



**Mackenzie County**

# **REGULAR COUNCIL MEETING AGENDA**

DECEMBER 11, 2018

10:00 A.M.

COUNCIL CHAMBERS  
FORT VERMILION, AB



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, December 11, 2018  
10:00 a.m.**

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

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	a) Call to Order	
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<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the November 28, 2018 Regular Council Meeting	7
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		c) Business Arising out of the Minutes	
<b>DELEGATIONS:</b>	4.	a) S/Sgt. Bill Mooney, Fort Vermilion RCMP and Sgt. Gord Hughes, Assumption (Chateh) RCMP – Crime Mapping – 11:30 a.m.	21
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		b) Bylaw 1126-18 Land Use Bylaw Amendment to Rezone SW 5-110-13-W5M from Agriculture "A" to Rural Industrial – General "RIG" (12 Mile Corner)	47
<b>GENERAL REPORTS:</b>	7.	a) CAO & Directors Reports for November 2018	59
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		b)	

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	17.	a)	Union Negotiations (Standing Item) (s. 23, 24)	
		b)	Town of Rainbow Lake – Revenue Sharing Agreement Negotiations (s. 21, 24)	
		c)		

**NOTICE OF MOTION:** 18. a)

- NEXT MEETING DATES:**
- 19. a) Budget Council Meeting  
December 12, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers
  - c) Budget Council Meeting  
January 14, 2019  
10:00 a.m.  
Fort Vermilion Council Chambers
  - d) Committee of the Whole Meeting  
January 15, 2019  
10:00 a.m.  
Fort Vermilion Council Chambers
  - d) Regular Council Meeting  
January 16, 2019  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 20. a) Adjournment



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the November 28, 2018 Regular Council Meeting</b>

## **BACKGROUND / PROPOSAL:**

Minutes of the November 28, 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 November 28, 2018 Regular Council Meeting be adopted as presented.

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





**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**November 28, 2018  
10:00 a.m.**

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

**PRESENT:** Josh Knelsen Reeve  
Walter Sarapuk Deputy Reeve  
Jacquie Bateman Councillor  
Peter F. Braun Councillor  
David Driedger Councillor  
Eric Jorgensen Councillor  
Anthony Peters Councillor  
Ernest Peters Councillor  
Lisa Wardley Councillor

**REGRETS:** Cameron Cardinal Councillor

**ADMINISTRATION:** Len Racher Chief Administrative Officer  
Byron Peters Deputy CAO  
David Fehr Director of Operations  
Doug Munn Director of Community Services  
Bill McKennan Director of Finance  
Carol Gabriel Director of Legislative & Support  
Services/Recording Secretary  
Grant Smith Agricultural Fieldman

**ALSO PRESENT:** Members of the public and the media.

Minutes of the Regular Council meeting for Mackenzie County held on November 28, 2018 in the Council Chambers at the Fort Vermilion County Office.

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

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

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

**MOTION 18-11-942 MOVED** by Councillor Wardley

That the agenda be approved with the following additions:  
17. b) Town of Rainbow Lake – Revenue Sharing

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

Agreement Negotiations

**CARRIED**

**MINUTES FROM  
PREVIOUS MEETING:**

3. a) **Minutes of the November 13, 2018 Regular Council Meeting**

**MOTION 18-11-943**

**MOVED** by Councillor Braun

That the minutes of the November 13, 2018 Regular Council Meeting be adopted as presented.

**CARRIED**

3. b) **Minutes of the November 27, 2018 Budget Council Meeting**

**MOTION 18-11-944**

**MOVED** by Deputy Reeve Sarapuk

That the minutes of the November 27, 2018 Budget Council Meeting be adopted as presented.

**CARRIED**

3. c) **Business Arising out of the Minutes**

None.

**DELEGATIONS:**

4. a) **Jake J. Wolfe – Driveway Standard Request for Variance**

**MOTION 18-11-945**

**MOVED** by Councillor E. Peters

That the delegation presentation regarding the driveway standard request for variance be received for information.

**CARRIED**

**TENDERS:**

5. a) **None**

**PUBLIC HEARINGS:**

6. a) **None**

**GENERAL REPORTS:**

7. a) **Disaster Recovery Program (DRP) Updates (Standing Item)**

**MOTION 18-11-946**

**MOVED** by Councillor A. Peters

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

That the Disaster Recovery Program update be received for information.

**CARRIED**

**AGRICULTURE  
SERVICES:**

8. a) None

**COMMUNITY  
SERVICES:**

9. a) None

**FINANCE:**

10. a) **Bylaw 1127-18 Short Term Borrowing**

**MOTION 18-11-947**  
Requires 2/3

**MOVED** by Councillor Braun

That first reading be given to Bylaw 1127-18, being a bylaw authorizing the short-term borrowing of funds.

**CARRIED**

**MOTION 18-11-948**  
Requires 2/3

**MOVED** by Councillor Wardley

That second reading be given to Bylaw 1127-18, being a bylaw authorizing the short-term borrowing of funds.

**CARRIED**

**MOTION 18-11-949**  
Requires Unanimous

**MOVED** by Deputy Reeve Sarapuk

That consideration be given to go to third reading of Bylaw 1127-18, being a bylaw authorizing the short-term borrowing of funds, at this meeting.

**CARRIED UNANIMOUSLY**

**MOTION 18-11-950**  
Requires 2/3

**MOVED** by Councillor Jorgensen

That third reading be given to Bylaw 1127-18, being a bylaw authorizing the short-term borrowing of funds.

**CARRIED**

**FINANCE:**

10. b) **Financial Reports – January 1, 2018 to October 31, 2018**

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

**MOTION 18-11-951**

**MOVED** by Councillor E. Peters

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

**CARRIED**

**FINANCE:**

**10. c) 2019 Interim Operating Budget**

**MOTION 18-11-952**

**MOVED** by Councillor Wardley

That the 2019 Interim Operating as detailed in Appendix I - 2019 Interim Operating Budget be TABLED to the December 11, 2018 Council meeting.

**CARRIED**

**OPERATIONS:**

**11. a) Driveway Standard – Request for Variance**

**MOTION 18-11-953**

**MOVED** by Councillor Jorgensen

That Council move into a closed meeting at 10:23 a.m. to discuss the driveway standard variance request. *(FOIP, Div. 2, Part 1, s. 23, 24)*

**CARRIED**

The following individuals were present during the closed meeting discussion. *(MGA Section 602.08(1)(6))*

- All Councillors
- Len Racher, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer
- Carol Gabriel, Director of Legislative & Support Services
- Dave Fehr, Director of Operations
- Grant Smith, Agricultural Fieldman

**MOTION 18-11-954**

**MOVED** by Councillor E. Peters

That Council move out of a closed meeting at 10:28 a.m.

**CARRIED**

**MOTION 18-11-955**

**MOVED** by Councillor Jorgensen

That the driveway standard variance request for 9433-94 Avenue in the Hamlet of La Crete be approved and that

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

administration bring back Policy PW039 Rural Road, Access Construction and Surface Water Management with an amendment identifying Council's authority to approve variance requests.

**CARRIED**

**UTILITIES:**

**12. a) None**

**PLANNING &  
DEVELOPMENT:**

**13. a) Bylaw 1126-18 Land Use Bylaw Amendment to Rezone SW 5-110-13-W5M from Agriculture "A" to Rural Industrial – General "RIG" (12 Mile Corner)**

**MOTION 18-11-956**

**MOVED** by Councillor Wardley

That first reading be given to Bylaw 1126-18 being a Land Use Bylaw Amendment to Rezone SW 5-110-13-W5M from Agriculture "A" to Rural Industrial – General "RIG" to accommodate Commercial/Industrial development, subject to public hearing input.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**13. b) Bylaw 1128-18 Land Use Bylaw Amendment for a Zoning Overlay to regulate the minimum and maximum setback for Signs along 100 Street in the hamlet of La Crete**

**MOTION 18-11-957**

**MOVED** by Councillor Braun

That first reading be given to Bylaw 1128-18 being a Land Use Bylaw Amendment for a Zoning Overlay to regulate the minimum and maximum setbacks for signs along 100 Street in the hamlet of La Crete, subject to public hearing input.

**CARRIED**

Reeve Knelsen recessed the meeting at 10:39 a.m. and reconvened the meeting at 10:49 a.m.

**ADMINISTRATION:**

**14. a) Tolko Caribou Plan Meeting**

**MOTION 18-11-958**

**MOVED** by Councillor E. Peters

That the Chief Administrative Officer be authorized to delegate a municipal representative to attend the Tolko Caribou Plan

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meeting scheduled for December 13, 2018 in Edmonton.

**CARRIED**

**ADMINISTRATION:**

**14. b) Fire Permit Requirements (Hazardous Smoke Conditions)**

**MOTION 18-11-959**

**MOVED** by Councillor Jorgensen

That an Ad Hoc Committee be established to review and develop an action plan for fire permit requirements and hazardous smoke conditions and that a recommendation be brought back to Council by April 15, 2019.

**CARRIED**

**MOTION 18-11-960**

**MOVED** by Councillor Braun

That the following Councillors be appointed to the Ad Hoc Committee created to review and develop an action plan for fire permit requirements and hazardous smoke conditions and that other resources be invited as required.

- Deputy Reeve Sarapuk
- Councillor E. Peters
- Councillor A. Peters
- Councillor Bateman

**CARRIED**

**ADMINISTRATION:**

**14. c) Caribou (Standing Item)**

**MOTION 18-11-961**

**MOVED** by Councillor Driedger

That the caribou update be received for information.

**CARRIED**

**COUNCIL COMMITTEE REPORTS:**

**15. a) Council Committee Reports (verbal)**

**MOTION 18-11-962**

**MOVED** by Councillor A. Peters

That the Council Committee reports be received for information.

**CARRIED**

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

Reeve Knelsen recessed the meeting at 11:47 a.m. and reconvened the meeting at 12:37 p.m.

**COUNCIL COMMITTEE  
REPORTS:**

**15. b) Municipal Planning Commission Meeting Minutes**

**MOTION 18-11-963**

**MOVED** by Councillor Braun

That the Municipal Planning Commission meeting minutes of November 15, 2018 be received for information.

**CARRIED**

**INFORMATION /  
CORRESPONDENCE:**

**16. a) Information/Correspondence**

**MOTION 18-11-964**

**MOVED** by Councillor Driedger

That the December 13, 2018 Budget Council Meeting be changed to December 10, 2018 starting at 11:00 a.m.

**CARRIED**

**MOTION 18-11-965**

**MOVED** by Councillor Jorgensen

That all Councillors be authorized to attend the Northern Leaders' Summit on December 13, 2018 in Slave Lake.

**CARRIED**

**MOTION 18-11-966**

**MOVED** by Councillor Jorgensen

That Mackenzie County provide a response to the Wood Buffalo National Park World Heritage Site draft action plan by December 10, 2018.

**CARRIED**

**MOTION 18-11-967**

**MOVED** by Councillor Jorgensen

That a letter be sent to the Minister of Environment & Parks providing clarification to their response letter dated November 27, 2018 regarding the Hay-Zama Wood Bison Hunt Reporting System.

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

**CARRIED**

**MOTION 18-11-968**

**MOVED** by Deputy Reeve Sarapuk

That the information/correspondence items be received for information.

**CARRIED**

**CLOSED MEETING:**

**17. Closed Meeting**

**MOTION 18-11-969**

**MOVED** by Councillor Bateman

That Council move into a closed meeting at 1:07 p.m. to discuss the following:

17. a) Union Negotiations (Standing Item) (*FOIP, Div. 2, Part 1, s. 23, 24*)
17. b) Town of Rainbow Lake – Revenue Sharing Agreement Negotiations (*FOIP, Div. 2, Part 1, s. 21, 24*)

**CARRIED**

The following individuals were present during the closed meeting discussion. (*MGA Section 602.08(1)(6)*)

- All Councillors
- Len Racher, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer
- Carol Gabriel, Director of Legislative & Support Services

The following individuals were present during the closed meeting discussion at 2:06 p.m. (*MGA Section 602.08(1)(6)*)

- All Councillors

The following individuals were present during the closed meeting discussion at 2:57 p.m. (*MGA Section 602.08(1)(6)*)

- All Councillors
- Len Racher, Chief Administrative Officer
- Carol Gabriel, Director of Legislative & Support Services

**MOTION 18-11-970**

**MOVED** by Councillor Jorgensen

That Council move out of a closed meeting at 3:10 p.m.

**CARRIED**

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\_\_\_\_\_



**17. a) Union Negotiations**

**MOTION 18-11-971**

**MOVED** by Councillor Braun

That the union negotiations update be received for information.

**CARRIED**

**17. b) Town of Rainbow Lake – Revenue Sharing  
Agreement Negotiations (ADDITION)**

**MOTION 18-11-972**

**MOVED** by Councillor Bateman

That administration proceed with the inter-municipal negotiations with the Town of Rainbow Lake as discussed.

**CARRIED UNANIMOUSLY**

**NOTICE OF MOTION:**

**18. a) None**

**NEXT MEETING DATE:**

**19. a) Next Meeting Dates**

Budget Council Meeting  
November 29, 2018  
1:00 p.m.  
Fort Vermilion Council Chambers

Budget Council Meeting  
December 3, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

Budget Council Meeting  
December 10, 2018  
11:00 a.m.  
Fort Vermilion Council Chambers

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

**ADJOURNMENT:**

**20. a) Adjournment**

**MOTION 18-11-973**

**MOVED** by Councillor Jorgensen

That the Council meeting be adjourned at 3:11 p.m.

**CARRIED**

These minutes will be presented to Council for approval on December 11, 2018.

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer

UNAPPROVED

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the December 10, 2018 Budget Council Meeting</b>

## **BACKGROUND / PROPOSAL:**

Minutes of the December 10, 2018, Budget Council Meeting will be presented at the Council meeting for approval.

## **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 December 10, 2018 Budget Council Meeting be adopted as distributed.

**Author:** C. Gabriel      **Reviewed by:** CG      **CAO:** \_\_\_\_\_





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>DELEGATION S/Sgt. Bill Mooney, Fort Vermilion RCMP and Sgt. Gord Hughes, Assumption (Chateh) RCMP – Crime Mapping (11:30 a.m.)</b>

## **BACKGROUND / PROPOSAL:**

The RCMP has introduced a new program called Crime Mapping, which is used by the RCMP to visualize hot spots for service calls and crime. This program also provides for the public to review recent data (14 days) on a map updated by the RCMP. In order for this information to be available to the public, the RCMP has partnered with communities to have the Crime Map viewable on municipality and County websites. The RCMP maintains the map data and there is no fee to be a part of this program.

Attached is a PowerPoint presentation with an overview of the program.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION:**

Link Crime Mapping site on Mackenzie County's website.

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the RCMP Crime Mapping presentation be received for information.

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

# Public Facing Crime Map

“K” Division  
RCMP





**RCMP** ROYAL CANADIAN MOUNTED POLICE Internal and External Crime Mapping

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Crime mapping helps law enforcement management make better decisions, target resources, and formulate strategies that include crime reduction, Intelligence-led policing, Problem-oriented policing, and assists in Community policing.

There are 2 maps as part of the Crime Mapping Application:

1. the internal map, which RCMP members with a designated account will use to add and view data; and
2. the public map, which the general public can view the crime data (only the last 14 days of data is displayed to the public).


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**RCMP** ROYAL CANADIAN MOUNTED POLICE Internal and External Crime Mapping



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The map uses ArcGIS Online technology. ArcGIS Online is a collaborative web GIS platform created by ESRI. It allows for the use, creation and sharing of maps, applications and data.


ArcGIS online servers are located in the USA; therefore, none of the information on this server is private or protected – we will only publish the same information that is on our Twitter feed and/or sent out in news releases.

**Apps Powered By ArcGIS Online**




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ROYAL CANADIAN MOUNTED POLICE

Internal and External Crime Mapping


**Parameters:**

Only certain crime types will be presented on the map:


- Theft from Motor Vehicle;
- Theft of Motor Vehicle;
- Break & Enter;
- Theft over / under \$5000
- Mischief; and
- Missing Persons.


*The Missing Person entries will only contain a completed, already approved, PDF. (The same PDF that currently appears on our Twitter account).*

Emergency Situation Flag – we are investigating having a special “Red Flag” entry where an SME can enter a special message. The flags would only be used in emergency situations and for very short periods (School Lockdown, Unfolding dangerous situation, Evacuation, Train Derailment etc.)



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ROYAL CANADIAN MOUNTED POLICE


Internal and External Crime Mapping


**Parameters (cont'd.):**

- Plotted addresses will not be exact but rather a nearby intersection.
- Public facing entries will automatically be removed after 14 days.
- The public facing map is fully locked down, people cannot modify, change, leave comments etc.
- The Public Crime map can be embedded into an external site (City site, county site, Crimestoppers, Crime Watch) and the link will be provided once a member is trained and the Crime App is active for the detachment.



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**RCMP**  
ROYAL CANADIAN MOUNTED POLICE

Internal and External Crime Mapping

**Public Facing:**


St Albert Detachment has been using the Map Since January and it was launched to the Public on March 3, 2018.

<https://stalbert.ca/city/maps/rcmp-crime-map>


We have been using St Albert as a pilot area to ensure our methods are sound and that our self-designed applications work properly.


There were over 4,400 views on the webpage in the first month alone.

Help build safer communities together.



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Gendarmerie royale du Canada






**RCMP**  
ROYAL CANADIAN MOUNTED POLICE


Internal and External Crime Mapping


**Community Time Investment:**

- Websites hosting the map will only need to invest 15-30 minutes initially to set it up
- There is no time required to maintain the map and all map updates will occur automatically
- Any community or County or crime watch group can host the map. OSB can create a County/City/Town/Crime Group specific map that will centre on their jurisdiction.
- The map is “Global” – all of the RCMP Detachments are entering the points on the same map – you will be able to pan around to different Detachment areas as see all of the points that have been added.



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**RCMP**  
ROYAL CANADIAN MOUNTED POLICE

## Internal and External Crime Mapping

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**FAQs:**

**Is there a cost to a community to host the Public Crime Map on their website?**

- There is no cost. We will supply a URL link for them to embed in their website.

**When can my community or city host Public Crime Map on their website?**


- June 15 is the target date (for EAD) that we will begin distributing the URL links / information for the Public Crime Maps. We will ensure all data entered on the map is audited and looks good before a detachment can go live.

**What if there is a need to have a Public Crime Map for a county which spans multiple detachments?**


- We currently have Apps built for detachment areas. We can easily make an App which focuses on the county boundary. We will do so as communities sign up to host the App.


**What if a Detachment or Zone does not want to participate?**

- No problem! We can grey out the area to indicate this area is "Not Available".



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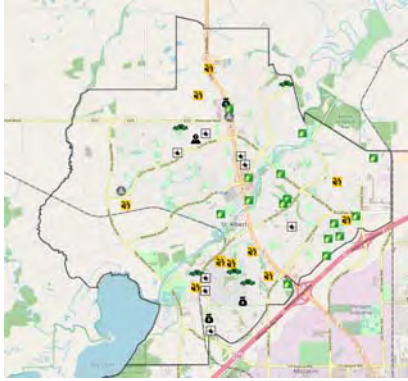
**RCMP**  
ROYAL CANADIAN MOUNTED POLICE

## Internal and External Crime Mapping


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**FAQs Continued:**


- **Can we pick and choose what we put on the map?**
  - We strongly encourage a detachment to plot all the occurrences previously mentioned for consistency across the province.
  - Missing Persons can be added to the map when it is a high priority; not *all* Missing Persons would be added. This is at the discretion of the individual completing the data entry.
- **Will our detachment look "out of control" or "overwhelming" to the public with all the occurrences?**
  - Not every single occurrence which has happened is being added; only specific ones. Also the public **ONLY** sees the last 14 days.
  - Up to 2 years worth of points will be visible for use by Detachments.




St Albert's Public Crime Map  
May 15 – May 29, 2018




Royal Canadian Mounted Police  
Gendarmerie royale du Canada





**RCMP**   
ROYAL CANADIAN MOUNTED POLICE

Internal and External Crime Mapping

**Questions?**



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**To: Mackenzie County**

## **Public Facing Crime Mapping Project**

Crime mapping is an innovative tool by which the Alberta RCMP is tackling the few offenders who commit the most crimes. This project allows the RCMP to continue increasing inter-agency communication and sharing criminal intelligence with its partners. It also encourages Albertans to participate in crime prevention strategies, such as reporting suspicious persons or activity, in an effort to be the extra set of eyes and ears for police in their communities. Initiatives such as this one go a long way in creating safe and resilient communities for all Albertans.

The Alberta RCMP have been piloting crime mapping in the St. Albert Detachment since the beginning of 2018. (visit: <https://stalbert.ca/city/maps/rcmp-crime-map>). The technology has been working properly and we are ready to roll out the project Province wide.

### **Information about the Map:**

- Only certain crime types will be presented on the map:
  - Theft from Motor Vehicle;
  - Theft of Motor Vehicle;
  - Theft over / under \$5000;
  - Break & Enter;
  - Mischief; and
  - Missing Persons.
- Emergency Situation Flag. Flags would only be used in emergency situations and for very short periods (School Lockdown, unfolding dangerous situation, Evacuation, Train Derailment etc.)
- Plotted addresses will not be exact but rather a nearby intersection or street.
- Entries are templated – only certain information can be entered (i.e. File Number and Date)
- The templates are in English and French.
- Entries will automatically be removed after 14 days.
- Minimal additional Detachment workload.

There is no cost to the community but we are asking those communities that have a Website, and the ability, to host the public facing web application. The RCMP will provide the “EMBED” code to your website team so the map will appear on your website. We ask that you include links to Crimestoppers and for phone numbers to call the RCMP complaint line. If you host RCMP media releases for your area, a link to those as well.

Please let us know if you have any questions or concerns.

PS Mary GRACE/Sgt Gord HUGHES  
780-321-3835





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>TENDERS La Crete Residential Waste Pickup Contract – Request for Proposals</b>

## BACKGROUND / PROPOSAL:

As directed by Council on November 13, 2018 the La Crete Residential Waste Pickup Contract was advertised and distributed through the County. Proposals are due at 4:30 PM on December 10, 2018.

The awarding of the contract will be graded on the following:

Evaluation Criteria <i>(Weight x Score = Total Points)</i>	Weight	Score
<b>Local Contractor</b>	20%	
<b>Supplier/Experience</b>	10%	
<b>Suitability of Equipment</b>	10%	
<b>Proposal Cost</b>	60%	
<b>TOTAL</b>	<b>100%</b>	

**Author:** Doug Munn      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

Funds are available in the operating budget.

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

La Crete Residential Waste Pickup RFP's were advertised as follows:

- ECHO Pioneer on November 21 and 28<sup>th</sup>, 2018

**RECOMMENDED ACTION:**

Motion 1

- Simple Majority       Requires 2/3       Requires Unanimous

That the La Crete Residential Waste Pickup Contract – Request for Proposals Envelope #1 be opened and that administration review the proposals for qualification prior to opening Envelope #2.

Motion 2

- Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified La Crete Residential Waste Pickup Contract – Request for Proposals be returned to the senders without opening Envelope #2.

Motion 3

- Simple Majority       Requires 2/3       Requires Unanimous

That the La Crete Residential Waste Pickup Contract – Request for Proposals Envelope #2 be opened for the qualified bidders.

**Author:** Doug Munn      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_



Motion 4

- Simple Majority       Requires 2/3       Requires Unanimous

That administration reviews the La Crete Residential Waste Pickup Contract – Request for Proposals and brings back a recommendation to Council later in the meeting.

Motion 5

- Simple Majority       Requires 2/3       Requires Unanimous

That the La Crete Residential Waste Pickup Contract be awarded to the lowest bidder while staying within budget.

**Author:** Doug Munn      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>TENDERS Bluehills Waste Transfer Station Caretaker Contract – Request for Proposals</b>

## **BACKGROUND / PROPOSAL:**

As directed by Council on November 13, 2018 the Bluehills Waste Transfer Station Contract was advertised and distributed through the County. Proposals are due at 4:30 PM on December 10, 2018.

The awarding of the contract will be graded on the following:

Evaluation Criteria	Weight	Score
<b>Experience</b>	30%	
<b>Proposal Cost</b>	70%	
<b>TOTAL</b>	<b>100%</b>	

## **OPTIONS & BENEFITS:**

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

Funds are available in the operating budget.

**Author:** Doug Munn      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

Bluehills Waste Transfer Station Caretaker RFP's was advertised as follows:

- ECHO Pioneer on November 21 and 28<sup>th</sup>, 2018

**RECOMMENDED ACTION:**

Motion 1

- Simple Majority       Requires 2/3       Requires Unanimous

That the Bluehills Waste Transfer Station Contract – Request for Proposals Envelope #1 be opened and that administration review the proposals for qualification prior to opening Envelope #2.

Motion 2

- Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified Bluehills Waste Transfer Station Contract – Request for Proposals be returned to the senders without opening Envelope #2.

Motion 3

- Simple Majority       Requires 2/3       Requires Unanimous

That the Bluehills Waste Transfer Station Contract – Request for Proposals Envelope #2 be opened for the qualified bidders.

Motion 4

- Simple Majority       Requires 2/3       Requires Unanimous

That administration reviews the Bluehills Waste Transfer Station Contract – Request for Proposals and brings back a recommendation to Council later in the meeting.

**Author:** Doug Munn      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

Motion 5

- Simple Majority       Requires 2/3       Requires Unanimous

That the Bluehills Waste Transfer Station Contract be awarded to the lowest bidder while staying within budget.

**Author:** Doug Munn      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Grant Smith, Agricultural Fieldman</b>
<b>Title:</b>	<b>TENDERS Proposals for Farm Land Development</b>

**BACKGROUND / PROPOSAL:**

The Agricultural Service Board (ASB) advertised for Proposals for Farm Land Development in exchange for a long term land lease on Section 8-110-15-W5. Approximately 300 acres (121 hectares) minus approximately 27 acres (11 hectares) of watercourse agreement. This development would include land clearing and cleanup.

This proposal closed on December 10, 2018 at 4:30 p.m.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

The proposal requested that the land be cleared in exchange for a multi-year lease.

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

The Proposals for farm land development was advertised in local newspaper, Big Deal Bulletin.

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

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the Proposals for Farm Land Development be opened.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the Proposals for Farm Land Development be forwarded to the Agricultural Service Board for review and recommendation to Council for awarding.

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





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1123-18 Land Use Bylaw Amendment to Amend the Development Permit Appeal Periods to Reflect the MGA Changes</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County administration needs to change the appeal period for development permits in the Land Use Bylaw to reflect the changes in the Municipal Government Act. The appeal times have been extended from 14 days to 21 days.

Bylaw 1123-18 was presented to the Municipal Planning Commission on October 30, 2018 where they made the following motion:

***MPC-18-10-161    MOVED by David Driedger***

*That the Municipal Planning Commission recommend to Council to approve Bylaw 11\_\_-18 being a Land Use Bylaw Amendment to amend Sections 5.8.5, 5.15.4 and 6.3.2 to reflect the MGA changes increasing the appeal period for development permits from 14 days to 21 days.*

***CARRIED***

This change has been in effect since June, 2018 but hasn't been changed in the Land Use Bylaw.

This item was taken to Council on November 13, 2018, for first reading where it was passed with the following motion:

**Author:** L Washkevich      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**MOTION 18-11-907    MOVED by Councillor Bateman**

*That first reading be given to Bylaw 1123-18 being a Land Use Bylaw Amendment to amend Sections 5.8.5, 5.15.4 and 6.3.2, to reflect the Municipal Government Act changes, increasing the appeal period for development permits from 14 days to 21 days, subject to public hearing input.*

**CARRIED**

**OPTIONS & BENEFITS:**

Options are to pass, defeat, or table second and third reading of the bylaw.

**COSTS & SOURCE OF FUNDING:**

Costs will consist of advertising the public hearing which will be borne by the Planning Department operating budget.

**SUSTAINABILITY PLAN:**

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

**COMMUNICATION:**

The bylaw amendment has been advertised as per MGA requirements.

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1123-18 being a Land Use Bylaw Amendment to amend Sections 5.8.5, 5.15.4 and 6.3.2 to reflect the MGA changes increasing the appeal period for development permits from 14 days to 21 days.

**Author:** L Washkevich      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1123-18 being a Land Use Bylaw Amendment to amend Sections 5.8.5, 5.15.4 and 6.3.2 to reflect the MGA changes increasing the appeal period for development permits from 14 days to 21 days.

**Author:** L Washkevich      **Reviewed by:** C Smith      **CAO:** \_\_\_\_\_

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 1123-18**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Land Use Bylaw Amendment and present his submission.

\_\_\_\_\_ Does the Council have any questions of the proposed Land Use Bylaw Amendment?

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

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment?

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 1123-18**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**  
**TO AMEND THE DEVELOPMENT PERMIT APPEAL PERIOD**  
**IN SECTION 5.8.5, 5.15.4, AND 6.3.2.**

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw Sections 5.8.5, 5.15.4 and 6.3.2, in accordance with the Municipal Government Act increasing the development permit appeal period from fourteen days (14) days to twenty one (21) days subject to public hearing input.

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

1. That Mackenzie County Land Use Bylaw Section 5.8.5 Permitted Use, with a Variance, or Discretionary Use Development Permits be amended with the following change in accordance with Municipal Government Act:

5.8.5 A DEVELOPMENT PERMIT issued for a PERMITTED USE requiring a variance or a DISCRETIONARY USE does not come into effect until twenty one (21) days after a notice of decision appears in a local newspaper and provided no appeal has been received against the development.

2. That Mackenzie County Land Use Bylaw Section 5.15.4 Subdivision and Development Permit Appeals, Procedure for Appeals be amended with the following change in accordance with Municipal Government Act:

5.15.4 A DEVELOPMENT appeal to a SUBDIVISION AND DEVELOPMENT APPEAL BOARD or INTER-MUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD is to be commenced by filing a notice of the appeal, containing reasons, to the Clerk of the SUBDIVISION AND DEVELOPMENT APPEAL BOARD or INTER-MUNICIPAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD within twenty one (21) days in the case of an appeal by:

- a. The applicant after:
    - i. The date the applicant is notified of the decision; or
    - ii. If no decision is made on the DEVELOPMENT PERMIT application within forty (40) days of the application being made or the date that period of any extension of it expires.
  - b. A person affected, after the date on which the COUNTY publishes notice of the DEVELOPMENT PERMIT decision in a newspaper circulating in the COUNTY.
3. That Mackenzie County Land Use Bylaw Section 6.3.2 Non-Compliance be amended with the following change in accordance with Municipal Government Act:

6.3.2 A person whose DEVELOPMENT PERMIT is cancelled, suspended or modified under this Subsection may appeal to the SDAB in accordance with Section 5.15 twenty one (21) days of notice of such action.

READ a first time this 13<sup>th</sup> day of November, 2018.

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

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

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Joshua Knelsen  
Reeve

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Lenard Racher  
Chief Administrative Officer



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1126-18 Land Use Bylaw Amendment to Rezone SW 5-110-13-W5M from Agriculture “A” to Rural Industrial – General “RIG” (12 Mile Corner)</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County has received a request to rezone SW 5-110-13-W5M from Agriculture “A” to Rural Industrial – General “RIG” in order to permit a truck stop with retail fuel/gas bar, convenience store, and quick serve restaurant. The Agricultural “A” district does not allow for this type of commercial development.

The Municipal Development Plan section 8.1 Commercial lays out policies for Commercial development within Mackenzie County. One policy that is specifically relevant for this rezoning application is:

- 8.2.3** With the exception of agricultural industries, highway commercial uses, home-based businesses, public uses and utilities, recreational uses, resource extraction industries, and rural industrial land uses, commercial uses shall not be permitted to locate on Better Agricultural Land, unless no suitable alternative location is available.

The Municipal Development Plan has commercial objectives to guide development. Two applicable objectives are:

- Provide suitable and appropriately located areas for urban and rural commercial activities;
- broaden the County’s economic base by taking advantage of retail opportunities

This quarter section currently does not have an Area Structure Plan in place to guide development in this area.

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

The applicant needs to rezone in time for the deadline of their grant application, which is in the beginning of December. In order to accommodate the developer, the rezoning has already been advertised.

This item was taken to Council on November 28, 2018 for first reading where it was passed with the following motion:

**MOTION 18-11-956** **MOVED** by Councillor Wardley

*That first reading be given to Bylaw 1126-18 being a Land Use Bylaw Amendment to Rezone SW 5-110-13-W5M from Agriculture "A" to Rural Industrial – General "RIG" to accommodate Commercial/Industrial development, subject to public hearing input. .*

**CARRIED**

**OPTIONS & BENEFITS:**

The Planning and Development department is in support of this rezoning request.

Options are to pass, defeat, or table second and third reading of the bylaw.

**COSTS & SOURCE OF FUNDING:**

All costs will be borne by the applicant.

**SUSTAINABILITY PLAN:**

**Goal E26** That Mackenzie County is prepared with infrastructure and services for continually growing population.

**COMMUNICATION:**

The bylaw amendment has been advertised as per MGA requirements, this includes all adjacent landowners.

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



**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1126-18 being a Land Use Bylaw Amendment to Rezone SW 5-110-13-W5M from Agriculture “A” to Rural Industrial – General “RIG” to accommodate Commercial/Industrial development.

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1126-18 being a Land Use Bylaw Amendment to Rezone SW 5-110-13-W5M from Agriculture “A” to Rural Industrial – General “RIG” to accommodate Commercial/Industrial development.

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

**Mackenzie County**

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT**

**BYLAW 1126-18**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Land Use Bylaw Amendment and present his submission.

\_\_\_\_\_ Does the Council have any questions of the proposed Land Use Bylaw Amendment?

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

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment?

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 1126-18**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**TO AMEND THE**  
**MACKENZIE COUNTY LAND USE BYLAW**

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

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

**WHEREAS**, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate Commercial/Industrial development.

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

1. That the land use designation of the subject parcel known as:

SW 5-110-13-W5M

within Mackenzie County, be rezoned from Agricultural “A” to Rural Industrial – General “RIG” as outlined in Schedule “A” hereto attached.

READ a first time this 28<sup>th</sup> day of November, 2018.

PUBLIC HEARING held this \_\_\_ day of \_\_\_\_\_, 2018

READ a second time this \_\_\_ day of \_\_\_\_\_, 2018.

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

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Joshua Knelsen  
Reeve

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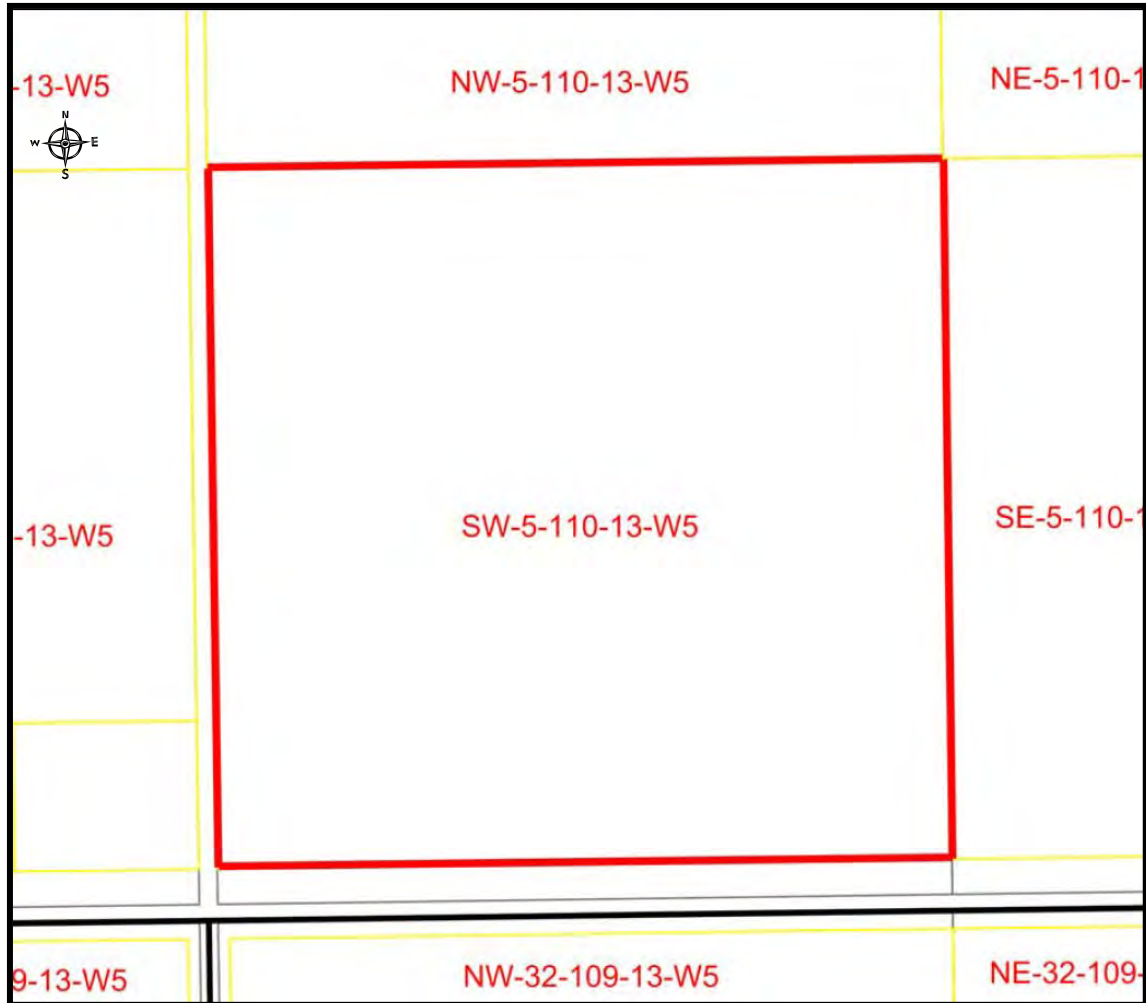
Lenard Racher  
Chief Administrative Officer

**BYLAW No. 1126-18**

**SCHEDULE "A"**

1. That the land use designation of the following property known as:

SW 5-110-13-W5M within Mackenzie County, be rezoned from Agricultural "A" to Rural Industrial – General "RIG".



FROM: Agricultural "A"

TO: Rural Industrial – General "RIG"

## Section 9 | Land Use District Regulations

### 9.7 Rural Industrial General (RIG)

#### Purpose

- 9.7.1 The purpose of the Rural Industrial General (RIG) district is to provide for heavy industrial uses on large land parcels, distant from residential uses, that utilize extensive outdoor storage areas and on-site operations are considered to be a nuisance to non-industrial and residential uses.



#### Permitted and Discretionary Land Use Classes

- 9.7.2 Land use classes within the following table shall be permitted or discretionary within the Rural Industrial General (RIG) district of this BYLAW.

Permitted	Discretionary
ACCESSORY BUILDING	AGGREGATE RESOURCE PROCESSING
AGRICULTURAL MACHINERY SALES AND SERVICE	AUCTION FACILITY
AGRICULTURAL SUPPLY DEPOT	AUTO SALVAGE
AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES, MAJOR	BULK FERTILIZER STORAGE AND/OR SALES
AUTOMOTIVE EQUIPMENT AND VEHICLE SERVICES, MINOR	BULK FUEL STORAGE AND DISTRIBUTION
BUSINESS SUPPORT SERVICES	ENVIRO-TANK
CONTRACTOR, GENERAL	GRAIN ELEVATOR
CREMATORIUM	INDUSTRIAL USE, HEAVY
DUGOUT	NATURAL RESOURCE EXTRACTION
EQUIPMENT RENTAL FACILITY	NATURAL RESOURCE PROCESSING
MANUFACTURED HOME SALES AND SERVICE	OIL FIELD SERVICE
PUBLIC UTILITY	SELF-STORAGE 2
SALVAGE YARD	SHIPPING CONTAINER

## Section 9 | Land Use District Regulations

Permitted	Discretionary
SERVICE STATION – MAJOR	SIGNS
VEHICLE WASH	SOLAR FARM
WAREHOUSE	TARP SHELTER
	WASTE MANAGEMENT

### Regulations

- 9.7.3 In addition to the regulations contained in Section 8, the following standards shall apply to every DEVELOPMENT in this LAND USE DISTRICT.

Regulation	Standard
<b>Min. Lot Size</b>	0.8 ha (2 acres)
<b>Min. Floor Area</b>	92.9m <sup>2</sup> (1000.0ft <sup>2</sup> )
<b>Min. Setback from Highway, Road or Undeveloped Road Allowance</b>	
Right-of-way	41.2m (135.0ft)
Centre Line	64.0m (210.0ft)
Or a greater distance as specified by Alberta Transportation	
<b>Min. Setback</b>	
Yard – Front	15.2m (50.0ft)
Yard – Rear	15.2m (50.0ft)
Yard – Side	15.2m (50.0ft)

### Additional Regulations

- 9.7.4 In addition to Section 8.32 of this BYLAW, the Development Authority may require any DISCRETIONARY USE to be screened from view with a vegetated buffer strip and/or other SCREENING of a visually pleasing nature, satisfactory to the Development Authority.
- 9.7.5 In addition a 20.0m (65.6ft) vegetated buffer strip will be required for all development adjacent to Highways 35, 88, 58 and 697.

## Section 9 | Land Use District Regulations

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- 9.7.6 The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement the natural features and character of the site to the satisfaction of the Development Authority.
- 9.7.7 The Development Authority may decide on such other requirements as are necessary having due regard to the nature of the proposed DEVELOPMENT and the purpose of this DISTRICT.

# LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. \_\_\_\_\_

NAME OF APPLICANT <b>LITTLE RED RIVER FORESTRY LIMITED</b>		
ADDRESS <b>12210-95 STREET</b>		
TOWN <b>HIGH LEVEL ALBERTA</b>		
POSTAL CODE <b>T0H 1Z0</b>	PHONE (RES.)	BUS. <b>780 926-5735</b>

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTERED OWNER <b>SAME</b>		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
SW	5	110	13	5				

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: FARMLAND TO: RURAL INDUSTRIAL - GENERAL

REASONS SUPPORTING PROPOSED AMENDMENT:

PROPOSED COMMERCIAL DEVELOPMENT OF A TRUCK STOP WITH RETAIL FUEL / GAS BAR, CONVENIENCE STORE AND QUICK SERVE RESTAURANT.

I/WWE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 460.00

RECEIPT NO. \_\_\_\_\_

Carmen Alook  
APPLICANT CARMEN ALOOK, PRESIDENT

NOVEMBER 5, 2018  
DATE

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

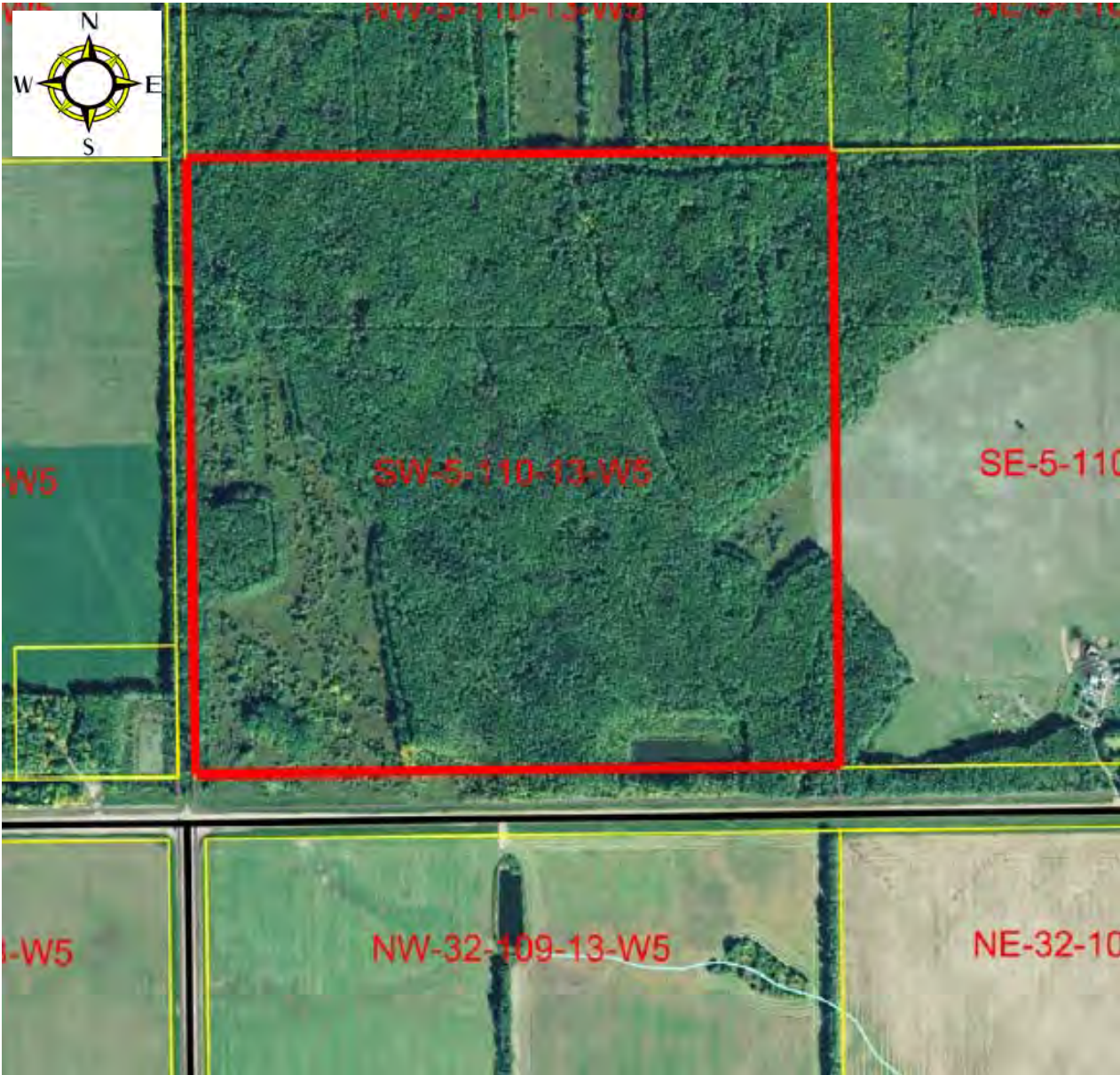
SAME  
REGISTERED OWNER

Mackenzie County  
Box 640, 4511-46 Avenue  
Fort Vermilion, AB T0H 1N0





# BYLAW AMENDMENT APPLICATION



File No. Bylaw 1126-18

Disclaimer

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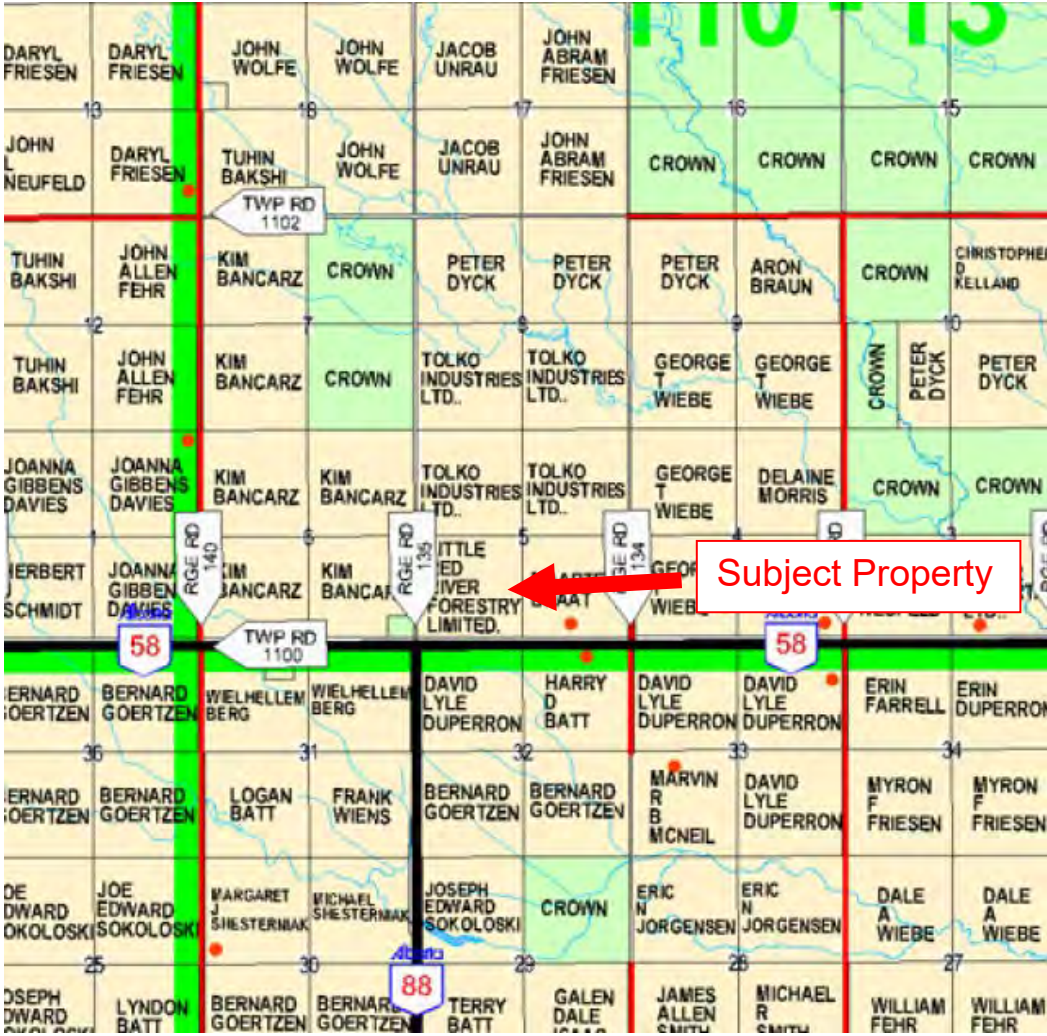
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**Mackenzie County**

**NOT TO SCALE**

# BYLAW APPLICATION



File No. Bylaw 1126-18

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NOT TO SCALE



Mackenzie County





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Directors Report for November 2018</b>

**BACKGROUND / PROPOSAL:**

The CAO and Director reports for November 2018 are attached for information.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

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

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

## Monthly Report of the Chief Administrative Officer to Council

Len Racher, Chief Administrative Officer

For the month of November 2018

### November Meetings

- 2 – ASB Meeting
  - Discussed smoke issues.
- 6 – Budget Council Meeting (non-profit)
  - Had good discussions, finished around 9:30 P.M.
- 7 - Tri-Council Meeting – Rainbow Lake
  - Discussed IDP's & ICF.
- 13 – Council Meeting
  - Attended Meeting.
- 14 – Managers Meeting
  - Discussed budget and 3-5 year plans.
- 14 – Met with Neil Simpson – Fort Vermilion Fire Department
- 19 – Mayors & Reeves Liaison Committee Meeting
- 20 – 22 – RMA
- 20 – Meeting with Minister Carlier, Minister Feehan, & Minister Hoffman
  - Met with Council and attended meeting. Reeve did presentation.
- 21 – Meeting with Minister Mason
  - Attended meeting. Reeve did presentation.
- 21 – Meeting with Duane Gladden
  - Carol, Dave and I met with RMA Insurance. Discussed salt shed and La Crete Ferry Campground.
- 21 – Meeting with Regional Municipality of Woof Buffalo
  - Discussed ICF & IDP's. Will apply for exemption.
- 22 – Meeting with AEP – Caribou Range Planning
  - Byron attended this meeting.
- 26 – Finance Committee Meeting
  - It went quick, good meeting.
- 27 – Budget Council Meeting
  - Bill presented well.
- 28 – Council Meeting

- Attended

29 – Budget Council Meeting

- Getting close to bringing council what they need to make decisions.

30 – Teleconference with Michael Oostendorp – Natural Gas Pipeline

- Byron, Peter, the Reeve and I had a good discussion bringing Michael up to speed on the project.

**December Meetings**

3 – Budget Council Meeting

5 – Managers Meeting

- Discuss budget, staffing, and 3-5 year plan.

Respectfully,

Len Racher  
Chief Administrative Officer

## Monthly Report To The CAO

For the month of November, 2018

From: Byron Peters

Deputy Chief Administrative Officer

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Province has formally started pre-planning for the LPR. Need to push province to speed up the province due to the number of conservation pressures in our region.
Community Infrastructure Master Plans	Q4 2018	Received second draft of offsite levies for review. Administration currently reviewing, will need to complete a level of engagement with the development community.
Strategic Planning Session	2018	Discussion with council and management on County strategic priorities.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Economic Development Strategy	Ongoing	Economic Development meeting November 9 <sup>th</sup> for strategic planning and priority objectives. CARES grant completed to coordinate marketing research and strategies. ICIP grant completed to initiate Foreign Direct Investment strategies particularly in value-added agriculture.
Streetscape	Ongoing	<b>La Crete-</b> Nov 26 <sup>th</sup> streetscape meeting held to prioritize 2019 projects. Decision made to continue tree planting made in La Crete looking for solutions for areas that are affected by the

		<p>fibre optic cables (planter boxes etc.)</p> <p><b>Fort Vermilion</b>-Next meeting Dec 17<sup>th</sup>. Waiting on railing of viewing deck to be completed. Prioritizing the big lookout deck as the next project and finding matching grant.</p>
MGA Updates	Ongoing	<p>Documented applicable MGA updates and implementing these changes through the planning department. Items include: transparency of planning documents, public participation policy, offsite levies, tax incentives, joint planning agreements with schools and many more.</p>
Rural addressing	Q2 2018	<p>Project is considered complete and is now an operational item. Actively working to find Google contacts to incorporate rural and hamlet addresses into updated online mapping.</p>
Fort Vermilion Flood Risk Assessment	Q2 2019	<p>Project start was May 3<sup>rd</sup>. Draft report expected soon, with final report for February.</p>
Airport Planning	Q2 2019	<p>WSP has finalized the review of the AVPA and has noted deficiencies and made recommendations. Final report has been submitted to High Level and Rainbow Lake administration and we are awaiting their feedback. Additional development planning needs to be completed and further discussion with airport users regarding future development plans. Airport user policies, response plans, etc. have a completion goal of end Q2 2019.</p>
Inter-municipal Collaboration Frameworks	April 2020 completion deadline	<p><b>Rainbow Lake:</b> Draft MOU to be presented to Council at Dec.</p>

<p>and Inter-municipal Development Plans</p>		<p>11 meeting in order to proceed to next step of discussions.</p> <p><b>High Level:</b> preliminary discussions started at administrative level. Expecting a meeting in December.</p> <p><b>Northern Lights:</b> IDP exemption has been sent to Minister of Municipal Affairs. Time extension has been applied for by CNL on the ICF.</p> <p><b>MD Opportunity:</b> IDP exemption will be sent to their consultant for submission to the Minister of Municipal Affairs. ICF will be brought to this council meeting.</p> <p><b>Northern Sunrise:</b> Administration met on July 27th. Their desired outcome and process is to keep it simple and basic.</p> <p><b>RM Wood Buffalo:</b> Council to council meeting during the RMA convention with Regional Municipality of Wood Buffalo (four council members, mayor and CAO) to discuss ICF and IDP. Agreed on IDP exemption.</p>
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**Personnel Update:**

Environmental Planner started on December 3<sup>rd</sup>. Currently without a GIS technician, completed interviews for the position on November 30<sup>th</sup>. One admin staff now on maternity leave.

**Other Comments:**

Have had several follow-up discussion regarding a natural gas supply line to the region. Have taken the conversation about as far as we can with ISC, initiated a good conversation between NLGC and ATB, and had some positive discussions with various ministries during RMA. Everyone in government seems to fully support project concept, but the cost is a deterrent.



Currently awaiting surveyor's recommendations/additional information to present to land owners in order to reconcile issues between the property lines of the lots north of the gravel pit in Fort Vermilion.

Attended the RMA convention in Edmonton with most of council. Was a good opportunity to meet and network with a host of government officials, and what I learned during the convention better positions me to appropriately advise council on various ongoing projects. Having strong social networks is critical to getting good information, and how to leverage that information to favour the outcomes that we want for our region.

NWSAR had a couple meetings during RMA, and I continue to have various follow up conversations. Committee set some specific direction at the meeting on December 4<sup>th</sup>.

Regarding conservation areas – there is currently immense pressure on/by the province to create protected areas. It is a current government priority, Alberta and Canada need to protect more lands to achieve the 17% target, they help with caribou protection, they are needed as buffers to Wood Buffalo National Park, they help achieve First Nations goals. We need to push government to formally start the Lower Peace Regional Plan planning process and force the conservation area discussion into this forum – where it should be had.

Wood bison – federal government is currently completing an ITA (imminent threat assessment) on the Ronald Lake (Fort McKay area) and Wabasca (east of Fort Vermilion) wood bison herds. If this assessment determines that there is an imminent threat, the federal minister will be obligated to issue an Emergency Protection Order (EPO), which is the same thing that the province has been dangling over our heads as a 'must avoid' regarding caribou. I only learned of this on the 3<sup>rd</sup>, still trying to figure out the status and tangible implications of this assessment.

Meeting arranged with Paddle Prairie Metis Settlement to discuss the future development of proposed industrial lands south of High Level.

Fire investigation procedure contract arranged with two personnel to supervise and guarantee Quality Management Plan objectives – won't be any change to the ratepayers, but streamlines the process internally.

## MONTHLY REPORT TO THE CAO

For the Month of November 2018

**From:** Fred Wiebe  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Sept/18	Complete.

### Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Nov/19	Completed 6 repairs to date this year.
Rural Potable Water Infrastructure	Jan/19	Concrete pads have been replaced. Still minor deficiencies that remain prior to full project completion.
Potable Water Supply North of the Peace River	Oct/19	Working with BFN to see if there is still interest in a partnership with a waterline.
Waterline Blue Hills	Oct/19	Expressions of interest sent in to Investing in Canada Infrastructure grant. This was submitted as a part of the project above.
Diversion Licence Review	Dec/19	Proceeding as discussed at October Council Meeting.
La Crete Future Water Supply Concept	Dec/19	Have begun with RFP scope details.
LC – Main Lift Station Meter	Dec/18	Equipment received and work has started hoping to have it complete before year end.
LC Future Utility Servicing Plan	Mar/19	Helix will be delegation at future council meeting to present.
LC – Well #4	Nov/19	Sent in application for funding under the Alberta Municipal Water/Wastewater Partnership program. Awaiting approval.

LC – Sanitary Sewer Expansion	Mar/19	Received final report and currently working on off-site levy bylaw. Phase 2 design is well under way.
FV – Storage Work	May/18	Completed.
FV – Main Lift Station Grinder	May/18	Complete.
ZA – Sewage Forcemain	Oct/19	Applied under the Investing in Canada Infrastructure Program and will apply under AMWWP as per council motion.
ZA- Distribution Pump House Upgrades	Mar/19	Working on change of project scope to get project closer to budgeted estimate.
ZA- Lift Station Upgrades	Mar/19	Will apply for grant funding in a future year as per council motion.

**Personnel Update:**

Yvan McDougall who was an operator in Zama is no longer working at Mackenzie County. Bill Lindsay is our Senior Utilities Officer in Zama and achieved his level 1 certification this year. Shawn Peters who is a Utility Officer in La Crete also achieved his level 1 water treatment and water distribution recently.

**Other Comments:**

Respectfully submitted,

Fred Wiebe  
 Director of Utilities  
 Mackenzie County

## MONTHLY REPORT TO THE CAO

For the Month of November 2018

**From:** David Fehr  
Director of Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Fort Vermilion winter operations	Ongoing	Winter operations have started with regular snow removal and sanding
La Crete winter operations	Ongoing	Winter operations have started with regular snow removal and sanding.
Tompkins Ice Bridge	Waiting	As of December 4 <sup>th</sup> the ice has not stopped.

Projects	Timeline	Comments
Blue Hills Bridge Site 2	Suspended	Blue Hills bridge site 2 has been suspended due to winter shut down.
Fort Vermilion River Bank	completed	.The river bank clean up has been completed.

### Meeting Schedule

- Nov 06 Budget Council meeting
- Nov 08 Associated Engineering Meeting
- Nov 09 Staff Safety Meeting
- Nov 13 Council Meeting
- Nov 14 Team Meeting
- Nov 20-22 AMSA Fall Convention
- Nov 27 Budget Council Meeting
- Nov 28 Council Meeting
- Nov 29 budget Council Meeting

Respectfully,

David Fehr  
Director of Operations

## REPORT TO CAO

November, 2018

From: Grant Smith  
Agricultural Fieldman

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2018	Roadside spraying is complete. The County signed a service agreement with AT to spot spray patches. Spot spraying is complete.
ASB Summer Tour	July 10 <sup>th</sup> -13 <sup>th</sup> .	The 2018 ASB Summer Tour was hosted by Strathcona County. Highlights of the tour were a Hutterite Colony, Delaney Vet Clinic, Seed Cleaning Plant.
Weed Inspection	2018	Letters have been sent out to land owners whose properties have been identified as heavily infested with noxious weeds. The letters requested that the landowners contact the Ag Fieldman to discuss this problem and develop a plans for the 2019 growing season. 41 properties received this letter.
Roadside Mowing	2018	Roadside Mowing commenced on July 10 <sup>th</sup> . Completion date is August 15 <sup>th</sup> . All mowing areas will be retendered in 2019.
2018 Regional ASB Conference	October 30 <sup>th</sup> , 2018	The 2018 Regional ASB Conference was hosted by Clear Hills County. Agenda items included: Farm Energy, Solar update, CAP update, Antimicrobial Prescription Drugs, PC Beef and Forage. There was one resolution, sponsored by Clear Hills County: Wildlife Predator Compensation Program Enhancement. This resolution passed.
Wolf Bounty	2018	To date there have been 387 wolf carcasses tagged. See attached.
County Agricultural Land Leases	2018	The Proposal for Farm Land Development and lease on Section 8-110-15-W5 closed on Dec 10, 2018.
Shelterbelt Program	2018	All counties in the Peace Region that are participating in the program have submitted

		estimated 2019 numbers to Woodmere Nurseries. They will be replying with availability and numbers of species.
Water Pumping Program		The County rents an Irrigation Pump and one mile of pipe. Bookings usually take place in late fall to fill dugouts. The program runs from April to November. There were at total of 20 rentals in 2018.
VSI Program	November 09, 2018	The annual VSI AGM is scheduled for November 9 <sup>th</sup> in Peace River. 16 Municipalities participate in the program.

### Capital Projects

Projects	Timeline	Comments
Buffalo Head/Steephill Flood Control Project	2017	Phase 1 is complete, as well as the culvert installation through Rge Rd 16-2. Phase 2 is almost complete. Pipes have been installed at the outlet to Steephill Creek to prevent water erosion.

### Personnel Update:

Assistant Fieldman Landon Driedger resigned effective October 31 <sup>st</sup> . This position is advertised locally and provincially.
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### Other Comments:

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**MONTHLY REPORT TO THE CAO**  
 For the Month of November 2018  
 From: Don Roberts  
 Zama Operations

Program/Activity/Project	Timeline	Comments
Zama Road Maintenance Chateh Access Rd Maintenance Zama Public Works	Ongoing	<ul style="list-style-type: none"> <li>• Bridge Repair is on schedule and within budget. Completion is due by the second week of December.</li> <li>• Zama grader operator still not back to work. Working with contract operator. May be looking at different options for the winter.</li> </ul>
OH&S	Ongoing	<ul style="list-style-type: none"> <li>• Continue Monthly Safety Meetings.</li> <li>• Changes to the JH&amp;SC may have to change to keep in line with new legislation. Submitted letter requesting variance.</li> <li>• Will be attending OH&amp;S seminar in December and return with information.</li> </ul>
Fire Smart	Ongoing	<ul style="list-style-type: none"> <li>• New FRIAA grant applications 2018-2019 was submitted. Request:               <ul style="list-style-type: none"> <li>○ Hutch Lake – \$152,800</li> <li>○ Zama - \$148,720</li> </ul> </li> <li>• FRIAA projects have been short listed and administration has submitting detailed project information to the granting body. Response should be mid-December.</li> </ul>
Zama Airstrip	Ongoing	<ul style="list-style-type: none"> <li>• Contacted parties interested in leasing the Zama Airstrip. Will be submitting RFD to council next meeting.</li> </ul>
Zama Fire Department	Dec	<ul style="list-style-type: none"> <li>• New Fire Chief has been elected. Will be submitting RFD to Council next meeting.</li> </ul>

**Capital Projects**

2019 Budget		<ul style="list-style-type: none"> <li>• Waiting Budget deliberations</li> </ul>
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**Attended Update:**

Attended the following:

- Council/Managers Meetings
- Community Services
- OH&S Meetings
- Meeting with AA&F

**Other Comments:**

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## MONTHLY REPORT TO THE CAO

For the Month of November 2018

From: **Doug Munn**  
**Director of Community Services**

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### **Meetings Attended in November 2018**

Nov 2 - Proposed Metis Consultation Policy – Grande Prairie  
Nov 6 – Council Budget Meeting  
Nov 8 – Alberta Forestry – Smoke Season  
Nov 8 – Metis Consultation Policy – Webinar  
Nov 11 – Council Meeting  
Nov 15 – First Nation Consultation Meeting – Edmonton  
Nov 26 – FV Fire Department - Fire Chief Nominations  
Nov 27 – Council Budget Meeting  
Nov 28 – Council Meeting  
Nov 29 – Council Budget Meeting  
Nov 30 – Paddle Prairie Metis Settlement Meeting

### **Fort Vermilion and La Crete Fire Department for November, 2018**

Fire Calls

4 - Alarm Calls  
8 - Fire Calls  
19 - Medical Co Response Calls  
10 - Motor Vehicle Incident Calls  
1 - Smoke Call

### **Peace Officer – November 2018**

We await approval of the Solicitor General to appoint Robb Hartlen as Peace Officer.

### **Bylaw Enforcement – October 2018**

- The Bylaw Officer has been on leave during most of the month of October and all of November. He is expected to return December 3, 2018

### **Health and Safety**

- Normal Operations

## **Waste**

- Normal Operations
- The attendant for Blue Hills resigned on November 5, effective December 31, 2018. We are currently accepting RFPs for this position.
- The La Crete Residential Waste Pickup contract expires on December 31, 2018 and we are currently accepting proposals for this contract.

## **Parks and Recreation**

- Wadlin Lake 10 Year Plan – AEP and the Alberta Consultation Office has informed us that we may proceed with First Nation Consultation on the Wadlin Lake 10 Year Plan.

## **Emergency Operations**

- We expect that by December 1, 2018 that the two the homes in Buttertown will be habitable.
- Residents and the La Crete Ferry Campground Society are working with DRP to settle their claims.

## **Building Maintenance**

- Install electric operated gate-FV Public Works yard entrance
- Continue with DRP house repairs
- Replace flooring FV office meeting rooms 1+2
- Repair skirting FV water plant- Replace Styrofoam and plywood as needed and finish with metal cladding
- Assist with installing an air compressor at the Rocky Lane grader shop
- Repair piping at the Zama Water Plant
- Numerous minor repairs- toilet, ceiling fan, lights, etc.

## **REPORT TO THE CAO**

For the Month of November, 2018

From: Carol Gabriel  
Director of Legislative & Support Services

### **Meetings Attended**

- 2018-11-02 Attended the Intern Supervisors Day in Edmonton
- 2018-11-06 Budget Council Meeting
- 2018-11-13 Council Meeting
- 2018-11-14 Managers Meeting
- 2018-11-19 Travel to Edmonton and attend the Rural Municipalities of Alberta Fall Convention
- 2018-11-20 Attended various meetings with Council & CAO including: Minister of Agriculture & Forestry, MPE Engineering, Brownlee LLP, Minister of Indigenous Relations, and Minister of Health
- 2018-11-21 Attended various meetings with Council & CAO including: Minister of Transportation, RMA Trade Division & Insurance, and the Regional Municipality of Wood Buffalo
- 2018-11-24 Attended the Northwest Health Foundation Festival of Trees – cheque presentation on behalf of the Mackenzie Charity Golf.
- 2018-11-27 Budget Council Meeting
- 2018-11-28 Council Meeting
- 2018-11-29 Budget Council Meeting
- Various other individual or departmental meetings.

### **Council**

- Preparing for various meetings of Council, correspondence, etc.
- Review of ministerial briefings. Special thanks to Chelsea Doi and Laura Smith for their hardwork in researching and preparing these documents.

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

- Drug & Alcohol Policy – draft policy was reviewed by Council. Once policy has been amended with the changes discussed by Council it will be forwarded to the Union for review and comment prior to approval.

### **Human Resources:**

- Continuing to work on developing a formal procedure for a modified work program for review by the management team and the Health & Safety Committee. A modified work program has been in place, however no formal written procedure exists. Policy and procedure will be reviewed by the Management Team prior to presenting to Council.
- Working on AUPE negotiations file.
- HR Coordinator attended a workshop on Marijuana in the Workplace and reviewed the County's draft policy.

- Currently recruiting for the following positions:
  - Assistant Agricultural Fieldman (Fort Vermilion)

### **Records Management:**

- Annual destruction of records is in progress according to municipal bylaws and policies.
- Ongoing requests for access to information.

### **Subdivision Appeals:**

- A subdivision appeal has been received. The Hearing has been scheduled for December 18, 2018.

### **Events:**

- Discussion will be required at the Tri-Council Meeting regarding the 2019 charity tournament in regards to date, event coordination and charities.
- Annual County Christmas Banquet & Long Service Awards scheduled for December 14<sup>th</sup> in Fort Vermilion. The following Long Service Awards will be presented:
  - 5 Years - 8 Employees
  - 10 Years - 4 Employees
  - 15 Years – 1 Employee
  - 20 Years – 1 Employee

### **Other:**

- Weekly advertisements to the newspaper.
- Ongoing updates to the County's Social Media including the website, Facebook, etc.
- Ongoing form review and updating.
- Preparing for various meetings.
- Travel and meeting coordination.
- Prepared baskets for silent auctions for various events.
- Assisting other departments as required.

## MONTHLY REPORT TO THE CAO

Month: November, 2018

From: Chelsea Doi, Municipal Intern

### Meetings/Events

Intern Executive Week	2018-11-01
<i>Topics of interest included a presentation on writings grants, crucial conversations, municipal assessment and taxation, financial reporting, and the Intern Alumni Event</i>	2018-11-02
Managers Meeting	2018-11-14
RMA Fall Convention	2018-11-20
<i>Topics of interest included the workshops on Building Conflict Competent Municipalities and Collaborating with Indigenous Communities on Economic Developments</i>	2018-11-21
	2018-11-22
La Crete Public School Career Fair	2018-12-05
Land Stewardship Committee Meeting	2018-12-06

### Training/Courses

Local Government Course for NACLAA Level I Certificate	In progress
<i>Currently learning about public participation (informing vs. consulting), relations between local government and political parties, etc.</i>	
Incident Command System I-100	Completed 2018-12-03

### Projects/Tasks

- Draft display board for the La Crete Public School Career Fair
- Work with the Peace Officer to review and edit the Exhibit Handling Report
- Edit the Hutch Lake 10 Year Plan for Community Services Committee
- Prepare RFD for Community Services Committee
- Visit the Fire Vermilion Fire Hall
- Work under the Community Services Department Nov 5<sup>th</sup>-16<sup>th</sup>, learning specifically about the County's Protective Services, including fire, ambulatory, emergency, policing, bylaw enforcement, etc.
- Data entry for firefighters' honorariums
- Draft lobbying packages for Council's Ministerial briefings
- Draft correspondence letters





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>La Crete Recreation Board – Request for Operational Funds</b>

## **BACKGROUND / PROPOSAL:**

Attached is a letter from the La Crete Recreation Board with four requests to assist with operating and capital funding. The requests are summarized as follows:

1. Review Engagement Bill – The cost exceeded budget by \$4,371.25 (total of \$9,371.25).
2. Cimco Bill (Artificial Ice Plant Start-up) – The costs exceeded budget by \$4,908.12.
3. VRA Natural Gas Filler – The Board will need to fund a \$2,000 unanticipated expense for a part for the Natural Gas Filler.
4. Safety Equipment – Gas Detector and Exhaust Fan – This equipment is required by safety code and is estimated between \$1,000 to \$3,000.

The total cost of these items is \$14,279.37. (Assuming item 4 is \$3,000)

The first three items are operational items. The agreement between the Board and the County does not outline a procedure for over expenditures in operating costs, however past practice has provided boards with funding of these type of costs. It is common with other municipalities to deal with operational deficits/surplus at year end after the financial audit has been completed. The audit may show a surplus or a deficit on operations and based on the information provided the two parties could then come to a financial agreement to assist with any over expenditures. A policy would be helpful in outlining this process.

The fourth item is a facility upgrade that should be completed as soon as possible because it is a safety code issue. Since this facility is owned by the County it is recommended that we proceed with the improvement.

**Author:** Doug Munn      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**OPTIONS & BENEFITS:**

Regarding the first three operational items:

Option 1. That Council reimburse the La Crete Recreation Board \$11,279.37 for the operational items that were overspent.

Option 2 – That Council direct administration to develop a policy to address operational surpluses or deficits by Recreation Boards and then have it reviewed by the Finance Committee for recommendation to Council.

Regarding the fourth building improvement item:

Option 1 – That Council direct the Recreation Board to proceed with the installation of the fan and gas detector for a maximum of \$3,000.

**COSTS & SOURCE OF FUNDING:**

2018 Operating Budget – Emergent Funding Account  
Current funds available – \$8,450.00

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That administration develop a policy to address operational surpluses or deficits by Recreation Boards for review by the Finance Committee and further recommendation to Council.

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



Motion 2

Simple Majority

Requires 2/3

Requires Unanimous

That the La Crete Recreation Board be authorized to proceed with the installation of the fan and gas detector up to a maximum of \$3,000 with funding coming from the 2018 Operating Budget – Emergent Funding Account.

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

**NORTHERN LIGHTS RECREATION CENTRE**

La Crete .AB.  
Box 29  
TOH 2H0  
780-926-0503  
[arenam@telus.net](mailto:arenam@telus.net)

**NORTHERN LIGHTS REC. CENTER**



To Reeve and Council;

Box 29 November 16<sup>th</sup> 2018

The La Crete Recreation Board made a motion to write a letter to council at the November 16<sup>th</sup> Board meeting for the following Requests.

**Review Engagement Bill**

In the past our review engagement done by Daniel Ringrose office in High Level has cost us around \$5,000.00 each year. This year we received a bill for \$9,371.25. I called Richard Donaldson who does our Review engagement and he said it's just a lot more work to do the review for us lately. Therefore we are asking Council to increase the review Engagement budget to 10,000.00 per year, and if Council would help us pay the additional amount on this bill as well.

**Cimco Bill**

This year when Cimco the refrigeration company started our plant we had to do a fair bit of extra wiring in our VFD. We also had to fix a few brine leaks on the main header and after we had all that fixed and he left I had to call him back from Manning to come and install a new pressure controller that gave up. With all the extra work on the wire, brine leak and him coming back to La Crete it cost us an extra \$4,908.12. To start up this year, we are asking if Council would consider giving us more funds to cover this.

**VRA Natural Gas Filler**

Our Olympia ice resurfacers run on natural gas, we have VRA gas filler and for the last 10 years we've had very little trouble with it. This year there was a bit of a glitch and it quit working on us but after a while it started working again. We have no spare parts and if the gas filler does not work we have less than a day of operating time on the Olympia. I communicated with a company in Edmonton and I received a price quote for the part we need. The part is \$2,000.00 and I am working on getting some kind of service agreement with them moving forward. I'm requesting funds from the County to cover this amount at this time.

**FYI**

When I began having dialogue with the company he was very interested in our safety equipment and asked me if we have a gas detector and an exhaust fan. We do not have an exhaust fan and I'm in the process of getting that equipment and install quoted, we are assuming at this time that it will be between \$1000.00 and \$3,000.00.

Sincerely

Philip Doerksen  
Arena Manager



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>Fort Vermilion Recreation Board – Hot Water Tanks</b>

## **BACKGROUND / PROPOSAL:**

An issue with the hot water tanks at the Fort Vermilion Recreation Center has developed. Currently there are three 100 gal hot water tanks in the mechanical room which are used for showers, bathrooms and also to fill the Zamboni to flood the rink. It takes approximately 175 gallons of hot water to fill the Zamboni. During peak operation the Zamboni may be filled with hot water at 45 minute intervals.

The issue is that one of the three tanks is leaking and is out of commission (at about 15 years of service) and the other two tanks are approximately 11 years old. With the one tank out of commission the Zamboni can still fill up in 45 minutes however it leaves the rest of the building without hot water until the two remaining tanks recover.

In 2018 the existing boiler system was replaced. This system now runs at more than 90% efficient and would be capable of the additional load for options 2 and 3 listed below.

The existing hot water tanks are less than 60% efficient

## **OPTIONS & BENEFITS:**

### **OPTION 1 – Tank Replacement**

Replace the leaking tank with direct replacement tank for **\$9,400.00**

**Pros:** Least expensive at this time.

**Cons:** Less efficient and the possibility of needing to replace two more tanks within 3-5 years, considering replacing the other tanks in the near future this may be the most expensive option long term.

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

**OPTION 2 – Install 1 Hot Water Tank & 1 Storage Tank**

Remove all three existing tanks and replace with one 80-gallon stainless steel indirect hot water tank which would run off the existing boiler system. A 120-gallon hot water storage tank would be connected to the main tank for the peak demands with a total of 200 gallons of hot water with a hot water recovery rate of 30 minutes. **Cost \$12,587.00**

**Pros:** Adequate hot water for a reasonable price

**Cons:** The storage tank is not stainless steel, life expectancy shorter

**OPTION 3 – Install 3 Hot Water Tanks - No Storage Tank – instant heat**

Remove all three existing tanks and replace with three 80-gallon stainless steel indirect hot water tanks which would run off the existing boiler system. This would provide a total of 240 gallons of hot water storage and the hot water recovery rate would be exceptional. **Cost \$21,000.00**

**Pro:** All three tanks are stainless steel, exceptional hot water recovery rate, most hot water storage, longer life expectancy.

**Cons:** Higher installation cost.

**COSTS & SOURCE OF FUNDING:**

2018 Operating Budget – Emergent Funding Account  
Current funds available – \$8,450.00

Any overage would be charged to this account and would be covered through the projected operating surplus.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

**Author:** L.L. **Reviewed by:** D. Munn **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Fort Vermilion Recreation Board be authorized to proceed with the installation of 1 Hot Water Tank and 1 Storage Tank (as per Option 2) up to a maximum of \$12,587.00 with funding coming from the 2018 Operating Budget – Emergent Funding Account.

Author: L.L.      Reviewed by: D. Munn      CAO: \_\_\_\_\_





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>Mackenzie County Insurance Appraisal and Condition Report</b>

## **BACKGROUND / PROPOSAL:**

Loss Control Consultants were contracted to complete the Mackenzie County Insurance Appraisal and Condition Report. Administration has prepared a summary of this report for Council to give an appreciation of the information that has been provided through this contract.

The information will be used in two ways. The appraisal information will be used to ensure that the County is carrying adequate insurance on each building. The Condition Report will be used to create a plan for building maintenance. In addition it will be helpful to have this current inventory of buildings for reference.

The information provided in the Council Summary Report is broken down into three main sections:

1. Appraisal Summary – Provides basic information on each building included in the appraisal and provides the appraised value for each.
2. Example Information on a Building – The Fort Vermilion Fire Hall has been used as an example of the appraisal information that has been provided in the report for each building shown in the summary report.
3. Facility Condition Assessment Checklist – The Fort Vermilion Fire Hall has been used as an example of the condition assessment information that has been provided in the report for each building shown in the summary report.

Author:  D Munn  Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

Administration has sent the appraisal and condition information for each building that is relevant to each of the Recreation Boards.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Mackenzie County Insurance Appraisal and Condition Report be received for information.

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



**Mackenzie County**

**October 2018**

**Insurance Appraisal**

THIS DOCUMENT HAS BEEN MODIFIED  
TO PROVIDE COUNCIL WITH A SUMMARY  
OF THE ORIGINAL REPORT. IT SHOWS  
THE SUMMARY VALUATION OF EACH  
BUILDING AND ONE EXAMPLE OF THE  
DETAIL PROVIDED FOR EACH BUILDING.

Doug Munn

**Prepared By**

**Loss Control Consultants Limited**



# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## GLOSSARY OF ABBREVIATIONS WHICH MAY BE USED IN THIS REPORT

7/D	steel deck/tar & gravel covering	A	class "A" fire extinguisher
AC	asbestos clad on wood	ACV	actual cash value
Al	Aluminum	Ang	Angle
As sh	Asphalt shingle	Asp	asphalt
Av (condit	Average	Ave	Avenue
B (buildin	Brick	B/HCB	Brick faced concrete block
BF	brick face	BLDG	building
BR	brick	BV	brick veneer
C/W	complete with	cat.	catalog number
CB	concrete block	CBBF	concrete block/brick face
CBRC	Concrete block stucco clad	CBST	Concrete block and steel
CBWF	Concrete block wood frame	Cent	Central
CF	cubic foot	CO2	carbon dioxide
Comm	Commercial	CONC	concrete
COND	Conduit	Const	Construction
COOL	Cooling	CR	Crescent
CSA	Canadian Standards Association	CT	concrete tile
CYL	Cylinder	Dbl	double
DEMO	Demolition	DFF	deep fat fryer
DPV	dry pipe valve	E	Electric
E/L2	Emergency light - double	Ex (safety	exit
Exp	exposed	F (conditi	fair
F/P	fire protection system (auto)	F'B'D	Fibreboard
Fib	fibre	FIBG	fiberglass
Fl (constr	floor	FOOT	Footings
FOUND	Foundation	FR	fire resistive
FRV	Functional replacement	Fthd	feet head (water pressure)
G (conditi	good	Gen	generator
GPM	gallons per minute	GST	goods and service tax
H	horizontal	HCB	hollow concrete block
HEAT	Heating	HP	horsepower

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## GLOSSARY OF ABBREVIATIONS WHICH MAY BE USED IN THIS REPORT

HWB	hot water boiler	HWT	hot water tank
Insp	Inspection	KVA	Kilovolt ampere
KW	kilowatt	l	Litre
Lav	Lavatory (sink)	LF	linear foot
Lino	Linoleum	M	metal
MBTU	1,000 British Thermal Units	MD	motion detector
Met	metal	Mod	model
NBC	National Building Code	NFPA	National Fire Protection Association
NM	non-metallic (wiring)	P	patent
P (conditi	poor	P (roof)	Asphalt on wood roof
P/Mill	mill roof	P'W'D	Plywood
PB	Pull box	PC	patent clad
PK	2" or more plank	POLE	Wood pole
PR	pair	PST	provincial sales tax
PTO	power take off	RC	rough cast on wood(stucco)
RCV	Replacement cost	RT	Rubber Tile
S (pump)	submerged	S (wall)	Stone
S/D-I	Class I steel deck	S/N	serial number
Serv	service (electric)	SF	square foot or steel frame
Sh (plumbi	Shower	SJ	steel joist
SS	stainless steel	SS (plumbi	Slop sink
SSS	Stainless steel sink	ST	steel
St.	Street	STGE	storage
Susp	Suspended	T (roof)	tile
T&S	Tub and shower	test	test
TPH	three point hitch	UH	Unit heater
ULC	Underwriters' Laboratories of Canada	V (pump)	vertical
VA	Vinyl asbestos tile	VENT	Ventilation
VIN	Vinyl Cover	WC	Water closet
WF	wood frame	WFBV	Wood frame brick veneer
WFMC	wood frame metal clad	WFRC	wood frame rough clad

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## GLOSSARY OF ABBREVIATIONS WHICH MAY BE USED IN THIS REPORT

WFVC	wood frame vinyl clad	WOOD	Wood
WS	wood shingles (shakes)	X	wood shingles/shakes (roof cover)

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## CONDITIONS UNDER WHICH THIS REPORT IS SUBMITTED

1. This Appraisal Report does not include the cost of removing asbestos or other hazardous materials, or any cost related to environmental concerns.
2. The Legal Description or Civic Address of the Property is as supplied to us.
3. Information provided to us by the client is considered to be correct.
4. Testimony or attendance in Court or attendance at meetings, before or after a loss, with respect to the information contained in this Appraisal Report must be specifically arranged, at a fee to be agreed upon.
5. Information contained in this Appraisal Report must not be used without the written permission of the Property Owner.
6. Neither Loss Control Consultants Limited, nor any of its Officers or Employees has any present or contemplated interest in the Property included in this Appraisal Report.
7. Tenders for the repair or replacement of damaged or destroyed Property Appraised in this Appraisal Report MUST be reviewed by Loss Control Consultants Limited before acceptance, or Loss Control Consultants Limited will not be responsible for costs in variance with the values indicated in this Appraisal Report.
8. We have attempted, through use of Cost Valuation Information supplied by Marshall and Swift and/or Boeckh, and/or R.S. Means and/or special lists and/or suppliers price lists to determine the Reproduction Value or the Functional Replacement Value or the Actual Cash (Depreciated) Value or the Demolition Value of the Property described in this Appraisal Report, as requested by the Client.

Note: Reproduction means replacement using like materials and design (i.e. as originally built). Replacement means functional replacement using modern materials and design. In many cases Reproduction Cost exceeds Replacement Cost, possibly due to design changes resulting from By-Law or Code Requirements. The Demolition Value in our Appraisal Report is the same as the cost of Debris Removal outlined in Item 14 of this document.

9. The Lists of Contents of Buildings and EDP equipment refer to furniture, fixtures and EDP equipment and do NOT include: inventory for sale, consumable products, spare parts, contents of desks, filing cabinets, money or fire safes, Valuable Papers, computer programs, media or data. It is the Owners' responsibility to declare these items and their value.

Note: Other contents, if considered either building equipment, mobile or EDP equipment are included in the attached building appraisal or mobile equipment reports. If considered inventory, records, museum artifacts or are owned by others are not included in this Appraisal Report.

10. The Cost Estimates contained in this Appraisal Report are intended to reflect current prices using Union trade rates, normal profit margins for Contractors and no discounts for unusual purchasing power or as a result of local short term economic trends.
11. Prices developed for remote locations accessible only by infrequent stops by ships, or by air, are intended to reflect on an average basis the New Replacement Cost of the items.

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## CONDITIONS UNDER WHICH THIS REPORT IS SUBMITTED

12. Where Building Components, Equipment or Machinery are obsolete or are no longer in production, we have determined and indicated the New Replacement Cost of the "system", which may vary in cost from much lower than the original price of the "system" to much greater. It is the Owner's responsibility to determine if the new "system" is suitable, and make any Insurable value adjustments considered necessary, prior to any loss involving the Building Components, Equipment/Machinery, EDP Equipment or Contents in question.
13. In order to comply with our Insurers' requirements regarding "fractional" and "hypothetical" appraisals, where buildings or important parts of buildings are locked or otherwise inaccessible for inspection when the appraisal is being done, or where information about inaccessible pumping equipment is not available, we will not calculate Values for these buildings and/or their equipment and contents.  
  
As well, Values will not be certified for buildings which are not inspected by our appraisers.
14. Where we have attempted to develop the cost of debris removal our estimate is based on the maximum cost to remove the remains of the property after an insured loss (as if all materials were still there after a windstorm). It does not contemplate the salvage value, NOR the amount of dump fees.
15. Water and wastewater facility values are estimated due to extreme variables of automation and/or equipment.
16. Values stated in this report are effective as of the month before the Report Date.
17. Value for any equipment/pipes beyond the footprint of the building is not included in this report unless specified.

**Loss Control Consultants Limited accepts responsibility only for work done by Loss Control Consultants Limited, in reliance upon data provided by others.  
No warranties or guarantees are given or implied.**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## NOTES

2812N-0001

Your Insurance Policy may include a "Bylaw" endorsement. We have attempted in this appraisal report to include the cost of reproducing your building(s) as they are now, including any improvements or other changes required by the application of the Canadian Building Code.

Our appraisal for each building (insured on a Replacement Cost basis) includes the cost of changes required, determined by our interpretation of the Canadian Building Code.

This report does not include artwork.

The estimated cost for removal of the buildings, including loading and hauling, but not dump fees has been included in the value for each structure. It is assumed that the materials have no salvage value. Dump fees vary greatly, therefore they have not been estimated.

### Description of Values

Replacement Cost Value:

Reproduction of the existing structure with materials of like kind and quality, same design and on the same site.

Functional Replacement Cost Value:

Replacement of the structure, designed for the current occupancy, as long as the value does NOT exceed the replacement cost including the cost of bylaw.

Actual Cash Value:

Replacement Cost Value less depreciation, which is determined by calculations based on the age and condition of all components and systems.

Demolition Value:

The cost to remove the debris and clear the site after destruction by an insured loss. This amount does estimate tipping fees, but does not contemplate any salvage value. Please note, with respect to debris removal, it is impossible to be accurate since one can not determine in advance what material might be left.



# Mackenzie County

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## CERTIFICATE - 2812

Loss Control Consultants Limited, 28 Westridge Road, Edmonton, Alberta, operating under federal incorporation (Canada Business Corporations Act), in reliance upon the information supplied to us and subject to the conditions contained in this report, certifies:

1. That the Buildings listed in the attached Report which are owned by Mackenzie County were appraised using data developed during an on-site inspection. THE VALUES CERTIFIED HEREIN ARE AS OF THE FIRST OF THE MONTH PRECEDING THE MONTH OF THIS REPORT, SUBJECT TO OUR NOTES, IF ANY.
2. That to the best of our knowledge, the New Reproduction/Replacement Value of the Buildings is one hundred ten million five hundred thirty nine thousand three hundred eighty seven dollars (\$110,539,387).

Dated at Edmonton, Alberta, October 31, 2018

LOSS CONTROL CONSULTANTS LIMITED

Scott Cruickshank



Senior Consultant, CPPA

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

**2812S-01**

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
001.	Fort Vermilion Lift Station - Main 4307 - 50 Avenue Fort Vermilion Alberta Coordinates: 58.23404 Lat, 116.01149 Long Gross above grade: 560 SF (52 sq m) Gross below grade: 560 SF (52 sq m) Year built: 1978 Additions/Renovations: 2008 Sprinklered: 0% 100% concrete block	CBMC	R		867,205	-	867,205
004.	Fort Vermilion Water Treatment Plant 4201 River Road Fort Vermilion Alberta Coordinates: 58.23404 Lat, 116.01149 Long Gross above grade: 6,034 SF (561 sq m) Gross below grade: 400 SF (37 sq m) Year built: 1978 Additions/Renovations: 1999; 2002 Sprinklered: 0%	WFMC	R		8,443,086	-	8,443,086
005.	Fort Vermilion Water Intake System Lot C Plan 3383ET, Fort Vermilion Alberta Coordinates: 58.23944 Lat, 115.59725 Long Gross above grade: 0 SF (0 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1980 Sprinklered: 0%	RC	R		884,063	-	884,063
006.	Fort Vermilion Fire Hall 4808 - 50 Street Fort Vermilion Alberta Coordinates: 58.36911 Lat, 117.09866 Long Gross above grade: 5,154 SF (479 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1978 Additions/Renovations: 1998 Sprinklered: 0%	CB	R		1,135,689	-	1,135,689

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

**2812S-02**

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
008.	Fort Vermilion EMS 4402 - 46 Street, Fort Vermilion Alberta Coordinates: 58.23051 Lat, 116.00398 Long Gross above grade: 2,650 SF (246 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1986 Sprinklered: 0%	WFMC	R		572,811	-	572,811
012.	La Crete Reservoir/Pump Station (Old WTP) 10302 - 94 Avenue La Crete Alberta Coordinates: 58.22997 Lat, 116.01165 Long Gross above grade: 2,808 SF (261 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1979 Sprinklered: 0%	CBMC	R		3,733,074	-	3,733,074
014.	La Crete Main Lift Station #4 10501 - 99 Street La Crete Alberta Coordinates: 58.115 Lat, 116.23968 Long Gross above grade: 260 SF (24 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1990 Sprinklered: 0%	WFMC	R		659,600	-	659,600
017.	La Crete Storage Building (Old WTP) 10302 - 94 Street, La Crete Alberta Coordinates: 58.1089 Lat, 116.24795 Long Gross above grade: 1,230 SF (114 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1970 Sprinklered: 0%	WFMC	R		125,013	-	125,013
018.	La Crete Fire Hall 10101 - 100 Avenue La Crete Alberta Coordinates: 58.1121 Lat, 116.24455 Long Gross above grade: 5,600 SF (520 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1984 Additions/Renovations: 2000 Sprinklered: 0%	CB	R		1,426,607	-	1,426,607

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

**2812S-03**

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
019.	La Crete Ambulance Shop 9905 - 101 Street La Crete Alberta Coordinates: 58.11188 Lat, 116.24419 Long Gross above grade: 1,904 SF (177 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1990 Additions/Renovations: 1998; 2003 Sprinklered: 0%	WFVC	R		455,631	-	455,631
021.	Zama Distribution Pumphouse 1012 Beach Road Zama Alberta Coordinates: 59.09295 Lat, 118.41613 Long Gross above grade: 1,488 SF (138 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1970 Sprinklered: 0%	ST	R		2,111,961	-	2,111,961
022.	Zama Ground Water Well LSD05-16-117-W5 Zama Alberta Coordinates: 60.49 Lat, 115.4688 Long Gross above grade: 240 SF (22 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 2000 Sprinklered: 0%	ST	R		346,745	-	346,745
023.	Zama Sewage Lift Station 947 Beach Road Zama Alberta Coordinates: 59.09046 Lat, 118.41068 Long Gross above grade: 192 SF (18 sq m) Gross below grade: 192 SF (18 sq m) Year built: circa 1980 Sprinklered: 0%	ST	R		511,529	-	511,529
041.	Zama Community Hall 1025 Aspen Drive Zama Alberta Coordinates: 59.1544 Lat, 118.67784 Long Gross above grade: 8,256 SF (767 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1983 Additions/Renovations: 2004 Sprinklered: 0%	WF	R		2,186,391	-	2,186,391

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

**2812S-04**

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
044.	La Crete Recreation Centre 10201 - 99 Avenue La Crete Alberta Coordinates: 58.11139 Lat, 116.24706 Long Gross above grade: 59,936 SF (5,568 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1955 Additions/Renovations: 1973; 1981; 1992; 2002; 2017 Sprinklered: 0%	STCB	R		18,776,360	-	18,776,360
046.	Fort Vermilion Arena & Community Hall 5001 Tardiff Avenue Fort Vermilion Alberta Coordinates: 58.22997 Lat, 116.01163 Long Gross above grade: 54,574 SF (5,070 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1983 Additions/Renovations: 1991; 1993; 1994; 2010; 2017 Sprinklered: 0%	ST	R	1	16,960,256	-	16,960,256
049.	La Crete Lift Station #5 9102 - 100 Street La Crete Alberta Coordinates: 58.10683 Lat, 116.24323 Long Gross above grade: 0 SF (0 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1996 Sprinklered: 0%	-	R		360,388	-	360,388
050.	La Crete Raw Water Truck Fill NW4-106-15W5 La Crete Alberta Coordinates: 58.10838 Lat, 116.25832 Long Gross above grade: 160 SF (15 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 2000 Sprinklered: 0%	WFMC	R		426,364	-	426,364

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

**2812S-05**

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
051.	La Crete River Pumphouse Well 1, 2 & 3 P 052 3531 SE 5-106-16-W5M, La Crete Alberta Coordinates: 58.10183 Lat, 116.36203 Long Gross above grade: 511 SF (47 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2005 Additions/Renovations: 2014 Sprinklered: 0%	RC	R		913,742	-	913,742
055.	Fort Vermilion Airport 2 Bay Warehouse 1123958;A, Fort Vermilion Alberta Coordinates: 58.24096 Lat, 115.56937 Long Gross above grade: 1,680 SF (156 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1980 Sprinklered: 0%	ST	R		245,696	-	245,696
062.	Zama Fitness Centre 1025 Aspen Drive Zama Alberta Coordinates: 59.09269 Lat, 118.40647 Long Gross above grade: 1,264 SF (117 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1970 Sprinklered: 0%	WFVC	R		410,825	-	410,825
067.	Fort Vermilion Municipal Office 4511 - 46 Avenue Fort Vermilion Alberta Coordinates: 58.10778 Lat, 116.24207 Long Gross above grade: 12,484 SF (1,160 sq m) Gross below grade: 3,500 SF (325 sq m) Year built: 2003 Additions/Renovations: 2010 Sprinklered: 0%	WFMC	R		4,558,128	-	4,558,128

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

2812S-06

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
070.	Fort Vermilion Maintenance Shop/Wash Bay 4502 - 45 Avenue Fotr Vermilion Alberta Coordinates: 58.23181 Lat, 116.00285 Long Gross above grade: 6,312 SF (586 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1980 Additions/Renovations: 2003; 2007 Sprinklered: 0% 100% wood frame	WFMC	R		1,510,844	-	1,510,844
071.	Fort Vermilion Water Treatment Plant Warehouse 4201 River Road, Fort Vermilion Alberta Coordinates: 58.39822 Lat, 115.99443 Long Gross above grade: 1,840 SF (171 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1980 Additions/Renovations: 2000 Sprinklered: 0%	WFMC	R		220,002	-	220,002
073.	High Level Mackenzie Regional EMS Station 3 Plan 832-3084 B5 LT.10, 10709 - 93 Street High Lev Coordinates: 58.30425 Lat, 117.07614 Long Gross above grade: 4,000 SF (372 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 2000 Sprinklered: 0%	WFMC	R		881,317	-	881,317
074.	La Crete Water Treatment Plant 9507 - 94 Avenue La Crete Alberta Coordinates: 58.10827 Lat, 116.23499 Long Gross above grade: 6,336 SF (589 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2005 Sprinklered: 0%	WFMC	R		10,097,442	-	10,097,442

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

2812S-07

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
091.	Zama Stall 17 Mobile Home 2031 Dusty Lane, Zama Alberta Coordinates: 59.09844 Lat, 118.40976 Long Gross above grade: 1,520 SF (141 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2005 Sprinklered: 0% Did not gain access at the time of inspection.	WFVC	R		210,887	-	210,887
092.	Zama Stall 1 Mobile Home 2015 Dusty Lane, Zama Alberta Coordinates: 59.09727 Lat, 118.4088 Long Gross above grade: 1,520 SF (141 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2006 Sprinklered: 0%	WFVC	R		210,887	-	210,887
138.	La Crete Public Works Tool Crib/Equipment Storage 9507 - 94 Street, La Crete Alberta Gross above grade: 3,680 SF (342 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 2016 Sprinklered: 0%	WFMC	R		343,646	-	343,646
143.	Zama Stall 8 Mobile Home 2022 Dusty Lane, Zama Alberta Coordinates: 59.09773 Lat, 118.40923 Long Gross above grade: 1,520 SF (141 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2007 Sprinklered: 0% Did not gain access at the time of inspection.	WFVC	R		210,887	-	210,887
144.	Zama Stall 9 Mobile Home 2023 Dusty Lane, Zama Alberta Coordinates: 59.09822 Lat, 118.40969 Long Gross above grade: 1,520 SF (141 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2007 Sprinklered: 0%	WFVC	R		210,887	-	210,887

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**



# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

**2812S-08**

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
145.	Zama Stall 14 Mobile Home 2028 Dusty Lane, Zama Alberta Coordinates: 59.09822 Lat, 118.40969 Long Gross above grade: 1,520 SF (141 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2007 Sprinklered: 0% Did not gain access at the time of inspection.	WFVC	R		210,887	-	210,887
146.	Zama Water Treatment Plant 1012 Beach Road Zama Alberta Coordinates: 59.09324 Lat, 118.4163 Long Gross above grade: 7,016 SF (652 sq m) Gross below grade: 0 SF (0 sq m) Year built: 1987 Additions/Renovations: 2009 Sprinklered: 0%	WFMC	R		8,232,755	-	8,232,755
151.	La Crete Public Works Shop 9507 - 94 Avenue La Crete Alberta Coordinates: 58.10829 Lat, 116.23564 Long Gross above grade: 11,404 SF (1,059 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2009 Sprinklered: 0%	WFMC	R		2,600,280	-	2,600,280
153.	La Crete Municipal Sub Office 9205 - 100 Street La Crete Alberta Coordinates: 58.10778 Lat, 116.24207 Long Gross above grade: 10,712 SF (995 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2008 Sprinklered: 0% There were locked doors at the time of inspection.	WFRC	R		3,142,364	-	3,142,364

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

**2812S-09**

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
161.	Zama Fire Hall/Public Works 1025 Industrial Drive, Zama Alberta Coordinates: 59.09095 Lat, 118.41745 Long Gross above grade: 7,000 SF (650 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2009 Sprinklered: 0%	WFMC	R		1,501,119	-	1,501,119
164.	Zama City Multi Use Cultural Facility 1025 Aspen Drive Zama Alberta Coordinates: 59.09292 Lat, 118.40584 Long Gross above grade: 8,607 SF (800 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2009 Sprinklered: 0%	WFMC	R		3,256,061	-	3,256,061
167.	Tompkins Landing Fire Hall SE16 104 17 W5M, 17326 HWY 697, Tompkins Landing A Coordinates: 58.02087 Lat, 116.74329 Long Gross above grade: 4,900 SF (455 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2011 Sprinklered: 0%	WFMC	R		1,105,559	-	1,105,559
187.	Mara Duplex 5901 River Road, Fort Vermilion Alberta Coordinates: 58.38492 Lat, 116.03839 Long Gross above grade: 2,304 SF (214 sq m) Gross below grade: 1,200 SF (111 sq m) Year built: circa 1950 Sprinklered: 0% Did not gain access to unit 1 at the time of inspection.	WFRC	R		505,222	-	505,222
189.	Mara Workshop 5901 River Road, Fort Vermilion, Alberta Coordinates: 58.38384 Lat, 116.03763 Long Gross above grade: 1,992 SF (185 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1950 Sprinklered: 0%	WF	R		323,457	-	323,457

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

2812S-10

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
190.	Mara Lab Building 5901 River Road, Fort Vermilion Alberta Coordinates: 58.38364 Lat, 116.03703 Long Gross above grade: 1,472 SF (137 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1950 Sprinklered: 0%	WF	R		303,782	-	303,782
191.	Mara Equipment Storage 5901 River Road, Fort Vermilion Alberta Coordinates: 58.38286 Lat, 116.03822 Long Gross above grade: 5,200 SF (483 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 2000 Sprinklered: 0%	WFMC	R		266,131	-	266,131
192.	Mara White Storage Building 5901 River Road, Fort Vermilion Alberta Coordinates: 58.38317 Lat, 116.03851 Long Gross above grade: 1,518 SF (141 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1950 Sprinklered: 0% Heat and power were disconnected at the time of inspection.	WF	R		234,134	-	234,134
197.	La Crete Library 10102 - 100 Avenue, La Crete Alberta Coordinates: 58.18719 Lat, 116.40779 Long Gross above grade: 3,467 SF (322 sq m) Gross below grade: 2,747 SF (255 sq m) Year built: 1985 Additions/Renovations: 1996; 2004 Sprinklered: 0%	WF	R		2,043,398	-	2,043,398
211.	CAO House 4805 - 54 Street, Fort Vermilion Alberta Coordinates: 58.38691 Lat, 116.02574 Long Gross above grade: 1,024 SF (95 sq m) Gross below grade: 1,024 SF (95 sq m) Year built: 2005 Sprinklered: 0%	WFVC	R		353,995	-	353,995

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

2812S-11

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
213.	La Crete Airport Control Shack La Crete Alberta Coordinates: 58.17127 Lat, 116.34444 Long Gross above grade: 120 SF (11 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 2000 Sprinklered: 0%	WFMC	R		183,690	-	183,690
220.	La Crete Salt Shed 9507 - 94 Street, La Crete Alberta Gross above grade: 10,560 SF (981 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2013 Sprinklered: 0%	WFMC	R		610,308	-	610,308
246.	Mara Office 5901 River Road, Fort Vermilion Alberta Coordinates: 58.38443 Lat, 116.03903 Long Gross above grade: 1,749 SF (162 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 1980 Additions/Renovations: 2016 Sprinklered: 0%	WF	R		536,198	-	536,198
248.	Fort Vermilion Salt Shed 4502 - 45 Avenue, Fort Vermilion Alberta Coordinates: 58.38571 Lat, 116.00445 Long Gross above grade: 7,200 SF (669 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2017 Sprinklered: 0%	WFMC	R		419,934	-	419,934
249.	La Crete Booster Station SE 13-105-15-W5M, La Crete Alberta Coordinates: 58.11541 Lat, 116.32188 Long Gross above grade: 1,623 SF (151 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2016 Sprinklered: 0%	ST	R		329,720	-	329,720

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## SUMMARY

**2812S-12**

Item	Description	Const Type	Ins Basis	Out Bld	Building	Contents	Total
251.	La Crete Lift Station (North Point) PLAN 1325337 BLOCK 2 Lot 26PO, La Crete Alberta Coordinates: 58.19307 Lat, 116.3775 Long Gross above grade: 0 SF (0 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 2011 Sprinklered: 0%	-	R		424,350	-	424,350
252.	Fort Vermilion Lift Station (River Road) 4902 - 42 Street, Fort Vermilion Alberta Coordinates: 58.39782 Lat, 115.9957 Long Gross above grade: 0 SF (0 sq m) Gross below grade: 0 SF (0 sq m) Year built: circa 2000 Sprinklered: 0%	-	R		381,300	-	381,300
253.	Fort Vermilion Truck Fill SE 14-108-13-W5M, Fort Vermilion Alberta Coordinates: 58.37029 Lat, 116.04269 Long Gross above grade: 960 SF (89 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2016 Sprinklered: 0%	WFMC	R		1,783,390	-	1,783,390
254.	Buffalo Head Prairie Truck Fill SE 23-104-15-W5M, La Crete Alberta Coordinates: 58.04129 Lat, 116.35207 Long Gross above grade: 960 SF (89 sq m) Gross below grade: 0 SF (0 sq m) Year built: 2016 Sprinklered: 0%	WFMC	R		1,783,390	-	1,783,390
<b>Totals:</b>					<b>110,539,387</b>	<b>0</b>	<b>110,539,387</b>

\* See Notes

\*\* Valued by Client

Insurance Basis: D-Demolition R-Reproduction/Replacement A-Actual Cash Value F-Functional Replacement

**LOSS CONTROL CONSULTANTS LIMITED**

## **006 - Fort Vermilion Fire Hall**

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## APPRAISAL REPORT

Fort Vermilion Fire Hall

2812A006

<b>Description</b>	<b>Reproduction/ Replacement Value</b>
1. Site Preparation, Excavation, Backfill:	14,260
2. Footings, Foundations, Underground Piping:	38,655
3. Frame:	-
4. Floor Structure(s):	62,547
5. Floor Covering(s):	14,653
6. Ceiling(s):	22,839
7. Interior Construction:	210,238
8. Plumbing:	87,979
9. Safety Systems:	11,400
10. Heating, Cooling, Ventilation:	76,305
11. Electrical/Communication:	102,754
12. External Walls:	239,289
13. Roof Structure:	76,424
14. Roof Covering:	30,969
15. Equipment:	13,970
16. Basement:	-
17. Fence:	-
18. Pool:	-
19. Outbuildings:	-
20. Reservoir:	-
21. Tennis Court Fence & Equipment:	-
22. Tennis Court Surface:	-
23.	-
24.	-
25.	-
26. Demolition Value:	79,493
27. Architect's Fees:	69,158
28. Total Cost:	1,150,933
29. Insurance Exclusions: Item 1 & Proportion 27:	15,244
30. Total Insurables:	1,135,689

# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## BUILDING DETAILS

### Fort Vermilion Fire Hall

2812B006-01

Address: 4808 - 50 Street Fort Vermilion Alberta

Coordinates: 58.36911 Lat. x 117.09866 Long.

Gross Above Grade Area: 5,154 SF Gross Below Grade Area:

Year Built: 1978 Renovations/Additions: 1998

Condition: Average Housekeeping: Average Maintenance: Average

FOOT & FOUND reinforced concrete

FLOOR(S) 4,514 sf 5" reinforced concrete; 640 sf wood joist

FLOOR COVERING 4,226 sf hardener & sealer; 240 sf linoleum; 48 sf ceramic tile

CEILING 2,314 sf gypsum board

INTERIOR CONSTRUCTION 50 % wood frame; 50 % masonry; 8 lf base cabinet; 8 lf wall cabinet; 8 lf counter top; 5 garage door opener

PLUMBING 1 kitchen sink; 1 janitors sink; 2 sink; 1 toilet; 1 shower; 1 30 gallon water heater

SAFETY SYSTEMS 1 carbon monoxide detector; 6 double emergency light

HEAT, COOL, VENT 1 60 mbtu forced air; 3 60 mbtu unit heater; 2 80 mbtu unit heater; 3 exhaust fan

ELECTRICAL/COMMUNIC 1 200 amp service, cond., BX, NM, breakers

WALLS 2,464 sf wood frame metal clad; 3,010 sf concrete block

ROOF 5,550 sf wood joist

ROOF COVERING 5,550 sf composition shingle

FIRE EXTINGUISHERS 1 10A 120BC; 1 4A 60BC

\* Means Estimated Value



# Mackenzie County

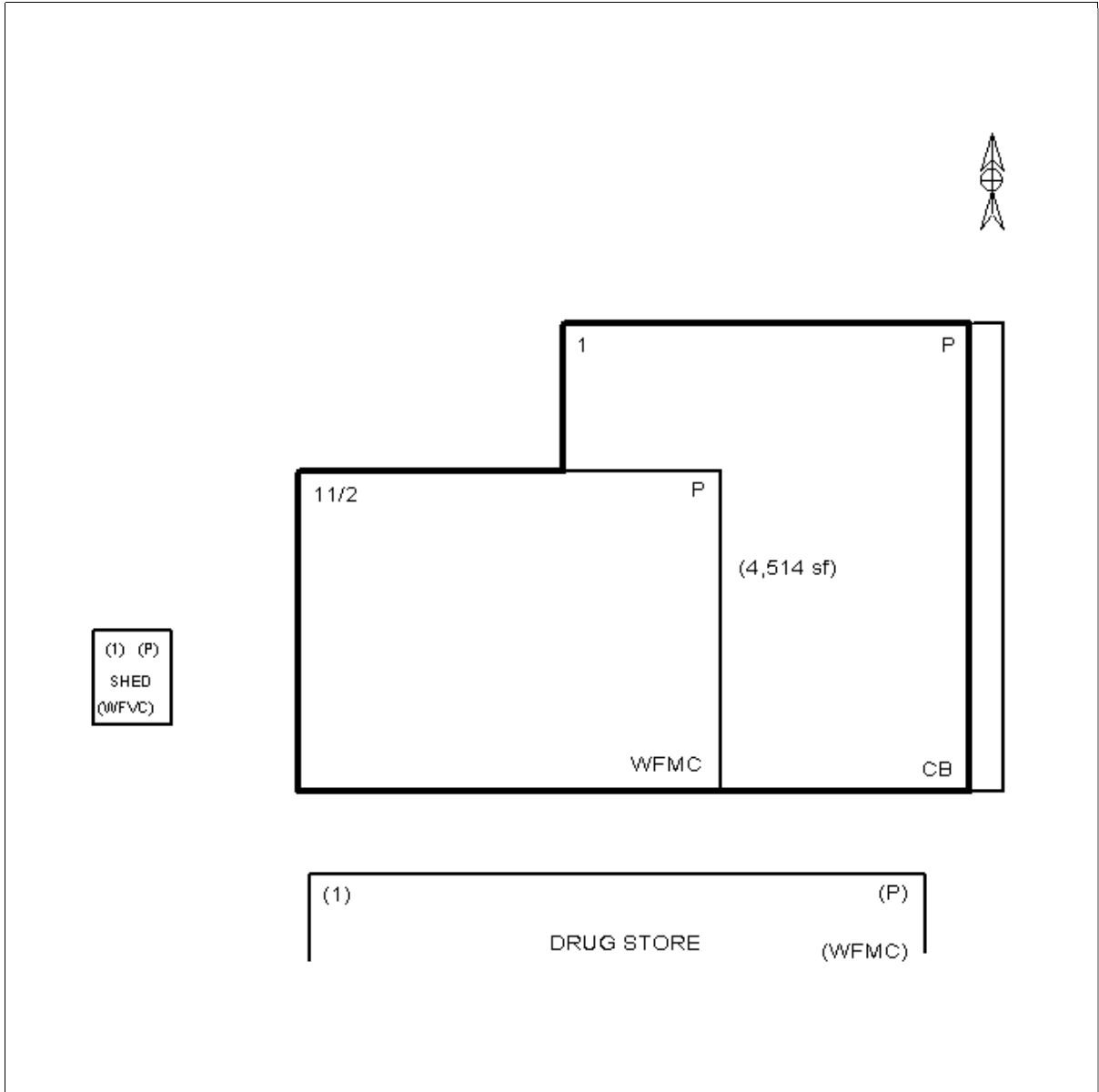
Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## DRAWING

Fort Vermilion Fire Hall

2812D006-01



# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## PHOTOGRAPHS

Fort Vermilion Fire Hall

2812P006-01



# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## PHOTOGRAPHS

Fort Vermilion Fire Hall

2812P006-02



# Mackenzie County

Report Date: October 31, 2018

Last Inspection Date: September 25, 2018

## PHOTOGRAPHS

Fort Vermilion Fire Hall

2812P006-03



# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-1

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						
			5	4	3	2	1	N/A

GENERAL INFORMATION		
Construction		
z1.1	Year facility was built:	1978
z1.2	Year additions / renovations were performed:	1998

SITE / CIVIL / LANDSCAPING							
Civil							
a1.1	Emergency vehicle access		X				
a1.2	Access gates						X
a1.3	Perimeter fencing						X
a1.4	Fencing						X
a1.5	On-site sidewalks / crosswalks		X				
a1.6	Paving / parking lot (asphalt / concrete)				X		
a1.7	Curbing						X
Landscape							
a2.5	Landscape walls / structures						X
a2.6	Trees						X
a2.7	Patio systems (paver, brick, etc.)						X
a2.8	Other amenities – Shed – damaged wall				X		
Site utilities							
a4.1	Electrical service		X				
a4.2	Gas distribution system		X				
a4.3	Sanitary collection / septic system		X				



# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-2

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						

SITE / CIVIL / LANDSCAPING PHOTOS		Comments
		Concrete is spalling and cracking.
		Asphalt requires patching and crack sealing.



# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-3

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						

		<p>Damage shed should be repaired.</p>
--	--	--

# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-4

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						
			5	4	3	2	1	N/A

EXTERIOR BUILDING ENVELOPE								
Foundation / footings								
b1.1	Structure			X				
b1.2	Drainage			X				
b1.3	Slab on grade					X		
b1.4	Floor framing			X				
Columns / beams / walls								
b2.1	Structure							X
Roofing								
b3.1	Condition rating – Shingles are too tight against the building					X		
b3.2	Roof openings (skylights)							X
b3.3	Leakage			X				
b3.4	Ponding water							X
b3.5	Roof drains							X
b3.6	Gutters / downspouts			X				
Exterior walls								
b4.1	Exterior finish					X		
b4.3	Sealants			X				
b4.4	Expansion / control joints					X		
b4.6	Soffits			X				
b4.7	General appearance					X		
Windows / louvers / doors								



# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-5

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						
			5	4	3	2	1	N/A

b5.1	Windows		X					
b5.2	Louvers and vents							X
b5.3	Main entry doors		X					
b5.4	Main entry hardware		X					
b5.5	Other exterior doors		X					
b5.6	Other exterior door hardware		X					

EXTERIOR BUILDING ENVELOPE PHOTOS		Comments
		Graffiti should be removed.
		Damaged siding should be replaced.


# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-6

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.	5	4	3	2	1	N/A

	<p>The shingles are too tight against the building and are buckling.</p>
--	--

# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-7

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						
			5	4	3	2	1	N/A

INTERIOR ELEMENTS								
General								
c1.1	Wall finishes (entry)			X				
c1.2	Wall finishes (corridors)			X				
c1.3	Wall finishes (restrooms)			X				
c1.4	Wall finishes (others)				X			
c1.5	Cabinetry			X				
c1.6	Moveable / operable walls							X
Interior walls								
c2.1	Door & frame condition			X				
c2.2	Hardware condition			X				
c2.3	Hallway fire door			X				
Ceilings								
c3.1	Suspended ceiling							X
c3.2	Drywall			X				
c3.3	Other							X
Flooring								
c4.1	Carpet				X			
c4.2	VCT							X
c4.3	Tile				X			
c4.4	Terrazzo							X
c4.5	Wood							X
c4.6	Sealed concrete				X			

# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-8

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						

c4.7	Linoleum			X				
<b>Stairs</b>								
c5.1	Landing finish		X					
c5.2	Stair treads		X					
c5.3	Stair nosings		X					
c5.4	Handrails		X					
<b>Toilet rooms</b>								
c6.1	Restroom accessories		X					
c6.2	Toilet partitions							X
c6.3	Flooring		X					
c6.4	Walls		X					
c6.5	Signage							X
c6.6	ADA accessibility (large stall)							X

# Mackenzie County Fort Vermilion Fire Hall




Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-9

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						

### INTERIOR BUILDING PHOTOS

		Comments
		Damaged drywall should be repaired.
		Damaged drywall should be repaired.
		Floor should be repainted.

# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-10

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						

# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-11

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						

PLUMBING SYSTEMS							
Restrooms							
d1.1	Water closets		X				
d1.2	Urinals						X
d1.3	Lavatories/sinks		X				
d1.4	ADA fixture provisions (heights)						X

# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-12

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						

MECHANICAL SYSTEMS								
Gas system								
e1.1	Piping			X				
HVAC controls								
e2.1	Control system (JCI or Siemens; note Allerton)							X
Cooling plant								
e3.1	Chillers (age, refrigerant, heat rejection method)							
Heating plant								
e4.1	Boilers (age, fuel type, input/output)							X
e4.2	Pumps (VFC / sound / suction pressure)							X
e4.3	Plant piping & valves (corroded? Isolation valves?)							X
e4.4	Water treatment							X
e4.5	Boiler room							X
Heating								
e5.1	Duct furnaces (fuel, type, age) natural gas, est. 40 years old							X
e5.2	Unit heaters (fuel, type, age) natural gas, est. 20 years			X				
e5.3	Radiant heaters							X
Domestic water heating								
e6.1	Water heaters (dedicated or part of building heating?) dedicated							X
e6.2	Water heaters (age, fuel type, tankless, capacity) est. 40 years natural gas, 25 IG							X




# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-13

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						

MECHANICAL SYSTEMS PHOTOS	
	Comments
	<p>Missing raincap should be replaced on unit heater vent.</p>

# Mackenzie County Fort Vermilion Fire Hall

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

## FACILITY CONDITION ASSESSMENT CHECKLIST

2812FCA006-14

5	NEW	<b>New or like-new condition;</b> no issues to report; no expected failures; Plan 8 to 10 Yrs.	<b>Visual Inspection Condition</b>					
4	GOOD	<b>Good condition;</b> no reported issues or concerns; consider replacement 6 to 8 Yrs.						
3	FAIR	<b>Average wear for building age;</b> not new but no issues to report; replace within 4 to 6 Yrs.						
2	POOR	<b>Worn from use - end of expected lifecycle.</b> Replace within 2 to 4 years when funds are available						
1	CRITICAL	<b>Extremely worn or damaged;</b> replace in next 2 Yrs.						

ELECTRICAL SYSTEMS							
Electrical distribution							
f1.1	Equipment		X				
f1.2	Panelboards (condition & capacity)		X				
Lighting							
f2.1	Emergency (condition & code compliance)		X				
f2.2	Exterior		X				
f2.3	Interior		X				

**Mackenzie County  
Fort Vermilion Fire Hall**

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

**FACILITY CONDITION ASSESSMENT  
CHECKLIST**

2812FCA006-15

**Exterior**



**Mackenzie County  
Fort Vermilion Fire Hall**

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

**FACILITY CONDITION ASSESSMENT  
CHECKLIST**

2812FCA006-16



**Mackenzie County  
Fort Vermilion Fire Hall**

Report Date: October 31, 2018  
Last Inspection Date: September 25, 2018

**FACILITY CONDITION ASSESSMENT  
CHECKLIST**

2812FCA006-17









Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Doug Munn, Director of Community Services</b>
<b>Title:</b>	<b>Appointment of Fort Vermilion Fire Chief and Deputy Fire Chief</b>

## **BACKGROUND / PROPOSAL:**

On November 26, 2018 the Fort Vermilion Fire department held elections for the nomination of Fire Chief and Deputy Fire Chief as per section 5.3 of the Fire By-Law 985-15.

5.3 The Fire Chief and Deputy Chief shall be appointed by Council for each Fire Service upon recommendation of the CAO, and from the Members of the Fire Service for a two year term.

After the nominations were completed the Fort Vermilion Fire Fighters made two recommendations as follows:

1. That Neil Simpson be appointed as the Fort Vermilion Fire Chief .
2. That Frank Fehr be appointed as Fort Vermilion Deputy Fire Chief.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

Author: Doug Munn Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**COMMUNICATION:**

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That Neil Simpson be appointed as the Fort Vermilion Fire Chief for a two year term effective December 11, 2018.

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That Frank Fehr be appointed as Fort Vermilion Deputy Fire Chief for a two year term effective December 11, 2018.

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





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Bill McKennan, Director of Finance</b>
<b>Title:</b>	<b>2019 Interim Operating Budget</b>

## **BACKGROUND / PROPOSAL:**

The fiscal year for all municipalities in Alberta is the calendar year i.e. starts January 1<sup>st</sup> and ends December 31. Municipalities need to adopt an interim operating budget to continue day to day operations until the annual operating budget is adopted by Council. Over the last 5 years the earliest Council has adopted the annual Operating Budget has been April 7th. *Section 242(2) of the Municipal Government Act* provides the legislative authority for Councils to adopt an Interim Operating Budget for part of a calendar year.

Administration is recommending that Council pass an Interim Operating Budget based on approximately 50% of the approved 2018 Operating Budget as detailed in Appendix I. The recommended interim budget includes only approved programs and levels of services (i.e. no new expenditures, only base programs) and excludes extra-ordinary expenditures that may have occurred in 2018 (for example gravel crushing) or items being proposed in the 2019 Operating Budget Submission.

## **OPTIONS & BENEFITS:**

The approval of an interim operating budget is required to comply with legislation since the 2019 Annual Operating Budget will not be adopted prior to January 1, 2019. The approval of the interim will allow for the payment of expenses for normal operating needs and the provision of services to the ratepayers.

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

The municipality will be relying on its working funds until the 2019 tax levy.

**Author:** Bill McKennan/J Batt      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**SUSTAINABILITY PLAN:**

This report ensures the fiscal plan for the municipality is approved within the framework required under the *Municipal Government Act*.

**COMMUNICATION:**

This information and data within this report will form the basis for the financial reporting and monitoring of the budget to Council related to the fiscal year.

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the 2019 Interim Operating as detailed in Appendix I - 2019 Interim Operating Budget be approved.

Author: Bill McKennan/J Batt      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## Appendix I – 2019 Interim Operating Budget

Expenditures	2018	2019
By Department	Budget	Interim Budget
Council	\$874,650	\$437,325
Administration	\$8,912,974	\$4,456,487
Fire Services	\$869,900	\$434,950
Ambulance	\$10,000	\$5,000
Enforcement Services	\$765,250	\$382,625
Public Works	\$13,809,799	\$5,800,000
Airports	\$341,265	\$170,633
Water Distribution	\$2,739,892	\$1,369,946
Sewer Disposal	\$882,150	\$441,075
Waste Management	\$883,750	\$441,875
Non Profit Organizations	\$823,850	\$411,925
Planning & Development	\$1,755,109	\$877,555
Agriculture	\$1,478,310	\$739,155
Subdivisions	\$352,650	\$176,325
Recreation Boards	\$1,208,487	\$604,243
Parks & Playgrounds	\$554,700	\$277,350
Tourism	\$38,250	\$19,125
Library	\$248,250	\$124,125
<b>TOTAL EXPENDITURES</b>	<b>\$36,549,236</b>	<b>\$17,169,718</b>

Author: Bill McKennan/J Batt Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Bill McKennan, Director of Finance</b>
<b>Title:</b>	<b>Tax Recovery Auction – Set Auction Date</b>

## BACKGROUND / PROPOSAL:

The MGA states that

*“Section 418(1) Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.”*

*“Section 419 The council must set*

- (a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonable possible to the market value of the parcel, and*
- (b) any conditions that apply to the sale.”*

There are thirteen (13) parcels of land to be offered for sale that were placed on the Tax Notification List. Notices and registered letters have been sent with no response and/or arrangements made for the orderly repayment of the arrears.

Based on the foregoing, we recommend that the reserve bid be set at assessment value or outstanding if exceeds assessment value.

Tax Roll	Land Location	Notification Registration	Assessment Value	Balance (NOV 30)	Comments
077071	02;05;8821687	162095162	10,030	32,101.76	Last Pmt June 2017
300574	24;02A;9022917	062168689	2,940	17,337.10	Last Pmt March 2004
074621	SE 07;108;13;5	082156856	157,810	11,653.75	Last Pmt October 2017
296347	52;05;8921752	092122819	34,720	10,696.50	Last Pmt April 2017
071020	01;01;9520362	172097690	341,600	18,916.86	Last Pmt July 2014
208208	NW 36;103;17;5	152123226	114,780	7,489.35	Last Pmt June 2017
074495	NE 11;109;12;5	172097690	34,200	3,316.57	Last Pmt August 2015
106062	03;08;2938RS	132112067	57,820	4,245.61	Last Pmt February 2016
148080	51;05;8921752	172097690	7,000	2,051.23	Last Pmt April 2017
074473	NE 02;109;12;5	172097690	17,840	1,138.88	Last Pmt July 2015
074498	SW 11;109;12;5	172097690	7,070	527.94	Last Pmt July 2015
074497	SE 11;109;12;5	172097690	6,190	446.01	Last Pmt July 2015
074496	NW 11;109;12;5	172097690	5,920	430.25	Last Pmt July 2015

**Author:** J. Phillips      **Reviewed by:** J. Batt/B. McKennan      **CAO:** \_\_\_\_\_

Administration is recommending that the Tax Recovery Auction for properties under tax arrears be set for **February 12, 2019 at 1:00 pm**. The following advertising requirements would apply:

<b>Ad in Queens Printer</b>	<b>Not less than 40 days</b>	<b>Not more than 90 days</b>	<b>Council Meeting Date</b>
December 31	February 10	April 1	February 12

**OPTIONS & BENEFITS:0**

If a Tax Arrear Agreement is in place and/or taxes are paid in full before the auction commences the property will not be auctioned.

**COSTS & SOURCE OF FUNDING:**

Any fees will be charged to the respective Tax Rolls.

*Per MGA, Section 427:*

*The money paid for a parcel of land at a public auction must be deposited in a separate account for sale proceeds.*

*“The following must be paid first and in the following order:*

- a) any remedial costs relating to the parcel;*
- a.1) the tax arrears in respect of the parcel;*
- b) any lawful expenses of the municipality in respect of the parcel;*
- c) any expenses owing to the Crown that have been charged against the parcel of land under section 553 (Adding amounts owing to a tax roll);*
- d) an administration fee of 5% of the amount paid for the parcel, payable to the municipality.”*

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

Letters will be sent to those registered as having an interest on the title as well as the property owners advising of the Tax Recovery Auction. Advertisement will be sent to Alberta Queen’s Printer.

**Author:** J. Phillips      **Reviewed by:** J. Batt/B. McKennan      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

**Motion 1**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Tax Recovery Auction for properties under tax arrears be set for February 19, 2019 at 1:00 pm.

**Motion 2**

- Simple Majority       Requires 2/3       Requires Unanimous

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

Tax Roll	Ward	Zoning	Legal	Civic/Rural Address	Assessment Value	Outstanding (NOV 30)	Reserve Bid
077071	10	HG1	02;05;8821687	994 Tower Rd	10,030	32,101.76	
300574	10	F	24;02A;9022917	N/A	2,940	17,337.10	
074621	08	A	SE 07;108;13;5	108116RgeRd135	157,810	11,653.75	
296347	07	HR-1	52;05;8921752	4323-52 Avenue	34,720	10,696.50	
071020	02	A	01;01;9520362	105118RgeRd161	341,600	18,916.86	
208208	01	A1	NW 36;103;17;5	17041TwpRd1040	114,780	7,489.35	
074495	06	A	NE 11;109;12;5	N/A	34,200	3,316.57	
106062	07	HR-1	03;08;2938RS	4606-50 Street	57,820	4,245.61	
148080	07	HR-1	51;05;8921752	4321-52 Avenue	7,000	2,051.23	
074473	06	A	NE 02;109;12;5	N/A	17,840	1,138.88	
074498	06	A	SW 11;109;12;5	N/A	7,070	527.94	
074497	06	A	SE 11;109;12;5	N/A	6,190	446.01	
074496	06	A	NW 11;109;12;5	N/A	5,920	430.25	

Author: J. Phillips      Reviewed by: J. Batt/B. McKennan      CAO: \_\_\_\_\_







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Bylaw 1129-18 Inter-municipal Collaboration Framework with Municipal District of Opportunity</b>

## **BACKGROUND / PROPOSAL:**

Administration met with the Municipal District (M.D.) of Opportunity No. 17 on September 24, 2018 in Slave Lake, AB to discuss the minimum requirements and the options available for the Inter-municipal Collaboration Framework (ICF). Both municipalities agreed that a basic ICF would be sufficient considering that there are no shared services or private lands along the municipal boundaries.

The proposed Bylaw addresses all the items needed in order to meet the minimum requirements set forth by the Province of Alberta:

- Inter-municipal servicing agreements including delivery and by whom;
- An inventory of municipal services for each municipality such as transportation, water and wastewater, solid waste, emergency services, and recreation;
- Dispute Resolution Process;
- Inter-municipal Development Plan (Exemption);
- Any shared funding or revenue;
- Term of Review;
- Implementation date; and
- Transition Plan if considered.

The ICF must be adopted through a bylaw with matching content. ICF's are to be completed and adopted by April 1, 2020 and be submitted to Alberta Municipal Affairs within 90 days of their adoption.

At the last Council meeting, Mackenzie County and the M.D. of Opportunity have each passed resolutions to request an Inter-municipal Development Plan Exemption because all land adjacent to the municipal boundaries are owned by the Crown.

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

The consultant working for the M.D of Opportunity wrote the ICF and has been very helpful by providing direction on submission requirements.

Any additional agreements can be an appendix to the ICF agreement.

**OPTIONS & BENEFITS:**

Administration has no concerns with this request.

Options are to pass, defeat, or table the motion.

**COSTS & SOURCE OF FUNDING:**

There are no costs associated with this Inter-municipal Collaborative Framework (ICF) as the M.D. of Opportunity has engaged the consultant who wrote the ICF and provided direction.

**SUSTAINABILITY PLAN:**

The Sustainability Plan insinuates that regional partnerships be built and maintained to advocate for northern Alberta.

**COMMUNICATION:**

According to the Municipal Government Act, public engagement is not required for this bylaw.

The Mackenzie County Public Participation Policy ADM056, advises that Council has the option to either inform or consult the public on this topic.

Considering that this bylaw will not directly impact the public, informing the public should be sufficient.

In order to inform the public, the bylaw can be advertised in the paper and Facebook either before or after adoption.

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

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That first reading be given to Bylaw 1129-18, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with the Municipal District of Opportunity.

Motion 2

Simple Majority       Requires 2/3       Requires Unanimous

That second reading be given to Bylaw 1129-18, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with the Municipal District of Opportunity.

Motion 3

Simple Majority       Requires 2/3       Requires Unanimous

That consideration be given to go to third reading of Bylaw 1129-18, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with the Municipal District of Opportunity.

Motion 4

Simple Majority       Requires 2/3       Requires Unanimous

That third reading be given to Bylaw 1129-18, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with the Municipal District of Opportunity.

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

**BYLAW NO 1129-18**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF ADOPTING**  
**MACKENZIE COUNTY/MUNICIPAL DISTRICT OF OPPORTUNITY**  
**INTER-MUNICIPAL COLLABORATION FRAMEWORK (ICF),**  
**PURSUANT TO THE MUNICIPAL GOVERNMENT ACT,**  
**BEING CHAPTER M-26 OF THE REVISED STATUTES OF ALBERTA 2000,**  
**AND AMENDMENTS THERETO**

**WHEREAS** Section 708.28(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, as amended, mandates that municipalities that have common boundaries must create an Inter-municipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an inter-municipal basis, and how services to be provided on an inter-municipal basis will be delivered and funded;

**AND WHEREAS** Mackenzie County and the Municipal District of Opportunity No. 17 share a common border;

**AND WHEREAS** Mackenzie County and the Municipal District of Opportunity No. 17 share common interest and are desirous of working together to provide services to their residents;

**THEREFORE BE IT RESOLVED**, that the Council of Mackenzie County, in the Province of Alberta, adopts the Mackenzie County/Municipal District of Opportunity No. 17 inter-municipal agreement, being the document attached hereto and forming part of this Bylaw.

This bylaw comes into force and effect upon third reading by Council.

READ a first time this \_\_\_\_ day of \_\_\_\_\_, 2018.

READ a second time this \_\_\_\_ day of \_\_\_\_\_, 2018.

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

---

Joshua Knelsen  
Reeve

---

Lenard Racher  
Chief Administrative Officer

Intermunicipal Collaboration Framework

Between

The MD of Opportunity No. 17

and

Mackenzie County

WHEREAS, the MD of Opportunity No. 17 and Mackenzie County share a common border; and

WHEREAS, the MD of Opportunity No. 17 and Mackenzie County have reviewed their common interests and are desirous of working together when appropriate to provide services to their residents; and

WHEREAS, the Municipal Government Act stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each County, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the Counties hereto it is agreed as follows:

**A. TERM AND REVIEW**

1. In accordance with the Municipal Government Act, this Intermunicipal Collaboration Framework shall come into force on final passing of matching bylaws that contain the Framework by both Counties.
2. This Framework may be amended by mutual consent of both Counties unless specified otherwise in this Framework.
3. It is agreed by the Counties that the Councils shall review this Framework at least once every four years, commencing no later than 2022, the terms and conditions of the agreement.

**B. INTERMUNICIPAL COOPERATION**

1. The Councils of each County shall be the forum for reviewing the Intermunicipal Collaboration Framework.

**C. GENERAL TERMS**

1. Both Counties agree that in consideration of the service agreements outlined in Section D, any costs in the future that require Intermunicipal agreements shall be dealt with on a case by case basis.

**D. MUNICIPAL SERVICES**

1. Both Counties have reviewed the services offered to residents. Based on the review it has been determined that each County will continue to provide the following services to their residents independently:

- a. Transportation
- b. Water
- c. Wastewater
- d. Solid Waste
- e. Emergency Services
- f. Recreation

## **E. FUTURE PROJECTS & AGREEMENTS**

1) In the event that either County initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating County's Chief Administrative Officer will notify the other County's Chief Administrative Officer in writing.

## **F. DISPUTE RESOLUTION**

1. The Counties are committed to resolving any disputes in a non-adversarial, informal and cost-efficient manner.
2. The Counties shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
3. In the event of a dispute, the Counties agree that they shall undertake a process to promote the resolution of the dispute in the following order:
  - a. negotiation;
  - b. mediation; and
  - c. binding arbitration.
4. If any dispute arises between the Counties regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding Dispute Resolution Process outlined herein.
5. If the Dispute Resolution Process is invoked, the Counties shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.
6. Despite F(4), where an existing intermunicipal agreement has a binding dispute resolution process included the process in the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.
7. A party shall give written notice ("Dispute Notice") to the other party of a dispute and outline in reasonable detail the relevant information concerning the dispute. Within thirty (30) days following receipt of the Dispute Notice, the respective Councils shall

meet and attempt to resolve the dispute through discussion and negotiation, unless a time extension is mutually agreed by the Chief Administrative Officers. If the dispute is not resolved within sixty (60) days of the Dispute Notice being issued, the negotiation shall be deemed to have failed.

8. If the Counties cannot resolve the dispute through negotiation within the prescribed time period, then the dispute shall be referred to mediation.
9. Either party shall be entitled to provide the other party with a written notice (“Mediation Notice”) specifying:
  - a. The subject matters remaining in dispute, and the details of the matters in dispute that are to be mediated; and
  - b. The nomination of an individual to act as the mediator.
10. The Counties shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a mediator.
11. Where a mediator is appointed, the Counties shall submit in writing their dispute to the mediator and afford the mediator access to all records, documents and information the mediators may reasonably request. The Counties shall meet with the mediator at such reasonable times as may be required and shall, through the intervention of the mediator, negotiate in good faith to resolve their dispute. All proceedings involving a mediator are agreed to be without prejudice and the fees and expenses of the mediator and the cost of the facilities required for mediation shall be shared equally between the Counties.
12. In the event that:
  - a. The Counties do not agree on the appointment of a mediator within thirty (30) days of the Mediation Notice; or
  - b. The mediation is not completed within sixty (60) after the appointment of the mediator; or
  - c. The dispute has not been resolved within ninety (90) from the date of receipt of the Mediation Notice; either party may by notice to the other withdraw from the mediation process and in such event the dispute shall be deemed to have failed to be resolved by mediation.
13. If mediation fails to resolve the dispute, the dispute shall be submitted to binding arbitration. Either of the Counties may provide the other party with written notice (“Arbitration Notice”) specifying: a. the subject matters remaining in dispute and the details of the matters in dispute that are to be arbitrated; and b. the nomination of an individual to act as the arbitrator.
14. Within thirty (30) days following receipt of the Arbitration Notice, the other party shall, by written notice, advise as to which matters stated in the Arbitration Notice it accepts and disagrees with, advise whether it agrees with the resolution of the disputed



items by arbitration, and advise whether it agrees with the arbitrator selected by the initiating party or provide the name of one arbitrator nominated by that other party.

15. The Counties shall, within thirty (30) days of the Arbitration Notice, jointly nominate or agree upon an arbitrator.
16. Should the Counties fail to agree on a single arbitrator within the prescribed time period, then either party may apply to a Justice of the Court of Queen's Bench of Alberta to have the arbitrator appointed.
17. The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice and the receiving party's response thereto.
18. The Arbitration Act (Alberta) in force from time to time shall apply to arbitration proceedings commenced pursuant to this Framework.
19. The arbitrator shall proceed to hear the dispute within sixty (60) days of being appointed and proceed to render a written decision concerning the dispute forthwith.
20. The arbitrator's decision is final and binding upon the Counties subject only a party's right to seek judicial review by the Court of Queen's Bench on a question of jurisdiction.
21. If the Counties do not mutually agree on the procedure to be followed, the arbitrator may proceed to conduct the arbitration on the basis of documents or may hold hearings for the presentation of evidence and for oral argument.
22. Subject to the arbitrator's discretion, hearings held for the presentation of evidence and for argument are open to the public.
23. If the arbitrator establishes that hearings are open to the public in Section 21, the arbitrator, as their sole discretion, may solicit written submissions. If the arbitrator requests written submissions they must be considered in the decision.
24. The fees and expenses of the arbitrator and the cost of the facilities required for arbitration shall be shared equally between the Counties.
25. On conclusion of the arbitration and issuance of an order, the arbitrator must proceed to compile a record of the arbitration and give a copy of the record to each of the Counties.

## **G. CORRESPONDENCE**

Written notice under this Agreement shall be provided to the Mailing Addresses of each respective Municipality and Attention to the Chief Administrative Officers.



THE MUNICIPAL DISTRICT OF OPPORTUNITY NO. 17

BYLAW 2018-23

*Being a Bylaw of the MD of Opportunity No. 17, in the Province of Alberta, for the purpose of adopting the MD of Opportunity / Mackenzie County Intermunicipal Collaboration Framework (ICF), pursuant to the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta 2000, and amendments thereto.*

**WHEREAS** Section 708.28(1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded;

**WHEREAS** the MD of Opportunity No. 17 and Mackenzie County share a common border;

**WHEREAS** the MD of Opportunity No. 17 and Mackenzie County share common interest and are desirous of working together to provide services to their residents;

**THEREFORE BE IT RESOLVED**, that the Council of the MD of Opportunity No. 17, in the Province of Alberta, adopts the MD of Opportunity No. 17 / Mackenzie County intermunicipal agreement, being the document attached hereto and forming part of this Bylaw.


This Bylaw comes into effect upon the date of the final Reading thereof.

READ A FIRST TIME this 14 day of November, A.D. 2018.

READ A SECOND TIME this 14 day of November, A.D. 2018.

BYLAW 2018-23 READ A THIRD TIME AND PASSED this 14 day of November, A.D. 2018.

  
\_\_\_\_\_  
Reeve, Marcel D. Auger

  
\_\_\_\_\_  
Chief Administrative Officer, William Kostiw



**Council Committee Reports:**

**0821-2018-17MDC**

Moved by Louis A. Cardinal that the Council Committee Reports are accepted as reported.

CARRIED UNANIMOUSLY

**Admin Report:**

Chief Administrative Officer, William Kostiw presented the CAO monthly report and Request for Decisions (RFD's).

**0822-2018-17MDC**

Moved by Brendan Powell that administration schedule a meeting for December 4<sup>th</sup>, 2018 in Wabasca, for 10 a.m. to discuss the management of Wabasca Desmarais Housing Authority, Municipal District Housing Corporation and Wabasca Long Term Facility.

CARRIED UNANIMOUSLY

**0823-2018-17MDC**

Moved by Everett Gottfried that the CAO Report is accepted as presented.

CARRIED UNANIMOUSLY

**Tender Openings:**

**0824-2018-17MDC**

Moved by Robin Guild that the tender openings for Request for Quotes for Fuel Management Systems in Wabasca, Calling Lake and Red Earth Creek at 11:25 a.m.

CARRIED UNANIMOUSLY

**0825-2018-17MDC**

Moved by Barry Schmidt that the Request for Quotes for Fuel Management Systems in Wabasca, Calling Lake and Red Earth Creek is tabled to the December 14, 2018 Regular Meeting.

CARRIED UNANIMOUSLY

**Finance Report:**

Chartered Accountant, Mark Schonken presented the Finance Report.

**0826-2018-17MDC**

Moved by Everett Gottfried that the Finance Report is accepted as presented.

CARRIED UNANIMOUSLY

**Bylaw No. 2018-27 - Intermunicipal Collaboration Framework – Regional Municipality of Wood Buffalo:**

A Bylaw of the Municipal District of Opportunity No. 17 to establish the Intermunicipal Collaboration Framework (ICF) with the Municipality of Wood Buffalo.

**0827-2018-17MDC**

Moved by Everett Gottfried to give FIRST READING to Bylaw 2018-27.

CARRIED UNANIMOUSLY

**0828-2018-17MDC**

Moved by Everett Gottfried to give SECOND READING to Bylaw 2018-27.

CARRIED UNANIMOUSLY

**0829-2018-17MDC**

Moved by Everett Gottfried to give UNANIMOUS READING to Bylaw 2018-27.

CARRIED UNANIMOUSLY

**0830-2018-17MDC**

Moved Everett Gottfried to give THIRD READING to Bylaw 2018-27.

CARRIED UNANIMOUSLY

**Bylaw No. 2018-20-  
Intermunicipal Collaboration  
Framework – Lac La Biche  
County:**

A Bylaw of the Municipal District of Opportunity No. 17 to establish the Intermunicipal Collaboration Framework (ICF) with the Lac La Biche County.

**0831-2018-17MDC**

Moved by Robin Guild to give FIRST READING to Bylaw 2018-20.

CARRIED UNANIMOUSLY

**0832-2018-17MDC**

Moved by Robin Guild to give SECOND READING to Bylaw 2018-20.

CARRIED UNANIMOUSLY

**0833-2018-17MDC**

Moved by Robin Guild to give UNANIMOUS READING to Bylaw 2018-20.

CARRIED UNANIMOUSLY

**0834-2018-17MDC**

Moved by Robin Guild to give THIRD READING to Bylaw 2018-20.

CARRIED UNANIMOUSLY

**Bylaw No. 2018-21 -  
Intermunicipal Collaboration  
Framework – MD of Lesser  
Slave River:**

A Bylaw of the Municipal District of Opportunity No. 17 to establish the Intermunicipal Collaboration Framework (ICF) with the MD of Lesser Slave River.

**0835-2018-17MDC**

Moved by Brendan Powell to give FIRST READING to Bylaw 2018-21.

CARRIED UNANIMOUSLY

**0836-2018-17MDC**

Moved by Brendan Powell to give SECOND READING to Bylaw 2018-21.

CARRIED UNANIMOUSLY

**0837-2018-17MDC**

Moved by Brendan Powell to give UNANIMOUS READING to Bylaw 2018-21.

CARRIED UNANIMOUSLY

**0838-2018-17MDC**

Moved by Brendan Powell to give THIRD READING to Bylaw 2018-21.

CARRIED UNANIMOUSLY



**Bylaw No. 2018-22 –  
Intermunicipal Collaboration  
Framework – MD of Northern  
Sunrise County:**

A Bylaw of the Municipal District of Opportunity No. 17 to establish the Intermunicipal Collaboration Framework (ICF) with the MD of Northern Sunrise County.

**0839-2018-17MDC**

Moved by Darlene Jackson to give FIRST READING to Bylaw 2018-22.

CARRIED UNANIMOUSLY

**0840-2018-17MDC**

Moved by Darlene Jackson to give SECOND READING to Bylaw 2018-22.

CARRIED UNANIMOUSLY

**0841-2018-17MDC**

Moved by Darlene Jackson to give UNANIMOUS READING to Bylaw 2018-22.

CARRIED UNANIMOUSLY

**0842-2018-17MDC**

Moved by Darlene Jackson to give THIRD READING to Bylaw 2018-22.

CARRIED UNANIMOUSLY

**Bylaw No. 2018-23 –  
Intermunicipal Collaboration  
Framework – Mackenzie  
County:**

A Bylaw of the Municipal District of Opportunity No. 17 to establish the Intermunicipal Collaboration Framework (ICF) with Mackenzie County.

**0843-2018-17MDC**

Moved by Barry Schmidt to give FIRST READING to Bylaw 2018-23.

CARRIED UNANIMOUSLY

**0844-2018-17MDC**

Moved by Barry Schmidt to give SECOND READING to Bylaw 2018-23.

CARRIED UNANIMOUSLY

**0845-2018-17MDC**

Moved by Barry Schmidt to give UNANIMOUS READING to Bylaw 2018-23.

CARRIED UNANIMOUSLY

**0846-2018-17MDC**

Moved by Barry Schmidt to give THIRD READING to Bylaw 2018-23.

CARRIED UNANIMOUSLY

A handwritten signature in black ink, appearing to be 'MA.', is located in the bottom right corner of the page.

**Bylaw No. 2018-24 –  
Intermunicipal Collaboration  
Framework – County of  
Athabasca:**

A Bylaw of the Municipal District of Opportunity No. 17 to establish the Intermunicipal Collaboration Framework (ICF) with the County of Athabasca.

**0847-2018-17MDC**

Moved by Kevin Bigstone to give FIRST READING to Bylaw 2018-24.

CARRIED UNANIMOUSLY

**0848-2018-17MDC**

Moved by Kevin Bigstone to give SECOND READING to Bylaw 2018-24.

CARRIED UNANIMOUSLY

**0849-2018-17MDC**

Moved by Kevin Bigstone to give UNANIMOUS READING to Bylaw 2018-24.

CARRIED UNANIMOUSLY

**0850-2018-17MDC**

Moved by Kevin Bigstone to give THIRD READING to Bylaw 2018-24.

CARRIED UNANIMOUSLY

**Intermunicipal Development**

**Plan (IDP) Exemptions: 0851-2018-17MDC**

Moved by Everett Gottfried that the MD of Opportunity apply for exemptions not requiring an IDP with each of its 6 adjacent municipal neighbors and apply to the Minister for an IDP exemption together with the Regional Municipality of Wood Buffalo.

CARRIED UNANIMOUSLY

**0852-2018-17MDC**

Moved by Louis A. Cardinal that the MD of Opportunity apply for exemptions not requiring an IDP with each of its 6 adjacent municipal neighbors and apply to the Minister for an IDP exemption together with Lac La Biche County.

CARRIED UNANIMOUSLY

**0853-2018-17MDC**

Moved by Victor Gladue that the MD of Opportunity apply for exemptions not requiring an IDP with each of its 6 adjacent municipal neighbors and apply to the Minister for an IDP exemption together with Lesser Slave River.

CARRIED UNANIMOUSLY

**0854-2018-17MDC**

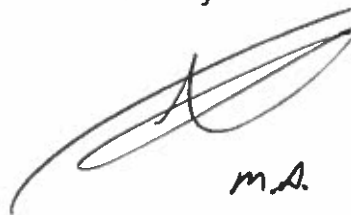
Moved by Brendan Powell that the MD of Opportunity apply for exemptions not requiring an IDP with each of its 6 adjacent municipal neighbors and apply to the Minister for an IDP exemption together with Northern Sunrise County.

CARRIED UNANIMOUSLY

**0855-2018-17MDC**

Moved by Leo Alook that the MD of Opportunity apply for exemptions not requiring an IDP with each of its 6 adjacent municipal neighbors and apply to the Minister for an IDP exemption together with the Mackenzie County.

CARRIED UNANIMOUSLY



**0856-2018-17MDC**

Moved by Barry Schmidt that the MD of Opportunity apply for exemptions not requiring an IDP with each of its 6 adjacent municipal neighbors and apply to the Minister for an IDP exemption together with the County of Athabasca.

CARRIED UNANIMOUSLY

**Registered Apprenticeship**

**Program (R.A.P.):**

**0857-2018-17MDC**

Moved by Brendan Powell that administration is authorized to continue to participate in the Registered Apprenticeship Program for the 2019 Summer Student Internships for all communities.

CARRIED UNANIMOUSLY

**Bigstone Cree Nation Water**

**Supply Agreement:**

**0858-2018-17MDC**

Moved by Everett Gottfried that Bigstone Cree Nation Water Supply Agreement is tabled to the next meeting to review first draft of agreement.

CARRIED UNANIMOUSLY

Councillor, Darlene Jackson requested for a recorded vote on the following motion.

**Yellow Bike Solutions**

**“Green” Bio Mass Power**

**Plant:**

**0859-2018-17MDC**

Moved by Barry Schmidt that administration is authorized to proceed with the feasibility study with Yellow Bike Solutions for a proposed building of a Bio Mass Power Plant(s) in our municipality, subject to the cost of \$25,000.

For: Victor Gladue, Barry Schmidt and Robin Guild

Against: Louis A. Cardinal, Darlene Jackson, Leo Alook, Everett Gottfried, Marcel D. Auger, Brendan Powell, Kevin Bigstone, Roy Yellowknee

DEFEATED

**High School Scholarship**

**Proposal:**

**0860-2018-17MDC**

Moved by Robin Guild that the proposal provided by Northland School Division for a MD high school scholarship is accepted as information.

CARRIED UNANIMOUSLY

**Red Earth Creek Water**

**Supply Program:**

**0861-2018-17MDC**

Moved by Brendan Powell that administration is authorized to schedule a meeting with Loon River First Nation to determine if partnership is possible for Water Supply and develop a working agreement.

CARRIED UNANIMOUSLY

**Peerless Trout First**

**Nation:**

**0862-2018-17MDC**

Moved by Louis A. Cardinal that administration is authorized to schedule a meeting with Peerless Trout First Nation to determine if partnership is possible and develop a working agreement.

CARRIED UNANIMOUSLY



**Red Earth Creek  
Clinic Discussion:****0863-2018-17MDC**

Moved by Brendan Powell that administration gather further information regarding the TeleHealth with Alberta Health Services in Red Earth Creek.

CARRIED UNANIMOUSLY

**Personnel Policy:****0864-2018-17MDC**

Moved by Darlene Jackson that administration amend the Personnel Policy to state that employees who take training are committed to the position for one/two years after training is completed.

CARRIED UNANIMOUSLY

**Transportation and Public  
Works Report:**

Transportation and Public Works Director, Cynthia Taron presented the Transportation and Public Works Report.

**0865-2018-17MDC**

Moved by Darlene Jackson that the Transportation and Public Works Report is accepted as presented.

CARRIED UNANIMOUSLY

**Public Hearing 1:15 p.m.  
Bylaw 2018-25 Tax  
Penalty, Interest and  
Monthly Payment:****0866-2018-17MDC**

Moved by Marcel D. Auger that the public hearing for Bylaw 2018-25 go in session at 1:15 p.m.

CARRIED UNANIMOUSLY

**Public Hearing:**

Being a Bylaw of the Municipal District of Opportunity No. 17 in the Province of Alberta for the purpose of imposing and collecting penalties and unpaid taxes.

**Public Attendance:**

Paul Pallot – Resident of Wabasca  
Ernie Houle – Resident of Wabasca

**Announcement:**

William Kostiw, CAO announced the purpose of the Public Hearing is to for the purpose of imposing and collecting penalties and unpaid taxes.

**Introductions:**

Round Table introductions were held.

**Objections to Council  
Members:**

The Chairman asked if the public had any objections to Council members present.

The public had no objections.

**Hearing Order:**

Being a Bylaw of the Municipal District of Opportunity No. 17 in the Province of Alberta for the purpose of imposing and collecting penalties and unpaid taxes, whereas, pursuant to sections 344,345 and 346 of the Municipal Government Act R.S.A. 200,c.M-26 (MGA), Council may impose penalties on unpaid taxes at the rates set out in the bylaw, and pursuant to section 340 of the MGA, may permit taxes to be paid by installments.

**In Favor of Bylaw:**

The public had no objections.

**In Opposition of Bylaw:**

Paul Pallot – moved family out of Wabasca for education, see the interest stay the same.



MA.

Ernie Houle – See the penalties stay in the same, hard time for the locals and tough to get a job within the oilfield or locally.

**Fair/Impartial Hearing:** The Chairman asked the public if they felt they had a fair and impartial Hearing.  
Yes the public felt they had a fair and impartial Hearing.

**Public Hearing Concluded:** 0867-2018-17MDC  
Moved by Leo Alook that the public hearing for Bylaw 2018-25 is adjourned at 1:31p.m.

CARRIED UNANIMOUSLY

**Service Agreement with Bigstone Cree Nation:** 0868-2018-17MDC  
Moved by Barry Schmidt that the MD of Opportunity No. 17 and Bigstone Cree Nation exchange services so that Calling Lake Transportation maintains the Calling Lake Reserve Road (Moose Drive) and Bigstone Cree Nation maintains the Reserve B. Road (MD Portion - Wabasca) during the winter months on a trial basis for 2018-19 is approved ; subject to receiving a Bigstone Council Resolution.

CARRIED UNANIMOUSLY

**Second Reading to Bylaw 2018-25:** 0869-2018-17MDC  
Moved by Darlene Jackson to table Second Reading to Bylaw 2018-25 until further notice.

CARRIED UNANIMOUSLY

**Utilities Report:** Director of Utilities, Simon Cardinal presented the Utilities Report.

0870-2018-17MDC  
Moved by Everett Gottfried that the Utilities Report is accepted as presented.

CARRIED UNANIMOUSLY

**Delegation: 2:02 p.m.** MP David Yurdiga, Kathy Yurdiga  
Round Table Introductions

The delegate was in attendance listen to the concerns of Council regarding the Wabasca Long Term Facility and also the Surrender of Assets and Dispositions with Bigstone Cree Nation.

Delegate left the meeting at 2:51 p.m.

**Recreation and Culture Services:** Recreation and Culture Director, Chad Tullis presented the Recreation and Culture Report and Request for Decision (RFD).

0871-2018-17MDC  
Moved by Everett Gottfried that the Recreation and Culture Services Report is accepted as presented.

CARRIED UNANIMOUSLY

**Capital Project: Eagle Point Golf Course Expansion – Design/Build RFP:**

**0872-2018-17MDC**

Moved by Everett Gottfried that administration is authorized to enter into a contract with Puddicombe Golf to complete the design and Construction for the building of the Eagle Point Golf Course expansion is tabled to the 2019 Capital Budget meeting.

CARRIED UNANIMOUSLY

**Youth Fundraiser – Waive Deposit & Rental Fees:**

**0873-2018-17MDC**

Moved by Robin Guild that the request received from Nancy Young, Chantal Johnson and Angela Lightning to waive the \$300 rental fee is approved for the Calling Lake Hall rental on December 13, 2018.

CARRIED UNANIMOUSLY

**Rod Osmond – Soup Kitchen Donation:**

**0874-2018-17MDC**

Moved by Leo Alook that the donation request received from Rod Osmond is accepted as information.

CARRIED UNANIMOUSLY

**St. Martin’s Parish Donation:**

**0875-2018-17MDC**

Moved by Everett Gottfried that the donation request received from St. Martin’s Parish is approved and an in-kind donation of a \$1000 golf merchandise package for the annual live auction and dinner on November 28, 2018 and to include waiving the rental fees of use of Community Hall.

CARRIED UNANIMOUSLY

**Calling Lake Coordinator Report:**

Chief Administrative Officer, William Kostiw presented the Calling Lake Coordinator report.

**0876-2018-17MDC**

Moved by Darlene Jackson that the Calling Lake Coordinators Report is accepted as presented.

CARRIED UNANIMOUSLY

**Calling Lake Senior Home Repair:**

**0877-2018-17MDC**

Moved by Barry Schmidt that administration is authorized to transfer \$40,000 from General Revenue to Calling Lake Senior Home Repair GL 2-00-00-62-770-04 to complete all senior repairs for Calling Lake.

CARRIED UNANIMOUSLY

**Regulatory Services:** Katelyn Alook, Manager of Lands & Planning and Rolanna Auger, Manager of Safety and Bylaw presented the Regulatory Services Report and Request for Decision's (RFD).

**0878-2018-17MDC**

Moved by Brendan Powell that the Regulatory Services Report is accepted as presented.

CARRIED UNANIMOUSLY

**Rescind Bylaw 2007-23  
Wireless Communication  
Facilities:**

**0879-2018-17MDC**

Moved by Everett Gottfried that Bylaw 2007-23 is rescinded in its entirety and effective immediately.

CARRIED UNANIMOUSLY

**Bylaw 2018-19  
Wireless Communications  
Facilities:**

A Bylaw of the Municipal District of Opportunity No. 17 to amend Bylaw 2007-23, the land use bylaw of the Municipal District of Opportunity No. 17, as amended.

**0880-2018-17MDC**

Moved by Everett Gottfried to give FIRST READING to Bylaw 2018-19.

CARRIED UNANIMOUSLY

**0881-2018-17MDC**

Moved by Robin Guild to give SECOND READING to Bylaw 2018-19.

CARRIED UNANIMOUSLY

**0882-2018-17MDC**

Moved by Brendan Powell to give UNANIMOUS READING to Bylaw 2018-19.

CARRIED UNANIMOUSLY

**0883-2018-17MDC**

Moved by Leo Alook to give THIRD READING to Bylaw 2018-19.

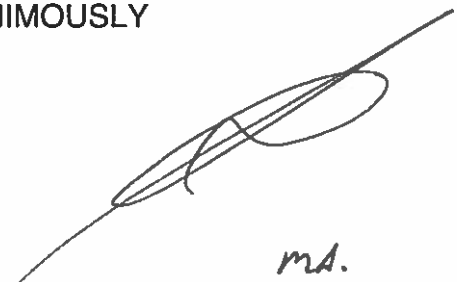
CARRIED UNANIMOUSLY

**Bylaw 2018-26: Rezoning  
Plan 9020285, Block 2, Lot 2  
From M1 – Industrial District  
to R1D – Residential:**

**0884-2018-17MDC**

Moved by Brendan Powell that Bylaw 2018-26 to rezone Plan 9020285, Block 2, Lot 2, also known as 325 Industrial Drive South in Red Earth Creek, from M1 – Industrial District to R1D – Residential is given first reading, and that a Public Hearing is scheduled for the December 12, 2018 Regular Council meeting.

CARRIED UNANIMOUSLY



*MA.*

**Resolution 2018-01  
SDAB Clerk  
Appointment:**

**0885-2018-17MDC**

Moved by Everett Gottfried that Resolution 2018-01 to appoint Chantal Kuhberg as the Clerk for the Subdivision Appeal Board is approved and effective immediately.

CARRIED UNANIMOUSLY

**Resolution 2018-02  
Development Authority  
Appointment:**

**0886-2018-17MDC**

Moved by Leo Alook that Resolution 2018-02 to incorporate Katelyn Alook into the Development Authority is approved and effective immediately.

CARRIED UNANIMOUSLY

**Crossfire Information  
Systems Request to  
Install Fibre Optic Internet  
Services in Red Earth  
Creek:**

**0887-2018-17MDC**

Moved by Brendan Powell that administration is authorized to enter into a right of way agreement with Crossfire Information Systems for trenching and placing a fibre optic cable at 3' deep to service the residential area in Red Earth Creek at a one time rate of \$3,635 for the Right Of Way agreement for the 3 year plan is approved.

CARRIED UNANIMOUSLY

**Crossfire Information  
Systems Commercial  
Lease Agreement:**

**0888-2018-17MDC**

Moved by Brendan Powell that the request from Crossfire Information Systems to enter into a commercial lease agreement with is tabled to November 28, 2018 Delegation Meeting for further information.

CARRIED UNANIMOUSLY

**Wabasca Victim  
Services Grant  
Application:**

**0889-2018-17MDC**

Moved by Everett Gottfried that the grant request received from Wabasca Victim Services in the amount of \$100,000 to be paid in quarterly installments of \$25,000 to help fund their 2018/2019 program delivery expenses is approved subject to the submission of financial statements and activity report for the \$100,000 grant received in January 2018 and that the first installment is processed for December 2018 and review the remaining \$75,000 in January 2019.

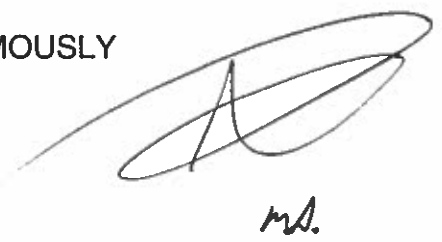
CARRIED UNANIMOUSLY

**Sandy Lake Fire Chief  
Ratification:**

**0890-2018-17MDC**

Moved by Kevin Bigstone that Council accepts the new Sandy Lake Fire Chief on interim basis until in-house issues are dealt with and community engagement.

CARRIED UNANIMOUSLY



**Daycare Report:**

Chief Administrative Officer, William Kostiw presented the Daycare report.

**0891-2018-17MDC**

Moved by Brendan Powell that the Daycare Report is accepted as presented.

CARRIED UNANIMOUSLY

**Opportunity Daycare  
Additional Staffing  
in Red Earth Creek:**

**0892-2018-17MDC**

Moved by Brendan Powell that administration is authorized to employ two additional full time staff in Red Earth Creek Daycare center at a cost of \$9120.92 for the remainder of 2018 and \$109,450.98 for 2019 is approved.

CARRIED

**MD Daycare Closure –  
Christmas Holiday  
Season:**

**0893-2018-17MDC**

Moved by Barry Schmidt that the MD Daycare facilities are closed from December 24, 2018 through to January 1, 2019 resuming regular business hours January 2, 2019 and that employees use allotments to cover for 3 days is approved.

CARRIED UNANIMOUSLY

**Information/  
Correspondence:**

**0894-2018-17MDC**

Moved by Darlene Jackson that the information/correspondence items are accepted as information.

CARRIED UNANIMOUSLY

**0895-2018-17MDC**

Moved by Brendan Powell that the calendars are accepted as information.

CARRIED UNANIMOUSLY

**Closed Session:**

**0896-2018-17MDC**

Moved by Darlene Jackson to go in session at 4:38 p.m. with the CAO, and recording secretaries.

CARRIED UNANIMOUSLY

**0897-2018-17MDC**

Moved by Everett Gottfried to go out of session at 4:46 p.m.

CARRIED UNANIMOUSLY

**0898-2018-17MDC**

Moved by Barry Schmidt that the request for decision item is accepted as information.

CARRIED

**Next Meeting Dates:**

Delegation Council Meeting  
November 28, 2018  
10:00 a.m.  
Red Earth Creek Sports Centre Boardroom

2019 Interim Budget Meeting  
December 10, 2018  
10:00 a.m.  
Wabasca Council Chambers

Regular Council Meeting  
December 12, 2018  
10:00 a.m.  
Wabasca Council Chambers

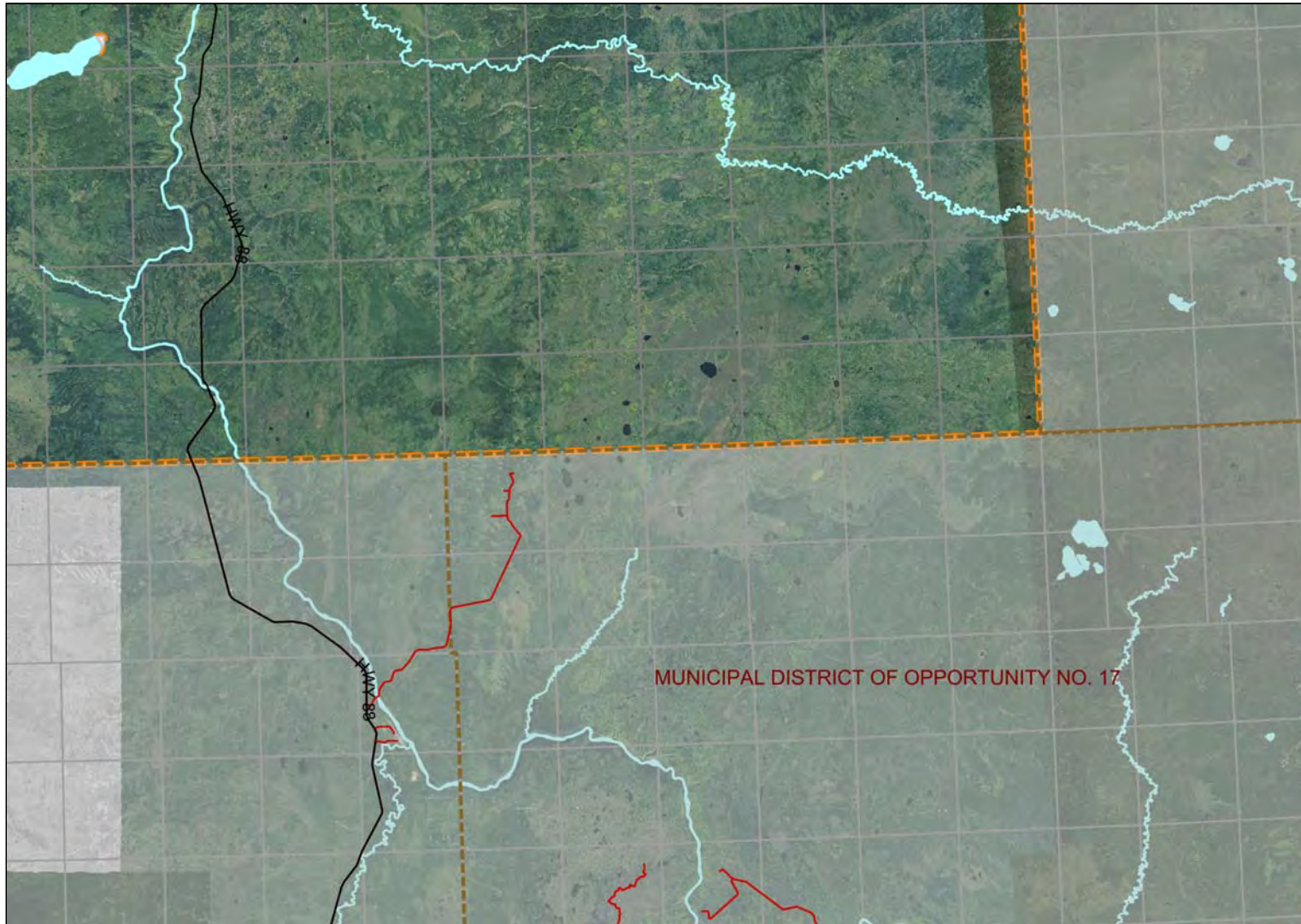
**Adjournment:**

**0899-2018-17MDC**

Moved by Darlene Jackson that the meeting is adjourned at 4:47 p.m.


CARRIED UNANIMOUSLY

  
\_\_\_\_\_  
Reeve  
\_\_\_\_\_  
Chief Administrative Officer




**Legend**


- Township Grid
- Surrounding Municipalities
- County Boundary
- Alberta Roads
- Indian Reserves
- Map Labels
- Hydro Features



**Mackenzie County**



Scale 1: 600,000



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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>Inter-municipal Development Plan Exemption with the Regional Municipality of Wood Buffalo</b>

## **BACKGROUND / PROPOSAL:**

Council and Administration met with the Regional Municipality of Wood Buffalo on November 21, 2018 in Edmonton, AB at the Rural Municipalities of Alberta (RMA) Conference to discuss the minimum requirements and options available for the Inter-municipal Development Plan (IDP) and the Inter-municipal Collaborative Framework (ICF).

The decision was made that there is no need for an Inter-municipal Development Plan considering that all land adjacent to the municipal boundaries are owned by the Crown.

The Minister of Municipal Affairs signed a Ministerial Order on July 19, 2018 that allows two or more councils of municipalities that have common boundaries where the entire area along one or both sides of the common boundary is composed entirely of federal or provincial crown land are **EXEMPT** from the requirements of IDP on the condition that all parties agree to apply the exemption by resolution and file copies of the resolutions with the Minister within 90 days of the date each resolution is passed.

Council must pass a resolution in order to apply for the IDP, the motion mirrors the motion that will be taken to the December 11, 2018, Regional Municipality of Wood Buffalo Regular Council meeting.

## **OPTIONS & BENEFITS:**

Administration has no concerns with this request.

Options are to pass, defeat, or table the motion.

**Author:** C Smith      **Reviewed by:** B Peters      **CAO:** \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

None at this time.

**SUSTAINABILITY PLAN:**

The Sustainability Plan insinuates that regional partnerships be built and maintained to advocate for northern Alberta.

**COMMUNICATION:**

None required at this time, if approved, a letter with the resolution must be sent to the Minister of Municipal Affairs.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

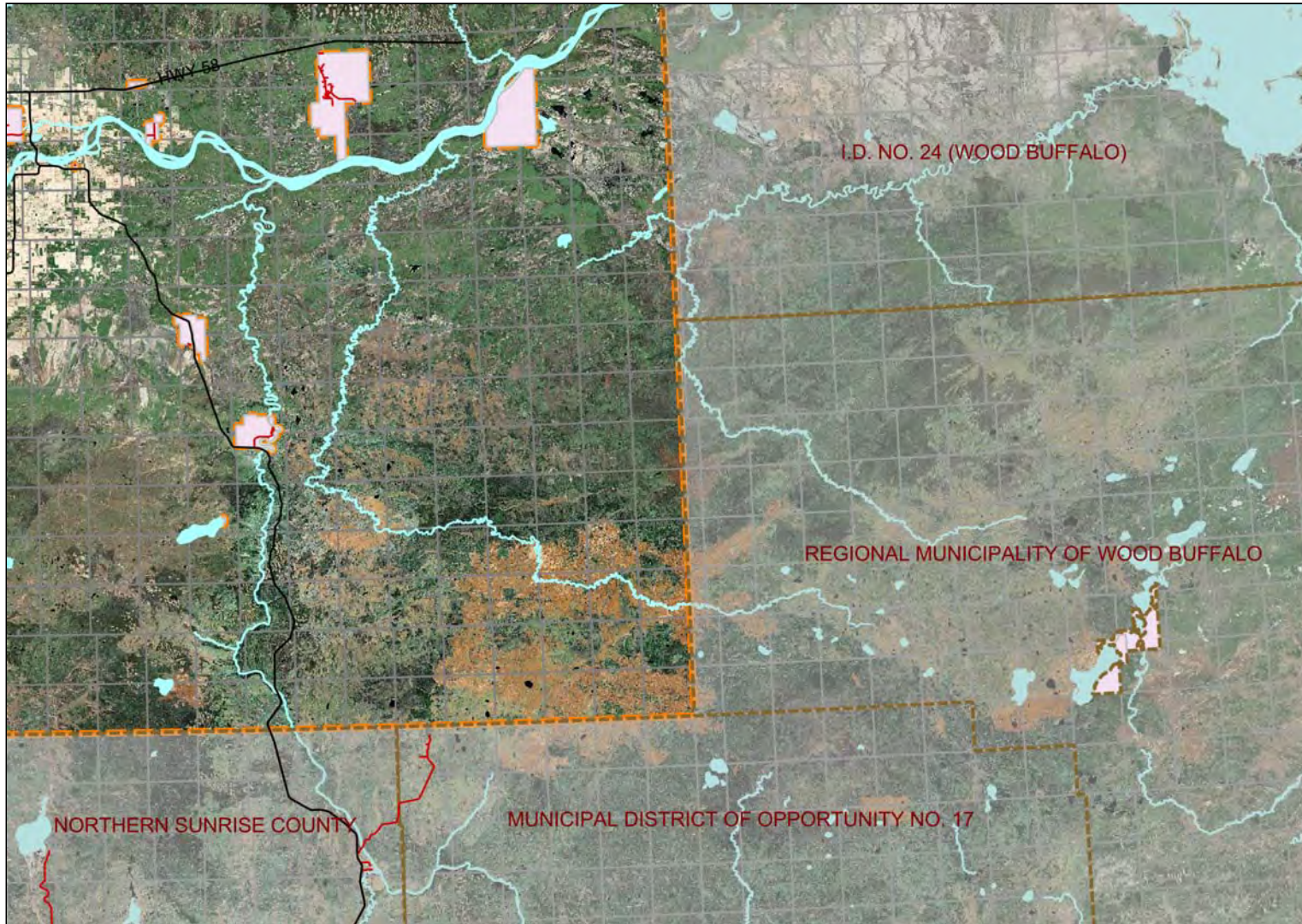
That based on the fact that the entire joint boundary of the Regional Municipality of Wood Buffalo and Mackenzie County is composed entirely of federal and/or provincial crown land, the Reeve requests on behalf of Council that the Minister exempt Mackenzie County from the requirement of Section 631 of the MGA that requires Mackenzie County to have an Inter-municipal Development Plan (IDP) together with the Regional Municipality of Wood Buffalo.

Author: C Smith      Reviewed by: B Peters      CAO: \_\_\_\_\_

**IDP Exemption Resolution (relating to Mackenzie County)**


**Moved by the RM of Wood Buffalo**

Based on the fact that the entire joint boundary of RM of Wood Buffalo and Mackenzie County is composed entirely of federal and/or provincial crown land, the Mayor request on behalf of Council that the Minister exempt the RM of Wood Buffalo from the requirement of Section 631 of the MGA that requires the RM of Wood Buffalo to have an IDP together with Mackenzie County.




### Legend


- Township Grid
- Surrounding Municipalities
- County Boundary
- Alberta Roads
- Indian Reserves
- Map Labels
- Hydro Features



**Mackenzie County**



Scale 1: 1,200,000



10 Mi  
10 Km

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>La Crete Agricultural Society – Request for Letter of Support</b>

## **BACKGROUND / PROPOSAL:**

See attached letter from the La Crete Agricultural Society requesting a support letter for their Community Facility Enhancement Program grant application.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION:**

## **RECOMMENDED ACTION:**

- Simple Majority
  Requires 2/3
  Requires Unanimous

That a letter of support be provided to the La Crete Agricultural Society for their Community Facility Enhancement Program grant application for enhancements to the La Crete Mennonite Heritage Village.

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



## La Crete Agricultural Society

Box 791, La Crete AB, T0H 2H0

(780)928-4447

lcheritagecentre@gmail.com

lacreteheritagecentre.weebly.com

Mackenzie County

Box 640

Fort Vermilion, AB

T0H 1N0

December 5, 2018

Dear CEO and council:

We will be applying for a Community Facility Enhancement Program grant for 50% of the 2019 project costs in our La Crete Mennonite Heritage Village. The grant deadline is on January 15, 2019. We would like to request a Support Letter from the Mackenzie County to include in our application.

The six projects we are applying for include the following:

- Painting the exterior of three historical buildings for preservation purposes.
- Leveling our sagging Flour Mill floor and stabilizing the foundation for preservation purposes.
- Constructing a semlin to depict how our forefathers survived their first winter in Canada and even some settlers in La Crete.
- Purchasing a seacan for artifact and equipment storage
- Purchasing and installing room darkening window blinds to protect artifacts.
- Fixing the Schmidt House roof to prevent water damage.

If you have any questions please feel free to contact me at (780)928-4447.

Sincerely:

Susan Siemens

Secretary/Program Coordinator

La Crete Agricultural Society



Mackenzie County

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Bill McKennan, Director of Finance</b>
<b>Title:</b>	<b>Finance Committee Meeting Minutes</b>

### **BACKGROUND / PROPOSAL:**

The unapproved minutes of the November 26, 2018 Finance Committee meeting minutes are attached.

### **OPTIONS & BENEFITS:**

N/A

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

N/A

### **SUSTAINABILITY PLAN:**

N/A

### **COMMUNICATION:**

Finance Committee minutes are posted on DocuShare.

**Author:** J.Veenstra      **Reviewed by:** Jenn Batt      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the unapproved Finance Committee meeting minutes of November 26, 2018 be received for information.

**Author:** J.Veenstra      **Reviewed by:** Jenn Batt      **CAO:** \_\_\_\_\_



**MACKENZIE COUNTY  
FINANCE COMMITTEE MEETING**

**November 26, 2018  
10:00 a.m.**

**Fort Vermilion Corporate Office  
Fort Vermilion, Alberta**

**PRESENT:** Peter F. Braun Councillor - Chair  
Jacquie Bateman Councillor – Vice Chair  
David Driedger Councillor

**ADMINISTRATION:** Len Racher Chief Administrative Officer  
Bill McKennan Director of Finance  
Jennifer Batt Finance Controller  
Janelle Veenstra Finance Officer/ Recording Secretary

**Regrets:** Josh Knelsen Reeve, Ex Officio  
Anthony Peters Councillor

**CALL TO ORDER:**

**1. a) Call to Order**

Councillor Braun, Chair, called the meeting to order at 10:02 a.m.

**AGENDA:**

**2. a) Adoption of Agenda**

**MOTION FC-18-11-122**

**MOVED** by Councillor Bateman

That the agenda be approved as presented.

**CARRIED**

**MINUTES FROM  
PREVIOUS MEETING:**

**3. a) Minutes of the October 25, 2018 Finance  
Committee Meeting**

**MOTION FC-18-11-123**

**MOVED** by Councillor Driedger

That the minutes of the October 25, 2018 Finance Committee meeting be approved as presented.

**CARRIED**

**BUSINESS ARISING  
FROM PREVIOUS  
MINUTES:**

4. a) None

**BUSINESS:**

6. a) **Policy FIN028 Credit Card Use Policy – Loyalty Rewards Points Report**

**MOTION FC-18-11-124**

**MOVED** by Councillor Bateman

That the MasterCard Loyalty Rewards Points Report be received for information.

**CARRIED**

6. b) **High Level Fire truck – 2010 Freightliner - Update**

**MOTION FC-18-11-125**

**MOVED** by Councillor Bateman

That the High Level Fire Truck – 2010 Freightliner – Update be received for information.

**CARRIED**

6. c) **CAO Expense Claim**

**MOTION FC-18-11-126**

**MOVED** by Councillor Driedger

That the CAO's expense claim for November 2018 be received for information.

**CARRIED**

6. d) **Councillors' Honorariums and Expense Claims**

**MOTION FC-18-11-127**

**MOVED** by Councillor Bateman

That Councillor Honorariums and Expense Claims for October 2018 be reviewed as follows:

<b>Councillor Expense Claims</b>	<b>Review Comments</b>
1 – Reeve Knelsen	Reviewed October 2018
2 – Councillor A. Peters	Reviewed October 2018
3 – Councillor Braun	Reviewed October 2018
4 – Councillor D. Driedger	Reviewed October 2018
5 – Councillor E. Peters	Reviewed October 2018
6 – Councillor Jorgensen	None
7 – Councillor Cardinal	Reviewed October 2018

8 – Deputy Reeve Sarapuk	Reviewed October 2018
9 – Councillor Bateman	Reviewed October 2018
10 – Councillor Wardley	Reviewed October 2018

**CARRIED**

**6. e) Members at Large Expense Claims**

**MOTION FC-18-11-128**

**MOVED** by Councillor Driedger

That the November 2018 Members at Large Expense Claims be reviewed as follows:

Members at Large Expense Claims	Review Comments
1 – Terry Batt	None
2 – Beth Kappelar	Reviewed November 2018
3 – Joseph Peters	None
4 – Erick Carter	None
5 – Jack Eccles	None
6 – Dicky Driedger	None
7 – Jerry Chomiak	None
8 – Joe Froese	None
9 – Ray Toews	None

**CARRIED**

**6. f) Cheque Lists**

**MOTION FC-18-11-129**

**MOVED** by Councillor Driedger

That the cheque lists and payments made online from October 25, 2018 to November 23, 2018 be received for information.

**CARRIED**

**MOTION FC-18-11-130**

**MOVED** by Councillor Bateman

That Councillor Jorgensen's September 2018 expense claim be received for information.

**CARRIED**

**6. g) MasterCard Statements**

**MOTION FC-18-11-131**

**MOVED** by Councilor Driedger

That the MasterCard statement for September 2018 be received for information.

**CARRIED**

**NEXT MEETING  
DATE:**

9. a) January 17, 2018 at 10:00 a.m.  
Fort Vermilion Office

**ADJOURNMENT:**

10. a) **Adjournment**

**MOTION FC-18-11-132**

**MOVED** by Councillor Bateman

That the Finance Committee meeting be adjourned at 10:38 a.m.

**CARRIED**

DRAFT

These minutes were approved by the Finance Committee on \_\_\_\_\_.

\_\_\_\_\_  
Peter Braun  
Chair, Councillor

\_\_\_\_\_  
Len Racher  
Chief Administrative Officer



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Byron Peters, Deputy Chief Administrative Officer</b>
<b>Title:</b>	<b>La Crete Streetscape Implementation Committee Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The minutes of the June 28, 2018 and November 26, 2018 La Crete Streetscape Implementation Committee meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

**Author:** \_\_\_\_\_ **A.O'Rourke** **Reviewed by:** \_\_\_\_\_ **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the La Crete Streetscape Implementation Committee meeting minutes of June 28, 2018 and November 26, 2018 be received for information.

**Author:** A.O'Rourke      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**MACKENZIE COUNTY**  
**La Crete Community Streetscape Implementation Committee**

**Mackenzie County Office**  
**La Crete, AB**

**Thursday, June 28, 2018 @ 6:00 p.m.**

<b>PRESENT:</b>	Peter Braun	Chair / Reeve Ex-Officio
	Ray Wiebe	Committee Member
	John Acreman	Committee Member
	John W. Driedger	Committee Member
	Benj Peters	Committee Member
	Darryl Friesen	Committee Member
	Brandon Froese	Committee Member
<b>REGRETS:</b>	Abe Martens	Committee Member
	John W. Driedger	Committee Member
	David Driedger	Vice Chair / Councillor
<b>ADMINISTRATION:</b>	Andrew O'Rourke	Economic Development Officer/Recording Secretary
	Doug Munn	Director of Community Services

**MOTION**

**1. Call to Order**

Chair Braun called the meeting to order at 6:09 p.m.

**2. Adoption of Agenda**

**LCCSIC-18-06-01**

**MOVED** by Benj Peters

That the agenda be adopted as presented.

**CARRIED**

**3. Minutes**

**LCCSIC-18-06-02**

**MOVED** by Darryl Friesen

That the minutes of December 6, 2017 La Crete Community Streetscape Implementation Committee be approved as presented.

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

## CARRIED

Doug: Green Ash are slow to blossom in spring compared to the other tree varieties. This would be beneficial as sometimes there is a late snow in spring which would be heavy and could damage leaves and small branches.

Committee: What is the tree roots system under a Green Ash Tree? Would it damage utilities?

Doug: It would be similar to what is above ground.

Committee: No, that is not our intent, it would be best to keep as much business visibility as possible. Business pay for their main street presence; trees should not take away from their visibility.

Committee: If a tree is fast growing it could achieve maturity in 15 years compared to a 60-year growth period. That means the community could see a fuller more mature streetscape plan in shorter timeframe.

Doug: The soil along 100<sup>th</sup> Street could be tested to determine how well trees will grow.

Committee: When planting a tree, a larger hole should be drilled, such as a 36" wide hole instead of a 24" hole. This would allow the planters to add additional nutrient rich soil around the tree.

Doug: A good start for a tree makes for a good tree, and the same goes for a bad start. You can plant a tree in any soil, it's the care and attention the tree gets afterwards that really makes the difference.

Committee: What about planting along 100<sup>th</sup> Avenue, there is a lot of concrete pavement that will need to be cut open in front of Sole Patch and First Fire and Safety. It is recommended that tree planting does not take place in these more difficult planting locations.

Committee: What is required? Is an in-depth assessment of where trees will be planted, utilities and lamp posts and obstructions already located?

Committee: There should be two drill stems either side of the

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tree. They could be cut into 7.5ft lengths and placed about 3 feet into the ground. A wire would have attached between both drill stems to hold the tree in place.

Peter: The maintenance and upkeep would fall under the Public Works department. Mackenzie County hires seasonal staff during the summer months to maintain our parks. The new trees planted would be maintained under the Public Works budget and not the Streetscape budget.

Andrew: I'd like to create a package of 60 trees that would be planted along 100<sup>th</sup> Street between the two signs and along 100<sup>th</sup> Avenue as far as the library.

Committee: Looking at the price per tree, we recommend that a tender package be created that only plants 40 trees.

Committee: When building the package for 40 trees make sure that there are certain conditions attached to give the trees the best chance of survival.

Committee: Looking at the numbers the committee is spending nearly \$12,000 on protecting the trees, we could purchase an awful lot of trees for \$12,000.

Andrew: There is two different trees sizes; 50mm trunk and 75mm trunk.

Committee: The package should include transportation of the trees from Edmonton to La Crete.

**LCCSIC-18-06-03**

#### **4. Adjournment**

**MOVED** by John W. Driedger

That the La Crete Community Implementation Committee Meeting be adjourned at 7:26 p.m.

**CARRIED**

These minutes were adopted this 28<sup>th</sup> day of June, 2018.

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Peter Braun, Chair

**MACKENZIE COUNTY**  
**La Crete Community Streetscape Implementation Committee**

**Mackenzie County Office**  
**La Crete, AB**

**Monday, November 26, 2018 @ 6:00 p.m.**

<b>PRESENT:</b>	Peter Braun	Chair
	John W. Driedger	Vice Chair
	Agatha Driedger	Committee Member
	Frank Driedger	Committee Member
	Brandon Froese	Committee Member
<b>REGRETS:</b>	Robin Dyck	Committee Member
	Trudy Peters	Committee Member
	Darryl Friesen	Committee Member
<b>ADMINISTRATION:</b>	Andrew O'Rourke	Economic Development Officer/Recording Secretary
	David Fehr	Director of Operations

**MOTION**

1. **Call to Order**

Chair Braun called the meeting to order at 6:17 p.m.

2. **Adoption of Agenda**

**LCCSIC-18-11-01**

**MOVED** by John W. Driedger

That the agenda be adopted as presented.

**CARRIED**

3. **Minutes**

**LCCSIC-18-11-02**

**MOVED** by Brandon Froese

That the minutes of June 28, 2018 La Crete Community Streetscape Implementation Committee be approved as presented.

**CARRIED**

## 4. Elections

### a.) Vice Chair

Andrew called for nominations for the position of Vice Chair.

Brandon Froese nominated John W. Driedger Accepted.

Second Call: No further nominations.

Third Call: No further nominations.

Andrew O'Rourke declared John W. Driedger Vice Chair by Acclamation.

Chair: Attached is a copy of this committee's terms of reference. They can be read individually, and if there are any further questions that need a more in-depth explanation, please ask.

Andrew: Attached is the full cost of planting 47 trees in La Crete in 2018. which costs \$29,369. The La Crete Streetscape Committee planned to plant forty trees this year. The additional cost was the replacement of three trees that were damaged by a vandal in August. The Community Services department added on four trees to the overall order. The tree vandal will contribute \$1908 towards the replacement of trees and the Community Services department will also reimburse \$2256 into the Streetscape Design fund. This brings the La Crete Streetscape tree planting cost for 2018 down to \$25,105.

Andrew: Therefore, \$8300 will carry forward into the 2019 project budget.

Andrew: It was first anticipated to put tree rings around the bottom of each of the trees planted. The cost was \$16 per tree ring. The problem that arose during installation was our tree trunks were too thick for the tree rings. So the order was cancelled from Home Hardware.

Committee: What about cultivation around the bottom of the trees instead of tree rings? Or what about spraying with Round-Up?

Andrew: The plan is to create as little maintenance as possible for our Public Works department, who are stretched thin during

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**LCCSIC -18-11-03**

summer months.

David Fehr: Mackenzie County has a spraying license for weed control and it is a possibility to spray and not use a weed whacker around the bottom of the trees. There are very strict policies about spraying in public places. It is very different from agricultural spraying. Maybe the County could look at spraying the same chemicals that are used on golf courses.

Committee: It is also a possibility to put weeping tile around the bottom of the trees to protect them from weed whackers.

**MOVED** by John W. Driedger

That the La Crete Streetscape Committee hold off on purchasing tree rings for one year.

**CARRIED**

Andrew presented two different projects that could be undertaken in 2019. The first was raised flower beds between Mix & Match Clothing on 100<sup>th</sup> Ave to Tuffline at 102<sup>nd</sup> Ave. These flower boxes would be centralized in the downtown area above utilities. The larger planter boxes would be designed so that they could be moved with a forklift and incorporate lighting, and or bicycle stand.

Andrew: The other project would be to continue on with tree planting for 2019. This would include the planting of trees in more difficult locations along 100<sup>th</sup> Ave and 100<sup>th</sup> Street. Some of the tree planting will come up with more difficult challenges, such as digging up concrete and exposing underground utilities with hydrovac.

Committee: Andrew should enquire, what are the quantity of green ash trees that Arrowhead nurseries has available?

Committee: It was noted that some of the trees were damaged while being offloaded at the County shop in La Crete. This includes damage to the bark of the trees, which will need repairing in spring with tar spray. It is also important to wash down the trees in spring to clean any salt residue that might be present.

Andrew: Attached is an ATCO tree planting diagram showing the correct distances to plant trees away from power lines. On the east side of 100<sup>th</sup> Street 2018 trees were planted about 8ft.

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

away from the power lines. This is due to multiple utilities in the right of way. Mackenzie County has a water line and storm drain, Telus has a communications cable and Northern Light's Co-op has a gas line. ATCO were not impressed with the size of the trees and their proximity to the power lines.

Committee: When the trees grow to close to the lines they can be chopped off at the top. Mackenzie County can apply to ATCO tree cutting contract during summer months. It might be a couple of years before the trees start to interfere with the power lines.

Committee: One of the best beatifications that could be made along 100<sup>th</sup> Street, would be the removal of the ATCO power poles. Could the power be put in the back alley behind 100<sup>th</sup> Street? This would be a massive project that would involve trenching a power line and connecting it to each of the businesses.

Committee: It would be recommended to continue with tree planting for 2019, so the trees along 100St could all grow at the same pace.

Committee: Would there be damage to the sidewalk if tree roots would be spreading under the concrete? It is recommended that a cut out of 4ft x 4ft concrete would be placed around the tree.

Committee: Could you please look into the cost of the grates that go around the bottom of trees that are embedded in sidewalks?

Committee: There are older trees that were planted along 100<sup>th</sup> Street about 8 years ago. These trees are between the roadside and the sidewalk. Could the committee investigate into moving these trees?

Andrew: It was brought to my attention that there is a municipal grant that Mackenzie County can apply for that would give us \$30,000 worth of recycled tire rubber landscaping products.

Committee: The rubber bricks are our best option. It looks like the County would have to pay for GST and transport of the product.

**LCCSIC -18-11-04**

**MOVED** by Brandon Froese

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

That the La Crete Community Streetscape Implantation committee apply for the Eco-Flex tire recycling grant with Alberta recycling management.

**CARRIED**

**LCCSIC-18-11-05**

**4. Adjournment**

**MOVED** by Frank Driedger

That the La Crete Community Implementation Committee Meeting be adjourned at 7:26 p.m.

**CARRIED**

These minutes were adopted this XX<sup>th</sup> day of February, 2019.

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Peter Braun, Chair

UNAPPROVED

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>December 11, 2018</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## **BACKGROUND / PROPOSAL:**

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

- Action List
- Correspondence – Alberta Transportation (STIP Funding – Blue Hills Site 1 Bridge Crossing Project)
- Correspondence – County of Northern Lights Letter to Minister of Transportation (Light Weight Concrete Girders)
- Correspondence – Alberta Transportation (Approval for Installation of 10 Caution Bison Road Signs)
- Correspondence – County of Northern Lights (IDP Exemption Request)
- Correspondence – Alberta Environment and Parks (Hay-Zama Wood Bison Hunt Reporting System)
- Correspondence – County of Northern Lights Letter to Municipalities (Light Weight Concrete Girders)
- Correspondence – Husky Energy Letter to Minister of Agriculture and Forestry (Safety Concern – Reduced visibility on public highway due to smoke from brush burning)
- Correspondence – Alberta Municipal Affairs (Long Term Municipal Funding)
- Correspondence – AUMA (Bill 32 – City Charters Fiscal Framework)
- Correspondence – RMA (MSI Update)
- Correspondence – Alberta Forest Products Association (Request for Support of Federal Funding to Control the Mountain Pine Beetle)
- Alberta Health Services – High Level Community Conversation What We Heard
- Boreal Housing Foundation Meeting Minutes
- Water North Coalition Meeting Minutes
- High Level Forests Public Advisory Committee Meeting Minutes

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

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

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



## Mackenzie County Action List as of December 3, 2018

### *Council Meeting Motions Requiring Action*

Motion	Action Required	Action By	Status
<b>May 28, 2013 Council Meeting</b>			
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
<b>February 22, 2016 Council Meeting</b>			
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.
<b>May 10, 2016 Regular Council Meeting</b>			
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"> <li>• cancel PLS 080023;</li> <li>• <b>pursue acquisition of land parcels as identified on the map presented in red;</b></li> <li>• 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.</li> </ul>	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.
<b>July 12, 2016 Regular Council Meeting</b>			
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 filed.
<b>August 9, 2016 Regular Council Meeting</b>			
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.
<b>November 23, 2016 Regular Council Meeting</b>			
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.

Motion	Action Required	Action By	Status
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	Completed
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 <b>TABLED until the area structure plan and servicing requirements have been reviewed for the area.</b>	Byron	Developers are not actively pursuing, however they have not withdrawn their application. <i>(Bylaw will expire January 9, 2019 if not passed)</i>
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 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>Waiting for signed lease</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 Byron	Finalizing report then draft offsite levy bylaw.
September 25, 2017 Council Meeting			
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	WSP Site Assessment for Creek Crossing
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 <b>and that the 1995 GMC Fire Truck be disposed upon arrival of the replacement.</b>	Doug	Funding transfer complete.  MSI Funding as per Motion 18-06-483  Disposal expected in June 2019
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-	Doug	Application submitted.

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
	W5 once the title transfer has been completed for SE 15-106-15-W5.		
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.
<b>May 8, 2018 Council Meeting</b>			
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.
<b>May 23, 2018 Council Meeting</b>			
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.	Bill	Completed w/ exception of tax exemption options – to be presented December 12, 2018 Budget Meeting
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.
<b>June 12, 2018 Council Meeting</b>			
18-06-412	That administration bring forward a list of exempted properties, including grants in lieu, annually.	Bill	December 12, 2018 Budget Meeting
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	TFA Received Clean-up completed. Stabilization when engineering options received.
<b>June 27, 2018 Council Meeting</b>			
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
18-06-476	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.	Bill	In progress 2018-11-28 Council Meeting
<b>July 25, 2018 Council Meeting</b>			
18-07-530	That the County fire departments consider donating old bunker gear and equipment to the Highway to Mexico Program.	Doug	In progress
18-07-538	That administration brings back recommendations to Council for amendments to all Bylaws/Policies pertaining to tax payments.	Bill	Fall 2018
<b>August 14, 2018 Council Meeting</b>			
18-08-564	That the Agricultural Service Board create a follow-up procedure for weed notices and Agricultural Appeal Board decisions.	Grant	2018-10-24 Council Meeting

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
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.
<b>August 29, 2018 Council Meeting</b>			
18-08-610	That the relevant information relating to the extension of Highway 58 from Garden River through to Peace Point be made available to Council electronically.	Carol	In progress. Consideration must be given to FOIP in regards to release of information to other organizations, etc.
18-08-623	That administration prepare and submit a river search and rescue access plan to the Department of Fisheries and Oceans for the Peace River between the La Crete Ferry Campground and the D.A. Thomas Park.	Doug	In progress
<b>September 11, 2018 Council Meeting</b>			
18-09-650	That administration draft a letter regarding the Disaster Recovery Program response and forward it to the Northern Alberta Elected Leaders and Rural Municipalities of Alberta (RMA) Northern Zone.	Doug Byron	Completed
18-09-663	That administration bring back additional options for the La Crete RCMP Clerical Support duties.	Doug	Budget deliberations
18-09-673	That administration submit an application for the FRIAA (Forest Resource Improvement Association of Alberta) FireSmart Grant for the purpose of addressing the recommended actions (Option 1 – 3) outlined in the Mitigation Study of the Hutch Lake and Area.	Don	Completed
<b>September 24, 2018 Council Meeting</b>			
18-09-705	That the review of dispositions be TABLED to a Committee of the Whole meeting.	Dave	2019-01-15 COW Meeting
18-09-709	That Bylaw 1115-18, being a Municipal Reserve Closure Bylaw to cancel the municipal reserve lot, Plan 052 2360, Block 2, Lot 3MR, be TABLED to the next meeting for more information.	Byron	In progress
18-09-710	That Bylaw 1116-18 being a Road Closure Bylaw to close a portion of lane between Lots 1 & 3MR, Block 2, Plan 052 2360 for the purpose of consolidation, be TABLED to the next meeting for more information.	Byron	In progress
18-09-712	That Mackenzie County apply for the Investing Canada – Community Initiatives Grant, as the grant sponsor, and work with the Regional Economic Development Initiative (REDI) for all aspects of the grant application, administration and project deliverables.	Byron	Completed

Motion	Action Required	Action By	Status
<b>October 9, 2018 Council Meeting</b>			
18-10-726	That the 500 tonne of gravel remaining from the Zama gravel supply be used between the end of the Assumption high grade to the 7-34 Battery.	Don	Completed
18-10-732	That the draft drug and alcohol policies be amended as discussed and forwarded to the AUPE Local 118/008 for review and comment.	Carol	December 2018
18-10-743	That administration investigate and negotiate with the airport lease holders regarding airport fees.	Byron	In progress
18-10-763	That administration proceeds with the water diversion licences as discussed.	Fred	In progress
<b>October 24, 2018 Council Meeting</b>			
18-10-847	That the Proposals for Farm Land Development be readvertised.	Grant	Currently advertising Close December 10, 2018
18-10-849	That the operation of the Handi-Van program be passed on to a non-profit community organization and that administration be directed to request Expressions of Interest from the community.	Doug	Advertising complete
18-10-857	That the road closure application fees be refunded to the applicants of Bylaw 1101-18, Bylaw 1102-18, and Bylaw 1103-18.	Byron	Completed
18-10-859	That a letter be provided to the Alberta Biodiversity Monitoring Institute in support of the Pilot Wildlife Monitoring Program Using Remote Cameras, in principle.	Grant	
18-10-863	That administration explores options and legalities for leasing the south end of the Zama airstrip to private parties and bring back the options to Council.	Don	
18-10-864	That the appraisal report for non-profit buildings be presented to the Community Services Committee for review.	Doug	In Progress
18-10-871	That the Tax Roll accounts as detailed in Appendix I (attached) be deemed as uncollectable, reflected as bad debt, and written off.	Bill	Completed
18-10-872	That administration apply for reimbursement under the Provincial Education Requisition Credit Program for educational taxes being written off.	Bill	Completed
<b>November 6, 2018 Budget Council Meeting</b>			
18-11-885	That the budget be amended to include an additional \$2,540,000 for the Buffalo Head Prairie Flood Mitigation Project with funding coming from the	Bill	Completed

Motion	Action Required	Action By	Status
	Drainage Reserve (\$1,000,000) and the General Capital Reserve (\$1,540,000).		
18-11-888	That the organizational chart recommendations be TABLED to the budget deliberations.	Len	2019 Budget Deliberations
November 13, 2018 Regular Council Meeting			
18-11-881	That the Mackenzie Regional Waste Management Commission be requested to investigate options regarding the disposal of dead animals.	Len Grant	
18-11-882	That a video be created to assist in advocating for the Disaster Recovery Program application for the May Wildfires.	Byron	In progress
18-11-883	That the stray livestock discussion be referred to the Agricultural Service Board for review and recommendation to Council.	Grant	
18-11-885	That the Zama Water Treatment Improvements Project be retendered with a project scope change.	Fred	In progress
18-11-886	That the La Crete Residential Waste Pickup Contract be tendered with the option of extension.	Doug	Tender close 2018-12-10
18-11-887	That the Bluehills Waste Transfer Station Caretaker contract be approved and that administration proceed with advertising the Request for Proposals with a closing date of December 10, 2018.	Doug	Tender close 2018-12-10
18-11-898	That the High Level Cemetery be added to the Mackenzie County Cemetery Grant Program.	Bill	Completed. Application sent to Town of High Level
18-11-909	That open houses be held in La Crete and Fort Vermilion regarding the Cannabis Consumption Bylaw prior to second reading.		LC – January 14, 2019 FV – January 15, 2019
18-11-910	That a three (3) year moratorium be placed on the development of road allowances for non-municipal use until new policies and procedures are in place to determine priority, and future use.	Byron	Advertise
18-11-912	That based on the fact that the entire joint boundary of Mackenzie County and the Municipal District of Opportunity No. 17 is composed entirely of federal and/or provincial crown land, the Reeve requests on behalf of Council that the Minister exempt Mackenzie County from the requirement of Section 631 of the Municipal Government Act that requires Mackenzie County to have an Inter-municipal Development Plan together with the Municipal District of Opportunity No. 17.	Byron	In progress
18-11-919	That a letter be sent to Calvin McLeod, Regional Director – Parks Northwest Region, Alberta	Len	

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
	Environment & Parks, requesting that a Caribou Mountains Wildland Provincial Park Advisory Committee meeting be called and be held in Fort Vermilion.		
18-11-926	That the Agricultural Service Board be authorized to enter into a two-year agreement with Frontier Veterinary Services Ltd. as presented.	Grant	Completed
<b>November 18, 2018 Regular Council Meeting</b>			
18-11-952	That the 2019 Interim Operating as detailed in Appendix I - 2019 Interim Operating Budget be TABLED to the December 11, 2018 Council meeting.	Bill	2018-12-11 Council Meeting
18-11-955	That the driveway standard variance request for 9433-94 Avenue in the Hamlet of La Crete be approved and that administration bring back Policy PW039 Rural Road, Access Construction and Surface Water Management with an amendment identifying Council's authority to approve variance requests.	Dave	2018-12-11 Council Meeting
18-11-959	That an Ad Hoc Committee be established to review and develop an action plan for fire permit requirements and hazardous smoke conditions and that a recommendation be brought back to Council by April 15, 2019.	Grant	
18-11-966	That Mackenzie County provide a response to the Wood Buffalo National Park World Heritage Site draft action plan by December 10, 2018.	Byron	
18-11-967	That a letter be sent to the Minister of Environment & Parks providing clarification to their response letter dated November 27, 2018 regarding the Hay-Zama Wood Bison Hunt Reporting System.	Byron	
18-11-972	That administration proceed with the inter-municipal negotiations with the Town of Rainbow Lake as discussed.	Byron	Draft MOU 2018-12-11 Council Meeting
<b>November 29, 2018 Budget Council Meeting</b>			
18-11-977	That Zama Road LOC project funding be TABLED to the December 11, 2018 Council meeting for more information.	Len	2018-12-10 Budget Meeting
<b>December 3, 2018 Budget Council Meeting</b>			
18-12-992	That the service level discussion be TABLED to the December 10, 2018 Budget Council meeting for more information.	Bill	2018-12-10 Budget Meeting

November 26, 2018

Our File: 1560-RRP-MACK-1

Mr. Josh Knelsen  
Reeve  
Mackenzie County  
PO Box 640  
Fort Vermilion, AB T0H 1N0

Dear Reeve Braun:

**Re: Strategic Transportation Infrastructure Program – Resource Road Program  
Blue Hills Site 1 – Bridge Crossing Project**

Thank you for providing us with the final expenditures for the above captioned projects. We have reviewed the project costs and can confirm the final expenditures.

**Blue Hills Site 1- Bridge Crossing Project**

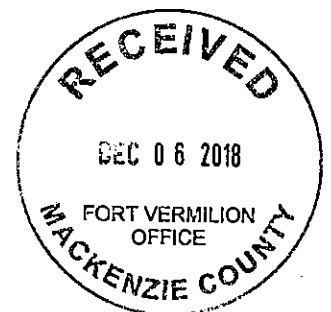
• Submitted Total Project Cost:	\$ 1,995,564.24
• Non - Eligible Project Cost:	\$ 0.00
• Eligible Project Cost:	\$ 1,995,564.24
• Grant @ 50% of Eligible Project Cost:	\$ 997,782.12
• Previously Paid:	\$ 800,000.00
• <b>Final Payment Due:</b>	<b><u>\$ 197,782.12</u></b>

If you require any further information, please contact Anne Han at 780-624-6280.

Sincerely,



Ryan Konowalyk, P.Eng.  
Regional Director  
AH



cc: Debbie Jabbour, MLA, Peace River  
Danny Jung, Infrastructure Manager, Alberta Transportation  
Barry Pape, Team Lead Water/Wastewater and Grants, Alberta Transportation  
Anne Han, Infrastructure Support Technologist, Albert Transportation



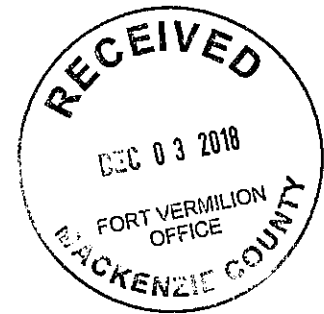


COUNTY OF  
**Northern Lights**

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0  
Phone 780-836-3348 Fax 780-836-3663  
Toll Free 1-888-525-3481

November 26, 2018

Honourable Brian Mason  
Minister of Transportation, Government House Leader  
Office of the Minister - Transportation  
320 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6



Dear Minister Mason:

**SUBJECT: LIGHT WEIGHT CONCRETE GIRDERS**

Thank you for your recent participation in the Ministerial Forum at the RMA convention in Edmonton.

During the Ministerial Forum, I once again raised the issue of the light weight concrete girders which we had discussed with you during your meeting with us in Dixonville this past spring. You indicated at the convention that your department would be willing to discuss the matter and possible solutions with affected municipalities.

As you are aware, the County of Northern Lights has 5 affected bridges and is second only to Alberta Transportation who has 9. Two of our bridges received a 2 rating in 2017 due to the deteriorating girders. When our Council met with you in early 2018, we asked whether the department would be taking legal action against the supplier of the light weight concrete as the potential costs of repairing these bridges will be substantial in some cases. You indicated at that time that the department would not, for various reasons, be taking legal action. AT sets the standards for Local Road bridges in the province and compliance by municipalities is not voluntary. Setting the Standards comes with the responsibility of being a leader when problems develop.

Currently, there has been no proposed solution to this light weight aggregate problem that developed and went undetected for many years. This needs to be viewed like a product recall where the public's safety is in danger. This is not like the other bridge issues in the province where good infrastructure has served its useful life and we are trying to find the means to fund the replacements. This issue is about the preservation of the public confidence. There have been many news stories from around the world this year, where the public's trust has been shaken because they believed that the governments are protecting them from poor bridge construction practices, which can put their lives at risk. This specific issue needs a plan and dedicated funding, to replace all the girders in the province that have this problem. It would be proactive and would put the province ahead of the problem. If this problem is not addressed in 2019, there will likely be bridge closures due to the issue, and the public will then start paying attention to the depth and breadth of this problem. If municipal and provincial governments wait until then, any plan will truly be reactionary and too late.

Minister Mason  
November 26, 2018  
Page 2

It continues to be our belief that AT set the specifications and the change in aggregate quality was incorrectly accepted or missed by the department and therefore they should be taking the required legal action, and if not, provide funding to assist with the required replacements of these concrete girders.

On behalf of the County of Northern Lights, we hereby request that your department provide funding to the municipalities affected, in order that we can undertake the complete required repairs to these bridges, without affecting the other bridge maintenance requirements which all municipalities are faced with annually. Thank you in advance for your consideration of this request.

Yours truly,



Terry Ungarian  
Reeve

Cc: Council

Affected Municipalities:

- Cardston County (District 1) 1 bridge
- Cypress County (District 1) 3 bridges
- MD of Foothills (District 1) 2 bridges
- Rocky View County (District 2) 1 bridge
- Mountain View County (District 2) 3 bridges
- MD of Lesser Slave River (District 3) 1 bridge
- Strathcona County (District 5) 1 bridge
- Sturgeon County (District 3) 1 bridge
- County of Grande Prairie (District 4) 3 bridges
- MD of Greenview (District 4) 1 bridge
- Mackenzie County (District 4) 1 bridge
- Saddle Hills County (District 4) 1 bridge

Tom Burton, District 4, RMA  
Al Kemmere, President, RMA  
Debbie Jabbour, MLA – Peace River  
Marg McCuaig-Boyd, MLA – Dunvegan – Central Peace - Notley



Delivery Services, Transportation  
 Peace Region, Peace River District  
 9621 - 96 Avenue  
 Peace River, Alberta T8S 1T4

Permit No.: RSDP023739  
 File Number: 2511 - (6-2-110-31 NW)HWY58:06

November 27, 2018

Alberta Environment and Parks  
 9621 – 96 Avenue, Room 301  
 Peace River, Alberta T8S 1T4  
 Email: Lyle.fullerton@gov.ab.ca

Attention Lyle Fullerton:

**Subject: Approval for the items identified below within Mackenzie County (“Municipality”)**

Regarding application for the following: Installation of 10 Caution Bison on Road Signs

Permit / File Number	Description	Location
RSDP023739-1 Sign	Installation of Caution Bison on Road Sign	Highway 58:06 Km 0.900 NW-31-110-2-6
RSDP023739-2 Sign	Installation of Caution Bison on Road Sign	Highway 58:04 Km 28.411 SE-25-110-7-6
RSDP023739-3 Sign	Installation of Report Bison on Road Sign	Highway 35:18 Km 1.346 NE-5-116-22-5
RSDP023739-4 Sign	Installation of Report Bison on Road Sign	Highway 35:20 Km 41.078 SE-10-126-18-5
RSDP023739-5 Sign	Installation of Report Bison on Road Sign	Highway 58:10 Km 31.935 NW-9-110-10-5
RSDP023739-6 Sign	Installation of Report Bison on Road Sign	Highway 58:14 Km 31.322 SE-36-111-2-5
RSDP023739-7 Sign	Installation of Report Bison on Road Sign	Highway 58:12 Km 26.432 NE-26-110-5-5
RSDP023739-8 Sign	Installation of Report Bison on Road Sign	Highway 58:10 Km 57.393 SE-36-110-8-5
RSDP023739-9 Sign	Installation of 10 Caution Bison on Road Signs	Highway 88:16 Km 40.638 NE-27-105-11-5
RSDP023739-10 Sign	Installation of Report Bison on Road Sign	Highway 88:14 Km 6.546 NW-15-98-9-5

Alberta Transportation Permit No. **RSDP023739** is issued to Alberta Environment and Parks (Permittee) under the Highways Development and Protection Regulation authorizing the above noted development(s). Issuance of this permit does not excuse violation of any regulation, bylaw or act which may affect the proposed project. This permit is subject to the conditions shown and should be carefully reviewed.

1. The proposed sign is to be set back 9 meters from the white line.,
2. This permit is issued subject to the approval of the Municipality .,
3. This permit approves only the sign contained herein, for any changes or additions a separate application is required,
4. The Department is under no obligation to reissue a permit if the sign is not installed before expiry of this permit.,
5. The undersigned is to be notified before construction commencement.,
6. This permit is subject to any additional conditions as may be imposed by the local municipality,
7. The sign shall be maintained in proper repair.,
8. If, in the opinion of the Operations Manager the sign is not kept in an acceptable condition, or fails to meet or address any of the department's conditions or concerns, it must be repaired, revised or removed by the owner within 7 days of receiving written notice of the deficiency, otherwise the sign will be removed by Alberta Transportation at the owner's expense.,
9. Use of intermittent, flashing or rotating light or moving or rotating parts is not permitted.,
10. The Permittee is solely responsible for all costs, with no compensation, related to sign removal and/or relocation, whether required due to future highway upgrading, maintenance twinning or service road construction,
11. This permit is subject to the provisions of Section 11-19 inclusive of the Highways Development and Protection Act (Chapter H-8.5 2004), amendments thereto, and the Highways Development and Protection Regulation (Alberta Regulation 326/2009) and amendments thereto,

Permission is hereby granted to Alberta Environment and Parks to carry out the development in accordance with the plan(s) and specifications attached hereto and subject to the conditions shown above.

If the development has not been carried out by **November 27, 2019** this permit expires and the Permittee must reapply for a new permit if they wish to proceed.

If you have any questions about the permit or any of the conditions, please contact the undersigned Development and Planning Technologist.

Signed:



Marlene Cobick  
Development and Planning Tech  
Marlene.Cobick@gov.ab.ca

cc: Len Racher, CAO, Mackenzie County  
Paul Catt, Alberta Transportation

# APPLICATION FOR SIGN INSTALLATION NEAR A PRIMARY HIGHWAY

Alberta Transportation Permit # RSDP 23739

Applicant's Name AETP.

Mailing Address \_\_\_\_\_

City Peace River Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email lye.fullerton@gov.ab.ca

Landowner's Name (if different from above) \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_ Email \_\_\_\_\_

APPLICATION IS HEREBY MADE TO INSTALL OR CHANGE A SIGN IN: 10 locations.

**Property Information**

(NE, NW, SE, SW)	¼ Section	Township	Range	West of Meridian
Lot	Block	Plan Number	Parcel size (acres or hectares)	

58/35/88

Highway No. \_\_\_\_\_ Distance of the proposed sign to the highway boundary \_\_\_\_\_ Location of business shown on sign \_\_\_\_\_

Mackenzie County

Name of Municipality \_\_\_\_\_ Existing / Proposed Land Use \_\_\_\_\_ Estimated cost of proposed sign \_\_\_\_\_

Dimensions of sign "face": Length: 243m 96" Banner 96" Height: 1.21m 48" Banner 12" .30m.

Sign Type (select one):  One Sided  Double Sided

Purpose of Sign:  Business Identification  Directional  Construction  Other (explain) \_\_\_\_\_

**Note:** Please attach a plan showing the proposed sign in detail including the wording, etc. and the location of the proposed sign and existing as well as proposed development relative to the ¼ line and highway. Location of items such as existing or proposed shelterbelts, signs etc, must also be shown (see attached example).

It is understood that all works will be constructed, altered, maintained or operated at the sole expense of the undersigned, and that any work must not begin before a permit has been issued by Alberta Transportation. In consideration of any permit issued in respect to this application, the Applicant shall indemnify and hold harmless Alberta Transportation, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly from anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized. The Applicant also consents to a person designated by Alberta Transportation to enter upon land for the purpose of inspection during the processing of this application.

I \_\_\_\_\_ hereby certify that \_\_\_\_\_ I am the registered owner  
(print full name) \_\_\_\_\_ I am authorized to act on the owner's behalf  
and that the information given on this form is full and complete and is, to the best of my knowledge, a true statement of facts relating to this application for Sign Installation

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

(Date) \_\_\_\_\_



# Caution

## Bison on Road

*Alberta*



Report Bison 1-800-???-????

## **Bison signage**

### **West of High Level HWY 58**

58:06 / Km 0.0900 / NW31-110-2-6 / 58.59953, -118.32289

58:04 / Km 28.411 / SE25-110-7-6 / 58.57497, -119.01296

### **North of High Level Hwy 35**

35:18 / Km 1.346 / NE5-116-22-5 / 59.05248, -117.70567

35:20 / Km 41.078 / SE10-126-18-5 / 59.937018, -117.02704

### **East of Fort Vermilion Hwy 58**

58:10 / Km 31.935 / NW9-110-10-5 / 58.542855, -115.608041

58:14 / Km 31.322 / SE36-111-2-5 / 58.675636, -114.178581

58:12 / Km 26.432 / NE26-110-5-5 / 58.584407, -114.700214

58:10 / Km 57.393 / SE36-110-8-5 / 58.588242, -115.180224

### **South of Fort Vermilion Hwy 88**

88:16 / Km 40.638 / NE27-105-11-5 / 58.150278, -115.72677

88:14 / Km 6.546 / NW15-98-9-5 / 57.505162, -115.370304





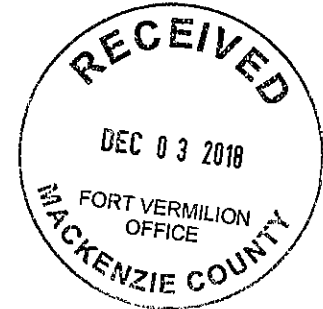
COUNTY OF  
**Northern Lights**

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0  
Phone 780-836-3348 Fax 780-836-3663  
Toll Free 1-888-525-3481

November 27, 2018

11.01.20

Honourable Shaye Anderson  
Minister of Municipal Affairs  
Office of the Minister  
132 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6



Dear Minister Anderson:

**RE: Request for Exemption – Intermunicipal Development Plan County of Northern Lights and Mackenzie County**

The Councils for the County of Northern Lights and Mackenzie County were pleased to see your recent announcement that you would consider granting exemptions from the IDP requirements, in circumstances where all lands along both sides of a joint border were crown lands.

The County of Northern Lights and Mackenzie County have a history of working together on projects where appropriate and have no issues with discussing areas where further intermunicipal collaboration can take place. We are however, requesting that we be granted an exemption to the requirements for an IDP, as the entire area along one side of the common boundary is crown land.

Both Councils have passed the required resolutions in this regard as follows:

Mackenzie County – November 13<sup>th</sup>, 2018

**MOTION 18-11-911 MOVED by Councillor Braun**

That the Minister of Municipal Affairs be requested to grant an exemption from the Inter-municipal Development Plan (IDP) requirements under the Municipal Government Act, pertaining to the County of Northern Lights and Mackenzie County as the entire area along one side of the common boundary is crown land.

**CARRIED**



County of Northern Lights – August 28, 2018:

**338/28/08/18**      **MOVED BY Councillor Halabisky to acknowledge receipt of the Mackenzie County Intermunicipal Development Plan Report; and that the Minister of Municipal Affairs be requested to grant an exemption from the IDP requirements under the Municipal Government Act, pertaining to the County of Northern Lights and Mackenzie County as the entire area along one side of the common boundary is crown land.**  
**CARRIED.**

We will continue to discuss matters of collaboration and prepare the required Intermunicipal Collaboration Framework agreement within the established timeline.

We thank you in advance for your consideration of this request and look forward to a positive response.

Yours truly,



Terry Ungarian, Reeve  
County of Northern Lights

Cc: Ms. Debbie Jabbour – MLA Peace River  
Honorable Margaret McCuaig-Boyd – MLA Dunvegan-Central Peace-Notley  
Mackenzie County



ALBERTA  
ENVIRONMENT AND PARKS

*Office of the Minister*

*Minister Responsible for the Climate Change Office*

*MLA, Lethbridge-West*

NOV 27 2018

Reeve Peter Braun  
Mackenzie County  
PO Box 640  
4511 - 46 Avenue  
Fort Vermilion AB T0H 1N0  
[office@mackenziecounty.com](mailto:office@mackenziecounty.com)

Dear Reeve Braun:

Thank you for your letter regarding the Hay-Zama wood bison hunt reporting system. I welcome the opportunity to provide the following information.

The Government of Alberta is pleased to partner with both Indigenous and recreational hunters as a means of managing the Hay-Zama wood bison herd. As the animals of the herd are considered endangered under the Alberta *Wildlife Act*, it is crucial that we proactively limit their expansion toward diseased bison in the Wood Buffalo National Park. Hunting is also a mutually beneficial means of limiting human-wildlife conflict in local communities.

Harvest reporting is an important tool for enforcing the herd's strict population management objectives and for developing sustainable harvest regulations. This reporting contributed substantially to our government's decision to suspend the 2018-19 Hay-Zama wood bison hunting season due to low herd numbers. Hunters also aid our government in monitoring the health of the herd by submitting timely blood samples for disease testing. Further, timely registration assists our government in investigations of illegal harvests and swift action if disease testing results in a positive sample.

The five business day condition is required to ensure the blood samples remain viable for testing, as specimens deteriorate significantly after one week. In an effort to minimize the inconvenience of reporting, blood samples can be submitted to Environment and Parks staff in our High Level, Fort Vermilion, Peace River, or Edmonton offices. Further, harvest registration forms can be completed and signed at any one of our province-wide department offices within the five business day requirement. In-person reporting (within the five business day requirement) remains compulsory; however, if an individual harvester has extenuating circumstances that may prevent them from meeting these conditions, they should contact Environment and Parks toll-free at 1-877-944-0313.

For further information, please contact Nataalka Melnycky, Senior Wildlife Biologist – Peace Region, in our Peace River office, at 780-624-7176 (dial 310-0000 for a toll-free connection), or at [nataalka.melnycky@gov.ab.ca](mailto:nataalka.melnycky@gov.ab.ca).

Hunters remain the cornerstone of wildlife management in Alberta, and we will continue to support their efforts. Thank you again for writing to share your concerns.

Sincerely,

A handwritten signature in black ink that reads "Shannon Phillips". The signature is written in a cursive, flowing style.

Shannon Phillips  
Minister

cc: Nataalka Melnycky  
Environment and Parks





COUNTY OF  
**Northern Lights**

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0  
Phone 780-836-3348 Fax 780-836-3663  
Toll Free 1-888-525-3481

November 29, 2018

Municipalities listed below

Dear CAO's and Councils:

**SUBJECT: LIGHT WEIGHT CONCRETE GIRDERS**

Further to our letter to you of October 25, 2018 regarding the light weight concrete girder issue, and as a follow-up to the meeting held in Edmonton during the RMA fall convention, attached is a copy of a letter written to Minister Mason regarding this issue.

Those of you who attended the meeting at RMA will recall that we discussed how we could bring this matter to the forefront and put some pressure on Alberta Transportation to assist with funding to repair these bridges. Three steps were to be taken:

- A question was drafted and asked of the Minister during the bear pit session. Minister Mason indicated at that time that the department *"is open to continuing discussions with municipalities to find a solution."*
- A second letter was to be drafted to all municipalities requesting letters of support be sent to the Minister from all affected municipalities, with copies to your MLA's.
- Start the process of drafting a resolution for the spring convention if no action is taken by AT.

This letter is therefore requesting your support by sending individual letters to the Minister of Transportation requesting the department's assistance in undertaking and financing the required repairs to these bridges. We would appreciate receiving copies of all letters and have enclosed a copy of our letter to Minister Mason.

Thank you in advance for your continued support and collaboration to resolve this issue.

Yours truly,

Theresa Van Oort  
Chief Administrative Officer

Cc: Council



Municipalities:

- Cardston County (District 1) 1 bridge
- Cypress County (District 1) 3 bridges
- MD of Foothills (District 1) 2 bridges
- Rocky View County (District 2) 1 bridge
- Mountain View County (District 2) 3 bridges
- MD of Lesser Slave River (District 3) 1 bridge
- Strathcona County (District 5) 1 bridge
- Sturgeon County (District 3) 1 bridge
- County of Grande Prairie (District 4) 3 bridges
- MD of Greenview (District 4) 1 bridge
- Mackenzie County (District 4) 1 bridge
- Saddle Hills County (District 4) 1 bridge



707 8th Avenue S.W.  
Box 6525, Station D  
Calgary, Alberta, Canada  
T2P 3G7

Bus: (403) 298-6111  
Fax: (403) 298-7464

December 5, 2018

via email: af.minister.m@gov.ab.ca

Honourable Oneil Carlier, Minister  
Alberta Agriculture and Forestry  
229 Legislature Building  
10800 – 97 Avenue  
Edmonton, Alberta  
T5K 2B6

**Re: SAFETY CONCERN - Reduced visibility on public highway due to smoke from brush burning**

Husky Energy is concerned about reduced visibility on Highways 58 and 88 near High Level and Fort Vermilion as a result of brush-burning activities. This uncontrolled smoke puts drivers of our natural gas liquids (NGLs) trucks at risk as well as members of the public who travel this route.

We respectfully request a meeting with the appropriate individuals within your ministry to discuss how this situation can be improved.

Husky has been producing oil and gas from our Rainbow Lake operations for many years. As the field has matured, Husky introduced NGLs as part of its enhanced oil recovery strategy. To recover and market these NGLs, Husky's long-term plan requires 12 to 14 trucks per day to transport the NGLs from Rainbow Lake to Fort Saskatchewan. The route Husky's contracted carriers use includes Highways 58 and 88.

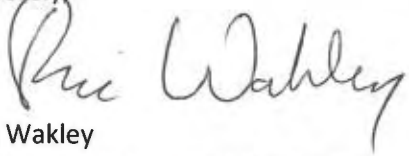
Since we started trucking NGLs in the first quarter of 2017, our carriers have experienced several roll-over incidents. One occurred on November 3, 2017, when one of our trucks on Highway 88 experienced reduced visibility upon entering a wall of smoke. The smoke was created by brush-burning activities on property adjacent to the highway. The driver suddenly encountered another vehicle that was stopped in the smoke. Our truck struck the back of that stopped vehicle and went off the road, flipping on its side in the process. More recently, on December 2, we have had another rollover incident as a result of dangerous smoke conditions on the highway. Thankfully, we have not yet experienced a serious injury or fatality due to these smoke related dangerous driving conditions.

On November 6, 2018, in an incident unrelated to Husky, a member of the public ended up driving their pick-up truck onto on a flat-deck trailer as both vehicles travelled on Highway 58. [<https://globalnews.ca/news/4636884/northern-alberta-highway-crash-semi-pickup/>]. The highway was shrouded in thick smoke at the time. Road conditions were clear until dark smoke suddenly drifted over the highway, causing near-blackout conditions. The smoke was coming from a nearby field where a farmer was burning brush. One of the drivers on the road at that time said he could not see anything due to the smoke and had to reduce his speed to about two kilometers an hour. The driver of the pick-up truck managed to avoid significant injuries.

In addition to the incidents described above, drivers who haul NGL product for Husky have reported thick smoke on this route on numerous occasions.

We look forward to hearing from you soon as we believe timely action is required to ensure the safety of truck drivers transporting our product and the public on what is currently a very dangerous stretch of highway.

Sincerely,

A handwritten signature in black ink that reads "Eric Wakley". The signature is written in a cursive style with a large initial "E".

Eric Wakley  
VP, Process & Occupational Safety  
Husky Energy

email: [Eric.Wakley@huskyenergy.com](mailto:Eric.Wakley@huskyenergy.com)  
phone: (587) 744 8000

cc: Honourable Brian Mason, Alberta Minister of Transportation  
email: [transportation.minister@gov.ab.ca](mailto:transportation.minister@gov.ab.ca)

Len Racher, Chief Administrative Officer, Mackenzie County  
email: [lracher@mackenziecounty.com](mailto:lracher@mackenziecounty.com)





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Leduc-Beaumont*

AR96015

Dear Mayors, Reeves, and local Councillors across Alberta,

I am writing to inform you that, later today, I will introduce new legislation, the *City Charters Fiscal Framework Act*, which will formalize a new capital infrastructure funding agreement with the cities of Edmonton and Calgary to replace the Municipal Sustainability Initiative (MSI) beginning in 2022-23.

This legislation is in response to the Government of Alberta's commitment in Budget 2018 to work with Alberta's two largest cities on a long-term revenue-sharing formula that would support their capital infrastructure needs. The cities of Edmonton and Calgary have worked with the province to achieve a path to balance that saw MSI funding allocations for the two cities reduced by \$152 million in Budget 2018. These reductions to the cities are also sustained each year until fiscal year 2021-22. All other municipalities have remained whole through the economic downturn and until 2021-2022, when MSI is set to expire.

With this stated, I wish to make clear the Government of Alberta recognizes all municipalities require stable, predictable, and permanent capital infrastructure funding. This is why our government committed in Budget 2018 to pursue new funding arrangements with all municipalities and why we remain engaged in continued discussions with AUMA and RMA over the coming weeks to complete a long-term, revenue-sharing agreement for municipalities for implementation in 2022-23 after MSI expires.

We were able to reach an agreement with the cities of Edmonton and Calgary through the City Charter process, and the next phase is to reach a long-term agreement with the rest of Alberta's municipalities. The infrastructure needs of Albertans in mid-sized cities, towns, villages, summer villages, MDs and counties is important and our commitment remains to form a legislated capital funding framework so that your communities can continue to build and thrive.

Yours in partnership,

Hon. Shaye Anderson  
Minister of Municipal Affairs

cc: Barry Morishita, President, Alberta Urban Municipalities Association (AUMA)  
Al Kemmere, President, Rural Municipalities of Alberta (RMA)



**From:** [President](#)  
**Subject:** Message from the President on Bill 32: City Charters Fiscal Framework Act  
**Date:** November 29, 2018 3:27:29 PM  
**Attachments:** [image001.png](#)  
[image003.png](#)  
[image005.png](#)

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Dear AUMA members,

Today, the Government of Alberta announced *Bill 32, the City Charters Fiscal Framework Act*. The *Act* legislates a new fiscal framework for the cities of Calgary and Edmonton that enshrines annual capital funding in legislation linked to changes in provincial revenue. The *Act* is a result of years of collaboration between the province and the two cities.

Although this announcement is to the benefit of Calgary and Edmonton, the announcement sets three important precedents:

- The fiscal framework includes funding that is linked to provincial revenues.
- The funding will allow for predictability for long-term financial planning.
- The funding is established in legislation.

These are important points we have been asking for in our discussions with the province and we will have the same expectations with respect to a new funding agreement to replace the Municipal Sustainability Initiative (MSI) for all municipalities.

AUMA has been actively working with the province over the past few weeks regarding MSI. We have brought to the table all the recommendations and information we have sourced from our members through our committees, member resolutions, and sessions at convention and our Caucus meetings. The Minister of Municipal Affairs has committed to continuing these discussions with AUMA and RMA over the coming weeks. These discussions will also involve a review of the current allocation formulas to ensure communities are receiving an equitable portion of provincial funding.

We appreciate the province's continued engagement with AUMA in establishing a new agreement that ensures municipal funding is predictable, stable, and will grow to meet the long-term needs of Alberta's communities. The fiscal framework announced today sets the position for other municipalities that we will expect in the new funding agreement. We expect the negotiations will conclude in early 2019 and that the agreement will be ready for implementation when MSI expires in 2021-2022.

We will continue to update you as new information becomes available.

More information about the *City Charters Fiscal Framework Act* is available at <https://www.alberta.ca/city-charters-fiscal-framework.aspx>.

**Barry Morishita** | President  
Mayor, City of Brooks

---

C: 403.363.9224 | [president@auma.ca](mailto:president@auma.ca)  
Alberta Municipal Place | 300 8616-51 Ave Edmonton, AB T6E 6E6

Toll Free: 310-AUMA | [www.auma.ca](http://www.auma.ca)  



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**From:** [Tasha Blumenthal](#)  
**Cc:** [RMA Board Dist](#); [Duane Gladden](#); [Matt Dow](#); [Wyatt Skovron](#); [bbrewin@mdtaber.ab.ca](mailto:bbrewin@mdtaber.ab.ca)  
**Subject:** MSI Update  
**Date:** November 28, 2018 8:29:32 AM  
**Attachments:** [image001.png](#)

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RMA Mayors, Reeves and CAOs,

As you're aware from our convention last week, negotiations regarding the future of MSI were initiated by the province in early November. Over the course of two weeks, we met with both AUMA and the Government of Alberta to discuss options. The final proposal received from the province late last week was not supported by RMA or the AUMA, and both associations emphasized that more in-depth and fulsome discussions were needed. The province assured us that we would not have a legislated option this fall due to tight timelines, but that ongoing discussions will be coordinated in the very near future.

We do understand that the province has been working through similar discussions with the cities of Edmonton and Calgary as part of the city charter talks and we expect they will announce legislation pertaining to those agreements soon. The government has expressed importance in reaching a long-term agreement with the rest of Alberta's municipalities and key messaging provided by the Government of Alberta also indicates that they recognize that the infrastructure needs of Albertans in mid-sized cities, towns, villages, MDs and counties is important and their commitment remains to form a legislated capital funding framework so that these communities can continue to build and thrive.

We will continue to work towards a **predictable, long-term** model that provides **adequate** funding for our members and will keep you apprised of any information when possible.

President Kemmere has requested that I share this email on his behalf, and that you share it with your councils. Please feel free to reach out to any of our RMA board members, or staff with any questions.

Regards,

**Tasha Blumenthal, MBA**  
*Director of External Relations & Advocacy*



Office: 780.955.4094

[RMAAlberta.com](http://RMAAlberta.com)

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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**From:** [Brock Mulligan](#)  
**To:** [Josh Knelsen](#)  
**Cc:** [Walter Sarapuk](#); [Anthony Peters](#); [Peter F. Braun](#); [David Driedger](#); [Ernest Peters](#); [Eric Jorgensen](#); [Cameron Cardinal](#); [Jacquie Bateman](#); [Lisa Wardley](#); [Len Racher](#)  
**Subject:** Request for Support of Federal Funding to Control the Mountain Pine Beetle  
**Date:** November 29, 2018 9:10:33 AM

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Dear Reeve Knelsen and Council,

The mountain pine beetle has killed over half of the merchantable pine in British Columbia and populations in Alberta are rapidly expanding. Without immediate intervention, there is a very real risk that the beetle could decimate pine forests coast to coast, increasing the risk of wildfires, damaging watersheds, and leading to lost jobs in the forest sector.

**I am writing to request that you write your MP and the Honourable Amarjeet Sohi, Minister of Natural Resources Canada, to support federal funding to contain the beetle.**

The Government of Alberta has expended over \$500 million on pine beetle in the past decade. Funding is used for important survey work and control measures like felling and burning of affected trees. The forest industry has also expended considerable resources to amend harvesting plans so that older, susceptible pine is harvested first. This funding has greatly helped to slow the beetle's spread, buying precious time for communities and provinces further east to update firefighting plans, harvest susceptible pine stands, and take action to protect watersheds. Still, it is very expensive.

The pine beetle has and will continue to cross provincial boundaries. It is an issue of national interest. The Government of Alberta has requested \$95 million from the Government of Canada over the next 5 years. In turn, Alberta would spend \$100 million of its own money.

We believe that this request should be honoured, given that Alberta's important work is benefitting the entire country. There is a precedent of federal funding for these types of issues. Last year, New Brunswick received \$74 million for spruce budworm control work.

The Canadian Chamber of Commerce recognizes the national importance of this issue and [has written Minister Sohi](#). We encourage you to lend your support by writing the Minister. Letters can be sent to:

Honourable Amarjeet Sohi  
Minister of Natural Resources Canada

[amarjeet.sohi@parl.gc.ca](mailto:amarjeet.sohi@parl.gc.ca)

House of Commons  
Ottawa, Ontario  
K1A 0A6

More information can be found [on our website](#) or by reading [my recent editorial](#). If you have any questions, please feel free to contact Brock Mulligan, Director of Communications, at 780-239-6890.

Thank you for your support!

Sincerely,

Paul Whittaker  
President and CEO  
Alberta Forest Products Association



# High Level Community Conversation

Nov. 8, 2018

## What We Heard

Alberta Health Services and the True North Health Advisory Council co-hosted the first of 12 Community Conversations on November 8, 2018. Community Conversations are designed to give AHS and the communities we serve the opportunity to celebrate local successes as we approach our 10 year anniversary – and to discuss ways we can work together to improve healthcare for all Albertans. Activities included two working sessions where participants identified challenges and then worked together to explore existing or new partnerships that could help to address those challenges.

**24** community members participated

**12** AHS representatives participated

Attendees represented a wide variety of organizations and groups in and around High Level and La Crete, High Level Town Council, Fort Vermilion School Division, Mackenzie County, Dene Tha First Nation, Rural Health Professions Action Plan, RCMP, Community Policing Society, the Boreal Housing Foundation and White Spruce Village.

### Community Spotlight

The Community Policing Society shared information about successes they have had in the area, including the Healthy Youth Relationships Program, Victim Service Program, and anger management classes.

### Key activities

- Shared a healthcare success in community
- Shared healthcare challenges
- Considered existing and new community partnerships that could help address challenges
- Identified top healthcare challenge

### Participants are grateful for

- Availability of doctors
- Pre-hospital resources in our communities
- Mental health walk-in
- Local clinic and lab services.
- Specialty physician team improving access in Area 1
- Friendly and helpful staff
- Advanced ambulatory care
- Positive partnerships

## Comments Heard

*"I know the healthcare workers and administrators personally. It's good to have the people who care about my health also care about me."*

*"Amazing physicians and staff; patient and family centred care."*

*"The increase in homecare staffing. More care in the home keeps people in their homes."*

*"Opportunities like this community conversation to engage and work together."*

## What We Heard Summary

### Key themes

- Health facility space for wellness programs
- Distances between services and communities
- Expansion of birthing services in La Crete
- Decentralization of services
- Cost of healthy foods
- Abuse of services
- Lack of referral resources
- Mental health services and stigma
- Lack of staff
- Medical care coordination
- Need for professional resources

### Top healthcare challenges

- Distance between services and communities
- Ensuring vulnerable patients who get care in different community can access support to get home
- Medical care coordination
- Lack of La Crete birthing services
- Mental health stigma and services



### Sampling of suggested partnerships and other ideas

- Partner with existing programs in the area to provide services in all communities on a rotating basis (mental health, physio, diagnostic imaging, etc.)
- Consider getting a bus to transport multiple people for groceries
- Medical bus or taxi to take group of patients travelling long distances for care
- Get industries/communities involved in supporting a wellness facility
- Leverage Action North Recovery Centre
- Provide early childhood education/intervention re: domestic violence, relationship intelligence, sexual assault trauma
- Connect with Health Canada to partner
- Partner with school on mental health outcomes
- Work with Allied Health regarding more professional resources
- Offer extended hours at La Crete Clinic
- Add to the walking trail by including workout stations and benches
- Offer exercise programs in seniors lodges to keep them healthy
- Leverage existing facility spaces in communities

## What We Heard Summary

### Participant evaluation of event

All participants rated the event as good or excellent, and participants agreed or strongly agreed that:

- Their understanding of AHS focus on wellness, prevention and community care increased.
- They had an opportunity to share thoughts and ideas in a productive way.
- AHS would consider input from the event when making decisions.
- Being at the meeting was a good use of their time.

*“I was really pleased with the turnout for the event, and with the mix of community members. It was a very productive and positive evening, and I look forward to seeing how the feedback will be used.”*

*Mike Osborn,  
True North Health Advisory  
Council Chair*



### Next steps

- All outputs from the event will be shared with Zone leadership for review
- An action list will be put forward
- Information will be shared with the Health Plan and Business Plan team and North Zone leadership

### Handy links to learn more

- [True North Health Advisory Council](#)
- [Summary of Community Conversations hosted in other communities across Alberta - and to continue the conversation](#)
- [Because you cared video](#) shared at High Level event

# **Boreal Housing Foundation**

## **Regular Board Meeting October 25, 2018 at 10:00 am Hiemstaed Lodge – Fireside Room**

**In Attendance:** Paul Driedger  
Bill Neufeld  
Wally Olorenshaw  
Michelle Farris  
Josh Knelsen  
Daphne Lizotte  
Clark McAskile – Vice Chair  
Crystal McAteer  
Cameron Cardinal

**Missing:** George Friesen

**Administration:** Mary Mercredi, Chief Administrative Officer  
Evelyn Peters, Executive Assistant

**Call to Order:** Vice Chair Clark McAskile called the meeting to order at 10:00 am.

**Agenda:**

**Approval of Agenda**

18- 90 Moved by Michelle Farris  
  
That the agenda be approved as presented  
  
Carried

**Minutes:** **June 28, 2018 Regular Meeting Minutes**

18-91 Moved by Paul Driedger  
  
That the Regular Meeting Minutes from September 20, 2018 be approved as distributed.  
  
Carried



**New Business**

**Handi Van Update**

18-92 Moved by Josh Knelsen

That the information presented re ownership and operation of Handi Van be accepted as information

Carried

**Policy H&S-004 Inspection Policy**

18-93 Moved by Wally Olorenshaw

That the changes approved as presented.

Carried

**Reports:**

**Financial Reports**

**CAO Report**

18-94 Moved by Cameron Cardinal

That the CAO report be accepted as presented.

Carried

**Heimstaed Lodge Financial Reports – September 30, 2018**

18-95 Moved by Bill Neufeld

That the September 30, 2018 Lodge financial report be received for information.

Carried

**High Level Lodge – September 30, 2018**

18-96 Moved by Crystal McAteer

That the September 30, 2018 High Level Lodge financial report be received for information.

Carried

**Supportive Living Financial Reports – September 30, 2018**

18-97 Moved by Josh Knelsen

That the September 30, 2018 Supportive Living financial report be received for information.

Carried

**Housing Financial Reports – September 30, 2018**

18-98 Moved by Crystal McAteer

That the September 30, 2018 Housing financial report be received for information.

Carried

**Grants & Reserves – September 30, 2018**

18-99 Moved by Wally Olorenshaw

That the September 30, 2018 Grants & Reserves report be received for information

Carried

**Information items**

18-100 Moved by Paul Driedger

That the following information items be received as information.

6.1 Mackenzie House update

6.2 Town of Rainbow Lake Letter

Carried

**In Camera: Legal / Land / or Labor**

18-101 Moved by Michelle Farris

That the meeting moves to in camera at 10:43 am

Carried

18-102 Moved by Bill Neufeld

That meeting moves out of in camera at 11:00 am

Carried

**Next Meeting Date:**

That the next Regular Board Meeting be November 29, 2018 at 10:00 am Fireside Room – Phase I Heimstaed Lodge.

**Adjournment:**

18-103 Vice Chair Clark McAskile

Adjourned the meeting of October 25, 2018 at 11:05 am.

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Vice Chair Clark McAskile

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Evelyn Peters, Executive Assistant

*Draft Minutes for Approval at January 24, 2019 Meeting*

Minutes  
Water North Coalition (WNC)  
Thursday, November 15, 2018  
St. Isidore, AB

**Attendees**

Bob Marshall – County of Grande Prairie  
Tracey Anderson – Aquatera  
Cherie Friesen – Northern Lakes College  
Grant Dixon – Advanced Technology Applications  
Randy Dupuis – Town of Peace River  
Dana Langer – Town of Peace River  
Rhonda Clarke-Gauthier – Mighty Peace Watershed Alliance  
Meghan Payne – Lesser Slave Lake Watershed Council  
Kaylyn Jackson – Lesser Slave Lake Watershed Council  
Murray Kerik – M.D. of Lesser Slave River  
Ian Willier – Big Lakes County  
Garry Leathem – Town of Fairview  
Willis Fitzsimmons – Saddle Hills County  
Michelle Huley – Constituency Assistant to Deputy Speaker, MLA for Peace River Debbie Jabbour  
Sandra Eastman – M.D. of Peace  
Janice Reyda – M.D. of Peace  
Carolyn Kolebaba – Reeve of Northern Sunrise County  
Corinna Williams – Northern Sunrise County  
Brett Schapansky – Northern Sunrise County/New Water Ltd.  
Jennifer Besinger – County of Grande Prairie  
Vern Lymburner – Town of Valleyview  
Johannes Zwart – Town of Grande Cache  
Dale Smith – M.D. of Greenview  
Tom Burton – Rural Municipalities of Alberta  
Duane Lay – City of Cold Lake  
Bob Buckle - City of Cold Lake

**Administration**

Kim Pinnock, NADC Manager  
Sheila Sikora, NADC Research Officer  
Megan Ciurysek, NADC Research Officer

**Presenters**

Advanced Trenchless – Dave Machado  
Advanced Trenchless – Kelly Herman

*Draft Minutes for Approval at January 24, 2019 Meeting*

**Welcome, Introductions, and Housekeeping:**

Chair Bob Marshall called the meeting to order at 9:37am and introduced Carolyn Kolebaba, Reeve for Northern Sunrise County.

Reeve Carolyn Kolebaba delivered greetings from Northern Sunrise County at 9:40am.

Chair Bob Marshall introduced Michelle Huley, Constituency Assistant to Deputy Speaker, MLA for Peace River, Debbie Jabbour

Michelle Huley delivered greetings on behalf of Deputy Speaker, MLA for Peace River, Debbie Jabbour at 9:41am

**Review and Adoption of Agenda**

Moved by Corinna Williams of Northern Sunrise County to accept the agenda as presented at 9:42am

**MOTION CARRIED**

**Adoption of Minutes of the Cold Lake, July 19, 2018 meeting**

Moved by Janice Reyda of M.D. of Peace that the minutes be accepted at 9:43am

**MOTION CARRIED**

**Roundtable Introductions**

Bob Marshall asked members to introduce themselves and to give an update on anything new going on in their communities with respect to water and wastewater.

Jennifer Besinger, County of Grande Prairie – double checking versions of the mutual aid templates for water/wastewater operators.

Vern Lymburner – Town of Valleyview – work is occurring to use town facility as a training facility for Northern Lakes College.

**Business arising from previous minutes**

**Review of Action List and Correspondence**

Sheila Sikora of NADC reviewed the Action List from the Cold Lake meeting on July 19th and noted that there was a new format in that the items are now divided into Ongoing, New, and Operational items.

Under Ongoing items:

- Funding for recruitment for municipal internship program and WNC membership fee survey.
- Recruiting an agriculture and industry representative for WNC as well as First Nation and Metis recruitment.
- Exploring funding opportunities for the Training part of the Recruitment, Training and Retention subcommittee.
- Connecting with an established Coalition to present to WNC on strategy.

Under New items, the following have been completed:

## *Draft Minutes for Approval at January 24, 2019 Meeting*

- Reporting back to members about discussions around bacteriological testing in the north, including a teleconference with the Minister of Health.
- Inviting Tanya Hunter with Alberta Environment and Parks to present on the dashboard to WNC or at Water Week North.
- Sending Alberta Water Council survey to members and to follow up with a request for a presentation to WNC and a link to the WNC webpage.
- Sending members information on Google Docs. log-in.

Under New items, the following are ongoing:

- Members to consider stepping into role of WNC Vice-Chair.
- Members to consider joining the communications committee.
- Review of Strategic Plan, Terms of Reference, and Communications plan – to be discussed today.

Under Operational items, the following is complete:

- A list of events/conferences that WNC can exhibit at to increase presence in the north.

Under Operational items, the following are ongoing:

- Inviting local MLAs or other elected officials to attend or give remarks at WNC meetings. Sheila noted that this item has been moved to the WNC protocol document.
- Members to submit additional questions for presenting panel to Melonie who will have Q&A posted on WNC page.
- Suggestions for presentations for future meetings.
- Selecting a date and location for the next meeting – Lac La Biche is the next location in the new year.

### **Discussion on Strategic Plan, Communications Plan, Operational Plan, Terms of Reference**

Chair Bob Marshall highlighted the changes that have been made to the strategic plan and the communications plan. Changes to the strategic plan include wording changes to 2.0 and 3.1, and moving action items from 2.4 to 3.1. Changes to the communications plan include a tense change throughout the document, additions regarding the external communications, and communications committee, moving points regarding presenters under Goal 2 to Goal 3, insertion of an updated action list, and an addition of a last revised date. Bob asked if there were any further amendments to the documents. There were none.

Bob emphasized that these documents are living documents and are subject to change when required.

Sandra Eastman of M.D. of Peace moved to accept the Strategic Plan, Communications Plan, and Terms of Reference as presented at 9:55am.

### **MOTION CARRIED**

### **Update: Teleconference with Minister of Health**

Chair Bob Marshall provided some background on the bacteriological testing issue, recounting to members the concerns over delays in receiving water testing results when trying to put in a line or reactivate a system. Bob also summarized some of the concerns regarding the failure of samples tested outside of the 24 hour time frame.

## *Draft Minutes for Approval at January 24, 2019 Meeting*

Bob discussed the outcomes of the July teleconference with the Minister of Health, Sherri Wilson, ADM of Public Health and Compliance, Debra Mooney of Alberta Health Services, Keith Straub of High Level, Leslie Burke and Heather Dolhanty of Regional Municipality of Wood Buffalo, and NADC staff. Concerns over the delays in testing were outlined during that teleconference. There was also discussion of a dashboard being available for operators, and if there is anything that WNC can do to help with getting the information from that dashboard.

Bob then informed the membership that Alberta Health Services had contacted him in August to discuss the process around operators needing results in a timely manner.

Bob recounted the outcomes from the latest teleconference in November with Shane Hussey of Alberta Health Services, Debra Mooney of Alberta Health, Heather Dolhanty of Regional Municipality of Wood Buffalo, and NADC staff. Bob stated that the working solution for reporting both satisfactory and unsatisfactory results from construction/maintenance/power line disruptions entailed a faxing process: placing a note on the requisition requesting that the results, whether satisfactory or unsatisfactory, and faxing it to AHS Environmental Public Health and then the water testing results would be sent to the municipality as soon as possible. Bob also informed the membership that a best practices document aimed at minimizing false tests is under development. Work is also being undertaken on developing a dashboard. Bob requested that the membership bring forward information they may have on how other provinces share water testing results with water/wastewater operators. This information would then be shared with Shane Hussey from Alberta Health Services.

There were no questions from the membership on this issue.

### **Call for Position of Vice-Chair**

Chair Bob Marshall stated that this meeting is the last one until the new year. Bob asked the membership to put forward their name at this time if interested in the position of Vice-Chair. He outlined the duties of this position: to chair the meeting if he cannot, responding to emails, participating in teleconferences, and that there is no travel commitment. Corinna Williams put her name forward for the position. Bob stated the positions of Chair and Vice-Chair will be decided in January. Northern Sunrise Reeve Carolyn Kolebaba questioned the delay until January to decide both positions, and why the positions have to be decided every year and all at once? NADC manager Kim Pinnock explained that because the organizational meeting is done in January, the intent was to have both positions filled at that time. Reeve Carolyn Kolebaba suggested that the Terms of Reference be changed so that Executive Positions are set for two years and that Vice Chair and Chair positions are elected in offset years. Bob stated that these issues can certainly be revisited.

### **New Business and Updates**

#### **Social Media for WNC**

Sheila Sikora of NADC summarized the discussion at a recent communications committee meeting regarding the creation of social media accounts for WNC. She stated that the committee recommended that NADC create a WNC Twitter account, Facebook profile, and a Facebook page as opposed to a Facebook group at this time.

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Tracey Anderson from Aquatera suggested that a LinkedIn account also be created for WNC.

Corinna Williams of Northern Sunrise County questioned whether Facebook groups could be open or closed. Sheila responded that they could be either and there are pros and cons to each type of group. Corinna suggested that either type of group could be tried out for 6 months to see if the group is positive or negative. Sheila also mentioned that research was currently underway from the recruitment, training, and retention subcommittee regarding possible groups WNC could join once the accounts are created.

Chair Bob Marshall mentioned that the aim is to keep it as simple as possible, that the NADC secretariat would be administering the accounts for now, that a link to the NADC website would be included on the accounts, and that the accounts are to be created before the next meeting.

Corinna Williams of Northern Sunrise County moved at 10:10am that NADC create Facebook/Twitter/LinkedIn accounts for WNC.

**CARRIED**

**Presentation: Kelly Herman and Dave Machado – Advanced Trenchless Inc.**

The presentation from Kelly Herman and Dave Machado of Advanced Trenchless Inc. illustrated the benefits of using Cured In Place Pipe (CIPP) to repair pipes and inspect system before problems arise. The presenters specialize in project management, rating different lines, and fixing lines without having to dig up roads. Costs are dramatically lower (\$170.00/lineal foot for trenchless vs. \$760.00/lineal foot on trenching). When a pipe is fixed, the repair can last 50-100 years. CIPP can be used in non-traditional areas where there are large pieces of pipe missing, and lateral repairs are also doable. The technology consists of structural fiberglass and an impermeable membrane.

Q&A:

Question: Does the company have seasonal restrictions?

The company works year round but in certain temperatures (-20) equipment doesn't work.

Question: Repairs – are they done in sections?

For a really bad section, the liner can be made thicker, and for the rest of the section, the lining can be made thinner.

Question: Are such repairs cost-effective for small projects?

The cost can be close to replacement costs with septic tanks mentioned as an example. The septic tank may cost \$20,000 dollars to replace. The cost for Advanced Trenchless Inc. to fix the septic tank may be less but not a lot less because it would be a custom build. The presenters stated that water line repairs are driven by demand, and they are waiting on a technology license.

Question: What about drips and sags?

The liner mimics what it goes into.



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Question: Are there time restrictions?

The work can be done in two days. The company is trying to reach out to municipalities and put them on a five year program. The presenters stated that a main line can be repaired 200 metres at a time and that the diameter of the pipe can be 4 inches to 48 inches, with CIPP being 8 feet in diameter.

Question: What is the ability to withstand an auger?

It has the same ability to withstand as other regular auger uses.

Question: Does it have non VOC resins? Is it enviro friendly?

They have different resins that can be used.

Question: What about culvert cost?

It depends on size and that in terms of cost savings, it may be more cost-effective to replace it.

If anyone has follow-up questions regarding this presentation please email NADC secretariat for follow-up.

### **Subcommittee Updates**

#### **Education and Awareness**

Meghan Payne displayed the subcommittee's quarterly bulletin summarizing activities since July. She requested feedback from the Coalition on this quarterly bulletin. Meghan stated that the subcommittee intends to create a poster with infographics outlining the true cost of water. The plan is to track the true cost of water using a fresh water source (river) in a small community of about 2000. Information from Northern Sunrise County will be used as the County has already completed work on this matter. The intent is to display the posters in public places and schools. The cost of water poster with visuals would be accompanied by a written document as well. ACTION: Meghan will investigate finding a student internship so that a graphic design student could design the posters. Meghan referred to the list of potential exhibits and mentioned a few trade shows coming up and that it is the hope to have WNC materials at these public events.

#### **Advocacy**

Sandra Eastman stated the grants brochure is done. Members asked that a statement be added to the brochure indicating that it was last updated as of XXX date before its put online and new copies are printed. Updates are to be included as needed. Sandra also informed members about the need for reliable, consistent funding for water and wastewater, referencing the strategic plan and water/wastewater surveys conducted over the years. She proposed that members take back four questions to their councils. These four questions can be used to develop a resolution, starting with local municipalities, zones, RMA, and perhaps FCM. The four questions are:

- What is your water/wastewater infrastructure deficit/liability amount in the next 10 years?
- What is the greatest challenge in meeting those needs/liability?
- What do municipalities require from WNC, what would you like us to advocate for?
- Do qualifying criteria restrict your ability to apply for grants?

## *Draft Minutes for Approval at January 24, 2019 Meeting*

Sandra also mentioned banners for RMA/AUMA, and to partner with Aquatera for RMA. Sandra also stated that the subcommittee is working to get First Nations/Metis representation.

### **Recruitment, Training, and Retention**

Jennifer Besinger stated that the subcommittee will be compiling a list of water and wastewater sites that exist and to put these on the Facebook account when it is created. Jennifer also mentioned a list of operators and a map of Alberta where facilities are located. Ideally, it would be useful to overlay these two pieces of information (operators/facilities) on a map. A list of available contractors has been started. With regard to training, the challenge is providing regional peer training. The subcommittee is putting together a business plan to present to Alberta Environment regarding CEUs for peer training. The subcommittee is identifying items for a training session, and skills achieved at the facility for sign off by a supervisor. The CEUs would be provided for training, and the trainers could also collect CEUs as well.

Chair Bob Marshall thanked the committees for their updates and added that it is important to select one thing and do it well.

### **Next Meeting**

The next meeting will be held in Lac La Biche. The date has not been finalized. Elkan Engineering and Alberta Environment are on the list to be upcoming presenters. Bob encouraged the membership to forward suggestions for presenters to Melonie.

Sandra Eastman made a motion at 1:45pm to have NADC send out the four questions to all members before the next meeting. A friendly amendment was that once the questions are finalized to send them to Tom Burton so that he can send them out to his contacts.

**CARRIED**

### **Adjournment**

Johannes Zwart of the Town of Grande Cache made a motion to adjourn the meeting at 1:50pm.

**CARRIED**

Meeting adjourned.



# ***HIGH LEVEL FORESTS PUBLIC ADVISORY COMMITTEE***

## **MINUTES**

*Tuesday, September 25, 2018*  
5pm, High Level Seniors Center

### **PRESENT:**

Barry Toker (Watt Mnt Wanderers)	Allen Plantinga (Tolko)
Terry Batt (Trappers Association)	Lee Rueb (DMI)
Mike Alsterlund (Member of the Public)	Tiffeny Olsen (Norbord)
John Thurston (Hungry Hills Sandbend)	Robin Cumine (Norbord)
Connie Martel (Dene Tha' First Nation)	Gary Ross (Tolko)
John Wiebe (Treetech Contracting)	Layne Herrin (Tolko)
George Peters (Exact Harvesting)	Ben Bellamy (Tolko)
Paul Ebert (Agriculture and Forestry)	Melanie Plantinga (Tolko)

### **INFORMATION SENT:**

Baptiste Metchooyeah (Dene Tha')	Exact Harvesting
Margaret Carrol (High Level & District Chamber of Commerce)	Tracey Laboucan (Lubicon Lake Nation)
Matt Marcone (Echo Pioneer)	Crystal McAteer (Town of High Level)
Aaron Doepel (LaCrete Sawmills)	Fred Didzena (Dene Tha')
Bernie Doerksen (LaCrete Polar Cats)	Fred Radersma (Norbord)
Carol Gabriel (Mackenzie County)	Keith Badger (Netaskinan Development)
Claude Duval (Watt Mnt Wanderers)	Fort Vermilion Heritage Center
Chris Mitchell (Town of Rainbow Lake)	Kieran Broderick (Beaver First Nation)
Dan Coombs (Agriculture & Forestry)	Lindee Dumas (LRRCN)
Harvey Sewpagaham (LRRCN)	Terry Jessiman (Agriculture & Forestry)
Mike Cardinal (Tallcree First Nation)	Paddle Prairie Metis Settlement
Cory Ferguson (Paddle Prairie Metis Settlement)	Jon McQuinn (LRRF)
Clifford Starr (Peerless Trout First Nation)	Cheryl Ernst (High Level & District Chamber of Commerce)
Ken Graham (N'Deh Ltd. Partnership)	Marilee Cranna Toews (Hungry Bend Sandhills Society)
Brent Holick (LaCrete Polar Cats)	

## 1. WELCOME – INTRODUCTIONS –

### 4.1 Tolko hog disposal. Current and long -term plan implementation

Tolko has received a variance to run the beehive burner for the next two years. This past week there was a trial run of the equipment with checks on temperature to be sure the system could run hot enough. The temperature was well above the requirement of 200C but a few mechanical problems were identified. These will be addressed before the burner comes fully online.

When will the burner come on line? The team believes that it will take approximately 3 weeks to repair maintenance issues, find more people to help run it and train everyone. However, if the controls to mitigate fire risk can be implemented sooner, we will begin burning material. Tolko is committed to running the beehive burner safely and responsibly.

There are several requirements and more stringent air quality reporting required in this burner variance. There are more air monitoring stations than previously required. The monitors track particulate size and particulate totals to ensure that the particulate is within prescribed parameters. There are also several dust fall canisters located throughout area. These were maintained by Tolko, as were the initial air stations, during the time that the burner did not run and will help provide a baseline for future monitoring. There is also a weather station on the Tolko site to track wind speeds and directions. This assists Tolko when exceedances are registered.

With the burner running hot is there ash left in the bottom? Not as much as you might think. The last time the burner was recommissioned they found that cleanup every 10-14 days was required. When there is too much ash the fans in the bottom don't operate efficiently. Because more pollution is generated during the heating (start up) and cooling (shut down) times they will try to run long periods.

Will the burner fire in October? Possibly, Tolko is not sure at this time. They might wait until snow/rain as conditions are a little too dry. The plan is to burn as much during the winter as possible as the conditions lessen the risk of fire and fewer people are enjoying outdoor activities which could be hampered by burner residue. The hog consumption could be mostly caught up by March. During the tests the hog was burning faster and better than anticipated.

Next summer the Thermal Energy Plant be online which will lessen the amount of hog to be consumed by the burner.

Tolko has multiple projects on the go which will ensure that all by products can be consumed on site without burner use or taking chips and sawdust to other locations.

The ground has been broken on the Thermal Energy System. This system heats thermal oil. The heat from this will go to heating a new kiln which is being constructed. This is a continuous feed kiln which will lose less heat and provide a better product than the current kilns on the site. This kiln is expected to be operational during the summer of 2019.

There will also be a pellet plant constructed on site. The ground will be broken this fall with the sub-grade completed by the end of the year. This is going to be completed in 2020.

If you have questions or concerns please contact Layne Herrin through the main Tolko switchboard. 780-926-3781

## **2. ROUND TABLE**

### **2.1. Nothing at this time.**

## **3. OLD BUSINESS**

### **3.1. Nothing.**

## **4. NEW BUSINESS**

### 4.2 Certification Information

#### **DMI's Forest Stewardship Council(FSC) Controlled Wood Certification – Lee Rueb, DMI (See Presentation)**

Lee distributed a survey which he would members to fill out by the end of the meeting.

Does DMI do consultation with all First Nations on the map which showed the area DMI gets controlled wood from. Yes. Consultation is required as part of the General Development Plan (GDP) and FSC CW certification process.

Does DMI plan together with the other local forestry companies? Yes, there is a shared cut in P19 and P21 which Tolko, DMI and LaCrete Sawmills manage together. Other areas are included because DMI uses the incidental softwood chips which are generated as a by-product. DMI gets chips from Tolko, LaCrete Sawmills, and Evergreen sawmills.

Does the controlled wood certification cover wood purchased from land being cleared? Is wood from High Level area being purchased? Yes, the wood purchased from other sources is covered (the risk assessment covers the entire fibre supply area as depicted in the map in the presentation). No, DMI generally purchases private or salvage wood from sellers close to the mill in Peace River.

Is the wood controlled or certified? FSC Controlled Wood (CW) guidelines but it is not Forest Management certified. Private wood could be considered controlled.

How is the wood from Tolko and LaCrete sawmills deemed controlled? They are not FSC certified. This wood is covered under DMI's risk assessment (entire fibre supply area). As a result of robust legislation in Alberta, operations rarely fall into the "High Risk" category. Most operations meet the FSC CW standard. Tolko and LCSM hold

(Sustainable Forest Initiative) SFI certification which they are audited on and maintain. This helps satisfy FSC CW requirements. DMI also monitors the mills somewhat (obtain harvest and species information to feed into the risk assessment – verification of species and origin of the fibre). If the wood procured from other mills does not meet the requirements who is responsible? DMI will assist the supplier conform or as a last resort exclude the supplier if a “low risk” designation cannot be achieved.

How frequently is DMI audited? Annually. Does DMI share the audit results with the public? They are not widely provided but if a member of the public is interested they can contact DMI and get more information. Risk assessment information is available to the public.

Does certification open more markets to sell products in? Is it required? In some markets it is required. Depends on customer demand, most prefer CW and others require it to access certain markets.

#### Norbord SFI Audit and Certification

Norbord High Level recently underwent internal and external audits for their SFI Forest Management, Fibre sourcing and Chain of Custody certifications.

There was one finding around Fibre sourcing. There was a tank which while stationary and not being transported did not meet TDG standards. The other findings surrounded documentation.

Does Norbord do public consultation? Yes, they reach out to the public in several ways. As part of the GDP process they participate in open houses throughout the Mackenzie County in the spring. They consult with First Nations. They are on multiple PAC's. They provide a link to implementation website. They contact other stakeholders such as trappers which may be affected by forestry activities.

Does Norbord work with the other local forestry companies? Yes, the land base is shared, Norbord, Tolko and LaCrete Sawmills work together to manage and consult with the public.

Tolko High Level – SFI audits update.

(See Presentation)

Thank you to the PAC members for participating in the Committee. This was identified as a good practice in both audits.

Comment – PAC's are a legislated requirement as part of the Alberta DFMP (Detailed Forest Management Plan) approvals. Discussion as to the accuracy of the statement. They are not a SFI requirement and therefore were noted in the audit.

How many PAC are in the province? There used to be 26. Paul is unable to provide information about how many still exist. The planners in Edmonton may be able to provide this information. There used to be PAC conferences. There do not appear to be conferences any longer.

#### 4.3 Bend and break

(See Presentation)

Bend and Break is a manual stand tending tool which allows the conifer understory to have room and light to grow more quickly. This helps the softwood companies to meet their regulated reforestation requirements. This type of stand tending removes the aspen and poplar which are growing within 1 meter of the conifer

tree. It lessens the chance of “suckering” which could be the result of other manual stand tending methods.

Are the companies going into the transition or mixed wood stands and converting them to conifer stands? What about the deciduous growth being restricted? This will not convert the land base from deciduous to conifer? It temporarily allows conifer to perform better for surveys. There are still areas where mainly deciduous and mixed wood stands are. The regulations require a return to the preharvest stand type.

Bend and break was done on a trial basis this year. There are plans to do this type of work again next year. This is another tool in the tool box, along with herbicide treatment to aid conifer growth. This method will be useful in areas where herbicide application is restricted or contentious.

Was the program successful this year? Yes, approximately 300ha were treated. There were several jobs created with people able to do approximately .5ha per day.

With the removal of competition will trees of a poorer quality grow? Is straight high quality timber being traded for quick growth? No, because the treatment area is small competition is not removed just reduced.

Is cost comparison information available? Herbicide cost per ha vs. Bend and Break. Not at this time.

How much is planned for next year? Not yet known, will depend on access, areas where herbicide is not an option. Many of this years sites were more easily accessible. Along highway, close to existing planting camps. At this time there is no plan for remote camps.

Are there accessible areas for viewing? Yes, some are near the highway. Ben is willing to provide maps.

## **5. Public Comment**

5.1. One of the members encountered disrespectful behavior during the spring Caribou Protection meeting held by the Province this spring. This was from people working as contractors for the forestry companies and was a poor reflection on the companies. There were comments which showed disrespect for the process of determining course of action for Caribou protection as well as some meeting attendees. This caused many members of the public to be uncomfortable and upset. The companies should be making their contractors and their employees to act respectfully.

- George Peters – felt that Tolko did a good job communicating to the contractors that respect was required of them.
- There were people present who came out with their own agendas who took the opportunity presented to air their grievances.

## **6. NEXT MEETING – To Be Determined.**

## **7. MEETING ADJORNED**