincial Portion - \$813,750.
- Municipal Portion - \$271,250.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: S. Martens Reviewed by: F. Wiebe CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2018
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.

- Action List
- Correspondence – Alberta Agriculture and Forestry (March meeting follow-up)
- Correspondence – VSI Services (First Quarter Expenditure Report)
- Correspondence – Alberta Agriculture and Forestry (ASB Program Team Visit)
- Correspondence – Alberta Transportation (Meeting Follow-up)
- Correspondence – Minister of Canadian Heritage (Cell Service Improvements along Major Highway Routes)
- Correspondence – Northern Alberta Elected Leaders (Caribou Delegation to Ottawa)
- Correspondence – TransCanada (2018 Pipe Decommissioning Program)
- Correspondence – RCMP (Policing Priorities)
- Correspondence – Little Red River Cree Nation (Congratulatory Letter)
- Correspondence – Alberta Environment and Parks (Discontinuation of Application to Purchase No. PLS160031)
- Correspondence – Provincial Forest Fire Centre (Wildfire and Mobile Equipment Hiring Information)
- Correspondence – Alberta Agriculture and Forestry (Natural Gas Supply)
- Alberta Government News Release – Creating World’s Largest Boreal Protected Forest
- Mackenzie Library Board Meeting Minutes
-
-
-

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 May 8, 2018

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
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.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Don	<p>PLS Cancelled.</p> <p>Asset list with all leases, caveats, dispositions, easements, etc.</p> <p>Response Received from AEP 2017-11-27.</p> <p>Application submitted.</p> <p>RFD to Council once response is received to our application.</p>
July 12, 2016 Regular Council Meeting			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Doug Len	Application for purchase of Hutch Lake has been processed.
August 9, 2016 Regular Council Meeting			
16-08-599	That administration proceed with registering the utility right of way on NE 3-106-15-W5M and NW 3-106-15-W5M. (La Crete SE Drainage Ditch)	Byron	Re-negotiating with landowners.
August 24, 2016 Regular Council Meeting			
16-08-656	That administration draft an endeavor to assist policy for lateral water lines.	Fred	Draft Presented to COW 2018-04-24.
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.	Doug	2018 Budget

Motion	Action Required	Action By	Status
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
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	Developers are not actively pursuing, however they have not withdrawn their application. <i>(Bylaw will expire January 9, 2019 if not passed)</i>
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	Proceeding with designs, preparing for application. Meeting Thursday, May 17
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.
June 13, 2017 Regular Council Meeting			
17-06-439	That administration look at options for a future fire hall in the Hamlet of Fort Vermilion, outside of the downtown core.	Byron Doug	Long term discussion for 5 year plan. Proposed locations being assessed.
June 28, 2017 Council Meeting			
17-06-445	That administration be directed to enter into an agreement with CanWest Air for the lease of a new terminal at the Fort Vermilion airport, with the terms and conditions as discussed.	Byron	Developing an agreement with CanWest. <i>On hold until airport fees have been reviewed.</i>
July 26, 2017 Council Meeting			
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.	Doug	Completed.
August 23, 2017 Council Meeting			
17-08-593	That administration proceed with meeting with the developers and draft an off-site levy bylaw for the La Crete Sanitary Sewer Expansion project.	Fred	Finalizing report then draft offsite levy bylaw.
September 25, 2017 Council Meeting			

Motion	Action Required	Action By	Status
17-09-650	That administration work with the Mackenzie Ski Hill Society to obtain a Registered Road Disposition (RRD) disposition for the road, and that the County commits to an endeavor to assist, as per current policy, to cover a portion of road construction costs to the proposed ski hill in the Buffalo Head Hills.	Dave	Ongoing.
October 30, 2017 Council Meeting			
17-10-824	That weed notices be issued on public lands starting in the 2018 year.	Grant	Letter has been drafted to the Minister. <i>Scheduling a meeting with Darcy Beach, Glen Gache, and Camille Ducharme.</i>
November 7, 2017 Council Meeting			
17-11-828	That Bylaw 1083-17 being the organizational and procedural bylaw for Mackenzie County be brought back to include additional information on delegations and public hearings.	Carol	In progress.
17-11-851	That the County proceed with negotiations for a new post office facility in La Crete as discussed.	Len Byron	In Progress.
November 29, 2017 Council Meeting			
17-11-872	That administration investigate the status of the companies with uncollectable Education Property Taxes on oil and gas properties and verify the write-offs versus allowances.	Karen	In Progress.
December 11, 2017 Budget Council Meeting			
17-12-897	That administration review the need for the changes/additions to the Fort Vermilion Shop and consider the need for a new fire hall in Fort Vermilion and investigate other building options.	Doug	In Progress. <i>Administration recommend this be removed.</i>
January 24, 2018 Council Meeting			
18-01-066	That administration research existing information relating to the extension of Highway 58 from Garden River through to Peace Point and bring back to Council.	Len	In progress.
February 12, 2018 Council Budget Meeting			
18-02-081	That \$150,428 be added to the Teachers Loop Asphalt & Sidewalk Project with funding coming from the: <ul style="list-style-type: none"> • \$80,000 from the Roads Reserve • \$70,428 be transferred from the following completed 2017 Carry-Forward Projects: <ul style="list-style-type: none"> ○ \$6,477 – FV 43 Avenue East of 50th Street ○ \$6,717 – FV 45 Avenue Cul-de-sac East of 52nd Street ○ \$41,736 – LC 94th Avenue Asphalt Overlay ○ \$1,200 – LC Lagoon Access Paving 	Karen Dave	Complete. Local Improvement Bylaw not complete.

Motion	Action Required	Action By	Status
	<ul style="list-style-type: none"> o \$2,303 – LC Paving Raw Water Truckfill Station o \$11,995 – FV Paving for Water Treatment Plant <p>and that a Local Improvement Bylaw be brought back to Council.</p>		
February 13, 2018 Council Meeting			
18-02-108	That Mackenzie County support the increased awareness of the diseased risk bison/caribou monitoring and that the signage/advertising request be brought back for further information.	Byron Don	In progress. <i>Clarification needed from council.</i>
18-02-123	That Mackenzie County request immediate payment for Invoice #13947 due to Mr. Henry Martens receiving payment for this invoice from the Disaster Recovery Program.	Karen	Removed portion from his invoice and sent another letter. Invoice sent.
February 27, 2018 Council Budget Meeting			
18-02-146	That the replacement of the 1995 GMC Fire Truck be approved with an initial down payment of \$50,000 coming from the Vehicle & Equipment and Emergency Services Reserve and that the balance be paid, up to a maximum of \$500,000, upon receipt with funding coming from the Vehicle & Equipment and Emergency Services Reserve and that the 1995 GMC Fire Truck be disposed upon arrival of the replacement.	Doug Karen	Funding transfer complete.
18-02-147	That administration research the Grande Prairie Rotary Club's disposal/donation of firefighting equipment.	Doug	In progress.
18-02-148	That administration investigate the option of partnering with another municipality for an emergency vehicle buy-back program.	Doug	In progress.
March 13, 2018 Council Meeting			
18-03-194	That the Agricultural Service Board review the options of development of County owned lands for agricultural purposes.	Grant	Next ASB Meeting.
March 28, 2018 Council Meeting			
18-03-225	That administration research the amount of funds/tickets issued by the Rainbow Lake Peace Officer west of Highway 35 (not within the Town of Rainbow Lake limits) and bring back to Council.	Doug Karen	In progress.
18-03-226	That administration contact the Town of Rainbow Lake regarding a Memorandum of Understanding for an enhanced policing position in Chateh.	Len Doug	In progress.
18-03-229	That letters be sent to the various Ministries and the RCMP in follow-up to the meetings held in Edmonton during with week of March 19, 2018.	Len	Ministers – Complete. RCMP – In progress.
April 10, 2018 Council Meeting			

Motion	Action Required	Action By	Status
18-04-278	That first reading be given to Bylaw 1095-18 being the Councillor Code of Conduct Bylaw for Mackenzie County as AMENDED.	Carol	Researching formal complaint process options prior to second/third reading.
18-04-280	That the budget be amended to transfer the 2018 Capital Budget Truck - \$42,000 to the operating budget to cover the costs of the personal vehicle allowances (Total amount would be determined depending how many individuals apply to use their personal vehicle based on Policy ADM033).	Karen	Budget will be moved as agreements are signed.
18-04-286	That a letter be sent to the Federal Minister of Environment and Climate Change and Minister of Natural Resources regarding the Species at Risk legislation and its impact on communities in northern Alberta.	Byron	In progress.
18-04-294	That a letter of support be sent to the Northern Lights Forest Education Society and that two loads of gravel be provided for their walking trails and a donation of \$1,000.	Len Dave	In progress.
April 25, 2018 Council Meeting			
18-04-314	That administration be authorized to proceed with a Department License of Occupation (DLO) for existing and future walking trail expansion on SE 14-106-15-W5 once the title transfer has been completed for SE 15-106-15-W5.	Doug	In progress.
18-04-315	That administration move forward in purchasing more land north of the existing Hutch Lake Cabins and that final costs be brought back to Council for decision.	Doug	In progress.
18-04-320	That administration investigate the option of separating out the leased farmland for taxation purposes prior to the budget deliberations for 2019.	Karen	Completed.
18-04-326	That the old Fort Vermilion Airport Terminal building be sold on public auction.	Doug	To be auctioned June 2018.
18-04-330	That the application to purchase Wadlin Lake leased land be suspended and that an application be made for a 25 year lease on the land.	Doug	In progress.
May 8, 2018 Council Meeting			
18-05-340	That funding considerations for the Mackenzie Aquatics Society in their grant application for a wellness centre be TABLED to the next meeting and that administration bring back additional information and funding options.	Doug Karen	To be discussed at next council meeting.
18-05-342	That the Mackenzie Library Board Member at Large vacancy, be advertised as a county at large position and with a secretarial requirement, and that the Mackenzie Library Board be authorized to review applications and	Carol	In progress.

Motion	Action Required	Action By	Status
	make a recommendation for appointment to Council on June 27, 2018.		
18-05-344	That administration provide the financial information as requested by the Northwest Species at Risk Committee.	Karen	In progress.
18-05-346	That Mackenzie County request a meeting with the President of CN and extend an invitation to the Town of High Level.	Len	In progress.
18-05-347	That administration send a letter of support for the Trans Mountain Pipeline Expansion Project.	Len	In progress.
18-05-352	That the budget be amended to transfer \$135,000 from the operating budget to the 2018 Oil Dust Control Non-TCA Budget.	Dave Karen	In progress.
18-05-353	That first reading be given to Bylaw 1097-18 being a Land Use Bylaw Amendment to Add the Definition and Interpretation of Cannabis Grower and Cannabis Retailer/Distributor and to add Cannabis Grower as a discretionary use to the Rural Industrial Light (RIL) district and to add Cannabis Retailer/Distributor as a discretionary use to the Direct Control 1 "DC1" district, the Fort Vermilion Commercial Centre "FV-CC" district, and the Zama City Mixed Use "Z-MU" district, subject to public hearing input.	Byron	Scheduling/Advertising of Public Hearing
18-05-354	That first reading be given to Bylaw 1098-18 being a Land Use Bylaw Amendment to rezone all existing rural parcels that contain a Place of Worship and/or an Educational Facility from the Agricultural "A" district to Institutional "I" district, subject to public hearing input.	Byron	Scheduling/Advertising of Public Hearing
18-05-355	That the budget be amended to transfer \$35,000 from the General Operating Reserve to the Rural Addressing Signs project (7-61-30-09) to pay the final invoice.	Karen	In progress.
18-05-356	That a congratulatory letter be sent to Chief Conroy Sewepagaham and Council of the Little Red River Cree Nation.	Len	Completed
18-05-357	That administration forward an information package to the Little Red River Cree Nation regarding the County's lobbying efforts for Fox Lake court services.	Carol Len	In progress.



ALBERTA
AGRICULTURE AND FORESTRY

Office of the Minister
MLA, Whitecourt-St. Anne

MAY 02 2018

RECEIVED
MAY - 8 2018

MACKENZIE COUNTY
FORT VERMILION OFFICE

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

Dear Mr. Braun:

Thank you for your April 10, 2018, letter in follow-up to our March meeting. I appreciated the opportunity to meet with you and listen to your views first-hand.

Regarding agriculture land conversion, while some agricultural land has been lost along the Highway 2 corridor, overall there has been a slight net gain of 140 hectares of agricultural land provincially between 2011 and 2016. The province is working with municipalities through regional planning, updated Provincial Land Use Policies, and the Efficient Use of Land Tools compendium to minimize fragmentation and conversion of agricultural lands. Through regional planning, the Government of Alberta has committed to monitoring fragmentation and conversion of agricultural land throughout the province. These reports can be found on my Department's website at [http://www1.agric.gov.ab.ca/\\$Department/deptdocs.nsf/all/luf16125/\\$FILE/2016-report-card-alberta-annual.pdf](http://www1.agric.gov.ab.ca/$Department/deptdocs.nsf/all/luf16125/$FILE/2016-report-card-alberta-annual.pdf).

While I appreciate the suggestion to mirror retention of agriculture land with retention of wetlands, there is a major difference between the two types of land. The Wetland Policy, under the *Water Act*, was developed to retain existing and recover lost wetlands throughout the province. This is within the province's jurisdiction, as all water in Alberta is managed by the Crown. Agricultural land, however, is privately owned and would therefore be difficult to regulate in the same way as a Crown-owned resource.

With that being said, tools exist through legislation (such as conservation easements for agricultural purposes or market-based instruments under the *Alberta Land Stewardship Act*) that continue to be explored and developed to support the continued prosperity of agriculture in Alberta. Land Use Framework Regional planning is the mechanism through which the merits of all land-use values and pressures are discussed and resolved. Any changes in land use, such as the potential of agricultural expansion in the Lower Peace Region, would be explored during the development of the regional plan.

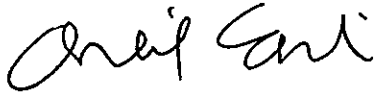
.../2

Regarding bison in Wood Buffalo National Park, I appreciate your ongoing concern. I understand my staff have been in contact with Mr. Racher, Chief Administrative Officer, about this issue. Agriculture and Forestry, along with Environment and Parks, continues to implement the interim disease management strategy "Managing Disease Risk in Northern Alberta Wood Bison – Outside of Wood Buffalo National Park." Work is continuing among the various departments involved, and I assure you we will share any new information with you going forward.

I also recognize the need to develop a sustainable, long-term solution to your County's chronic gas supply issue. Agriculture and Forestry continues to work with Alberta Energy, the Federation of Alberta Gas Coops, and other stakeholders in this regard. I appreciate the importance of the situation to your area.

Thank you again for taking the time to contact me.

Sincerely,



Oneil Carlier
Minister

cc: MLA Jabbour

V.S.I. SERVICES (1980) LTD

A nonprofit organization providing veterinary care in Alberta

BOX137

FAIRVIEW AB T0H 1L0

PH 780 835 5440

vsiservices16@gmail.com

May 5, 2018

Mr. Len Racher, CAO
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1N0

Dear Len

I am sending this letter as a follow up to the first quarter report of VSI expenditures, for your jurisdiction, that was e-mailed to gsmith@mackenziecounty.com and csarapuk@mackenziecounty.com.

Following is an estimate of your current VSI account status:

	Claims	Payments	Balance
Jan. 1, 2016			\$<2,411>
Payments in 2016 First Quarter	\$9,644	\$0	<2,411> <12,055>

Note: To date no payment has been received. Please forward payment as it was due March 31, 2018.

Administrative fees and investment income has not been calculated or included for the first three months of 2018.

Overall there is a 17.8% decrease in total claims for the first quarter of 2018 compared to 2017. Total costs have decreased \$28,587 over the same time period.

Ten (10) of the sixteen (16) VSI jurisdictions had a decrease in their first quarter costs. Decreases ranged from 7.3% to 70.3% of 2017 first quarter costs. Increases in the other six (6) jurisdictions ranged from 3.1% to 32.1% of 2017 first quarter costs.

Your 2018 first quarter claims are \$666 (7.4%) higher than they were in 2017.

If you have any questions or if you detect any errors in the report or in my calculations in this letter please let me know.

Yours sincerely

Rik Vandekerkhove, Manager

cc Greg Smith
Colleen Sarapuk

May 6, 2018

Mr. Josh Knelsen, Chair
Agricultural Service Board
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1N0

Dear Mr. Knelsen:

The Agricultural Service Board Program Team is planning 11 field visits across Alberta this year and are planning to visit your municipality. The purpose of our visit is to strengthen our relationships with ASBs and to fulfill recommendations made by the Office of the Auditor General. This is a unique opportunity for the ASB to highlight programs, accomplishments and meet with ASB Program staff.

We would like to schedule a date to meet with your ASB between late May and late September. We know that this is a busy time of year for ASB programs but the objective of our visit is to see the results of your programs as we get the best sense of the success of your programs when they are actively ongoing.

A field visit is a full day process starting with a short meeting (approx. one hour) with your ASB members followed by an office and field tour with your Agricultural Fieldman. The primary focus of the field visit is to tour the municipality to see examples of programs implemented under the Legislative and Environmental Funding Streams of the ASB Grant Program. The field visit focuses on the outcomes and deliverables of your Strategic Plan and we may request to see outcomes of particular programs as part of the field visit. We have included a "Frequently Asked Questions" document with this letter that provides a general overview of the field visit process.

Please arrange a time for us to come visit with your ASB. Pam Retzloff, ASB Program Coordinator, will be coordinating the dates for the field visits so please contact her at pam.retzloff@gov.ab.ca or phone (780) 427-4213 at your earliest convenience.

We are looking forward to the opportunity to come and visit with you this summer.

Sincerely,


Doug Macaulay
Agricultural Service Board Program

Enclosure

cc: Grant Smith, Agricultural Fieldman
Joulia Whittleton, CAO

Field Visit FAQs

Why do you do field visits?

The ASB Program has been asked by the Auditor General to conduct a field visits approximately every five years to ensure that the grant dollars we allocate are supporting activities related to enforcement of delegated legislation and environmental extension activities. To accomplish this we conduct a field visit to that focuses on learning more about the ASB's enforcement and environmental programs.

How many field visits do you do every year?

Our goal is to do 15 field visits every year. We select three municipalities per region for a field visit annually. We will be doing 11 field visits in 2018.

What time of year will you come for the field visit?

The field visits are scheduled between late May and September.

What is the process for a field visit?

A field visit consists of two components: meeting with the ASB members and then a field tour with the Agricultural Fieldman.

We prefer to keep the meeting with the ASB members short to allow us to look at as many projects as possible. One to two hours is generally enough time for us to meet with the ASB members. This is their opportunity to ask questions regarding the program and to discuss any concerns.

We want to spend the majority of our time in the field looking at examples of your programs and accomplishments. We want to see examples of your inspection and control programs, environmental projects and anything that you do that is unique in your municipality. We will need time to stop and take pictures of the different projects you are currently working on.

We understand that it may not always be possible to visit with your ASB members as this is the busiest time of year for them. If this is the case, we will arrange to meet with the fieldman during the spring /summer and then return in the winter to meet with ASB members as needed.

Who will be coming to do our field visit?

A member of the Agriculture Development Unit plans to attend every field visit. In some instances another AF staff member may attend the field visit. For example, Pest Surveillance Branch members have expressed interest in attending some of the field visits to gain a better understand the role of ASBs and agricultural fieldmen. Some of your Key Contacts have also expressed interest and may be invited to attend the field visit.

Should my ASB members come on the “field” portion of the visit?

It is up to each individual ASB to decide whether or not the ASB members come for the “field” portion of the visit.

What will you be looking for?

The purpose of a field visit is to be able to provide proof to the Auditor General that ASBs are using the ASB Grant dollars allocated to them to support programs related to enforcement of delegated legislation and environmental extension. This means we want to see if you have inspection, enforcement and control programs in place related to the *Agricultural Pests, Soil Conservation and Weed Control Acts* and that you are prepared to assist with the *Animal Health Act*. We will also ask questions to see if you are in compliance with duties related to the *Agricultural Service Board Act*.

For example, questions we may ask:

- Did you provide a report of your activities to your council? What date did you report to council?
- Has the municipality appointed appeal committees for the Acts you are delegated to enforce?
- Do you have policies in place for administering the Acts you are delegated to enforce?

We may also ask to take copies of:

- Records for your inspection and spraying programs
- Newsletters or other advertisements for extension events you hosted
- Policies
- Form 7 certificates
- Appointment of inspectors
- Inspector ID cards
- Letters issued for enforcement

Typical Field Visit Activities

- Meet in the office to review maps and data related to inspection and application programs
 - Take pictures or get copies of notices issued, maps for spraying programs, examples of newsletters or advertisements for extension events
 - Look at AIMS/other programs that collect data for inspection programs
 - Copies of policies that you work under
 - Certification (i.e. Form 7) or identification
- Tour the shop to look at equipment for programs
 - Herbicide storage
 - Toxicant storage
 - Rental equipment yard
- Meet with inspectors and other ASB Program staff
 - Inspectors may be asked to produce their identification
- Road tour:
 - Look at areas where roadside vegetation program has been completed
 - Roadside seeding
 - Biocontrol projects
 - Fields where notices have been issued/enforcement completed
 - Environmental projects
 - Solar water demonstration sites
 - Riparian sites
 - Bioengineering projects
 - Ag plastics recycling
 - Other activities your ASB may be involved in
 - Tankloader sites
 - Water pipeline
 - Any other project related to enforcement of the Acts or included on your ASB Strategic Plan
 - Problems you are currently managing
 - Areas where a problem has been successfully managed
 - Unique programs/projects you are working on
 - Areas that are unique to your municipality



ALBERTA
TRANSPORTATION

*Office of the Minister
Government House Leader
MLA, Edmonton - Highlands - Norwood*

AR 72762

May 7, 2018

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

Dear Reeve Braun: *Peter!*

It was a pleasure meeting with members of Mackenzie County council and administration at the recent RMA convention. I appreciated the discussion, as well as your April 4, 2018 follow-up letter.

In regards to the Zama Access Road, I encourage you to contact Alberta Infrastructure at alberta.icip@gov.ab.ca to discuss federal funding under the Investing in Canada Infrastructure Program. More information on this program is available online at www.alberta.ca/ICIP-rural-northern-communities.aspx.

In regard to Highway 88, I am pleased to confirm the highway is being considered as a possible route of the future Oversize/Overweight Corridor.

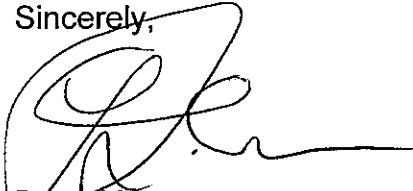
Regarding the Blue Hills Site Two culvert crossing, this project has been approved under the Strategic Transportation Infrastructure Program. The considerable municipal investment for this project, in addition to the municipal and private investment for the associated road network, provided strong support and resulted in project approval.

Thank you for providing your consultant's analysis of a potential Tompkins Crossing bridge. As has been noted, Alberta Transportation is not currently considering a bridge at that location; however, our engineering consultant is examining a replacement of the current ferry.

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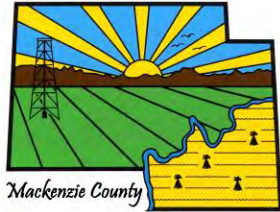
Should you have further questions, please contact Mr. Ryan Konowalyk, Regional Director. Mr. Konowalyk can be reached toll-free at 310-0000, then 780-624-6280, or at ryan.konowalyk@gov.ab.ca.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian Mason', written over a white background.

Brian Mason
Minister

cc: Ryan Konowalyk
Regional Director, Peace Region



Mackenzie County

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

May 8, 2018

The Honourable Mélanie Joly
Minister of Canadian Heritage
15 Eddy Street
Gatineau, QC
K1A 0M5

Dear Minister:

RE: CELL SERVICE IMPROVEMENTS ALONG MAJOR HIGHWAY ROUTES

Mackenzie County is located in the northwest corner of Alberta covering over 80,000km². We are expanding quickly as we develop with oil and gas, agriculture, forestry, and tourism, as well as the boom in the population our area has seen.

With this growth in residential and industry comes a need for growth in our services such as phone and internet connection. Communication lines through our region are lacking and cell service along our main corridors Highway 35, 58, 88, & 697 is very poor and even non-existent in some areas.

Safety is a concern for us as the lack of cell phone connection does not provide motorists with contact in an emergency situation. Even vehicles equipped with a cell phone signal booster do not maintain consistent service along these major corridors.

Not only are motorists and their safety concerned, there are First Nation reservations and campgrounds along these highways that will also benefit from the extended cell reception as they are currently unserved, and could be viewed as potential cell phone and internet connection clients.

We are reaching out to your ministry in an attempt to improve communication service along the major highway corridors in our region. Mackenzie County is willing to explore the possibility of a partnership to help facilitate improvements to local wireless service.

...2

Minister of Canadian Heritage

Page 2

May 8, 2018

We would appreciate hearing from your department regarding potential improvements in our area. Please contact our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to lracher@mackenziecounty.com.

Yours sincerely,



Peter F. Braun
Reeve
Mackenzie County

- c. Arnold Viersen, MP Peace River – Westlock
Chris Warkentin, MP Grande Prairie - Mackenzie
Debbie Jabbour, MLA Peace River
CRTC, Ottawa, Ontario, Canada K1A 0N2
Regional Economic Development Initiative
Northern Transportation Advocacy Bureau
Northern Alberta Development Council
Alberta Urban Municipalities Association
Rural Municipalities Association
Mackenzie County Council
Brian Bettis, General Manager, Alberta North Customer Solutions Delivery,
TELUS Mobile

From: Nicole Inzunza
Cc: jim.rennie@woodlands.ab.ca; lbeauvre@countygp.ab.ca; [Kim Pinnock](#)
Subject: NAEL Follow-up: Caribou Delegation to Ottawa
Date: May 10, 2018 1:35:09 PM
Attachments: [NAEL Letter to Premier Notley - Caribou Delegation.pdf](#)
[RE NAEL Letter to Premier Notley - Caribou Delegation to Ottawa .pdf](#)

Good afternoon NAEL Members:

As a follow up to the motion sent to you for a vote on April 16, 2018, we would like to inform you that a letter was sent to Premier Notley's office (attached) asking for NAEL representation at the delegation meeting in Ottawa. We received 27 responses in favour of sending the letter, and zero against, with several suggestions that we adjust the request to the Premier's office to reflect the opportunity to include the best possible NAEL representative. The subsequent ask reflects those suggestions.

A response was received from the Premier's office on April 23, 2018 (attached).

As noted in the response, Jim Rennie was invited to attend the delegation meeting. In addition, Crystal McAteer, Mayor of High Level, and Debbie Jabbour, MLA for Peace River and NADC Chair, were invited to be part of the delegation. The meetings in Ottawa took place on May 3, 2018.

Below is a summary of the meetings, provided to us by Crystal McAteer, for your information and review.

Regards,

Nicole

Overview of Alberta Delegation to Ottawa re: Caribou Conservation

Pre-meeting of Alberta Delegation

- **Honourable Minister Philips**
- **MLA Jabbour**
- **Rhonda Golden ADM, Alberta Environment and Parks**
- **Brian Makowecki Executive Director, Alberta Environment and Parks**

We met to discuss the ask of the Alberta government which is "time and money." The GOA requested \$50 million over three years from the Government of Canada as an initial contribution to a long-term partnership in support of caribou recovery.

- **Social and economic assessments** matching contribution of \$750,000 over three years with the majority of the money in the first two years. Government plans to spend 100,000 per range and there are 15 ranges.

- Matching 1.5 million over three years to gather **Indigenous wisdom** in support of range planning.
- **Rearing Facilities** to support the population growth while habitat recovers. Canada's one-third cost shared with industry and Alberta is \$10 million over three years to support three facilities.

Restoration of legacy footprint is 37.75 million shared by industry and GOA over three years

Meeting

- **Martine Dubec-Minister ADM Environment and Climate Change Canada**

- **Sue Milburn-Hopwood ADM Canadian Wildlife**

Service

- I delivered the Municipalities message in support of Alberta's ask for more time and more money.
- Our asks were
 - Funding to complete robust socio-economic assessments.
 - Funding and time to complete full range inventories to define baseline data.
 - Time and funding to complete harmonized transboundary range plans for jurisdictions that share caribou
 - Funding for reclamation of abandoned assets
 - Municipalities to be partners with the Feds and GOA
 - Funding to capture local Indigenous Knowledge
- Paul Whittaker of AFPA congratulated NWSAR on the excellent work they have done, by standing together..
- All groups reiterated why we need more time and more money to get things right.
- The ADM agreed that we need to have plans that make sense for each herd and not one-size fits all.
- They seemed like they wanted to have balanced working/protected landscapes and both agreed that municipalities needed to be a part of discussions.
- All agreed that Forestry had the best data and if we could bank all that information in language we can all understand it would be very useful.
- The ADM said AB needs to get something into a document that shows all the work that we are doing here in strong language that would repeal Legal action.

- They suggested picking a few ranges and showing how the work that GOA, First Nations and Industry are working together and stabilizing the Smokey LaPêche herd.
- It was a very promising meeting and the people involved seem to really want to bend as far as they can. We just have to show reasonable progress, because groups are lining up to sue.

Meeting

- **Honourable Catherine McKenna, Minister Environment and Climate Change, Canada**
- **Honourable Kim Rudd, Parliamentary Secretary to Minister of Natural Resource**
- **Honourable Jonathan Wilkinson, Parliamentary Secretary to Minister of Environment and Climate Change, Canada**
- The same “asks” were delivered to as in our previous meeting.
- Once again the Ministers said, “reasonable” progress is the most important component to show.
- They seemed very supportive in their language and do not want to put out and EPO or safety net orders, but their hands are tied by the act (which they are).
- The minister cannot take anything into effect, but what the act states.
- Wilkinson stated that we have to be committed to showing progression:
 - short-term (predation control, maternal penning)
 - long-term (restoration)
- The Federal government said they provide us with extra funds, but did not specify how much.

Nicole Inzunza / Senior Northern Development Officer

Northern Alberta Development Council | Economic Development & Trade

Office: 780.422.4440 | Mobile: 780.792.4337 | Email: nicole.inzunza@gov.ab.ca

www.nadc.ca

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Northern Alberta Elected Leaders

206, 9621-96 Avenue, Bag 900-14

Peace River, Alberta T8S 1T4

Phone: 780-624-6274 fax: 780-624-6184

Hon. Rachel Notley
Premier, Province of Alberta
Office of the Premier
307 Legislature Building
Edmonton, AB T5K 2B6

April 18, 2018

Dear Premier Notley:

Thank you for your response to our letter regarding caribou conservation. We thank you for your leadership on this issue and your commitment to ensure "Ottawa hears directly from Albertans by sending a delegation from Northern Alberta to present to leaders there."

The Northern Alberta Elected Leaders (NAEL) recently approved a motion to request that the Government of Alberta include the NAEL Chair and Vice Chair or designated alternate(s) as part of the delegation to Ottawa.

NAEL members have a wealth of knowledge and expertise on the subject of Woodland Caribou, the Species at Risk Act, and the economic and social impacts of the caribou range plans on northern Alberta communities.

We urge you to include elected leaders from NAEL in this important mission, to ensure Ottawa understands the true impact of the range plans on northern communities and hears directly from those most impacted by federal caribou conservation efforts.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Rennie', is written over a thin horizontal line.

Jim Rennie, NAEL Chair
Mayor of Woodlands County

From: [Office of the Premier](#)
To: [Nicole Inzunza](#)
Cc: jim.rennie@woodlands.ab.ca
Subject: RE: NAEL Letter to Premier Notley - Caribou Delegation to Ottawa
Date: April-23-18 4:09:55 PM

Dear Nicole Inzunza,

On behalf of Premier Notley, thank you for your email. Undoubtedly, NAEL members have great knowledge and expertise on this issue. I have been informed that the Mayor of Woodlandd County has been invited to the participate in the conversation. I am sure more information is forthcoming.

Regards,

Jana Tondou, MSc., P. Biol

Assistant Director
Premier's Correspondence Unit
Communications and Public Engagement
Government of Alberta



From: Nicole Inzunza
Sent: April-19-18 2:50 PM
To: Office of the Premier
Cc: jim.rennie@woodlands.ab.ca
Subject: NAEL Letter to Premier Notley - Caribou Delegation to Ottawa

Good afternoon:

Please see attached letter sent on behalf of Jim Rennie, Mayor of Woodlands County and Chair of the Northern Alberta Elected Leaders (NAEL), to the Honourable Rachel Notley, Premier of Alberta.

NAEL looks forward to a response from the Premier's office.

Regards,

Nicole Inzunza

Nicole Inzunza / Senior Northern Development Officer

Northern Alberta Development Council | Economic Development & Trade
Office: 780.422.4440 | Mobile: 780.792.4337 | Email: nicole.inzunza@gov.ab.ca



May 11, 2018

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

Re: Proposed Project — 2018 Pipe Decommissioning Program

NOVA Gas Transmission Ltd. (NGTL), a wholly owned subsidiary of TransCanada PipeLines Limited (TransCanada), is proposing to permanently cease operations at 18 laterals and associated facilities as these facilities are no longer required to service customers. The Program is an annual program taking place across Alberta. Please review the enclosed map and brochure for additional details regarding general information on the 2018 Pipe Decommissioning Program.

NGTL is proposing to decommission one pipeline lateral and one associated meter station located within MacKenzie County as part of the 2018 Pipe Decommissioning Program. All work will be located within existing right-of-way and facility boundaries on previously disturbed lands:

- the Zama Lake No. 1 Receipt Meter Station is located approximately 17 kilometers (km) southwest of Zama City, Alberta within the legal land location SW 12-116-06 W6M. The associated Zama Lake Lateral runs from SW 12-116-06 W6M to SW 07-116-05 W6M and is 6 inches in diameter and 1.39 km in length.

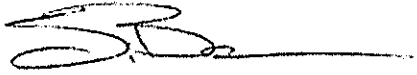
NGTL anticipates filing an application with the regulator, the National Energy Board (NEB), to decommission the facilities under section 45.1 of the *National Energy Board Onshore Pipeline Regulations* in the third quarter of 2018. Subject to regulatory approval and conditions, the decommissioning activities are anticipated to begin in the first quarter of 2019.

NGTL anticipates that decommissioning activities will take approximately two to three weeks to complete at each site. Information about the NEB and the regulatory process is included in this package. Contact information for the NEB can be found on the back panel of the NEB brochure titled *Information for Proposed Pipeline or Power Line Projects that Do Not Involve a Hearing*.

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

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

Sincerely,

A handwritten signature in black ink, appearing to be 'SB' followed by a long horizontal stroke.

Stephen Bauer, Project Manager
TransCanada

Enclosures:

2018 Pipe Decommissioning Fact Sheet
2018 Pipe Decommissioning AB Overview and County map
National Energy Board: *Information for Proposed Pipeline or Power Line Projects
that Do Not Involve a Hearing*
Stakeholder Commitment Statement
Stakeholder Relations Brochure Sept. 2016

APPROACHABLE

RESPONSIVE

COLLABORATIVE

ACCOUNTABLE

CONSISTENT

TransCanada — WE OPERATE WITH RESPECT FOR OUR STAKEHOLDERS

INNOVATIVE

RESPECTFUL

HONEST

TRUSTWORTHY

INFORMATIVE

ENGAGED





HOW WE WORK – IT'S ABOUT RESPECT

When we begin what we believe is a promising business venture, our first commitment is to take into account community members who may be affected by our project. That's you.

We start by building solid relationships.

We have dedicated staff who work with you. We listen to what you have to say and take your perspectives into account when we develop our plans. We strive to be approachable and available.

Let's begin the dialogue.

We give you — our stakeholders — many opportunities to talk with us. Whether it be at an open house, during a site tour or in your home over a cup of coffee, we are eager to meet with you and have a meaningful conversation.

We spell out the details.

We prepare information about the project proposed in your community so you can read and consider it. We want you to be fully informed about what the project means to you, your neighbours and your business. That's important to us.

Why trust matters so much – to all of us.

We believe that by operating openly and with integrity, we can earn your trust. That's the only way we can build something that benefits your community, the economy and TransCanada.

Tell us what you think.

We provide you with contact information and are open to your suggestions.





THEY'RE MORE THAN JUST WORDS TO US

We stand behind these commitments to you and strive to earn the privilege of working in your community.

APPROACHABLE

We are proactive and have open communications with your community.

RESPONSIVE

We listen to your perspectives and consider them as we develop our plans.

COLLABORATIVE

We work with your community to achieve the best outcomes for all.

ACCOUNTABLE

We stand behind our decisions and our actions. You can count on that.

CONSISTENT

We use a consistent approach when we engage communities.

INNOVATIVE

We are open to your suggestions and to trying new ways of doing things.

RESPECTFUL

We strive to be socially responsible citizens of your community.

HONEST

We are truthful about our operations and how they affect you.

TRUSTWORTHY

We operate with the interests of your community at heart.

INFORMATIVE

We inform you of project details affecting your community.

ENGAGED

We strive to involve stakeholders early and often in all phases of our projects.



With more than 65 years' experience, TransCanada is a leader in the responsible development and reliable and safe operation of North American energy infrastructure including natural gas and oil pipelines, power generation and gas storage facilities.

As a responsible developer and operator, we understand there is a strong connection between our Corporate Social Responsibility practices and achieving public confidence to safely build and operate energy infrastructure.

For more details:

**Please email us at
community_relations@transcanada.com**

For general information, please call:

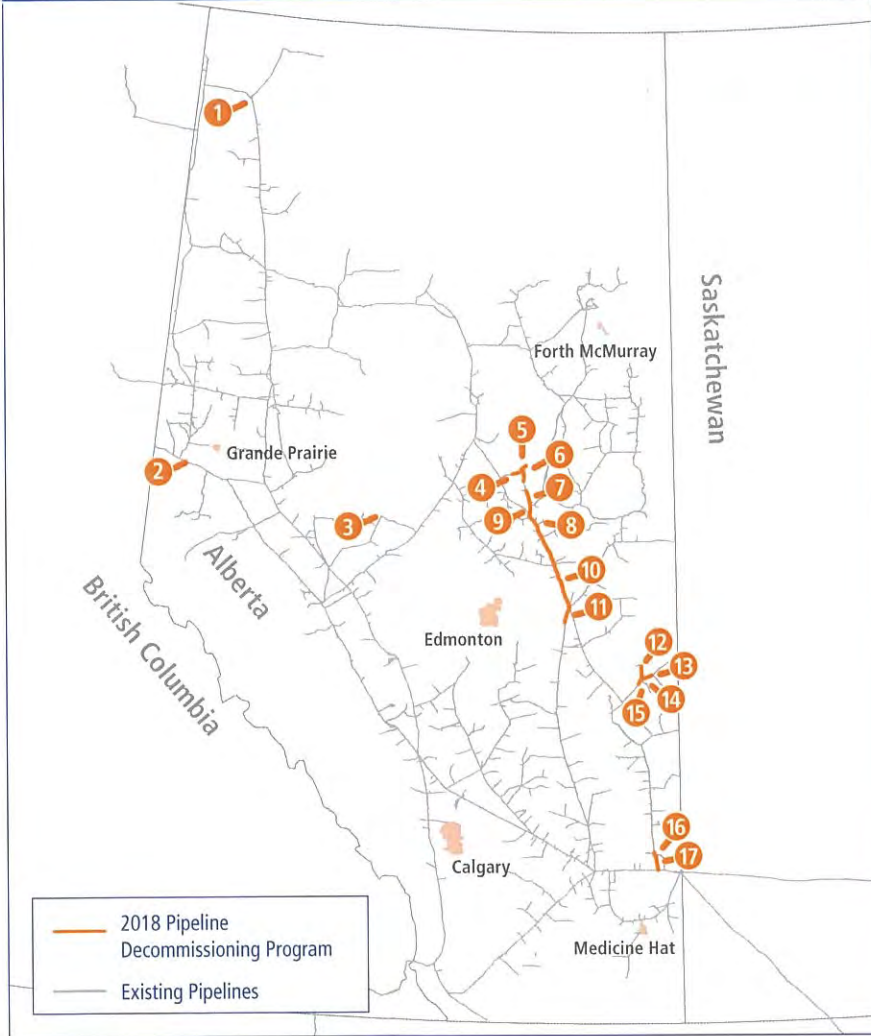
1.855.895.8754

Or visit our websites at:

**www.transcanada.com
csrreport.transcanada.com**



2018 Pipeline Decommissioning Program



Facilities

- 1 Zama Lake No 1. Receipt & Lateral
- 2 NPS 10 Waipiti Lateral & Producer Tie-In
- 3 Judy Creek Sales & Lateral
- 4 NPS 6 Calling Lake South Lateral
- 5 NPS 8 Flat Lake Lateral Extension
- 6 NPS 6 Calling Lake East Lateral
- 7 NPS 10 Flat Lake Lateral Extension
- 8 NPS 16 Flat Lake Lateral Extension
- 9 NPS 16 Flat Lake Lateral Loop
- 10 NPS 20 Flat Lake Lateral Loop
- 11 NPS 20 North Lateral Extension Loop
- 12 NPS 4 Baxter Lake Lateral
- 13 Edgerton Receipt & Lateral
- 14 NPS 6 Baxter Lake Lateral
- 15 NPS 10 Wainwright Lateral
- 16 NPS 12 East Lateral Loop
- 17 NPS 20 East Lateral Loop

Program Details

NOVA Gas Transmission Ltd. (NGTL), a wholly owned subsidiary of TransCanada PipeLines Limited (TransCanada), is proposing to take 18 pipelines and associated facilities on the NGTL System within Alberta out of service as these facilities are no longer required to provide continued service to customers. NGTL will file an application with the National Energy Board (NEB) under Section 45.1 of the NEB's Onshore Pipeline Regulations for approval to decommission the pipelines and associated facilities in the third quarter of 2018.

For this program, all work should be contained within existing NGTL right-of-way (ROW) boundaries or existing NGTL facility boundaries, unless temporary work space is required.

Timeline

Q1 2018	Began environmental and technical analysis of program sites
Q2 2018	Begin Aboriginal and stakeholder engagement
Q3 2018	Anticipate filing a decommissioning application with the NEB
Q1 2019	Subject to regulatory approval, begin decommissioning work
2019	Anticipate work completed

2018 Pipeline Decommissioning Program

Lifecycle of a Pipeline

TransCanada has operated pipelines safely and reliably for over 65 years. Today, we operate more than 91,900 kilometres of pipelines that transport more than 25 per cent of the natural gas needed in North America every day.

TransCanada considers a number of factors when identifying facilities that may be retired (i.e., decommissioned or abandoned) such as the ability to meet customer requirements, integrity of the facility and operating costs.

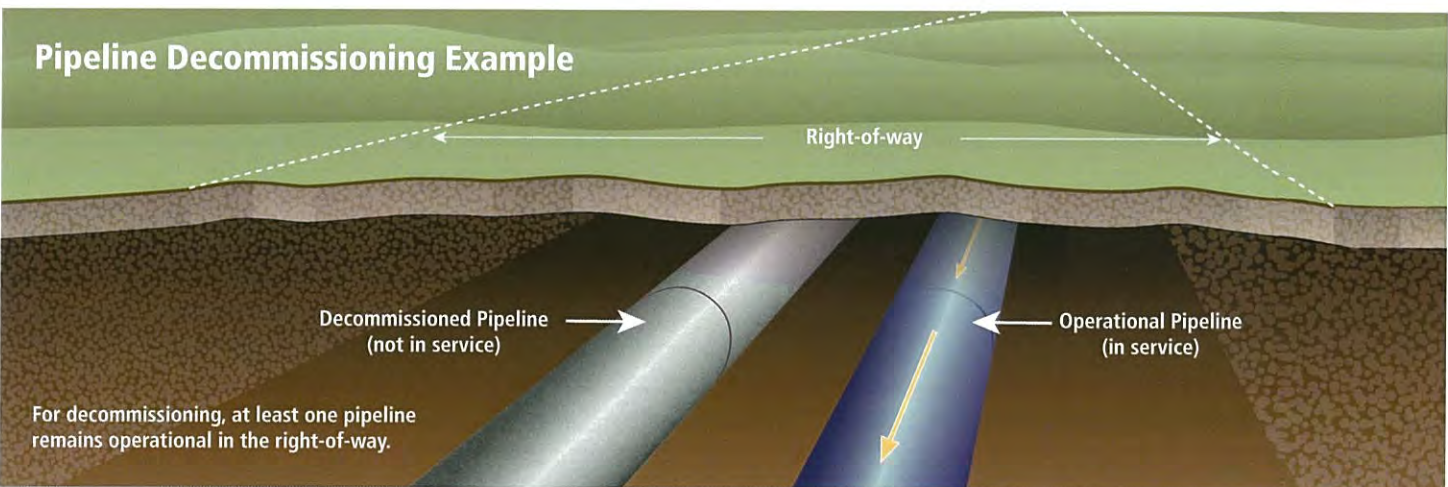
All aspects of the life cycle of a pipeline – from design and construction to operation and decommissioning and abandonment – are regulated by the NEB. When TransCanada wants to decommission or abandon a facility, we submit an application to the regulator that provides information on, amongst other things, safety, the environment, and stakeholder and Aboriginal engagement. This work only begins after we receive regulatory approval.

The decommissioning plan is guided by three key factors, consistent with the NEB's guidelines:

Safety – minimize risk to the public, employees and contractors

Environmental Protection – minimize long-term environmental effects

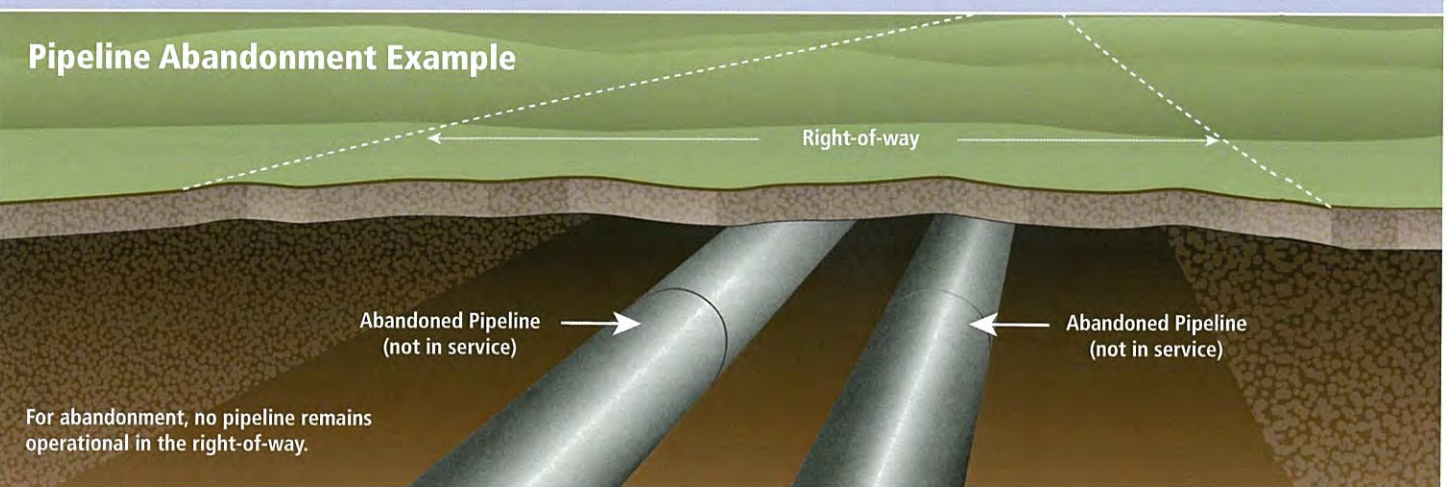
Cost Effectiveness – the safety and environmental objectives are met in a cost effective manner



What is the difference between decommissioning and abandonment of a pipeline?

Many of our ROWs have more than one pipeline transporting natural gas. Decommissioning occurs when a pipeline located in the same ROW as another operational pipeline permanently stops operating while the other line continues to operate.

Abandonment occurs when a single pipeline or the last operational pipeline in a shared ROW permanently stops and no longer provides service.





What will happen on my property?

You will begin receiving letters and brochures like this one, so we can begin the conversation about what activities will occur, if any, on your property. You will receive a phone call from a TransCanada representative who may request a face-to-face meeting to discuss your property and any access that may be needed to facilitate our work.

We will ensure that the pipeline or above ground facility is decommissioned with minimal impacts to you or the environment. TransCanada will pay for all costs associated with the program including clean-up and reclamation of any disturbed areas.

What if I'm concerned about my natural gas service being impacted?

Please contact your natural gas utility service provider for further information.

What steps will TransCanada take to protect the land and environment?

TransCanada collects, analyzes and evaluates site-specific environmental information in an effort to minimize any potential environmental effects. The assessment considers, but is not limited to, soil, vegetation, wildlife, infrastructure and services, communities and their economies.

Measures to mitigate potential environmental effects related to decommissioning activities will be implemented. There will be equipment on site for use in preparing the pipeline for decommissioning and transporting required materials and personnel. While construction operations typically generate a certain amount of noise, our activities will meet applicable limits set by the regulator.

What happens to pipeline that is below the ground?

To minimize any potential environmental impacts, the below ground pipelines will remain undisturbed in the ground after the pipe is cut, cleaned and capped. Cathodic protection will be maintained along the pipeline while the facilities are in a decommissioned state. This will ensure the structural integrity of the pipeline is maintained for all road and rail crossings.

What happens to above ground facilities?

During decommissioning, the pipeline and associated meter stations will be physically disconnected from all upstream and downstream facilities. Above ground facilities such as meter stations and yard pipes will be removed.

What happens to the ROW after the decommissioning work is complete?

TransCanada remains responsible for the ROW after the pipe is decommissioned as there is still an operational pipeline within the same ROW. Our operations group will continue to monitor the pipeline.

How does TransCanada engage with stakeholders?

TransCanada engages regularly with our stakeholders and communities. We share information about our plans and activities while listening to your views. We gain valuable insight from these discussions and use this information in our planning, development and operations activities.

Engagement may involve one-on-one discussions, public presentations or open houses. We supplement face-to-face meetings with written materials and other forms of communication such as fact sheets, brochures, websites, email and toll-free telephone lines.

2018 Pipeline Decommissioning Program



How does TransCanada engage with Aboriginal communities?

Building and maintaining relationships with Aboriginal communities near our proposed projects and existing facilities has long been an integral part of our business. TransCanada works with communities to identify potential effects of company activities on each community, and to find mutually satisfactory solutions and benefits.

What is TransCanada's dispute resolution process?

TransCanada's approach to consultation and engagement with stakeholders including landowners and Aboriginal groups is designed to inform and to address issues or disputes to reach a mutual resolution or mitigate effects. We work hard to address questions and resolve issues raised by those who are potentially impacted by TransCanada's projects. We consult early and often, invite feedback, and continue to provide updates and mitigate concerns throughout the regulatory process and the life cycle of this program.

TransCanada's preferred method for addressing the concerns of stakeholders, including landowners and Aboriginal groups, is direct and respectful discussion. Issues received or identified during these discussions are systematically tracked and followed up on to promote mutual resolution and positive interest based outcomes. In the event that mutual resolution through this approach is not achievable, the parties may consider use of the National Energy Board's collaborative Appropriate (or alternative) Dispute Resolution Process.

TransCanada periodically provides information beginning at the early stages of project development, continuing throughout the life of the project. The information provided is intended to give people the opportunity for meaningful input. Please be aware that as projects progress, new information becomes available and details may change from the time of this printing. Please contact TransCanada with any questions.

How does TransCanada prepare for and respond to an emergency?

The 2018 Pipeline Decommissioning Program will be carried out in a safe and environmentally responsible manner. In the unlikely event of an emergency, our comprehensive Emergency Response Program would be activated. We train our staff to know what to do in the event of an emergency. We also collaborate with area emergency responders to ensure a coordinated response in the event of an incident.

In the event of an emergency, please contact TransCanada's 24 hour emergency line at 1.888.982.7222.

How can I contact TransCanada about this program?

There are several ways for you to contact TransCanada about this program. Here's our contact information:

Stephen Bauer, Project Manager

Phone: 1.855.895.8754

Email: community_relations@transcanada.com

Or write to Stephen at:

TransCanada
450 – 1st Street S.W.
Calgary, Alberta T2P 5H1
www.transcanada.com

If you would like further information regarding the NEB's approval process, we would be pleased to provide you with information or you can contact the regulator directly at:

National Energy Board

517 Tenth Avenue SW
Calgary, Alberta T2R 0A8
1.800.899.1265
info@neb-one.gc.ca
www.neb-one.gc.ca

Stakeholder Relations Commitment Statement

At TransCanada, our reputation matters. We recognize that excellence in stakeholder relations helps deliver value and ensures we do so in a socially and environmentally responsible manner.

Our four core values of Integrity, Collaboration, Responsibility and Innovation are at the heart of our commitment to stakeholder relations. These values guide us in our interactions with our stakeholders.

TransCanada generally defines stakeholders as those people or groups who significantly affect, or who may be affected by, our business activities.

We strive to engage stakeholders early and often. Engaging with stakeholders means listening, providing accurate information, and responding to stakeholder interests in a prompt and consistent manner. TransCanada uses two-way communication processes with stakeholders to assist us in reaching better quality business decisions.

The following principles are used as a filter to test and align engagement activities:

- We identify and consider the perspectives of our stakeholders
- We are visible, present and approachable in the community
- We recognize that diverse thoughts, opinions and experiences contribute to better decisions and outcomes
- We take ownership and accountability for our decisions and outcomes
- We track, measure and publicly report on our performance to learn and improve

APPROACHABLE

RESPONSIVE

COLLABORATIVE

ACCOUNTABLE

CONSISTENT

INNOVATIVE

RESPECTFUL

HONEST

TRUSTWORTHY

INFORMATIVE

ENGAGED

APPROACHABLE

RESPONSIVE

COLLABORATIVE

ACCOUNTABLE

CONSISTENT

INNOVATIVE

RESPECTFUL

HONEST

TRUSTWORTHY

INFORMATIVE

ENGAGED

APPROACHABLE

RESPONSIVE

COLLABORATIVE

ACCOUNTABLE

From: Gordon HUGHES
To: [Carol Gabriel](#)
Cc: [Doug Munn](#)
Subject: Re: 2018-19 RCMP Policing Priorities
Date: May 14, 2018 4:57:01 PM

Hi Carol,

I have incorporated Police Presence/ School visits into the 2018-2019 APP for Rainbow Lake/ Mackenzie.

FYI - Rainbow Lake no longer has an enhanced position and will be looking at re-establishing a CPO (community Peace Officer).

If Mackenzie County would like to discuss this further I will make myself available.

Thanks in advance,

Sgt. Gord Hughes
NCO i/c Chateh Detachment
Royal Canadian Mounted Police
780-321-3835/telephone
780-321-3833/facsimile
780-956-4121/cell
gordon.hughes@rcmp-grc.gc.ca

>>> Carol Gabriel <cgabriel@mackenziecounty.com> 2018/04/17 11:21 AM >>>

Good morning gentlemen,

Council discussed the priorities at the April 10, 2018 council meeting and they decided on the following:

- Drugs/Trafficking (Local Drug Enforcement)
- Youth/School Resource Officer (Preventative)

If you have any questions regarding these priorities please contact Doug Munn, Director of Community Services.

Thank you.

Carol Gabriel | Director of Legislative & Support Services | Mackenzie County

PO Box 640, 4511-46 Ave. | Fort Vermilion | AB | T0H 1N0

Direct: 780.927.3719 ext. 2524 | Main Line: 780.927.3718

Toll Free: 1.877.927.0677 | Cell: 780.926.6540

www.mackenziecounty.com



Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone: 780.927.3718 Fax: 780.927.4266
www.mackenziecounty.com

May 14, 2018

Chief Conroy Sewepagaham
Little Red River Cree Nation
Box 30
John D'Or Prairie, Alberta
T0H 3X0

Dear Chief Sewepagaham:

Congratulation on being elected as Chief for Little Red River Cree Nation. Please also pass on our congratulations to all the new and incumbent council members for the band. The Council, Reeve and administration at Mackenzie County look forward to working with you and establishing a positive relationship toward the betterment of both Little Red River Cree Nation and Mackenzie County. Please feel free to call us at any time to discuss any issues that you feel may be of a mutual benefit or if there is anything that Mackenzie County can do to assist your Nation.

We look forward to meeting you in person.

Sincerely,

Len Racher
Chief Administrative Officer, Mackenzie County

PLS160031

May 16, 2018

Mackenzie County
PO Box 640
Fort Vermillion, AB T0H 1N0

VIA E-mail
Original to follow via mail

Attention: Doug Munn, Director of Community Services

Dear Sir:

RE: Discontinuation of Application to Purchase No. PLS160031

Further to your e-mail of May 16, 2018, your application referenced above has been discontinued as you requested. You have 30 days from the date of this letter to change your mind about discontinuing the application. If you wish to pursue this application after the 30 day period, you will need to re-apply.

The County paid a total of \$1,327.50 for this application, as follows:

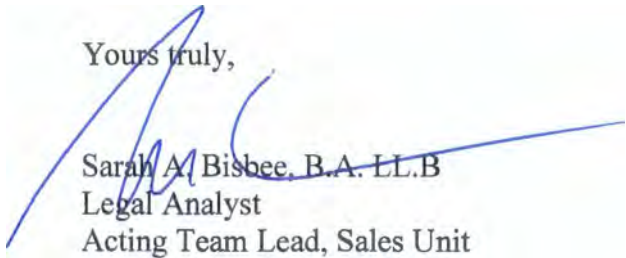
1) Application Fee:	\$1,050.00 +GST	\$1,102.50
2) Mapping Fee:		\$125.00
3) Amendment Fee #1		\$50.00
4) Amendment Fee #2		<u>\$50.00</u>
		\$1,327.50

The application fee of \$1,102.50 will be refunded to you in due course as municipalities are not required to pay this amount to the department.

If you require further information regarding this matter, please contact me at the Operations Division, Edmonton, Alberta, telephone 780-644-0587 or e-mail at sarah.bisbee@gov.ab.ca.

Thank you for your interest in public land.

Yours truly,



Sarah A. Bisbee, B.A. LL.B
Legal Analyst
Acting Team Lead, Sales Unit

cc: Michael Kozij/Tammy Proulx, Rangeland- Northwest, Fort Vermillion

CANCELLATION



Mackenzie County

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

May 16, 2018

Provincial Forest Fire Centre
9th Floor
9920-108 Street
Edmonton AB T5K 2M4

Dear Sir or Madam:

RE: WILDFIRE AND MOBILE EQUIPMENT HIRING INFORMATION

Upon reviewing the Wildfire and Mobile Equipment Hiring Information for Alberta Agriculture and Forestry, Mackenzie County wishes to inform you that any water trucks hauling potable water from a Mackenzie County truck fill are unable to acquire a proof of purchase receipt until they receive their invoice the following month.

If proof of purchase is required daily, this would eliminate all potable water haulers from being able to provide the required documentation in the Mackenzie County region. We anticipate that this would be the same throughout Alberta as most municipalities do not provide this service.

We request that this be revised so that potable water truck haulers are able to continue to provide this essential service for Alberta Agriculture and Forestry.

If you have any questions, please feel free to contact Sarah Martens at (780) 928-3983, or smartens@mackenziecounty.com.

Sincerely,

Len Racher
Chief Administrative Officer
LR/sm

c: High Level Wildfire Management Area, Bag 900 High Level AB T0H 1Z0

From: AF Minister
To: [Office](#)
Cc: [Peace River](#)
Subject: RE: Natural gas supply
Date: May 15, 2018 10:31:33 AM

Dear Mr. Braun:

Thank you for your April 24 letter regarding a secondary natural gas supply line servicing Mackenzie County, and for the additional update during our phone conversation on May 4.

I am pleased that you are moving forward with steps to address the immediate natural gas supply needs of the region, with the new compressors expected to be operational before next winter. I recognize that the compressors are only a short-term solution, and that the preferred long-term option for the Tri-Council Committee continues to be the construction of a new supply line. As I stated during our phone call, my ministry's current budget does not allow for immediate participation in projects of this size. My staff will, however, take a close look at your proposal for direct funding and a low-interest loan. A number of factors will need to be taken into consideration during that assessment, including the provincial fiscal situation, alternative funding sources, financing options available through the private sector, and industry-led solutions that may be brought forward by stakeholders such as the Federation of Alberta Gas Co-ops.

In the interim, I want to once again encourage you to pursue all financial options, including opportunities that may be available through Western Economic Diversification Canada, Indigenous Services Canada, and Alberta Indigenous Relations.

As we move forward, we will continue to work with your communities, Northern Lights Gas Co-op, and all stakeholders who have a role in addressing this issue. Our shared goal is to ensure there is a safe and secure natural gas supply to meet the needs of the region.

Sincerely,

Oneil Carlier
Minister
Agriculture and Forestry

AR 63871

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From: alberta.news@gov.ab.ca
To: [Carol Gabriel](#)
Subject: News Release: Creating world's largest boreal protected forest
Date: May 15, 2018 3:30:55 PM

Creating world's largest boreal protected forest

May 15, 2018 [Media inquiries](#)

The largest contiguous area of boreal protected land in the world has been established in northern Alberta.

The Government of Alberta partnered with The Government of Canada, the Tallcree First Nation, Syncrude and the Nature Conservancy of Canada (NCC) on the conservation of more than 6.7 million hectares (67,000 sq. km) of boreal forest.

The creation of the Kazan, Richardson and Birch River wildland provincial parks connects the federal government's Wood Buffalo National Park to other existing wildland provincial parks.

The new and expanded wildland provincial parks are: Kazan, Richardson, Dillon River, Birch River and Birch Mountains. In total, these northern Alberta parks contribute more than 1.36 million hectares to the province's protected area network.

This is the largest addition to the Alberta Parks system in its history, and will constitute the largest contiguous protected boreal forest in the world under the guidelines of the International Union for Conservation of Nature.

“Our government is committed to protecting our land, water and forests for future generations. Preserving these areas has allowed Alberta to establish the largest contiguous boreal protected area in the world. This historic achievement shows what can be accomplished when governments, First Nations, industry and environmental organizations

work together.”

Shannon Phillips, Minister of Environment and Parks

“The environment and the economy go together – that’s why our government is investing in protecting nature and wildlife habitat. It’s encouraging to see governments, Indigenous peoples, industry and conservation groups working together to protect this significant part of Alberta’s boreal forest as an important natural legacy for Albertans, Canadians, the world and future generations.”

Catherine McKenna, federal Minister of Environment and Climate Change

Identified in the Lower Athabasca Regional Plan (LARP) in 2012, the new parks were fully reviewed to ensure there are no economic impacts on natural resource industries or communities. Industry tenures in the parks were compensated years ago, leaving the lands free for protection.

For the five new and expanded wildland provincial parks, the Government of Alberta proposes to enter into cooperative management arrangements with Indigenous communities. Indigenous advice and knowledge will inform decision-making and management of these lands and the province will provide resources to support this process.

“Our government is listening to the Indigenous peoples of Alberta who share a deep connection with this land. This opportunity for cooperative management will help to enrich and strengthen the planning, management and operation of Alberta’s provincial parks, while also implementing our commitment to reconciliation and our respect for Indigenous heritage and traditional knowledge.”

Richard Feehan, Minister of Indigenous Relations

“This collaboration between the Nature Conservancy of Canada, the governments of Canada and Alberta, and industry are aligned with the Tallcree Tribal Government’s values regarding the preservation of the boreal forest. The boreal forest holds greater value to the First Nation for exercising our traditional way of life and the quiet enjoyment of our treaty rights.”

Rupert Meneen, Chief, Tallcree First Nation

In addition, Alberta plans to integrate an Indigenous Guardian Program into these wildland provincial parks. Under this program, First Nations and Metis peoples will be hired to monitor the areas, help maintain the lands and provide education and outreach to park visitors.

“The new wildland provincial parks ensure Indigenous peoples have places to hunt and fish with their families for generations to come. The Government of Alberta’s commitment to work collaboratively with Indigenous communities to develop cooperative management plans provides a historic opportunity to have Indigenous knowledge and values influence land-use planning.”

Bill Loutitt, CEO, McMurray Metis

Treaty 8’s Tallcree First Nation, in cooperation with the NCC and the Alberta and federal governments and with support from Syncrude, generously relinquished their Birch River area timber licence and quota to enable one of the new parks (Birch River WPP) to proceed.

The Government of Alberta thanks the Tallcree First Nation for working with the government and the NCC to achieve this historic outcome. Alberta and the Tallcree First Nation have agreed to manage the Birch River WPP with mutual benefit toward conservation and economic opportunities.

“Canada’s boreal forest is unique in the world. The ecological value of this region cannot be overstated—this is a conservation achievement of global significance. Through partnership, we have been able to make a significant step forward in advancing meaningful conservation in Canada.”

John Lounds, president & CEO, Nature Conservancy of Canada

In addition, the environmental benefits created through the establishment of the Birch River WPP will provide conservation offsets that Syncrude can apply towards future industrial activities.

“Syncrude is proud to play a role in this remarkable initiative that provides both economic and environmental benefits for Albertans and

Canadians. This agreement supports our commitment to responsible development of the oil sands resource while contributing to the conservation of the boreal forest for future generations.”

Doreen Cole, managing director, Syncrude Canada Ltd.

"Alberta-Pacific Forest Industries Inc. (Al-Pac) extends our support and congratulates the Government of Alberta as it formalizes the creation of the world's largest network of protected areas in Canada's boreal forest. Al-Pac has long recognized the importance of conservation areas as an integral part of managing human activity in the boreal forest for the long-term benefit of both biodiversity and the economy. "

Elston Dzus, forest ecologist, Alberta-Pacific Forest Industries Inc.

Establishing the wildland provincial parks (WPPs) will mean a protected area that is more than twice the size of Vancouver Island (32,000 sq. km), slightly smaller than the province of New Brunswick (72,908 sq. km), slightly bigger than the Great Bear Rainforest in British Columbia (64,000 sq. km), and 10 times the size of the Greater Toronto Area (7,124 sq. km).

Background

- In 2010, the Lower Athabasca Regional Advisory Council, consisting of representatives from municipalities, industry, First Nations, and environmental non-governmental organizations, recommended that the Government of Alberta establish the Kazan, Dillon River and Richardson WPPs and expand the existing Birch Mountains WPP.
- In 2012, the Government of Alberta completed the Lower Athabasca Region Plan (LARP), establishing the Birch River Conservation Area in a section of the A9 forestry management unit (FMU). While the oil sand agreements in the area were cancelled, forestry was permitted.
- Between 2012 and 2016, the Government of Alberta spent \$45 million to purchase oil sands and metallic mineral leases in the identified conservation areas.
- In March 2018, the Government of Alberta, the NCC, the Tallcree First Nation, and Syncrude signed a Memorandum of Understanding that would see the Tallcree First Nation relinquish its timber licence and quota in the A9 FMU to the Government of Alberta.

- By Tallcree First Nation voluntarily relinquishing its timber licence and quota, commercial forestry will no longer take place in Birch River WPP.
- The establishment of the Kazan (570,822 hectares of new land for a total of 659,397 hectares), Richardson (264,727 hectares of new land for total of 312,068 hectares), Dillon River (191,545 hectares) and Birch River (331,832 hectares) WPPs, and the expansion of the Birch Mountains WPP (by an additional 1,563 hectares) create 1,360,390 hectares of new protected land.
- Birch Mountains WPP is already designated and is now 145,969 hectares in size.

Related information

- [World's Largest Boreal Protected Forest](#)
- [Nature Conservancy of Canada](#)
- [Syncrude Canada Ltd.](#)
- [Tallcree First Nation](#)
- [Pathway to Canada Target 1](#)
- [Alberta Parks](#)

Multimedia

- [Map: World's Largest Boreal Protected Forest](#)
- [Photos: World's Largest Protected Boreal Forest](#)
- [Video: World's Largest Contiguous Boreal Land](#)

Media inquiries

[Matt Dykstra](#)

780-641-9846

Press Secretary, Environment and Parks

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**Mackenzie County Library Board
January 8, 2018 meeting minutes
Mackenzie County Office, Fort Vermilion, AB**

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

1.0 Meeting called to order at 7.00 pm.

2.0 **MOTION #2018-01-01** LaDawn moves to approve the agenda. **CARRIED**

3.0 **MOTION #2018-01-02** Lucille moves to approve the November 29, 2017 meeting minutes. **CARRIED**

4.0 The action items are reviewed.

5.0 Financial report December 31, 2017

Balance brought forward:	76,042.00
Total Revenue:	295,778.35
Total Expenses:	303,000.75
Ending balance:	68,819.60

MOTION #2018-01-03 Kayla moves to accept the financial report as presented. **CARRIED**

6.0 Library/Committee reports

6.1 La Crete:

The library was closed Dec 30 and Jan 2 because of the gas situation.
Rhymes that Bind starts January 19th.

The idea is to install a clock tower in the heart of town at the library. This may not be happening until phase 2.

They received a farm credit donation of \$2,000, hopefully that can go towards the clock tower.

Salmon Grill revenue was \$28,539.14. They are already gearing up for next year and even the year after.

ATCO donated \$704.00 which will go towards a mural in the library.

Their annual report is in progress.

The community computers are getting old.

They will not do the TD summer reading, but another activity.

Their AGM is Feb 5 at 7:00pm. For three people the term is up for renewal.

MCLC website is not up to date. Kayla will ask Lisa who updates it.

6.2 Fort Vermilion:

They have had no meeting since November 28, 2017. They hope to have a meeting sooner than the end of January as they have not had a meeting for so long.

The rugs have been steam cleaned.

There is no signed lease back from FVSS yet. The new lease agreement to sign was given to them in September.

No update on the status of renovations.

They want to promote the library better.
MCLB would like to see some deliverables from them.

- 6.3 Zama:
They were open for a few days during Christmas.
The junior librarian is gone as her family moved back to Newfoundland.
The Zama school has no kids anymore.
In December they did a Food for Fines program: collected 80 lbs of food which was donated to Action North.
They have a meeting on Jan 16, they'll discuss staffing and the plans for the new year.
Lisa is working on the year end numbers and Insignia.
- 6.4 High Level
No updates.
- 6.5 MCLC: no updates
- 7.0 Old business
 - 7.1 Local author coordinator project review
The expectation of this project was higher than the deliverables turned out to be. The project is herewith discontinued, but the MCLB will build on the list of local authors. Irene will send out the current list to the libraries and ask for additions.
Also, Irene will email out a "thank you" email to the coordinators and inform them that the project is completed.
 - 7.2 There will be an update on Blue Hills at the next meeting.
- 8.0 No correspondence.
- 9.0 Next meeting date February 6, 2018 at 7:00pm in Fort Vermilion.
- 10.0 **MOTION #2018-01-04.** Lorraine moves to adjourn at 8:30pm. **CARRIED**

These minutes were approved this 6th day of February 2018,


Beth Kappelar, Chair

**Mackenzie County Library Board
February 6, 2018 meeting minutes
Mackenzie County Office, Fort Vermilion, AB**

Present: LaDawn Dachuk, Irene van der Kloet, Cameron Cardinal, Kayla Wardley, Beth Kappelar, Lucille Labrecque, Lorraine Peters, Lorna Joch
Regrets: Lisa Wardley
Guest: Sabrina Westra (FVCLS), Odell Flett (FVCLS)

1.0 Meeting called to order at 7.02 pm.

2.0 **MOTION #2018-02-01** Kayla moves to approve the agenda. **CARRIED**

3.0 **MOTION #2018-02-02** Lucille moves to approve the January 8, 2018 meeting minutes. **CARRIED**

4.0 The action items are reviewed.

5.0 Financial report January 31, 2018
Balance brought forward: 68,398.07
Total Revenue: 120,777.86
Total Expenses: 2,879.84
Ending balance: 186,296.09

MOTION #2018-02-03 LaDawn moves to write cheques to the respective libraries according to the same amount as last year (as MCLB funding has stayed the same). **CARRIED**

MOTION #2018-02-04 Lorna moves to accept the financial report as presented. **CARRIED**

6.0 Library/Committee reports

6.1 La Crete:

They had their AGM on the 5th.

Eleven cakepans were donated.

Rhymes that Binds continues with PLC, they also partner with other programs with PLC. There will be wall art in the children's area. They have promotional fridge magnets for the library.

They hope to get the website update done Feb 6th.

They hope to get a grant approved for the town clock, cost is appx. \$30,000.

The front door to the library leaks a lot of air and needs to be replaced.

Lisa Harder stepped down after 2 years.

Helen Wiebe stepped down after 37 years, and got a gift certificate.

The executive has stayed the same.

6.2 Fort Vermilion:

Jan 22nd was their last meeting. They updated the budget and have the money for the renovations.

Debbie has been instructed to keep adding to the collection and spend the budget.

As for the renovations:

First priorities are the crib area in the kids' section, then extra shelving, new desks, study desks, computer desks. Ena had spoken with Homestead kitchens and got a new quote from them. Start date is unknown.

Phase 2 to follow: Programming room.

For their computers they want the Useful system. It seems to be a good system, they give good technical support. Costwise it is probably better than what they currently have (1,200-1,300/yr).

Internet is a separate service, it will be changed over to Telus at the same time as changing to Useful.

Programs are going well, people are attending.

Their program assistant has resigned and gave her 2 weeks notice as of today.

FVSS has not signed the lease agreement yet. Cameron had informed FVSS to reschedule with FVCLS, but they did not show up. This has been going on since June-July. Their Board Chair needs to sign.

There are safety issues at the library. People access the facilities that are intoxicated, or physically threatening, even a flasher. The Society was not notified of the security problems until later. The security situation is discussed. One option is to change the evening opening hours.

They are looking for a new program assistant.

They are requested - if they are weeding - to keep items for the Blue Hills library.

Lucille asks about the surveys: they have about 80-90 back, it is on their Facebook page, it is a Google form.

6.3 Zama:

They had a library meeting January 31st and discussed MCLC program updating. They try to figure out if they can do a better tracking of the ILL.

They brought a laminator back from the school, and are going to donate to Blue Hills.

They discussed the wage scale as the minimum wage goes up October 1st, and bring this to the MCL Board.

There will be a Zama homecoming reunion July 1st, with an artwork auction. They expect to get 800 people.

They discussed programming and are planning a membership drive, and fundraisers. The ILL are going well. They have a promotional poster for FV and LC.

To all: check the MCLBoard.com webpage and inform Kayla before February 28 if you have any updates.

6.4 High Level

As per information from the librarian, there is no current agreement between HL library and MCLC, we are to receive a letter from their Board. When Kayla offered an MCLC training sessions, she was informed as such. Northern Lakes College has purchased memberships for their students so they can access the library, but with "no agreement" (as per info from the librarian), students from out of town cannot access library services in High Level. Summarising: there are currently no MCLC services delivered in the High Level library. Beth will meet with the new chair and sort it out.

6.5 MCLC: tabled.

7.0 Old business

7.1 Local author coordinator project review

We are waiting for information from the libraries to come back to us.

7.2 Blue Hills wants a library, they think there will be a lot of circulation there. But LCLS cannot fund a library at Blue Hills. MCLC will need to look at how to fund it and how to set it up. More information as to cost is needed, one time cost as well as ongoing cost. Lorna will connect with the people in Blue Hills and request some numbers. The La Crete councillor needs to be in the loop as well. A feasibility study will need to be done, maybe something Redi can do. They will need buy-in from the community and from council.

- 7.3 MCLC has a bursary but not many people know about it. The information needs to get out there more, we need to look into how to get that information to the general public. In addition, library as a career needs to be promoted more. Kayla and Lucille will do up posters for the MCL page and the Echo-Pioneer.
- 8.0 No correspondence.
- 9.0 In Camera 8:36. **MOTION #2018-02-05** Lucille moves to go in camera. **CARRIED**
Out of Camera 8:50. **MOTION # 2018-02-06** Kayla moves to go out of camera. **CARRIED.**
- 10.0 Next meeting date March 12, 2018 at 7:00pm in Fort Vermilion.
- 11.0 **MOTION #2018-02-07.** Lorraine moves to adjourn at 8:52pm. **CARRIED**

These minutes were approved this 12th day of March 2018,



Beth Kappelar, Chair

**Mackenzie County Library Board
March 12, 2018 meeting minutes
Mackenzie County Office, Fort Vermilion, AB**

Present: LaDawn Dachuk, Irene van der Kloet, Lucille Labrecque, Lorraine Peters, Lorna Joch
Lisa Wardley, Beth Kappelar by phone.

Absent without notice: Cameron Cardinal

1.0 Meeting called to order at 7.12 pm.

2.0 **MOTION #2018-03-01** Beth moves to approve the agenda. **CARRIED**

3.0 **MOTION #2018-03-02** Lisa moves to approve the February 8, 2018 meeting minutes. **CARRIED**

4.0 The action items are reviewed.

5.0 Financial report February 28, 2018:

Balance brought forward:	68,398.07
Total Revenue:	120,783.58
Total Expenses:	89,672.77
Ending balance:	99,508.88

MOTION #2018-03-04 LaDawn moves to accept the financial report as presented. **CARRIED**

6.0 Library/Committee reports

6.1 La Crete:

They have 2 or 3 designs for the town clock, they have \$2,000.00 but the cost will be around \$30,000. The people involved with street scape are informed of the plan. ATCO will move the streetlight at no cost.

They have an issue with the front door, it needs replacing but as a temporary solution, aluminum stripping has been installed to reduce draft.

They are also looking at beautifying the library with art work and old photos of the initial La Crete library.

They are still partnering with the Parent Link Centre.

Their next meeting is April 9.

6.2 Fort Vermilion:

They had their meeting February 26, LaDawn and Lucille attended.

They posted the job of library assistant on Facebook, the assistant position has flexible hours to a maximum of 25 hrs/week.

The plans for renovation are gradually progressing. For "boot room", the plan is to have a big square purple box in the centre part of the building where people can put their boots. The crib they have planned is a small play pen big enough for 1-2 kids. And they want a canoe shelf.

They are getting a different photocopier with a 5-year lease.

There will be poetry reading in the evenings, there may be some public speaking connected to it.

There is still an issue with FVSS regarding rent. Apparently FVSS is of the impression that the MCLB discontinued FV Library funding and told FV Library to increase the FVSS rent to get funding. This is incorrect.

FV Library has some issues with keys.
They want local cookbooks.
\$5,546 has been spent on new items September - January.
Given the low circulation the MCLB recommends that FV Library condense their hours.

6.3 Zama:
They completed their inventory. They are approaching year-end, they are just doing notice-to-reader, payroll, T4, GST.
They are partnering with the Zama homecoming Jun 30 - July 1.
Their FB page has 1000 people, and they are helping with the parade in Zama.

6.4 High Level
Beth has been emailing with the Society chair, and brought her up to date on the history.
High Level seems to be motivated to deliver MCLC services. Beth would like to meet with her.

6.5 MCLC: no updates.

7.0 Old business

7.1 Libraries would get back to MCLB about local authors.
Lucille will re-send Lisa the list of local authors.

7.2 Blue Hills will not be a satellite location. A survey will be done as a feasibility study. The motel owner and manager are very positive about having a library there. It is discussed how to set up this Blue Hills library. The survey needs to be done by the end of April.

8.0 New business

8.1 Lucille uses books about depression (called "Living with a Black Dog") for her Mental Health First Aid courses. She is asking that MCLB orders some of these books for each library as they are a good resource for patrons dealing with depression.
MOTION #2018-03-05. LaDawn moves to purchase 8 sets of 3 books for Lucille to use them in class, a total of \$351.76. **CARRIED**

8.2 Language learning e-resource. tabled
Service agreements: should be read as "policies": tabled.
High Level and La Crete trade shows: A booth in La Crete has tentatively been booked (April 27-28). Cost os \$200.00. Lorna, Tammy and Cathy have so far volunteered, maybe others will help out as well. The High Level trade show is May 12-13. Maybe MFTA will partner with us?
MOTION #2018-03-06 Lisa moves to book a table for the High Level trade show on the condition that we have enough volunteers.

8.3 There is a library conference April 26-29. Moved for information.

9.0 Next meeting date May 7, 2018 at 7:00pm in Fort Vermilion.

11.0 **MOTION #2018-03-07.** Irene moves to adjourn at 9:07pm. **CARRIED**

These minutes were approved this 7th day of May 2018,


Beth Kappeler, Chair