

MACKENZIE COUNTY

REGULAR COUNCIL MEETING

JUNE 11, 2013

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB

STRATEGIC PRIORITIES CHART

April 2013

COUNCIL PRIORITIES (Council/CAO)

NOW

1. **HOUSING ENTITY: Governance Structure – Sept.**
2. **LAND USE FRAMEWORK: Position Paper - May**
3. **REGIONAL COLLABORATION: Protocol - June**
4. **HIGH LEVEL: Share Service Agreement – June**
5. **FIRST NATION RELATIONS: Orientation – Sept.**
6. **OSB PLANT: Water Supply – August**
7. **NEW ROAD CONSTRUCTION FUNDING – Sept.**

ADVOCACY

- Zama Road Paving Funds
- Road Construction Funding Request
- Canada Postal Service - La Crete
- Land use Framework Input
- Highway 58 West Extension to BC

NEXT

- OIL AND GAS STRATEGY
- ZAMA ROAD: Business Case
- SURFACE WATER MANAGEMENT PLAN
- REGIONAL WATER AGREEMENT

- TOURISM: Strategy (REDI)
- BRANDING STRATEGY (2014)
- TRANSPORTATION CORRIDOR PLAN

OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER (Joulia)

1. **HOUSING ENTITY: Governance Structure – Sept.**
2. **REG. COLLABORATION: Protocol - June**
3. **FIRST NATION RELATIONS: Orientation – Sept.**
- HIGH LEVEL: Share Service Agreement**
-

ECONOMIC DEVELOPMENT (Bill)

1. Resource Roads: Strategy – Sept.
2. OSB PLANT: Water Supply - June
3. ROAD CONSTRUCTION FUNDS: Request - Sept
- ZAMA ROAD: Business Case
- TOURISM: Strategy (REDI)

COMMUNITY SERVICES (Ron)

1. Radio Communication System - May
2. COR Certification: Update Safety Manual - July
3. Rec. Board Agreement Draft Renewal – Oct.
- Prepare for Municipal QMP Audit (SCC) - April
- Disaster Emergency Planning

AGRICULTURAL SERVICES (Grant)

1. **SURFACE WATER MANG. PLAN - TOR - May**
2. Agricultural Trade Fair – Aug.
3. ASB Business Plan - May
- Emergency Livestock Response Plan – Sept.
-

PLANNING & DEVELOPMENT (Byron)

1. **LAND USE FRAMEWORK: Position Paper - May**
2. Area Structure Plans - July
3. Business License Bylaw & Implementation – July
- Development Agreement: Revise
- Airport Vicinity Protection Area

LEGISLATIVE SERVICES (Carol)

1. Municipal Elections: Election Bylaw - May
2. Municipal Elections: Candidate Handbook - July
3. Virtual City Hall Implementation - May
- Human Resource Policy Review
- Communication Plan

FINANCE (Alison)

1. Long Term Capital Plan - Mar.
2. Borrowing Bylaws - June
3. Local Imp. Bylaws - June
- Master Card Policy
- Internal Controls Procedure Review

PUBLIC WORKS* (John & Ron)

1. **HAMLET ROAD PRIORITIES PROGRAM - June**
2. **PRIVATE ROAD TRANSFER POLICY – Sept.**
3. Rural Waterline Research Paper: TOR - July
- Rural Road Plan
- Water Source Plan

CODES: **BOLD CAPITALS** = Council NOW Priorities; **CAPITALS** = Council NEXT Priorities; *Italics* = Advocacy; Regular Title Case = Operational Strategies; * See Monthly Capital Projects Progress Report

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, June 11, 2013
10:00 a.m.**

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

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the May 28, 2013 Regular Council Meeting	7
DELEGATIONS:	4.	a) Fort Vermilion Recreation Board b) Mackenzie Applied Research Association (In- Camera) – 2:00 p.m. c) Dave Rose, Western Asphalt	
GENERAL REPORTS:	5.	a) CAO Report b)	21
TENDERS:	6.	a) 2013 Regravelling Program Tender – 1:30 p.m.	
PUBLIC HEARINGS:	7.	a) None	
COMMUNITY SERVICES:	8.	a) Fort Vermilion Arena Park Playground b) c)	31

ENVIRONMENTAL SERVICES:	9.	a)	Rural Waterline Update	41
		b)		
OPERATIONS:	10.	a)		
		b)		
PLANNING & DEVELOPMENT:	11.	a)	Bylaw 880-12 Road Closure lying between SE 1-104-18-W5M and NE 36-103-18-W5M (Blue Hills)	45
		b)	ASP Consultation Feedback	57
		c)	ASP Consultation Meeting Request	67
		d)		
		e)		
CORPORATE SERVICES:	12.	a)	Recreation Facilities – Grounds Improvements	71
		b)		
		c)		
ADMINISTRATION:	13.	a)	Environment and Sustainable Resource Development - Land Auction Date	73
		b)	Alberta Health Services – EMS Dispatch Consolidation Consultation	75
		c)	2013 Municipal Election – Advance Vote	89
		d)		
		e)		
INFORMATION / CORRESPONDENCE:	14.	a)	Information/Correspondence	91
IN CAMERA SESSION:	15.	a)	Legal <ul style="list-style-type: none">• Regional and/or Rural Water Lines• Regional Collaboration	

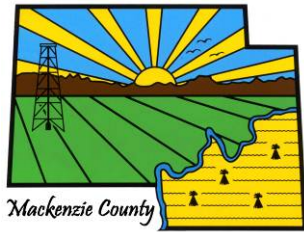
- b) Labour
 - CAO Contract
- c) Land
 - Woodland Caribou Report
 - Fort Vermilion Research Station
 - Aggregate Resources

**NEXT MEETING
DATE:**

- 16. a) Regular Council Meeting
Wednesday, June 26, 2013
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

- 17. a) Adjournment



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the May 28, 2013 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the May 28, 2013 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION:

Approved council minutes are posted on the County website.

RECOMMENDED ACTION:

That the minutes of the May 28, 2013 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, May 28, 2013
10:00 a.m.**

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

PRESENT: Bill Neufeld Reeve
Jacquie Bateman Councillor
Peter F. Braun Councillor
Elmer Derksen Councillor
Dicky Driedger Councillor
John W. Driedger Councillor
Odell Flett Councillor
Eric Jorgensen Councillor
Lisa Wardley Councillor

ABSENT: Walter Sarapuk Deputy Reeve

ADMINISTRATION: Joulia Whittleton Chief Administrative Officer
William (Bill) Kostiw Director of Infrastructure Development &
Government Relations
Alison Kilpatrick Director of Corporate Services
John Klassen Director of Environmental Services &
Operations
Byron Peters Director of Planning and Development
Carol Gabriel Manager of Legislative & Support Services

ALSO PRESENT: Members of the public.

Minutes of the Regular Council meeting for Mackenzie County held on May 28, 2013 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:09 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 13-05-348 MOVED by Councillor Wardley

That the agenda be approved with the following additions:
13. f) Municipal Government Act Review Update

- 13. g) Revenue & Expenses by Ward
- 13. h) Utility Rates – Water
- 4. b) GENIVAR – Project Update
- 13. i) ATV's
- 10. a) AJA Friesen Culvert Update
- 10. b) Rural Waterline Update

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

- 3. a) Minutes of the May 7, 2013 Regular Council Meeting**

MOTION 13-05-349

MOVED by Councillor Wardley

That the minutes of the May 7, 2013 Regular Council meeting be adopted as presented.

CARRIED

GENERAL REPORTS:

- 5. a) Municipal Planning Commission Meeting Minutes
– April 18 & May 2, 2013**

MOTION 13-05-350

MOVED by Councillor Bateman

That the Municipal Planning Commission meeting minutes of April 18 & May 2, 2013 be received for information.

CARRIED

PUBLIC HEARINGS:

- 7. a) None**

**COMMUNITY
SERVICES:**

- 8. a) None**

**ENVIRONMENTAL
SERVICES:**

- 9. a) None**

OPERATIONS:

- 10. a) AJA Culvert Update (ADDITION)**

MOTION 13-05-351

MOVED by Councillor Jorgensen

That the AJA Friesen culvert project update be received for information.

CARRIED

10. b) Rural Waterline Update (ADDITION)

MOTION 13-05-352

MOVED by Councillor Flett

That administration bring back a rural waterline project update to the next meeting.

CARRIED

**PLANNING &
DEVELOPMENT:**

**11. a) Bylaw 890-13 Land Use Bylaw Amendment
(Original Titled Property)**

MOTION 13-05-353

MOVED by Councillor Wardley

That Administration proceeds with the Public Hearing for Bylaw 890-13, being a Land Use Bylaw amendment to amend the County Land Use Bylaw (791-10) Section 8.1 C AGRICULTURAL "A" with the recommended amendments from the Inter-municipal Planning Commission and the Municipal Planning Commission.

CARRIED

**11. b) Bylaw 905-13 Amending Bylaw 884-13 being a
Plan Cancellation for Consolidation Purposes
Plan 922 1976, Block 1, Lot 1 (Pt. of SW 22-107-
13-W5M) (Fort Vermilion Rural)**

MOTION 13-05-354

Requires 2/3

MOVED by Councillor Wardley

That first reading be given to Bylaw 905-13, being an amendment to Bylaw 884-13 legal description.

CARRIED

MOTION 13-05-355

Requires 2/3

MOVED by Councillor Bateman

That second reading be given to Bylaw 905-13, being an amendment to Bylaw 884-13 legal description.

CARRIED

MOTION 13-05-356

Requires Unanimous

MOVED by Councillor Braun

That consideration be given to proceed to third reading of Bylaw 905-13, being an amendment to Bylaw 884-13 legal

description.

CARRIED UNANIMOUSLY

MOTION 13-05-357

Requires 2/3

MOVED by Councillor Wardley

That third reading be given to Bylaw 905-13, being an amendment to Bylaw 884-13 legal description.

CARRIED

11. c) 106-DP-13 Colin Wolfe (Inter-Municipal Development Plan Area) (South Rural High Level)

MOTION 13-05-358

MOVED by Councillor J. Driedger

That Development Permit 106-DP-13 on Plan 012 2724, Block 1, Lot 7 (Part of SW 7-109-19-W5M) in the name of Colin Wolfe be APPROVED with the following conditions:

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

1. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.
2. All conditions and requirements by the Alberta Motor Vehicle Industry Council "AMVIC" are to be met to their specifications and standards.
3. **This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
4. The **Building/Shop** used for the Automotive Equipment and Vehicle Services Business shall meet all Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
5. Provide adequate off road parking as follows: The minimum parking standards are one space per each full time employee. (One parking space, including the driveway area, shall occupy 27.87 square meters (300

- square feet).”
6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers’ expense.
 7. The sign shall be located a minimum of:
 - i. 200 meters (656 feet) from regulatory signs.
 - ii. 3.1 (10 feet) from the outer edge of the road or not less than 1.5m (5 feet) from the property line.
 - iii. 1.5 meters (5 feet) to a maximum of 2.5 meters (8 feet) in height above the shoulder of the road.
 8. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
 9. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
 10. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
 11. Wiring and conduits of the sign must be concealed from view.
 12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
 13. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
 14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

11. d) Land Use Framework Position Paper

MOTION 13-05-359

MOVED by Councillor Bateman

That Mackenzie County endorse the *Municipal Perspectives on the Land Use Framework: A Position Paper for the Lower Peace Region* as presented.

CARRIED

4. b) GENIVAR – Project Update (ADDITION)

MOTION 13-05-360

MOVED by Councillor Wardley

That the project update by GENIVAR be received for information.

CARRIED

13. a) Highway 88 Connector – Phase II and III

MOTION 13-05-361

MOVED by Councillor Flett

That the Highway 88 Connector project be postponed until new provincial or federal funding becomes available.

MOTION 13-05-362

MOVED by Councillor Wardley

That the vote on Motion 13-05-361 be TABLED to after lunch.

CARRIED

Reeve Neufeld recessed the meeting at 11:27 a.m. and reconvened the meeting at 11:46 a.m.

**CORPORATE
SERVICES:**

**12. a) Bylaw 903-13 Borrowing Bylaw – High Level
Rural Water Line**

MOTION 13-05-363

Requires 2/3

MOVED by Councillor Jorgensen

That first reading be given to Bylaw 903-13 being a borrowing bylaw to fund the construction of Phase I of the High Level rural water line as amended.

CARRIED

12. b) Bylaw 904-13 Local Improvement Bylaw for (A) Water and Sewer Extension on 43 Avenue and a portion of 50 Street and also for (B) Water Extension on 50 Street from 43 Avenue in the Hamlet of Fort Vermilion

MOTION 13-05-364

MOVED by Councillor Flett

That first reading be given to Bylaw 904-13, being a bylaw authorizing imposition of a local improvement tax to the benefiting properties for Water and Sewer Extension on 43 Avenue and a portion of 50 Street for Plan 762 1591, Lots 1, 2 & 4, Block A and Plan 942 3306, Lot 5 & 6, Block A and Plan 580KS, Lot N in the Hamlet of Fort Vermilion as amended.

CARRIED

12. c) Financial Reports – January 1 to April 30, 2013

MOTION 13-05-365

MOVED by Councillor Braun

That the financial reports for the period, January 1 – April 30, 2013, be accepted for information.

CARRIED

13. c) Organizational Success Session Follow-up

MOTION 13-05-366

MOVED by Councillor Bateman

That the Governance Charter be adopted as presented.

CARRIED

MOTION 13-05-367

MOVED by Councillor Wardley

That the Committee of the Whole meetings be scheduled between 10:00 am and 11:00 am on June 26, 2013, August 26, 2013 and September 25, 2013.

CARRIED

MOTION 13-05-368

MOVED by Councillor Bateman

That the June 26, 2013, August 26, 2013 and September 25,

2013 Regular Council meetings start time be changed to 11:00 am.

CARRIED UNANIMOUSLY

Reeve Neufeld recessed the meeting at 12:04 p.m. and reconvened the meeting at 1:04 p.m.

TENDERS:

6. a) La Crete & Fort Vermilion Road Improvements - 2013 – 1:00 p.m.

MOTION 13-05-369

MOVED by Councillor Braun

That the tenders for the 2013 La Crete and Fort Vermilion Road Improvements be opened.

CARRIED

Tenders Received:

Ruel Bros. Contracting	\$2,606,496.65
Knelsen Sand & Gravel	\$2,278,770.00

13. d) Alberta Health Services – Air Ambulance Services

MOTION 13-05-370

MOVED by Councillor Jorgensen

That administration draft a response to the Minister of Health regarding the recent changes to air ambulance services.

CARRIED

ADMINISTRATION:

13. a) Highway 88 Connector – Phase II and III

MOTION 13-05-361

MOVED by Councillor Flett

That the Highway 88 Connector project be postponed until new provincial or federal funding becomes available.

DEFEATED

Reeve Neufeld recessed the meeting at 2:28 p.m. and reconvened the meeting at 2:39 p.m.

MOTION 13-05-371

MOVED by Councillor Wardley

That the 2013 La Crete and Fort Vermilion Road Improvements tender be awarded to the lowest qualified tender, subject to budget amendment.

CARRIED UNANIMOUSLY

MOTION 13-05-372
Requires 2/3

MOVED by Councillor Braun

That the budget be amended to include an additional \$226,770 for the 2013 La Crete and Fort Vermilion Road Improvements with funding coming from the Roads Reserve.

CARRIED

MOTION 13-05-373

MOVED by Councillor J. Driedger

That the Highway 88 Connector Phase II and III grading, base, and paving (ACP at 60 mm) be tendered as a lump sum bid.

CARRIED

Reeve Neufeld recessed the meeting at 3:00 p.m. and reconvened the meeting at 3:08 p.m.

DELEGATIONS:

4. a) Randy Affolder, Alliance Assessment

MOTION 13-05-374

MOVED by Councillor Wardley

That the presentation by Randy Affolder from Alliance Assessment be received for information.

CARRIED

ADMINISTRATION:

13. b) Zama Access Road

MOTION 13-05-375

MOVED by Councillor Wardley

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.

CARRIED UNANIMOUSLY

13. e) REDI Business Plan Report (Tourism Study)

MOTION 13-05-376

MOVED by Councillor Bateman

That the REDI Business Plan report be received for information.

CARRIED

13. f) Municipal Government Act Review Update (ADDITION)

MOTION 13-05-377

MOVED by Councillor Derksen

That the Municipal Government Act review update be received for information.

CARRIED

13. g) Revenue & Expenses by Ward (ADDITION)

MOTION 13-05-378

Requires Unanimous

MOVED by Councillor Wardley

That administration investigate the cost and benefit analysis of preparing a revenue and expense report by ward and bring it back to Council.

DEFEATED

13. h) Utility Rates - Water (ADDITION)

MOTION 13-05-379

Requires Unanimous

MOVED by Councillor Wardley

That the utility rates be tabled to the first 2014 budget meeting.

CARRIED UNANIMOUSLY

13. i) ATV's (ADDITION)

MOTION 13-05-380

Requires Unanimous

MOVED by Councillor Wardley

That administration investigate the cost and implementation of photo radar and bring it back to Council.

CARRIED UNANIMOUSLY

**INFORMATION/
CORRESPONDENCE:**

14. a) Information/Correspondence

MOTION 13-05-381

MOVED by Councillor Wardley

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

CARRIED

IN CAMERA SESSION:

MOTION 13-05-382

MOVED by Councillor D. Driedger

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 4:14 p.m.

15. a) Legal

15. b) Labour

15. c) Land

CARRIED

MOTION 13-05-383

MOVED by Councillor Jorgensen

That Council move out of camera at 5:16 p.m.

CARRIED

MOTION 13-05-384

MOVED by Councillor Wardley

That Councillor Jorgensen and Councillor J. Driedger be authorized to attend the Alberta Forest Products Association Annual General Meeting and Conference on September 25 – 27, 2013 in Jasper, AB.

CARRIED

MOTION 13-05-385

MOVED by Councillor Braun

That the ballots be destroyed.

CARRIED

15. a) Legal – Regional Collaborative Governance

MOTION 13-05-386

MOVED by Councillor Wardley

That the regional collaborative governance update be received for information and that the Committee proceed as discussed.

CARRIED

15. a) Legal – Housing Amalgamation

MOTION 13-05-387

MOVED by Councillor Jorgensen

That the housing amalgamation update be received for information.

CARRIED

15. a) Legal – Regional Service Sharing Agreement

MOTION 13-05-388

MOVED by Councillor J. Driedger

That administration draft a letter to the Town of High Level regarding the Regional Service Sharing Agreement for review at the next council meeting.

CARRIED

15. b) Labour – CAO Evaluation

MOTION 13-05-389

MOVED by Councillor Bateman

That the CAO evaluation be approved and that the letter be sent as presented.

CARRIED

15. c) Land – La Crete Airport Terminal Lease

MOTION 13-05-390

MOVED by Councillor J. Driedger

That administration be authorized to negotiate the La Crete airport terminal lease agreement and report back to Council.

CARRIED

15. c) Land – Fort Vermilion Research Station

MOTION 13-05-391

MOVED by Councillor Jorgensen

That administration be authorized to negotiate the purchase price of the Fort Vermilion Research Station with the deposit funding coming from the Drainage Reserve and report back to Council.

CARRIED

**NEXT MEETING
DATE:**

16. a) Regular Council Meeting
Tuesday, June 11, 2013
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

17. a) Adjournment

MOTION 13-05-392

MOVED by Councillor Derksen

That the council meeting be adjourned at 5:22 p.m.

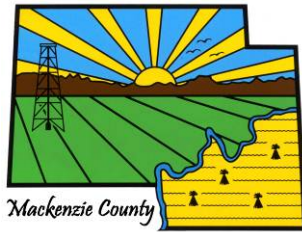
CARRIED

These minutes will be presented to Council for approval on June 11, 2013.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

UNAPPROVED



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	CAO Report

BACKGROUND / PROPOSAL:

CAO and Director reports are attached for information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION:

RECOMMENDED ACTION:

That the CAO report for May 2013 be received for information.

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

Mackenzie County

Monthly CAO Report to Council – May 2013

The County's summer programs and the 2013 construction season have officially started. Summer employees have been hired to assist in various maintenance programs.

This report provides highlights on some completed or ongoing initiatives.

1. **AB Agriculture and Rural Development** – we received a letter from the Ministry confirming up to \$50,000 funding towards the drainage plan. RFP will be advertised shortly. Two ASB members and Grant Smith, Agricultural Fieldman have flown over the areas of flood in early May and the collected info will be communicated to the selected engineering firm.
2. **Fort Vermilion Research Farm** – Council discussed the offer to purchase at their last meeting and administration is proceeding as directed.
3. **AB Transportation** – Mackenzie County's resource applications for Highway 88 Connector and Zama Access road were denied. A letter was sent to the Premier of Alberta requesting a meeting to discuss critical transportation infrastructure for our Region. Council has provided direction to administration regarding these two projects at their last meeting. Administration is working with the engineering firm on tendering Phases II and III of the Highway 88 Connector. Administration is looking into dust control options for Zama road – prices are being obtained.
4. **Strategic Priorities Report** – Administration is working on the priorities as identified.
5. **Regional Collaboration** – Council reviewed the draft RFP for the Regional Sustainability Study at their last council meeting. The Committee is meeting on June 7 & 8 to review the final draft, a draft communication protocol and a draft news release.
6. **Housing Boards Amalgamation** – this is an ongoing work with the Implementation Committee. An update will be provided to Council in-camera.
7. **Mustus Energy Ltd.** – the Option to Purchase was negotiated as directed by Council and signed by both parties.
8. **Regional Water System** – a letter was sent to the Town of High Level inquiring regarding their interest in a regional water system project with the County.
9. **RCMP** – a new agreement was signed with RCMP for the La Crete office lease space and MOU for La Crete enhanced police (one position) was signed. Zama office space lease calculation was prepared and submitted to the HL Detachment – waiting for their response.
10. **Regional Service Sharing Agreement with the Town of High Level** – preparing a reply letter based on the Town's response and Council's direction. This will be presented and discussed in camera.

11. **Disaster Recovery Program** – an application was submitted to Alberta Emergency Management for the overland floods resulting from high accumulation of snow and rapidly rising temperatures in early May. As communicated earlier, it may take up to six months for AEMA to make a decision on the County’s claim. The County’s public works employees continue the roads repair work.

Please review the attached Directors reports and we will be happy to answer any questions Council may have.

Respectfully submitted,
Joulia Whittleton

MONTHLY REPORT TO THE CAO

For the month of May 2013.

From: Alison Kilpatrick
Director of Corporate Services

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
GFOA Conference	May 5 – 8, 2013	Attended by Director, Finance Controller, & Accounts Payable Clerk.
2012 Annual Report	June 5, 2013	Prepared 2013 budget components.
2013 Ratepayers' meetings	June, 2013	Prepared presentation.
Strategic Priorities: 1. Long term Capital Plan 2. Borrowing bylaws 3. Local improvement bylaws 4. Master Card policy 5. Internal Controls Review	March June – July June	Meeting held; work in progress. One completed; one pending. Completed; related RFDs in progress. Pending. Ongoing, and in progress.

Capital Projects

Projects	Timeline	Comments
Analytical support to capital budgeting, expenditure, and reporting processes.	Spring – Fall	Reporting requirements to provincial government.

Personnel Update:

Administrative Assistants (seasonal) interviewed, and to commence work in early June (Fort Vermilion and La Crete offices).

MONTHLY REPORT TO THE CAO

For the month of May 2013

From: Byron Peters
Director of Planning & Development

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Leap frog development & business incentives	April 2013	Have compiled info on these topics, need to be further evaluated and bring forward a recommendation to incorporate the changes into policies/bylaws
Business Licensing	July 2013	Currently drafting new bylaw, hoping EDO can finish this project
Development Agreements	Summer 2013	Need to review, revise and implement new DA's.
Antenna System Siting Protocol	Fall 2013	Need to review and edit entire protocol
Land Use Bylaw review/update	Fall 2013	Will need to thoroughly review and amend after the ASP's are approved

Capital Projects

Projects	Timeline	Comments
Area Structure Plans	June 2013	Open houses completed, most feedback received, need to incorporate revisions
Community Infrastructure Master Plans	Winter 2013	DCL has received most data, has started building models, traffic counts this week, flow meters will be installed this week
Rural Addressing	2013	In progress. Jeff & Julius working on this project.
Airport Vicinity Protection Area	June	Draft completed. Needs final review.

Personnel Update:

We have changed the scope of the EDO position a little bit; have received a few new applicants. If all goes well position will be filled by July.

Summer staff have started, and are a big help to the department. Will need to fill the one summer position with a permanent employee this fall.

Other Comments:

Land Use Framework: Latest info is that the process won't start until 2014 sometime. Sent letter to MMSA stating that Council endorsed the position paper. Not aware of any further action needing to be taken until the process actually begins.

Dimestore Fishermen is here June 6 & 7. Fishing at Tapawingo Lodge at Bistcho Lake and also at Wadlin Lake.

MONTHLY REPORT TO THE CAO

For the Month of May, 2013

From: John Klassen
Director of Environmental Services & Operations

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Repairing washout areas.
Hamlet Street Patching	Ongoing	Completed hot mix patching on 94 th Ave. Cold patch completed on various other streets.
Line Painting	July	Currently developing the line painting quotes and will be done after the crack sealing is complete.
Dust Control	June	Will be completed by mid June, to date we have: 60-Paid applications. 32-Senior applications plus the Hamlet and school zones. 2012 numbers were: 45-Paid applications 30-Seniors
Strategic Priorities	Ongoing	<ol style="list-style-type: none"> 1) Hamlet Road Priorities Program – <i>Currently being revised to match the Counties long term plan.</i> 2) Private Road Transfer Policy – <i>Sept 2013.</i> 3) Rural Water Line Research Paper – <i>To be presented at the PW's Committee meeting on June 10, 2013.</i>

Capital Projects

Projects	Timeline	Comments
Bridge Repairs	Summer 2013	Working with consultant to develop bridge tenders currently in the 2013 budget
La Crete Street Projects	Summer 2013	Project tendered and awarded construction to commence June 10, 2013
Zama water & sewer upgrade projects	2013	Grant applications were submitted and are <u>still</u> waiting on approvals.
88 Connector	October 2012	Phase I – Construction underway Phase II – Tender preparation in progress.
La Crete Lagoon Upgrade	2012/2013	Planning on closing the tender in July, 2013
FV-50 th Street Water & Sewer Project	Summer 2013	Local improvement bylaw complete. We need to develop a connection fee bylaw for the balance of the project.

Personnel Update:

The Public Works Admin Assistant position for La Crete is still open and being advertised.

Other Comments:

Attachments:

Monthly Report to CAO

For the month of May 2013

From: William (Bill) Kostiw
Director of Infrastructure Development and Government Relations/Acting
Director of Community Services & Operations

This report is a brief overview of projects and activities for Director of Infrastructure Development & Government Relations, Director of Community Services and Operations North and some Agriculture department items.

A) Public Works General

Dust control is basically complete for now there will be one more application scheduled for later in June for area's missed or special requests. (Motion 13-04-276)

Grass cutting and general maintenance is underway. ASB has a separate plan for roadside brushing.

The Fort Vermilion Walking Trail project is underway and we are collaborating with local groups and the Board of Trade.

The tender for 53rd street paving has been awarded to Knelsen Sand & Gravel subject to local improvement bylaws being complete.

Crack sealing & line painting is in the works, completion is estimated for September 2013.

The investigation into gravel base/seal coat projects need your direction and budget allocation if we are to proceed. We intend to have clear estimates for the June 26th meeting with comparisons to cold mix (in place).

Gravel for future development is in the council package.

B) Land Use Framework

The preliminary draft Caribou study is ready for council review and perhaps should be referred to a special meeting or committee. This also applies to the whole issue of Land Use Framework which seems to have a life on its own.

C) Drainage Impact Study

The final draft of the Drainage impact study for Bear River & Steep Hill Basins is attached for your review. I intend to have an RFD for the June 26th meeting subject to your directive.

D) Terms of Reference

The Terms of Reference (Motion 13-05-352 & Motion 12-09-582) for rural water supply is still under review. It requires more direction and budget? Also Motion 13-03-150 is being studied.

E) Zama & Highway 88 Connector

In regards to the Primary Highway designation of Zama & 88 Connector I suggest that the CAO & Reeve request an urgent meeting with the Minister of Transportation to discuss the matter.

F) Fort Vermilion Research Facility

The negotiations with Agriculture Canada for the Fort Vermilion Research Facilities are being reviewed for the land & equipment acquisitions. This matter needs your immediate attention and direction.

G) Water

Water matters are under study ie. - Rural Water Supply for High Level South & North, ground water inventory across the County and overall regional water. You or Council giving a clear directive would really assist us in the project development.

H) Parks

Parks development is being reviewed (ie. – Jubilee Park, Bridge Campground & Tompkins Landing etc.).

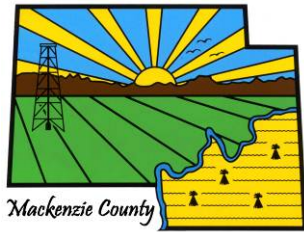
I) Base & Paving

The base & paving of Phase I of Highway 88 Connector & Phase II of Zama Access are underway and should both be complete by the end of June 2013.

J) Highway 88 Connector

The next phase of Highway 88 Connector is being tendered and the intent was to close the tender on June 26, 2013 Council meeting with the construction completion date of August 2014?

In summary we are very busy with projects, research, meetings and normal maintenance. Thank you and I would be pleased to answer questions or provide more info at your request.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Fort Vermilion Arena Park Playground

BACKGROUND / PROPOSAL:

Mackenzie County owns various recreational and community facilities within the County.

The County entered into agreements with the local recreation boards regarding operations of certain recreational facilities and provides operating and capital, with capital being prioritized by Council and subject of budget availability.

OPTIONS & BENEFITS:

Fort Vermilion Recreation Board requested funds towards a new playground and this request was discussed by Council during the 2013 budget deliberations. This request was not approved as other priorities were identified.

Please see May 30, 2013 letter from the Fort Vermilion Recreation Board attached. 2007 & 2008 inspection letters are attached.

Administration recommends that this request be forwarded to the Community Services committee for their review and recommendation.

COSTS & SOURCE OF FUNDING:

Future budgets.

COMMUNICATION:

NA

Author: J. Whittleton **Review by:** _____ **CAO** YW

RECOMMENDED ACTION:

That the Fort Vermilion Recreation Board request for improvements to the Fort Vermilion Arena Park Playground be differed to the Community Services Committee for their review and recommendation.

Author: J. Whittleton Review by: _____ CAO YW

Reeve and Council
Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0

May 30, 2013

Dear Reeve and Council:

Re: Fort Vermilion Area Park Playground



The current state of the playground at the Fort Vermilion Arena Park is in need of attention. Not only is the old playground equipment at this location an eyesore for the community, but it also presents a safety hazard for our young people.

The play space at the Fort Vermilion Arena Park was inspected by Environmental Health first in 2007 and again in 2008. A copy of each report is attached to this letter. The issues that were identified with the space are as follows:

- **Swings:**
 - Too many swings in one swing bay (recommendation is that only two swings be in one bay).
 - The connecting device for the swings has a gap that is greater than the recommended 1mm.
 - Protective surrounding surface has become inadequate for absorbing shock.
 - Metal is rusted and corroded.

- **Monkey Bars:**
 - Protective surrounding surface has become inadequate for absorbing shock.
 - Metal is rusted and corroded.

- **See-saws:**
 - Inadequate spacing between the see-saws (minimum requirement is 1.2 m)
 - Protective surrounding surface has become inadequate for absorbing shock.
 - Metal is rusted and corroded.

The current Environmental Public Health Inspector with Alberta Health Services has indicated that these issues are still relevant. He also supplied a copy of the Alberta Health Services' Playground Guidelines that must be followed for playground safety. It is the responsibility of the land owner to ensure these standards are followed for safety and insurance purposes.

The Recreation Board is committed to seeing this space become revitalized, as it represents a great opportunity to modernize the equipment and create a space for our youth to enjoy. However, this is not a project that we have the funds for. We are writing to you, Reeve and Council, to bring this important issue to your attention.

Sincerely,

Fort Vermilion Recreation Board

Meaghen Allen
Phone: (780) 841-3276
Fax: (780) 926-4149
Email: mallen@nlhr.ca

November 16, 2007

Mackenzie Country
Henry Klassen
Box 640
Fort Vermilion, AB, T0H 1N0

Dear Henry Klassen:

A certified playground inspector with the Northern Lights Health Region, Environmental Health Services conducted playground inspections to assess if the playspaces meet the requirements of the CAN/CSA-Z614-03 Children's Playspaces and Equipment Standard (June 2003).

Enclosed are the inspection reports for the 3 playspaces near or in Fort Vermilion, 2 playspaces in La Crete and a playspace at Wadlin Lake. The remaining playspace will be inspected in the spring.

Below are some of the items which require your attention.

1. **Swing Bays**- more than two-to-fro seats per bay (Playspaces in Fort Vermilion)
2. **Protective Surfacing** – inadequate surface material as it is hard and compact.(Playspace in Fort Vermilion)
3. **Non- Encroachment Zone**- a shrub is growing in the non-encroachment zone in the La Crete Playground located behind the MD Office.
4. **Distance between Seesaws** is not greater than the required 1.2 m (Playspace in Fort Vermilion)
5. **Surface Material** is deteriorating and rusted. (Playspace in Fort Vermilion- seesaws, swings, monkey bars)
6. **Swing Fastening Devices** are unacceptable as the fastening device has an opening > 1mm and the metal is corroding. (Play space in Fort Vermilion)

HIGH LEVEL ADMINISTRATION

200, 10106- 100 Avenue High Level, AB T0H 1Z0 Ph. (780) 926-4388 Fx. (780) 926-4149

7. **Guardrails vs Protective Barriers**- the Reinland Playground in La Crete may need to install protective barriers on surfaces with elevated surfaces >0.75m (18months to 5 years) and >1.2m (5yrs -12). Currently, on the ramp there is only guardrails in place.
8. **Owners/Operators Information** is adequate or signage is missing (All the playspace, except Reinland Playground in La Crete) are missing the appropriate signage.

In addition I have enclosed some report forms developed by Canadian Parks and Recreation Association. Their website www.cpra.ca may provide your organization with valuable tools and resources.

If you have any questions or concerns please contact me at 841-3276

Sincerely,

Meaghen Allen
Environmental Health Services
Northern Lights Health Region – High Level Office

HIGH LEVEL ADMINISTRATION

200, 10106- 100 Avenue High Level, AB T0H 1Z0 Ph. (780) 926-4388 Fx. (780) 926-4149

Meaghen Allen
Phone: (780) 791-6090
FAX: (780) 714-0020
Email: mallen@nhr.ca

August 5, 2008

Fort Vermilion Recreational Board
Box 115
Fort Vermilion, Alberta
T0H 1N0

Re: Playgrounds/Parks Operated by the Fort Vermilion Recreation Board

The playspace at Bridge Campground and the playspace at the Fort Vermilion Arena Park were inspected by a certified playground inspector with the Northern Lights Health Region in August 2007. The initial playground reports were sent to Henry Klassen with the Municipal District of Mackenzie. (The initial reports and August 5, 2008 letter has been enclosed for your reference). Another inspection was conducted in July 2008 and conditions which pose a safety risk to children are still present.

Please note that the playspaces do not meet the requirements of the CAN/CSA- Z614-03, Children's Playspace and Equipment Standard. These playspaces are to be repaired or removed as they create a safety risk to children using the equipment.

BRIDGE CAMPGROUND:

1. There are three swings located in one swing bay.
No more than two swings shall be located in one bay.
2. The protective surfacing zone to the front and rear of the swings is not adequate as the fill has become hard and compact.
Please ensure protective surfacing material is available and adequate for shock absorbing properties. (See attachment)

FORT VERMILION ARENA:

Swings

1. There are three swings located in one swing bay.
No more than two swings shall be located in one bay.

2. The connecting device for the swings has a gap greater than 1mm.
Connecting devices for swings shall have an opening no greater than 1mm.
3. The protective surfacing zone around the swings is inadequate as the fill has become hard and compact.
Please ensure protective surfacing material is available and adequate for shock absorbing properties.(See attachment)
4. Metal is rusted and corroded.
Material subject to rust or corrosion shall be painted, refinished, galvanized or other wise treated.

Monkey Bars:

1. The protective surfacing zone around the monkey bars is inadequate as the fill has become hard and compact.
Please ensure protective surfacing material is available and adequate for shock absorbing properties.(See attachment)
2. Metal is rusted and corroded.
Material subject to rust or corrosion shall be painted, refinished, galvanized or other wise treated.

See-saws:

1. The distance between the see-saws is less than 1.2m.
2. The protective surfacing zone around all equipment is inadequate as the fill has become hard and compact.
Please ensure protective surfacing material is available and adequate for shock absorbing properties.(See attachment)
3. The protective surfacing zone around all equipment is inadequate as the fill has become hard and compact.
Please ensure protective surfacing material is available and adequate for shock absorbing properties
4. Metal is rusted and corroded.
Material subject to rust or corrosion shall be painted, refinished, galvanized or other wise treated.

Please ensure the deficiencies are corrected or the play equipment is removed from the play area. Please contact me with any questions or concerns.

Sincerely,


Meaghan Allen

Environmental Health
Northern Lights Health Region

Northern Lights Health Region

7 Hospital Street
Fort McMurray, AB
T9H 1P2
Phone: 780-791-6078

16 JUL 2008

Risk Management

Fort Vermilion Arena Complex
Playground

Fort Vermilion Recreation Board / Alfa Twidale

5001 - 44 Avenue
Fort Vermilion, AB T0H 1N0

Box 115
Fort Vermilion, AB T0H 1N0

An inspection was done of the playspace and conditions exist which pose a safety risk to users. A letter has been sent to the Fort Vermilion Rec. Board.

Nuisance

The following condition(s) are creating a nuisance.

Swings

1. There are three swings located in one swing bay.
No more than two swings shall be located in one bay.

2. The connecting device for the swings has a gap greater than 1mm.
Connecting devices for swings shall have an opening no greater than 1mm.

3. The protective surfacing zone around the swings is inadequate as the fill has become hard and compact.
Please ensure protective surfacing material is available and adequate for shock absorbing properties. (See attachment)

Monkey Bars:

1. The protective surfacing zone around the monkey bars is inadequate as the fill has become hard and compact.
Please ensure protective surfacing material is available and adequate for shock absorbing properties. (See attachment)

2. The protective surfacing zone around all equipment is inadequate as the fill has become hard and compact.
Please ensure protective surfacing material is available and adequate for shock absorbing properties. (See attachment)

See-saws:

1. The distance between the see-saws is less than 1.2m.

2. The protective surfacing zone around all equipment is inadequate as the fill has become hard and compact.
Please ensure protective surfacing material is available and adequate for shock absorbing properties.

Regulation: Nuisance and General Sanitation, Sec. 2(1)

Requirement/Proper procedure:

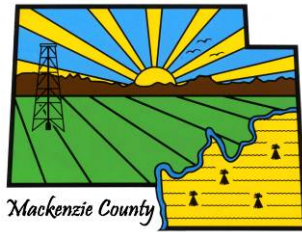
No person shall create, commit or maintain any condition which is or may become injurious or dangerous to public health, or may hinder in any manner the prevention or suppression of disease.
Please ensure all the violation are fixed or the playspace removed from playarea.

Inspection Remarks

Should you have any questions please contact Environmental Health Office: Fort McMurray (780)791-6078; High Level (780)841-3252.



Stephen Allen, C.P.H.I. (c)
Public Health Inspector/Executive Officer
Northern Lights Health Centre
7 Hospital Street
Fort McMurray, AB
T9H 1P2
Phone: (780) 791-6078
Fax: (780) 714-5620



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	Rural Water Line Update

BACKGROUND / PROPOSAL:

At the May 28th Council meeting the following motion was made:

MOTION 13-05-352 **MOVED** by Councillor Flett

That administration bring back a rural waterline project update to the next meeting.

CARRIED

Attached for your perusal is a map of the current rural water lines owned and operated by Mackenzie County:

- Red line indicates a trickle system line.
- Blue line indicates full pressure line.
- Red dots indicate connections to a Municipal water line:
 - Fort Vermilion to La Crete = 20 Connections
 - La Crete West = 62 connections
 - Stand alone connections off La Crete distribution system = 3

Pertaining to the full pressure/flow line running west of La Crete administration is seeking direction on connection procedures, we are proposing that all connections outside the Hamlet boundaries be deemed rural connections and therefore will require a meter pit with flow restrictors at the property line, and that all current connections be grandfathered in at their current status.

Author: John Klassen **Reviewed by:** _____ **CAO** _____

Rural water as referred to in Bylaw 849-12 provides the following definitions and the procedures in section 4.

BYLAW NO. 849-12

BEING A BYLAW OF THE MACKENZIE COUNTY IN THE PROVINCE OF ALBERTA RESPECTING THE WATER AND SEWER SYSTEM

- a) **“Rural Waterline”** a municipal potable waterline operated as a trickle system, which is not part of any Hamlet’s distribution system.
- b) **“Rural Water User”** means any Consumer, located outside of Hamlet boundaries, that is connected to the Rural Waterline.
- c) **“Trickle System”** means a water distribution system with reduced pressure and flow.

4.1. RURAL WATERLINE CONNECTIONS

- 4.1.1. A Registered Owner requesting a water service from the Rural Waterline shall apply for Municipal Utility services. If the application is approved by the County, the County shall provide the water service to the property line.
- 4.1.2. Where water service has been brought to the property line of a vacant parcel of land, the developer and/or Registered Owner of the property is required to connect to the water service and pay for the costs of the same upon the construction and/or placement of any dwelling or occupied building on the lands.
- 4.1.3. The Consumer shall pay a fee as set out in the Fee Schedule bylaw for the connection to the Rural Waterline.
- 4.1.4. The County shall sell and deliver water to the Consumer, so far as is practical to do so at the service location indicated in the Utility Connections policy. The County will install and operate the Rural Water Line as a Trickle System at a maximum rate of 1 gallon per minute for residential users and 2 gallons per minute for Commercial users, unless otherwise approved in writing by the CAO.
- 4.1.5. Title of water supplied by the County shall pass from the County to the Consumer at the outlet of the meter lift.

Author: John Klassen Reviewed by: _____ CAO _____

- 4.1.6. The Consumer shall not add or sell water to other structures, including houses, trailers, or businesses that are not directly owned by him, exist on the serviced yard and/or are further than 200 meters from the primary dwelling, unless approved in writing by the CAO or Designate. The County reserves the right to discontinue service to the primary service location on the decision of the County that a service violation has been installed.
- 4.1.7. In the event that the Consumer subdivides the parcel of land to which water is supplied hereunder, the water service shall apply to that portion of the subdivided land upon which the Point of Delivery is located.
- a) Water service shall only be available to the other subdivided parcel or parcels pursuant to a new application being submitted and subsequently being approved by the County.
- 4.1.8. The Consumer must construct, at His own sole cost and expense, a holding tank for reserve purposes that will be suitable and adequate for His anticipated water requirements. Anticipated water requirement shall be calculated as specified within Mackenzie County's Engineering Guidelines and/or General Municipal Improvement Standards

OPTIONS & BENEFITS:

For discussion

COSTS & SOURCE OF FUNDING:

NA

COMMUNICATION:

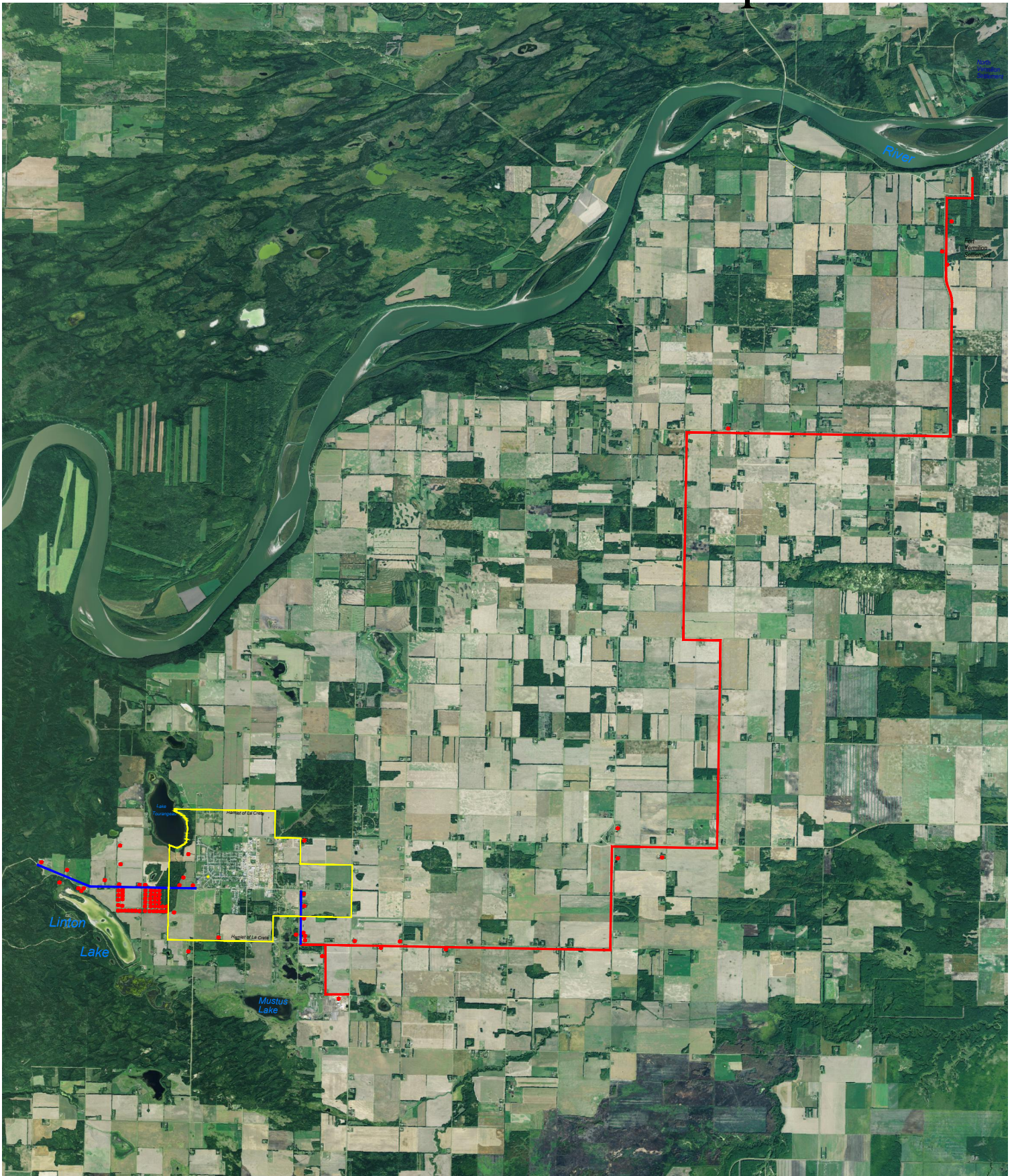
NA

RECOMMENDED ACTION:

That all Municipal water lines located outside of any Hamlet boundary be deemed a rural water line and all new connections shall require meter pits with flow restrictors.

Author: John Klassen Reviewed by: _____ CAO _____

Rural Waterline Hookups



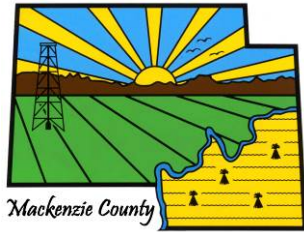
Legend:



Rural Water with full pressure services.
Rural Waterline
Serviced Properties



NOT TO SCALE



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Byron Peters, Director of Planning and Development
Title:	Bylaw 880-12 Road Closure lying between SE 1-104-18-W5M and NE 36-103-18-W5M (Blue Hills)

BACKGROUND / PROPOSAL:

Bylaw 880-12, being a Road Closure Bylaw for the closure of a portion of statutory road allowance lying between SE 1-104-18-W5M and NE 36-103-18-W5M for the purpose of sale and consolidation with the adjacent lands, received first reading at the November 28, 2012 Council meeting.

All road closure Bylaws must receive a Public Hearing prior to being sent to Alberta Transportation for approval. On February 12, 2013 a Public Hearing was held and all information was sent to Alberta Transportation on February 28, 2013. On May 29, 2013 Mackenzie County received back the Approved and signed bylaw from Alberta Transportation.

History/Background

The Blue Hills Community School located on SE 1-104-18-W5M constructed a skating rink and sewage lagoon back in 1988. Part of both developments are situated right on the subject road allowance, they also planted trees down the centre of the road allowance. A request to close this road allowance was made several years ago in 2002 where Council reviewed it at the November 5th, 2002 meeting. Council's decision was to refuse the request due to potential future need for the road allowance. Closing this portion of road allowance could present access problems in the future, as there is a low-lying section to the west of this road allowance where road construction may not be an option (see attached aerial photo).

Fort Vermilion School Division is requesting this closure as they feel that at the time they followed all the regulations. The applicant claim that during development, the bylaw showed a 20-meter road allowance. However, when they proceeded to the planning

Author: L. Lambert **Reviewed by:** Byron Peters **CAO** YW

stage it changed to 30 meters. The surveyors were under the impression that the road allowance was still 20 meters and situated the lagoon and rink accordingly.

The transition from 66 feet (20 meters) to 99 feet (30 meters) road allowance width transgressed between Range 17 to Range 18 and Township 104 to 103. This was most likely the reason behind the misunderstanding.

However, even if the road allowance had only been 66 feet (20 meters) the skating rink would still be encroaching. Development Permit 135-DP-88 issued November 30, 1988 clearly states that the setbacks are, 134 feet from front yard, 50 feet rear yard and 50 feet side yard. The aerial photo attached shows how the rink encroaches over the road allowance.

Due to the road allowance transition from (20 meters) to 99 feet (30 meters) being adjacent to each other with this quarter, the Road's Department recommends to close only the north half or 10 meters of the road allowance thus evening it out with the road allowance on the east end. Only that half or 10 meters would be sold to the School Division to consolidate into their subdivision. Although this would not bring the Skating rink and the sewage Lagoon into compliance with the Land Use Bylaw, it would place the structures within the School property.

The Planning Department has no issues or concerns with the closure of only a portion of this road allowance.

The application was presented to the Municipal Planning Commission (MPC) at their November 1, 2012 meeting where the following motion was made:

That the Municipal Planning Commission recommendation to Council be for the approval of Bylaw ___-12, being a Road Closure Bylaw for the closure and sale of the most northerly 10 meters of Government Road Allowance lying south of SE 1-104-18-W5M, subject to public hearing input.

Bylaw number 880-12 has since been assigned to this application.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

Author: L. Lambert Reviewed by: Byron Peters CAO YW

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 880-12, being a Road Closure Bylaw for the closure of the most northerly 10 meters of Government Road Allowance lying south of Part of SE 1-104-18-W5M.

MOTION 2

That third reading be given to Bylaw 880-12, being a Road Closure Bylaw for the closure of the most northerly 10 meters of Government Road Allowance lying south of Part of SE 1-104-18-W5M.

Author: L. Lambert **Reviewed by:** Byron Peters **CAO** YW

BYLAW NO. 880-12

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

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

WHEREAS, Council of Mackenzie County has determined that a portion of statutory road allowance, as outlined on Schedule "A" attached hereto, be subject to a road closure, and

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

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of sale, a portion of the government road allowance described as follows, subject to the rights of access granted by other legislation or regulations:

The most northerly 10 meters of Government Road Allowance lying south of
Part of SE 1-104-18-W5M
Excepting thereout all mines and minerals and the right to work the same.

READ a first time this 28th day of November, 2012.



Bill Neufeld
Reeve



Joulia Whittleton
Chief Administrative Officer

APPROVED this 27 day of May, 2013.



Minister of Transportation

Approval valid for 18 months.

READ a second time this ____ day of _____, 2013.

READ a third time and finally passed this ____ day of _____, 2013.

Bill Neufeld
Reeve

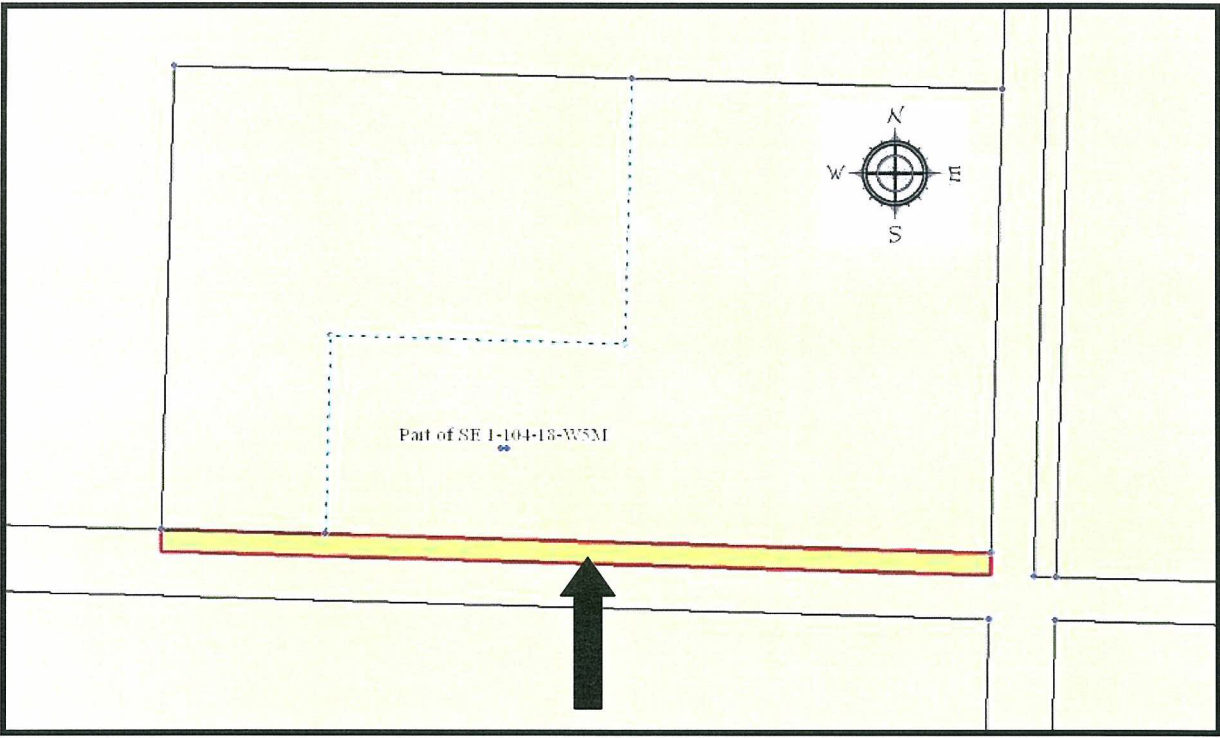
Joulia Whittleton
Chief Administrative Officer

BYLAW No. 880-12

SCHEDULE "A"

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

The most northerly 10 meters of Government Road Allowance lying south of
Part of SE 1-104-18-W5M





LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT <u>Norman Buhler</u>		
ADDRESS <u>Po. Bag 1 5213 River Road</u>		
TOWN <u>Fort Vermilion AB</u>		
POSTAL CODE <u>T0H 1N0</u>	PHONE (RES.)	BUS. <u>780-927-3766</u>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER <u>Fort Vermilion School Division # 52</u>		
ADDRESS <u>Po. Bag 1 5213 River Road</u>		
TOWN <u>Fort Vermilion, AB</u>		
POSTAL CODE <u>T0H 1N0</u>	PHONE (RES.) <u>(780) 927-3766</u>	BUS. <u>(780) 841-2910</u>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS. <u>SE</u>	SEC. <u>1</u>	TWP. <u>104</u>	RANGE <u>18</u>	M. <u>W5</u>	OR	PLAN	BLK	LOT
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: _____ TO: _____

REASONS SUPPORTING PROPOSED AMENDMENT:

We are requesting a road closure south of the Blue Hills Community School property as shown on the attachment. We are requesting this due to the fact that our existing lagoon and skating rink are presently encroaching on the road allowance. This happened during the design stage of construction of the Blue Hills Community School. At the time, the bylaw showed a 20 meter road allowance, however, during the time of planning it changed to 30 meters. The surveyors were under the impression the road allowance was still 20 meters and planned accordingly. We believe that all surrounding property is accessible via other roads and therefore the closure of this road allowance would not affect them in a negative way.

Road closure by law fee \$ 400.00

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 400.00 RECEIPT NO. _____

APPLICANT _____

DATE October 14, 2012

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

REGISTERED OWNER _____

DATE _____



Sewage Lagoon

School

Actual Required Location of Rink

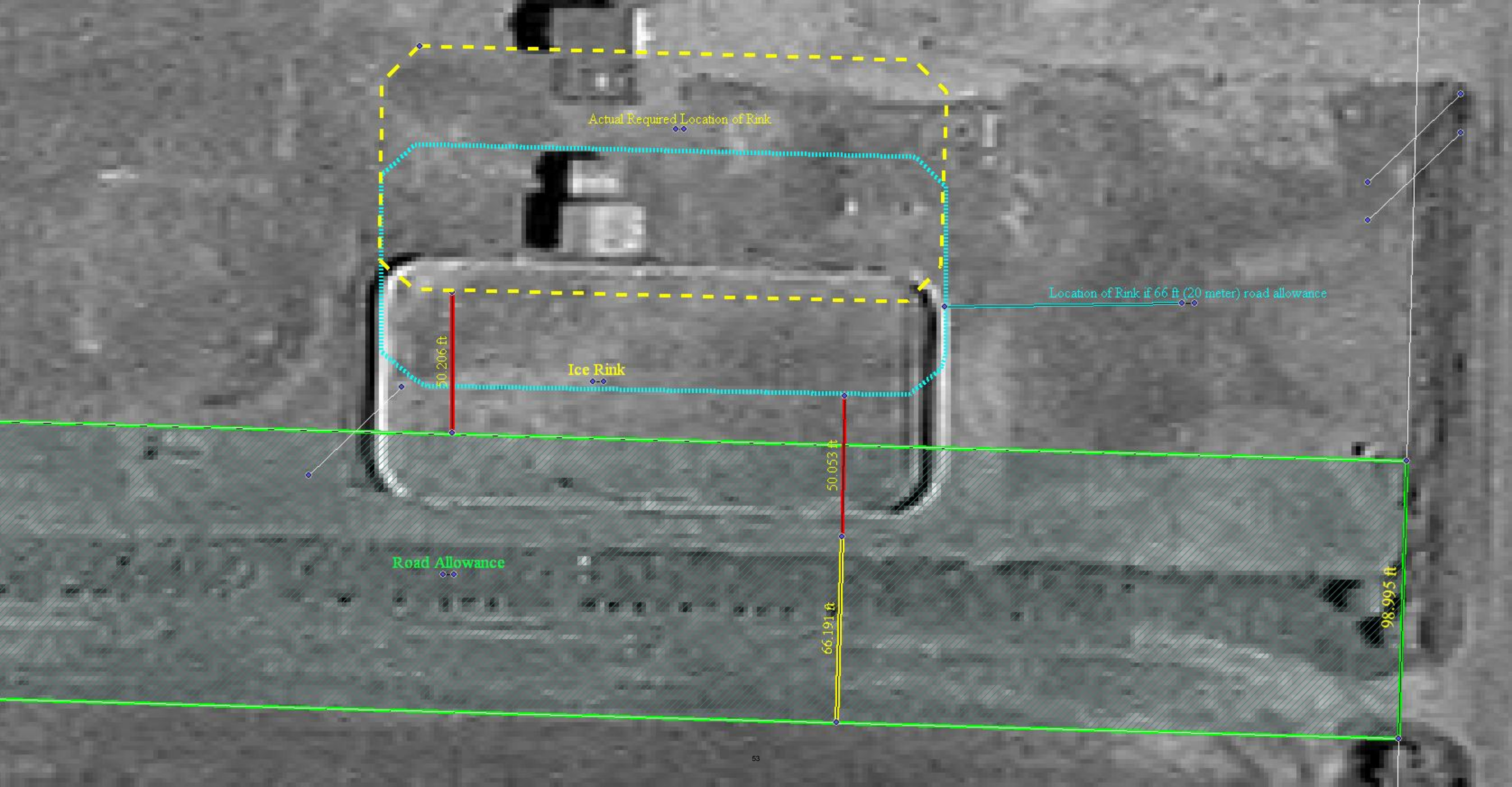
Ice Rink

Road Allowance

Proposed Closed road

66.191 ft

98.995 ft



Actual Required Location of Rink

Location of Rink if 66 ft (20 meter) road allowance

Ice Rink

Road Allowance

50.206 ft

50.053 ft

66.191 ft

98.995 ft



Sewage Lagoon

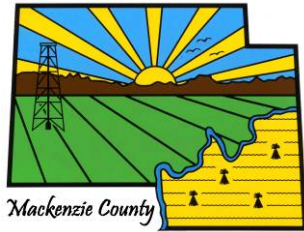
Ice Rink

Proposed Closed 33 feet (10 meters) of Road Allowance

33.418 ft

98.995 ft

66.047 ft



MACKENZIE COUNTY REQUEST FOR DIRECTION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Byron Peters, Director of Planning and Development
Title:	ASP Consultation Feedback

BACKGROUND / PROPOSAL:

Open houses were held for the Area Structure Plans in High Level, Zama, Fort Vermilion and La Crete from May 21st to 24th. The turnout was lower than hoped for, but we did receive some valuable feedback from the residence that did show up.

Attached is a table summarizing all of the comments received, the recommended action, and the reasoning for the recommendation.

All comments that were brought up at the open houses are points for discussion, but the ones that administration feels require the most consideration are:

- Allow existing homesteads to continue to make improvements in the rural ASPs
- Connector ASP too long, should change the shape/size
- Fort Vermilion Industrial ASP too big & restrictive (hamlet growth)

Administration would like Council to provide direction on these items, and on any other comments mentioned in the attached table, before beginning the final revisions of the ASPs.

OPTIONS & BENEFITS:

For discussion.

COSTS & SOURCE OF FUNDING:

N/A

Author: B. Peters **Reviewed By:** _____ **CAO** YW

RECOMMENDED ACTION:

For discussion.

Author: B. Peters **Reviewed By:** CAO

Area Structure Plans Open Houses: Consultation Results and Recommended Responses

Number of Attendees at Open Houses

Area Structure Plan	Location and Date	Number of Signed-In Attendees
Zama City	Zama City - May 21, 2013	4
Connector / La Crete	La Crete – May 22, 2013	13
Footner / Mackenzie	High Level - May 23, 2013	12
Fort Vermilion /Fort Vermilion Industrial	Fort Vermilion - May 24, 2013	21

Several phone calls and late comment forms were also received and considered prior, during and after the open houses.

Area Structure Plans Open Houses: Consultation Results and Recommended Responses

Connector Area Structure Plan			
Issue	# Comments	Recommendation	Discussion
In opposition	2	No change	n/a
In support	1	No change	n/a
Plan area should not be linear along the entire length of the Connector, but should instead be shorter and deeper while retaining the same overall area.	5	Scheffer Andrew Ltd has not benefited from the analysis of a market demand study that quantifies industrial land demands so will not make a recommendation in this respect.	<p>Council may choose to alter the size of the ASP area.</p> <p>A greater depth, but narrower road frontage would likely impact the same number of land owners if the overall area remains the same.</p> <p>This linear layout is an efficient use of existing and committed infrastructure (paving of the Connector and rural water line).</p>
Plan should not be linear along the entire length of the Connector, but should instead be shorter.	2	Scheffer Andrew Ltd has not benefited from the analysis of a market demand study that quantifies industrial land demands so will not make a recommendation in this respect.	Council may choose to alter the size of the ASP area. Council should consider the existing investment in the rural water line in the west as well as potential oil and gas development to the east when making a decision in this respect.
Plan should extend ¼ mile, not ½ mile out from Connector.	1	Scheffer Andrew Ltd has not benefited from the analysis of a market demand study that quantifies industrial land demands so will not make a recommendation in this respect.	Council may choose to alter the size of the ASP area. Council should consider that a small land area (1/4 mile) may not provide as much flexibility for large industrial land uses as a ½ mile depth. It may also open up country residential development at the rear of properties.
Light industrial uses should be along the Connector, while heavier uses are located in	1	No change	Light industrial uses are intended to protect existing residential uses from highly incompatible uses. This

Area Structure Plans Open Houses: Consultation Results and Recommended Responses

Connector Area Structure Plan			
<i>Issue</i>	<i># Comments</i>	<i>Recommendation</i>	<i>Discussion</i>
the rear.			could reduce the size of general industrial properties such that large industrial uses may not fit.
Provide buffers / trees between highway and unsightly uses.	1	No change	The ASP policies call for a 20 metre treed buffer along public roads and berms or fencing may also be required.
Existing yard site development, or modular and manufactured homes should be able to become stick-built permanent homes when the ASP is implemented.	5	Allow existing yard site development, modular and manufactured homes to transition to stick-built houses.	The intent is to limit new residential developments that can serve as inhibitors to industrial development. These residential uses exist and people have made improvements to their properties based on the current planning rules. Further subdivision for residential purposes should not be permitted, save for within areas identified Country Residential.
Concern over decrease in property values (mostly because country residential subdivisions are no longer permissible).	3	No change	Further residential subdivision in the plan area may reduce the attractiveness of the lands for industrial uses as there are an increased number of sensitive receptors (homes) in the plan area which may be incompatible with potential industrial operations. While country residential subdivision would no longer be permissible once the plan comes into effect, industrial subdivisions would be permissible.
The County should seek volunteers who want an industrial park on their property.	4	No change	It would be very difficult to locate a suitable group of land owners when investment in the infrastructure development in this plan will depend on is largely fixed.
Concern over visual impact of industrial development.	2	No change	The ASP policies call for a 20 metre treed buffer along public roads and berms or fencing may also be required.
Maintain farming uses.	2	No change	Existing uses can continue as of the day the ASPs are implemented through the Land Use Bylaw as they

Area Structure Plans Open Houses: Consultation Results and Recommended Responses

Connector Area Structure Plan			
<i>Issue</i>	<i># Comments</i>	<i>Recommendation</i>	<i>Discussion</i>
			would become non-conforming.
Concern over need for twinning of highway resulting from increase in development	2	No change	This is a long term infrastructure upgrade not currently contemplated within the 20-year lifetime of the ASP so far as Scheffer Andrew Ltd is aware.

Footner Area Structure Plan			
<i>Issue</i>	<i># Comments</i>	<i>Recommendation</i>	<i>Discussion</i>
No comments received.	n/a	Proceed with current version of ASP.	n/a

Area Structure Plans Open Houses: Consultation Results and Recommended Responses

Fort Vermilion Industrial Area Plan			
Issue	# Comments	Recommendation	Discussion
Fort Vermilion used to be the industrial centre of the north, historically.	1	No change	n/a
More people are needed to sustain services in the community.	1	Proceed with the ASPs	The ASPs may encourage new development, supporting an increased population.
Opposed to changing existing country residential properties along service road off Highway 88 (SW corner of hamlet) to highway commercial uses.	2	Change from Highway Commercial to Country Residential in the ASP.	<p>While highway commercial makes sense from a best and highest use assessment of these properties in the long term, it may happen anyway over time as property values increase and a commercial land supply tightens.</p> <p>There is little problem with leaving these properties as Country Residential in the short term, aside from a higher level of fixed investment in property and impacts from increasing traffic from surrounding developments.</p>
Existing yard site development, or modular and manufactured homes should be able to become stick-built permanent homes when the ASP is implemented.	1	Allow existing yard site development, modular and manufactured homes to transition to stick-built houses.	The intent is to limit new residential developments that can serve as inhibitors to industrial development. These residential uses exist and people have made improvements to their properties based on the current planning rules. Further subdivision for residential purposes should not be permitted, save for within areas identified Country Residential.
Farmland in the plan area is high quality and agricultural uses should not be discouraged.	1	No change	By concentrating development in one area, it is hoped that sporadic development throughout the balance of agricultural lands in the County can be minimized.
Future industrial development should be dealt with as developers come forward on a case by case basis, instead of planning it comprehensively.	1	No change	By reducing the risks to potential investors through approving industrial and commercial land uses ahead of time, the County becomes a more attractive location for investment. By planning for

Area Structure Plans Open Houses: Consultation Results and Recommended Responses

<i>Fort Vermilion Industrial Area Plan</i>			
<i>Issue</i>	<i># Comments</i>	<i>Recommendation</i>	<i>Discussion</i>
			development it can be serviced more efficiently.
Existing uses should not be changed, rather wider permissions should be granted to accommodate industrial development while maintaining existing permissible uses.	1	No change	Existing uses can continue as of the day the ASPs are implemented through the Land Use Bylaw as they become non-conforming.
Restricts future growth of the hamlet.	2	No change	The hamlet may expand east and west along the Peace River as the plan holds these lands as rural and agricultural. The ASP allows for an increased of around 500 new residents in Country Residential developments.
The hamlet has not changed in 225 years. There is too much land being rezoned for industrial use.	2	No change	The hamlet is a very different place to 225 years ago. Existing land uses may continue until such time as industrial land demand eventuates.
Move this ASP south along Highway 88 near the rural water line.	2	No change	In order for the development to be on municipal water and wastewater services it should be close to the hamlet. It also supports growth of the hamlet and the workforce can sustain local commercial uses.
Shrink the industrial area to three adjacent lots south of the Tall Cree gas station.	1	No change	Council may choose to amend the plan boundaries. However, there is benefit in undertaking a comprehensive plan for the entire area as development then does not rest on a smaller group of land owners and whether they wish to develop.
Concern over capacity of hamlet water and sewer system to handle demand from new development.	1	No change	New development should pay for costs of expanded capacity through development levies.

Area Structure Plans Open Houses: Consultation Results and Recommended Responses

Fort Vermilion Area Structure Plan			
Issue	# Comments	Recommendation	Discussion
The “Future Residential” area shown east along the Peace River is subject to flooding and may not be appropriate.	1	No change	The MDP and ASP both require that residential development in this area addresses flooding risks during approval stages.

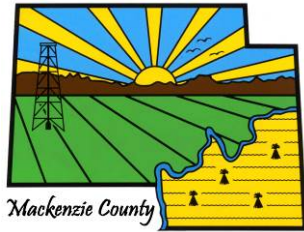
La Crete Area Structure Plan			
Issue	# Comments	Recommendation	Discussion
No comments received.	n/a	Proceed with current version of ASP.	n/a

Mackenzie Area Structure Plan			
Issue	# Comments	Recommendation	Discussion
Existing yard site development, or modular and manufactured homes should be able to become stick-built permanent homes when the ASP is implemented.	1	Allow existing yard site development, modular and manufactured homes to transition to stick-built houses.	The intent is to limit new residential developments that can serve as inhibitors to industrial development. Residential uses exist and people have made improvements to their properties based on the current planning rules. Further subdivision for residential purposes should not be permitted, save for within areas identified Country Residential.
Smaller agricultural operations should be permitted uses (example is 50 head of cattle).	1	No change	Existing uses can continue as of the day the ASPs are implemented through the Land Use Bylaw as they become non-conforming.
Eastern plan boundary should end at Range Road 200.	1	No recommended change, but Council may wish to consider ending the eastern plan	While Council may determine a different eastern plan boundary, ending the Plan at Range Road 200 would remove a significant portion of the total plan area. Only smaller potential land parcels would

Area Structure Plans Open Houses: Consultation Results and Recommended Responses

Mackenzie Area Structure Plan			
<i>Issue</i>	<i># Comments</i>	<i>Recommendation</i>	<i>Discussion</i>
		boundary one quarter section east of Range Road 200.	remain, possibly not sufficient in size to accommodate a large industrial use.
Smell and noise concerns in respect of industrial operations and nearby residential uses.	1	No change	The light industrial areas of the plan apply surrounding existing residential properties. The uses permitted in the light industrial area should be compatible with nearby residential uses.
Look at alternatives south of Footner.	1	No change	While Council may reconsider the location of this plan, such a recommendation is outside the scope of the ASP process.
Concern over transparency of land disposal process on lands within the ASP currently owned by the County.	1	No change	This issue is outside the scope of this plan.
Change light industrial to general industrial.	1	No change	The light industrial helps ensure less conflict between existing residential uses and potential future industrial developments.

Zama City Area Structure Plan			
<i>Issue</i>	<i># Comments</i>	<i>Recommendation</i>	<i>Discussion</i>
Remove the commercial area from the town centre and change to entirely hamlet general.			<p>There was a minimal turnout at the Zama City open house. Scheffer Andrew Ltd and Administration will continue to work with Councillor Lisa Wardley to ensure this plan represents her best understanding of Zama City's needs as communicated to us during the open house.</p> <p>Any further public comment on the proposed ASP is welcome and we will respond to it should it become available.</p> <p>The County may wish to consider further consultation in Zama City in an effort to encourage greater public involvement in the planning process.</p>
Expand hamlet general east and west. Include additional uses.			
Create new hamlet residential 1 area with smaller lot minimums, intended for mobile homes.			
Crete a new hamlet residential 2 area with larger lot minimums for mobile homes and stick built homes.			



MACKENZIE COUNTY

REQUEST FOR DIRECTION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Byron Peters, Director of Planning and Development
Title:	ASP Consultation Meeting Request

BACKGROUND / PROPOSAL:

As per the Inter-Municipal Development Plan, administration provided copies of the Footner and Mackenzie Highway Industrial ASPs to the IMPC and the Town of High Level in order for them to review and provide comment.

The Town has requested a Council to Council meeting to further discuss the Footner Industrial ASP. See attached letter from the Town of High Level.

Administration has already granted a 30 day extension for the Town to provide comments back in order to facilitate this meeting.

OPTIONS & BENEFITS:

Administration recommends that Mackenzie County Council meets with the Town of High Level in order to facilitate the dialogue and create an industrial area that works for the Region.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

For discussion.

Author: B. Peters **Reviewed By:** _____ **CAO** YW



10511 – 103 Street
High Level, Alberta
T0H 1Z0
Tel: (780) 926-2201
Fax: (780) 926-2899

May 29th 2013

Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0

RE: Mackenzie County Area Structure Plans

Dear Mr. Peters

Thank you for the opportunity to review the proposed Industrial Area Structure Plans within the IDP area.

In regards to the proposed Mackenzie Highway Plan the Town does not have any comments as the proposed industrial nature of the plan follows the direction and intent of the Inter-Municipal Development Plan.

Upon review of the Footner Industrial Area Structure Plan I've noted that it does not conform to the Industrial Development Section of the Inter-Municipal Development Plan. The IDP states:

The Town's industrial area is located in the southern portion of the municipality and the major industry in the County is located south of Town. In consideration of this, the higher density residential development and the airport to the north, both municipalities will refer industrial development south of the Highway 58.

Not only is the creation of an industrial area structure plan in this area contradictory to the above section it's also contradictory to Schedule F. Schedule F shows a Highway Commercial corridor paralleling Highway 58 from High Level all the way north to the end of the IDP boundary. The draft plan does not mention that the proposed area is within the Inter-Municipal Development Plan area, the only place it's mentioned is a sentence in Section 4.1 stating that all applications for subdivision and development should follow the processes outlined in the IMDP.

Due to these inconsistencies and the potential future impact the proposed plans may have Administration felt it appropriate to forward them to Council for comment. Council reviewed both proposed ASP documents at the regular Council meeting on May 27th and passed the following resolution:

***HIGH LEVEL . . . at the crossroads of northern opportunity
. . . where the future of Alberta begins.***



10511 – 103 Street
High Level, Alberta
T0H 1Z0
Tel: (780) 926-2201
Fax: (780) 926-2899

Resolution #239-13

That Council respond to Mackenzie County that the Mackenzie Highway Industrial ASP conforms to the Inter-Municipal Development Plan for industrial and the Footner Industrial ASP does not appear to meet the intent of the IDP and that Council request a meeting with Mackenzie County to discuss further.

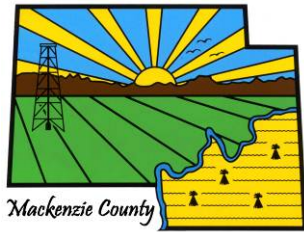
As the Town of High Level Council would like to meet with County Council I request that an extension to the 30 day response requirement be given in order to facilitate that meeting. In general Town Council would like to discuss the reasoning etc. behind completing this Area Structure Plan that appears to be contradictory to the current Inter-Municipal Development Plan. Please advise when a suitable meeting time for your Council will be.

Sincerely,

Simone Wiley
Director of Development Services

Cc: Dean Krause, Chief Administrative Officer
Town of High Level Council

***HIGH LEVEL . . . at the crossroads of northern opportunity
. . . where the future of Alberta begins.***



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Recreation Facilities – Grounds Improvements

BACKGROUND / PROPOSAL:

Mackenzie County Council passed the following motion in August 2012:

That the La Crete Arena paving, Zama Community Hall paving and Fort Vermilion Walking Trail extension (from 45th Street to D.A. Thomas Park) be funded from the cancelled Meander Pit gravel project, the Fort Vermilion Walking Trails Reserve and Municipal Reserve at cost of \$393,200 plus a 10% contingency.

OPTIONS & BENEFITS:

Project Component	Budget	Final Quotation/Tender	Difference
La Crete Recreation Center	\$203,280	\$322,000	118,720
Zama Community Hall Pave	\$88,440	\$85,000	(\$3,440)
Fort Vermilion Walking Trail Extension	\$140,800	140,800	\$0
TOTAL	\$432,520	\$547,800	\$115,280

Administration has assessed the La Crete Recreational Center site and it became apparent that laying asphalt without addressing surface water drainage will not create a sustainable structure and new issues will arise within a short term.

Author: J. Whittleton Review by: _____ CAO YW

Description of work include installation or drainage channel through existing sidewalk; excavation of soft spots (300mm depth); supply and place geotextile; supply, place and compact granular base course (500mm compacted thickness); supply place and compact hot mix asphalt pavement (100mm compacted thickness).

COSTS & SOURCE OF FUNDING:

Aspen Drive Paving and S-Curve servicing project has \$680,000 budget. The County's final estimate for this project is \$350,000 due to the paving portion coming substantially under budget.

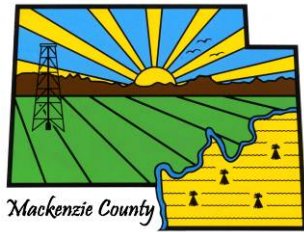
COMMUNICATION:

NA

RECOMMENDED ACTION: (requires 2/3)

That the 2013 Capital Budget be amended by reallocating \$115,280 from Aspen Drive Paving and S-Curve Servicing project to Recreational Facilities – Grounds Improvement project, with total budget for this project being \$570,800.

Author: J. Whittleton Review by: _____ CAO YW



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Environment and Sustainable Resource Development - Land Auction Date

BACKGROUND / PROPOSAL:

Mackenzie County has been working on agricultural land expansion working with ESRD representatives.

OPTIONS & BENEFITS:

ESRD is suggesting the following dates for an auction: August 6, 7, 12 or 13. ESRD's preference is August 7.

COSTS & SOURCE OF FUNDING:

NA

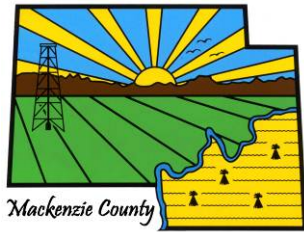
COMMUNICATION:

Once a date is chosen, ESRD will advertise their next sale and the County provides this information to the ratepayers through its offices.

RECOMMENDED ACTION:

That a recommendation be taken to Environment & Sustainable Resource Development to hold the next agricultural land auction on August _____, 2013.

Author: J. Whittleton **Review by:** _____ **CAO** YW



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Alberta Health Services – EMS Dispatch Consolidation Consultation

BACKGROUND / PROPOSAL:

Alberta Health Services is in a consultative process regarding the proposed Emergency Medical Services dispatch consolidation.

OPTIONS & BENEFITS:

AHS is seeking input from municipal councils as municipalities may be effected.

Please review the attached documents. Administration recommends that a Council representative be selected for attending one of the consultation sessions.

COSTS & SOURCE OF FUNDING:

2013 Operating Budget

COMMUNICATION:

NA

RECOMMENDED ACTION:

That Councillor _____ be authorized to attend the Alberta Health Services consultation meeting in Leduc, Alberta on June 20, 2013 regarding Emergency Medical Services dispatch consolidation.

Author: J. Whittleton **Review by:** _____ **CAO** YW

From: [Lesley MacAllister](#) on behalf of [Ivan Moore](#)
To: [Ivan Moore](#)
Cc: [Lesley MacAllister](#)
Subject: Consultation regarding the impacts of EMS Dispatch Changes
Date: June-06-13 10:53:06 AM
Attachments: [EMS Discussion Paper.pdf](#)

The Honourable Greg Weadick, Associate Minister for Municipal Affairs, is leading a consultation process to identify the issues that municipalities may face as Alberta Health Services moves to consolidate emergency medical services (EMS) dispatch. The consultation will also offer municipalities a chance to raise potential issues regarding medical first responder services often associated with municipal fire departments. These sessions are intended as follow-up and confirmation of input from our initial meetings with the Alberta Urban Municipalities Association, Alberta Association of Municipal Districts and Counties, and the Alberta Fire Chiefs Association and the on-line consultation currently underway.

The consultation sessions are scheduled to occur over the next few weeks. All municipalities are welcome to participate. A discussion paper, which has already been distributed, is reattached in this email.

If you wish to attend a session, you must RSVP to Lesley MacAllister at lesley.macallister@gov.ab.ca and provide your name, the municipality you represent and the session you wish to attend. Space is limited so only attendees who have RSVP'd will be planned for—limit of two participants per municipality. Make sure to take note of the RSVP deadline for each session.

I also would like to take this opportunity to apologize for the confusion over the May consultations that were previously scheduled. We were trying a different approach to get information out to you and it did not work. We will use direct contact with you to ensure you have the proper information in a timely manner.

LEDUC - June 20, 2013 9 a.m. – 10:30 a.m.

Special meeting for the Capital Region Board

Hampton Inn & Suites by Hilton

3916 – 84th Avenue, Leduc

Large Meeting Room

RSVP by June 17, 2013

LEDUC - June 20, 2013 11 a.m. – 12:30 p.m.

Open to municipal elected officials or CAOs

Hampton Inn & Suites by Hilton

3916 – 84th Avenue, Leduc

Large Meeting Room

RSVP by June 17, 2013

LETHBRIDGE - June 26, 2013 10 – 11:30 a.m.

Open to municipal elected officials or CAOs

Lethbridge Lodge
Aspen Ballroom
320 Scenic Drive South, Lethbridge
RSVP by June 21, 2013

CALGARY - July 8, 2013 at 1:00 – 2:30 p.m.
Special meeting for Calgary Regional Partnership
Calgary Sheraton Eau Claire
Wildrose South Ballroom
255 Barclay Parade SW, Calgary
RSVP by July 2, 2013

CALGARY - July 8, 2013 at 3:00 – 4:30 p.m.
Open to municipal elected officials or CAOs
Calgary Sheraton Eau Claire
Wildrose South Ballroom
255 Barclay Parade SW, Calgary
RSVP by July 2, 2013

Ivan Moore
Assistant Deputy Minister
Alberta Municipal Affairs
Public Safety Division
16th Floor, Commerce Place
10155 -102 Street
Edmonton, AB T5J 4L4
780-638-3245

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Impacts of Emergency Medical Service Dispatch Consolidation Consultation

Discussion Paper



In March 2013, the Alberta Health Quality Council released a report recommending changes that would improve ground ambulance services. Alberta Health accepted their recommendations. Among the recommendations was that emergency medical services (EMS) dispatch should be consolidated to improve information gathering and the efficiency of ground ambulances. Recognizing that EMS dispatch consolidation could impact municipalities, it was determined that a transition plan was needed.

The Honourable Greg Weadick, Associate Minister of Municipal Affairs, is leading a consultation to identify issues municipalities and their fire services may face as a result of the EMS dispatch consolidation and identify pressures around municipal medical first response services. This consultation will not revisit Alberta Health's decision to accept the recommendations of the Alberta Health Quality Council regarding EMS dispatch consolidation.

This consultation supports recommendations from Alberta Health Quality Council's report by gathering information from municipalities to assist the development of transition planning for communities affected by EMS dispatch consolidation. Through development of this transition plan, government intends that Albertans will continue to receive quality municipal emergency services (911 call centres, local dispatches and fire services) as EMS dispatch consolidation continues.

To initiate the process, the Associate Minister held meetings with the Alberta Urban Municipalities Association (AUMA), the Alberta Association of Municipal Districts and Counties (AAMDC) and the Alberta Fire Chiefs Association. Those discussions began to scope out the key issues and concerns and form the basis of this discussion paper.

This paper is meant to guide discussion at the stakeholder meetings scheduled for May 2013. The paper briefly outlines the issues brought forward by municipalities and their fire services, identifies what the Associate Minister heard in his discussions with the AUMA, the AAMDC and the Alberta Fire Chiefs Association, and suggests some potential solutions that government and municipalities could implement to address those concerns.

The key themes heard in the meetings were:

1. Training and workload for the fire service providing medical first response
2. Technology, communications and information management
3. 911 viability
4. The need for stakeholder engagement by Alberta Health Services and by government

As you read this paper and prepare for the upcoming meetings, you are encouraged to consider potential financial implications to your organization related to dispatch consolidation and the provision of first response services, and share them with Associate Minister Weadick at the consultation or through the online consultation. An invite to the online consultation will be sent to all municipalities in May 2013.

1. Training and workload for the fire service providing medical first response

Medical first response is a service that provides initial first aid treatment to an injured person prior to the arrival of emergency medical services. It is often provided by municipal fire departments as part of the municipality's first response. In certain medical conditions this can allow for better patient outcomes, as a patient can begin to receive medical treatment as soon as possible.

In discussions with municipal and fire service representatives, there seemed to be a perception that EMS dispatch consolidation could lead to an offloading of responsibility for medical services from EMS to fire services through medical first response, or that there is an expectation that municipalities are in fact responsible for providing medical first response to its citizens.

In the view of Alberta Health and Alberta Municipal Affairs, the provision of medical first response is a municipality's choice, and should be determined based on the municipality's assessment of the risks and benefits of such service.

Municipalities may choose to discontinue providing the service. For example, the City of Lacombe no longer dispatches fire service to medical first response calls, and has worked with Alberta Health Services to ensure that the citizens of Lacombe continue to receive appropriate EMS services.

Municipalities may choose to continue the provision of medical first response through the fire service. In discussions with municipalities and their fire service, we heard that the provision of medical first response by a fire service helps foster a healthier fire service and ensures patients receive care quickly. The opportunity for volunteer fire fighters to receive medical first response training can be a positive factor in the recruitment and retention of volunteers, as the training offers a more diverse experience and skill set to volunteers and more ways to serve their community. Medical first response also provides an initial response if an ambulance is delayed.

It should be noted that Alberta Health Services has developed seven medical first response working groups that will provide content in order to establish a framework support and guide the linkage between medical first response services and EMS. The framework will address the following issues: medical oversight, medical control protocols, quality assurance, patient call reports, training and skills, dispatch roles and events, and a medical first response registry.

What We've Heard So Far

In Associate Minister Weadick's meetings with the AUMA, the AAMDC and the Alberta Fire Chiefs Association, we heard the following:

- Concern that medical services are being offloaded onto municipalities through medical first response.
- Municipalities that do offer medical first response services often bear significant costs, including training and the provision of equipment and consumables.
- There is a need to recognize the strain on fire service personnel, especially those providing medical first response.
- Rural municipalities feel recruiting volunteers to the fire service greatly hinders their ability to provide medical first response and that adding more training does not adequately address that need.
- Alberta Health Services doesn't fully recognize how capable some medical first response services are in some communities.
- Medical first response training is a large commitment (200-400 hours).
- Volunteers would be willing to assist with patient transport to the hospital, but often cannot get home if they do so.
- Some communities have established medical first response-only volunteers and with some support, this could improve services.
- Wait times in emergency rooms are putting pressure on municipalities to provide medical first response, and that more ambulances could be active in communities if wait times were addressed.

Potential Solutions We've Heard

- Providing support to municipalities for medical first response training and for equipment and consumables used in delivering medical first response.
- Developing a more robust municipal medical first response-only volunteer base (a civilian medic concept).

2. Technology, Communications and Information Management

Communication was generally viewed as something that needs to be addressed in two areas – between EMS and fire dispatches, and between services at emergency events.

When government launched this consultation, the primary concern was to ensure that dispatch-to-dispatch communications and inter-service on-scene communications would operate smoothly. While some concerns were raised by the Alberta Fire Chiefs Association, government is uncertain if the full scope of the potential issue is known by stakeholders.

Problems could occur when a 911 call is received and emergency services are dispatched as a result of EMS dispatch consolidation. Operationally, a 911 call centre worker may need to transcribe information multiple times for a single call for multiple dispatches. This could lead to errors, as there is not a common operating platform for all dispatches. For example, due to an address input error, a fire service could respond to the wrong address.

Government is aware that challenges exist with multiple public safety answering point centres and multiple fire, police and EMS dispatch centres. There is not one common operating platform for all dispatch centres, which results in the requirement for information to be relayed between centres.

Communication between services at events is an issue that Alberta Justice and Solicitor General is working to address through the Alberta First Responder Radio Communications System, slated to be online in some areas of the province later this year. The system creates an open source standard for two-way radio communications allowing emergency services to all be on the same radio network and to not be as restricted in the types of devices that work on the network.

While it is a municipal choice to use this new system, our discussions with the AUMA, the AAMDC and the Alberta Fire Chiefs Association indicated strong support for it. This positive view of the new system and a general consensus that an effective radio communications system that offers interoperability and agency cohesion may indicate that adopting a communications standard could be a positive move in developing more synergy in Alberta's public safety system.

One reason the Alberta First Responder Radio Communications System could become a standard is that government has worked to lower the price of radio systems by being a central purchaser of radios. It was previously thought that radios may be too expensive, but there seemed to be a consensus that the new system is affordable. It may also improve communications between emergency services and dispatches, as dispatches could use it for its radio communications.

The Alberta First Responder Radio Communications System is expected to be completed in 2014. A downside is that municipalities that move to the new system will need to run two radio communications; one for emergency personnel and another for regular municipal business (transportation, parks, water, etc).

What We've Heard So Far

- Concern from the fire chiefs that 911 centres needing to transcribe on two different systems for an EMS and fire service response call could result in a higher likelihood of errors.
- The Alberta First Responder Radio Communications System is a good initiative that will improve the public safety system and municipalities are looking forward to its launch.
- Concerns that on-scene communications may add difficulty for fire services needing to know how long it will take EMS to arrive.
- Must ensure information sharing is possible during an emergency event.
- Dispatch centres not respecting the boundaries of a fire service, or even knowing the boundaries.
- Concerns that EMS dispatch consolidation may not respect local knowledge.
- Understanding that EMS dispatch consolidation decision is about better patient outcomes and should provide more appropriate service as data is collected and analyzed.
- Both the AAMDC and Alberta E911 Advisory Association, which represents 911 call centres, also pointed out that dispatching is a challenge in rural areas and First Nations communities because addresses are inconsistent or nonexistent.

Potential Solutions We've Heard

- Develop or support a common operating platform for dispatches (EMS and fire) to ensure communication and information sharing is timely and accurate. Fire Chiefs and 911 Call Centres have suggested an interface between computer-aided dispatch systems.
- Utilize the regional collaboration grants to support regional solutions to dispatch.

- As part of the fire service policy framework, consider standards for communication.
- Advancements in GPS and mapping technologies may resolve some of the challenges. There also needs to be a “single source of truth” for Geographic Information System.

3. 911 Viability

Many public safety answering points in Alberta provide both 911 call answering services and other dispatch services, particularly in non-urban areas. As EMS dispatch is consolidated to Alberta Health Services, the Public Safety Answering Points impacted by this change will experience a drop in dispatch volume.

Several smaller public safety answering points that rely on revenue generated by providing EMS dispatch may face financial difficulties in the coming years. The *Emergency 911 Act*, passed in early May 2013, will provide public safety answering points with an additional source of funding through a 911 levy on wireless cell phone subscribers. However, it is not anticipated that this money will replace the lost revenue from EMS dispatch consolidation.

What We've Heard So Far

- Some public safety answering points have indicated that the majority of their workload comes from EMS dispatching.
- One public safety answering point estimated that EMS dispatch volumes accounted for as much as 90 per cent of their total call volume.
- The Alberta Fire Chiefs Association indicated that a high percentage of calls transferred to fire services from public safety answering points are for medical first response, especially in rural areas.
-
- Many public safety answering point centres do not dispatch police services, as those call are transferred to the RCMP or to the local municipal police service. This will result in some centres only providing 911 call answering and fire services dispatching.
- Some public safety answering points have made cutbacks and reduced staffing in response to the decrease in dispatch volumes and loss of funding associated with EMS dispatching.
- One public safety answering point has expressed concerns about their long-term viability, as EMS dispatch funding was a significant part of their revenue.

Potential Solution We've Heard

- Utilize regional collaboration grants to find regional solutions to 911 and fire dispatch.

4. Stakeholder Engagement

The need for improved stakeholder engagement was a consistent theme throughout our meetings. Keeping stakeholders informed, allowing them to provide input, and explaining why decisions are made are the hallmarks of good public policy development and implementation. It ensures that concerns can be addressed and that opportunities can be identified because in the end, we all want to do what is best for Albertans.

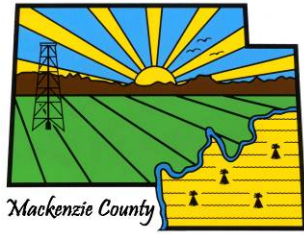
The following feedback from the AUMA, the AAMDC, and the Alberta Fire Chiefs Association reflects points made about government and Alberta Health Services.

What We've Heard So Far

- Provide clearer information about why EMS dispatch consolidation was chosen and its potential benefits to Albertans and municipalities.
- Stakeholders want to be engaged in the framework development of medical first response.
- It was positive to see all three ministries involved in the impact of EMS dispatch consolidation at the table to listen to stakeholders.
- Would like to see more positive interactions with Alberta Health Services, or more evidence that Alberta Health Services is listening to stakeholders.
- Government should provide more information to municipal associations so it can be communicated to their members.

Potential Solutions We've Heard

- More engagement between Alberta Health Services with the medical first response working groups.
- Continue to maintain the three ministry team for this project to oversee the transition plan of EMS consolidation.
- Improve communication with the AUMA, the AAMDC and the Alberta Fire Chiefs Association as the transition plan is implemented.
- Encourage Alberta Health Services to be more involved in major emergency event post-mortems.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	2013 Municipal Election – Advance Vote

BACKGROUND / PROPOSAL:

Section 73 of the Local Authorities Election Act states:

1. **An elected authority may by resolution provide for holding an advance vote on any vote to be held in an election.**
2. No advance vote shall be held within 24 hours of election day.
3. If a resolution is enacted under subsection (1), **the returning officer must determine the days and hours when the advance vote is to be held.**

The date, time and location of the Advance Vote will be determined at a later date and does not require a motion of Council. However, administration is open to suggestions in regards to the date.

OPTIONS & BENEFITS:

To enhance voter turnout.

COSTS & SOURCE OF FUNDING:

COMMUNICATION:

The date of the Advance Vote will be posted on our website calendar and advertised according to the Act

Author: C. Gabriel Reviewed By: _____ CAO _____

RECOMMENDED ACTION:

That an Advance Vote be held for the 2013 municipal election.

Author: C. Gabriel Review Date: _____ CAO _____

Mackenzie County Action List as of May 28, 2013

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
August 11, 2009 Council Meeting			
09-08-643	That administration pursue the federal government in order to acquire a portion of the land for the third phase of the Fort Vermilion Walking Trail project as discussed.	Joulia Bill Ron P.	In progress
February 29, 2012 Regular Council Meeting			
12-02-144	That administration and the Municipal Planning Commission obtains public input to permit a minimum lot size of 55' X 100' for single family residential lots and a minimum lot size 60' X 100' for multiple family lots as well as altering the side yard setbacks to maximize useable yard area in conjunction with the Area Structure Plan reviews.	Byron	RFD – June 26, 2013
July 9, 2012 Council Meeting			
12-07-494	That administration proceed as discussed regarding the access to Plan 0023789, Block 1, Lot 1.	Bill John Byron	In progress
August 22, 2012 Council Meeting			
12-08-550	That administration continue to work with Alberta Transportation to secure a long term lease in the Meander area. (gravel)	Bill Ron P. Mark	In discussion with AT
September 11, 2012 Council Meeting			
12-09-582	That Mackenzie County allows implementation of volunteer User Steering Committees with a minimum of 5 members in lieu of Co-op's and that administration draft a Terms of Reference for approval by Council.	John Bill Joulia	PW Committee 10-Jun-13
12-09-585	That the County continue lobbying for provincial funding for roads and drainage to new lands.	Joulia	In progress
October 30, 2012 Council Meeting			
12-10-731	That Council continues lobbying to have the Zama Access and Highway 88 Connector roads designated as primary highways and immediate upgrading.	Joulia Bill	In progress Letter sent to the Premier
December 11, 2012 Council Meeting			
12-12-857	That administration be authorized to proceed with negotiations to secure aggregate resources as recommended.	Joulia Bill Ron P.	11-Jun-13
January 15, 2013 Council Meeting			

Motion	Action Required	Action By	Status
13-01-014	That administration be authorized to negotiate a three year contract extension with Alberta Transportation for the operation and maintenance of the Tompkins Landing Ice Crossing.	John	Tompkins Crossing Committee 27-Jun-13
February 12, 2013 Council Meeting			
13-02-077	That administration proceed with drafting a Business Licensing bylaw, incorporating key items as discussed.	Byron	In progress
13-02-080	That administration move forward with Bylaw 880-12, being a Road Closure Bylaw for the closure of the most northerly 10 meters of Government Road Allowance lying south of Part of SE 1-104-18-W5M, subject to public hearing input.	Byron	11-Jun-13
13-02-115	That the County enters into an agreement with Mackenzie Applied Research Association for the Federal Agriculture Site located in the Hamlet of Fort Vermilion and that the term coincides with the lease between the County and the Federal Government.	Bill K. Grant	MOU is being drafted
February 27, 2013 Council Meeting			
13-02-121	That administration continue to work towards expanding the Fort Vermilion Bridge Campground recreational area by applying for a lease with Alberta Environment & Sustainable Resource Development that encompasses both existing and future area.	Ron P.	In progress
13-02-122	That an open house be held for the public to provide input on the future expansion of the Fort Vermilion Bridge Campground recreational area.	Ron P.	After lease is in place.
13-02-123	That administration be authorized to negotiate with neighbouring municipalities to complete the duties of a Fire Safety Codes Officer on an interim basis until our fire department staff are trained.	Ron P.	In progress
March 12, 2013 Council Meeting			
13-03-150	That administration investigate the construction of rural water line connections to access more provincial funding.	Joulia Bill K.	PW Committee
13-03-158	That administration proceed with obtaining legal advice to deal with the encroachment of the Manufactured Dwelling on Plan 042 2979, Block 24, Lot 8 in the Hamlet of La Crete.	Byron	Waiting for legal advice.
13-03-165	That administration proceed with drafting an Antenna System Siting Protocol for review by Council.	Byron	In progress
March 27, 2013 Council Meeting			

Motion	Action Required	Action By	Status
13-03-197	That the County's potential membership in the Peace Library System be referred to the Mackenzie Library Board for further review and recommendation.	Joulia	Mackenzie Library Board
13-03-207	That Mackenzie County partner with the County of Northern Lights and the Northern Sunrise County for the Dimestore Fishermen tourism video, subject to them spending one day filming in Mackenzie County, at a cost of \$5,000.00 with funding coming from the Grants to Other Organizations, and that we explore the possibilities of hosting a full feature episode in the Mackenzie Region.	Carol Byron	June 6 – 7
April 9, 2013 Council Meeting			
13-04-225	That administration research options in getting the North Peace Water mapping survey completed.	Bill K.	In progress
13-04-234	That the First Nation Chief & Council's be formally notified of monthly Council meetings and be invited to attend.	Joulia	In progress
April 12, 2013 Special Council Meeting			
13-04-247	That a letter be sent to MLA Frank Oberle requesting an exemption on the timber salvage policy on recreational areas and non-profit leases.	Joulia	In progress
April 24, 2013 Council Meeting			
13-04-273	That administration investigate the farmland tax rates prior to the 2014 tax year.	Alison	2014 Budget
13-04-274	That a letter of support be provided to the Northwest Region FASD Society for their Supported Independent Living Program in the Mackenzie Region.	Alison	
13-04-276	That administration investigate and bring back options for utilizing the ACP product as a dust control option.	John K. Ron P.	PW Committee 10-Jun-13
May 7, 2013 Council Meeting			
13-05-306	That Council approve in principal the Jubilee Park Committee proposal of improving La Crete Hill park and ask the Committee to work with administration regarding development.	Ron P.	Community Services Committee 18-Jun-13
13-05-319	That administration bring back a proposed Land Use Bylaw amendment for structure removals within Hamlets.	Byron	
13-05-320	That administration research options for identifying flood areas for subdivision approvals in rural areas.	Byron	
13-05-325	That August 26, 2013 be set as the auction date be set for the property under Roll 081648, Legal	Alison	August 26, 2013

Motion	Action Required	Action By	Status
	9624275.4,29, (to be determined from the tentative auction dates, above) to be held in the Council Chambers at 4511 – 46 Ave, Fort Vermilion, Alberta at 1:00 p.m.		
13-05-332	That administration develops a policy addressing dedication of reserves as per Division 7 of MGA for Council review and consideration.	Byron	
May 28, 2013 Council Meeting			
13-05-352	That administration bring back a rural waterline project update to the next meeting.	John K.	11-Jun-13
13-05-370	That administration draft a response to the Minister of Health regarding the recent changes to air ambulance services.	Joulia	
13-05-373	That the Highway 88 Connector Phase II and III grading, base, and paving (ACP at 60 mm) be tendered as a lump sum bid.	Bill	26-Jun-13
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.	Joulia Bill K.	
13-05-379	That the utility rates be tabled to the first 2014 budget meeting.	Alison	2014 Budget
13-05-380	That administration investigate the cost and implementation of photo radar and bring it back to Council.	Ron P. Bill	
13-05-386	That the regional collaborative governance update be received for information and that the Committee proceed as discussed.	Joulia	In progress
13-05-388	That administration draft a letter to the Town of High Level regarding the Regional Service Sharing Agreement for review at the next council meeting.	Joulia	In progress
13-05-390	That administration be authorized to negotiate the La Crete airport terminal lease agreement and report back to Council.	Joulia	In progress
13-05-391	That administration be authorized to negotiate the purchase price of the Fort Vermilion Research Station with the deposit funding coming from the Drainage Reserve and report back to Council.	Joulia	In progress

Motion	Action Required	Action By	Status
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Community Sustainability Plan – Action Items

Tasks	Responsibility	Approximate Deadline
Sustainable governance items:		
Citizen-engagement plan, formal avenues for active citizen involvement in strategic planning, long-term planning; undertake citizen satisfaction surveys;	CAO	
Local elections – collect, keep and report to Council voter data from municipal elections (comparative between elections);	Carol	
Review and/or establish Council Policy/Procedure on media communications, responding to citizens, contact with Government, etc.;	CAO, Carol	
Establish a Council Library in the Corporate Office (make a variety of municipal government related books and magazines available);	CAO, Carol	Completed
Service delivery items:		
Review standards for the services that are delivered and establish a formal process to review and evaluate compliance with those standards;	Management Team	
Infrastructure items:		
Review and recommend options regarding an infrastructure management system;	Management Team	
Review/develop a plan for maintaining municipal infrastructure;	Management Team	
Economic vitality items:		
Bring options regarding establishing an annual business licensing;	Byron	
Risk management items:		
Review and report to Council regarding a municipal service continuity plan;	Management Team	
Review and report to Council regarding Occupational Health and Safety practices (inclusive of CORE certification status).	CAO	



Growing the
Future...

General Development Plan 2013



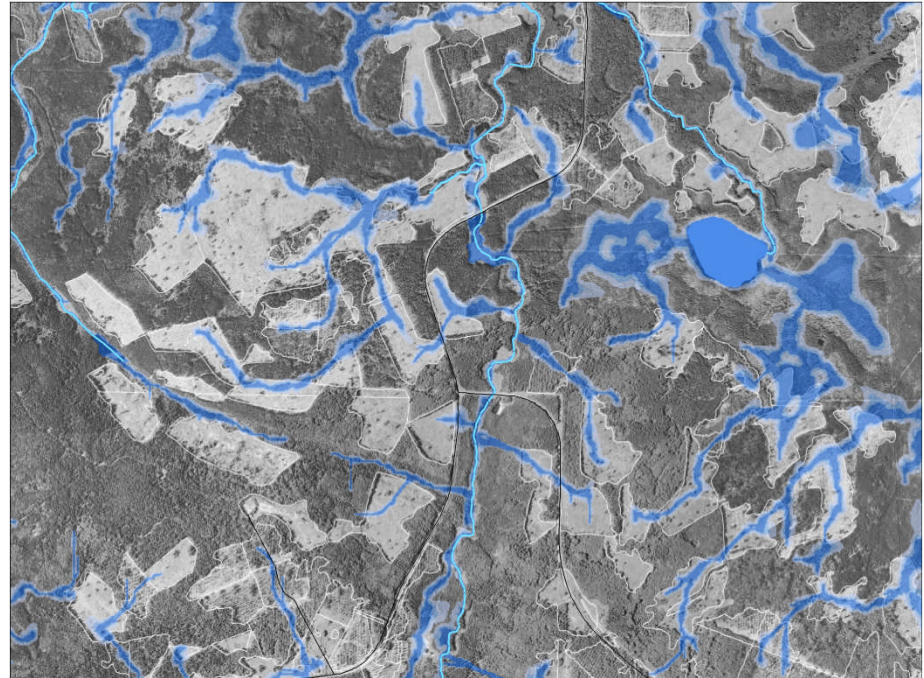
General Development Plan 2013



Growing the
Future

Agenda

- Operations
 - 2012 Highlights
 - 2013 Plans
 - Hauling Plans





Growing the
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General Development Plan

- Objectives:
 - Schedule and integrate activities:
 - Harvesting
 - Hauling
 - Co-ordinate development and reclamation of roads.
 - Silviculture schedule submitted under separate cover.





Growing the
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General Development Plan

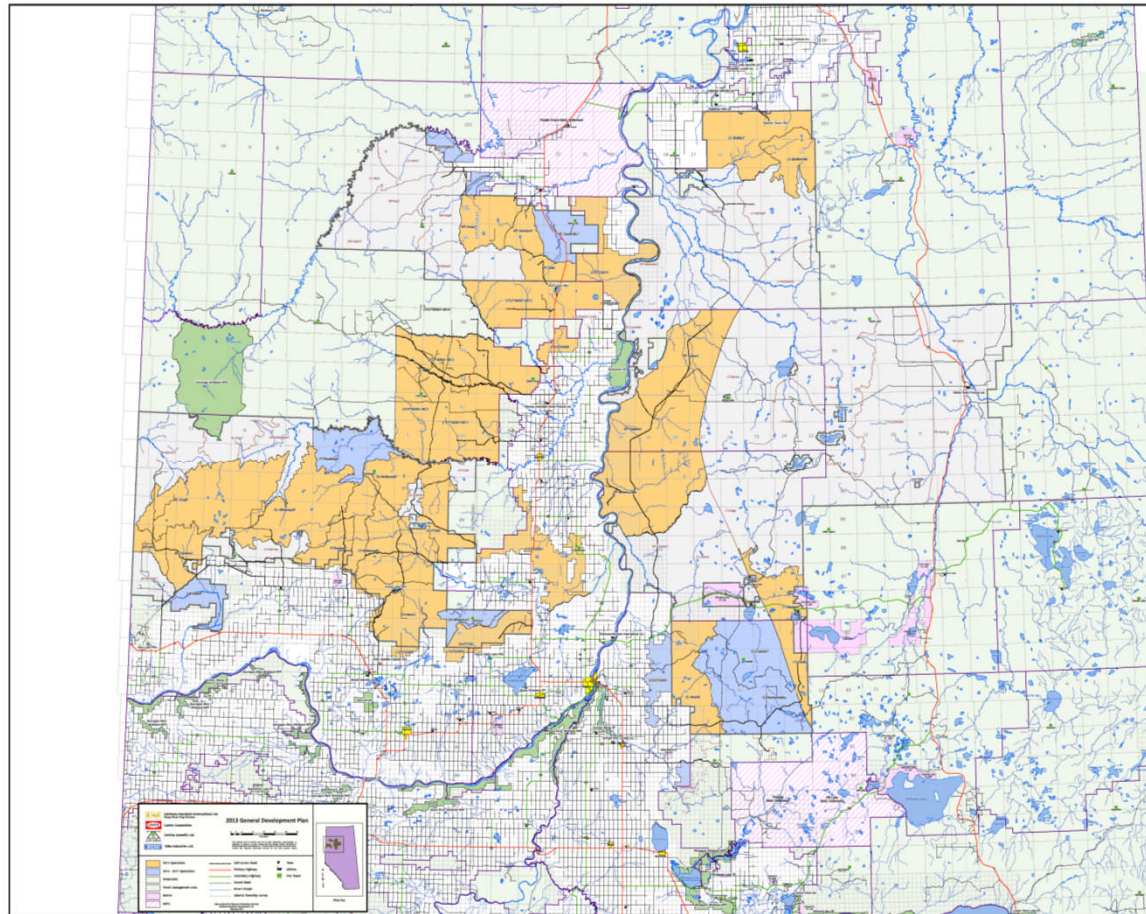
- GDP Map:
 - Overview of operations.
 - Proposed haul routes and satellite yards.
 - Shows planned operating areas for 5 years.





Growing the
Future

GDP Map



General Development Plan 2013





Growing the
Future

Harvest Operations

- Portable chippers
 - Currently 8 operating
 - Crown and private lands
 - Operations run all year round (July 15th – April)





Growing the
Future

Highlights – 2012 Season

- DMI Harvested a total of 77 cut blocks on crown land.
 - Total Area (ha): 3,343
 - Average size (ha): 43
 - Largest Block (ha): 349
 - Smallest block (ha): 1.0





Growing the
Future

2012 Harvest Statistics

Disposition	# of Blocks	Block Size (Ha)			Total Ha	Total m3
		average	Minimum	maximum		
CL-Heart River	4	16	1	47	63	7,907
DH-Hines Creek	8	69	10	349	554	75,166
DH-P2100	27	28	1	119	764	105,222
DTLP160001	11	20	9	33	219	2,650
EP-Kepler Creek	4	35	18	69	141	31,108
EP-Whiskey Jack	11	96	7	336	1051	207,762
KR-Twin Lakes	12	46	7	148	550	114,116
Total	77				3,343	543,931



General Development Plan 2013





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2013 Season Operations

- Trucking
 - ~20,000 loads
 - ~500,000 BDT
 - Primarily chip trucks (B-train)
 - Satellite yard volume is brought in tree length on Log trucks
 - Satellite yard volume usually consists of salvage, incidental and some purchase wood.





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2013 Season Operations

<i>Type</i>	<i>Description</i>	<i>M3</i>	<i>BDT</i>	<i>Trucks</i>
DTL	DTLP160001	185,000	67,292	3,083
	DTLP530001	65,000	23,643	1,083
	DTLP530009	10,000	3,637	167
	DTLP530011	40,000	14,550	667
CTP	CTLP530295	30,000	9,094	417
FMA	DH-P2100	17,000	6,184	283
	EP-Cache Creek	50,000	18,187	833
	EP-Keppler Creek	180,000	65,474	3,000
	EP-Whiskeyjack	140,000	65,474	3,000
	KR-Twin Lakes	55,000	20,006	917
	KR-Vesta Creek	20,000	7,275	333
	KR-Smeaton Creek	13,000	4,729	217
	SU-P2200	170,000	61,836	2,833
	SU-Notikewin River	110,000	40,012	1,833
Private	Fairview	30,000	10,912	500
	HawkHills	50,000	18,187	833
	Hines Creek	10,000	3,637	167
Yard	PRPD	200,002	72,749	3,333
Total		1,410,001	512,877	23,500



General Development Plan 2013





Growing the
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Access

- Roadside sanctuary corridors
 - Roads P2-100, P2-200 and P5-100
(East haul road up to Whiskey Jack Creek Gate).
- Controlled Access
 - Whiskey Jack Creek Bridge (P5-100 road)
 - Keg River Road
 - Restrictions where requested by GOA
- Road construction minimized through co-ordination with other users.



Access (cont'd)

- In-block roads in 2012:
 - 78 km of roads built.
 - 4 km of existing roads utilized.
- Existing lines used whenever possible.
 - (e.g. seismic, oilfield roads)
- Wherever possible, existing access is utilized.
- In-block roads are rehabilitated and planted when necessary (due to compaction) following harvest.





Growing the Future

Reforestation

- Establishment and Performance surveys ongoing in 2013.



Activity	Activity (ha)	
	2012	2013
Site Preparation	0	0
Planting	450	225
Stand Tending	0	0
Leave For Natural	4000	3700



General Development Plan 2013



Timing of Operations

- Non-frozen Operations
 - July 15th to freeze-up
- Frozen Operations
 - Freeze-up (starting end of November) to break-up (mid to end of march)
These dates are dependent on weather.
- Operations in satellite yards
 - March / April to August
- Private land operations
 - Year round depending on weather.





Environment

- ISO 14001 Registration
 - Registered since 2006.
 - Audited internally and externally each year.
- Chain-of-Custody
 - PEFC (wood from certified sources. (FMA))
 - FSC Controlled Wood (wood from controlled sources)





Growing the
Future

Initiatives/Achievements

- Wet Areas Mapping used in planning
 - LiDAR enhanced version in use for the majority of the FMA's. Government is processing the remainder of the FMA's.
- White Zone
 - DMI is completing a Timber Supply Analysis for the Sustained Yield Units.
 - This plan will be submitted to government in June 2013.





Growing the Future

For further information on the General Development Plan, please feel free to contact us:

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Daishowa-Marubeni International Ltd.
Peace River Pulp Division
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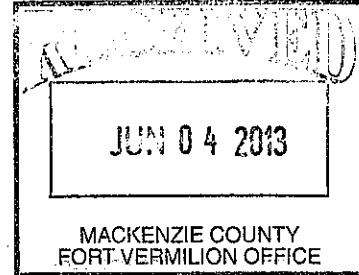


OFFICE OF THE MAYOR

TOWN OF PEACE RIVER

May 30, 2013

Honourable Fred Horne
Minister of Health
208 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6



Re: Air Ambulance Service – Peace River.

Honorable Minister, the Town of Peace would like to formally express our concern with the most recent decision by Alberta Health Services to remove an air ambulance plane from Peace River. This initiative was undertaken without any prior involvement or discussion with our Council or, to our knowledge, any of the other municipal representatives or health care professionals in our region.

We have received the FAQ bulletin but are not satisfied with the information contained in that correspondence. It appears the document is intended to justify the decision that has been made but, in our opinion, the rationale is less than convincing.

We believe that Peace River is centrally located to serve the entire region and the simple fact that the Peace River air ambulance was able to respond to such a large number of calls from other communities should be viewed as a positive attribute of the existing service. However, the FAQ uses this point as an underpinning to their rationale that the service needs to be partially relocated. Interestingly, the FAQ bulletin subsequently states that planes are not meant to serve one community. Specifically, we quote the following:

***“How will we have a better quality of care, if we only have one plane based here?
It is important to remember while a plane is based in a particular community; it is not
solely for the use of residents of that community.”***

In our opinion, this is a contradiction in that Peace River based aircraft are ideally and strategically located to serve the many communities of northwest Alberta (we were previously advised that the Peace River base has the highest number of calls of any air ambulance service); however, because of being able to provide this excellent regional service, the number of local flights when compared on a percentage basis, is only 20% of the total flight volume. In other words, we seem to now be the victim of having a service that met, and apparently exceeded, the mandate of “not solely for the use of residents of that community”.

Unfortunately, when we attempted to contact the current service provider to get their opinion on the impacts of this change we were advised that they were "prohibited" from speaking with us due to the requirements of the RFP under section 2.5. Clearly, we have great difficulty accepting that a potential bidder is prevented from speaking at will about an RFP released by a provincial government body. This blatant attempt to hide from public scrutiny should be immediately retracted.

Honorable Minister, the Town of Peace River recognizes and appreciates the difficulties associated with providing health services to the residents of Alberta and we understand that rationalizing air ambulance is also a challenging endeavour and that we are by no means the experts. Unfortunately, we also feel that decisions are being made that affect the health, well being, and viability of our Town and region without discussion, adequate explanation, or full consideration of the impacts. We therefore respectfully request that the RFP be temporarily held in abeyance until such time as the affected parties are properly consulted with.

Thank you for your consideration.

Sincerely,

Lorne G. Mann Q.C.
Mayor
Town of Peace River

cc. Honourable Frank Oberle, Associate Minister of Services for Persons with Disabilities
MLA Hector Goudreau

Mackenzie County; Municipal District of Big Lakes; Birch Hills County; Clear Hills County; Municipal District of Fairview No. 136; County of Northern Lights; Northern Sunrise County; Municipal District of Peace No. 135; Municipal District of Smoky River No. 130; Municipal District of Spirit River No. 133; Town of Fairview; Town of Falher; Town of Grimshaw; Town of High Level; Town of High Prairie; Town of Manning; Town of McLennan; Town of Slave Lake; Town of Spirit River; Village of Berwyn; Village of Donnelly; Village of Girouxville; Village of Hines Creek; Village of Hythe; Village of Nampa

Dr. D. Welch; Dr. M. Eckhart; Dr. T. McKeown; Dr. Nadine Potvin; Dr. Nicholas Potvin;
Dr. K. Lundgard; Dr. G. DeGraad; Dr. L. Willox; Dr. R. Greidanus;
Dr. A. Louw; Dr. A. Coetzee; Dr. H. De Kock



May 16th, 2013

Deh Cho Travel Connection Partners;

Deh Cho Travel Connection – 2013 Marketing Contribution Request

The Deh Cho Travel Connection (DCTC) is a tourism marketing coalition of 25 communities and municipal districts that has been promoting the Deh Cho Travel route in northern Alberta, north-eastern British Columbia and the southern Northwest Territories for the past 20 years. The success of the DCTC's marketing efforts is its ability to pool the community contributions into an effective marketing critical mass. The DCTC then packages the collection of local and regional tourism attractions to promote the route as an adventure tourism destination.

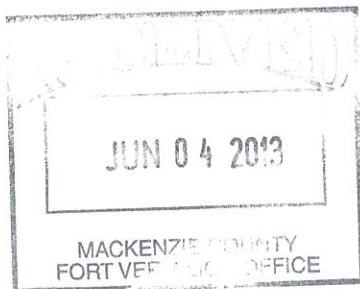
Through your community's individual contribution of \$750.00, the DCTC is able to successfully delivering a range of marketing initiatives and promotional materials with an average marketing budget of roughly \$36,000 per year (proposed 2013 to 2017 average). Wherever possible, the DCTC's marketing funds are used to leverage additional marketing opportunities through our partnerships with Travel Alberta, NWT Tourism and, Northern BC Tourism.

With your continued support we can continue to improve our current marketing efforts and prepare plans for future activities. By copy of the enclosed invoice, the DCTC is requesting your annual financial contribution of \$750.00 for the 2013 calendar year. To demonstrate that your contribution to the DCTC marketing coalition is achieving an excellent "return on investment", we have attached a detailed overview of our marketing and promotional activities.

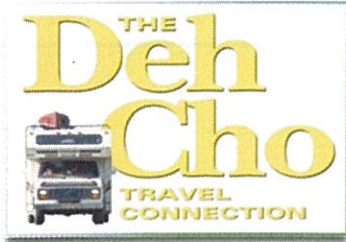
The DCTC's 2013 marketing plan includes several key projects such as, updating the iconic DCTC brochure/map, revising our key market and promotional fulfillment materials, continuation of summer Passport campaign, and continued upgrades to the website as well as developing other new promotional resources. The DCTC held its Annual meeting on April 16th and 17th, 2013 in Grande Prairie, AB, and we were encouraged by the show of support and participation in the review of our marketing strategies.

For more information on the DCTC please contact Mike Couvrette – DCTC Administrative Coordinator by phone at (867) 872-6432 or email at Mike_Couvrette@gov.nt.ca.

Sincerely, on behalf of the DCTC



Mike Couvrette
Administrative Coordinator - DCTC



Connecting Canada's northern Highways !!

Mackenzie Highway

The principal route to northern Alberta and the NWT, starting as Hwy #35 in Grimshaw, AB and continuing as Hwy #1 in the NWT, where it is often called the waterfall route with the spectacular Louise and Lady Evelyn falls.

Liard Highway

The Liard Highway is a western access route to the NWT from north-eastern BC, and offers fantastic opportunities for the avid adventurer to explore the vast wilderness landscape. Travel along the foothills of the Mackenzie Mountains and home to Nahanni National Park Reserve.

Alaska Highway

Travel along the first 450 Kms of the historic Alaska Highway, gateway to British Columbia's Peace River Valley. Experience the history, natural beauty and hospitality of the region with its distinctive rural lifestyle and discover its pioneering legacy.



Backgrounder and Marketing Outline - 2013

Deh Cho Travel Connection

What is the Deh Cho Travel Connection ?

A travel destination !

The Deh Cho Travel Connection (route) is the scenic travel route that links the Mackenzie, Liard and Alaska Highways that cross northern Alberta, northern British Columbia and the Northwest Territories.

A collaborative marketing coalition !

The Deh Cho Travel Connection is a coalition of communities, municipal and regional tourism organizations and agencies that are working together to market the Deh Cho Travel Connection route as a tourism destination.

The success of the Deh Cho Travel Connection is attributable to the commitment and expertise of this diverse working group who vigorously market the lure of our unique northern wildlife, nature, culture, heritage and hospitality as a drivable wilderness adventure experience.

What does the Deh Cho Travel Connection market ?

A travel adventure !

The Deh Cho Travel Connection does not promote any specific products or adventures. It does however, focus on drawing tourists to your community where local visitor centre staff and tourism operators can encourage these guests to visit your local attractions, partake in local activities, embrace your community's lifestyle and experience your local hospitality, which will convince tourists to stay in your community longer.

A driving wilderness adventure. The Deh Cho Travel Connection promotes the route and region as a tourism destination to a variety of tourists who are seeking a drivable vacation experience.

A menu of "side-trips" and adventures off the beaten path. The Deh Cho Travel Connection also encourages tourists to visit communities that are not directly on the route, or to hike, canoe or try out other activities that take them off the beaten path.

Recreational, nature-based, historical and cultural tourism adventures. The Deh Cho Travel Connection provides communities an excellent medium to promote a range of recreational, nature-based, cultural and heritage activities.

Who does the Deh Cho Travel Connection market to ?

The explorer !

The Deh Cho Travel Connection's primary market is the touring nature-lover explorer. Someone who wants to get "side-tracked", who is independent, has freedom in their schedule, and has an inclination to explore. They may be on their way to the Yukon or Alaska or just heading north to discover the unexplored wilderness. They may have a weekend adventure planned out or are just wandering with the camera ready for that spectacular photo-op. They may be on their way to visit an old friend or just looking for a wholesome family festival.

The one thing they likely have in common is that they are driving. It might be a 40' RV or a 5th wheel camper, it might be the family car or van, a pick-up truck or SUV, it might even be a bicycle or a motorcycle. Another thing they have in common is they are looking for something new.

A Brief History

Deh Cho Travel Connection

The first organized meeting of the Deh Cho Travel Connection was held back in 1991 between individuals from Hay River, NT and High Level, AB who wanted to investigate the possibility of marketing a circle-drive or loop through their regions.

The Mackenzie Highway was a well established travel route in northwestern Alberta and the southern Northwest Territories. It also became apparent that the Liard Highway could be a natural "connection" to the Alaska Highway in northeastern British Columbia, completing an adventurous travel loop.

At that time, the tourism sector in northern Alberta was still maturing, while in northeastern British Columbia traffic for the Alaska Highway was strong, they were both looking for new angles to promote their areas. They also recognized that any increased traffic heading to the Northwest Territories resulted in flow-through traffic for their regions.

The marketing of this new loop would provide an interesting challenge as it traversed three unconnected market regions. It was apparent that a unique marketing coalition would be needed to promote the route. The group also recognized the simple fact that many of the traditional contributing funders were already tied to their own local and regional tourism marketing campaigns.

A partnership was established with the governing principles that wherever practical, the use of partner's staff would be used and accessible funds would be pooled. Those funds would be devoted solely to market and promote the route on behalf of all partners.

Over the many years, the core structure and purpose of the coalition remain unchanged.

Organizational Overview

Purpose:

To raise the awareness of and to actively promote the Deh Cho Travel Connection route as a viable and realistic northern tourism and adventure opportunity.

Structure:

The Deh Cho Travel Connection team consists of a fluid alliance of community and regional stakeholders who are typically involved in tourism or economic development activities throughout the loop. Team members are expected to volunteer to participate for specific tasks or projects and it is assumed that they would complete these as part of their regular duties. In the interest of focusing all resources into marketing and promotion, the Deh Cho Travel Connection has not become an incorporated society. The group has been comfortable with this structure as all financial and administrative functions are being performed within the bounds of provincially accountable organizations.

Decisions regarding the overall direction and mandate of the Deh Cho Travel Connection are typically decided upon through consensus at the twice-yearly general meetings.

Committees:

The ongoing activities and support structure of the Deh Cho Travel Connection is administered by a combination of representative "Leads" from each of the participating jurisdictions (Alberta, British Columbia, Northwest Territories) and by appointed "Committee" members.

The "Leads" serve as the primary contact person on behalf of the jurisdiction and actively work with the Committees and the appointed administrative coordinator in dealing with all ongoing functions and activities.

The Marketing Committee is responsible to implement marketing activities that are established and updated during the general meetings. They are also responsible to review and act upon other additional marketing and promotional opportunities as they arise and agreed to by the majority of the committee members.

The Web Committee is responsible to oversee ongoing improvements and to ensure that the organization's website is current, continues to serve as a responsive marketing aid to the public, and provides an integral communication link for contributing members.

Committees meet twice yearly as part of the general meeting format. As well, regular monthly tele-conference meetings are held. Committees have at least 2 designated representatives from each jurisdiction.

Partners and Funding:

The Deh Cho Travel Connection team consists mainly of staff working for community-based tourism organizations, municipalities, and provincial or territorial government agencies. The team also consists of members who are volunteers and representatives from the community or area Chamber of Commerce, elected municipal or district officials.

Being that the Deh Cho Travel Connection is a marketing coalition, funding contributions are actively solicited from all member partners on a yearly basis to fulfill financial obligations set out in the organization's Marketing Plan. Since the ability of some partners to meet the financial contributions may vary, provisions can be made to allow for in-kind or other value-added remuneration on a short term basis. The consolidated funds may also be used to leverage other third party funding opportunities as they arise.

Administrative Functions:

NWT Tourism continues to provide accounting services to the group as an in-kind contribution and the South Slave Region - Industry, Tourism & Investment (Government of NWT) provides ongoing administrative coordination.

Core Marketing Activities

Website (www.dehchotravel.ca)

"www.dehchotravel.ca" is a principal marketing tool for the Deh Cho Travel Connection. The primary intent of the web-site is to serve as an information gateway for people travelling to the area and to function as a central portal to direct enquiries to your community web-site for their detailed information needs. The 5-year marketing outline identifies the web-site and social media content as priority marketing objectives. The use of these forums is intended to encourage increase traffic to the web-site within a superior user functionality and interactivity

Updates to the web-site in 2012 included a new *Google Maps* styled interactive map, updated photo gallery collection and the launching a *Facebook* page.

Passport Campaign

The Deh Cho Travel Connection is continuing its passport campaign "*Diamonds in the Rough*" which proves to be a popular quest for travelers and a significant marketing tool for visitor centres and communities on the route. To be eligible for the main prizes travelers are required to obtain 4 stamps from Alberta, 4 from BC and 4 from the NWT, for a total of 12 stamps.

The success of this program can be directly attributed to participating member communities stepping forward with generous donations of the primary and secondary prizes that include a significantly valued diamond, adventure travel excursions and community-based recreational packages.

Brochure

The distinctive "green and gold" fold-out brochure continues to be a popular hand-out at trade shows and visitor centres and provides an invaluable source of information for tourists travelling the Deh Cho Travel Connection. The market committee, visitor centres and participating tourism marketing organizations still foresee a strong demand for the printed brochure and have recommended that we continue to make this marketing product available. The Deh Cho Travel Connection will continue to print information brochures in English, French and German.

The brochure highlights attractions and side trips along the route, features a useful map and distance calculator, and provides charts outlining services available in communities and campgrounds for the traveler.

Consumer Trade Shows

RV shows, Outdoor Adventure and regional consumer trade shows provide a strategic venue for the Deh Cho Travel Connection to "connect" directly with potential travelers within our primary target markets. Shows that have been considered critical to our target marketing segment include: Quartzsite Arizona (US market) and Edmonton RV shows, a presence at several trade fairs within our membership communities.

The Deh Cho Travel Connection also receives broader market exposure at shows that are attended by our partnering Destination Marketing Organizations (Travel Alberta, NWT Tourism, and Northern BC Tourism) and by our various participating regional tourism associations.

Advertising and Promotion

The Deh Cho Travel Connection recognizes that there is significant value to be realized in advertising in key general touring travel publications such as the RV'ers bible, "*The Milepost*" and western Canada's CAA publication "*Westworld*". These publications will continue to be the primary media for print advertisement investment.

When other cooperative market opportunities become available, these will be evaluated by the Marketing Committee and a decision will be based on their ability to provide measurable marketing value.

Partners

Deh Cho Travel Connection

Participating Partners

ALBERTA:

- Town of Grimshaw
- Town of High Level
- Town of Manning
- Town of Peace River
- Fairview
- Fort Vermilion
- La Crete
- Valleyview
- Mackenzie County
- County of Northern Lights
- Grande Prairie Regional Tourism
- Mighty Peace Tourism Association
- Mackenzie Frontier Tourism Association
- Smoky River Tourist Association
- Northern Alberta Development Council
- Alberta North TDR

BRITISH COLUMBIA:

- City of Fort St John
- District of Chetwynd
- Tourism Dawson Creek
- Hudson's Hope
- Pouce Coupe
- Taylor
- Tumbler Ridge
- Northern Rockies Regional District (Fort Nelson)
- Northern British Columbia Tourism Association

NORTHWEST TERRITORIES:

- City of Yellowknife
- Town of Fort Smith
- Town of Hay River
- Fort Simpson
- Fort Liard
- NWT Tourism
- Dept Industry, Tourism and Investment (Deh Cho, North Slave, South Slave, Tourism & Parks)
- Parks Canada (Wood Buffalo National Park)

Side Trips

Deh Cho Travel Connection

Promoting to those
wanting to get ...
"Side-tracked"

~ in Alberta:

Culture... visit the heritage site in La Crete and learn about the Mennonite pioneers or... quick drive to nearby Fort Vermilion to can visit one of Alberta's two oldest communities.

Legends... learn about a local legend of Peace River – visit the historic site of 12-Foot Davis.

~ in British Columbia:

Adventure... during your visit to Tumbler Ridge or to Hudson's Hope, you have an opportunity to follow in some humongous footprints... try a hike at one of the dinosaur track-ways.

Discovery... want to drop in on a world capital... How about the "Chainsaw Sculpture Capital of the World". Visit Chetwynd to see a series of unique wooden chainsaw sculptures depicting indigenous animals and birds.

~ in the Northwest Territories:

History... your trip to Fort Smith can provide a look back on the role that the majestic northern rivers and waterways played in opening the north during a visit to the Northern Life Museum.

Recreation... Yellowknife is not all Precambrian rock. You can find plenty of greens and sand on the local golf course and - if a raven steals your ball – it still counts as a stroke.

~ Something for everyone

The Deh Cho Travel Connection plans to promote adventures to those people who are the "Free Spirited" travelers as well as to those seeking a more relaxing an educational experience, the "Authentic Experienter".

Connect with us !

Deh Cho Travel Connection

c/o: Northwest Territories Tourism

PO Box 610

Yellowknife NT X1A 2N5

Phone: 1-800-661-0788

E-Mail: info@spectacularnwt.com

Website: www.dehchotravel.ca

Looking Ahead

The long term goal of the Deh Cho Travel Connection is to remain an effective collaborative marketing coalition with a focus of promoting our communities and regions to vacationers who are seeking an authentic and unique "adventure travel experience" in Canada's north.

However, the partnership acknowledges that all partners must realize some benefits from their investments and as such, the Deh Cho Travel Connection must deliver more than the traditional or run-of-the-mill marketing programs. We realize the significance of product development and packaging to the tourism industry and its resulting economic impact to host communities. To maximize your return on investment we will continue to expand our successful marketing suite to keep pace with your region's tourism development and offerings of market-ready products.

To complement our Core Marketing Activities the Deh Cho Travel Connection is planning to launch several new marketing support initiatives in the near future:

- Maintaining an informative "media kit" to provide enticing information about the route, communities, attractions and potential experiences. The kit will be used to lure travel writers and travel trade promoters to explore the route and our communities.
- Broaden our target market audience beyond the hardcore RV'ers to include the more inquisitive "adventure travelers" by fully incorporating the latest marketing techniques from Canadian Tourism Commission, the *Explorer Quotient™*, a completely new way to find those customers that will spend more and stay longer.
- Expanding our marketing suite by developing additional promotional materials that can be easily adapted for use by local visitor centres and tourism support organizations. This will include postcards and bookmarks, display panels and posters, and as well, activity and attraction based flyers or brochures.

The benefits of participation

Through the ongoing marketing activities of this marketing coalition, the "Deh Cho Travel Connection" is now a recognized and accepted travel destination "brand". This brand continues to grow in popularity as a destination of choice for the adventurous vacationer seeking out new and exciting experiences.

The "Deh Cho Travel Connection" and its network of partners want to assure you that your community's contribution will realize significant benefits. We can best achieve our marketing goals by pooling our resources and years of industry expertise.

Connecting the Mackenzie, Liard and Alaska Highways
Alberta – Northwest Territories – British Columbia

MARKETING ACTIVITIES

Brochure & Map Fulfillment brochure

- Circulation: - English (30,000), French (5,000), German (3,000)
- reproduced every 2 years
- Distribution: - 18,000± brochures/year
- trade shows, Visitor centres, 1-800 enquires
- travel trade, resellers, RV rentals, etc.
- Content: - 18" x 24" overall size, double 6-fold
- 12" x 18" route map (25%)
- community and campground services, driving tips (25%)
- descriptive content and pictures (50%)

Website: www.dehchotravel.ca

Year	Visits	Unique visitors	Pages viewed	Pages per visit	Average duration	Bounce rate	% New visits
2012	6,356	4,790	25,104	4.0	3:24 min	42.9%	74.2%
2011	4,671	3,221	23,734	5.0	3:36 min	35.8%	66.8%

Google Analytics – audience overview

Note: - Visits stats do not include all visits due to browser privacy settings people may set.

Content: - Partnering communities have several links back to designated website(s)
- Includes "calendar of events" updated in March of each year
- Inter-active Google map with many selectable viewing options
- 2012 upgrades; additional content, new inter-active map, improved photo gallery

Print Advertising (2012 campaign)

Publication	Ad format	Potential readership/circulation
the Milepost	full page – color	Core RV market – 40k copies
Westworld (AMA magazine)	2 pgs Ad / 2 pgs editorial	550,000 subscribers
RV West	multiple ¼ pg ads	540,000 annual readership
Globe & Mail travel section	2 co-op ads*	1.1 million national circulation
RV Rental Association	½ page ad	6,500 RV rental clients

Trade Shows (2012)

Canadian markets	Regional markets	Long-haul market
• Edmonton Motorcycle show	• Grande Prairie Sport Expo	• Quartzsite RV show
• Edmonton RV Exposition	• Peace River CoC trade fair	
• Vancouver Outdoor Adventure	• La Crete spring trade show	
	• Fort St John CKNL show*	

Trades show continued

- As well, DCTC's brochures, passport vouchers, postcards and other materials are distributed at trade show by; Travel Alberta, Northern BC Tourism, NWT Tourism, and other local and regional tourism marketing organizations.

Passport campaign (*Diamonds in the Rough*)

- Promotional campaign that was introduced in 2008 as means of increasing "foot traffic" at local Visitor Centres and has handed out approximately 4,000 passports to date. To be eligible for the prize draw participants need 12 stamps from communities in BC, Alberta and NWT (from 4 VICs in each region)
- The 2012 program's main sponsor was the City of Yellowknife and they donated a Canadian Diamond (roughly .55 carat in size - estimated retail value of \$5,500)
- Secondary prizes were provided by; RV Rental Association of Canada (7-day RV rental package), Bud Country Fever (music festival weekend package in Grande Prairie).

Other Marketing & Promotion;

Community DCTC Postcards: We have designed an assortment of community featured postcards that are individualized for any partnering community. DCTC will coordinate a bulk purchase or provide the graphic file for third party printing.

Display Banners: DCTC will provide a canvas banners to any Visitor Centre wishing to display them. The banner is a general promotional or awareness item that highlights the DCTC route. The main feature on the banner is the DCTC route map. Banners are 24"w by 60"h.

DCTC Rack Cards: The DCTC has designed two rack cards that are intended for use as an awareness pieces that can be given out at trade shows, visitor centres. One card is promoting the Passport contest and the second is general route awareness.

FAM Trips: Familiarization (FAM) trips for travel media and trade are coordinated through our partnering provincial and territorial Destination Marketing Organizations. The FAM trips provide an opportunity for travel writers and trade persons to actually experience the route first hand and to promote it in articles or stories in various media publications, blogs, etc.

Trip Itineraries: The DCTC website now includes two suggested trip itineraries for the route. This online resource is an excellent starting point for travelers planning their vacations and provide a general outline of the wide range of activities and experiences along the route. Trip itineraries are based on a 12-14 day vacation.

Media/Trade Kits: DCTC has a detailed information package that will now be circulated to wide range of media and travel trade outlets providing background information and other material to engage the interest of travel writers, (suggested story-lines, tourism experiences, highlighting special events or festivals). We are also providing this information to the travel trade (bus-tour operators, travel resellers, etc.).

Fort Vermilion Area Board of Trade
Box 456
Fort Vermilion, AB T0H 1N0



To: Mackenzie County

Please choose one of the following options below to have your business/organization listed on the ALL NEW board of trade website. We appreciate your participation in this effort; however business listings apply to Board of Trade members only. To become a member*, see below.

OPTION 1: *BASIC COMPANY/ORGANIZATION LISTING* - includes: Company Name, contact info, address. **Cost: \$20/year.**

OPTION 2: *DETAILED COMPANY/ORGANIZATION LISTING* - includes: photo of your business (you supply) Company Name, contact info, address, any or all information about your business. **Cost: \$100/year.**

Notes:

Option 1 is a very basic listing of your business.

Option 2 is more detailed, like an advertisement more, with your business picture included.

Once you have your listing on the website, both of these options can be updated anytime of the year free of charge. All information for these listings must be sent to the address above or emailed to the following email:

admin@fortvermilionboardoftrade.ca

Payment details: Cheque or money order must be made payable to: Fort Vermilion Area Board of Trade, and mailed to the address above. Questions regarding this, please contact us at: admin@fortvermilionboardoftrade.ca . Thank you for your participation.

***Member Info:** Business Listings apply to Board of Trade members only, to become a member & have your business listed on the website, please contact us at the above address or send an email to the following:

admin@fortvermilionboardoftrade.ca

Fort Vermilion Area Board of Trade
"where Alberta began" 1914-2014



Fort Vermilion Area Board of Trade

PRESENTS

AN ALL NEW WEBSITE WWW.FORTVERMILIONBOARDOFTRADE.CA

WEBSITE FEATURES

- *BOARD OF TRADE NEWS
- *LOCAL WEATHER UPDATES
- *PHOTO GALLERY
- *BUSINESS DIRECTORY
- *BOARD OF TRADE HISTORY

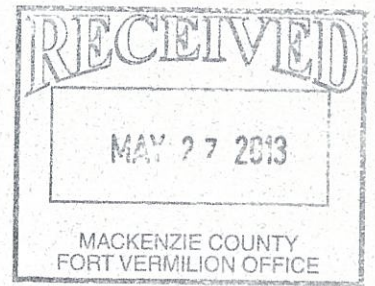
WE WANT **YOU** TO BE A PART OF THIS WEBSITE. BY CREATING THIS WEBSITE & CREATING A BUSINESS DIRECTORY WE CAN PORTRAY THE BUSINESSES & ORGANIZATIONS FORT VERMILION HAS TO OFFER. WE BELIEVE THIS IS EXREMELY IMPORTANT, NOT ONLY FOR THOSE WISHING TO VISIT, BUT FOR THE SURROUNDING COMMUNITY AS WELL. FOR LISTING YOUR BUSINESS OR ORGANIZATION, PLEASE SEE THE ATTACHED SHEET FOR MORE INFO.

ANY QUESTIONS REGARDING THIS PLEASE FEEL FREE TO CONTACT THE BOARD,
OR EMAIL admin@fortvermilionboardoftrade.ca





CLEAR HILLS COUNTY



Invitation

County of Mackenzie Chief Administrative Officer & Council

The Reeve & Council of
Clear Hills County
officially invite you to attend the
10th Annual
Clear Hills County Community Barbeque.

This year marks the 100th anniversary for our Municipality.

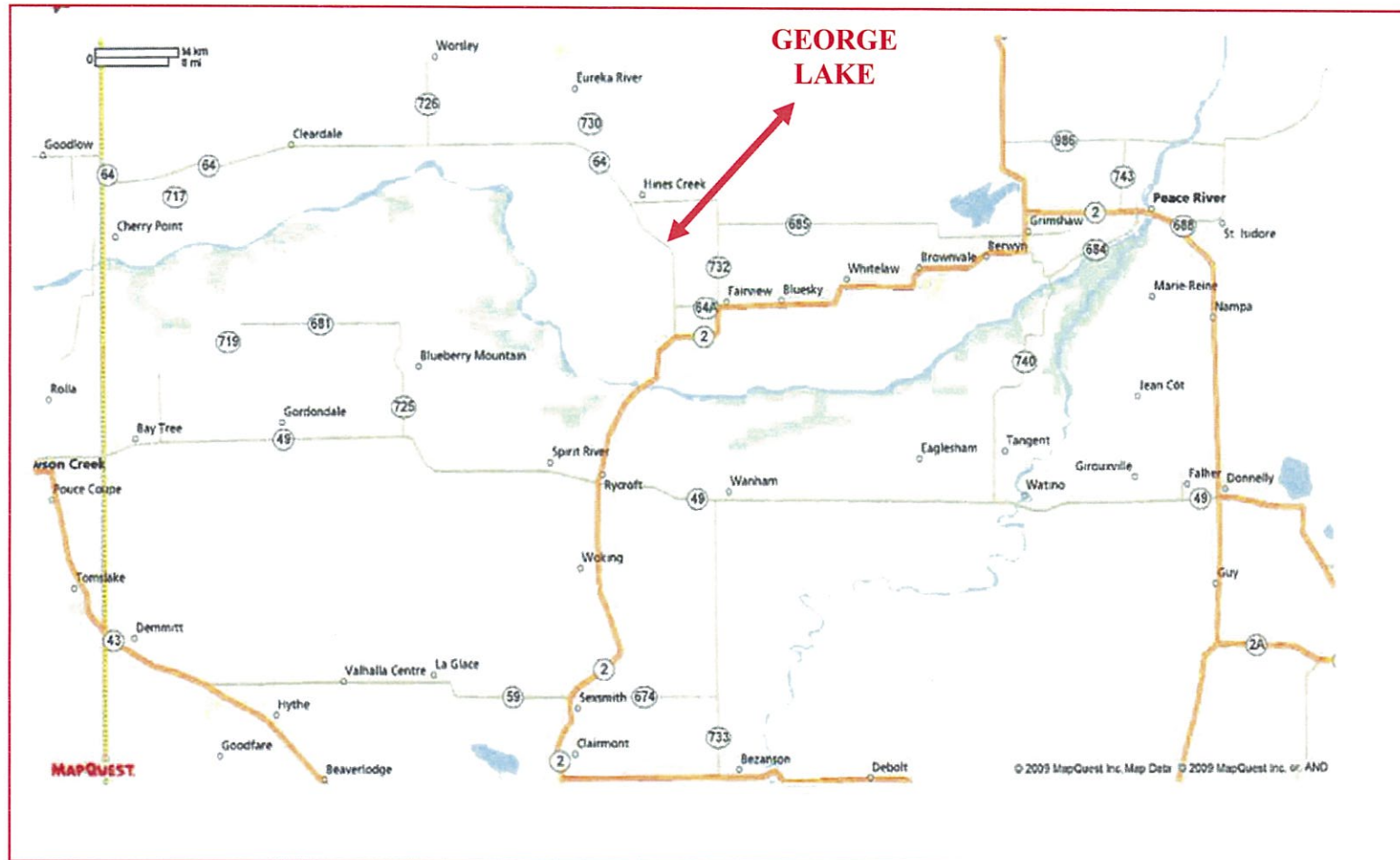
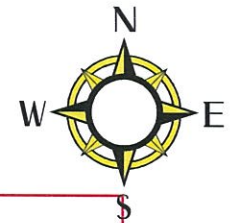
The summer celebration will be held on
Friday, July 12, 2013
at George Lake Campground.
Social: 5:00 p.m.
Barbeque: 6:00 p.m.

Please RSVP by July 2, 2013
Dallas Logan
Ph: [780]685-3925
e-mail: dallas@clearhillscounty.ab.ca

Map & direction attached

"Clearly an Area of Opportunity"





May 27, 2013

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

Dear Reeve Neufeld:

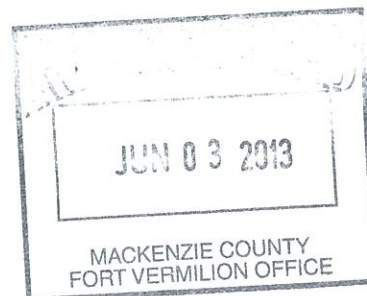
As the Minister of Tourism, Parks and Recreation, responsible for sport and recreation in Alberta, I am pleased to invite you to consider submitting a bid for the right to host the 2016 Alberta Summer Games in your community. Attached is a brochure with details on how to apply.

I encourage you and your community to consider this invitation and the benefits that can result from hosting this event. The legacy of experienced volunteers and upgraded facilities associated with hosting the Alberta Games, along with the economic benefits, has proven to be tremendous. The successful host community is given the opportunity to showcase its talents to approximately 2,800 participants from all regions of the province, as well as to attract numerous spectators and special guests. Communities with populations of less than 10,000 are encouraged to join together with neighbouring communities to submit a joint bid.

The community awarded the 2016 Alberta Summer Games will receive base financial support to support operational, cultural, and legacy aspects of the Games.

The *Guidelines for Communities Bidding to Host the 2016 Alberta Summer Games* document is available from the Alberta Sport, Recreation, Parks and Wildlife Foundation (ASRPWF) upon request to assist you in preparing your bid. In addition, ministry staff are available to provide consultative assistance if required. For additional information, please do not hesitate to contact Mr. Dennis Allen, at 403-297-2729; toll free by first dialing 310-0000; or by e-mail at dennis.allen@gov.ab.ca.

.../2



supported by

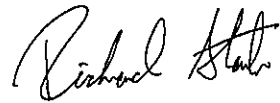


Alberta

Reeve Bill Neufeld
Page 2

I look forward to receiving your application.

Best regards,

A handwritten signature in black ink, appearing to read "Richard Starke". The signature is written in a cursive style with a large initial "R".

Dr. Richard Starke
Minister

Enclosure

cc: John Short, Chair
Alberta Sport, Recreation, Parks and Wildlife Foundation



ALBERTA
CULTURE

*Office of the Minister
MLA, Edmonton-Glenora*



May 24, 2013

Dear Reeve:

Culture in Alberta is everywhere! It's pottery-making in Camrose, reliving the fur trade in Dunvegan, choir practice in High River, and multicultural cooking in Grande Prairie. Alberta's largest celebration of our heritage, arts and cultural diversity, Alberta Culture Days, will take place September 27-29. Every year, a growing number of Albertans are taking this opportunity to put culture center stage. In 2012, over 80 communities across the province hosted over 1,200 events!

This year, you could play a lead role in the experience by hosting an Alberta Culture Days event or partnering with others in the community to offer activities. It is a wonderful opportunity to foster relationships, strengthen community spirit and showcase local talent. Participating in Alberta Culture Days can be as simple as sponsoring events, providing matching dollars to event planners in your community, or having your Community and Recreation Department host an event. In previous years, municipalities have joined the celebrations by officially proclaiming the last three days of September as Alberta Culture Days.

AlbertaCultureDays.ca provides a number of resources to help you plan and promote your events. Add your event to the Alberta Culture Calendar (www.culture.alberta.ca/events) to let community members know about your activities.

Our sincere thanks if you count yourself amongst past Alberta Culture Days event organizers. Together, we are ensuring Albertans have the opportunity to experience the variety of talent and cultural activities we have all across our great province.

Best Regards,

Heather Klimchuk
Minister of Culture

Doug Griffiths
Minister of Municipal Affairs

High Level, AB, T0H 1Z0
May 27,2013

Alberta Municipal Affairs,
104 Legislative Building,
Edmonton, Ab

Dear Minister Griffiths;

I am a senior citizen living in High Level, AB for the past 50 years. It is a really sad state of affairs when I will have to leave this community to live in an assisted living facility when the time comes that I can't look after myself. I will be leaving all my friends and most of my family, because there is no place for me here.

The nearest facility is about 150 kilometers away, and is close to being full now.

Studies done here in the past have shown that there is enough seniors to warrant such a facility, but nothing has become of them.

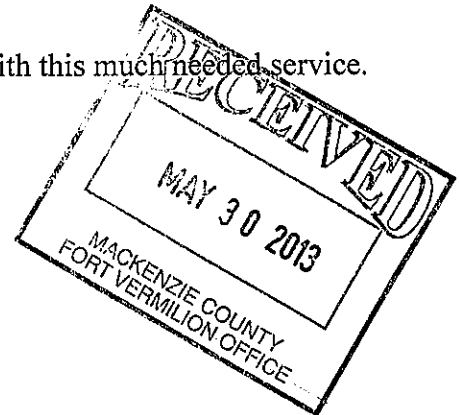
I trust you will look into this matter, and help provide us with this much needed service.

I remain,
Yours truly,



Shirley Rechlo

c.c. Premier Alison Redford, Minister Oberle, Mackenzie County, Town of High Level
Mackenzie Housing Authority





ALBERTA
TRANSPORTATION

Office of the Minister
MLA, Calgary-Hays

AR58405

May 17, 2013

Mr. Bill Neufeld
Reeve
Mackenzie County
P.O. Box 640
Fort Vermilion, AB T0H 1N0



Dear Reeve Neufeld:

I am pleased to advise your council of the Alberta Government grant funding that will be provided to Mackenzie County under the following 2013 Transportation grant programs:

Basic Municipal Transportation Grant (BMTG) in the amount of \$608,694

The 2013 BMTG is comprised of:

- The Streets Improvement component in the amount of \$184,980 based on the current population of 3,083 in the eligible hamlets in the county.
- The Rural Transportation component in the amount of \$423,714.

Federal Gas Tax Fund in the amount of \$557,412

My colleagues, Honourable Frank Oberle, MLA for Peace River, Pearl Calahasen, MLA for Lesser Slave Lake, and I are pleased to partner with you in support of Alberta's transportation network.

Your administration should contact Alberta Transportation regarding the necessary arrangements for processing the financial assistance.

Sincerely,

Ric McIver
Minister

cc: Honourable Frank Oberle, MLA Peace River
Pearl Calahasen, MLA Lesser Slave Lake
Trent McLaughlin, Regional Director, Peace Region

**MACKENZIE HOUSING MANAGEMENT BOARD
REGULAR BOARD MEETING
April 29, 2013 – 10:00 A.M.
Fireside Room – Heimstaed Lodge**

In Attendance: George Friesen, Chair
Jack Eccles – Vice-Chair
Wally Olorenshaw
Wally Schroeder
Peter H. Wieler
Odell Flett – arrived at 10:10 am
Abe Peters
Mike Kowal
Peter Ernst
Cheryl Cunningham - Burns

Regrets:

Administration: Barb Spurgeon, Chief Administrative Officer
Evelyn Peters, Executive Assistant
Zona Peters, Health Care Manager
Dorothy Klassen, Lodge Manager
Scott Shelton, Housing Manager

Call to Order: Chair George Friesen called the Board meeting to order at 10:00 a.m.

Agenda: **Approval of Agenda**

13- 67 Moved by Wally Schroeder

That the agenda be amended to include the following:

6.8 Slave Lake Meeting

8.1 Legal

Carried

Minutes: **March 25, 2013 Regular Board Meeting**

13 - 68

Moved by Wally Olorenshaw

That the March 25, 2013 regular board meeting minutes be approved as distributed.

Carried

10:10 Odell Flett joined the meeting

Reports: **CAO Report**

13- 69

Moved by Odell Flett

That the Chief Administrative Officer report be received for information.

Carried

Financial Reports **Housing – March 2013**

13- 70

Moved by Peter Wieler

That the March 31, 2013 Housing financial report be received for information.

Carried

Lodge – March 2013

13- 71

Moved by Jack Eccles

That the March 31, 2013 Lodge financial report be received for information.

Carried

Assisted Care – March 2013

13-72

Moved by Abe Peters

That the March 31, 2013 Assisted Care financial report be received for information.

Carried

Arrears Report – March 31, 2013

13- 73

Moved by Odell Flett

That the March 31, 2013 arrears report be received for information.

Carried

New Business:

Market Rents

13- 74

Moved by Wally Schroeder

That market rents be set effective August 1, 2013 as follows:

\$750.00	1 bedroom house
\$850.00	2 bedroom house
\$950.00	3 & 4 bedroom house
\$1000.00	5 bedroom house
\$550.00	Senior's self-contained

Carried

Lodge Renewal Grant

13- 75

Moved by Odell Flett

That a new security system and shower up grades be approved in principal for the Lodge renewal grant.

Carried

13- 76

Moved by Wally Olorenshaw

That a Capital project wish list be developed and presented at the May board meeting.

Carried

Chairman George Friesen recessed the meeting at 11:05 a.m.

Chairman George Friesen reconvened the meeting at 11:15 a.m.

Implementation Committee

13- 77

Moved by Mike Kowal

That the minutes of the April 16, 2013 Implementation Committee to amalgamate be received for information.

Carried

Affordable Housing Project

13- 78

Moved by Wally Schroeder

That the affordable housing program update be received for information

Carried

2013 Lodge Resident Survey

13- 79

Moved by Wally Schroeder

That the affordable housing program update be received for information

Carried

High Level Requisition

13- 80 Moved by Odell Flett

That correspondence from the Minister of Municipal Affairs regarding outstanding requisitions be received for information.

Carried

ASCHA Conference

13- 81 Moved by Peter Wieler

That the ASCHA Conference reports be received for information.

Carried

Slave Lake Meeting

13- 82 Moved by Abe Peters

That the up date from the Slave Lake meeting be received as information.

Carried

Information:

13- 83 Moved by Abe Peters

That the following be accepted for information.

- Bank reconciliation for March 31, 2013
- Letter regarding High Level alternate
-

Carried

In Camera:

Legal

13- 83

Moved by Peter Wieler

That the meeting move in camera at 11:55 am

Carried

13- 84

Moved by Odell Flett

That meeting move out of in camera at 12:15 pm

Carried

Next Meeting Date:

Regular Board Meeting – May 27, 2013 at 10:00 am
Fireside Room – Phase I
Heimstaed Lodge

Adjournment:

13- 85

Moved by Peter Wieler

That the board meeting of April 29, 2013 be adjourned at
12:16 pm.

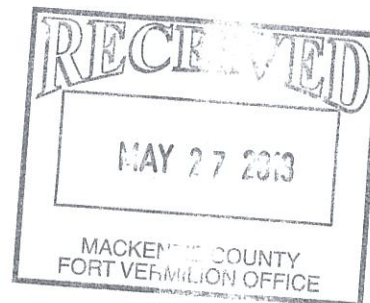
Carried

George Friesen, Chair

Evelyn Peters
Executive Assistant

May 22, 2013

Beth Kappelar, Chair
Mackenzie County Library Board
Box 640
Fort Vermilion, AB T0H 1N0



Dear Beth:

As you know, Peace Library System (PLS) made a presentation to Mackenzie County Council on March 27, 2013. We were joined by Ken Feser from the Public Library Services Branch of Alberta Municipal Affairs, who emphasized the new Public Library Network Policy, the importance of being part of the network for resource sharing purposes, and other provincial services such as Mango and Press Display. He made it clear that the way to be part of the Network was through cooperation and reciprocity, and by being a member of a regional library system.

Within that context, we were hopeful that Mackenzie County Council would choose to join PLS, bring its three libraries into the provincial public library network, and open up new library services to its residents. However, we understand that Mackenzie County Council has referred the matter back to the Mackenzie County Library Board for further study. We will be happy to provide any background data or statistics that you might need as you consider System membership.

In the meantime, the PLS Board believes that it must adhere to the new Public Library Network Policy. Our contract with Mackenzie County Library Board for services to the Fort Vermilion library contravenes the Policy as we are allowing a non-Network participant to access the provincial resource sharing network.

The Public Library Network Policy states:

Any library board in Alberta that is either a designated node, a partner of a node via library system membership, or a partner of a node under pre-existing arrangements (i.e. Fort Saskatchewan), is considered a network participant. Network participants are responsible for (a) fully participating in the network and abiding by the network operational guidelines established by PLSB; and (b) providing necessary capacity to connect to the network including (but not limited to) trained staff, appropriate technology, agreement with suitable Node.

(Please note that the nodes are the seven library systems, and the public libraries in Edmonton, Calgary, Fort McMurray, Grande Prairie, Strathcona County, St. Albert, Red Deer, Lethbridge and Medicine Hat.)

With that in mind, the PLS Board carefully considered the matter and unanimously passed the following motion at its May 11, 2013 meeting:

That the Agreement for the Provision of Access to the Alberta Public Library Electronic Network and Associated Services between Peace Library System and the Mackenzie County Library Board be terminated effective December 31, 2013.

The Agreement between Peace Library System and the Mackenzie County Library Board states that either party may terminate the Agreement by giving six months' notice prior to June 30, to be effective January 1 of the following calendar year. Terminating the Agreement means that Fort Vermilion Community Library would be removed from the Polaris integrated library system at the end of 2013, and that the library would need a different automation system effective January 1, 2014. It also means that library patrons would no longer have access to the provincial resource-sharing network, including TRAC resources. This, of course, would not take effect if Mackenzie County chooses to join Peace Library System prior to the end of 2013.

I would also like to update you on a further decision of the PLS Board. At the presentation to Mackenzie County Council, membership for five of the ten wards had been offered as a temporary option to "ease in" membership for 2013 and deal with the immediate issues at Fort Vermilion and High Level. Please note that the PLS Board passed a motion at its May 11, 2013 meeting that only full membership on behalf of the entire Mackenzie County population be considered in the future.

As you consider the matter of library system membership, please consider some of the benefits to your libraries and residents:

- Services would be equitable for all patrons in the region.
- Your libraries would be part of the provincial public library network. We would work towards full access to the network through Polaris automation.
- All library patrons would be able to borrow from 300+ libraries, including college and university libraries. The books would be sent to a local library (or the library selected by the patron) for pick-up and could be dropped off at any member library.
- Your libraries would offer provincial resources such as Freading (eBooks), Mango (language learning software) and Press Display (hundreds of newspapers worldwide).
- Your libraries would offer access to Auto Repair Reference Center, Small Engine Repair, NoveList, and a host of other electronic resources.
- Your libraries would make eBooks available to patrons through our OverDrive subscription.
- Your libraries would have strong support for IT operations through trained technicians.
- Your libraries would have strong support for library operations through professional librarians.
- PLS professional librarians could help your Library Board meet the legislative requirements for staffing.

We look forward to continuing the conversation concerning System membership. I would like to extend an invitation to your board members to visit Peace Library System headquarters in Grande Prairie at a time that is convenient for you. Although many of our services take place off site – either in the libraries or online – we would be able to give you some sense of core services such as

ordering, cataloguing, specialized collections, and the like. We also would be happy to attend a meeting of your Library Board to provide additional information.

Please feel free to contact me at 1-800-422-6875 or lduplessis@peacelibrarysystem.ab.ca if you have questions. I will be away on vacation from May 27 to June 14, returning to the office on June 17, and would be happy to speak to you then.

Sincerely,



Linda Duplessis
Director

cc: **Bill Neufeld, Reeve, Mackenzie County**
Dina Clark, President, Fort Vermilion Community Library Society
Debbie Bueckert, Library Manager, Fort Vermilion Community Library
Monica Longard, Chair, High Level Municipal Library
Diana Davidson, Director, Public Library Services Branch
Ken Feser, Library Consultant, Public Library Services Branch



The Reeve of the County of Grande Prairie No. 1

and

The Chair of the River of Death and Discovery
Dinosaur Museum Society

*request the honour of your presence
at a*

Ground-Breaking Ceremony

for the



June 21, 2013, at 12:30 pm

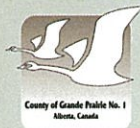
At the Museum site in Wembley, Alberta

Lunch and reception to follow.

Please RSVP by June 7, 2013

The museum site is located at the east access to
Wembley, AB, on the south side of Highway 43.
The ceremony tent will be visible from the highway.

Please call (780) 532-2362 for further details if needed.



curriemuseum.ca

Grand Opening



Saddle Hills
COUNTY

**Saddle Hills County Complex
New Location
25km West of Spirit River
at the Junction of
Highway 49 and
Secondary Highway 725
NW-9-79-8-W6**



**Please Join Saddle Hills County
Council and Staff
At the Grand Opening of the
New County Complex
On
Wednesday, June 26th, 2013**

**There will be a short program including a
Ribbon Cutting Ceremony at 11:30 a.m. followed by
lunch at 12:15 p.m. and self guided tours of the Complex.**

Please R.S.V.P. by June 42th, 2013 at 780-864-3760

May 27, 2013



To Communities and Stakeholders,

Subject: Update #11 - TransCanada's Northwest System Expansion projects

Please find attached, a project fact sheet providing a status update related to TransCanada's Northwest System Expansion projects. Of the six pipelines and two compressor stations applied for (in 2011) as part of this expansion, four pipelines and both compressor stations have been constructed and are now in service. The Chinchaga Loop pipeline, located approximately 50 kilometres northwest of Manning, Alberta, has been approved and is expected to commence construction in November of this year.

The newly constructed facilities are now operating within TransCanada's Wildrose Region. The community is encouraged to contact the region's Aboriginal and Community Relations Liaison, Peter Knight with any questions related to the ongoing operation and maintenance of these facilities. Peter can be reached by calling (780)297-3731.

The Komie North Extension pipeline was not approved by the National Energy Board (NEB) due to the tolling methodology used within the application. According to the report, the NEB did not feel that there was enough commercial support at this time for this project. While TransCanada has made a decision not to pursue further development of the project at this time, TransCanada continues to believe strongly in the potential of the Horn River Basin. If, in the future, commercial conditions indicate that additional pipeline infrastructure is required, TransCanada will again engage stakeholders and communities, and undertake an environmental assessment in support of a regulatory application.

For any other inquiries related to these projects, please don't hesitate to contact me directly.

Yours truly,

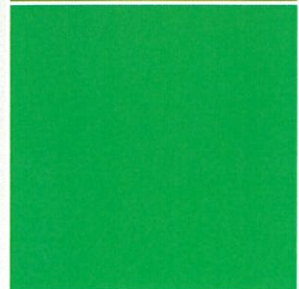
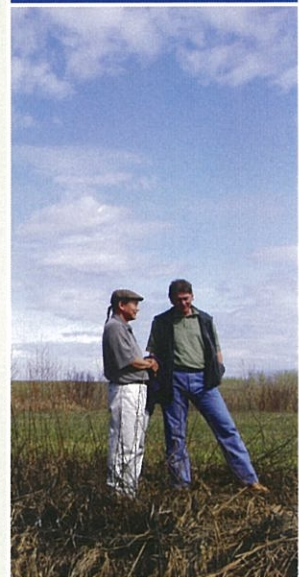
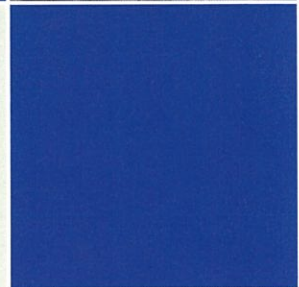
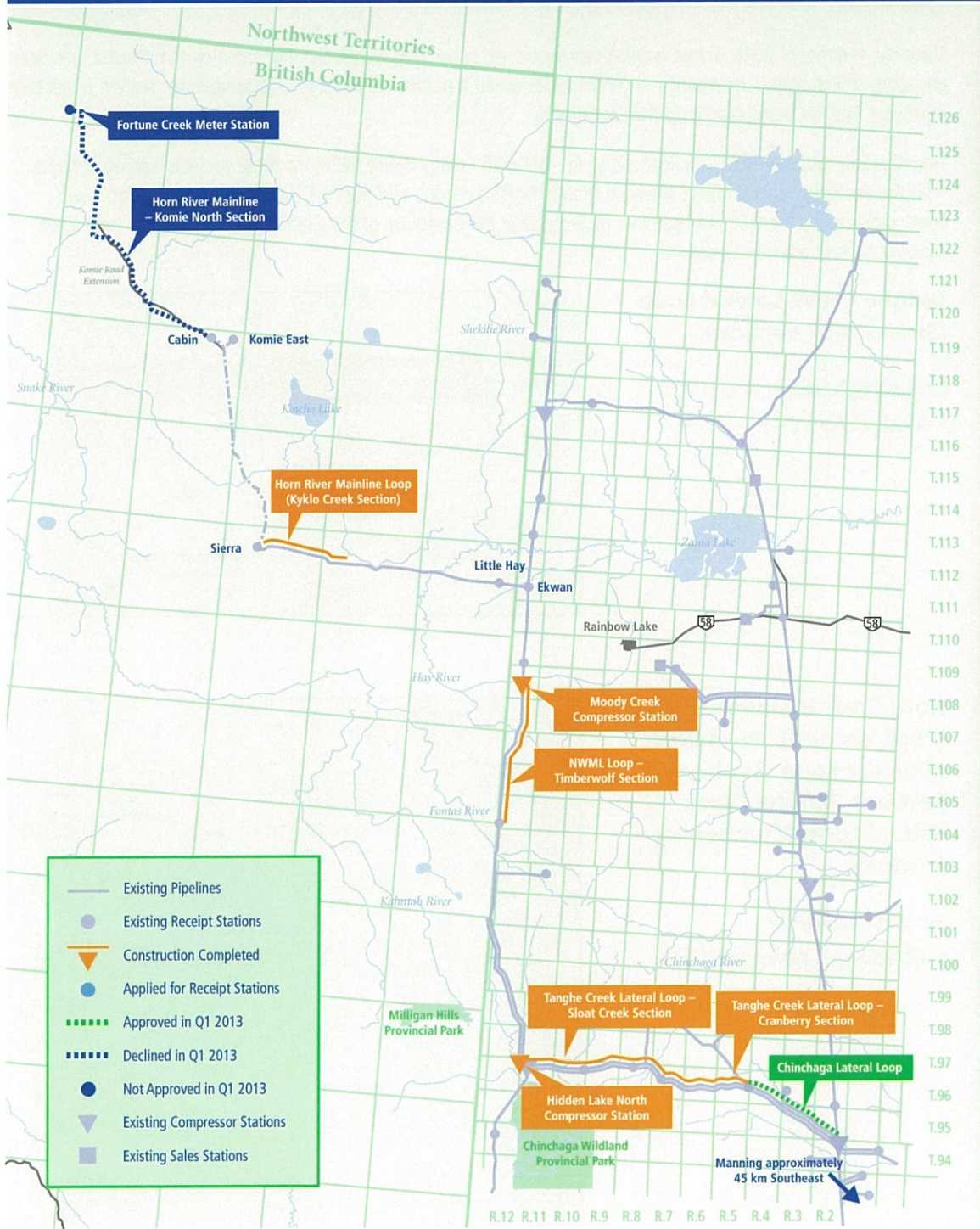
Rebecca McElhoes
Community Relations Advisor
NW System Expansion projects

TransCanada
403.920.6456 or 1.800.361.6522
rebecca_mcelhoes@transcanada.com



TransCanada's Proposed Northwest System Expansion Projects

May 2013 Community Update





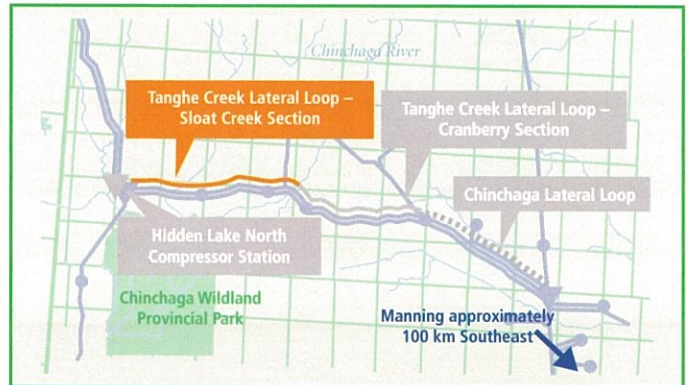
Since the summer of 2010, TransCanada's wholly-owned subsidiary, NOVA Gas Transmission Ltd. (NGTL), has been engaging stakeholders and Aboriginal communities about a number of pipeline and compressor station projects in northeast British Columbia and northwest Alberta.

TransCanada submitted four applications to the National Energy Board (NEB) for these projects and all projects, with the exception of Horn River Mainline (Komie North Section), and the Fortune Creek Meter Station, have been approved by the NEB. All approved projects, with the exception of the Chinchaga Lateral Loop, have been constructed and are now in service.

Tanghe Creek Lateral Loop (Sloat Creek Section)

Project Schedule:

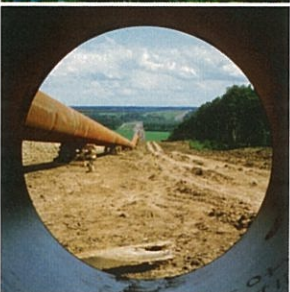
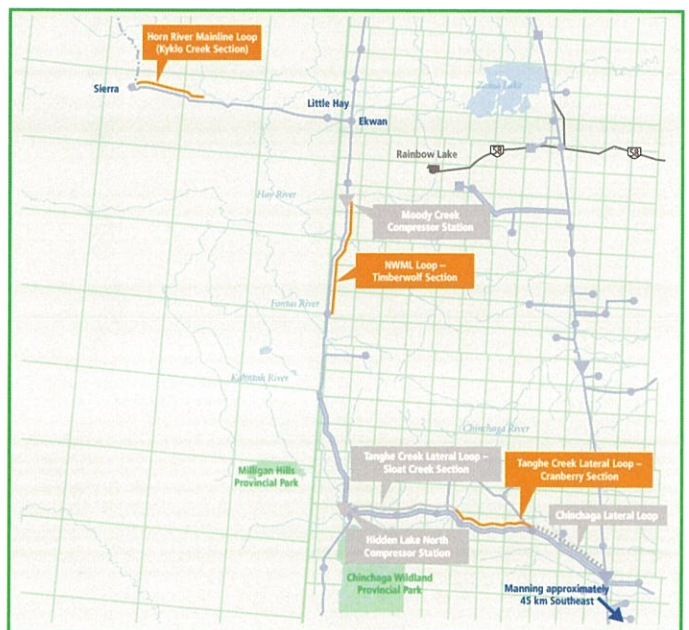
- In service April 2012

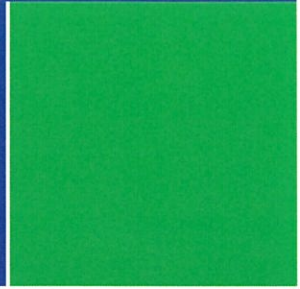


Horn River Mainline (Kyklo Creek Section), Northwest Mainline Loop (Timberwolf Section), Tanghe Creek Lateral Loop (Cranberry Section)

Project Schedule:

- All facilities in service April 2013

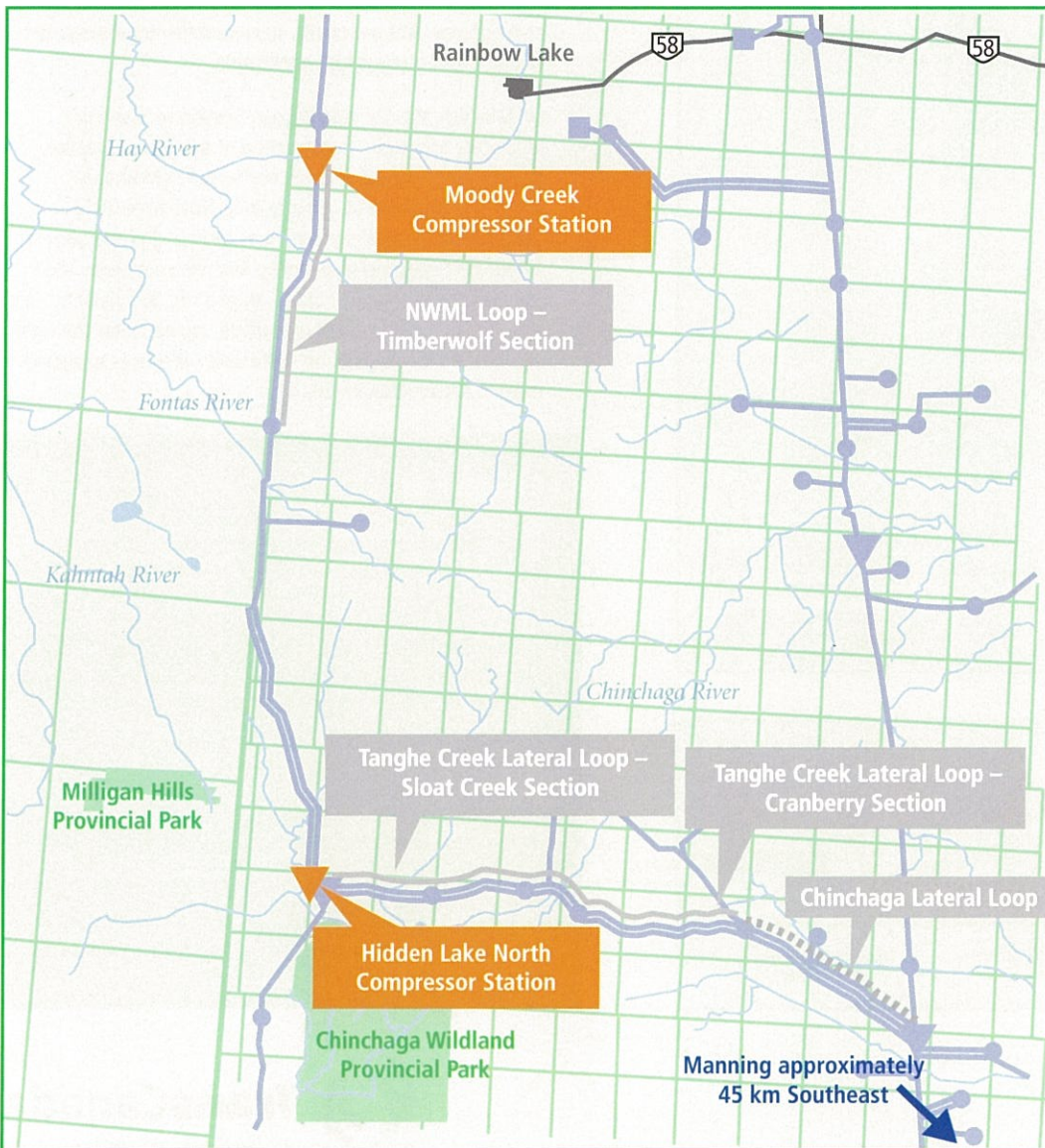


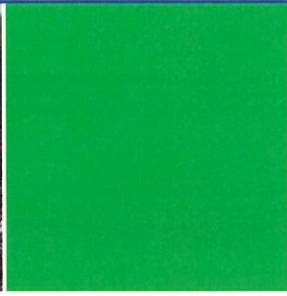


Moody Creek and Hidden Lake North Compressor Stations

Project Schedule:

- Moody Creek Compressor Station in service November 2012
- Hidden Lake North Compressor Station in service December 2012



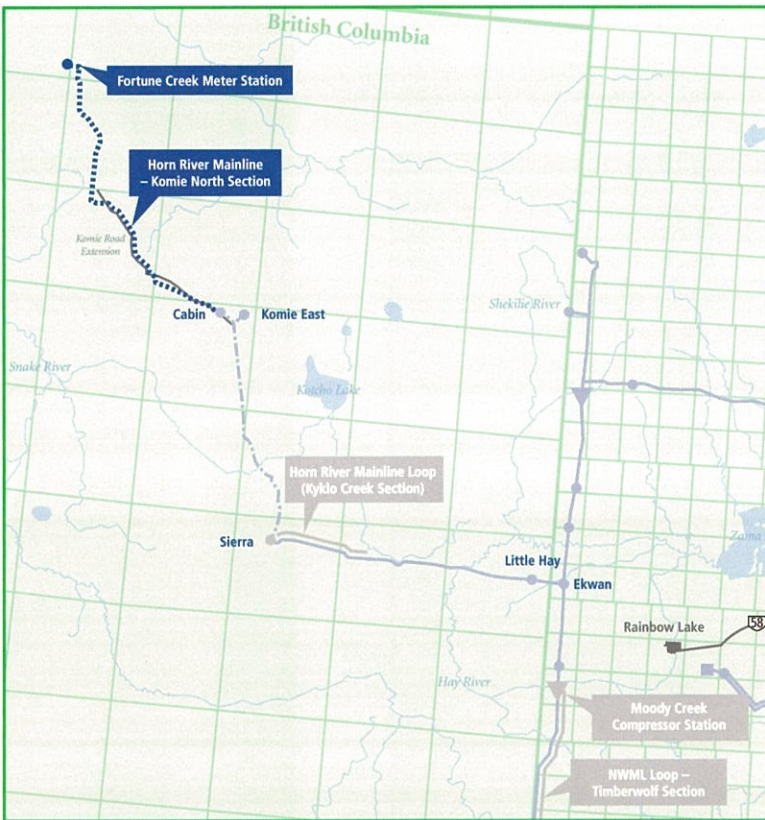


On January 30th of this year, the NEB issued a report recommending the approval of the Chinchaga Loop Section, but did not recommend approval of the Komie North Section and Fortune Creek Meter Station, based on the tolling methodology used within the application. According to their report, the NEB did not feel that there was enough commercial support at this time for this project. The NEB's recommendation and key conclusions related to this application can be viewed by visiting the NEB's website www.neb-one.gc.ca.

Horn River Mainline (Komie North Section) and Fortune Creek Meter Station, Chinchaga Loop Section

While TransCanada has made the decision to not pursue further development of the Komie North Section pipeline and Fortune Creek Meter Station at this time, TransCanada continues to believe strongly in the potential of the Horn River Basin. If, in the future, commercial conditions indicate that additional pipeline infrastructure is required, TransCanada would again engage stakeholders and communities, and undertake an environmental assessment in support of a regulatory application.

On May 6th, the Chinchaga Loop Section received full regulatory approval. Construction of the 33 km pipeline, located approximately 50 km northwest of Manning, Alberta, is expected to commence in November 2013. Construction preparation activities including preparation of a hydrotest site, and pipe stockpiling will commence this summer. The project will utilize an existing 550 person camp provided by Compass Group Canada, located near the west end of the Chinchaga Loop route. This pipeline is expected to be in service in April 2014.



Contact us

We invite you to contact TransCanada with any questions or comments you have in reference to the Chinchaga Loop Section project. Please contact:

Rebecca McElhoes,
Community Relations Advisor
403.920.6456 or 1.800.361.6522

If you have questions related to the operation and maintenance of any of the facilities now in operation, please contact:

Peter Knight
Aboriginal and Community Relations Liaison
Wildrose Region
TransCanada

Phone 1.780.962.7335

AR67965

May 21, 2013

Ms. Joulia Whittleton
Chief Administrative Officer
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0

Dear Ms. Whittleton:

Thank you for your letter of April 24, 2013, requesting approval to pass a bylaw to provide for more than one voting station in a subdivision.

On behalf of the Honourable Doug Griffiths, Minister of Municipal Affairs, I am pleased to attach a copy of Ministerial Order No. L:090/13 granting approval for the passing of a bylaw to permit the designation of additional voting stations that may be required for the 2013 general election.

The Minister would be pleased to consider a similar request for future elections, but is not prepared to grant approval beyond the October 2013 general election at this time.

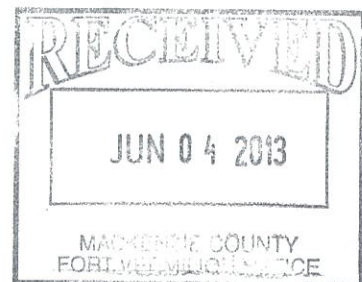
Thank you again for writing.

Sincerely,



Paul Whittaker
Deputy Minister

Attachment





ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

MINISTERIAL ORDER NO. L:090/13

I, Doug Griffiths, Minister of Municipal Affairs, pursuant to section 160(2) of the *Local Authorities Election Act*, make the following order:

For the purpose of conducting the 2013 general election in Mackenzie County, the municipal council is hereby granted approval to pass a bylaw authorizing the designation of additional voting stations as may be required.

Dated at Edmonton, Alberta, this 21 day of May, 2013.

Doug Griffiths
Minister of Municipal Affairs