



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

AUGUST 29, 2018

10:00 A.M.

**COUNCIL CHAMBERS
FORT VERMILION, AB**

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, August 29, 2018
10:00 a.m.**

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

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	3
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the August 14, 2018 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
DELEGATIONS:	4.	a) b)	
COUNCIL COMMITTEE REPORTS:	5.	a) Council Committee Reports (verbal)	
		b) Agricultural Service Board Meeting Minutes	23
		c) Municipal Planning Commission Meeting Minutes	29
		d) Fort Vermilion Streetscape Implementation Committee Meeting Minutes	37
GENERAL REPORTS:	6.	a) None	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	7.	a) Range Road 180 (Blue Hills Road) – Grading and Other Work	45
		b) Township Road 1060 (Airport Road) – Grading	47

and Other Work

PUBLIC HEARINGS: Public hearings are scheduled for 1:00 p.m.

8. a) None

ADMINISTRATION: 9. a) Council Conferences 49

b) Tri-County Meeting 51

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d) Caribou (Standing Item)

e)

f)

AGRICULTURE SERVICES: 10. a) Agricultural Service Board – Terms of Reference 63

b)

c)

COMMUNITY SERVICES: 11. a)

b)

FINANCE: 12. a) Financial Reports – January 1, 2018 to July 31, 2018 67

b) 2017 & 2018 Disaster Recovery Program Funding Application Report 73

c)

d)

OPERATIONS: 13. a)

b)

PLANNING & DEVELOPMENT:	14.	a)	2018 Municipal Census	87
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UTILITIES:	15.	a)		
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INFORMATION / CORRESPONDENCE:	16.	a)	Information/Correspondence	93
IN CAMERA SESSION:			<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	17.	a)	RCMP Clerical Support Position – La Crete Office (s. 17, 24)	
		b)		
		c)		
NOTICE OF MOTION:	18.	a)		
NEXT MEETING DATES:	19.	a)	Regular Council Meeting September 11, 2018 10:00 a.m. Fort Vermilion Council Chambers	
		b)	Regular Council Meeting September 24, 2018 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	20.	a)	Adjournment	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the August 14, 2018 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the August 14, 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 August 14, 2018 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**August 14, 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 (arrived at 10:03 a.m.)
Josh Knelsen	Councillor
Anthony Peters	Councillor
Ernest Peters	Councillor
Walter Sarapuk	Councillor

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
Carol Gabriel	Director of Legislative & Support Services
Grant Smith	Agricultural Fieldman
Don Roberts	Zama Site Manager
Chelsea Doi	Municipal Intern/Recording Secretary

ALSO PRESENT: Members of the public.
Bob Fleet, Vice President, Tolko Industries Ltd.
Jack Eccles, General Manager, Northern Lights Gas Co-op
Trisha & Daniel O'Neill, Developer

Minutes of the Regular Council meeting for Mackenzie County held on August 14, 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 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 18-08-556

MOVED by Councillor Sarapuk

That the agenda be approved with the following additions:

- 14. d) Hutch Lake Cabins
- 14. e) La Crete Boat Launch
- 17. d) Staffing

CARRIED

Councillor Jorgensen arrived at 10:03 a.m.

**MINUTES FROM
PREVIOUS MEETING:**

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

MOTION 18-08-557

MOVED by Deputy Reeve Wardley

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

CARRIED

**MINUTES FROM
PREVIOUS MEETING:**

3. b) Business Arising out of the Minutes

None.

**COUNCIL COMMITTEE
REPORTS:**

5. a) Council Committee Reports (verbal)

MOTION 18-08-558

MOVED by Councillor Knelsen

That the Council committee reports be received for information.

CARRIED

DELEGATIONS:

4. a) Bob Fleet, Vice-President, Tolko Industries Ltd. - Caribou

Reeve Braun recessed the meeting at 10:49 a.m. and reconvened the meeting at 10:59 a.m.

MOTION 18-08-559

MOVED by Councillor E. Peters

That the presentation by Tolko Industries Ltd. regarding caribou be received for information.

CARRIED

DELEGATIONS:

4. b) Jack Eccles, Northern Lights Gas Co-op

MOTION 18-08-560

MOVED by Councillor A. Peters

That the Northern Lights Gas Co-op update on the natural gas situation be received for information.

CARRIED

TENDERS:

7. a) Blue Hills Site 2 – Bridge Culvert Installation, Road Construction and Other Work

MOTION 18-08-561

MOVED by Councillor Knelsen

That the Blue Hills Site 2 – Bridge Culvert Installation, Road Construction and Other Work Tenders – Envelope #1 be opened.

CARRIED

Tenders Received

Driedger Construction	All required documents enclosed.
Northern Road Builders	All required documents enclosed.

MOTION 18-08-562

MOVED by Deputy Reeve Wardley

That the Blue Hills Site 2 – Bridge Culvert Installation, Road Construction and Other Work Tenders - Envelope #2 be opened for the qualified bidders.

CARRIED

Tenders Received

Driedger Construction	\$1,026,160.00
Northern Road Builders	\$761,010.00

MOTION 18-08-563

MOVED by Deputy Reeve Wardley

That the Blue Hills Site 2 – Bridge Culvert Installation, Road

Construction and Other Work contract be awarded to the lowest bidder while staying within budget.

CARRIED

5. b) Agricultural Appeal Board

MOTION 18-08-564

MOVED by Deputy Reeve Wardley

That the Agricultural Service Board create a follow-up procedure for weed notices and Agricultural Appeal Board decisions.

CARRIED

MOTION 18-08-565

MOVED by Councillor Sarapuk

That the Agricultural Appeal Board Decision for 01-AAB-18 be received for information.

CARRIED

5. c) Subdivision & Development Appeal Board

MOTION 18-08-566

MOVED by Councillor Jorgensen

That the Subdivision & Development Appeal Board Decision for 01-SDAB-18 be received for information.

CARRIED

5. d) Community Services Committee Meeting Minutes

MOTION 18-08-567

MOVED by Deputy Reeve Wardley

That the Community Services Committee meeting minutes of July 26, 2018 be received for information.

CARRIED

5. e) Municipal Planning Commission Meeting Minutes

MOTION 18-08-568

MOVED by Councillor Sarapuk

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

CARRIED

Reeve Braun recessed the meeting at 11:55 a.m. and reconvened the meeting at 12:49 p.m.

GENERAL REPORTS: 6. a) CAO & Director Reports

MOTION 18-08-569 MOVED by Councillor Bateman

That the Reeve and Deputy Reeve be appointed to the Intermunicipal Agreement Committee with neighbouring rural municipalities.

CARRIED

MOTION 18-08-570 MOVED by Councillor Sarapuk

That the CAO and Director reports for July 2018 be received for information.

CARRIED

PUBLIC HEARINGS: 8. a) Bylaw 1108-18 Plan Cancellation & Consolidation of Plan 842 0527, Block 1, Lot 11A & 12A

Reeve Braun called the public hearing for Bylaw 1108-18 to order at 1:05 p.m.

Reeve Braun asked if the public hearing for proposed Bylaw 1108-18 was properly advertised. Byron Peters, Deputy CAO, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Braun asked the Development Authority to outline the proposed plan cancellation and consolidation. Byron Peters, Deputy CAO, presented the Bylaw and indicated that first reading was given on July 25, 2018.

Reeve Braun asked if Council has any questions of the proposed plan cancellation and consolidation. There were no questions.

Reeve Braun asked if any submissions were received in regards to proposed Bylaw 1108-18. No submissions were received.

Reeve Braun asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1108-18. There was no one was present to speak to the proposed bylaw.

Reeve Braun closed the public hearing for Bylaw 1108-18 at 1:07 p.m.

MOTION 18-08-571

MOVED by Councillor Knelsen

That second reading be given to Bylaw 1108-18, being a Plan Cancellation Bylaw to cancel and consolidate Plan 842 0527, Block 1, Lots 11A and 12A into one lot.

CARRIED

MOTION 18-08-572

MOVED by Councillor Jorgensen

That third reading be given to Bylaw 1108-18, being a Plan Cancellation Bylaw to cancel and consolidate Plan 842 0527, Block 1, Lots 11A and 12A into one lot.

CARRIED

PUBLIC HEARINGS:

8. b) **Bylaw 1109-18 Land Use Bylaw Amendment to add regulation to Section 8 and to add regulation to Section 9.34, Section 9.16.9 and to correct typographical errors found in Section 9.17.3, Section 9.19.3 and to add tarp shelters as a permitted use in the Agricultural (A) and Forestry (F) zoning districts**

Reeve Braun called the public hearing for Bylaw 1109-18 to order at 1:07 p.m.

Reeve Braun asked if the public hearing for proposed Bylaw 1109-18 was properly advertised. Byron Peters, Deputy CAO, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Braun asked the Development Authority to outline the proposed land use bylaw amendment. Byron Peters, Deputy CAO, presented the Bylaw and indicated that first reading was given on July 25, 2018.

Reeve Braun asked if Council has any questions of the

proposed Land Use Bylaw amendment. Council had the following questions:

- Discussion was held regarding the barbed wire fences and what people are supposed to do if they are not allowed.
- Are the barbed wire fences excluded from the Urban Fringe (UF) District? Not currently. Some UF areas would not be a concern.
- Is there an issue with the barbed wire fence now? It is only a matter of time before someone is injured with quadding, etc.
- For agricultural purposes, even within the hamlet, barbed wire fences should be allowed. If Council is in agreement with the odd barbed wire fence in town then it can be removed or we can leave it to allow for agricultural purposes.
- Would barbed wire fences be illegal then in the Hamlets even though we have UF in the Hamlets?

Reeve Braun asked if any submissions were received in regards to proposed Bylaw 1109-18. No submissions were received.

Reeve Braun asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1109-18. There was no one present to speak to the proposed bylaw.

Reeve Braun closed the public hearing for Bylaw 1109-18 at 1:13 p.m.

MOTION 18-08-573 **MOVED** by Councillor Sarapuk

That second reading be given to Bylaw 1109-18 being a Land Use Bylaw Amendment to add regulation to Section 8 and to add regulation to Section 9.34, Section 9.16.9 and to correct typographical errors found in Section 9.17.3, Section 9.19.3 and to add tarp shelters as a permitted use in the Agricultural (A) and Forestry (F) zoning districts.

CARRIED

DELEGATIONS: **4. c) Ray Toews, Proposed Winks Development**

Councillor Knelsen stepped out of the meeting at 1:35 p.m.

MOTION 18-08-574 **MOVED** by Councillor Jorgensen

That the appeal period for Development Permit 120-DP-18 be extended to August 21, 2018.

CARRIED

Reeve Braun recessed the meeting at 1:37 p.m. and reconvened the meeting at 1:50 p.m. with all members present.

ADMINISTRATION:

9. a) RCMP Clerical Support Position – La Crete Office

MOTION 18-08-575

MOVED by Deputy Reeve Wardley

That the RCMP Clerical Support position be brought back for more information.

CARRIED

ADMINISTRATION:

9. b) Mackenzie County Library Board – Blue Hills Library Services Extension

MOTION 18-08-576

MOVED by Councillor E. Peters

That Mackenzie County supports the proposed Blue Hills Satellite Library.

CARRIED

MOTION 18-08-577

Requires 2/3

MOVED by Councillor Knelsen

That Mackenzie County endorses a yearly operational increase to the Mackenzie County Library Board of \$15,000 to cover the additional costs of the Blue Hills Satellite Library.

CARRIED

MOTION 18-08-578

Requires 2/3

MOVED by Deputy Reeve Wardley

That the budget be amended to include \$4,200 for half of the startup costs of the Blue Hills Satellite Library with funding coming from the General Operating Reserve.

CARRIED

ADMINISTRATION:

9. c) 17th North American Caribou Workshop

MOTION 18-08-579

MOVED by Councillor Cardinal

That Deputy Reeve Wardley and Councillor Jorgensen be authorized to attend the 17th North American Caribou Workshop being held October 29 – November 2, 2018 in Ottawa, ON.

CARRIED

ADMINISTRATION:

9. d) 2018 AUMA Convention

MOTION 18-08-580

MOVED by Councillor Bateman

That the AUMA Convention be received for information.

CARRIED

ADMINISTRATION:

9. e) Letter of Support – Physician Recruitment

MOTION 18-08-581

MOVED by Councillor Knelsen

That a letter of support be sent to the Minister of Health, Alberta Health Services and the True North Health Advisory Council advocating for additional physician resources to our region and the review of financial compensation for Rural Remote Northern doctors.

CARRIED

ADMINISTRATION:

9. f) Alberta Economic Development & Trade – Assistant Deputy Minister Visit

MOTION 18-08-582

MOVED by Councillor Cardinal

That the Alberta Economic Development & Trade Assistant Deputy Minister Visit be received for more information.

CARRIED

AGRICULTURAL SERVICES:

10. a) None

COMMUNITY SERVICES:

11. a) Fire Permit Season

MOTION 18-08-583

MOVED by Councillor Knelsen

That a letter be sent to the Minister of Agriculture and Forestry requesting to pull back the permit requirements date to October 1st at the discretion of the Upper Hay Wildfire Management Area.

CARRIED

COMMUNITY SERVICES:

11. b) Community Services Committee – Terms of Reference

MOTION 18-08-584

MOVED by Councillor Knelsen

That the Community Services Committee Terms of Reference be amended as presented.

CARRIED

COMMUNITY SERVICES:

11. c) Mackenzie Aquatics Society – Letter of Support

MOTION 18-08-585

MOVED by Councillor Cardinal

That a letter of support be provided to the Mackenzie Aquatics Society for their Community Facility Enhancement Program grant application for the Mackenzie Wellness Centre.

CARRIED

FINANCE:

12. a) None

OPERATIONS:

13. a) Repairing Light Poles – Additional Funds

MOTION 18-08-586
Requires 2/3

MOVED by Councillor E. Peters

That the budget be amended to include an additional \$20,000 for the repair of light poles in the Hamlet of La Crete, with funding coming from the Street Light Replacement Reserve.

CARRIED

PLANNING & DEVELOPMENT:

14. a) Bylaw 1111-18 Land Use Bylaw Amendment for a Zoning Overlay to add Shop – Farm as a Use and to increase the amount of Animal Units on NW 29-106-15-W5M

MOTION 18-08-587

MOVED by Councillor Driedger

That first reading be given to Bylaw 1111-18 being a Land Use Bylaw Amendment for a Zoning Overlay to add Shop-Farm as a permitted use and to increase the amount of animal units on NW 29-106-15-W5M, subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. b) Road Allowances

MOTION 18-08-588

MOVED by Councillor Jorgensen

That road allowance policies be referred to the Land Stewardship Committee for review and bring back recommendations to council.

CARRIED

Reeve Braun recessed the meeting at 2:51 p.m. and reconvened the meeting at 3:09 p.m.

**PLANNING &
DEVELOPMENT:**

14. c) Irrigation District: Feasibility Study

MOTION 18-08-589
Requires 2/3

MOVED by Councillor Bateman

That the budget be amended to include \$30,000 to conduct an Irrigation District Feasibility Study, with funding coming from the General Operating Reserve.

CARRIED

**PLANNING &
DEVELOPMENT:**

14. d) Hutch Lake Cabins (ADDITION)

MOTION 18-08-590
Requires Unanimous

MOVED by Councillor Bateman

That administration remove the fire pit and garbage can from the playground at the Hutch Lake cabin area and install No Parking signs on the roadways within the cabin area.

DEFEATED

PLANNING &

14. e) La Crete Boat Launch (ADDITION)

DEVELOPMENT:

MOTION 18-08-591
Requires Unanimous

MOVED by Councillor Cardinal

That administration review options for the La Crete Boat Launch and bring it back for the next meeting.

CARRIED UNANIMOUSLY

UTILITIES:

15. a) None

**INFORMATION /
CORRESPONDENCE:**

16. a) Information/ Correspondence

MOTION 18-08-592

MOVED by Councillor Jorgensen

That the letter from Maarten Braat regarding shelterbelts be forwarded to the Land Stewardship Committee.

CARRIED

MOTION 18-08-593

MOVED by Councillor Knelsen

That the information/correspondence items be received for information.

CARRIED

Reeve Braun recessed the meeting at 3:50 p.m. and reconvened the meeting at 4:05 p.m.

IN CAMERA SESSION:

17. In Camera Session

MOTION 18-08-594

MOVED by Councillor Sarapuk

That Council move in-camera at 4:05 p.m. to discuss the following:

- Disaster Recovery Program (DRP) – Natural Gas Situation (s. 21, 24)
- Organizational Chart (s. 23, 24)
- CAO Evaluation (s. 19, 23, 24)
- Staffing (s. 23, 24)

CARRIED

All Councillors and administration were present during the in-

camera discussion with the exception of Item 17. d) where only Council, the CAO, Doug Munn, and Carol Gabriel were present. (MGA Section 602.08(1)(6))

MOTION 18-07-595

MOVED by Councillor Cardinal

That Council move out of camera at 4:59 p.m.

CARRIED

IN-CAMERA SESSION:

17. a) Disaster Recovery Program (DRP) – Natural Gas Situation

MOTION 18-08-596

MOVED by Councillor Driedger

That the Disaster Recovery Program be received for information.

CARRIED

IN-CAMERA SESSION:

17. b) Organizational Chart

MOTION 18-08-597

MOVED by Councillor E. Peters

That the Organizational Chart be approved as amended.

CARRIED

IN-CAMERA SESSION:

17. c) CAO Evaluation

MOTION 18-08-598

MOVED by Deputy Reeve Wardley

That DMC Consulting be engaged to facilitate the CAO evaluation.

CARRIED

IN-CAMERA SESSION:

17. d) Staffing (ADDITION)

MOTION 18-08-599

MOVED by Councillor Knelsen

That the staffing discussion be received for information.

CARRIED

NOTICE OF MOTION:

18. a) None

NEXT MEETING DATE: 19. a) Next Meeting Dates

Committee of the Whole Meeting
August 28, 2018
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
August 29, 2018
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
September 11, 2018
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 18-08-600 **MOVED** by Councillor Jorgensen

That the council meeting be adjourned at 5:01 p.m.

CARRIED

These minutes will be presented to Council for approval on August 29, 2018.

Peter F. Braun
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Agricultural Service Board Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the July 20, 2018 Agricultural Service Board meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Agricultural Service Board meeting minutes of July 20, 2018 be received for information.

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

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

**Friday July 20, 2018
9:00 A.M.
La Crete Office**

PRESENT:	Josh Knelsen	ASB Chair
	Ernie Peters	Councillor
	Terry Batt	Member at Large
	Dicky Driedger	Member at Large
	Joe Peters	Member at Large

REGRETS:

ALSO PRESENT:	Grant Smith	Agricultural Fieldman
	Colleen Sarapuk	Public Works Administrative Officer (Recording Secretary)
	Landon Driedger	Assistant Agricultural Fieldman
	Byron Peters	Deputy Chief Administrative Officer (arrived 10:30 am)
	Lesley Koopman	Environmental Resource Planner

Minutes of the Mackenzie County Agricultural Service Board meeting held on Friday, July 20, 2018

CALL TO ORDER: 1. a) Call to Order

Chair Knelsen called meeting to order at 9:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION ASB 18-07-055 Moved by Ernie Peters

That the agenda be adopted with the additions 7.e)Organic Alberta email

CARRIED

PREVIOUS MINUTES 3.a) Minutes of the March 15, 2018 ASB Minutes

MOTION ASB 18-07-056 Moved by Joe Peters

That the minutes of the March 15, 2018 ASB meeting be approved as presented.

CARRIED

ACTION LIST

5.a) Action List

MOTION ASB 18-07-057

Moved by Joe Peters

That the action list be received for information.

CARRIED

7.a) Fieldman Report

MOTION ASB 18-07-058

Moved by Terry Batt

That the Fieldman Report be received for information.

CARRIED

7.b) Irrigation District

MOTION ASB 18-07-059

Moved by Joe Peters

That the agricultural Service Board recommends to Council that a feasibility study is required to assess if the conveyance of water from the point of diversion to pipelines is achievable for the purposes of forming an Irrigation District.

CARRIED

7.c) Farm Equipment on Highways

MOTION ASB 18-07-060

Moved by Joe Peters

That an advertisement be placed in the local papers reminding farmers to have traffic control measures in place while moving farm equipment.

CARRIED

7.d) Vet Clinic Funding

MOTION ASB 18-07-061

Moved by Joe Peters

That the ASB move in-camera at 10:22 am to discuss the following:

- Vet Clinic Funding (s.16)

CARRIED

All ASB members and administration were present for the in-camera session. (MGA Section 602.08(1)(6))

MOTION ASB 18-07-062

Moved by Terry Batt

That the ASB move out of camera at 10:37 am.

CARRIED

MOTION ASB 18-07-063 **Moved by** Dicky Driedger

That the Vet Clinic Funding be TABLED until the next ASB meeting.

CARRIED

7.e) Organic Alberta

MOTION ASB 18-07-064 **Moved by** Joe Peters

That the ASB approach Russel Friesen to determine if he would be interested in the agronomists position with Organic Alberta.

CARRIED

SET NEXT MEETING DATE **8.a) Next Meeting Date**

The next ASB meeting will be held on August 30, 2018 at 9:00 A.M. in the Fort Vermilion office.

ADJOURNMENT **9.a) Adjournment**

MOTION ASB 18-07-065 **Moved by** Dicky Driedger

That the ASB meeting be adjourned at 10:51 am.

CARRIED

These minutes will be presented for approval at the August 30, 2018 ASB Meeting.

Josh Knelsen, Chair

Grant Smith, Agricultural Fieldman



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

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

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, August 9, 2018 @ 10:00 a.m.

PRESENT:	Erick Carter	Chair, MPC Member (via teleconference)
	Beth Kappelar	MPC Member
	Jacque Bateman	Councillor, MPC Member
	David Driedger	Councillor, MPC Member
REGRETS:	Jack Eccles	Vice Chair, MPC Member
ADMINISTRATION:	Byron Peters	Deputy Chief Administrative Officer
	Caitlin Smith	Planner
	Kristin Darling	Planner
	Lesley Koopman	Environmental Resources Planner
	Lynda Washkevich	Development Officer
	Laura Braun	Administrative Assistant/Recording Secretary

MOTION 1. **CALL TO ORDER**

Beth Kappelar called the meeting to order at 10:01 a.m.

2. **ADOPTION OF AGENDA**

MPC-18-08-119 **MOVED** by David Driedger

That the agenda be adopted as presented.

CARRIED

3. **MINUTES**

a) **Adoption of Minutes**

MPC-18-08-120 **MOVED** by Jacque Bateman

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

CARRIED

b) Business Arising from Previous Minutes

None.

4. TERMS OF REFERENCE

For information.

5. DEVELOPMENT

- a) 157-DP-18 Bear Creek Auto
Automotive Sales & Rental (Used Auto Sales)
La Crete Main Street "LC-MS"
Plan 782 0147, Block 15, Lot 14**

MPC-18-08-121 MOVED by Jacquie Bateman

That Development Permit 157-DP-18 on Plan 782 0147, Block 15, Lot 14 in the name of Bear Creek Auto be APPROVED with the following conditions:

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

1. **This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.**
2. **PRIOR TO ANY NEW CONSTRUCTION TAKING PLACE OR MOVING A SHOP OR ANY OTHER BUILDING ON THE SUBJECT PROPERTY CONTACT THE DEVELOPMENT DEPARTMENT FOR A DEVELOPMENT PERMIT.**
3. All conditions and requirements by the Alberta Motor Vehicle Industry Council "AMVIC" are to be met to their specifications and standards.
4. **This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.**
5. **No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.**
6. The Automotive Sales & Rental Business shall meet all Alberta

Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.

7. **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.**
8. The property must at all times be kept in a neat and orderly fashion.
9. The municipality has assigned the following address to the noted property **10002 – 95th Avenue**. You are required to display the address (**10002**) 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.
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 sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 7 meters and not more than 10 meters from the curb/sidewalk.
12. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
13. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
14. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
15. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

6. **SUBDIVISIONS**

**a) 25-SUB-18 Ernest & Elizabeth/ Nickolas & Miranda
10 Acre Subdivision
SE 30-107-14-W5M**

MPC-18-08-122 **MOVED** by David Driedger

That Subdivision Application 25-SUB-18 in the name of Ernest & Elizabeth/Nickolas & Miranda Doerksen on SE 30-107-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 10 acres (4.04 Hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of 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) The landowner shall enter into an easement agreement for a shared access with the adjacent landowner.
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 - e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - g) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
 - h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
 - i) **Mackenzie County shall not be held liable for any**

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

CARRIED

7. MISCELLANEOUS ITEMS

- a) **Bylaw 11__-18 Land Use Bylaw Amendment
Add the Definition of Energy Source and to add regulation for the
Issuance of an Alberta Remediation Certificate for energy sites**

MPC-18-08-123 MOVED by Erick Carter

That Bylaw 11__-18 Land Use Bylaw Amendment be tabled and that administration amend the current proposed Bylaw.

CARRIED

8. IN CAMERA

None.

9. MEETING DATES

- ❖ Thursday, August 23, 2018 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, September 6, 2018 @ 10:00 a.m. in La Crete
- ❖ Thursday, September 20, 2018 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, October 11, 2018 @ 10:00 a.m. in La Crete
- ❖ Thursday, November 1, 2018 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC-18-08-124 MOVED by David Driedger

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

CARRIED

These minutes were adopted this 23rd day of August, 2018.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Fort Vermilion Streetscape Implementation Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the August 2, 2018 Fort Vermilion Streetscape Implementation Committee meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Fort Vermilion Streetscape Implementation Committee meeting minutes of August 2, 2018 be received for information.

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

MACKENZIE COUNTY
Fort Vermilion Streetscape Implementation Committee

Mackenzie County Office
Fort Vermilion, AB

Thursday, August 2, 2018 @ 9:00 a.m.

PRESENT: Cameron Cardinal Chair/Councillor/Committee Member
Erick Carter Vice Chair/Committee Member
Danny Friesen Committee Member
Eric Jorgensen Councillor/Committee Member
Sara Schmidt Committee Member
Charles Laforge Committee Member (arrived at 10:00 a.m.)

REGRETS: Lucille Labrecque Committee Member
Dawn Moberly Committee Member

ADMINISTRATION: Byron Peters Deputy Chief Administrative Officer
Caitlin Smith Planner/Recording Secretary

MEMBER OF PUBLIC: Trisha O'Neil Delegate

MOTION 1. **Call to Order**

Cameron Cardinal called the meeting to order at 9:21 a.m.

2. **Adoption of Agenda**

FVSIC-18-08-008 **MOVED** by Erick Carter

That the agenda be adopted with the following additions:

- 4.a) Delegate – Trisha O'Neil (Winks Proposed Lot Plan)
- 5.a) Dock
- 6.a) Look out Deck Cut-outs
- 10. Placement of Banners
- 11. Hammocks
- 11.a) Sign Painting
- 11.b) DA Thomas Park

CARRIED

3. **Minutes**

FVSIC-18-08-009

MOVED by Erick Carter

That the January 18, 2018 Fort Vermilion Streetscape Implementation Committee meeting minutes be adopted as presented.

CARRIED

4. Terms of Reference

FVSIC-18-08-010

MOVED by Sara Schmidt

That the Terms of Reference be received for information.

CARRIED

a.) DELEGATE – Trisha O’Neil

Trisha O’Neil, Developer/Business Owner made a presentation regarding her proposed storefront on River Road in Fort Vermilion. Trisha has already received a development permit with conditions that adhere to the streetscape plans set forth in the Land Use Bylaw. Trisha also shared her landscape plans with the committee for their consideration.

The concern brought forward is not within the scope of the Fort Vermilion Streetscape Implementation Committee to address.

Charles Laforge joined the meeting at 10:00 a.m.

FVSIC-18-08-011

MOVED by Eric Jorgensen

That the Fort Vermilion Streetscape Implementation Committee recommends that administration amend the Land Use Bylaw to accommodate new setbacks from River Road and make changes to the Streetscape Plan.

CARRIED

Trisha O’Neil left the meeting at 10:20 a.m.

5. 2018 Approved Budget Discussion

Caitlin Smith presented the 2018 Budget for the Fort Vermilion Streetscape Implementation Committee is currently at \$54,671.00

a.) Dock

Cameron Cardinal would like the committee to place another dock in Fort Vermilion to be located at the cut bank across from LimeBlu.

The committee would prefer to save the budget money from this year and carry it forward to next year. Charles Laforge will look into other grant opportunities.

The committee would still like to plant trees this year.

FVSIC-18-08-012

MOVED by Danny Friesen

That administration identify locations along 50th Street and River Road to plant trees.

CARRIED

Eric Jorgensen and Danny Friesen left the meeting at 10:33 a.m.

11.b) DA Thomas Park

Sara Schmidt has concerns regarding the dock placement at the DA Thomas Park when it is pulled out of the river. The dock is usually placed in a random spot at the park and once the dock is back in the water the grass underneath is usually dead.

Danny Friesen returned at 10:36 a.m. and Sara Schmidt left the meeting at 10:36 a.m.

Eric Jorgensen returned at 10:38 a.m.

FVSIC-18-08-013

MOVED by Erick Carter

That administration assist with grant applications.

CARRIED

6.a) Look out Deck Cut-outs

Danny Friesen presented the design concepts for the Look-out Deck Cut-outs; tipis, tractor, beaver, two bull moose, and a

boat.

FVSIC-18-08-014

MOVED by Erick Carter

That the designs presented along with information snippets be accepted and that Danny proceed with getting them made as soon as possible.

CARRIED

7. **Daryl's Dream Plaque**

FVSIC-18-08-015

MOVED by Danny Friesen

That the Fort Vermilion Streetscape Implementation Committee recommends that the image, dedication, and acknowledgments be separate from one another on the plaque for easier readability.

CARRIED

8. **Clock Tower**

FVSIC-18-08-016

MOVED by Charles Laforge

That the Clock Tower item be TABLED until next meeting.

CARRIED

9. **Memorial Bench**

FVSIC-18-08-017

MOVED by Danny Friesen

That the Memorial Bench item be TABLED until next meeting.

CARRIED

10. **Banners**

The committee is still concerned with the placement of the banners along River Road. The banners are unable to be moved as it will affect the Christmas banners that go up every year.

The committee would like for administration to do a photo shop of how the banners would look underneath the Christmas

banners.

11. Hammocks

Cameron Cardinal would like to place hammocks alongside the river as shown in the Streetscape design plans. The committee would like them fabricated locally as Cameron provided hammock design ideas.

Cameron will get a quote for upholstery and assembly.

Erick Carter left the meeting at 11:14 a.m.

FVSIC-18-08-018

MOVED by Danny Friesen

That the Fort Vermilion Streetscape Implementation Committee move forward with creating a prototype of the hammock with funds coming from the budget up to \$500.00.

CARRIED

Erick Carter returned at 11:17 a.m.

11.a) Sign Painting

Danny Friesen had counted all the street signs in Fort Vermilion; 128.

The committee would like to pay someone to paint the signs at \$22.50 per 1 post sign and \$45.00 per 2 post sign.

Public Works should be asked to straighten all poles before any painting is done.

FVSIC-18-08-019

MOVED by Danny Friesen

That the Fort Vermilion Streetscape Implementation Committee move forward with the street sign project within the hamlet of Fort Vermilion after the signs are straightened and cleaned up.

CARRIED

8. Meeting Dates

Tuesday, September 4, 2018 @ 9:00 a.m.

Mackenzie County Office, Fort Vermilion, AB

9. **Adjournment**

FVSIC-18-08-020

MOVED by Erick Carter

That the Fort Vermilion Streetscape Implementation Committee meeting be adjourned at 11:29 a.m.

CARRIED

These minutes were adopted this 4th day of September, 2018.

Cameron Cardinal, Chair

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Dave Fehr, Director of Operations
Title:	TENDERS Range Road 180 (Blue Hills Road) – Grading and Other Work

BACKGROUND / PROPOSAL:

Administration had WSP prepare and advertise the 'Range Road 180 (Blue Hills Road) – Grading and Other Work'. Submissions were due at Fort Vermilion County office August 28, 2018 at 4:30 p.m.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2018 Capital Budget, total of \$800,000

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 Range Road 180 (Blue Hills Road) – Grading and Other Work Tenders - Envelope #1 be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That administration review the Range Road 180 (Blue Hills Road) – Grading and Other Work Tenders – Envelope 1 submissions for qualification prior to opening Envelope 2.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That the unqualified Range Road 180 (Blue Hills Road) – Grading and Other Work Tenders be returned to the senders without opening Envelope 2.

Motion 4:

Simple Majority Requires 2/3 Requires Unanimous

That the Range Road 180 (Blue Hills Road) – Grading and Other Work Tenders - Envelope 2 be opened for the qualified bidders.

Motion 5:

Simple Majority Requires 2/3 Requires Unanimous

That the Range Road 180 (Blue Hills Road) – Grading and Other Work 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:	August 29, 2018
Presented By:	Dave Fehr, Director of Operations
Title:	TENDERS Township Road 1060 (Airport Road) – Grading and Other Work

BACKGROUND / PROPOSAL:

Administration had WSP prepare and advertise the 'Township Road 1060 (Airport Road) – Grading and Other Work'. Submissions were due at Fort Vermilion County office August 28, 2018 at 4:30 p.m.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2018 Capital Budget, total of \$800,000

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 Township Road 1060 (Airport Road) – Grading and Other Work Tenders - Envelope #1 be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That administration review the Township Road 1060 (Airport Road) – Grading and Other Work Tenders – Envelope 1 submissions for qualification prior to opening Envelope 2.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That the unqualified Township Road 1060 (Airport Road) – Grading and Other Work Tenders be returned to the senders without opening Envelope 2.

Motion 4:

Simple Majority Requires 2/3 Requires Unanimous

That the Township Road 1060 (Airport Road) – Grading and Other Work Tenders - Envelope 2 be opened for the qualified bidders.

Motion 5:

Simple Majority Requires 2/3 Requires Unanimous

That the Township Road 1060 (Airport Road) – Grading and Other Work 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:	August 29, 2018
Presented By:	Len Racher, Chief Administrative Officer
Title:	Council Conferences

BACKGROUND / PROPOSAL:

Administration budgets annually for various conferences attended by Council. Please note that some of the conferences are approved in the Council Committee Terms of Reference document.

These include (but may not be limited to) the following:

Conference	Approved Attendance	Number Attended in 2018
Alberta Forest Products Association (AFPA)	5 Councillors	6
Alberta Recreation & Parks Association	1 Councillor	0
ASB Provincial Conference	3 Councillors	3
ASB Regional Conference	2 Councillors	2
ASB Summer Tour	3 Councillors	3
AUMA Conference	2 Councillors	0
Disaster Forum	3 Councillors	0
FarmTech Conference	2 Councillors	2
FCM Conference	all Council	9
FCM Sustainable Communities Conference	1 Councillor	0
FCSS Conference	1 Councillor	0
Growing the North Conference	all Council	9
Recycling Conference of Alberta	2 Councillors	0
Rural Municipalities of Alberta (RMA)	all Council (Spring & Fall)	Spring – 10
Rural Municipalities of Alberta (RMA) District Meetings	8 Councillors	Feb. 9 – 7 Aug. 10 – 5

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

Various Miscellaneous Meetings, Conferences or Workshops (<i>not identified above</i>)	As approved by Council Motion	
<i>MMSA Planning & Development Session (May 11)</i>		
<i>Doug Griffiths Session (Nov. 2)</i>		
<i>Various Caribou Meetings/Workshops & Conferences</i>		
<i>First Nations Consultation Sessions</i>		
<i>Northern Alberta Elected Leaders Meetings</i>		
<i>Tri-County Meetings</i>		

OPTIONS & BENEFITS:

Discussion and direction is required as we move forward into the 2019 budget preparation.

Please note that some conferences require hotel reservations at least a year in advance, therefore an accurate number of attendees is required. (ie. FCM)

COSTS & SOURCE OF FUNDING:

Operating Budget – Honorariums, Travel and Subsistence, Conference Fees, etc.

SUSTAINABILITY PLAN:

COMMUNICATION:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Len Racher, Chief Administrative Officer
Title:	Tri-County Meeting

BACKGROUND / PROPOSAL:

As requested by Council, a Tri-County Meeting has been scheduled for October 12, 2018 at 2:00 p.m. at the Northern Sunrise County Administration Building.

The draft agenda for the meeting is as follows:

- ICFs/IDPs
- Caribou
- ASB/Weed Inspectors
- Cell Service
- Emergency Response Agreements
- Major Capital Projects
- Highway 686 Connector to Fort McMurray

Northern Sunrise County has confirmed that their Reeve and Deputy Reeve will be in attendance along with their CAO.

OPTIONS & BENEFITS:

Discussion required regarding agenda topics and members authorized to attend the meeting on behalf of the County.

COSTS & SOURCE OF FUNDING:

Honorariums, Travel and Subsistence

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

SUSTAINABILITY PLAN:

COMMUNICATION:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the following Councillors be authorized to attend Tri-County Meetings.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Len Racher, Chief Administrative Officer
Title:	Highway 58 Extension

BACKGROUND / PROPOSAL:

On January 24, 2018, Council requested that administration research existing information relating to the extension of Highway 58 from Garden River through to Peace Point and subsequently report back to Council.

The following documents have been located and are attached for Council review:

- Executive Summary and Conclusion from KPMG's Rainbow Lake Connector Road Feasibility Study (2014)
- Project Schedule and Budget from Allnorth's Proposal for Services (2013)
- Estimated Construction Costs from EXH Engineering Services Ltd.'s Location Survey & Bridge Assessment Report (2001)

OPTIONS & BENEFITS:

Discussion required regarding any further direction by Council in regards to this matter.

COSTS & SOURCE OF FUNDING:

Costs would depend on further direction by Council.

SUSTAINABILITY PLAN:

N/A

Author: C Doi Reviewed by: _____ CAO: _____

COMMUNICATION:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the information relating to the extension of Highway 58 from Garden River through to Peace Point be received for information.

Author: C Doi Reviewed by: _____ CAO: _____



cutting through complexity

Mackenzie County

Rainbow Lake Connector Road Feasibility
Study

February 17, 2014

Executive Summary

The objective of this report is to identify the potential level of interest amongst prospective users of a new all-season road connecting the Sierra Yoyo Desan (SYD) resource road in British Columbia with Rainbow Lake in northwestern Alberta (the "Project"). Development of the report was based on reviewing previous studies and conducting interviews with representatives of public and private sector entities with a potential interest in the Project.

Interviewees were asked to discuss current activity levels and trends in northeastern BC and northwestern Alberta. Ultimately, the interview sought insights on potential benefits – such as cost savings on transportation and other benefits to the local economy. The three major industrial/commercial users of the road were determined to be the oil & gas industry, forest industry and grain industry.

The oil and gas industry, previously active in northeastern BC, has significantly reduced its operations in the last two years due to low demand for Canadian natural gas in global markets. In northwestern Alberta, timber, wood products and grains were the most active sectors but have traditionally transported their goods by directly by rail to either the United States or for export via Vancouver.

Three major themes emerged from the interviews and are presented below.

Declining resource prices have minimized activity and the presence of key players in the area potentially benefitting from the Project. Potential expansion plans to support future natural gas activities are not nearby to the Project.

The proposed resource road runs through major natural gas basins in northeastern BC and would likely serve best as an all-weather access road to drill sites. Most interviewees agreed resource prices (such as natural gas and timber) greatly influence activity levels in northeastern BC and northwestern Alberta. The effects of resource prices are most obvious in the natural gas sector of northeastern BC where drilling activity has slowed or stopped for most companies.

Interviewees active in the natural gas industry generally agreed new properties and potential future plans for drill sites are planned near the Liard Highway (Highway 77), which bisects the Alaska Highway near Fort Nelson. Some interviewees indicated their companies have not allocated budget to pursue activity in the area adjacent to the SYD for the next two to three years. Other interviewees also noted major natural gas industry players have plans to exit the area entirely.

Plans for the development of LNG terminals in or near Prince Rupert and Kitimat have the potential to create significant activity in the natural gas sector in northeastern BC in the longer term. New gas processing plants, pipeline construction and increased drilling activity will require the development of new and/or better roads. The major natural gas producers believe that:

- This is several years away
- The required road upgrades/construction is in areas to the north of Fort Nelson and not served by the SYD and/or a new connector to Rainbow Lake

Other industries interviewed, such as timber and wood products, agriculture, and tourism noted the Project could potentially serve as an alternate route to transport goods for export. However, few interviewees saw potential cost efficiencies via the Project compared to current transport routes via a combination of rail and freight.

While there are potential benefits and cost-savings from implementing the proposed road, the current declined appetite in resource markets indicates benefits are speculative and most likely in the future.

The wood product and grain sectors largely saw the Project as providing a backup route to transport goods to Vancouver or Prince Rupert for export to Asian markets. If either industry (wood products or grains) were to shift from predominantly rail transport to truck or a mix of truck and rail transport, the resulting cost savings were expected to be minimal. Further, any user fees (tolls) would likely negate cost savings achieved by transporting goods on trucks over a shorter distance via the Project.

KPMG's analysis of transportation costs, presented later in the report, suggests that while distances may be less, transportation costs could actually be higher for a truck and rail combination using Fort Nelson as an interchange/reloading point.

Local residents and tourism were seen as being the most likely beneficiaries of the Project in the short and perhaps even the long term. The Project not only significantly reduces travel time between northwestern Alberta and northeastern BC, but provides an alternative all-weather road to alleviate traffic bottlenecks along the Mackenzie and Alaska Highways. This would facilitate easier access from northwestern Alberta to the Alaska Highway, perhaps generating more tourism through the region and allow for easier access for local residents to outdoor activities such as hunting and fishing.

Industry support for the project is at best lukewarm.

Some interviewees were supportive of the Project; however, most interviewees were uncertain about providing financial support for the Project. It was generally agreed the Project would not cause any harm and would likely help residents of Fort Nelson, Rainbow Lake and High Level to greatly reduce travel time between the three municipalities.

That being said, interviewees from the natural gas industry were much less supportive of the Project. Natural gas industry interviewees were concerned about the opportunity cost of the road and noted that available capital should be allocated to other, more urgent Projects to help lower natural gas exploration and extraction costs, particularly north of Fort Nelson.

4 Conclusion

4.1 Potential benefits and benefactors

Based on interviews with various industries and stakeholders in the area, interest and potential benefits can be summarized as:

Stakeholder	Potential benefits	Interest in the Project
Timber and wood products	Competitive freight rates	Uncertain – benefits may be realized if exports of OSB increase and logistic requirements can be met. Not clear that the costs would be lower though.
Natural gas	Better all-weather access road to gas fields for extraction and exploration	Indifferent to Negative – access to drill sites currently facilitated by lease roads; stakeholders concerned there are projects that can more effectively, directly benefit the natural gas sector and that focusing on the Project may result in more beneficial projects not being undertaken.
Grains and Agriculture	None	No interest – the Project provides a route that does not move grains; competitive freight rates and new grain handling infrastructure would have to be developed for grains to be transported through new hubs.
Tourism, local residents	Reduced travel time between Rainbow Lake and Fort Nelson, route for emergency and disaster planning	Significant – local residents and tourists can benefit from the significantly reduced travel time via the Project.

Anecdotal information from industry and stakeholders show varied levels of support and willingness to participate in the Project. All interviewees recognized the potential benefits from reduced travel time between northwestern Alberta and northeastern BC. However, the actual cost savings from a business-standpoint was not strong enough for industry to agree whether the Project would provide net positive benefits to the economy in the area.



Proposal For Services

Prepared For: Mackenzie County

Submitted By: Allnorth Consultants
101-10530 117 Avenue
Grande Prairie, AB T8V 7N7
Canada
Phone: 780-538-2070

Allnorth Contact: Thomas Anderson

Date: 23 January 2013

Prepared in Conjunction with KPMG LLP Chartered Accountants



5 PROJECT SCHEDULE

Activity Description	Estimated Timeline
Phase 1	
Project initiation (Laying the groundwork)	2-3 weeks
Determine government and industry interest	3-4 weeks
Phase 2	
P3 feasibility assessment	6-8 weeks
Phase 3	
Business case (depends upon approach)	10-12 weeks

Our team will work with Mackenzie County to establish a mutually agreeable timeline for commencement and execution of the project.

6 PROJECT BUDGET

We have estimated the time and resources required to complete our scope of work as follows:

Activity Description	Estimated Fee
Phase 1	
Allnorth	\$20,400
KPMG	\$38,100
Phase 2	
Allnorth	\$40,700
KPMG	\$68,200
Phase 3	
Allnorth	To be determined
KPMG	To be determined
Sub-total Phases 1 and 2 only	
	\$167,400

**Alberta Transportation
Peace Region**

**LOCAL ROAD
WENTZEL RIVER
TO
WOOD BUFFALO NATIONAL PARK BORDER
KM 2.2 TO KM 45.38**

LOCATION SURVEY AND BRIDGE ASSESSMENT

REPORT

EXH Engineering
Services
Ltd.

4. Estimated Construction costs

- **SCENARIO 1 – RAU-210-110, MODIFIED SUBGRADE (figure C-8p)**

Clearing and Timber Salvage (R.O.W.) - 80 ha @ \$4800.00/ha	\$ 384,000.00
Clearing and Timber Salvage (Borrows) - 50 ha @ \$4800.00/ha	240,000.00
Common Excavation – 975,000 m ³ @ \$3.00/m ³	2,925,000.00
Borrow Excavation – 375,000 m ³ @ \$6.50/m ³	2,437,500.00
Geotextile Matting – 100,000 m ² @ 2.25/m ²	225,000.00
900mm Centreline Culverts - 2250 m @ \$200.00/m	450,000.00
Topsoil Placement – 880,000 m ² @ \$0.10/m ²	88,000.00
Seeding, Fertilizing, Harrowing 135 ha @ \$775.00/ha	104,625.00
Surface Gravel – 20,000 m ³ @ \$15.00/m ³	300,000.00
B.F. 76302-Wentzel River	1,200,000.00
B.F. 81942-Unnamed Creek	120,000.00
B.F. 81938-Rennie Creek	120,000.00
B.F. 81943-Unnamed Creek	80,000.00
B.F. 81939-Waldo Creek	150,000.00
B.F. 81940-Fitz Creek	220,000.00
B.F. 79359-Pakwanutik River	320,000.00
Three potential additional Sites	260,000.00
Mobilization @ 8%	<u>769,930.00</u>
Total Estimated Construction Costs	\$10,394,055.00
Estimated Engineering Costs @ 15%	<u>1,559,108.25</u>
Total Estimate Cost for Overall Project	\$11,953,163.25
TOTAL ESTIMATED COST - USE	\$11,950,000.00

Average Cost per kilometre (including Bridge Structures) –
Approx. \$278,000.00/km



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Agricultural Service Board – Terms of Reference

BACKGROUND / PROPOSAL:

The Agricultural Service Board (ASB) has been carrying out duties from the Veterinary Advisory Committee (VAC). The VAC was abolished in 2013 and the duties were referred to the ASB as per Council Motion 13-10-735.

The ASB has reviewed and amended the Terms of Reference (TOR) to reflect the additional duties. A copy of the TOR is attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Agricultural Service Board Terms of Reference be amended as presented.

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

AGRICULTURAL SERVICE BOARD TERMS OF REFERENCE

Refer to Agriculture Service Board Policies & Bylaws

Purpose:

The Agriculture Service Board advises Council on innovative and sustainable agriculture policy and programs designed to assist Mackenzie County (ASB001).

Committee Structure:

The membership of the Board will be comprised of the following (ASB005):

- Reeve – Ex-officio (voting member)
- Two members of Council
- Three members at large
- Chief Administrative Officer or designate
- Agriculture Fieldman
- Other resources as required

The Committee shall appoint its own Chair and Vice-Chair at the first Committee meeting held following Council's Organizational Meeting.

Quorum:

Two Councillors and two members at large present at a meeting shall be considered a quorum. In order for the meeting to take place the Chief Administrative Officer or his/her designate must be present.

Term:

All members of the Committee will hold office for a two year period with members being appointed at the Organizational Meeting in October.

In the event of a vacancy by death, resignation or from any other cause except the expiration of the term of the appointment; such vacancy shall be filled by an appointment by Council as soon as possible.

Authority:

Pursuant to the Agricultural Service Board Act (Section 2).

Meeting Schedule:

Meetings will be bimonthly or at the call of the Chair or Agricultural Fieldman (ASB006).

General Responsibilities:

The Board shall (ASB001):

- Establish policies and programs which accomplish their mission.
- Provide and promote programs that strive to improve the economic viability of farms.
- Ensure programs address the changing needs of clients.
- Have good public awareness of policies and programs and those involved in implementing them.
- Provide information /technology transfer to its Clients.
- Ensure that the public sees the Agricultural Service Board as a receptive, responsible, concerned board and that employees show good work ethic.
- Work with the Council in a positive and productive manner.
- Appointment of one Council member from within its membership to the Mackenzie Applied Research Association.
- Review service level provided by Veterinarian.
- Meet with Veterinarian to discuss issues and concerns from community.
- Negotiate and provide recommendations to Council any contract amendments or renewals.
- Monitor the terms of the contract.
- Ongoing vet services.

Responsible for review of the following Bylaws/Documents:

- Agriculture Service Board Policies & Bylaws

Approved External Activities:

- Provincial ASB Conference
- Regional Meetings (regularly scheduled)
- ASB Tours
- One additional conference per member, subject to ASB approval.

	Date	Resolution Number
Approved		
Amended	2014-10-28	
Amended	2015-10-27	
Amended	2017-10-23	17-10-729



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Bill McKennan, Director of Finance
Title:	Financial Reports – January 1, 2018 to July 31, 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 revenues and expenditures to budget for the year-to-date;
- A report on funds invested in term deposits and other securities.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: J Batt **Reviewed by:** B McKennan **CAO:** _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for the period of January 1, 2018 to July 31, 2018 be received for information.

Author: J Batt **Reviewed by:** B McKennan **CAO:** _____

Investment Report at the period ending July 31, 2018

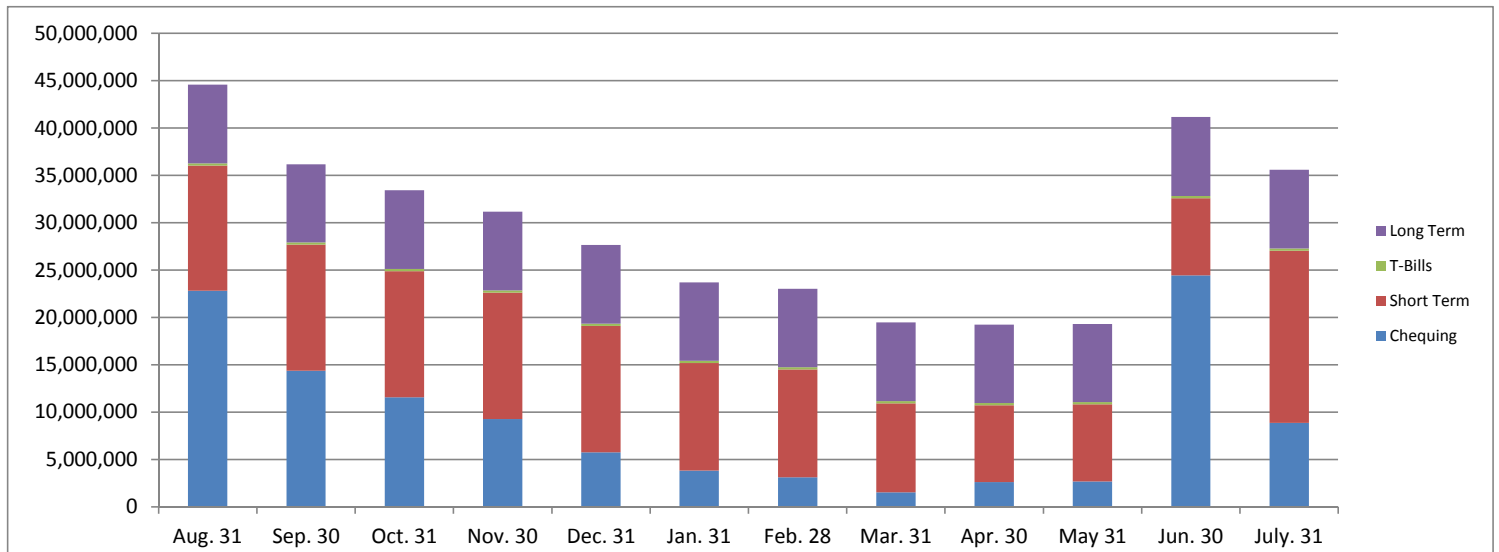
Reconciled Bank Balance on July 31, 2018	
Reconciled Bank Balance	7,959,065
Investment Values on July 31, 2018	
Short term investments (EM0-0377-A)	11,937,824
Short term T-Bill (1044265-26)	240,781
Long term investments (EM0-0374-A)	8,323,607
Short term notice on amount 31 days	6,182,012
Short term notice on amount 60 days	15,356
Short term notice on amount 90 days	24,690
Vision Credit Union - 30 to 59 Days	1,705,557
Vision Credit Union - 2 year	2,034,000
Total Investments	30,463,827
Total Bank Balance and Investements	38,422,891

These balances include 'market value changes'.

Revenues

	<i>Total July</i>	<i>Short Term July</i>	<i>Long Term July</i>
Interest received from investments	339,143	218,597	120,546
Interest accrued from investments but not received.	80,643	10,031	70,611
	419,786	228,628	191,158
Interest received, chequing account	63,808	63,808	
Total interest revenues before investment manager fees	483,593	292,436	191,158
Deduct: investment manager fees for investments	(-18,730)	(-1,899)	(-16,831)
Total interest revenues after investment manager fees	464,863	290,536	174,327

Balances in the Various Accounts - Last 12 Months



MACKENZIE COUNTY
STATEMENT OF OPERATIONS

January 1, 2018 - July 31, 2018

	2017 Actual	2018 Actual	2018	\$ Variance	% Variance
	Total	Total	Budget	(Remaining)	(Remaining)
OPERATIONAL REVENUES					
Property taxes	\$30,524,185	\$31,267,968	\$30,691,800	(\$575,268)	-2%
User fees and sales of goods	\$4,652,224	\$2,817,236	\$4,573,200	\$1,755,964	38%
Government transfers	\$788,122	\$261,463	\$1,214,200	\$952,737	78%
Investment income (operating)	\$450,340	\$137,134	\$500,000	\$362,866	73%
Penalties and costs on taxes	\$1,030,335	\$803,272	\$1,300,000	\$496,728	38%
Licenses, permits and fines	\$350,956	\$222,893	\$358,000	\$135,107	38%
Rentals	\$127,969	\$109,305	\$125,500	\$16,195	13%
Insurance proceeds	\$3,234	\$0	\$0	\$0	0%
Development levies	\$21,851	\$4,728	\$0	(\$4,728)	0%
Municipal reserve revenue	\$70,980	\$66,051	\$60,000	(\$6,051)	-10%
Sale of non-TCA equipment	\$16,146	\$1,143	\$0	(\$1,143)	0%
Other	\$463,598	\$338,462	\$420,750	\$82,288	20%
Total operating revenues	\$38,499,940	\$36,029,655	\$39,243,450	\$3,214,695	8%
OPERATIONAL EXPENSES					
Legislative	\$687,754	\$453,411	\$845,150	\$391,739	46%
Administration	\$5,686,590	\$2,104,105	\$6,015,400	\$3,911,295	65%
Protective services	\$1,469,734	\$737,637	\$1,752,550	\$1,014,913	58%
Transportation	\$16,687,985	\$4,744,339	\$19,312,850	\$14,568,511	75%
Water, sewer, solid waste disposal	\$4,857,099	\$1,516,907	\$5,402,950	\$3,886,043	72%
Public health and welfare (FCSS)	\$792,049	\$1,988,413	\$833,850	(\$1,154,563)	-138%
Planning, development	\$1,093,219	\$598,476	\$1,393,600	\$795,124	57%
Agriculture and veterinary	\$1,339,570	\$568,646	\$1,442,110	\$873,464	61%
Recreation and culture	\$2,217,310	\$1,202,216	\$2,399,219	\$1,130,458	47%
School requisitions	\$6,512,618	\$3,262,913	\$6,171,876	\$2,908,963	47%
Lodge requisitions	\$461,788	\$581,534	\$581,550	\$16	0%
Non-TCA projects	\$1,316,224	\$880,081	\$3,168,946	\$2,288,865	72%
Operating expenses	\$43,121,940	\$18,638,678	\$49,320,051	\$30,614,828	62%
Principle - Long term debt	\$1,691,602	\$955,291	\$1,926,300	\$971,009	50%
Total Operating Expenses	\$44,813,542	\$19,593,969	\$51,246,351	\$31,585,837	62%
Excess (deficiency) before other	(\$6,313,602)	\$16,435,686	(\$12,002,901)	(\$28,371,142)	236%

Statement of Operations by Object January 1, 2018 - July 31, 2018

	2017 Actual	2018 Actual	2018	\$ Variance	% Variance
	Total	Total	Budget	(Remaining)	(Remaining)
OPERATING REVENUES					
100-Municipal Taxes	\$23,443,283	\$24,435,563	\$23,608,700	(\$811,979)	-3%
101-Lodge Requisition	\$455,825	\$575,386	\$459,700	(\$115,686)	-25%
102-School Requisition	\$6,521,520	\$6,142,803	\$6,520,150	\$377,347	6%
124-Frontage	\$103,557	\$113,316	\$103,250	(\$10,066)	-10%
261-Ice Bridge	\$130,000	\$145,780	\$140,000	(\$5,780)	-4%
420-Sales of goods and services	\$577,825	\$663,258	\$498,400	(\$164,858)	-33%
421-Sale of water - metered	\$3,075,611	\$1,555,390	\$3,122,750	\$1,567,360	50%
422-Sale of water - bulk	\$998,789	\$598,589	\$952,050	\$353,461	37%
424-Sale of land	\$8,000	\$12,520		(\$12,520)	0%
510-Penalties on taxes	\$1,030,335	\$803,272	\$1,300,000	\$496,728	38%
511-Penalties of AR and utilities	\$59,519	\$15,700	\$65,750	\$50,050	76%
520-Licenses and permits	\$46,704	\$40,313	\$39,000	(\$1,313)	-3%
521-Offsite levy	\$21,851	\$4,728		(\$4,728)	0%
522-Municipal reserve revenue	\$70,980	\$66,051	\$60,000	(\$6,051)	-10%
526-Safety code permits	\$241,453	\$136,514	\$225,000	\$88,486	39%
525-Subdivision fees	\$30,350	\$28,985	\$35,000	\$6,015	17%
530-Fines	\$22,685	\$11,627	\$50,000	\$38,373	77%
531-Safety code fees	\$9,764	\$5,454	\$9,000	\$3,546	39%
550-Interest revenue	\$452,659	\$220,081	\$500,000	\$279,919	56%
551-Market value changes	(\$2,319)	(\$82,946)		\$82,946	0%
560-Rental and lease revenue	\$127,969	\$109,305	\$125,500	\$16,195	13%
570-Insurance proceeds	\$3,234			\$0	0%
592-Well drilling revenue		\$134,134		(\$134,134)	0%
597-Other revenue	\$124,614	\$39,823	\$105,000	\$65,177	62%
598-Community aggregate levy	\$118,216	(\$28,273)	\$80,000	\$108,273	135%
630-Sale of non-TCA equipment	\$16,146	\$1,143		(\$1,143)	0%
790-Tradeshaw Revenues	\$23,248	\$18,778	\$30,000	\$11,223	37%
840-Provincial grants	\$788,122	\$261,463	\$1,214,200	\$952,737	78%
890-Gain (Loss) Penny Rounding	\$0	\$1		(\$1)	0%
990-Over/under tax collections		\$900		(\$900)	0%
TOTAL REVENUE	\$38,499,942	\$36,029,654	\$39,243,450	\$3,228,680	8%
OPERATING EXPENSES					
110-Wages and salaries	\$7,108,121	\$3,581,266	\$7,449,750	\$3,868,484	52%
132-Benefits	\$1,377,797	\$909,038	\$1,530,550	\$621,512	41%
136-WCB contributions	\$78,085	\$41,373	\$115,500	\$74,127	64%
142-Recruiting	\$19,227	\$7,359	\$15,000	\$7,641	51%
150-Isolation cost	\$92,184	\$54,307	\$100,900	\$46,593	46%
151-Honoraria	\$579,179	\$330,975	\$684,200	\$353,225	52%
211-Travel and subsistence	\$343,183	\$242,601	\$419,900	\$177,299	42%
212-Promotional expense	\$71,341	\$23,004	\$84,000	\$60,996	73%
214-Memberships & conference fees	\$130,382	\$94,377	\$157,550	\$63,173	40%
215-Freight	\$93,365	\$34,121	\$116,000	\$81,879	71%
216-Postage	\$53,504	\$30,604	\$46,550	\$15,946	34%
217-Telephone	\$123,156	\$67,091	\$136,510	\$69,419	51%
221-Advertising	\$72,961	\$61,818	\$72,850	\$11,032	15%
223-Subscriptions and publications	\$7,630	\$3,410	\$11,650	\$8,240	71%
231-Audit fee	\$75,600	\$124,900	\$90,000	(\$34,900)	-39%
232-Legal fee	\$109,152	\$19,305	\$85,000	\$65,695	77%
233-Engineering consulting	\$56,742	\$76,128	\$169,000	\$92,872	55%
235-Professional fee	\$1,582,817	\$796,037	\$1,652,000	\$855,963	52%
236-Enhanced policing fee	\$150,067	\$78,150	\$312,600	\$234,450	75%
239-Training and education	\$84,345	\$67,463	\$151,200	\$83,737	55%
242-Computer programming	\$89,701	\$62,962	\$122,100	\$59,138	48%
251-Repair & maintenance - bridges	\$75,406		\$542,000	\$542,000	100%
252-Repair & maintenance - buildings	\$153,643	\$58,020	\$206,250	\$148,230	72%
253-Repair & maintenance - equipment	\$344,519	\$130,592	\$362,200	\$231,608	64%
255-Repair & maintenance - vehicles	\$119,764	\$49,862	\$129,800	\$79,938	62%
258-Contract graders	\$110,488	\$60,406	\$150,850	\$90,444	60%
259-Repair & maintenance - structural	\$1,643,522	\$387,939	\$1,888,050	\$1,500,111	79%
261-Ice bridge construction	\$131,094	\$129,720	\$130,000	\$280	0%

Statement of Operations by Object January 1, 2018 - July 31, 2018

	2017 Actual	2018 Actual	2018	\$ Variance	% Variance
	Total	Total	Budget	(Remaining)	(Remaining)
262-Rental - building and land	\$28,746	\$34,624	\$65,800	\$31,176	47%
263-Rental - vehicle and equipment	\$73,965	\$35,192	\$173,350	\$138,158	80%
266-Communications	\$103,920	\$58,897	\$119,100	\$60,203	51%
271-Licenses and permits	\$9,850	\$662	\$12,900	\$12,238	95%
272-Damage claims	\$3,560		\$5,000	\$5,000	100%
274-Insurance	\$398,646	\$299,792	\$322,800	\$23,008	7%
342-Assessor fees	\$286,581	\$52,268	\$260,000	\$207,732	80%
290-Election cost	\$12,372		\$5,000	\$5,000	100%
511-Goods and supplies	\$1,107,408	\$394,691	\$881,700	\$487,009	55%
521-Fuel and oil	\$817,731	\$430,039	\$815,050	\$385,011	47%
531-Chemicals and salt	\$321,301	\$186,497	\$341,800	\$155,303	45%
532-Dust control	\$545,077	\$437,435	\$930,000	\$492,565	53%
533-Grader blades	\$214,340	\$23,279	\$144,000	\$120,721	84%
534-Gravel (apply; supply and apply)	\$1,611,653	\$632,662	\$3,961,000	\$3,328,338	84%
543-Natural gas	\$88,256	\$77,037	\$92,750	\$15,713	17%
544-Electrical power	\$668,089	\$397,286	\$672,350	\$275,064	41%
550-Carbon Tax	\$73,658	\$58,113	\$112,500	\$54,387	48%
710-Grants to local governments	\$1,336,499	\$1,314,879	\$1,721,400	\$406,522	24%
735-Grants to other organizations	\$2,063,041	\$1,703,883	\$2,228,619	\$524,736	24%
747-School requisition	\$6,512,618	\$3,262,913	\$6,171,876	\$2,908,963	47%
750-Lodge requisition	\$461,788	\$581,534	\$581,550	\$16	0%
810-Interest and service charges	\$24,104	\$10,373	\$25,000	\$14,627	59%
831-Interest - long term debt	\$510,030	\$243,713	\$472,500	\$228,787	48%
832-Principle - Long term debt	\$1,691,602	\$955,291	\$1,926,300	\$971,009	50%
TOTAL	\$33,841,810	\$18,713,885	\$38,974,305	\$20,260,420	52%
Non-TCA projects	\$1,316,224	\$880,081	\$3,168,946	\$2,288,865	72%
762 - Contributed to Capital	\$2,242,151			\$0	0%
763-Contributed to Capital Reserve	\$13,350	(\$92,182)		\$92,182	0%
764-Contributed to Capital Reserve	\$171,250			\$0	0%
921-Bad Debt	\$49,552			\$0	0%
922-Tax Cancellation/Writeoff	\$902,213	\$3,254		(\$3,254)	0%
993-NBV of Disposed TCAAssets	(\$48,843)			\$0	0%
994-Change in Inventory	\$239,593			\$0	0%
995-Amortization of TCA	\$9,385,217		\$8,969,350	\$8,969,350	100%
TOTAL EXPENSES	\$48,112,517	\$19,505,038	\$51,112,601	\$31,607,563	62%
EXCESS (DEFICIENCY)	(\$9,612,575)	\$16,524,616	(\$11,869,151)	(\$28,378,883)	239%



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Bill McKennan, Director of Finance
Title:	2017 & 2018 Disaster Recovery Program Funding Application Report

BACKGROUND / PROPOSAL:

Late December 2017 and into early 2018 Mackenzie County experienced 4 major events that were significant to trigger an application under the Disaster Recovery Program (DRP).

The Disaster Recovery Program assists in covering costs for 3 primary categories:

- 1) **Emergency Operations:** evacuations costs, food & shelter for evacuees, pumping of flood-water, and any reasonable expense related to public safety;
- 2) **Infrastructure Projects:** restoring public infrastructure to pre-event functional condition;
- 3) **Public Building Projects:** public buildings only – damages such as drywall, flooring, furnace, cabinetry, clean up, and contents.

At the July 25, 2018 Council meeting the following motion was made:

That an emergency funding variance report and details of the disaster funding applications be provided to Council at the next meeting.

CARRIED

Author: J Batt Reviewed by: _____ CAO: _____

Below is a table of the applications, and costs associated to each;

Application Name	Emergency Operations Application Estimate	Infrastructure Damage Application Estimate	Actual Costs to Date	3rd Party Estimated Costs
Natural Gas Shortage	\$7,491		\$23,645.61	\$826,060
Overland Flood	\$100,000	\$3,000,000	\$52,068.86	
Peace River Flood / Ice Jam	\$1,000,000	\$4,000,000	\$185,792.89	
Assumption Road Bridge Repairs	\$6,000	\$300,000	\$25,073.65	
			\$286,581.01	

A letter was received from Alberta Municipal Affairs approving the estimated operations centers costs for the Natural Gas Shortage; however, the 3rd party amount was not approved and is currently being appealed.

The remaining three applications submitted to the DRP have been placed on hold until a case manager from the DRP program can come and assess the areas affected.

The actual costs do not include County equipment and staffing required to complete imminent repairs.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Specific allocations have not been approved within the 2018 Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: J Batt Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2017 & 2018 Disaster Recovery Program Funding Application report be received for information.

Author: J Batt Reviewed by: _____ CAO: _____

The personal information being collected on this form is required to appropriately administer the Disaster Recovery Program. The information is being collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy (FOIP) Act and will be managed in accordance with the privacy provisions in the FOIP Act. If you have any questions concerning the collection of this information, please contact the Program Office at 780-422-9000.

Municipality, First Nations and Government Department Information

Legal Name of Municipality, First Nations or Government Department

Mackenzie County

Mailing Address

4511-46 Ave, Box 640 Fort Vermilion, AB T0H1N0

Telephone Number 780-927-3718	Fax Number 780-927-4266
Name of Chief Elected Official/Title Peter Braun/Reeve	Name of Administrative Official/Title Len Racher/Chief Administrative Officer
Name of Contact Doug Munn	Title of Contact Director of Emergency Management

Event Details¹

Time Frame of Event

Start Date (yyyy-mm-dd)	Start Time	End Date (yyyy-mm-dd)	End Time
2017-12-29	10:25 AM	2018-01-03	4:00 PM

Type of Event: (severe rainstorm, fire, overland flooding, severe wind, etc.)

Natural Gas Shortage – Resulting in heat loss for an estimated 50 homes and residents during extreme cold temperatures. The gas shortage also generated a request to Industry, major natural gas users and all residents to reduce their gas consumption.

Please see attached “Statement of Events - Northern Lights Gas Co-op Ltd.”

Location/s of Event:

Residents that lost heat due to the gas shortage were located in township 105-15 W5, 105-14 W5 and 103-18 W5. The gas shortage effected the entire Mackenzie County west of highway 35 and the town of High Level by requesting gas users to reduce or in some cases cease their natural gas usage completely.

Description of Weather Leading up to the Event:

Dec 25 High -27.9 Low -38.2	Dec 31 High -32 Low -39.9
Dec 26 High -28.5 Low -38.9	Jan 1 High -16.9 Low -36.6
Dec 27 High -22.1 Low -29.5	Jan 2 High -19.2 Low -25.5
Dec 28 High -24.9 Low -36.2	Jan 3 High -19.8 Low -24.2
Dec 29 High -29.8 Low -37.7	
Dec 30 High -32.9 Low -39.3	

Has this type and scale of event occurred before? If so, when:
 Yes No Winter of 2016 - 2017

In respect to infrastructure damage, what caused the damage: (hail, ponding, overland flooding, wind, etc.)
 Natural Gas Supply/Pressure Shortage.




Has environmental data been attached: (attaching this data will assist with accuracy of determining and measuring the event dates, type and scale)
 Yes No

Does your municipality/first nation have bylaws/ band council resolutions (BCRs) restricting development in areas deemed a flood risk?
 Yes No If Yes, please attach a copy with your application.

Damage Description¹ Please provide estimates (Please attach additional pages if space below is not sufficient)

Emergency Operations Estimated \$ Amount	\$7,491.47	General Description:	Emergency Coordination Center operations to include staff overtime, hotel, provisions and supplies.
Infrastructure Damage: The locations should be identified using Latitude and Longitude, National Topographic System (NTS) coordinates (please indicate the datum used) or an Address.	Estimated \$ Amount	General Description:	This is a unique situation where no infrastructure damage occurred but rather a substantial cost in providing natural gas to rural areas and homes that lost gas pressure and heat during extreme cold temperatures.
	\$826,060.01	Locations of Infrastructure Damage:	Temporary gas compressors were installed south of the town of High Level Gas injection sites were located north and south of the Hamlet of La Crete.
Small Business & Institutional Loss Estimated # of Cases	22	General Description:	Please see attached "Statement of Events - Northern Lights Gas Co-op Ltd."
Residential Loss Estimated # of Cases	0	General Description:	N/A
Agricultural Loss Estimated # of Cases	0	General Description:	N/A

Certification

 _____ Chief Elected Official	<u>2018-03-26</u> Date (yyyy-mm-dd)
 _____ Chief Administrative Official	<u>MARCH 23/18</u> Date (yyyy-mm-dd)
 _____ AEMA Field Officer	<u>2018-03-27</u> Date (yyyy-mm-dd)

¹ Please see page 2 for explanatory notes

June 27, 2018

Mr. Lenard Racher
Chief Administrative Officer
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Mr. Racher,

Thank you for your application for Disaster Recovery Program (DRP) funding by Mackenzie County due to the natural gas shortage and resulting costs that occurred in later December 2017 and early January 2018. Thank you for your efforts on behalf of your community to ensure that there was a timely and effective response to the cold weather and gas shortage.

DRPs are created under the authority of the Alberta Disaster Recovery Regulation. In order to qualify for financial assistance, an event must satisfy these three criteria:

1. The disaster has threatened the economic viability of a number of people, businesses, or municipalities;
2. The cause of which was extraordinary; and
3. The disaster must cause damage and loss for which insurance is not readily and reasonably available.

I appreciate the efforts that Mackenzie County took in managing this situation and have determined that the emergency operations costs of \$7,491.47 are eligible under the program guidelines. Payment of these costs will follow under separate cover.

With respect to the costs associated for the additional compressors, our review of your DRP application found that these are reasonable cost of routine operations which were required as a result of pre-existing conditions. The natural gas shortage was not an extraordinary event, as having a pipeline at capacity that causes shortages during extreme cold periods is not an unforeseen event. After careful consideration, I regret to inform you that this portion of your application does not meet the required program eligibility criteria.

.../2

- 2 -

I would like to thank you for your patience during our review, and for your efforts on behalf of your community. If you have any further questions, or would like to discuss the application process for disaster financial assistance, please contact Jennifer Dolecki, Director of Community Recovery Services, at 780-289-3368 or jennifer.dolecki@gov.ab.ca, or our toll-free call center number at 310-0000.

Thank you once again for writing. I recognize and appreciate the hard work by your community as it works to find a long-term solution to the natural gas shortages.

Sincerely,

A handwritten signature in black ink, appearing to read "Shane Schreiber", with a long horizontal flourish extending to the right.

Shane Schreiber
Managing Director

cc: Jennifer Dolecki, Director, Community Recovery Services
Bob Ford, Manager, Field Operations

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Municipality, First Nations and Government Department Information

Legal Name of Municipality, First Nations or Government Department

Mackenzie County

Mailing Address

4511-46 Ave, Box 640 Fort Vermilion, AB T0H1N0

Telephone Number

780-927-3718

Fax Number

780-927-4266

Name of Chief Elected Official/Title

Peter Braun / Reeve

Name of Administrative Official/Title

Len Racher / CAO

Name of Contact

Don Roberts

Title of Contact

Deputy Director of Emergency Management

Event Details¹

Time Frame of Event

Start Date (yyyy-mm-dd)

2018-05-06

Start Time

5:30 PM

End Date (yyyy-mm-dd)

2018-05-07

End Time

5:30 PM

Type of Event: (severe rainstorm, fire, overland flooding, severe wind, etc.)

Wildfire/Bridge Damage. - On the afternoon of the 6th of May, Mackenzie County was contacted by the RCMP. They had stated there was a Wildfire out of control on the road north of Chateh. The RCMP further stated that a bridge on the road had caught on fire and severe damage occurred. Mackenzie County closed the road for 24hrs until a bridge inspector could assess the damage and determine if it could be reopened to traffic.

Location/s of Event:

Forestry's description of the location and size of fire;

"• Fire (HWF029) is approximately 10km northwest of the community of Chateh, in Habay. This fire is 255 hectares in size and is now classified as being held...." (2018-05-07)

The damaged bridge is located approximately 33km north of highway 58.

Description of Weather Leading up to the Event:

Hot and dry. No substantial precipitation in the region for six weeks. Alberta Agriculture and Forestry had issued an "Extreme" wildfire hazard.

Has this type and scale of event occurred before? If so, when:

Yes No

In respect to infrastructure damage, what caused the damage: (hail, ponding, overland flooding, wind, etc.)

Wildfire

Has environmental data been attached: (attaching this data will assist with accuracy of determining and measuring the event dates, type and scale)

Yes No

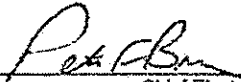
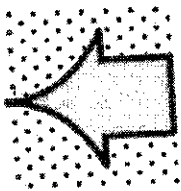
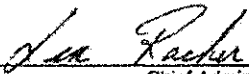

Does your municipality/first nation have bylaws/ band council resolutions (BCRs) restricting development in areas deemed a flood risk?

Yes No If Yes, please attach a copy with your application.

Damage Description Please provide estimates. (Please attach additional pages if space below is not sufficient)

Emergency Operations	Estimated \$ Amount	\$6,000.00	General Description:	Emergency Coordination Center was not activated for this event but road blocks were manned for 24hrs.
Infrastructure Damage: The locations should be identified using Latitude and Longitude, National Topographic System (NTS) coordinates (please indicate the datum used) or an Address.	Estimated \$ Amount	\$300,000.00	General Description:	The bridge is located 33km north of highway 58. Lat. 58° 50' 57.66"N Long. 118° 44' 29.60"W
			Locations of Infrastructure Damage:	This is an estimated figure only. Bridge engineers will provide more accurate figures. The initial inspection of the bridge revealed fire damage was extensive and burnt support pilers and back wall shoring. A complete damage report will follow.
Small Business & Institutional Loss	Estimated # of Cases	0	General Description:	N/A
Residential Loss	Estimated # of Cases	0	General Description:	N/A
Agricultural Loss	Estimated # of Cases	0	General Description:	N/A

Certification

 Chief Elected Official	2018-05-23 Date (yyyy-mm-dd)	
 Chief Administrative Official	2018-05-23 Date (yyyy-mm-dd)	
 AEMA Field Officer	2018-06-14 Date (yyyy-mm-dd)	

Please see page 2 for explanatory notes

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Municipality, First Nations and Government Department Information

Legal Name of Municipality, First Nations or Government Department

Mackenzie County

Mailing Address

P.O. Box 640 Fort Vermilion, AB T0H 1N0

Telephone Number 780-927-3718	Fax Number 780-927-4266
Name of Chief Elected Official/Title Peter F Braun - Reeve	Name of Administrative Official/Title Len Racher - Chief Administrative Officer
Name of Contact Len Racher	Title of Contact Chief Administrative Officer

Event Details¹

Time Frame of Event

Start Date (yyyy-mm-dd)	Start Time	End Date (yyyy-mm-dd)	End Time
2018-04-07	morning	2018-04-26	evening

Type of Event: (severe rainstorm, fire, overland flooding, severe wind, etc.)
overland flooding

Location/s of Event:

Various locations through out the county.

- *Blue Hills
- *La Crete
- *Rocky Lane
- *Buffalo Head Prairie
- *High Level Rural

Description of Weather Leading up to the Event:

fair and mild

Has this type and scale of event occurred before? If so, when:

Yes No

2013

In respect to infrastructure damage, what caused the damage: (hail, ponding, overland flooding, wind, etc.)
overland flooding

Has environmental data been attached: (attaching this data will assist with accuracy of determining and measuring the event dates, type and scale)

Yes No

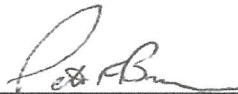
Does your municipality/first nation have bylaws/ band council resolutions (BCRs) restricting development in areas deemed a flood risk?

Yes No If Yes, please attach a copy with your application.

Damage Description¹ Please provide estimates (Please attach additional pages if space below is not sufficient)

Emergency Operations	Estimated \$ Amount	\$100,000.00	General Description:	responding to flooding, barricading roads, monitoring & observation of water levels
Infrastructure Damage: The locations should be identified using Latitude and Longitude, National Topographic System (NTS) coordinates (please indicate the datum used) or an Address.	Estimated \$ Amount	\$3,000,000.00	General Description:	soil erosion on roads where water went over and in ditches due to the volume of water
	Estimated \$ Amount	\$3,000,000.00	Locations of Infrastructure Damage:	areas throughout the county
Small Business & Institutional Loss	Estimated # of Cases		General Description:	
Residential Loss	Estimated # of Cases		General Description:	
Agricultural Loss	Estimated # of Cases		General Description:	

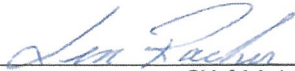
Certification



Chief Elected Official

2018.06.08

Date (yyyy-mm-dd)



Chief Administrative Official

2018.06.08

Date (yyyy-mm-dd)



AEMA Field Officer

2018.06.14

Date (yyyy-mm-dd)

¹ Please see page 2 for explanatory notes

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Telephone Number 780-927-3718	Fax Number 780-927-4266
Name of Chief Elected Official/Title Peter F Braun - Reeve	Name of Administrative Official/Title Len Racher - Chief Administrative Officer
Name of Contact Len Racher	Title of Contact Chief Administrative Officer

Event Details¹

Time Frame of Event

Start Date (yyyy-mm-dd)	Start Time	End Date (yyyy-mm-dd)	End Time
2018-04-27	morning	2018-05-03	evening

Type of Event: (severe rainstorm, fire, overland flooding, severe wind, etc.)

Ice jam on Peace River causing flooding
 ECC activated April 28, 2018 ECC ended May, 3, 2018
 SOLE activated April 29, 2018 SOLE ended May 5, 2018

Location/s of Event:

- Various locations through out the county.
- *Tompkins Landing *Fort Vermilion
 - *Atlas Landing *North Vermilion
 - *Wieler Landing *Beaver Ranch

Description of Weather Leading up to the Event:

Weather was sunny, clear and dry

Has this type and scale of event occurred before? If so, when:

Yes No

In respect to infrastructure damage, what caused the damage: (hail, ponding, overland flooding, wind, etc.)
 Peace River flooded

Has environmental data been attached: (attaching this data will assist with accuracy of determining and measuring the event dates, type and scale)

Yes No

Does your municipality/first nation have bylaws/ band council resolutions (BCRs) restricting development in areas deemed a flood risk?

Yes No If Yes, please attach a copy with your application.

Damage Description¹ Please provide estimates (Please attach additional pages if space below is not sufficient)

Emergency Operations	General Description:	Set up ECC, responding to flooding, monitoring water levels at various areas in the county, evacuating residents, barricading roads, clean up debris left from flooding, addressing safety issues prior to residents' re-entry,
Estimated \$ Amount	\$1,000,000.00	

Infrastructure Damage: The locations should be identified using Latitude and Longitude, National Topographic System (NTS) coordinates (please indicate the datum used) or an Address.	General Description:	repairs to streets, roads, dock, river bank erosion (where infrastructure is located), repairs to water wells infrastructure
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Estimated \$ Amount	\$4,000,000.00	Locations of Infrastructure Damage: roads through out the county, river bank in Fort Vermilion, water wells within the county
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Small Business & Institutional Loss	General Description:	
Estimated # of Cases		

Residential Loss	General Description:	1 residence in Fort Vermilion, 9 residences in North Vermilion (Buttertown)
Estimated # of Cases		

Agricultural Loss	General Description:	
Estimated # of Cases		

Certification


Chief Elected Official

2018-05-09
Date (yyyy-mm-dd)


Chief Administrative Official

2018-05-09
Date (yyyy-mm-dd)


AEMA Field Officer

2018-05-10
Date (yyyy-mm-dd)

¹ Please see page 2 for explanatory notes



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	2018 Municipal Census

BACKGROUND / PROPOSAL:

Section 57 of the *MGA* authorizes municipalities to conduct a census. Mackenzie County requested and received a Ministerial approval to conduct a municipal census in 2018.

OPTIONS & BENEFITS:

The County's 2018 population count is:

Ward	Population	Percent
Ward 1	1297	10%
Ward 2	1763	14%
Ward 3	3376	27%
Ward 4	1429	11%
Ward 5	1624	13%
Ward 6	730	6%
Ward 7	763	6%
Ward 8	551	4%
Ward 9	846	7%
Ward 10	133	1%
Total	12,512	100%

Mackenzie County's population has increased by 10.7% since the last federal census in 2016, or 6% increase from the last municipal census in 2015. In the past the municipal census has provided higher population counts than federal census.

Author: A.O'Rourke **Reviewed by:** B Peters **CAO:**

Higher census numbers contribute to more favorable funding and grant opportunities for Mackenzie County. The 2018 Mackenzie County census count can be used until the next federal census of 2021.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN

Strategy E27.3 Undertake a timely municipal census during major population shifts.

COMMUNICATION:

Once accepted by Municipal Affairs, the new census figures will be posted on the County's website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2018 municipal census forms be submitted to Alberta Municipal Affairs.

Author: A.O'Rourke Reviewed by: BP CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 2018
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Request for Census Budget Increase

BACKGROUND / PROPOSAL:

The 2018 Municipal Census Budget was \$120,000 including the Regional Economic Development Initiative (REDI) contribution of \$25,000.

A Request for Proposal (RFP) was initially advertised on February 2, 2018, asking for proposals to conduct a Municipal Census. The RFP submission deadline was 2:00 p.m. on February 23, 2018. Two proposals were submitted and opened at the February 28, 2018 Council Meeting. The first proposal did not meet criteria to proceed to price quote. The second did meet the requirements; however, was considerably higher than the decided budget.

The RFP was edited to reflect the discussed requirements and re-advertised for the quick turn-around. Only one proposal was received and opened at the Council meeting on March 13, 2018.

Aylward Research Services was awarded the contract, and produced a positive census result with an increase of over 1300 residents in Mackenzie County’s population from the 2016 Federal Census.

Over the course of the project it was apparent to the census coordinator that additional resources were required in order to ensure that all residences in the County were captured. This included:

1. Paying enumerators for adding new residence to the system (426 in Total)
2. Increasing enumerators fee by an additional \$5 to accommodate mileage and vehicle use.
3. Paying enumerators to leave door hangers and take part in Trade Shows and Ratepayers Meetings.

Author: A.O'Rourke **Reviewed by:** B Peters **CAO:** _____

These three points are explained in greater detail below:

1) **426 New Addresses**

(174 Hamlets @ 15 per = \$2610; and 252 Rural @ 25 per = \$6300) = \$8910 (No GST)

Added by the enumerators. These addresses were not in the system; largely reflecting one of two reasons: 1) there was one utility bill for multiple dwellings or 2) there was more than one house associated with the Rural Address driveway sign.

2) **Added \$5 per for Door to Door Enumerator.**

1765 Completed Censuses X \$5 per = \$8,825 (No GST)

To build the best team (experience, spoke low German, access to vehicle) \$5 was added to each census completed by the Door-to-Door Enumerators.

3) **On Line paid to Door to Door Enumerators as motivation to give residents**

PIN#s (Community Access Points and to leave Door Hangers with PIN#s) = \$4,690.00 (No GST)

There was no On-line census completion considered in the original RFP Budget proposal. Online was assumed to be incorporated into costs of the website set-up / Pin# generation. During the implementation phase the Census Coordinator created a remuneration process for the hosts of the Community Access Points and for Door-Hanger / Pin # distribution for our Door-to-Door Enumerators.

Enumerators were paid a flat fee of \$15 if they assisted residents to complete their census on-line using a PIN# at a community access point. If not paid there would be little motivation for enumerators to assist the resident and/or host a community access point. Offering this payment to Enumerators at the CAP sites facilitated immediate census information collected instead of redirecting the resident to wait a Door-to-Door enumerator to come to their house. This was not included in the original budget as resident on-line PIN# data entry was budgeted to be absorbed in the cost of setting up the website and PIN# mail-outs.

Time is of the essence when conducting a municipal census as there are strict timelines with which a municipality must comply. As Aylward Research moved forward with the project, they made the adjustments that they felt were necessary in order to successfully complete the project. Overall, the project has gone well and the contractor met the County's objectives. Now they are seeking some additional compensation for some of the costs they incurred in order to successfully complete the project.

Author: A.O'Rourke Reviewed by: BP CAO: _____

OPTIONS & BENEFITS:

Higher census numbers contribute to more favorable funding and grant opportunities for Mackenzie County. In the past the municipal census has provided higher population counts then federal census. The 2018 Mackenzie County census count can be used until the next federal census of 2021.

A financial difference of more than \$1.5 million (1341 persons more X \$285 per person X 4 YRS) for the County in government grants across the next four years until the next Federal Census in 2021

COSTS & SOURCE OF FUNDING:

Aylward Research has requested an additional \$22,500 to cover the additional costs that they incurred to successfully complete the project.

Additional funding to come from the General Operating Reserve.

SUSTAINABILITY PLAN

Strategy E27.3 Undertake a timely municipal census during major population shifts.

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the budget be amended to include an additional \$22,500 for the Municipal Census project with funds coming from the General Operating Reserve.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 29, 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 – VSI (Second Quarter Report)
- Correspondence – Mackenzie Aquatic Society (Letter of Support)
- Correspondence – Minister of Agriculture & Forestry (Permit Requirement Season)
- Correspondence – Boreal Housing Foundation (High Level Lodge Sod Turning)
- Correspondence – Northwest Species at Risk Committee (Attendance at North American Caribou Workshop)
- Correspondence – CN (Mackenzie County’s Grain Transportation)
- Mighty Peace Watershed Alliance Society – Municipal Wetlands Workshop
- 2018 AEMA Stakeholder Summit
- Growing Rural Tourism Conference
- Canadian Parks and Wilderness Society (CPAWS) – Northern Alberta Chapter Annual General Meeting
-
-
-
-
-

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

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

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

Mackenzie County Action List as of August 14, 2018

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
May 28, 2013 Council Meeting			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	Len	Expression of Interest Submitted
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	Refer to Motion 18-06-411 In progress. Meeting with landowners.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Don	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. RFD to Council once response is received to our application.
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 Bill	Presented to COW 2018-04-24. Next presentation to COW 2018-08-28

Motion	Action Required	Action By	Status
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	Contract Awarded. Completion 2018-10-31
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	RSSA 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	Expressions of Interest submitted.
April 11, 2017 Regular Council Meeting			
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Byron Bill	In progress.
June 13, 2017 Regular Council Meeting			
17-06-439	That administration look at options for a future fire hall in the Hamlet of Fort Vermilion, outside of the downtown core.	Byron Doug	Long term discussion for 5 year plan. Proposed locations being assessed.
June 28, 2017 Council Meeting			
17-06-445	That administration be directed to enter into an agreement with CanWest Air for the lease of a new terminal at the Fort Vermilion airport, with the terms and conditions as discussed.	Byron	<i>On hold until airport fees have been reviewed</i>
August 23, 2017 Council Meeting			
17-08-593	That administration proceed with meeting with the developers and draft an off-site levy bylaw for the La Crete Sanitary Sewer Expansion project.	Fred	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>Met with AER 2018-07-27</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	October 2018
November 29, 2017 Council Meeting			
17-11-872	That administration investigate the status of the companies with uncollectable Education Property Taxes on oil and gas properties and verify the write-offs versus allowances.	Bill	In progress. Waiting for legal clarification.
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	2019 Budget Discussion
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 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	RFD to Council 2018-09-11
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 Finance	Funding transfer complete. MSI Funding as per Motion 18-06-483
April 10, 2018 Council Meeting			

Motion	Action Required	Action By	Status
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	Completed.
April 25, 2018 Council Meeting			
18-04-314	That administration be authorized to proceed with a Department License of Occupation (DLO) for existing and future walking trail expansion on SE 14-106-15-W5 once the title transfer has been completed for SE 15-106-15-W5.	Doug	Application submitted.
18-04-315	That administration move forward in purchasing more land north of the existing Hutch Lake Cabins and that final costs be brought back to Council for decision.	Doug	Survey in progress.
18-04-330	That the application to purchase Wadlin Lake leased land be suspended and that an application be made for a 25 year lease on the land.	Doug	In progress.
May 8, 2018 Council Meeting			
18-05-357	That administration forward an information package to the Little Red River Cree Nation regarding the County's lobbying efforts for Fox Lake court services.	Carol Len	In progress.
May 23, 2018 Council Meeting			
18-05-377	That a letter be sent to Alberta Environment & Parks regarding the Hay-Zama Wood Bison reporting system and that the information for the 2018-19 hunting season be shared on the County's social media.	Len	Letter on hold as hunt was suspended for 2018-19 season.
18-05-378	That Tax Roll 084425 (Rainbow Lake Campground Association) be waived for 2017 and 2018 taxes and penalties and that administration bring forward options for tax exemption.	Finance	Exemption application forwarded to RLCA.
18-05-379	That administration research different taxation/assessment options/incentives for developers and bring back to Committee of the Whole for review and discussion.	Finance Byron	COW 2018-08-28
18-05-384	That the Northwest Species at Risk Committee financial information be received for information and that administration work with the Town of High Level administration to review finances to date.	Bill Byron	In progress
18-05-399	That the County apply for funding under the Green Infrastructure Projects Grant and the Alberta Municipal Water and Wastewater Partnership Grant for the Zama Sewage Forcemain project.	Fred	Application submitted for GIPG. Deadline for AMWWP is November 2018.
June 12, 2018 Council Meeting			
18-06-411	That administration move forward to investigate options for Plan 5999CL and report back to Council.	Byron	In progress

Motion	Action Required	Action By	Status
18-06-412	That administration bring forward a list of exempted properties, including grants in lieu, annually.	Finance	Fall 2018
18-06-432	That the County apply to Alberta Environment & Parks for a bank stabilization and clean-up along the Peace River in the Hamlet of Fort Vermilion as a result of the ice jam flooding event.	Dave	In progress
18-06-433	That administration bring back snow removal options along River Road in the Hamlet of Fort Vermilion.	Dave	RFD 2018-09-11
June 27, 2018 Council Meeting			
18-06-471	That the operating costs for the proposed La Crete Wellness Centre be brought back for review prior to passing the Borrowing Bylaw.	Doug	In progress
18-06-472	That Mackenzie County apply to the Investing in Canada Grant Program for the La Crete Wellness Centre and that the County commit to funding up to a maximum of \$5M with funding by means of a borrowing bylaw, subject to approval of grant funding.	Doug	Application submitted.
18-06-476	That administration bring back the Purchasing Authority Directive and Tendering Process Policy to a future council meeting with recommendations to change the COR/SECOR requirements.	Doug	In progress
18-06-477	That administration be authorized to submit grant applications for the Waterline North of the Peace River and Blue Hills Waterline project.	Fred	Completed
18-06-483	That the 2018 Capital budget be amended for the following projects with funding coming from the Municipal Sustainability Initiative (MSI) funding: 1. Fire Truck and equipment - \$528,000 2. Graders (3) - \$910,161 3. River Road Overlay - \$880,000	Finance	In progress
July 25, 2018 Council Meeting			
18-07-493	That an emergency funding variance report and details of the disaster funding applications be provided to Council at the next meeting.	Doug Bill	RFD to Council 2018-08-29
18-07-527	That administration set up a tri-county meeting with Northern Sunrise County and the Municipal District of Opportunity.	Len Byron	Meeting Requested
18-07-530	That the County fire departments consider donating old bunker gear and equipment to the Highway to Mexico Program.	Doug	In progress
18-07-532	That payment be provided to the Town of Rainbow Lake in the amount of \$5,000.00 for fine revenue generated by the Rainbow Lake Peace Officer with funding coming from the General Operating Reserve.	Doug Bill	In progress

Motion	Action Required	Action By	Status
18-07-535	That Tax Roll 192370 be exempt from local improvement tax Bylaw 1104-18 in the amount of \$1,381.21.	Bill	Send letter to Brighter Futures Society.
18-07-537	That tax payments made at a financial institution on June 30, 2018 be accepted as payment prior to the tax penalty assessed on July 1, 2018.	Bill	Completed
18-07-538	That administration brings back recommendations to Council for amendments to all Bylaws/Policies pertaining to tax payments.	Bill Carol	Fall 2018
18-07-540	That the chip seal project be carried forward to 2019.	Dave	
18-07-542	That the Road Closure Bylaw Application Fee be refunded to the applicant of Bylaw 1107-18.	Byron	In progress
18-07-548	That a letter be sent to the Boreal Housing Foundation regarding the disappointment with the lack of public engagement and invitation to the official sod turning for the High Level Lodge.	Len	Completed
18-07-554	That administration be instructed to reinstate MPE Engineering for the Zama City projects.	Len Fred	Completed. Send follow-up letter.
August 14, 2018 Council Meeting			
18-08-563	That the Blue Hills Site 2 – Bridge Culvert Installation, Road Construction and Other Work contract be awarded to the lowest bidder while staying within budget.	Dave	In progress
18-08-564	That the Agricultural Service Board create a follow-up procedure for weed notices and Agricultural Appeal Board decisions.	Grant	
18-08-573	That second reading be given to Bylaw 1109-18 being a Land Use Bylaw Amendment to add regulation to Section 8 and to add regulation to Section 9.34, Section 9.16.9 and to correct typographical errors found in Section 9.17.3, Section 9.19.3 and to add tarp shelters as a permitted use in the Agricultural (A) and Forestry (F) zoning districts.	Byron	3 rd reading with proposed changes required.
18-08-574	That the appeal period for Development Permit 120-DP-18 be extended to August 21, 2018.	Byron	Appeal Received. Hearing scheduled for 2018-09-06
18-08-578	That the budget be amended to include \$4,200 for half of the startup costs of the Blue Hills Satellite Library with funding coming from the General Operating.	Bill	
18-08-581	That a letter of support be sent to the Minister of Health, Alberta Health Services and the True North Health Advisory Council advocating for additional physician	Len	In progress

Motion	Action Required	Action By	Status
	resources to our region and the review of financial compensation for Rural Remote Northern doctors.		
18-08-583	That a letter be sent to the Minister of Agriculture and Forestry requesting to pull back the permit requirements date to October 1st at the discretion of the Upper Hay Wildfire Management Area.	Doug	Completed
18-08-585	That a letter of support be provided to the Mackenzie Aquatics Society for their Community Facility Enhancement Program grant application for the Mackenzie Wellness Centre.	Doug	Completed
18-08-586	That the budget be amended to include an additional \$20,000 for the repair of light poles in the Hamlet of La Crete, with funding coming from the Street Light Replacement Reserve.	Bill	
18-08-587	That first reading be given to Bylaw 1111-18 being a Land Use Bylaw Amendment for a Zoning Overlay to add Shop-Farm as a permitted use and to increase the amount of animal units on NW 29-106-15-W5M, subject to public hearing input.	Byron	Public Hearing scheduled for 2018-09-11
18-08-588	That road allowance policies be referred to the Land Stewardship Committee for review and bring back recommendations to council.	Byron Dave	In progress
18-08-589	That the budget be amended to include \$30,000 to conduct an Irrigation District Feasibility Study, with funding coming from the General Operating Reserve.	Bill	
18-08-591	That administration review options for the La Crete Boat Launch and bring it back for the next meeting.	Dave	2018-09-11 Review with AEP
18-08-592	That the letter from Maarten Braat regarding shelterbelts be forwarded to the Land Stewardship Committee.	Byron	
18-08-598	That DMC Consulting be engaged to facilitate the CAO evaluation.	Carol	Completed. Scheduled for 2018-10-23

V.S.I. SERVICES (1980) LTD

A nonprofit organization providing veterinary care in Alberta

BOX 137

FAIRVIEW AB T0H 1L0

PH 780 835 5440

vsiservices16@gmail.com

August 4, 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 second 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, 2018			\$<2,411>
Payments in 2018		\$0	<2,411>
First Quarter	\$9,644		<12,055>
Second Quarter	16,022	\$41,400	13,323

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

Overall there is a 9.7% increase in total claims for the second quarter of 2018 compared to 2017. Total costs have increased \$21,025 over the same period. For the year we are still slightly below last year, with a difference of -2.0% or decrease of \$7,562

Five (5) of the sixteen (16) VSI jurisdictions had a decrease in their second quarter costs. Decreases ranged from 0.9% to 28.3% of 2017 second quarter costs. Increases, in the other eleven (11) jurisdictions ranged from 8.4% to 47.0% of 2017 second quarter costs.

For the year eight (8) jurisdictions saw a decrease in cost ranging from 2% to 38%. Eight (8) saw an increase ranging from 3.2% to 40%

Your 2018 second quarter claims are \$2,354 (17.2%) higher than they were in 2017. For the current year you are 3,020 (13.3%) over last year's pace

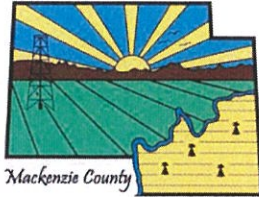
If you have any questions or if you detect any errors in the report or in my calculations in this letter, please let me know.

Yours sincerely

Rik Vandekerkhove, Manager

cc Greg Smith; Colleen Sarapuk





Mackenzie County

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

August 16, 2018

Annelise Dyck
Mackenzie Aquatic Society
General Delivery
La Crete, Alberta
T0H 1H0

Dear Annelise:

Subject: CFEP Letter of Support

At the August 14, 2018 Mackenzie County Council meeting the following motion was passed:

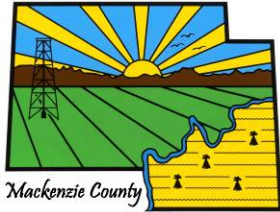
That a letter of support be provided to the Mackenzie Aquatic Society for their Community Facility Enhancement Program grant application for the Mackenzie Wellness Centre.

Council does appreciate that the Mackenzie Aquatic Society has been instrumental in the planning of this much needed facility for Mackenzie County and Council. Together we will continue to work toward making this facility a reality.

Thank you for your support.

Sincerely,

Doug Munn
Director of Community Services



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

August 16, 2018

The Honourable Oneil Carlier
Minister of Agriculture & Forestry
229 Legislature Building
10800-97 Avenue
Edmonton, Alberta
T5K 2B6

Dear Minister:

RE: PERMIT REQUIREMENT SEASON

Further to our previous conversations with your department as well as our MLA, Mackenzie County continues to actively seek a solution to the fire permit requirements.

As I am sure you are aware, the current practice of land owners is to burn brush piles shortly after the fire bans are lifted (November 1). The problem is that during this time of the year our area experiences climactic inversions. This drives the smoke from the burning piles back down toward the land and often blankets the landscape with thick clouds of smoke creating extremely dangerous driving conditions. In many cases, these clouds create zero visibility situations for drivers and typically cause numerous accidents annually.

These landowners often wait until the fire ban has been lifted because their piles are too dirty to get a permit, which causes even more smoke to be generated. If landowners were allowed to burn their brush piles in October rather than November we believe the smoke issue would be less of a threat because there is less chance of inversions.

Mackenzie County staff have been discussing this issue with Forestry officials for many years during our annual fire season meetings however we have been unable to come up with a solution that works for everyone.

...2

Minister of Agriculture & Forestry

Page 2

August 16, 2018

Therefore, Mackenzie County respectfully requests that consideration be given to pull back the permit requirement date to October 1st at the discretion of the Upper Hay Wildfire Management Area for the upcoming and subsequent years. Thank you for your consideration and we look forward to hearing from you.

Should you require further information regarding this matter please contact our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to lracher@mackenziecounty.com.

Sincerely,

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

Peter F. Braun
Reeve
Mackenzie County

Attach.

- c. Debbie Jabbour, MLA Peace River
Mackenzie County Council

July 20, 2018

Mackenzie County
P.O. Box 640
Fort Vermilion, AB. T0H 1N0

Attention: Doug Munn
Director of Community Services

Subject: Permit Requirement Season

We have reviewed the request to end the fire permit requirement on October 1 as stated in your letter to Kevin Hunt dated June 1, 2018.

Under the Forest and Prairie Protection Act fire permits are required during the fire season, which currently ends October 31. The only way to end the fire permit requirement is for the Minister to end fire season.

Fire season has been set based on potential fire danger. Historical weather and fire data show that wildfires can and do occur in October. Fine fuels such as grass are cured and the weather can still be warm, dry and windy. The requirement for fire permits allows us to assess the burn site and work with the farmer so the burn can be conducted with minimal chance of escape.

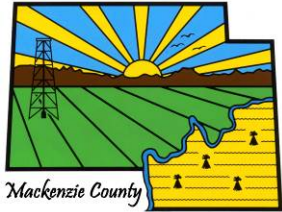
If you have further questions please call Michelle Shesterniak at 780-926-5432.

Sincerely,



Terry Jessiman
Manager
High Level Forest Area

Cc: Patrick Loewen,
Director of Wildfire Prevention



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

August 17, 2018

Mr. George Friesen, Chair
Boreal Housing Foundation
Box 350
La Crete, AB
T0H 2H0

Dear Mr. Friesen:

RE: HIGH LEVEL LODGE SOD TURNING

It is with great disappointment that we write to you in regards to the lack of excitement, public engagement and invitation to the official sod turning for the High Level Lodge. This project has been many years in the making, involving people from across the region pushing, lobbying and supporting. The importance of this project deserved more fanfare, municipal and public participation. We have been waiting a long time for the moment of the official sod turning. We expected ample time to receive, and respond and some type of official invitation for us to promote and share this event. This expectation was not met.

As the County residents are the greatest funders of the requisition, it feels as though Mackenzie County's and our residents support for the Boreal Housing Foundation is not being valued or reciprocated. This long awaited critical project should have been celebrated by all and by many.

For future events, we would highly recommend invitations be extended in a manner which allows invitees the chance to consider attending. Thank you for your consideration.

Yours truly,

Peter F. Braun
Reeve

c: Mackenzie County Council



Mackenzie County
P.O. Box 640, 4511-46 Avenue
Fort Vermilion, AB
T0H 1N0
Ph: 780-927-3718
info@AlbertaNWSAR.ca

August 22, 2018

Peter Braun
Reeve, Mackenzie County
P.O. Box 640, 4511 – 46 Avenue
Fort Vermilion, AB
T0H 1N0

**RE: Attendance of Actively Involved Northwest Species at Risk
Committee Members at the 17th North American Caribou Workshop,
in Ottawa.**

Dear Reeve Braun:

Environment and Climate Change Canada, in partnership with Natural Resources Canada and a diverse group of non-government organizations is leading the organization of the 17th North American Caribou Workshop, which is being held in Ottawa from October 29 – November 2, 2018.

The North American Caribou Workshop is held once every two years. The theme of this year's Workshop is "working together". Under this theme, the Workshop will serve as a forum for knowledge-sharing and learning, providing opportunities for the expansion of networks, and the fostering of new collaborations across North America.

Northwest Species at Risk Committee (NWSAR) has submitted a presentation abstract under the *Finding Innovative Solutions* stream; with a view to presenting on the development of our Northwest Alberta collaboration pilot project with reputable research institutions. We anticipate confirmation of selection for presenting at the conference within the next month. Regardless of whether NWSAR is selected to present at the conference, the attendance of actively involved NWSAR members is of great importance.



The North American Caribou Workshop attracts subject matter experts from around the world, who are from a wide range of industries, governments and Indigenous organizations. Key members of NWSAR will have the opportunity to connect and network with these individuals and learn from these experts. Establishing and fostering new relationships could prove vital to the realization of NWSAR's pilot project development and commencement.

The costs of one NWSAR rep attending this conference is estimated at:

- Registration Fees: \$475 – \$630 (depending upon pre and post activities)
- Flights: \$650 – \$800 (based upon economy flights from Calgary)
- Hotel: \$1,200 – \$1,800 (based upon 5 nights at Parliament Hill 4* hotels)
- Plus additional miscellaneous costs

For more information please visit: <http://www.nacw2018.ca/Homepage>

On behalf of NWSAR, I hope you sincerely consider sending at least one of our actively involved members from your municipality to this conference. Please do not hesitate to contact me at: lisa@mackenziecounty.com or 780-841-5799 with any questions or concerns that you may have.

Sincerely,



Lisa Wardley
Chair, NWSAR Committee
Deputy Reeve, Mackenzie County

cc: Northwest Species at Risk Committee



From: [Len Racher](#)
To: [Carol Gabriel](#)
Subject: FW: Mackenzie County's Grain Transportation
Date: August 13, 2018 11:36:42 AM

Len Racher | Chief Administrative Officer | Mackenzie County

PO Box 640, 4511-46 Ave. | Fort Vermilion | AB | T0H 1N0
Direct: 780.927.3719 ext. 2501 | Main Line: 780.927.3718
Toll Free: 1.877.927.0677 | Cell: 780.841.9166
www.mackenziecounty.com



From: Doug MacDonald [mailto:Doug.Macdonald@cn.ca]
Sent: August-10-18 7:40 AM
To: Chelsea Doi
Cc: Len Racher; Thomas Smith
Subject: RE: Mackenzie County's Grain Transportation

Chelsea / Len,

Just a small progress report. We are working with Richardson on moving more product by rail from their facility. Initial plans are around 100 cars per week (up from 50 cars/week). I believe that this will be a good start. If we can hit or exceed that number, Richardson will look at any infrastructure changes potentially needed as they push the elevator on volume.

I have sent a note to LaCrete this morning to see if they have any interest in shipping by rail. I did look at this a few years ago and there was no interest as everything was domestic AB/SK shipments. CN would look at a potential reload in the High Prairie area if there is sufficient volume and distance to shift to rail from truck. I know they look on their truck employees and partners as family, so I am not sure how successful we would be.

Feel free to reach out if you see any other opportunities we are missing. Tom is the key contact as usual.

Doug MacDonald
CN
(403) 461-2898

From: Chelsea Doi <CDoi@mackenziecounty.com>
Sent: Friday, August 03, 2018 2:27 PM
To: Doug MacDonald <Doug.Macdonald@cn.ca>

Cc: Len Racher <lracher@mackenziecounty.com>
Subject: Mackenzie County's Grain Transportation

Good afternoon Doug,

It was a pleasure to hear your insights at the Mackenzie tri-council meeting on August 1, 2018. I've attached documents to this e-mail which highlight Mackenzie County's grain production and transportation.

Do not hesitate to contact me or Len should you have any further questions or concern. Thank you and have a wonderful long weekend.

Sincerely,

Chelsea Doi | Municipal Intern | Mackenzie County

PO Box 640, 4511-46 Ave. | Fort Vermilion | AB | T0H 1N0

Direct: 780.927.3719 ext. 2523 | Main Line: 780.927.3718

Toll Free: 1.877.927.0677 | Cell: 780.228.0486

www.mackenziecounty.com



From: [Peter F. Braun](#)
To: [Carol Gabriel](#)
Subject: Fwd: Municipal Wetlands Workshop
Date: August 14, 2018 9:46:17 AM
Attachments: [Municipal Wetland Workshop Poster.pdf](#)
[ATT00001.htm](#)

Peter F Braun
Reeve
Mackenzie County
780-926-6238

Begin forwarded message:

From: "MPWA Education/Outreach Coordinator" <mpwa.admin@telus.net>
Date: August 14, 2018 at 9:32:22 AM MDT
To: "MPWA Education/Outreach Coordinator" <mpwa.admin@telus.net>
Subject: **Municipal Wetlands Workshop**

Hello,

The Mighty Peace Watershed Alliance will be hosting a Municipal Wetland Workshop in two locations within the watershed.

The first location will be at the **Grimshaw Legion on October 29th** and the second location will be at the **Sexsmith Civic Centre on October 30th**.

The workshop is of particular importance to municipal council and staff. However, the workshop is open to the public so please feel free to share this event with anyone who may be interested.

This workshop will benefit anyone wants to learn more about wetlands, restoration or legislation.

The poster for the event is attached.

If you have any questions please feel free to contact me.

Thank you,

Megan Graham
Education & Outreach Coordinator
Mighty Peace Watershed Alliance Society (MPWA)
Box 217
McLennan, Alberta
T0H 2L0
Phone: 780-324-3355
Fax: 780-324-3377
www.mightypeacewatershedalliance.org

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Municipal Wetland Education

Education & Municipal Resources in the Peace Region

The Mighty Peace Watershed Alliance will be hosting a Wetland Education Workshop with NAIT Boreal Research Institute and Alberta Environment & Parks

Two options for learning;

October 29, 2018

Grimshaw Legion, AB

6PM - 8:30PM

OR

October 30, 2018

Sexsmith Civic Centre, AB

6PM - 8:30PM

Topics to be covered:

- Wetlands definition & identification
- Value and benefit of wetlands within your municipality
- Benefit to keeping wetlands on your property
- Local wetland restoration projects
- Policy and legislation

5:30 PM Registration

Cost: Free!

Registration Deadline:

October 22, 2018

Refreshments provided

Who should attend:

- Municipal Leaders, staff and ASB
- Farmers and Ranchers
- Anyone who works, lives or plays in the Mighty Peace Watershed

For more information and to register for one of the locations, please contact:

Megan Graham (780) 324-3355 or at mpwa.admin@telus.net

Summit dates confirmed!



2018 AEMA Stakeholder Summit

December 4 and 5, 2018

Edmonton

Venue details (including a hotel room booking link) will be shared in the fall.
Registration to open early October.



We look forward to bringing together Emergency Management Partners to strengthen existing relationships, build new relationships, and offer professional development and information sharing opportunities to build a more resilient Alberta.

Alberta Emergency Management Agency

#AEMASummit

**Special thanks to [Inventa Brand Experience](#) for your involvement in the
2018 AEMA Summit!**

For access to last year's Summit agenda and presentations, please see [AEMA website](#).

*If you would like to be added to the Summit distribution list or are interested in becoming a sponsor, please contact the
AEMA Stakeholder Relations Section at aema.stakeholders@gov.ab.ca.*





Follow us for updates

The 2019 Growing Rural Tourism

Conference Presents: "Be the Change"

"The world as we have created it is a process of our thinking. It cannot be changed without changing our thinking." — *Albert Einstein*

More speakers. More ideas. More tourism.

Growing Rural Tourism 2019 will feature a great selection of speakers and experts from across the country. Each of our speakers have been specifically chosen because they are exciting, dynamic and invested in using their sessions

to educate our attendees.□

Speakers

More Speakers Will be Announced Soon!

WHY Should I Attend the Growing Rural Tourism Conference?



Conference Scholarship

A PROGRAM TO SUPPORT LEADERSHIP DEVELOPMENT AND MENTORSHIP TRAINING

The Growing Rural Tourism Conference supports continuous learning and innovative educational opportunities for rural Alberta business. This year we will partially sponsor individual business owners or managers to attend the Growing Rural Tourism Conference.



WHO IS ELIGIBLE?

Individual business owners, managers and full-time students who:

- Presently own and operate a full-time tourism business in rural Alberta or businesses looking to incorporate tourism products or experiences into their existing business
- Students enrolled in a full-time tourism program
Students must include which post-secondary institution and tourism program (s) they are enrolled in
- Are committed to lifelong learning
- Willing to write a summary report and share their ideas and experiences with their community partners, consortia, chamber, colleges, etc.
- Must be a first time applicant

WHAT IS INCLUDED?

The scholarship will pay 50% of a regular conference registration. All travel and accommodation expenses are the responsibility of the participant.

HOW DO YOU APPLY?

Applications are not yet open for the 2019 Growing Rural Tourism Conference Scholarship. Please check back to see when the application is available.

WHAT IS THE SELECTION PROCESS?

Space is limited to 25 participants, and will be offered on a first come, first served basis to eligible applicants. The conference committee will review the applications and notify the successful candidates.

Accommodations

There are a lot of great places to stay near the conference in Camrose. Below you can see the Growing Rural Tourism Conference Hotel Block:



Best Western Plus Camrose

[\(780\) 679-2379](tel:(780)679-2379)

** Please mention that you are a Growing Rural Tourism Delegate when booking at the hotel of your choice to

recieve one of the blocked off rooms.

Our Partners

The Growing Rural Tourism Conference would not be possible without the support of our partners. We are grateful to the following organizations for their support in making this conference a reality.

For more information on our partners, please visit our website [clicking here](#).



PARTNER: City of Wetaskiwin

Take a look back at the 2017 conference.

The 2017 conference was a huge success with the theme "Ignite the Change". We are extremely excited about this year's conference where we will "Be the Change".





2016 Annual Awards Gala

The following awards were presented at the 2016 Annual Awards Gala:

Rural Champion Award

People's Choice Award

Rural Tourism Operator of the Year Award

Rural Tourism Community of the Year Award

Online Marketing Campaign Award



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Carol Gabriel

From: Eric Jorgensen
Sent: August 23, 2018 5:01 PM
To: Council; Len Racher; Byron Peters; Carol Gabriel
Subject: Fw: You're Invited to Our AGM

Can you add this to next week's agenda please. Ej

Sent from my BlackBerry Motion--the most secure mobile device—via the TELUS Network

From: inonab@cpaws.org
Sent: August 23, 2018 1:35 PM
To: eric@mackenziecounty.com
Reply to: inonab@cpaws.org
Subject: You're Invited to Our AGM

THE LATEST NEWS FROM CPAWS NORTHERN ALBERTA

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Photo: Icefields Parkway, Chris Sargent



Join us!



You're Invited to Our **Annual General Meeting**



Who: All Members and Supporters



What: CPAWS Northern Alberta is hosting its AGM. If you are a member or supporter of our chapter, please join Staff and Board of Directors for the evening to learn more about our activities over the last year, and our plans for the future.



When: Tuesday, September 26th, 2018, 6:00pm



Where: The CKUA Radio Building
9804 Jasper Avenue



RSVP: Please RSVP to **Kecia Kerr** at inforab@cpaws.org or call us at 780 328 3780 if you plan on joining us.

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