

MACKENZIE COUNTY

REGULAR COUNCIL MEETING

APRIL 28, 2014

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB



STRATEGIC PRIORITIES CHART

COUNCIL PRIORITIES (Council/CAO)

NOW		ADVOCACY
1. HOUSING ENTITY: Housing needs study funds	Mar.	<input type="checkbox"/> <i>Zama Road Paving Funds</i>
2. HAMLET STREETS: Review Policy	Mar.	<input type="checkbox"/> <i>Highway Development</i>
3. RURAL ROADS: MY rural road upgrade plan	April	<input type="checkbox"/> <i>Canada Postal Service – La Crete</i>
4. RURAL WATER : Water Service Policy	Jan.	<input type="checkbox"/> <i>Land Use Framework Input</i>
5. ECONOMIC DEVELOPMENT: Strategy Review	Feb.	<input type="checkbox"/> <i>Senior's housing</i>
6. OIL AND GAS STRATEGY	Feb.	<input type="checkbox"/> <i>OSB Plant</i>
7. ZAMA ROAD: Business Case	Mar.	
NEXT		
<input type="checkbox"/> TRANSPORTATION DEVELOPMENT		<input type="checkbox"/> TOURISM: Strategy (REDI)
<input type="checkbox"/> REVENUE DECLINE		<input type="checkbox"/> BRANDING STRATEGY (2015 – REDI)

OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER (Joulia)		ECONOMIC DEVELOPMENT (Joulia/Byron)	
1. HOUSING ENTITY: Study Funds	Mar.	1. OIL AND GAS STRATEGY: Info	Feb.
2. RURAL WATER : Water Service Policy	Jan.	2. ECONOMIC DEVELOPMENT: Str. Rev.	Feb.
3. REVENUE DECLINE (tax rate discussion)	Feb.	3. ZAMA ROAD: Business Case	Mar.
<input type="checkbox"/> MARA Agreement	May	<input type="checkbox"/> OSB Plant	
<input type="checkbox"/> Regional Sustainability Study	Feb.	<input type="checkbox"/> TRANSPORTATION DEVELOPMENT	
<input type="checkbox"/> First Nations Relations: Orientation	Jan.		
COMMUNITY SERVICES (Ron)		AGRICULTURAL SERVICES (Grant)	
1. COR Certification: Update Safety Manual	Feb.	1. Surface Water Management Plan	May
2. Rec. Board Agreement Renewal	Mar.	2. Steephill Creek/BHP Surface Water Management Plan	May
3. Disaster Emergency Planning – Implementation Plan	Feb.	3. 2014 Ag Fair Planning	Feb.
<input type="checkbox"/> Radio Communication System		<input type="checkbox"/> Emergency Livestock Response Plan	
<input type="checkbox"/> Wilson Prairie Surface Management Plan			
PLANNING & DEVELOPMENT (Byron)		LEGISLATIVE SERVICES (Carol)	
1. Infrastructure Master Plans	Feb.	1. Communication Plan	Mar.
2. Land Use Framework		2. Human Resource Policy Review	Apr.
3. _____		3. Cell Phone Review & Draft RFP	May
<input type="checkbox"/> Municipal Reserve Policy		<input type="checkbox"/> Virtual City Hall Implementation	July
<input type="checkbox"/> Airport Vicinity Protection Area			
FINANCE		PUBLIC WORKS* (John/Ron)	
1. Long Term Capital Plan	Apr.	1. RURAL ROADS: MY RR upgrade plan	Apr.
2. Long Term Financial Plan	June	2. HAMLET STREETS: Review Policy	Mar.
3. _____		3. Gravel Pit Transfer (Meander)	Oct.
<input type="checkbox"/> Master Card Policy		<input type="checkbox"/> Multi-Year Capital Assessment	Jan.
<input type="checkbox"/> _____		<input type="checkbox"/> _____	
ENVIRONMENTAL (John)			
1. LC Water Source Review (OMNI Report)	Apr.	<u>Codes:</u>	
2. Rural Water		BOLD CAPITALS – Council NOW Priorities	
3. _____		CAPITALS – Council NEXT Priorities	
<input type="checkbox"/> _____		<i>Italics</i> – Advocacy	
<input type="checkbox"/> _____		Regular Title Case – Operational Strategies	
		* See Monthly Capital Projects Progress Report	

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Monday, April 28, 2014
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 April 8, 2014 Regular Council Meeting	7
DELEGATIONS:	4.	a) Grade 6 Class – Rocky Lane School (10:30 a.m.)	
		b) Wilde & Company – 2013 Audited Financial Statements (11:30 a.m.)	
		c) Tim Heemskerk, Northern Lights Forest Education Society (2:00 p.m.)	35
GENERAL REPORTS:	5.	a) Minutes of the February 25, 2014 Finance Committee Meeting	63
		b) Public Works Committee Meeting Minutes – March 25, 2014	69
TENDERS:	6.	a) None	
PUBLIC HEARINGS:		Public hearings are scheduled for 1:00 p.m.	
	7.	a) Bylaw 934-14 Land Use Bylaw Amendment to Close a Portion of Road between Plan 082 7605, Block 18, Lot 14 and Plan 962 4275, Block 4, Lot 30 in the Hamlet of Zama	75

		b)	Bylaw 944-14 Amendment to the Inter-municipal Development Plan with the Town of High Level	83
		c)	Bylaw 945-14 Land Use Bylaw Amendment to Change Minimum Setbacks in La Crete Highway Commercial "HC2" & La Crete General Commercial "GC1" and Add "Ancillary Building" to La Crete Town Centre "TC1"	89
		d)	Bylaw 946-14 Land Use Bylaw Amendment to Rezone Part of Plan 4662RS; ; Lot C from Hamlet Residential 1 "HR1" to Residential Condominium District "RCD"(Fort Vermilion)	97
		e)	Bylaw 947-14 Amendment to the Inter-municipal Planning Commission Agreement with the Town of High Level	107
COMMUNITY SERVICES:	8.	a)	Bylaw 923-13 Off-Highway Vehicles (Fort Vermilion & La Crete)	133
		b)		
ENVIRONMENTAL SERVICES:	9.	a)		
		b)		
OPERATIONS:	10.	a)	Second Access Request - Fort Vermilion Settlement, Range 2, River Lot 8	145
		b)	Zama Airport	151
		c)		
		d)		
PLANNING & DEVELOPMENT:	11.	a)	Bylaw 941-14 Land Use Bylaw Amendment to Rezone Several Recreational Areas to Recreation 2 District "REC2"	157
		b)	Bylaw 952-14 Amending Bylaw 940-14 being a Public Utility Lot Closure for Consolidation Purposes Plan 102 6365, Block 38, Lot 63PUL (La Crete)	169

		c)	Bylaw 953-14 Land Use Bylaw Amendments Add Regulation to Flood Prone Lands and Landscaping, Screening or Sound Barriers, Definition of Garden Suite and Change the Minimum Lot Size in Agricultural "A"	175
		d)	Bylaw 954-14 Airport Vicinity Protection Area	179
		e)	Expansion of Low Pressure Sewer Systems	233
		f)	Development Statistics Report – January to March 2014	237
		g)		
		h)		
FINANCE:	12.	a)	Bylaw 951-14 – 2014 Tax Rate Bylaw	241
		b)	Policy FIN028 Credit Card Use	251
		c)	2013 Audited Financial Statements (DRAFT)	259
		d)	Sale of Land by Public Auction	285
		e)		
		f)		
ADMINISTRATION:	13.	a)	Rainbow Lake Connector Road Feasibility Study	289
		b)	Zama Access Business Case	363
		c)	Regional Housing Needs Assessment Study – DRAFT Request for Proposals	367
		d)	Guard Rail along Highway 697 in Buffalo Head Area	389
		e)	Buffalo Head Drainage – Ad Hoc Committee	393
		f)	Event Tent Purchase	395
		g)	Peace River Rotary Club – Rotary House Project	399

		h)	Mackenzie Housing Management Board – Board Member Honorariums	403
		i)	La Crete Ratepayers Meeting	405
		j)		
		k)		
INFORMATION / CORRESPONDENCE:	14.	a)	Information/Correspondence	407
IN CAMERA SESSION:	15.	a)	Legal <ul style="list-style-type: none">• Mustus Energy Agreement	
		b)	Labour <ul style="list-style-type: none">• Council Self Evaluation Results• CAO Evaluation Results	
		c)	Land <ul style="list-style-type: none">• Partnership with Little Red River First Nation	
NOTICE OF MOTION:	16.		Notices of Motion	
NEXT MEETING DATES:	17.	a)	Regular Council Meeting Tuesday, May 13, 2014 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	18.	a)	Adjournment	



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the April 8, 2014 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 8, 2014 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved council minutes are posted on the County website.

RECOMMENDED ACTION:

That the minutes of the April 8, 2014 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, April 08, 2014
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor (left at 3:45 p.m.)
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Ricky Paul	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

Joulia Whittleton	Chief Administrative Officer
Ron Pelensky	Director of Community Services & Operations
John Klassen	Director of Environmental Services & Operations
Byron Peters	Director of Planning & 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 April 08, 2014 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:01 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 14-04-222 MOVED by Councillor Derksen

That the agenda be approved with the following additions:

3. b) Minutes of the April 4, 2014 special Council (budget) meeting

- 15. a) Legal – Mustus Energy
- 15. a) Legal – Pecuniary Interest

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

- 3. a) Minutes of the March 26, 2014 Regular Council Meeting**

MOTION 14-04-223

MOVED by Councillor Wardley

That the minutes of the March 26, 2014 Regular Council meeting be adopted as presented.

CARRIED

- 3. b) Minutes of the April 4, 2014 Special Council (Budget) Meeting (ADDITION)**

MOTION 14-04-224
Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That the minutes of the April 4, 2014 Special Council budget meeting be adopted as presented.

CARRIED UNANIMOUSLY

GENERAL REPORTS:

- 5. a) CAO Report**

MOTION 14-04-225

MOVED by Deputy Reeve Sarapuk

That the CAO report for March 2014 be accepted for information.

CARRIED

- 5. b) Public Works Committee Meeting Minutes**

MOTION 14-04-226

MOVED by Councillor Wardley

That the Public Works Committee meeting minutes of December 11, 2013, January 8, 2014 and February 25, 2014 be received for information.

CARRIED

- 5. c) Municipal Planning Commission Meeting Minutes – March 13, 2014**

Reeve Neufeld left the meeting at 10:19 a.m. and turned over the Chair to Deputy Reeve Sarapuk.

MOTION 14-04-227

MOVED by Councillor Derksen

That the Municipal Planning Commission meeting minutes of March 13, 2014 be received for information.

CARRIED

TENDERS:

6. a) None

**COMMUNITY
SERVICES:**

8. a) Trails on Alberta Highway Right-of-Ways

MOTION 14-04-228

MOVED by Councillor Jorgensen

That the Trails on Alberta Highway Right-of-Ways be referred to the Community Services Committee.

CARRIED

Deputy Reeve Sarapuk recessed the meeting at 10:27 a.m.

Reeve Neufeld reconvened the meeting at 10:34 a.m.

DELEGATIONS:

**4. a) Mackenzie Housing Management Board – 2014
Budget/Requisition and Three Year Business Plan**

George Friesen, Chair, and Barb Spurgeon, CAO, from the Mackenzie Housing Management Board were present to discuss their 2014 approved budget, 2014 requisition, and future capital funding requirements.

Reeve Neufeld recessed the meeting at 11:16 a.m. and reconvened the meeting at 11:29 a.m.

OPERATIONS:

10. a) Second Access

MOTION 14-04-229

MOVED by Councillor Paul

That the second access request to NE 18–107–13–W5M be denied unless the proposed or current yard site is subdivided out of the quarter section.

CARRIED UNANIMOUSLY

MOTION 14-04-230

MOVED by Councillor Bateman

That administration brings back to Council a revised Land Use Bylaw clarifying the location/distance of garden suites to the principle dwelling.

CARRIED

**PLANNING &
DEVELOPMENT:**

11. a) Bylaw 950-14 Land Use Bylaw Amendment to Rezone Part of SW 9-106-15-W5M from Hamlet Residential District 1A “HR1A” and Hamlet Residential 1 “HR1” to Hamlet Residential District 2 “HR2” (La Crete)

MOTION 14-04-231

MOVED by Councillor Wardley

That first reading be given to Bylaw 950-14, being a Land Use Bylaw Amendment to rezone the remainder of SW 9-106-15-W5M from Hamlet Residential District 1A “HR1A” and Hamlet Residential 1 “HR1” to Hamlet Residential District 2 “HR2” to accommodate Condominium Development as AMENDED, subject to public hearing input.

CARRIED

11. b) Bylaw 949-14 Land Use Bylaw Amendment to Rezone Part of Plan 012 4176, Block 4, Lot A & Part of NE 4-106-15-W5M (Part of Phase 5 & all of Phase 6) from Hamlet Residential District 1A “HR1A” and Hamlet Residential District 1 “HR1” to Hamlet Residential District 2 “HR2” (La Crete)

MOTION 14-04-232

MOVED by Councillor Knelsen

That first reading be given to Bylaw 949-14 being a Land Use Bylaw Amendment to rezone Part of Plan 012 4176, Block 4, Lot A & Part of NE 4-106-15-W5M from Hamlet Residential District 1A “HR1A” and Hamlet Residential 1 “HR1” to Hamlet Residential District 2 “HR2” to accommodate Multi – Family type dwellings, subject to public hearing input.

CARRIED

ADMINISTRATION:

13. a) BC Hydro, Site C Development

MOTION 14-04-233

MOVED by Councillor Derksen

That the BC Hydro, Site C Development update be received for information.

CARRIED

13. b) Seniors Housing

MOTION 14-04-234

MOVED by Councillor Jorgensen

That the seniors housing discussion be received for information.

CARRIED

Reeve Neufeld recessed the meeting at 12:09 p.m. and reconvened the meeting at 1:00 p.m.

PUBLIC HEARINGS:

7. a) Bylaw 935-14 Land Use Bylaw Amendment to Add 80 Acre Splits

Reeve Neufeld called the public hearing for Bylaw 935-14 to order at 1:00 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 935-14 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was given on February 11, 2014.

Reeve Neufeld asked if Council has any questions of the proposed Land Use Bylaw Amendment.

Clarification was requested in regards to why crown land was excluded.

Councillor Jorgensen asked if there was any way to amend the LUB to restrict it to an area instead of County wide. Byron Peters responded that amendments could be done

per zoning district.

Joulia Whittleton stated that there is a hierarchy of documents, the Municipal Development Plan and then the Land Use Bylaw. Any changes would have to be addressed in both.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 935-14. Written submissions were received by the following and read out loud and are attached to these minutes.

1. Larry Bateman (opposed)
2. Dicky Driedger (opposed)
3. Rod & Peggy Steffen (opposed)
4. Joe Peters (opposed)
5. Pat Bateman (opposed)
6. Danny Komarnicki (opposed)
7. Jay Krahn (opposed)
8. Andy Wiebe (in favor)
9. Kyler Knelsen (in favor)

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 935-14.

Henry Neudorf stated that the proposed bylaw was a good idea. It gives younger farmers a chance to farm.

Isaac Martens stated that he was also in favor.

Jake Klassen stated that he was also in favor.

Jason Knelsen stated that he was also in favor.

Andrew Goertzen stated that we are home to the largest organic farms in Alberta. There would be more opportunities to start farming. Big acreage owners have input.

Charles LaForge stated that he was opposed. 80 acre owners are simply taking advantage of legislation to qualify as farmers. Any acreage smaller than 10 acres contravenes the spirit of provincial and federal legislation. Acreages should be treated the same, minimum 5.5 and maximum 10, preventing acreages from being split further.

William Klassen stated that he was in favor for family

reasons. This will help our children who can't afford land to get started.

Carl Klassen stated that he was 100% in favor.

Dave Peters stated that in 1936 they didn't have four quarters. People are taking from mom and dad, they would have no assets from their parents.

The Reeve asked those in the audience to raise their hand if they were in favor. Two in the audience were opposed.

Henry Peters stated that understands both sides. We have a young community and families want more than just three acres of lawn, they want animals, etc. There are families that want to have 80 acres. There may be areas that it does not work, not feasible in all areas. You can't shoot on 3 acres of land. Families want a farm lifestyle, but can't afford the larger parcels.

Cornie Klassen stated that he was in favor. The bigger farms are driving out the smaller ones and not giving them a chance. Their only option is to take over from their parents. They might grow bigger in the end.

Reeve Neufeld closed the public hearing for Bylaw 935-14 at 1:29 p.m.

MOTION 14-04-235

MOVED by Councillor Knelsen

That second reading be given to Bylaw 935-14 being a Land Use Bylaw amendment to amend Mackenzie County Land Use Bylaw (927-13), Section 8.1 C (a). Parcel Density in AGRICULTURAL "A" district as amended.

CARRIED

MOTION 14-04-236

MOVED by Councillor Derksen

That third reading be given to Bylaw 935-14 being a Land Use Bylaw amendment to amend Mackenzie County Land Use Bylaw (927-13), Section 8.1 C (a). Parcel Density in AGRICULTURAL "A" district.

CARRIED

Reeve Neufeld recessed the meeting at 2:02 p.m. and reconvened the meeting at 2:14 p.m.

MOTION 14-04-237

MOVED by Councillor Braun

That the Land Use Bylaw be brought back to address the three titles per quarter.

DEFEATED

7. b) Bylaw 940-14 being a Closure of Plan 102 6365, Block 38, Lot 63PUL for the Purpose of Sale and Consolidation (La Crete)

Reeve Neufeld called the public hearing for Bylaw 940-14 to order at 2:16 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 940-14 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Road Closure. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was given on March 11, 2014.

Reeve Neufeld asked if Council has any questions of the proposed Road Closure.

A question was asked regarding how the assessor values a Public Utility Lane at \$10,000. Byron Peters responded that the cost is estimated at a price per square meter. The adjacent lands are owned by the same landowner.

A question was asked to clarify whether it is a lot or a lane, was it originally a laneway? Byron Peters responded that it was a Public Utility Lot to service lots for natural gas, and they have no need for it based on the proposed development.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 940-14. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 940-14. No one was present to speak to the proposed bylaw.

Reeve Neufeld closed the public hearing for Bylaw 940-14 at 2:20 p.m.

MOTION 14-04-238

MOVED by Councillor Knelsen

That second reading be given to Bylaw 940-14 being the closure and sale of Plan 102 6365, Block 38, Lot 63PUL, to be consolidated with Plan 102 6365, Block 38, Lot 1 inclusive to lot 6 for condominium development.

CARRIED

MOTION 14-04-239

MOVED by Councillor Wardley

That third reading be given to Bylaw 940-14 being the closure and sale of Plan 102 6365, Block 38, Lot 63PUL, to be consolidated with Plan 102 6365, Block 38, Lot 1 inclusive to lot 6 for condominium development.

CARRIED

7. c) Bylaw 942-14 Land Use Bylaw Amendment to Add Self- Storage as a Discretionary Use

Reeve Neufeld called the public hearing for Bylaw 942-14 to order at 2:21 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 942-14 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was given on March 11, 2014.

Reeve Neufeld asked if Council has any questions of the proposed Land Use Bylaw Amendment.

Clarification was requested for the definition of self-

storage.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 942-14. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 942-14. No one was present to speak to the proposed bylaw.

Reeve Neufeld closed the public hearing for Bylaw 942-14 at 2:28 p.m.

MOTION 14-04-240

MOVED by Councillor Wardley

That second reading be given to Bylaw 942-14 being a Land Use Bylaw Amendment to add Self-Storage 1 and Self-Storage 2 to Section 3.3 Definitions, and add Self-Storage 1 as a discretionary use in Sections: 8.6, 8.7, 8.10, 8.17, 8.18, 8.34, and add Self-Storage 2 as a discretionary use in Sections: 8.1, 8.7, 8.10, 8.11, 8.30, 8.31, 8.33, 8.34 as AMENDED.

CARRIED

MOTION 14-04-241

MOVED by Councillor Braun

That third reading be given to Bylaw 942-14 being a Land Use Bylaw Amendment to add Self-Storage 1 and Self-Storage 2 to Section 3.3 Definitions, and add Self-Storage 1 as a discretionary use in Sections: 8.6, 8.7, 8.10, 8.17, 8.18, 8.34, and add Self-Storage 2 as a discretionary use in Sections: 8.1, 8.7, 8.10, 8.11, 8.30, 8.31, 8.33, 8.34.

CARRIED

DELEGATION:

4. b) Peace River Rotary Club

MOTION 14-04-242

MOVED by Councillor Driedger

That the presentation by the Peace River Rotary Club on the Rotary House Project be received for information and that the item be included on the next council meeting agenda.

CARRIED

MOTION 14-04-243

MOVED by Deputy Reeve Sarapuk

That council move in-camera at 2:55 p.m.

CARRIED

DELEGATION: 4. c) Jay Krahn

MOTION 14-04-244 **MOVED** by Councillor Jorgensen

That council move out of camera at 3:27 p.m.

CARRIED

MOTION 14-04-245 **MOVED** by Councillor Jorgensen

That administration proceed with submitting an application for the acquisition of Section 13-109-20-W5M and SE 24-109-20-W5M, subject to budget amendment.

CARRIED

ENVIRONMENTAL SERVICES: 9. a) None

CORPORATE SERVICES: 12. a) None

INFORMATION/ CORRESPONDENCE: 14. a) Information/Correspondence

MOTION 14-04-246 **MOVED** by Councillor Driedger

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

CARRIED

IN-CAMERA SESSION:

MOTION 14-04-247 **MOVED** by Councillor Wardley

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 3:34 p.m.

15. a) Legal

15. b) Labour

15. c) Land

CARRIED

Councillor Bateman left the meeting at 3:45 p.m.

MOTION 14-04-248

MOVED by Councillor Jorgensen

That Council move out of camera at 4:05 p.m.

CARRIED

15. a) Legal – Mustus Energy

MOTION 14-04-249

MOVED by Councillor Jorgensen

That administration proceed with the Mustus Energy negotiations as discussed.

CARRIED

15. a) Legal – Pecuniary Interest

MOTION 14-04-250

MOVED by Councillor Wardley

That the pecuniary interest discussion be received for information.

CARRIED

NOTICES OF MOTION:

16. a) None

NEXT MEETING

DATES:

17. a) Regular Council Meeting

Monday, April 28, 2014

10:00 a.m.

Fort Vermilion Council Chambers

ADJOURNMENT:

18. a) Adjournment

MOTION 14-04-251

MOVED by Councillor Driedger

That the council meeting be adjourned at 4:06 p.m.

CARRIED

These minutes will be presented to Council for approval on April 28, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

UNAPPROVED

Larry Bateman

Box 179

High Level, AB

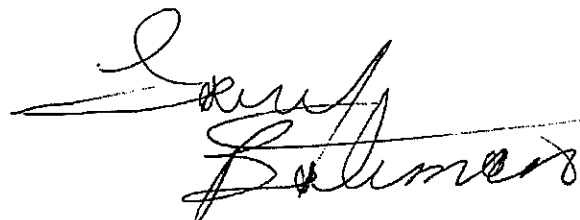
TOH 120

April 7, 2014

Submission for the Public Hearing on Bylaw 935-14

As the current owner and operator of a family farm located in the County, I do not believe that allowing 80 acre subdivisions are in the best interest of the County. In certain areas these subdivisions may be beneficial, but not on all agriculture lands. An area of 5 miles around the Towns or Hamlets would be suitable, as these lands will eventually become residential and commercial. However the remaining agricultural lands should be left intact as much as possible to ensure that the next generation of farmers can actually purchase a full quarter of land to begin a farming operation. If this Bylaw amendment is passed, I do not believe that there will be a full quarter of agriculture land in the County in 40 years. Subdividing will become a normal and financial practice.

Larry Bateman

A handwritten signature in black ink, appearing to read "Larry Bateman", written over a horizontal line.

From: [Jacquie Bateman](#)
To: [Carol Gabriel](#)
Subject: Fwd: 80 acre subdivision
Date: Tuesday, April 08, 2014 12:55:18 PM

Sent from my iPad

Begin forwarded message:

From: Jacquie Bateman <jacquie@mackenziecounty.com>
Date: 8 April, 2014 11:34:56 AM MDT
To: Byron Peters <bpeters@mackenziecounty.com>
Subject: Fwd: 80 acre subdivision

Sent from my iPad

Begin forwarded message:

From: Dicky Driedger - HOME
<dickyd@telusplanet.net>
Date: 8 April, 2014 11:56:08 AM MDT
To: Jacquie Bateman
<jacquie@mackenziecounty.com>
Subject: RE: 80 acre subdivision

Points to consider on 80 acre splits

1. with close to 5000 deeded titles quarters in the county anybody now and in the for seeable future who wants to live in a rural acreage has and will have the opportunity to do so with the status quo.
2. many farming practices like spraying, the smell of livestock, dust and noise are no more compatible with residents, than industrial areas in urban areas are. So why is it ok in rural settings but not in urban?
3. with a rapidly growing population, and a shrinking agriculture land base combined with climate change leaders

will have to start making some hard decisions for future generations.

4. council says it is pro agriculture and yet the only two cfos that tried to open in the county failed because of opposition from residents.

5.learn from other jurisdictions. From Lacombe, stratcona , to lethbridge county, in Alberta to Seminal Taxes I have never talked to local ag leaders or farmers in lax acreage laws counties, that don't have some ugly conflict storys to tell. And pretty much never any positive comments

From: [Jacquie Bateman](#)
To: [Carol Gabriel](#)
Subject: Fwd: Opposing 80 Acre land subdivisions
Date: Tuesday, April 08, 2014 9:55:45 AM

Sent from my iPad

Begin forwarded message:

From: Peggy Steffen <psteffen2012@gmail.com>
Date: 8 April, 2014 9:30:50 AM MDT
To: Jacquie Bateman <jacquie@mackenziecounty.com>
Subject: Opposing 80 Acre land subdivisions

To whom ever it May concern:

We as farmers in the County are opposed to a bylaw letting people make 80 acres subdivisions. If this happens then the agricultural way of life will go by the wayside. People will think that they can make more money by dividing all their land into parcels then farming.. Farming is a way of life, good or bad. We would lose our young farmers that want to start farming and carrying on the tradition as there will be no large parcels of land to purchase. It would be all 80 acre parcels that no one can afford as the seller will be asking ridiculous prices.

Lots of us were born and raised here on the "farm" and are still farming with our families, trying to keep the family farm alive. Parents that came and started the traditions..

Rod and Peggy Steffen
opposing a bylaw of 80 acres parcels of land.

To: Mackenzie County Council

From: Joe Peters

Mackenzie county farmer.

I speak against the proposed 80 acre splits per quarter.

Reasons

- 1) The small pieces can't be cropped properly.
- 2) Weed infestations.
- 3) More rural population (acreage owners) complaining about dust , noise and chemical use.
- 4) Having been on the ASB for many years and having talked to different counties on their subdivision policies, the majority say it causes a lot of problems for the farmers and acreage owners.
- 5) I can see drainage issues increasing.
- 6) The county has large lot, country residential areas for people that don't want to live in town.
- 7) We have to protect our full quarter farm land; our farm equipment is bigger not smaller.

Thank you for your consideration to this matter.

Joe Peters

Pat Bateman
Box 179
High Level, AB
T0H 1Z0

April 7, 2014

Submission for the Public Hearing on Bylaw 935-14 Land Use Bylaw Amendment

As a grain farmer in the area I am opposed to allowing any subdivisions of agricultural lands larger than 10 acres. Farm equipment continually grows in size making farming nearly impossible on less than 1 quarter section of land. Spraying chemicals and the use of fertilizers around residences will become impossible in the future. Many cities have already banned the use of herbicides and pesticides in residential areas, in a matter of time this will become a normal practice in rural areas also. The farmer will not be allowed to spray or fertilize within a certain distance from a subdivision making the farmable area on a quarter section not sustainable. I believe that the County should not only protect the right to farm, but also agriculture lands within the County. Do not allow the development industry to overrun and destroy the agriculture industry.

Pat Bateman

A handwritten signature in black ink, appearing to read 'Pat Bateman', with a long horizontal flourish extending to the right.

From: [Jacquie Bateman](#)
To: [Carol Gabriel](#)
Subject: Fwd: 80 acre split
Date: Tuesday, April 08, 2014 9:56:05 AM

Sent from my iPad

Begin forwarded message:

From: Carla Komarnicki <pontonriver@gmail.com>
Date: 7 April, 2014 6:52:11 PM MDT
To: Jacquie Bateman <jacquie@mackenziecounty.com>
Subject: 80 acre split

Hi Jacquie,

We are not in favour of the proposed 80 acre sub-dividing of quarter sections. This will make farming in the future harder because as time goes on equipment will continue to get bigger and producers will be forced to farm small parcels and around houses.

Thanks,
Danny Komarnicki

Sent from my iPad

March 18th 2014

As a land owner and producer within the municipal development plan I feel I need to address a few concerns regarding the counties acreage bylaws.

In the past agriculture and country living was a life style and for many it still is today, but as with other industries agriculture is changing, farms are getting larger profit margins are getting narrower and the environmental impact is a growing concern.

With the increasing size in farms field sizes are extremely important in being efficient and in keeping our farms sustainable. I dare say that there isn't a single sustainable farm under 300 acres and the only way you could be sustainable with 300 acres would be by growing specialty crops like vegetables or something, to the best of my knowledge these crops make up a very small portion of our total crops, the big crops are canola, wheat, barley, oats and peas, there is no way it is feasible to grow any of these crops on an acreage scale.

The main concern for me is the environmental aspect. With the agriculture industry being the biggest consumer of chemicals of any industry and the increasing awareness of food safety and chemical exposure I feel its important that we keep these concerns at the forefront when dealing with acreages. We don't see people building houses in a sawmill yard or on an oilfield lease, to me this is what its like putting a house in the middle of a grain field.

Having said all this I totally support acreage living but I feel we need to take a more organized approach I don't think subdividing and acreage or two off every farm quarter is the right approach. My suggestion is we take a section that already has acreages off of each quarter, zone that section residential and let them subdivide them totally, than change the bylaws for agriculture zoned property to prevent residences from being built where equipment interference and chemical exposure are a possibility. This approach would also make other luxuries more cost effective like the rural water project, or our school buses, as well as our internet and phone systems.

I have traveled in Europe and Asia where I have seen first hand the impact this could have on our future as an exporting country, lets face reality, plan ahead and keep future generations fed locally and Canada on the exporting side.

Jay Krahn



From: 7809267405@msg.telus.com
To: [Carol Gabriel](#)
Date: Tuesday, April 08, 2014 12:43:00 PM

Hi Josh, Just a note to say that I strongly support being able to split a quarter into (2) 80 acre parcels. Thanks for working for it!
- Andy Wiebe BHP

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From: 7809267405@msg.telus.com
To: [Carol Gabriel](#)
Date: Tuesday, April 08, 2014 1:14:59 PM

I kyler knelsen am 100% in favor of the 80 acre split

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Si vous ne voyez ni n'entendez le fichier, [veuillez télécharger QuickTime](#).



MACKENZIE COUNTY
PUBLIC HEARING ATTENDANCE LIST
 April 8, 2014 – 1:00 p.m.
 Fort Vermilion Council Chambers – Fort Vermilion, AB

Name	Address or Email Address	Phone Number
Tim Knelson		926-6917
Jason Unrau		926-1441
Bill Neudorf		258 9487
Henry Neudorf		926 0874
ANDREW GOZZIEN		502-62741
Iwa Klassen		
Jacob P. Klassen		
JEFF PETERS		
Henry + Sarah Klaska		841-8954
Jay Krabum		280 247 0101
Wilhelm J. Klassen		780 928 2238
Bill D Z		780 841 2617
CARIE KLASSEN		780 927 3498

MACKENZIE COUNTY
PUBLIC HEARING ATTENDANCE LIST
 April 8, 2014 – 1:00 p.m.
 Fort Vermilion Council Chambers – Fort Vermilion, AB

Name	Address or Email Address	Phone Number
Henny Klassen	Box 111 La Crete	780-928-3602
Peter Giesbrecht	Box 119 B.A.P	780-821-9506
Carl Klassen	Box 1845 LaCrete	780-841-1966
Wille Klasse	Box 1361 LaCrete	780-928-4473
DAVID PETERS	482 LaCrete	8-3966
Andrew Zacharias	Box 454 LaCrete	841 1994
Fraac Martens	Box 1743 LaCrete	926-6694
John Wiebe	Box 191 LaCrete	841-1647
Alvin Botes	Box 1603 LaCrete	841-2951
Brian Rossano	Peace River	625-8627
Boo Bestell	Peace River	219-5478
Anna Driedger	Box 1217 LaCrete AB	926 6951
Neta Martens	Box 887 LaCrete, AB	928-2627

MACKENZIE COUNTY
PUBLIC HEARING ATTENDANCE LIST
 April 8, 2014 – 1:00 p.m.
 Fort Vermilion Council Chambers – Fort Vermilion, AB

Name	Address or Email Address	Phone Number
Helena Martins	Box 274 La Crete AB	780 928-2735
Sarah Wieler	Box 1943 La Crete AB	780 928-2046



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	DELEGATION Tim Heemskerk, Northern Lights Forest Education Society

BACKGROUND / PROPOSAL:

The Northern Lights Forest Education Society completed a grant application last fall; however, it was not received by the County. Since their application was not included in the grants request package for the 2014 budget, the Northern Lights Forest Education Society will be making a presentation to Council for funding consideration.

A copy of their grant application package is attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Author: C. Gabriel Reviewed by: _____ CAO _____

RECOMMENDED ACTION:

For discussion.

Author: _____ Reviewed by: _____ CAO _____

PROJECT INFORMATION:

Nature of project Footner Lake Trail development for Education and Recreation

Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

<u>61,000</u>	<u>61,000</u>	<u>May 2014</u>	<u>Oct 2015</u>
Grant amount requested	Total project cost	Project start date	Project completion date

(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

ORGANIZATION PROFILE:

<u>0</u>	<u>0</u>	<u>1</u>
# of paid staff	# of paid full-time	# of paid part-time
<u>30+</u>	<u>420 students – plus public</u>	<u>High Level and Mackenzie County</u>
# of volunteers	# of clients served last year	Geographic region served

Are executive or board members paid: Yes No

PAST GRANTS:

In the past year, has your organization received a grant from the Mackenzie County?

Yes No If yes:

<u>N/A</u>	<u></u>	<u></u>
Date	Amount	Project Description

DEADLINE: Deadline for applications is **4:30 p.m., Monday, October 15, 2012.** Late applications will not be accepted.

ADDITIONAL ITEMS:

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:

The personal information collected in the application cover sheets is for the administration of the Mackenzie County's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

THE NORTHERN LIGHTS
FOREST EDUCATION SOCIETY

Mackenzie County Grant Proposal

A PROPOSAL TO RE-FURBISH AND EXPAND TRAILS LOCATED AT FOOTNER
LAKE FOR FORESTRY AND ENVIRONMENT EDUCATION AS WHILE AS
RECREATIONAL USE.

SUBMITTED BY

Northern Lights Forest Education Society

Submitted To:

Mackenzie County

Footner Lake Trail Development Proposal

Project: Footner Lake Trail System

(High Level, Alberta 1 hour twenty Minutes from the NWT)

Applicant: Northern Lights Forest Education Society – High Level

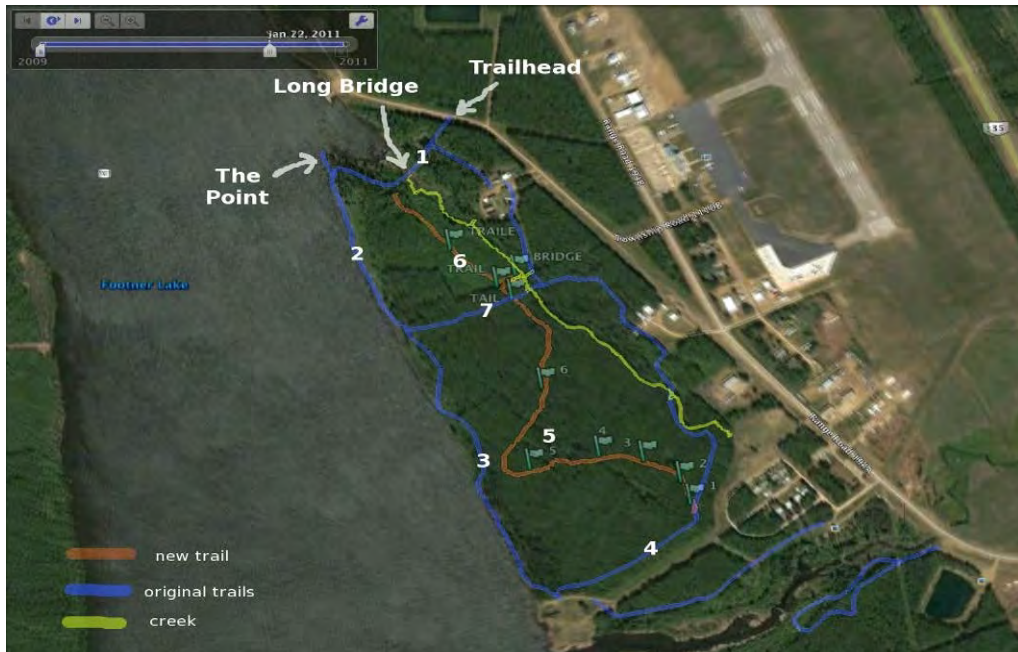
Background Applicant: Northern Lights Forest Education Society

The Northern Lights Forest Education Society (NLFES) was formed in 2001 by members of the community, local government, the forest industry, and educational institutions in the Municipal District 23. Since inception, the NLFES has been active in promoting knowledge about forests and forest ecosystems throughout the region

The Footner Lake trail system is an extensive network approximately of 3.5 kilometres in length. It involves the re-furbishing of the old government Forestry walking / ski trails along the east Shore of Footner Lake adjacent to the High Level airport, 10 kilometres from High Level. These trails have been used by many and have been proven to be a big benefit to the community as a recreation and environmental education area for the public and schools at large.

The trails are location on DRS 763. A memorandum of understanding was signed on June 30, 2011 with the ESRD authorizing the Northern Lights Forest Education Society (NLFES) to work on the trails. The current MOU is active until December 31, 2014 and is being attached as an appendix to this proposal. As you read on you will be able to see the many partnerships that have developed as a result of this desire to build a recreational area people can use year round in our remote northern area.

Map:



The Northern Lights Forest Education Society in cooperation with a High Level middle school, Spirit of the North Community School (SNCS), volunteers in the community and businesses are working on developing and improving the trails **to promote environmental/forest education, a recreational area for the region, and to rehabilitate and rejuvenate over grown and dilapidated walking / ski trails.**

NLFES is entering into this project to continue to expand the educational benefits available to the local area residents. 1000 students from local schools access this area to study environmental concepts of their curriculum. Many of the five thousand residents of High Level access this trail as a means of escaping the concrete of the Town of High Level. This is the only trail system in a natural setting that in close to the community. Since all 250 students of Spirit of the North Community School go to the trail each year they are now bringing their families for evening and weekend walks. The students work on the trails as a part of their leadership and skill building courses. High Level does not have a body of water running through or near the town so this trails' proximity to Footner Lake affords

bird watching, spectacular views of Watt Mountain, opportunities to watch the busy beavers building their latest lodge and views of canoeists. Shatara Didzena's comment when she came upon the water on the trail was, "Look it's the ocean, isn't it beautiful!" It is beautiful and this trail fulfills the need to bring our community together with a common goal of improving the quality of life for all who live in our very northern community. Being one hour and twenty minutes from the Northwest Territories leaves us desperate to improve the number of opportunities for families to enjoy local trail experiences. This trail is winter and summer accessible and is already being used by many. Completing it to make it more accessible and to have it become an educational journey for all to use is a dream for our many partners.

Local businesses have been instrumental in donating several thousands of dollars' worth of equipment, time, workers and materials to build Spirit Way the 300m stretch of the trail that involved the construction of a significant bridge structure. We know businesses will continue to support us and we are asking that this proposal be granted to allow for the completion of this trail in three years. This trail has been featured in local newspapers and is a source of pride for all in our community. We endeavor to impart our passion for this project and our desire to continue improving the quality of life for all in our areas as well we will give tourists another place to discover and enjoy the beauty of the north.

More About The Project

The project started in 2011 with the Northern Lights Forestry education Society (NLFES a partnership between forestry sectors) and Spirit of the North School starting to do work and fund raise to complete the desired project. The Spirit of the North School with a population of 250 students half of which are proud to declare their aboriginal status have been fund raising to complete a 300 m section of the trail and have named the section of the trail "The Spirit Trail". The children have raised \$2800 through events, donations, student run businesses and through \$1 hat days on Fridays. We are proud of our partnerships to date and wish to move

forward with this project. This proposal we are submitting is for the completion of the rest of the trail system.

This grant request is for new trail construction and refurbishing of existing trails. The work to be completed on the trails includes:

- Signage (interpretive and directional)
- Trail surfacing- creating an even surface for strollers, wheel chairs
- Interpretive board walks along the trail
- Access control and limitations
- Environmental and Cultural Research for signage
- Environmentally appropriate benches.

Areas to be Developed:

The trails are located at:

SW8-111-19-W5

NW5-111-19-W5

NE5-111-19-W5

SE5-111-19-W5

Schedule of Work/Budget

The work for this project was started in the fall of 2011 and is expected to continue until the end of 2015.

The following is the 2013 to 2015 planning and expenditure proposal/budget:

May – July 2014		
Activity	Description	Cost
Trail Access	build and install gates/fencing to limit motorized traffic	4,100.00
Signage	Directional, access control and Educational signs	5,000.00
Surfacing	1.2 km of new trail and spot surfacing on old trails	12,000.00
		21,100.00

Aug – Oct 2014		
Activity	Description	Cost
Signage	Environmental Interpretive Information These signs are designed to require no maintenance once installed	10,000.00
Surfacing	Spot surfacing on old trails continues	2,100.00
Interpretive Board Walk	Begin construction of 510 feet Board Walk	6,700.00
Benches	Resting and scenic view bench Design / Construction	6,000.00
		24,800.00

2015		
Activity	Description	Cost
Benches	Installation of 8 benches	3,600.00
Interpretive Signage	Research / Construction and Installation of signs	4,000.00
HWY Info Signage	Construction / Installation of two signs on HWY 35	5,000.00
Spot Surfacing	Spot Surfacing / restoration of trails post construction	2,500.00
		15,100.00
Proposal Total for Application		\$ 61,000

We thank you deeply for considering our wish to improve the quality of life for all residents. We invite you to come visit the trails at any time we would love to have you become as excited as we are with the prospect of rebuilding these trails so all can access them.

Northern Lights Forest Education Society
Balance Sheet As at 09/30/2012

END PERIOD

ASSET

Current Assets

Bank Account	10,037.98	
Total Cash		10,037.98
Allowance for Doubtful Accounts	0.00	
Total Receivable		0.00
Total Current Assets		10,037.98

Capital Assets

Accum. Amort. -Furn. & Equip.	0.00	
Net - Furniture & Equipment		0.00
Accum. Amort. -Vehicle	0.00	
Net - Vehicle		0.00
Accum. Amort. -Building	0.00	
Net - Building		0.00
Total Capital Assets		0.00

Other Non-Current Assets

Goodwill		0.00
Total Other Non-Current Ass...		0.00

TOTAL ASSET 10,037.98

LIABILITY

TOTAL LIABILITY 0.00

EQUITY

Capital

Opening Balance 2001	6,380.65	
Retained Earnings - Previous Y...	4,072.15	
Current Earnings	-414.82	
Total Owners Equity		10,037.98

TOTAL EQUITY 10,037.98

LIABILITIES AND EQUITY 10,037.98

WITHISSSD BY

Jim [Signature]

AGREEMENT NO.

Upper Hay
001

THIS AGREEMENT made this 30 day of June, 2011.

BETWEEN:

HER MAJESTY THE QUEEN in right of the Province of Alberta, as represented by the Minister of Sustainable Resource Development (hereinafter referred to as the "Department")

OF THE FIRST PART

- and -

the Northern Lights Forest Education Society

(hereinafter referred to as the "Donor")

OF THE SECOND PART

Project/Program Name	Footner Lake Trail Improvement
Volunteer Organization's Name	Northern Lights Forest Education Society
Mailing Address	Box 414 High Level, AB T0H 1Z0
Telephone Number	780-926-4799
Email Address	thurston@incentre.net

The Volunteer Organization representative for this agreement is:

Name	Tim Heemskerck
Title	President
Address	Box 414 High Level, AB T0H 1Z0
Telephone Number	780-926-8926
Email Address	tim.heemskerck@tolko.com

The Minister's representative for this agreement is:

Name	Gail Tucker
Title	Lands Manager
Address	Bag 900 High Level, AB T0H 1Z0

Telephone Number	780-926-7010	Email Address	gail.tucker@gov.ab.ca
Description of Volunteer Services to be Performed			
Design the main trail access and parking area at north end of walking trails (close to float plane dock) to redirect public access to the proper trail head for the walking trails and away from the forestry residential area. Repair trail bridges. Construct a trail detour around the HAC Camp and old minimum security prison. Make trails uniform width and construct a safe walking surface for all trails. Improve lake observation areas. Assess safety hazards and remediate if required (hazardous trees, etc). Install trail signage and develop trail maps for public use. A trail operating agreement is not part of the project. Trail system will remain under DRS 763			

The Volunteer Organization agrees to make its services available to Alberta Sustainable Resource Development (the Department) as described in this agreement subject to the following terms and conditions.

1. The Volunteer Organization will comply with all statutes, regulations, department policies and procedures while carrying out the volunteer activities. The Ministry's representative will provide this information.
2. The Volunteer Organization shall make safety a top priority and adhere to all safety requirements identified for the project/program. The Volunteer Organization will promptly inform the Department's representative about unsafe conditions or conduct that may come to the Volunteer Organization's attention.
3. The Volunteer Organization is responsible for obtaining parent or legal guardian permission for those volunteers under 18 years of age who will be volunteering on this project. The parent or legal guardian shall sign this agreement next to the minor's name in the List of Volunteers box on the following page.
5. The Volunteer Organization will **not** be compensated under this agreement.
6. The Workers' Compensation Board (WCB) does **not** automatically cover volunteers unless arrangements for this type of coverage have been made prior to the activity/event through Sustainable Resource Development's Human Resource Services and the WCB, documentation must be in place prior to the activity/event.

Covered by Worker's Compensation? Yes No
7. Anything, other than expendable materials, provided by the Department for the Volunteer Organization's use under this agreement shall be returned to the Minister's representative upon completion of the services, or as required.
8. All works, structures and products developed by the Volunteer Organization under this program are the property of the Department.
9. The Volunteer Organization will work in the following time frame: 2011.06.30 - 2014.12.31
10. Members of the Volunteer Organization are **not** permitted to operate vehicles owned or leased by the Department. Where it is deemed necessary for members of the Volunteer Organization to operate a Department owned or leased vehicle, prior written authorization from the Deputy Minister is required. Members of the Volunteer Organization will be required to provide a current driver's license abstract and must meet Department qualifications as outlined in policy AD100 before being authorized to operate a GOA vehicle. *N/A*

The Volunteer has a minimum of 3 years driving experience (licensed for 3 years).

The Volunteer has provided a current Driver Abstract.

If the Volunteer Organization or it's members utilize their own personal vehicle in support of the volunteer activity they are solely and entirely responsible for maintaining their own vehicle liability insurance, and shall be held responsible for any harm, or damage that may be caused by, through with, their own vehicle.

Members of the Volunteer Organization are **not** permitted to operate a marked enforcement patrol vehicle at any time.

11. The Department does **NOT** provide Insurance coverage to the Volunteer Organization or to the Volunteer Organization's members when signed up under the Volunteer Organization's name. The Volunteer Organization is responsible for providing insurance for its members and its owned property.

The Volunteer Organization may be allowed to store personal property, at the volunteer's risk, on government premises with prior written authorization; the personal property shall remain the responsibility of the Volunteer Organization.

12. Any changes to this agreement must be signed by both parties prior to their taking affect.

This agreement terminates upon completion of the above noted services, or earlier by notification by either party at any time by signing the "Termination of Agreement" line below and notifying the other party of the termination.

The Department may, without cause, terminate this Agreement forthwith without notice or liability if the Volunteer Organization, or member of, breaches any term, condition or provision hereof or appears unable or unwilling to perform and complete the activity/event in a manner that meets SRD standards.

I hereby volunteer the services of our Volunteer Organization as described above to assist the Department of Sustainable Resource Development in its authorized work. I have read and understood this agreement and I have provided the information to the best of my knowledge. Each party shall hold harmless the other party, the other party's employees, agents, and volunteers from any and all claims, demands, or actions for which it is legally responsible, including those arising out of negligence or wilful acts by the responsible party, its employees or agents. This hold harmless shall survive this Agreement.

Signature of Volunteer Organization's Representative	Date
<i>Tim Hironaka</i> <i>Jim Hooper RPP 1596</i>	<i>June 28, 2011</i>

List of Names of Volunteer who will work on this project

Note: Parent or legal guardian must sign beside volunteer's name if volunteer is under the age of 18 years.

<i>Petra Lewis</i> <i>K. Lewis</i>	<i>Allan Spelren</i> <i>A. Spelren</i>
<i>Teresa Griffith</i> <i>Jim Griffith</i>	<i>JOHN THURSTON</i> <i>John Thurston</i>
<i>Darren Griffith</i> <i>Dan Griffith</i>	<i>Tim Hironaka</i> <i>Jim Hooper</i>

The Department of Sustainable Resource Development agrees to the above noted services to be supplied by the Volunteer Organization.

Signature of Minister's Representative	Date
<i>Gail Tucker</i>	<i>June 30, 2011</i>

TERMINATION OF AGREEMENT

Agreement terminated on:

Date

Signature of Volunteer	Signature of Minister's Representative

February 11, 2013

To Whom It May Concern:

Re: Northern Lights Forest Education Society (NLFES)

The NLFES provides a valuable resource for engaging school age children on the science of forests, forest education and getting kids back to nature. This is critical for northern communities where children have become prone to focusing on electronic fun and social media that draws their attention away from their surroundings.

The NLFES has lead the development of the Footner Lake Trails system that is located just west of the High Level Airport. The trail system will provide an easily accessible nature walk for families and school classes to enjoy time in a natural environment.

Tolko Industries Ltd, High Level Lumber Division supports the NLFES and considers their work to be vital to our community through the education of children and providing tangible nature projects for all to enjoy.

Yours Truly,



Jeremy Beal, RPF
Divisional Forester



Town of High Level
10511 - 103rd Street
High Level, AB Canada
T0H 1Z0
Telephone: (780) 926-2201
Facsimile: (780) 926-2899
town@highlevel.ca
www.highlevel.ca

OFFICE OF THE MAYOR

March 12, 2013

To Whom it May Concern:

The Town of High Level, Alberta would like to express its support for the Northern Lights Forest Education Society. The society is an asset to the citizens of High Level and supports a number of very important initiatives, including:

- A bursary awarded yearly to students graduating High School locally and attending a forestry or science program at a post-secondary institution
- Trail expansion to encourage the learning and appreciation for the Boreal Forest
- A wheelchair accessibility initiative to allow access to all members of our community to the trail system
- Science camps for over 400 students in our local public schools

The Town of High Level praises the Northern Lights Society for their worthwhile efforts to preserve and encourage interest in our local forests. We are proud to be longstanding members of the organization.

Peter Ernst
Mayor
Town of High Level

cc: Town of High Level Council
Dean Krause, CAO, Town of High Level

Gateway To The South



February 4, 2013

To Whom It May Concern:

The Fort Vermilion School Division would like to express its support for the Spirit Trail Project at Footner Lake. Students, parents and staff have been deeply invested in this project and the endeavor has sponsored a number of benefits:

- Students are learning how to give back to their communities in a meaningful way. Working on the trail is hard work and yet the students realize that their labor will benefit others in the years to come.
- A greater appreciation of the outdoors and the beauties of the North.
- The larger community has developed a cohesive approach and through partnership have aligned in a common vision. This project assists in developing a community identity.
- Access to the lake will be improved so that everyone can enjoy a shared resource. The trail will allow the lake to be wheel chair accessible.

The Northern Lights Forest Society is a supporter and partner in the Spirit Trail Project and I encourage you to support their efforts in seeking funding / sponsorship, which will assist in the completion of the project.

The Fort Vermilion School Division remains supportive to building our communities and to that end we offer our support to the project and to the efforts of the students, staff, parents and broader community of Spirit of the North Community School.

Respectfully,

Roger Clarke
Superintendent



Northern Lights Forest Education Society

2013, Issue 1

Newsletter February 2013

Special points of interest:

- Work has started on the Footner Trails.
- Science camp registration is happening soon.
- Applicants have until May 1 to apply for a bursary.
- From Feb 1 to Feb 28 we gain 2 hrs and 14 minutes of day light!

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The Spirit Trail

In 2011 the Northern Lights Forest Education Society signed a Memorandum of Understanding with Alberta Sustainable Resources Development to proceed with work on the walking / skiing trails on the eastern shore of Footner Lake, near the High Level airport.

This past year Spirit of the North Community School decided to become involved. Their plan is to construct a multi- purpose trail, to be named Spirit Trail, from the trailhead to the lake. This will be a 350 meter wheel chair accessible trail. Staff, students, parents and community members began the

project this fall with the construction of the new bridge. This was a challenging project that an early snowfall stopped for the season. But once spring arrives, they plan to complete the bridge and then begin the upgrading of the trail surface.

Once completed the Spirit Trail will allow everyone a pleasant walk from the road out to what has come to be known as "The Point" which offers a great view of Footner Lake.



The young and older helped out this year on the Footner Trails. Above are some of the younger workers :) !!

Alberta Forestry Week => May 5—11, 2013

Alberta Forest Week is the first full week of May. To celebrate, SRD is hosting two events. Everyone is welcome to come out and have some fun while learning at the same time!

AESRD will be putting on events this week. These

events include things like a tour of the Arboretum, treasure hunts, camp fire out at the fish pond or a free BBQ.

The events are still being planned by Chris Thompson of AESRD.

If you are interested in having a specific event please

contact him at 780 929-5401 or

christopher.thompson@gov.ab.ca



John Thurston out in the Boreal Forest. Please have your request for participation in the 2013 science camps by Feb 28 !

Science Camps a Great Success in 2012!

Science Camps 2013
John Thurston, the NLFES Forest Educator, will again be running Science Camps at Machesis Lake and Jakes Lake for Grade Four and Six students this spring. These camps promote environmental education while following the Alberta Science curriculum. They offer a fun day of Science in the forest, consisting of lessons in the morning and an environmental game in the afternoon. The theme of the Grade Four

Science Camp is "The Boreal Forest and Waste in Our World". This investigates how nature decomposes and uses natural material generated by the forest. The Grade Six camp, "Trees and Forests", introduces students to some of the plants and animals of the boreal forest and the role trees play in the ecosystem. Last year nine schools (over 400 students) participated in these Northern Lights Forest Education Society science ac-

tivities. Planning for the 2013 Science Camps has begun. Schools interested in having their students participate are encouraged to email Lexi Krossa at lexik@fvds.ab.ca prior to February 28, 2013 .

If you would like further information on what is involved in the science camps call John Thurston at 780-926-4799 or email thurston@incentre.net.

Fire is a natural part of the Northern Boreal Forest ecosystem but we as humans try to control the spread of fire to protect our interests.

Wildfires Fires 2012—What will 2013 bring?

2012 was one of the busiest fire seasons in Upper Hay in recent memory. Crews in the Upper Hay area responded to a total of 250 wildfires that consumed an area of 333132 hectares. To put this in perspective the total area burned provincially was 377354 hectares. Several key factors are taken into consideration when allocating resources to fight a wildfire, including:

- The threat wildfire poses to lives, communities, watershed and

soil, natural resources and infrastructure.

- Opportunities for mountain pine beetle management control.
- A wildfire's ability to restore healthy and resilient forests.

Prior to the arrival of European settlers much of Alberta's landscape was shaped by fire. Traditional burning was used by many First Nations to shape the landscape and maintain ecosystems. Fire caused by

lightning is natural and provides a vital role in ecosystems by clearing the forest of disease and providing an opportunity for new growth. Many species of trees have become fire adapted such as pine, which have serotinous cones. These cones are sealed by resin which cracks when exposed to heat thus releasing the seeds inside. By actively suppressing fire for approximately the last one hundred years, Alberta's forests have aged significantly ... **continued on pg. 4**



Jessica Roberts receiving her 2011 bursary check.

NLFES Bursary Available for 2013!

Picture on the top right is of Jessica Roberts accepting her bursary check. A financial help that makes post secondary education and her chosen career road in life easier to attain.

Are you planning on attending a post secondary academic institution? Is your focus of study involved with

Forestry or Environmental Sciences? Do you want \$1000.00 to help out? By **May**

1, 2013 apply to the NLFES for:

The Northern Lights Forest Education Society provides three \$1000.00 bursaries in conjunction with the Northern Alberta Development Council (NADC) to qualified individuals that demonstrate the academic ability and financial need. To find out more about this bursary please contact Tim Heemskerck at 780 926-9482 or visit the NLFES website at

www.nlfes.org.

Please send your completed application to nlfes.education@gmail.com

For more information on careers available in the boreal forest view the following YouTube video:

<http://www.youtube.com/watch?v=DEewbMP2zOY>

Future Development on Footner Trails

The total development of the trails is shown on the ortho map below. The Spirit Trail section 1 on the map and being sponsored by the Spirit of the North School is 350 m in length. This trail still needs completion of the bridge and surfacing of the trails. The parking area around the dock will also be improved and signs placed. Access control measures will also be placed at the trailhead.

The new trail being developed shown in brown below totals

1.2 km. It has been cleared and brushed out. The Junior Forest Rangers helped for part of week last summer brushing and clearing out these trails.

Section 5 is 900m long and Section 6 is 300m long.

These trails could potential use a mechanical mulcher pass to deal with the stumps then surfacing applied with some geo cloth placed in spots. Some removal of debris along the trail for fire smarting will also be needed.

The old trials will need to be brushed and surfaced in area's to improve there use out into the future.

Once this work is completed more development can go into a interpretive trial and potential to look at working on the trails around Pierre's Pond.

The trails can be used by the schools for education, by the public for running, walking, hiking, and cross country skiing along Footner Lake.



Views from the point at the End of the Spirit Trail were a lookout will be placed. Thanks SNCS!!



Great views at Footner Lake including Trumpeter Swans!

Thank-you to all that have helped!

We had great help from individuals and organizations in the community—thanks. The ad from the Mackenzie Report was placed in the January 23, 2013 paper to thank those that specifically helped. The support was great!!

the trails.

We look forward to continued support!!!



MACKENZIE REPORT, Wednesday, January 23, 2013 / Page 8

THANK YOU

The Northern Light Forest Education Society (NLFES) would like to thank Spirit of the North school and all the donors that helped with improving the "Spirit" Trail located out at Footner Lake.

- Optimal Enterprises - Trailers, Chain Saw, Labour, Fuel
- ASRO - Quads & Trailers
- Northern Services - Trailer & Mini Excavator
- Pt Vermilion School Div. - Bobcat
- Rona Rightway Bldg. Products - Rebar
- Dechant Construction - Geocloth
- Knelsen Sand & Gravel - Gravel
- Arnold Enterprises - Bridge Dock Lumber, Labour, Fuel
- Cat Rentals - Tamper, Quad Trailer
- Dollar Store - Bobcat
- Rocky Lane School - Lumber
- ATCO Electric - Power Poles

The NLFES promotes forestry in the Northern Boreal forest through science camps, tours for forestry students, guest speakers and other projects that can be used to promote forestry in the community.

Northern Lights Forest Education Society

The Northern Lights Forestry Society is a not for profit organization committed to enhancing the forests for the benefit of communities in Northwest Alberta. Through partnerships with schools, industry, local government, organizations, individuals, First Nations and Métis communities, the NLFES works to create awareness of the importance of our forests. Our organization offers a lot of services and support to our community of High Level and surrounding areas. Our part time forest educator, John Thurston is promoting forestry awareness in the surrounding communities through science day camps. The NLFES provides professional speakers to address forest issues. The organization assists in planning and promoting National Forest Week. Every year we provide funding for scholarships to encourage students to register in post- secondary education programs related to occupations in the forestry industry. The NLFES spearheads and supports community based projects involving our forests.

2012 Fires continued from page 2 ...- making them vulnerable to large scale wildfires. A number of fires this year were caused by people recreating and working in forested areas. Human caused fires generally occur nearer to inhabited areas thus posing a greater danger to lives and communities. Members of the community are encouraged to practice safe and responsible means when using mechanized transport (ATV's and farm equipment). This includes having a working spark arrestor, stopping and checking for hotspots and having tools aboard for extinguishing a fire should one occur. Tools such as a shovel and fire extinguisher are often all that is needed to extinguish a small fire.

A total of 1318 fire permits were issued this year. Permits are required for any burning other than fires for warming or cooking (campfires). A fire permit is only valid for the period it is issued for. Each permit is unique and outlines restrictions and conditions for burning, including location, wind speed, time of day people are allowed to burn, and any suppression tools required. Fire permits are a method for ESRD to track what is burning on the landscape. One of the key ways that we know a fire is burning is by looking for smoke. By requiring fire permits, we can determine whether that smoke is a wildfire or permitted burning. This enables us to decide whether or not to dispatch crews or other resources.

For more information contact Chris Thomson, wildfire information officer at 780 926-5401 or christopher.thompson@gov.ab.ca

Message from the President

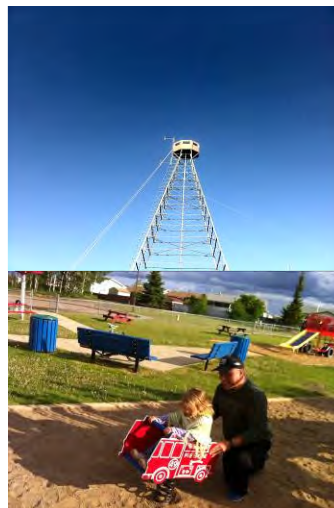
Hello everyone

While I write this message it is minus 37 and a gorgeous day!! I am looking forward to spring.

This past year has been a successful year and I look forward to what we can accomplish in 2013.

Priorities that we are working on include:

- CONTINUED DEVELOPMENT OF THE FOOTNER TRAILS
- FINDING AN APPLICANT FOR THE NLFES BURSARY
- SCIENCE CAMPS FOR 2013 :)



Adair Tower.
My daughter Kalista—I hope to pave a positive future for her!!

- DEVELOPING A GRANT APPLICATION TEM-

PLATE

- ACQUIRING SPONSORSHIP LETTERS TO ACCOMPANY GRANT APPLICATIONS
- DETAILING FORWARD PLANNING FOR THE FOOTNER TRAILS.

We are working on developing grant applications to MEC, Mackenzie County and looking at other possibilities. I look forward to the fun, enhancement of learning facilities and learning the we will achieve in 2013—come out and join in the excitement!

Sincerely,

Tim Heemsker, RPF.



Email:
Nlfes.education@gmail.com
Phone: 780.926.7013
Fax: 780.926.4919

Box 414
High Level, Alberta
T0H 1Z0

We're on the web
www.nlfes.org



Northern Lights Forest Education Society



Fall 2011 Newsletter

Developing the Trails at Footner Lake

The Northern Lights Forest Education Society now has an Memorandum of Understanding (MOU) signed with Alberta Sustainable Resources Development to proceed with work on the walking/skiing trails near Footner Lake.

Although there are about 3 kilometres of trails out there already, some are in need of maintenance and some are too close to the SRD residences and properties for public use. The work plan therefore includes work on existing trails that will still be used and creating new trails.



Long bridge in need of replacement

Most of the existing trails are in pretty good shape; many just need a little brush cutting and trimming back the edges. In some places, the roots of nearby spruce trees are exposed, so some resurfacing will be required.

The starting point for all the trails will be along the road that leads to the lake, on the left about 200 metres prior to the dock. The parking/turn-around area at the dock will be the official parking. The trailhead has a rather uninviting “Authorized Personnel Only” sign overhead, which will also need to be replaced.



Perhaps the biggest job of the trail development is some bridge work. There is a long bridge that crosses a creek near the beginning of the trails which is in such disrepair, it will need to be replaced.

Since the MOU was signed, we had two work days to clear new sections of the trails as outlined in the MOU.

Developing the Trails at Footner Lake (continued)

The map below shows all the trails overlaid on a Google Earth map. The blue tracks are existing trails, the yellow line is a creek and the red tracks are

the approximate locations of the new trails to be created. All our new trails will be located west of the creek, and all trails east of the creek will be closed to public use.



On the first work day, we started at the end of section 6 near the bridge and worked our way almost all the way to where section 7 crosses, as well as working a little from the end near section 4. It was very thick aspen forest. On the second work day, we cleared

The Society plans to make the first 350 m of the trail



NLFES President Tim Heemskerk is in his element felling trees for the new trails.

wheelchair accessible (Section 1). In order to do this, roots will have to be covered and the long bridge will have to be sloped. This section of trail will also be great for families with strollers or wagons – what a great way to spend time with your little ones outdoors!

A big thank you to everyone who has worked on the trails so far! We'll be looking for more help in spring, so if you're interested, please let us know so we can add you to our contact list. We'll also be looking for sponsors for directional signs, the trailhead sign, and benches along the trail.

Science Camps

One of our major activities is running science camps for students in grade 4 and 6 throughout the region. Last year John Thurston, the NLFES Forest Educator, ran 20 camps for 6 schools, reaching a total of 433 children with his unique educational program.

Based upon the Alberta Learning Science curriculum, the science camps offer a series of activities that introduces students to the boreal forest. NLFES runs these one day science programs at Machesis Lake and Jake's Lake. But the Society is willing to relocate the camps to a site closer to the participating school, if a suitable area can be found.

These camps are so popular that John has had to turn down several schools that wanted to participate for lack of time to fit them in. There is a small window from the beginning of May to mid June in which to offer these programs.

In order to reach more schools and to subsidize the operating costs, the Society will be changing how it administers the science camp program this school year. The camps will no longer be free; there will be a \$10 per student charge for participating schools. Information and registration forms will be distributed to

**Forest Calendars
for sale
at the Museum
\$20**

schools in December. The school registration deadline for the 2012 science camps will be January 31, 2012. Since space is limited, it is advisable that interested schools register early. For more info, go to <http://www.nlfes.org/education.htm>

You're invited! to the Northern Lights Forest Education Society Monthly Meetings

Please join us on the second Tuesday of the month at 7:00 pm at High Level Public School for monthly meetings. Or, check our website for more information:

www.nlfes.org



schools in December. The school registration deadline for the 2012 science camps will be January 31, 2012. Since space is limited, it is advisable that interested schools register early. For more info, go to <http://www.nlfes.org/education.htm>

2011 Bursary

This year's bursary recipient was Jessica Roberts. She is taking a Wildlife and Fisheries Conservation major at Lakeland College in Vermilion.

The NLFES provides a bursary every year for young people interested in pursuing a full-time post-secondary



education in forestry or an environmental-related field of study. The programs must lead to a certificate, diploma or degree.

Applications are available on our website www.nlfes.org/funding.html. The application deadline is May 1, 2012 for students starting programs in September 2012. (Photo at left is NLFES president Tim Heemskerk with Jessica Roberts.)

Message from the President

Hello everyone,

Well, it seems the seasons go by quick; winter has settled in with fresh snow on the ground. This year has been a successful year with 20 science camps reaching over 400 students. The trail development and improvement project was started out at Footner Lake with old trails cleared and 900 metres of new trail felled and cleared. We supported a local youth with a \$1500 bursary and are in the process of developing a guest lecture series on areas like forest health, astronomy, fur trading history and forest succession. We also had a large number of people show interest in the work the society is doing at Get to Know You Night. I look forward to the fun and learning we will achieve in 2012 - come out and join in the excitement!



Benches like this one make a peaceful resting place along the Footner Lake Trails. We are looking for sponsors for more benches.

Sincerely,

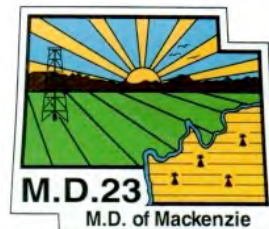
Tim Heemskerck, RPF

Thank you to our Sponsors!

- ◆ NDEH Partnership
- ◆ Alpine Logging
- ◆ Timberbound Construction
- ◆ La Crete Forestry
- ◆ Forest Trotter Contracting Ltd.
- ◆ Outback Adventures Ltd.
- ◆ Fort Vermilion School Division #52
- ◆ Sureway Logging



Little Red River Forestry Ltd
Woodlands Division



M.D. 23
M.D. of Mackenzie

Government of Alberta ■
Sustainable Resource Development



TOWN OF
HIGH LEVEL



FOREST EDUCATION SOCIETY
Box 414, High Level, AB. T0H 1Z0

President: Tim Heemskerck
780-926-8926 email: info@nlfes.org
Board of Directors: Petra Lewis, Amanda Ebert, Allan Spelrem, Jacquie Bateman, Darren Griffith, Paul Ebert, Teresa Griffith, Perry Moulton, Pat Cabezas
Educator: John Thurston



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the February 25, 2014 Finance Committee Meeting

BACKGROUND / PROPOSAL:

Minutes of the February 25, 2014 Finance Committee meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved Finance Committee minutes are posted on DocuShare.

RECOMMENDED ACTION:

That the minutes of the February 25, 2014 Finance Committee meeting be received for information.

Author: E. Nyakahuma Review by: _____ CAO _____

**MACKENZIE COUNTY
FINANCE COMMITTEE MEETING**

**Tuesday, February 25, 2014
2:00 p.m.**

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

PRESENT: Peter F. Braun Councillor – Chair
Elmer Derksen Councillor
Eric Jorgensen Councillor (arrived at 2:15 p.m.)
Bill Neufeld Reeve, ex-officio
Lisa Wardley Councillor – Vice Chair

ADMINISTRATION: Joulia Whittleton Chief Administrative Officer
Elizabeth Nyakahuma Finance Clerk

CALL TO ORDER: 1. a) Call to Order

Chair Braun called the meeting to order at 2:10 p.m.

AGENDA: 2. a) Adoption of Agenda

MOTION FC-14-02-001 MOVED by Councillor Derksen

That the agenda be approved with the following addition:

6. f) Utility Bill Sample

CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) Minutes of the December 19, 2013 Finance Committee Meeting

MOTION FC-14-02-002 MOVED by Councillor Wardley

That the minutes of the December 19, 2013 Finance Committee meeting be adopted as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES: 4. a) None

DELEGATIONS:

5. a) None

BUSINESS:

6. a) Action List as of December 19, 2013

MOTION FC-14-02-003

MOVED by Reeve Neufeld

That the Action List be accepted for information.

CARRIED

6. b) Councillor Honorariums and Expense Claim (late)

MOTION FC-14-02-004

MOVED by Reeve Neufeld

That the September 2013 claim be paid.

CARRIED

Councillor Jorgensen abstained from the vote.

MOTION FC-14-02-005

MOVED by Reeve Neufeld

That Bylaw NO. 887-13 be revised and brought to the next Finance Committee meeting.

CARRIED

6. c) Councillors' Honorariums and Expense Claims

MOTION FC-14-02-006

MOVED by Councillor Wardley

That the November, December and January Councillors' Honorariums and Expense Claims be accepted for information.

CARRIED

6. d) Mastercard Statements

MOTION FC-14-02-007

MOVED by Councillor Wardley

That the November, December and January Mastercard statements be accepted for information.

CARRIED

6. e) La Crete Polar Cats Request for Reimbursement

MOTION FC-14-02-008 **MOVED** by Councillor Wardley

That the La Crete Polar Cats be reimbursed for the invoice submitted.

CARRIED

6. f) Utility Bill Sample

MOTION FC-14-02-009 **MOVED** by Councillor Wardley

That the Utility Bill Sample be accepted for information.

CARRIED

IN-CAMERA SESSION:

MOTION FC-14-02-010 **MOVED** by Councillor Derksen

That the Finance Committee move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 3:32 p.m.

- 15. a) Legal
- 15. b) Labour
- 15. c) Land

CARRIED

Chair Braun recessed the meeting at 3:37 p.m. and reconvened the meeting at 3:43 p.m.

MOTION FC-14-02-011 **MOVED** by Councillor Jorgensen

That the Finance Committee move out of camera at 4:07 p.m.

CARRIED

NEXT MEETING DATE: **17. a)** Thursday, April 17, 2014
10:00 a.m.
Fort Vermilion Corporate Office

ADJOURNMENT:

10. a) Adjournment

MOTION FC-14-02-012

MOVED by Councillor Jorgensen

That the Finance Committee meeting be adjourned at 4:10 p.m.

CARRIED

These minutes were adopted this April 17, 2014.

Original signed

Original signed

Peter Braun, Chair, Councillor

**Joulia Whittleton, Chief
Administrative Officer**



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	Public Works Committee Meeting Minutes – March 25, 2014

BACKGROUND / PROPOSAL:

The adopted minutes of the March 25, 2014 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION:

RECOMMENDED ACTION:

That the Public Works Committee meeting minutes of March 25, 2014 be received for information.

Author: S. Wheeler Reviewed by: _____ CAO _____

MACKENZIE COUNTY
Public Works Committee Meeting
March 25, 2014
2:00 p.m.
Fort Vermilion Council Chambers
Fort Vermilion, AB

MINUTES

PRESENT: Bill Neufeld Reeve
John W. Driedger Councillor/Chair
Ricky Paul Councillor
Josh Knelsen Councillor
Eric Jorgensen Councillor/Vice-Chair

ADMINISTRATION: Joulia Whittleton Chief Administrative Officer
Ron Pelensky Director of Community Services & Operations (left at 4:20)
John Klassen Director of Environmental Services & Operations
Sylvia Wheeler PW Admin Officer (left at 4:50)
Jennifer Batt PW Admin Officer (left at 4:11)
Wanita Mitchell PW Admin Assistant (left at 4:11)

CALL TO ORDER: 1. a) Call to Order

Chair Driedger called the meeting to order at 2:06 p.m.

AGENDA: 2. a) Adoption of Agenda

MOTION PW-14-03-016 MOVED by Councillor Paul

That the agenda be approved as presented.

CARRIED

MINUTES: 3. a) Adoption of the Minutes from February 25, 2014 Meeting

MOTION PW-14-03-017 MOVED by Councillor Knelsen

That the minutes from February 25, 2014 Public Works Committee be adopted as presented.

DELEGATIONS: 4. None

NEW BUSINESS: 5. a) Rural Road, Access Construction and Surface Water Management Policy – PW039

MOTION PW-14-03-018 MOVED by Reeve Neufeld

To recommend to Council that the Rural Road, Access Construction and Surface Water Management Policy – PW039 be amended as presented.

CARRIED

5. b) Access Upgrade Request, RR 17-2 and Hwy 697

MOTION PW-14-03-019 MOVED by Councillor Jorgensen

That Administration investigates the 3 options presented.

Option 1: Review letter from Alberta Transportation as to development application.

Option 2: Determine who approved the development application.

Option 3: 50/50 cost sharing to upgrade access.

CARRIED

5. c) Hamlet Laneway Classifications

MOTION PW-14-03-020 MOVED by Councillor Jorgensen

That Administration creates a Bylaw to address the differences and service levels of PUL's and back alleys.

CARRIED

5. d) La Crete Water Supply (Omni McCann Report)

MOTION PW-14-03-021 MOVED by Councillor Paul

That Alternative 2 from the Omni McCann Report is the accepted alternative.

CARRIED

MOTION PW-14-03-022 MOVED by Councillor Knelsen

To recommend to Council that the 2015 budget include funds for a comprehensive alternative potable water supply study for Mackenzie County Region.

CARRIED

Chair Driedger recessed the meeting at 3:21 and reconvened the meeting at 3:32

5. e) Access At 9401 100A Street

MOTION PW-14-03-023 MOVED by Reeve Neufeld

That Administration investigates the conditions of the Development Permit regarding the fence.
Negotiate with land owners on possible cost sharing for the access.

CARRIED

5. f) Blue Hills WTS Hours

MOTION PW-14-03-024 MOVED by Councillor Jorgensen

That the Blue Hills WTS hours stay as is.

CARRIED

5. g) Recycling Center

MOTION PW-14-03-025 MOVED by Reeve Neufeld

That the Committee recommends Administration locate the Recycle center at the La Crete Waste Transfer Station, as per the proposed map.

CARRIED

ADDITIONS:

6. a) Alberta Recycling Invitation – Grant Funding

MOTION PW-14-03-026 MOVED by Chair Driedger

That Administration pursue with applying for grant funding.

CARRIED

5. h) Zero Turn Mower Purchase - Zama

MOTION PW-14-03-027 MOVED by Councillor Knelsen

That Administration purchases the Kubota Zero Turn Mower.

CARRIED

5. i) Road Use Permits

MOTION PW-14-03-028 MOVED by Reeve Neufeld

That the County charge \$20 per permit through TRAVIS.

CARRIED

Chair Driedger recessed the meeting at 4:11 and reconvened the meeting at 4:18.

5. j) La Crete Lagoon

IN-CAMERA SESSION:

MOTION PW-14-03-029 MOVED by Reeve Neufeld

That the Committee move in-camera at 4:18 p.m.

MOTION PW 14-03-030 MOVED by Reeve Neufeld

That the Committee move out of camera at 4:58 p.m.

CARRIED

MOTION PW 14-03-031 MOVED by Reeve Neufeld

That the La Crete Lagoon report be received for information.

CARRIED

NEXT MEETING

DATE: 7. Next meeting – At the call of the Chair

ADJOURNMENT: 10. Adjournment

MOTION PW-14-03-032 MOVED by Councillor Knelsen

That the Public Works Committee Meeting be adjourned at 5:00 p.m.

CARRIED

These minutes were adopted at April 17th, 2014 meeting.

John W. Driedger, Chair

**Joulia Whittleton,
Chief Administrative Officer**

MOTION 14-009 *That the Municipal Planning Commission’s recommendation to Council is for the approval of Bylaw 934-14 being a Land Use Bylaw Amendment to Close a Portion of Road between Plan 082 7605, Block 18, Lot 14 and Plan 962 4275, Block 4, Lot 30 in the Hamlet of Zama for the purpose of sale and consolidation, subject to public input.*

The Planning Department sees no concerns with the road closure request as the road is not required to access the land. Should the county keep the road, the county is responsible to maintain a portion of land that is no longer needed.

All road closure Bylaws must receive a Public Hearing prior to being sent to Alberta Transportation for approval. The subject Bylaw will be presented to Council for second and third reading after it has been signed by the Minister of Transportation.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant

SUSTAINABILITY PLAN:

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

COMMUNICATION:

The bylaw was advertised in the Echo on April 16 & April 23, 2014 as per the MGA requirements as well as to all adjacent landowners.

RECOMMENDED ACTION:

That administration move forward with Bylaw 934-14, being a Land Use Bylaw Amendment to Close a Portion of Road between Plan 082 7605, Block 18, Lot 14 and Plan 962 4275, Block 4, Lot 30 in the Hamlet of Zama for the purpose of sale and consolidation.

Author: L. Lambert Reviewed by: _____ CAO _____

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 934-14

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 934-14

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

**FOR THE PURPOSE OF CLOSING A
PUBLIC 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 the public 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 and consolidation, a portion of public road allowance described as follows, subject to the rights of access granted by other legislation or regulations:

1. All that portion of Public Road Allowance lying between Plan 082 7605, Block 18, Lot 14 and Plan 962 4275, Block 4, Lot 30, containing 0.59 acres more or less in the Hamlet of Zama.
Excepting thereout all mines and minerals and the right to work the same.

READ a first time this 26th day of March, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

PUBLIC HEARING held this 28th day of April, 2014.

APPROVED this ____ day of _____, 2014.

Minister of Transportation

Approval valid for _____ months.

READ a second time this ____ day of _____, 2014.

READ a third time and finally passed this ____ day of _____, 2014.

Bill Neufeld
Reeve

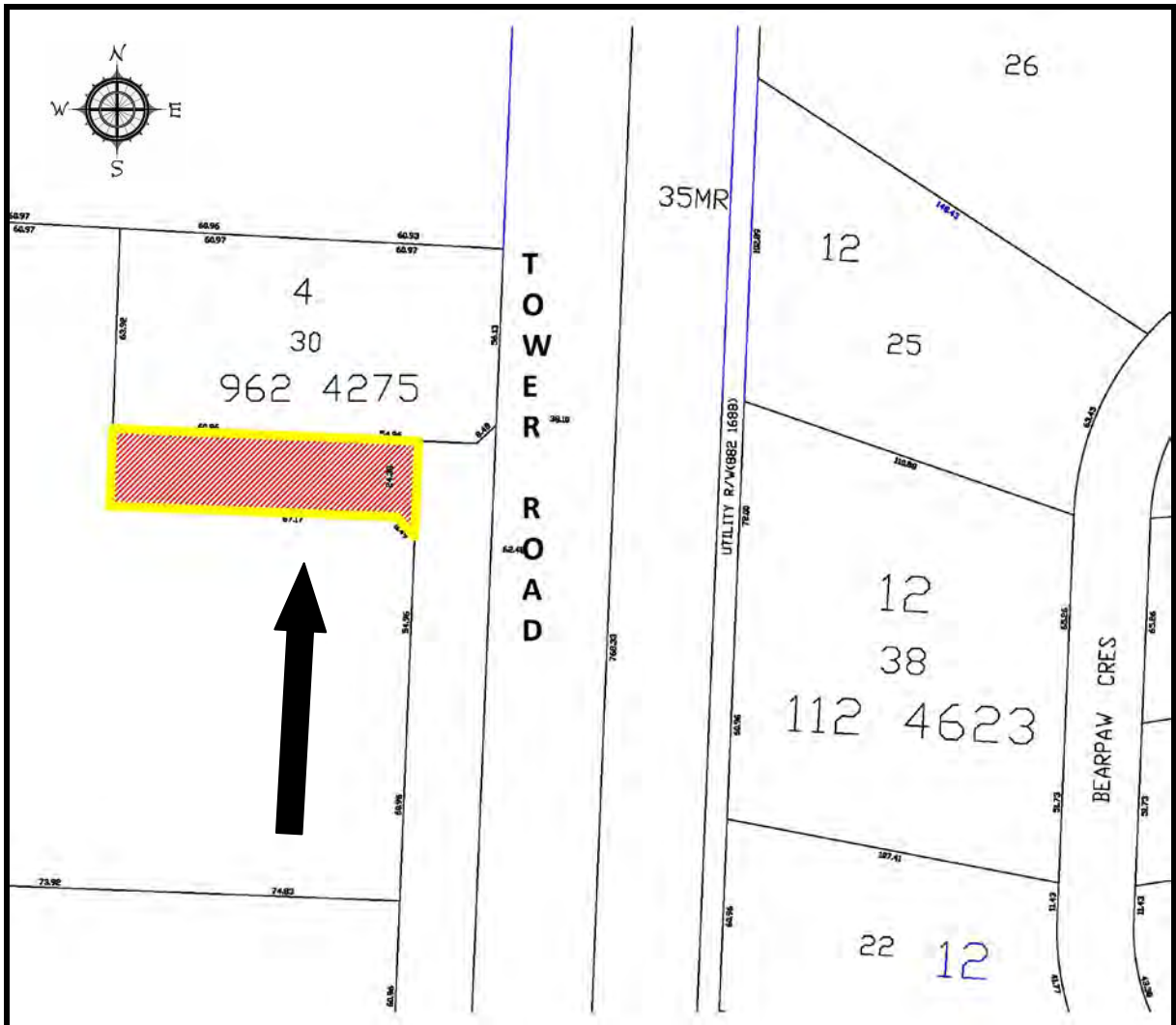
Joulia Whittleton
Chief Administrative Officer

BYLAW No. 934-14

SCHEDULE “A”

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

All that portion of Public Road Allowance lying between Plan 082 7605, Block 18, Lot 14 and Plan 962 4275, Block 4, Lot 30, containing 0.59 acres more or less in the Hamlet of Zama.





LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT Lewis Patmore		
ADDRESS Box 665		
TOWN High Level, AB		
POSTAL CODE High Level, AB	PHONE (RES.)	BUS. 926-9597

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER Patmore Oilfield Services LTD		
ADDRESS Box 665		
TOWN High Level, AB		
POSTAL CODE High Level, AB	PHONE (RES.)	BUS. 926-9597

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
						082 7605	18	14

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Theoretical Road Allowance TO: Private Property

REASONS SUPPORTING PROPOSED AMENDMENT:

Request road closure for amalgamation of said road with the following lands;

- 082 7605; 18; 14
- 926 4275; 4; 30

This road closure is requested in order to consolidate all properties.

Map attached.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 400.00

RECEIPT NO. 170252

[Signature]
APPLICANT

Feb. 25, 2014
DATE

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

[Signature]
REGISTERED OWNER

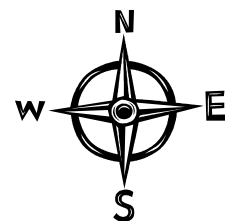
Feb. 25, 2014
DATE

LAND USE BYLAW 934-14

Plan 962 4275, Block 4, Lot 30



Mackenzie County



That Land Use Policy Directions – Transportation Systems (p. 12), policy directive four, be revised from:

“All applications within the AVPA shall be decided upon by the Inter-Municipal Planning Commission.”

To:

All applications within the AVPA that are discretionary or that require a variance, or any other matter that has the potential to negatively impact the airport, shall be decided upon by the Inter-Municipal Planning Commission.”

OPTIONS & BENEFITS:

By approving this change to the IDP agreement, applications for permitted use developments within the IDP area will be processed faster. It will also save staff time that is currently used for preparing the RFD's, and save costs to both municipalities by eliminating a handful of meetings each year.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

This issue does not affect the Sustainability Plan, as it is only a matter of procedural efficiency.

COMMUNICATION:

The Public Hearing was advertised as per the requirements of the MGA and IDP. No other communication of this revision to the IDP is required.

RECOMMENDED ACTION:

Motion 1

That second reading be given to Bylaw 944-14, being an amendment to the Inter-municipal Development Plan with the Town of High Level.

Motion 2

That third reading be given to Bylaw 944-14, being an amendment to the Inter-municipal Development Plan with the Town of High Level.

Author: B. Peters Reviewed by: _____ CAO JW

Mackenzie County

**PUBLIC HEARING FOR
INTER-MUNICIPAL DEVELOPMENT PLAN AMENDMENT**

BYLAW 944-14

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

_____ Will the Development Authority _____, please outline the proposed Inter-municipal Development Plan Amendment and present their submission.

_____ Does the Council have any questions of the proposed Inter-municipal Development Plan Amendment?

_____ Were any submissions received in regards to the proposed Inter-municipal Development Plan Amendment? *If yes, please read them.*

_____ Is there anyone present who would like to speak in regards of the proposed Inter-municipal Development Plan Amendment?

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 944-14
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY – TOWN OF HIGH LEVEL INTER-MUNICIPAL
DEVELOPMENT PLAN
BYLAW 713-09

WHEREAS, the Municipal Government Act, R.S.A. 2000, c. M-26 (hereinafter referred to as “the Act), as amended, provides that a municipality may amend Bylaws

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, deems it appropriate to Amend pages 12 and 15 of the Mackenzie County – Town of High Level Inter-Municipal Development Plan

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

THAT Land Use Policy Directions – Transportation Systems (p. 12), policy directive four, be revised to read:

All applications within the AVPA that are discretionary or that require a variance, or any other matter that has the potential to negatively impact the airport, shall be decided upon by the Inter-Municipal Planning Commission.”

AND

THAT Land Use Policy Directions – Inter-Municipal Planning Commission (p.15) be revised to read:

All applications, within the IDP area, for subdivision, and developments that are either discretionary or requiring a variance, shall be determined by the Inter-municipal Planning Commission. For all permitted use applications, within the IDP area, the County shall forward the application and subsequent approval to the Town for information.

READ a first time this 11th day of March, 2014.

PUBLIC HEARING held this 28th day of April, 2014.

READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ____ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	PUBLIC HEARING Bylaw 945-14 Land Use Bylaw Amendment to Change Minimum Setbacks in La Crete Highway Commercial “HC2” & La Crete General Commercial “GC1” and Add “Ancillary Building” to La Crete Town Centre “TC1”

BACKGROUND / PROPOSAL:

Mackenzie County recently overhauled the Land Use Bylaw, on December 10, 2014. Initially, there were no noted problems with the zonings and regulations, but it has come to our attention that the minimum setbacks are far too large for the La Crete Highway Commercial “HC2” and La Crete General Commercial “GC1” districts considering the size of the effected lots. Developers have made complaints regarding these setbacks as they are too restrictive. The current minimum setbacks are as follows:

(a) LOT Area:

At the discretion of the Development Authority.

(b) Minimum Setbacks:

From a HIGHWAY, ROAD or undeveloped ROAD allowance:

41.2 m (135 feet) from right-of-way, or

64 m (210 feet) from centre line

Or as specified by Alberta Transportation, whichever is greater

From an INTERNAL SUBDIVISION ROAD:

9.1 m (30 feet)

All other property lines: 15.2 m (50 feet)

Author: C. Smith **Reviewed by:** B. Peters **CAO** _____

Developers would like to utilize the entire area of their lots, as they were purchased with the intent to maximize the potential of each lot. These lots are spacious enough to allow for a large shop including retail space, storage, ancillary buildings and sufficient parking.

Previously these districts were zoned as Hamlet Commercial 1 “HC1” and Hamlet Commercial 2 “HC2” with the minimum setbacks as follows:

(a) LOT Area:

At the discretion of the Development Authority.

(b) Minimum Setbacks:

YARD - FRONT: 9.1 m (30 feet) except along the east side of 100th Street in La Crete where the minimum shall be increased to 30.5 m (100 feet).

YARD - SIDE: *If site is abutting a residential LAND USE DISTRICT:*

1.5 m (5 feet)

All other uses: None required.

YARD - REAR: 3.1 m (10 feet)

According to the Town of High Level Land Use Bylaw; the Commercial (Downtown) district does not require front yard setbacks unless abutting 100th or 102nd Street which then 6 meters (20 ft) is required, 0 meters for side yards, and 6 meters (20 ft) from rear yard. Commercial (Highway) district requires 9.14 meters (30 ft) from the front yard, 0 meters from the side yards, and 6 meters (20 ft) from the rear yard.

The Northern Sunrise County Land Use Bylaw states; Commercial districts require setbacks as follows: As required by the development authority for front yard, not less than 3.1 meters (10 ft) side yards, and 3 meters (10 ft) rear yard.

The Planning and Development department feel that the setbacks should be greater than the “HC1” and “HC2” minimum requirements but much less than the current setback minimum is.

The Planning and Development department request that the Land Use Bylaw be amended to the following minimum setbacks for the La Crete General Highway Commercial “HC2” and La Crete General Commercial “GC1”:

YARD - FRONT: 9.1 m (30 feet)

YARD - EXTERIOR SIDE: 9.1 m (30 feet)

YARD - INTERIOR SIDE: 3.1 m (10 feet)

Author: C. Smith **Reviewed by:** B. Peters **CAO** _____

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 945-14

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 945-14

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

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

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to change the minimum setback requirements for La Crete General Commercial “GC1” and La Crete Highway Commercial “HC2” districts and to allow “Ancillary Building” as a use in the La Crete Town Centre “TC1” district.

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

1. That the Mackenzie County Land Use Bylaw be amended with the following changes:

Revise Section 8.17 C. (b) to read as:

8.17 LA CRETE GENERAL COMMERCIAL DISTRICT “GC1”

C. DISTRICT REGULATIONS

(b) Minimum Setbacks:

YARD - FRONT: 9.1 m (30 feet)

YARD - EXTERIOR SIDE: 9.1 m (30 feet)

YARD - INTERIOR SIDE: 3.1 m (10 feet)

YARD - REAR: 3.1 m (10 feet)

Revise Section 8.18 C. (b) to read as:

8.18 LA CRETE HIGHWAY COMMERCIAL DISTRICT “HC2”

C. DISTRICT REGULATIONS

(b) Minimum Setbacks:

YARD - FRONT: 9.1 m (30 feet)

YARD - EXTERIOR SIDE: 9.1 m (30 feet)

YARD - INTERIOR SIDE: 3.1 m (10 feet)

YARD - REAR: 3.1 m (10 feet)

Add “**Ancillary Building**” to the La Crete Town Centre “TC1” land use district as a discretionary use:

8.19 LA CRETE TOWN CENTRE DISTRICT “TC1”

The general purpose of this LAND USE DISTRICT is to permit commercial DEVELOPMENT that is sensitive in scale to adjacent uses within the downtown or core area of the Hamlet of La Crete.

A. PERMITTED USES	B. DISCRETIONARY USES
<ul style="list-style-type: none"> a) ARTS, CRAFTS AND PHOTOGRAPHY STUDIO b) AMUSEMENT FACILITY c) BUSINESS SUPPORT SERVICES d) CHURCH e) CLUB HOUSE f) CONVENIENCE STORE g) DAY CARE FACILITY h) GENERAL SERVICES ESTABLISHMENT i) INSTITUTIONAL USE j) LAUNDROMAT k) HANDICRAFT BUSINESS l) HOTEL m) MEDICAL FACILITY n) MOTEL o) PROFESSIONAL OFFICE p) PUBLIC USE q) PUBLIC UTILITY LOT r) RESTAURANT s) RETAIL STORE t) TOURIST INFORMATION FACILITY 	<ul style="list-style-type: none"> a) BUS DEPOT b) Commercial Use + DWELLING - APARTMENT c) DWELLING UNIT in conjunction with the primary use provided it is incorporated in the same building and the total FLOOR AREA of the DWELLING UNIT shall be less than the FLOOR AREA for the other use d) DWELLING-APARTMENT e) DWELLING-MULTIPLE f) DWELLING-ROW g) PUBLIC USE h) SERVICE STATION i) TRADESMENS BUSINESS j) VEHICLE WASH ESTABLISHMENT k) SIGNS l) PAWN SHOP m) VETERINARY CLINIC n) MANUFACTURED HOME – SINGLE WIDE o) ANCILLARY BUILDING

READ a first time this 26th day of March, 2014.

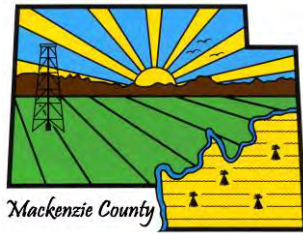
PUBLIC HEARING held this 28th day of April, 2014.

READ a second time this ____ day of _____, 2014.

READ a third time and finally passed this ____ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	PUBLIC HEARING Bylaw 946-14 Land Use Bylaw Amendment to Rezone Part of Plan 4662RS; ; Lot C from Hamlet Residential 1 “HR1” to Residential Condominium District “RCD”(Fort Vermilion)

BACKGROUND / PROPOSAL:

Bylaw 946-14 being the rezoning of Part of Rezone Part of Plan 4662RS; ; Lot C from Hamlet Residential 1 “HR1” to Residential Condominium District “RCD” for the purpose of subdividing off a portion of land, received first reading at the March 26, 2014 Council Meeting.

Mackenzie County has received a request to rezone Part of Fort Vermilion Settlement, Range 2, River Lot 7 from Hamlet Residential 1 “HR1” to Residential Condominium District “RCD” for the purpose of subdividing off a portion of land containing three residential dwellings and several outbuildings. It was noted after first reading that he applicant had stated the wrong legal. The actual said lands are directly adjacent to FORTVER, R2, RL 7, and look like they are part of it. However the portion that the applicant wants to rezone has a different legal. Plan 4662RS,, Lot C is the correct legal which was advertised in the paper.

In 2011, the applicant created and designed a new subdivision surrounding the existing golf course within the Hamlet of Fort Vermilion. These new lots were intended for Single Family Dwellings (no Mobile Homes), Duplexes, Townhouses (Dwelling – Row) and a seniors’ complex. All of which are aimed at providing for retired or semi-retired residents who do not require or desire large lots due to extensive upkeep and maintenance.

Part of the new subdivision (two lots) is started, and in the final stages of registration. The applicant has now come forward with a request to subdivide off from the golf course, blocks of land from within the original overall subdivision design (See attachment A), in order to sell to potential developers.

Author: L. Lambert **Reviewed by:** _____ **CAO** _____

In accordance to the Land Use Bylaw, there is no maximum lot size requirement for Hamlet Residential 1 "HR1". Therefore, section #2 could initially be parted out as a block. However, with section #1 the Planning Department does have an issue, as the said block contains three active residential dwellings, one older inactive dwelling, along with several garages. To note, all the dwellings are using a common municipal services. When 45th Street was recently paved, the county installed individual CC values for each lot. However, the owner did not tie into the individual services at that time.

Section 7.18 of the Land Use Bylaw states:

7.17 DWELLING UNITS PER PARCEL

- (a) *No person shall construct, locate or cause to be constructed more than one DWELLING UNIT on a LOT within a HAMLET unless provided for in this BYLAW.*
- (b) *Notwithstanding subsection (a), a second or additional DWELLING UNIT on a parcel may be permitted if such DWELLING UNIT is:*
 - i) *contained in a building designed for, or divided into, two or more DWELLING UNITS and is located in a LAND USE DISTRICT which permits multiple units,*
 - ii) *a MANUFACTURED HOME forming part of a MANUFACTURED HOME COMMUNITY for which a DEVELOPMENT PERMIT has been issued,*
 - iii) *a building as defined in the Condominium Property Act that is the subject of an approved condominium plan registered in the Land Titles Office,*
 - iv) *a caretakers residence/security suite pursuant to Section 7.13, and/or*
 - v) *a GARDEN SUITE or SECONDARY SUITE.*

It was recommended to the Developer that if they wanted to subdivide off section #1 then they would have to rezone it as a Residential Condominium District. Should the block eventually be developed into individual lots, each dwelling /lot will have to have its own municipal service.

Bylaw 9---14 was presented to the Municipal Planning Commission at their March 13, 2014 meeting and approved the following motion:

MOTION 14-30-031 *That the Municipal Planning Commission's recommendation to Council is for the approval of Bylaw 9---14 being the rezoning of Part of Fort Vermilion Settlement, Range 2, River Lot 7 from Hamlet Residential 1 "HR1" to Residential Condominium District "RCD" for the purpose of subdividing off a portion of land, subject to public hearing input.*

Author: L. Lambert Reviewed by: _____ CAO _____

OPTIONS & BENEFITS:

The applicant feels that if they can subdivide off smaller portions of the golf course, those areas designated as residential, they will have a better chance to sell.

The Planning Department supports initiative development within the Hamlets, and the Hamlet of Fort Vermilion is in need of new development. Creating new subdivisions is a step in the right direction.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant

SUSTAINABILITY PLAN:

The Sustainability Plan does not directly address re-zoning of residential districts within the hamlets. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan

COMMUNICATION:

The bylaw amendment was advertised in the Northern Pioneer on April 16 & 23, 2014 as per MGA requirements, this included all adjacent landowners.

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 946-14 being the rezoning of Part of Fort Vermilion Settlement, Range 2, River Lot 7 from Hamlet Residential 1 “HR1” to Residential Condominium District “RCD” for the purpose of subdividing off a portion of land.

MOTION 2

That third reading be given to Bylaw 946-14 being the rezoning of Part of Fort Vermilion Settlement, Range 2, River Lot 7 from Hamlet Residential 1 “HR1” to Residential Condominium District “RCD” for the purpose of subdividing off a portion of land.

Author: L. Lambert Reviewed by: CAO

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 946-14

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 946-14
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a condominium subdivision.

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

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

Part of Plan 4662RS;; Lot C

within Mackenzie County, be rezoned from Hamlet Residential 1 “HR1” to Residential Condominium District “RCD” as outlined in Schedule “A” hereto attached.

READ a first time this 26th day of March, 2014.

PUBLIC HEARING held this 28th day of April, 2014.

READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ___ day of _____, 2014.

Bill Neufeld
Reeve

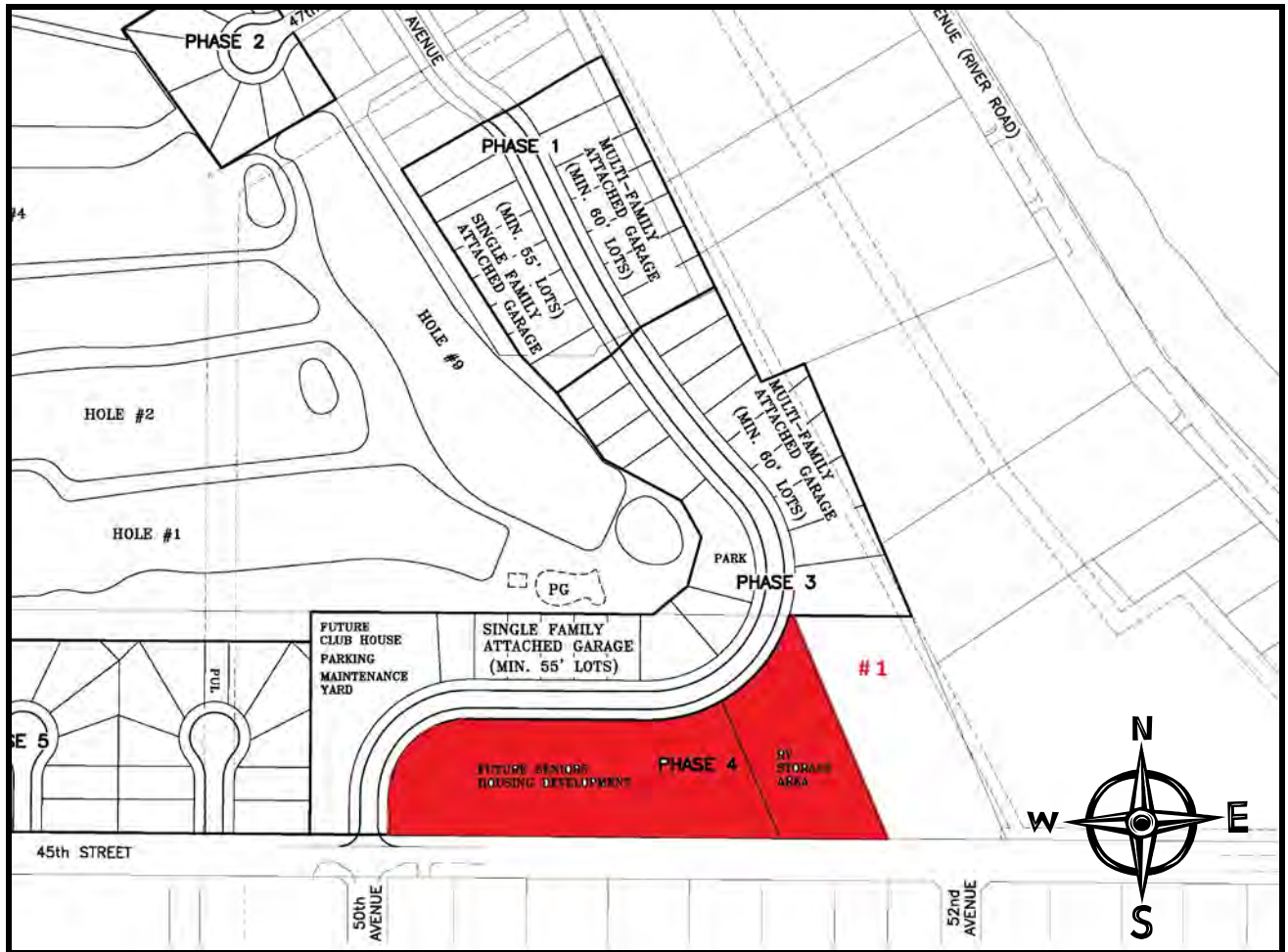
Joulia Whittleton
Chief Administrative Officer

BYLAW No. 946-14

SCHEDULE “A”

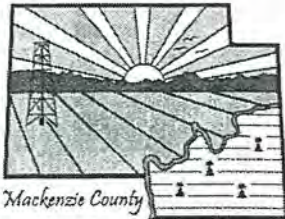
1. That the land use designation of the following property known as:

Part of Plan 4662RS;; LOT C within Mackenzie County, be rezoned from Hamlet Residential 1 “HR1” to Residential Condominium District “RCD”



FROM: Hamlet Residential 1 “HR1”

TO: Residential Condominium District “RCD”



Mackenzie County

NAME OF APPLICANT Frank Rosenberger		
ADDRESS Box 338		
TOWN Fort Vermilion		
POSTAL CODE T0M 1N0	PHONE (RES.) 780-927-3227	BUS.

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN fortVer	BLK 2	LOT 7
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LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: HRI TO: CONDO

REASONS SUPPORTING PROPOSED AMENDMENT:

Reason for amendment of HRI To Condo Zoning:
 To Allow a block containing the 3 existing residences
 to be subdivided from the larger 18 acre parcel
 This parcel would then be available for sale.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 400.00

RECEIPT NO. _____

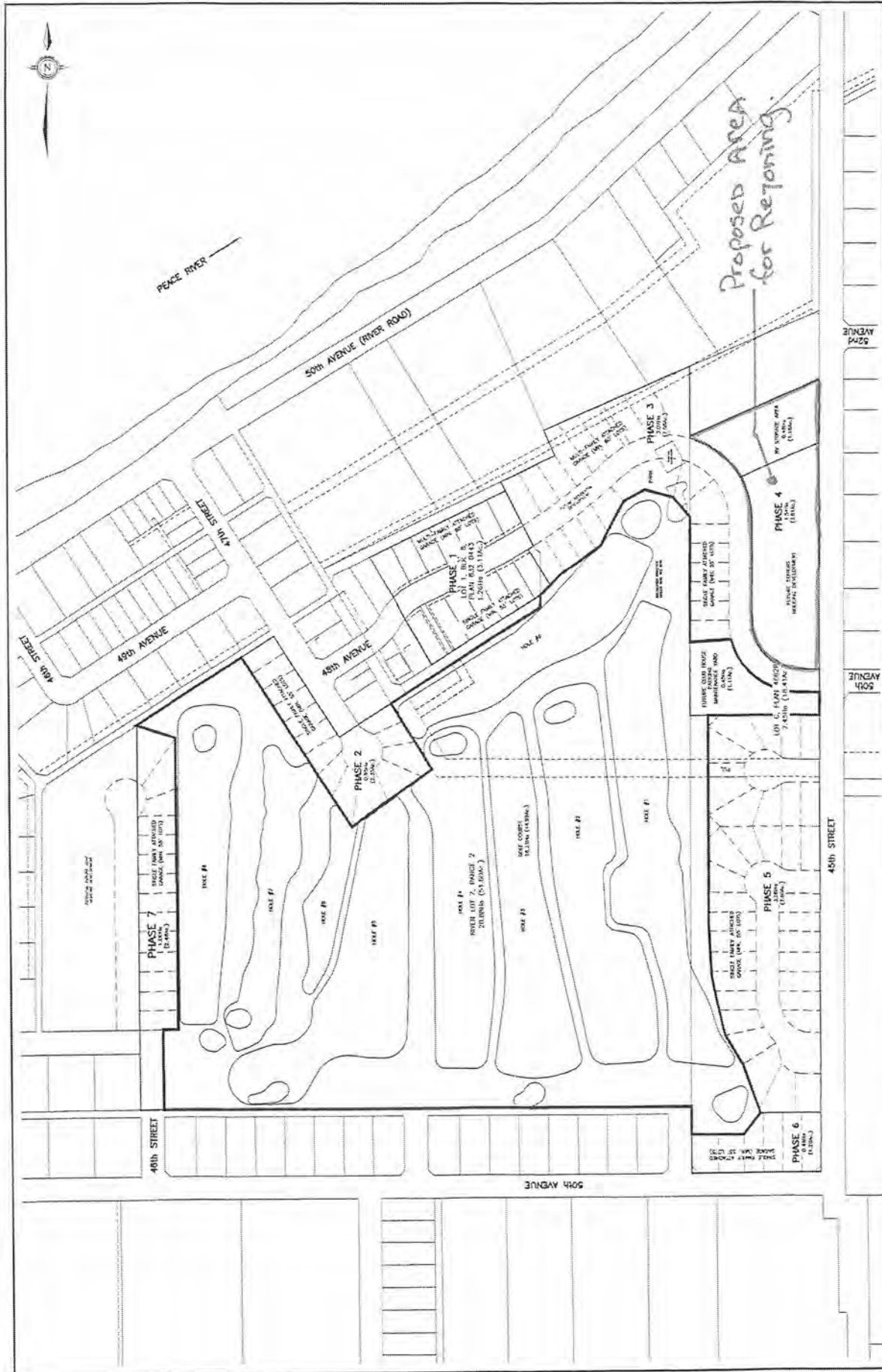
Frank Rosenberger
 APPLICANT

DATE _____

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

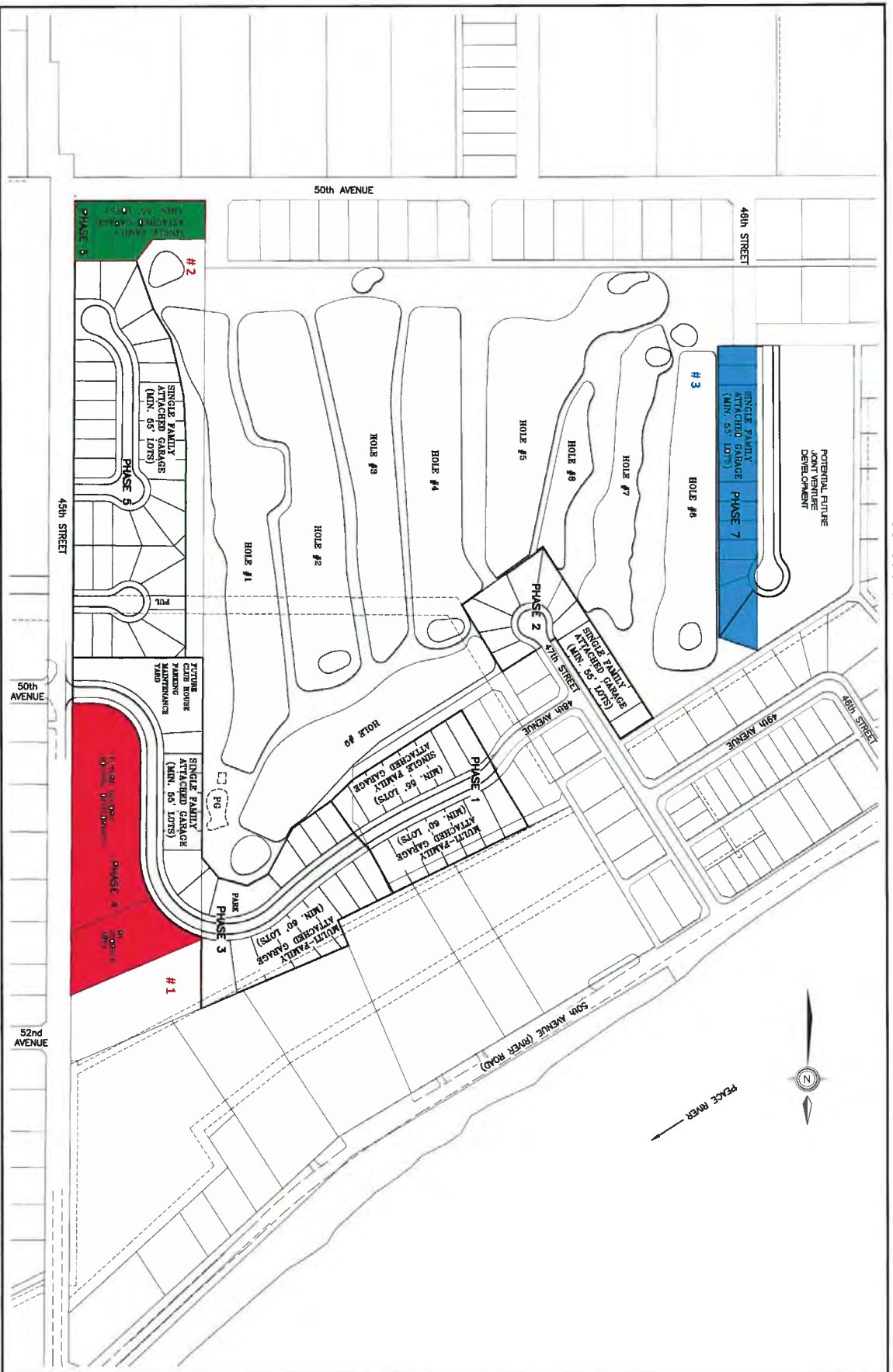
REGISTERED OWNER

DATE _____



<p>1202173 ALBERTA LTD. GOLF COURSE SUBDIVISION HAMLET OF FORT VERMILION OVERALL PHASING & CONCEPT PLAN</p>		<p>Scale: 1:500 Date: 06/17/2019 Project: 00000014 Sheet: 1 of 1 Drawing: 10F1 Client: C</p>
<p>FOCUS</p> <p>FOCUS CONSULTANTS LTD. 10000 100th Street, Suite 100 Fort Vermilion, Alberta T8C 1S2 Phone: 780-835-1111 Fax: 780-835-1112 Email: info@focus.ca www.focus.ca</p>		<p>Author: [Name] Checked: [Name] Date: [Date]</p>
<p>Revision</p> <p>NO. DATE BY</p>		<p>Scale: 1:500 Date: 06/17/2019 Project: 00000014 Sheet: 1 of 1 Drawing: 10F1 Client: C</p>

Schedule A



<p>FOCUS 1292173 ALBERTA LTD. GOLF COURSE SUBDIVISION HAMLET OF PORT VERMION OVERALL PHASING & CONCEPT PLAN ©2018 RESERVE</p>		<p>FOCUS CONSULTANTS 10000 146th Street, Suite 100 Edmonton, Alberta T5N 1L6 Tel: 780.443.1111 Fax: 780.443.1112 www.focusconsultants.com</p>	
<p>Drawn: SAJ/LLK Checked: JAT</p>	<p>Date: 11/20/18</p>	<p>Scale: 10000:1</p>	<p>Sheet: 1 OF 1</p>
<p>Project No: 00000003</p>		<p>Client: C</p>	



Revision	BY	APPD.	DATE

FOCUS

FOCUS Corporation
 42, 8825 - 95 Street
 Peace River, AB, Canada T8S 1G8
 Main: 780.624.5631
 Fax: 780.624.3732
 www.focus.ca

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1292173 ALBERTA LTD.
GOLF COURSE SUBDIVISION
HAMLET OF FORT VERMILION
OVERALL PHASING & CONCEPT PLAN
C/O BRYAN ROSENBERGER

Designed: ---	Scale: 1:1500	Date: 06/05/2011
Drawn: T.S.M./J.W.	Project No.: 060400034	
Checked: J.W.S.	Drawing No.: 1 OF 1	Rev.: C
Approved: ---		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	PUBLIC HEARING Bylaw 947-14 Amendment to the Inter-municipal Planning Commission Agreement with the Town of High Level

BACKGROUND / PROPOSAL:

This amendment corresponds with the amendment to the Inter-municipal Development Plan (IDP). Changes to these documents are proposed in order to improve efficiency while processing permits within the IDP area. These changes will result in permitted use permit application times being reduced by several weeks.

These two documents need to co-exist for either one to have a function, and portions of the wording are very reflective throughout the agreements. As such, there are a few amendments that need to be made to the IMPC Agreement in order to match the amendments to the IDP agreement, being:

That section 2.4(a) be amended from:

Determine all subdivision applications and development permit applications which relate to land within the IDP Area

to

*Determine all subdivision and **discretionary** development permit applications which relate to the lands in the IDP Area*

That section 2.1(a) of Schedule "A1" be amended from:

Applications for subdivision approval or development permits for land within the IDP Area

to

*Applications for subdivision approval or **discretionary** development permits for land within the IDP Area*

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

That section 5.1 of Schedule "A1" be amended from:

An Applicant for subdivision approval or a development permit for land within the IDP Area...;

to

*An Applicant for subdivision approval or **discretionary** development permits for land within the IDP Area...;*

OPTIONS & BENEFITS:

By approving this change to the IMPC agreement, applications for permitted use developments within the IDP area will be processed faster. It will also save staff time that is currently used for preparing the RFD's, and save costs to both municipalities by eliminating a handful of meetings each year.

COSTS & SOURCE OF FUNDING:

Minimal, limited to advertising costs which will be borne by the Planning Departments 2014 operating budget.

SUSTAINABILITY PLAN:

This issue does not affect the Sustainability Plan, as it is only a matter of procedural efficiency.

COMMUNICATION:

The Public Hearing will be advertised as per the requirements of the MGA and IMPC. No other communication of this revision to the IMPC Agreement is required.

RECOMMENDED ACTION:

MOTION 1

That second reading be given to Bylaw 947-14 being an amendment to the Inter-municipal Planning Commission Agreement with the Town of High Level.

MOTION 2

That third reading be given to Bylaw 947-14 being an amendment to the Inter-municipal Planning Commission Agreement with the Town of High Level.

Author: B. Peters Reviewed by: _____ CAO JW

Mackenzie County

**PUBLIC HEARING FOR THE
INTER-MUNICIPAL PLANNING COMMISSION AGREEMENT
AMENDMENT**

BYLAW 947-14

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

_____ Will the Development Authority _____, please outline the proposed Inter-municipal Planning Commission Agreement Amendment and present their submission.

_____ Does the Council have any questions of the proposed Inter-municipal Planning Commission Agreement Amendment?

_____ Were any submissions received in regards to the proposed Inter-municipal Planning Commission Agreement Amendment? *If yes, please read them.*

_____ Is there anyone present who would like to speak in regards of the proposed Inter-municipal Planning Commission Agreement Amendment?

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 947-14
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
TOWN OF HIGH LEVEL – MACKENZIE COUNTY
INTER-MUNICIPAL PLANNING COMMISSION AGREEMENT
BYLAW 712-09

WHEREAS, the Municipal Government Act, R.S.A. 2000, c. M-26 (hereinafter referred to as “the Act”), as amended, provides that a municipality may amend Bylaws;

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, deems it appropriate to Amend section 2.4(a) and sections 2.1(a) and 5.1 of Schedule “A” of the Town of High Level – Mackenzie County Inter-Municipal Planning Commission Agreement;

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

That section 2.4(a) of the Town of High Level and Mackenzie County Inter-municipal Planning Commission Agreement is amended to read:

Determine all subdivision and discretionary development permit applications which relate to the lands in the IDP Area

That section 2.1(a) of Schedule “A1” of the Town of High Level and Mackenzie County Inter-municipal Planning Commission Agreement is amended to read:

Applications for subdivision approval or discretionary development permits for land within the IDP Area

That section 5.1 of Schedule “A1” of the Town of High Level and Mackenzie County Inter-municipal Planning Commission Agreement is amended to read:

An Applicant for subdivision approval or discretionary development permits for land within the IDP Area;

READ a first time this 26th day of March, 2014.

PUBLIC HEARING held this 28th day of April, 2014.

READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ___ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

BYLAW NO. 713/09

**BEING A BYLAW OF MACKENZIE COUNTY TO
AUTHORIZE AN AGREEMENT WITH THE TOWN OF HIGH LEVEL
TO ESTABLISH AN INTERMUNICIPAL MUNICIPAL PLANNING COMMISSION
FOR THE INTER-MUNICIPAL DEVELOPMENT PLAN AREA**

WHEREAS:

The Councils for the Town of High Level and Mackenzie County have enacted the Town of High Level and Mackenzie County Inter-municipal Development Plan;

The Town of High Level and Mackenzie County Inter-municipal Development Plan establishes an IDP Area;

The Town of High Level and Mackenzie County have agreed to establish an inter-municipal planning commission;

Section 626 of the *Municipal Government Act*, R.S.A. 2000, as amended, authorizes a municipality to enter into an agreement with a municipality to establish an inter-municipal planning commission; and

The proposed bylaw shall be advertised in the May 20, 2009 and May 27, 2009 editions of the High Level Echo;

A public hearing shall be held on June 17, 2009 at 7:00 p.m. at the Town Hall, High Level, Alberta.

**NOW THEREFORE, the Council of Mackenzie County in the Province of Alberta,
DULY ASSEMBLED ENACTS AS FOLLOWS:**

1. This Bylaw may be cited as the Town of High Level and Mackenzie County Inter-municipal Planning Commission Bylaw.
2. The document entitled "Town of High Level and Mackenzie County Inter-municipal Planning Commission Agreement", attached to and forming part of this bylaw as Schedule "A", is adopted.
3. This bylaw shall come into force and take effect upon the date of third reading and signing by both Mackenzie County and the Town of High Level Council.

READ a first time this 20th day of April, 2009.

READ a second time this 17th day of June, 2009.

READ a third time and finally passed this 17th day of June, 2009.

(original signed)

Greg Newman
Reeve

(original signed)

William Kostiw
Chief Administrative Officer

AN AGREEMENT DATED THIS 30 DAY OF OCTOBER, A.D. 2009,
BETWEEN

THE TOWN OF HIGH LEVEL

(the "Town")

and

MACKENZIE COUNTY

(the "County")

(hereinafter collectively referred to as the "Municipalities")

**THE TOWN OF HIGH LEVEL AND MACKENZIE COUNTY
INTERMUNICIPAL PLANNING COMMISSION AGREEMENT**

WHEREAS the Municipalities have adopted an Inter-municipal Development Plan ("IDP") which includes reference to an "IDP Area" as shown in Schedule "A";

AND WHEREAS Section 626 of the Municipal Government Act, R.S.A. 2000, c.M-26, as amended, authorizes municipalities to enter into an agreement to establish an inter-municipal planning commission;

AND WHEREAS both Councils for the Municipalities have determined that it is appropriate to establish an inter-municipal planning commission to be the Subdivision Authority and the Development Authority pertaining to applications relating to lands located within the IDP Area and to make decisions in relation to connections for water service in a service area pursuant to an agreement between the municipalities for regional service sharing (the "Regional Service Sharing Agreement");

NOW THEREFORE, in consideration of the premises and mutual terms, conditions and covenants to be observed and performed by each of the parties hereto, the Municipalities agree as follows:

1. DEFINITIONS

- a) "Act" means the *Municipal Government Act*, R.S.A. 2000, Chapter M-26, as amended from time to time;
- b) "Appellant" means a person who, pursuant to the Act, has served a notice of appeal on the Inter-municipal Subdivision and Development Appeal Board.
- c) "Council" means the Council of either Municipality;

- d) "Development Authority" means the IMPC established by Mackenzie County and the Town of High Level to exercise development powers and duties in the IDP Area;
- e) "IDP" means the Town of High Level and Mackenzie County Inter-municipal Development Plan adopted on July 30, 2009 by the Town of High Level Bylaw No. 881-09 and on 17th of June, 2009 by Mackenzie County Bylaw No. 712/09;
- f) "IDP Area" means those lands as depicted on Schedule "A" which is part of this Agreement;
- g) "Inter-municipal Planning Commission" ("IMPC") means the inter-municipal planning commission established by the Municipalities by this Agreement pursuant to Section 626 of the Act;
- h) "Inter-municipal Subdivision and Development Appeal Board" ("ISDAB") means the appeal board established by the Municipalities by an agreement pursuant to Sections 627 and 628 of the Act;
- i) "Member" means a member of the IMPC;
- j) "Regional Service Sharing Agreement" means the agreement entered on September 5, 2009 between the Town of High Level and Mackenzie County for regional service sharing;
- k) "Secretary" means the person(s) appointed to act as secretary for the IMPC;
- l) "Service Area" means the service area defined in the Regional Service Sharing Agreement in article 3.1 and as shown in Schedule "B" to that agreement;
- m) "Subdivision Authority" means the IMPC established by Mackenzie County and the Town of High Level to exercise subdivision powers and duties in the IDP Area;
- n) "Staff" means a member of the Town's or the County's planning department or planning consultant;
- o) "Water Infrastructure" has the meaning set out in article 1.1(ww) of the Regional Service Sharing Agreement; and
- p) "Water Service" has the meaning set out in article 1.1(zz) of the Regional Services Sharing Agreement.

All other terms used in this Agreement shall have the meaning assigned to them in the Municipal Government Act, as amended from time to time.

2. **IMPC PURPOSE AND ESTABLISHMENT**

- 2.1 The IMPC is hereby established.
- 2.2 The IMPC is established as the Subdivision Authority for land in the IDP Area.
- 2.3 The IMPC is established as the Development Authority for land in the IDP Area.
- 2.4 The IMPC shall:
 - a) determine all subdivision applications and development permit applications which relate to lands in the IDP Area;
 - b) determine all applications for Water Service for land in the Service Area; and
 - c) perform such functions as are set out in Schedule "B" to this Agreement.
- 2.5 The IMPC has all the powers, duties and responsibilities of a subdivision authority under the Act and the Subdivision and Development Regulations passed pursuant to the Act.
- 2.6 The IMPC has all the powers, duties and responsibilities of a development authority under the Act and the Subdivision and Development Regulations passed pursuant to the Act.
- 2.7 The IMPC shall operate in accordance with the Policies and Procedures attached hereto as Schedule "B", which is part of this Agreement.

3. **IMPC MEMBERSHIP**

- 3.1 The IMPC shall consist of six (6) Members who shall be appointed for a term not to exceed one (1) year, as follows:
 - a) Two Town Council members appointed by resolution of Town Council;
 - b) Two County Council members appointed by resolution of County Council;
 - c) One member at large appointed by resolution of Town Council;
 - d) One member at large appointed by resolution of County Council.
- 3.2. Where a member of Council is appointed as a Member, his or her appointment shall terminate upon his or her ceasing to be a member of Council.

3.3 No person who is

- a) a Town or County staff member; or
- b) a member of the ISDAB;

shall be appointed as a member of the IMPC.

3.4 The appointing municipality shall be entitled to appoint a replacement member at any time in accordance with article 3.1.

3.5 Members shall adhere to the Member Rules of Conduct set out in Schedule "A2" attached hereto.

3.6 Any Member may be removed by resolution of the appointing Council where, in the opinion of the appointing Council, the Member has contravened the standards for Member Rules of Conduct as set out in Schedule "A2" or the Member fails or refuses to adhere to the Policies and Procedures as set out in Schedule "A1".

4. IMPC SECRETARY

4.1 The County's Chief Administrative Officer shall designate a County employee to act as the Secretary for the IMPC.

4.2 The responsibilities of the Secretary are as follows:

- a) ensure that all statutory requirements of the IMPC are met,
- b) attend all meetings of the IMPC;
- c) record the minutes of the meetings including the names and addresses of all parties making representations to the IMPC;
- d) compile all necessary documentation for distribution to the Members;
- e) communicate decisions of the IMPC to the affected parties in accordance with the Act and the land use bylaw governing the land; and
- f) such other matters as the IMPC may direct.

5. MEMBER REMUNERATION

5.1 Members shall be entitled to such remuneration and travel expenses as may be

fixed from time to time by the respective Councils.

6. **GENERAL**

- 6.1 A person applying for a development permit or subdivision application shall pay the fees set out in the Mackenzie County Land Use Bylaw as it may be amended from time to time.
- 6.2 IMPC Hearings will be held at the Town's Office.

7. **IMPC COSTS**

- 7.1 All IMPC costs and expenses, including the costs of holding the hearing and any legal fees the IMPC may incur, shall be paid equally by the Town and the County.
- 7.2 The Commission will have no power to borrow money or enter into contracts of behalf of the Town or the County.

IN WITNESS WHEREOF, the Municipalities have executed this Agreement as evidenced as by the duly authorized signatures below:

TOWN OF HIGH LEVEL

MACKENZIE COUNTY

Per: 

Mayor

Per: 

Reeve

Per: 

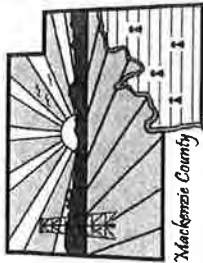
Chief Administrative Officer

Per: 

Chief Administrative Officer

SCHEDULE "A"
INTERMUNICIPAL DEVELOPMENT PLAN AREA

Mackenzie County



Schedule A Inter-Municipal Development Plan Area

Town of High Level

Bushe River Indian Reserve #207

58

58

35

CN Rail

Legend

Inter-Municipal Development Plan Area

Inter-Municipal Development Plan Area

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SCHEDULE "A1"

INTERMUNICIPAL PLANNING COMMISSION POLICIES AND PROCEDURES

1. DEFINITIONS

- 1.1 Unless otherwise specified herein, all terms shall have the meaning assigned to them in the Agreement or, where not specified in the Agreement, in the Act.
- 1.2 "Agreement" means the Inter-municipal Planning Commission Agreement dated OCTOBER 30, 2009.
- 1.3 "Applicant" means a person who, pursuant to the Act, has applied for a subdivision or a development permit.
- 1.4 "Commission" means the IMPC.
- 1.5 "In Camera" means a meeting of the Commission which is held in private pursuant to Section 197 of the Act.
- 1.6 "Point of Order" means the raising of a question by a Member with the view of calling attention to any departure from the Policies or Procedures, or the customary modes or proceedings in debate, or in the conduct of the Commission's business.
- 1.7 "Secretary" means the person(s) appointed by the County to act as secretary for the Inter-municipal Planning Commission (IMPC).
- 1.8 "Staff" means a member of the Town's planning department, a member of the County's planning department or a planning consultant.

2. APPLICATION OF POLICIES AND PROCEDURES

- 2.1 These Policies and Procedures shall apply to all:
- a) applications for subdivision approval or development permits for land within the IDP Area;
 - b) applications for Water Service for land within the Service Area; and
 - c) meetings of the IMPC.
- 2.2 Any matter of meeting procedure which is not herein provided for shall be determined according to the most current edition of Robert's Rules of Order.
- 2.3 Procedure is a matter of interpretation by the Chair.

- 2.4 In the event of a conflict between the provisions of these Policies and Procedures and Roberts Rules of Order, the provisions of these Policies and Procedures shall prevail.

3. CHAIR

- 3.1 The Members appointed by the respective municipalities shall select a Chair for a period of one year.

3.2 The Chair:

- a) shall ensure that all Commission meetings are conducted in a fair and impartial manner, in accordance with the rules of natural justice;
- b) is authorized to rule that evidence presented at a meeting is irrelevant to the matter at issue and may direct the Members to disregard the evidence, and
- c) may limit a submission if he/she determines it to be repetitious.

4. QUORUM

- 4.1 A quorum shall consist of four Members, comprised of two Members appointed by the Town and two Members appointed by the County.

5. APPLICATION FOR SUBDIVISION OR DEVELOPMENT

- 5.1 An Applicant for subdivision approval or a development permit for land in the IDP area shall submit to the municipality in which the land is located:

- a) submit an application in the form required by the municipality in which the land is located; and
- b) pay the fee established by the municipality to that municipality in accordance with its bylaws.

- 5.2 Upon receipt of the application, the municipality that receives the application shall forward a copy of the application to the Secretary of the Commission and to the other municipality.

- 5.3 The staff of the municipality that receives the application shall:

- a) review the application in accordance with its bylaws,

- b) prepare a report evaluating the application; and
 - c) send a copy of the report to the Commission and to the other municipality at least one week before the date the Commission is scheduled to decide the application.
- 5.4 The staff of either municipality may attend the Commission meeting at which an application for subdivision approval or an application for a development permit is heard.
- 5.5 The Commission shall determine the application for subdivision approval or the application for a development permit in accordance with the Act, the Subdivision and Development Regulation and the bylaws of the municipality in which the land is located.
- 5.6 The Secretary of the Commission shall notify the Applicant of the decision of the Commission in accordance with that municipality's bylaws.
- 5.7 The decision of the Commission may be appealed to the ISDAB in accordance with the provisions of the Act. The appeal to the ISDAB shall be governed by the provisions of the Intermunicipal Subdivision and Development Appeal Board Agreement entered between the Town and the County on OCTOBER 30, 2009.

6. APPLICATION FOR WATER SERVICE

- 6.1 The Town and the County agreed that the water services will be provided when sufficient demand is established meaning that there is a minimum of twenty residential requests, or twenty light industrial requests, or combination of both, or a request from a major development.
- 6.2 An Applicant for Water Service in the Service Area shall:
- a) submit an application to the County;
 - b) shall pay an application fee as established by the County's Fee Schedule Bylaw;
 - c) provide an estimate of the water consumption requirements.
- 6.3 Upon receipt of an application, the County shall forward a copy of the application to the Secretary of the Commission and to the Town.
- 6.4 Upon receipt of an application for Water Service, Town staff shall:
- a) review the application and the estimated water need in light of the capacity of the Town Water Infrastructure;

- b) prepare a report evaluating the application for Water Service; and
 - c) send a copy of the report to the Commission and to the County at least one week before the date the Commission is scheduled to decide the application.
- 6.6 The Commission shall determine the application for Water Service based upon the following criteria:
- a) the Commission shall not approve an application for Water Service if the Town Water Infrastructure does not have the capacity to fulfill the expected water need.
 - b) the Commission shall give priority to the existing legal uses in the IDP Area and in the Service area.
- 6.7 The Secretary of the Commission shall notify the Applicant of the decision of the Commission regarding Water Service within 15 day's of the Commission's decision.
- 6.8 The decision of the Commission regarding Water Service is not appealable.
- 6.9 The County shall ensure that:
- a. all Applicants approved for Water Service meet the current provincial and municipal codes, regulations, standards and other requirements and conditions as may be placed by the Inter-municipal Planning Commission for any approval requiring Water Service; and
 - b. all Applicants shall meet design, construction and inspection standards, and development agreement conditions.

7. **DECISIONS**

- 7.1 Only Members present for the entire Commission meeting shall participate in the making of a decision on any matter before it.
- 7.2 The decision of the majority of Members present at the meeting shall be deemed to be the decision of the whole Commission.
-
- 7.3 In the event of a tie vote, the application shall be denied.
- 7.4 The Commission may make its decision with or without conditions, in accordance with Act.

7.5 If a hearing is recessed for any reason following the submission of evidence, the hearing may be recessed to the next scheduled meeting or to a scheduled meeting. However, only those Members present at the original hearing shall render a decision on the matter.

8. MEETINGS

8.1 The Commission shall consider and decide all subdivision and development applications which have been properly filed in accordance with the Act and all applications for Water Service which have been properly filed in accordance with this Agreement.

8.2 For applications for subdivision and development permits, the Commission shall hold a public meeting respecting the application within the time specified in the County's bylaws for meetings of its Municipal Planning Commission.

8.3 The Commission shall give notice of the meeting in accordance with the County's bylaws.

8.4 The Commission shall hear from parties in accordance with the rules of natural justice.

8.5 The Commission shall hold its meetings in public, but it may at any time recess and deliberate in private.

8.6 If the Commission desires at the meeting to request further technical information, legal opinions, or other assistance, it may recess the meeting pending receipt of such information.

8.7 Electronic or similar recording devices shall not be used during the meeting by anyone in attendance except the Secretary.

8.8 The Commission shall make and keep a written record of its proceedings which may be in the form of a summary of the evidence presented at the meeting.

8.9 The Commission shall give a written decision together with the reasons for the decision within 15 days after concluding the meeting.

8.10 The Commission as Subdivision Authority shall,

- a) exercise subdivision powers and duties outlined in the Act and the Town's Land Use Bylaw on behalf of the Town and the County's Land Use Bylaw on behalf of the County;

- b) approve subdivisions, with or without conditions, in accordance with the Town's Land Use Bylaw or the County's Land Use Bylaw;
- c) for greater certainty, but not so as to restrict the foregoing, ensure that
 - (i) orders, decisions, approvals, notices or other things are duly signed;
 - (ii) subdivision conforms to the provisions of the Act and the Subdivision and Development Regulation and:
 - A) Town's Land Use Bylaw, the Municipal Development Plan and the Area Structure Plans for land within the Town; and
 - B) County's Land Use Bylaw, the Municipal Development Plan and the Area Structure Plans for land within the County.
- d) The Chair and the CAO or Designated Officer of the respective municipalities shall have the signing authority for the Inter-municipal Planning Commission for the development matters.

8.11 The Commission as Development Authority shall,

- a) exercise development powers and duties outlined in the Act and the Town's Land Use Bylaw on behalf of the Town and the County's Land Use Bylaw on behalf of the County;
- b) when considering applications for non-agricultural uses in the IDP Plan Area, consider conformance to the IDP, the appropriate municipality's Land Use Bylaw and compatibility to adjacent agricultural and country residential uses;
- c) when considering applications for highway commercial development in the IDP Plan Area, consider:
 - i) access to Water Service, sewage collection systems;
 - ii) the relationship between the proposed land use and the highway corridor;
 - iii) the integrity of the highway and its safe operation;
- iv) for development permit applications in the vicinity of the highway entrances to the Town, the appearance of the proposed development;

- d) when considering development applications, consider
 - i) the future use and possible protection of natural areas; and
 - ii) the impact of the proposal on the IDP Plan Area's air, rail and road transportation systems;
- e) issue development permits, with or without conditions, in accordance with the Town's Land Use Bylaw and the County's Land Use Bylaw;
- f) for greater certainty, but not so as to restrict the foregoing, ensure that
 - (i) orders, decisions, approvals, notices or other things are duly signed;
 - (ii) land use and development conforms to the provisions of the:
 - A) Town's Land Use Bylaw, the Municipal Development Plan and the Area Structure Plans for land within the Town; and
 - B) County's Land Use Bylaw, the Municipal Development Plan and the Area Structure Plans for land within the County.
- g) The Chair and the CAO or Designated Officer of the respective municipalities shall have the signing authority for the Inter-municipal Planning Commission for the subdivision matters.

8.12 The Inter-Municipal Planning Commission shall also perform the following functions:

- a) monitor the progress of the IDP, including the volume and nature of land use activity such as area structure plans; land use bylaw changes; land development proposals; subdivision applications and development permit applications; and other related land use activities;
- b) review proposed amendments to the IDP and to make recommendations to the two Councils on proposed amendments;
- c) review proposed annexations by the Town and prepare a recommendation to both Councils;
- d) review proposed amendments to other statutory plans and land use bylaws that may impact lands within the IDP Plan Area and prepare a recommendation to both Councils; and
- e) review and make recommendations on development proposals outside the IDP Plan Area within the Service Sharing Area that are of interest to the County and the Town.

9. **MEETING PROCEDURE**

9.1 At meetings, the following procedure will typically be followed:

- a) The Chair for the meeting will call for a motion to go into public meeting and ask if the Applicant is present to speak to the application.
- b) If the Applicant indicates his/her presence to speak to the application, then the Chair will outline the public meeting procedures.
- c) The Secretary will confirm that notice of the application has been provided to all parties in accordance with the relevant bylaws.
- d) The Chair will ask if anyone objects to any Member hearing the application.
- e) A member of Staff of the municipality in which the land is located will introduce the application and present that municipality's administrative report outlining the background to the application. If no such staff member is present, the Secretary will read the municipality's administrative report into the record.
- f) The Chair shall call upon the Applicant to present his/her application submissions.
- g) After identifying him/herself, the Applicant will be requested to present his/her submission within a reasonable time period.
- h) The Chair shall then call upon any persons in attendance at the meeting who are entitled to be heard by the Commission under the Act and who wish to speak in favour of the application.
- i) After identifying themselves, persons or representatives of any group or persons, in favour of the application may address the Commission in turn. The Commission reserves the right to abbreviate repetitious oral submissions. Individuals may speak for a maximum of five minutes. One spokesperson per petition or group may speak for a maximum of ten minutes.
- j) The Chair shall then call upon any persons in attendance at the meeting who are entitled to be heard by the Commission under the Act and who wish to speak in opposition to the application.
- k) After identifying themselves, persons or representatives of any group or persons, in opposition of the application may address the Commission in turn. The Commission reserves the right to abbreviate repetitious oral submissions. Individuals may speak for a maximum of five minutes. One

spokesperson per petition or group may speak for a maximum of ten minutes.

- 1) The Chairperson shall then call upon the applicant and those persons in attendance at the public hearing who spoke in favour of the application for any rebuttal to the points raised by those who spoke in opposition to the application. Rebuttal comments are restricted to addressing new points raised by those who spoke in opposition to the application.
 - m) After a presentation is concluded, any Member may ask the presenter relevant questions.
 - n) After all presentations from the public have been completed, any Member may ask Staff, if present, relevant questions.
 - o) Following the public presentation and Member questions, the Chair shall close the public portion of the meeting.
- 9.2 Following the close of the public portion of the meeting, the Commission shall deliberate and make its decision. The Commission may deliberate and make its decision In Camera.

Petitions and Letters

- 9.3 Persons signing petitions are deemed to have had their position advanced by the petition and accordingly they may not speak unless they remove their names from the petition.
- 9.4 Individuals who have submitted a letter may only address the Commission on new non-repetitious information not contained in the letter.
- 9.5 With the Commission's approval, an individual or group may submit written submissions as part of their presentation at the public meeting, by providing eight (8) copies of same to the Commission at the start of their presentation.

Presentation Materials

- 9.6 The use of slides, maps, videos, and Power Point presentations are permitted, and these materials along with any written submissions become the property of the Commission as exhibits to the public meeting.

Introduction of Speakers

- 9.7 Persons addressing the Commission shall give their name, location of residence, and indication as to whether they are speaking on their own behalf or for another person or for a group, and address the Chair when responding to questions or

providing information.

- 9.8 A Person who does not identify him/herself will not be given the opportunity to address the Commission.

10. **CONDUCT AT MEETINGS**

- 10.1 Members of the public in attendance at a meeting:

- a) shall address the Commission through the Chair;
- b) shall maintain order and quiet; and
- c) shall not applaud or otherwise interrupt any speech or action of the Members or any other person addressing the Commission.

- 10.2 The Chair may order a member of the public who disturbs or acts improperly at a meeting by words or actions be expelled.

11. **MEMBER CONDUCT**

- 11.1 A Member wishing to speak at a meeting shall obtain the approval of the Chair before speaking.

- 11.2 When a Member or member of the public is addressing the Chair, every other Member shall:

- i) remain quiet and seated;
- ii) not interrupt the speaker except on a Point of Order;
- iii) not carry on a private conversation; and
- v) not cross between the speaker and the Chair.

12 **DISSOLUTION OF THE IMPC**

- 12.1 The IMPC shall be dissolved when the Town of High Level and Mackenzie County Inter-municipal Development Plan is repealed in accordance with its provisions.

SCHEDULE "A2"

IMPC MEMBER RULES OF CONDUCT

1. For the purpose of this Schedule:
 - a) the following terms shall have the same meaning as in Section 169 of the Act:
 - "Corporation"
 - "Director"
 - "Distributing Corporation"
 - "Officer"
 - "Shareholder"
 - "Voting Rights"
 - "Voting Shares"
 - "Spouse"
 - b) the term "Member's Family" shall have the same meaning as the term "Councillor's Family" under Section 169 of the Act.
2. No Member shall participate in the hearing of any matter before the Commission in which that Member has a pecuniary interest.
3. A Member has a pecuniary interest in a matter if:
 - a) The matter could monetarily affect the Member or an employer of the Member; or
 - b) The Member knows or ought to know the matter could monetarily affect the Member's family.
4. A Member is monetarily affected by a matter if the matter monetarily affects:
 - a) The Member directly;
 - b) A distributing corporation in which the Member beneficially owns voting shares carrying at least 10% of the voting rights attached to the voting shares of the corporation or of which the Member is a director or officer; or
 - c) Each Corporation, other than a distributing corporation, in which the person is a shareholder, director or officer;
 - d) A partnership or firm of which the Member is a member.
5. For the purposes of determining whether a Member has a pecuniary interest in

the matter before the Commission, the provisions of Section 170(3) of the Act shall apply, substituting the term "Member" for the term "Councillor".

6. Where a Member has a pecuniary interest of the matter before the Commission, that Member shall:
 - a) Disclose the nature of the pecuniary interest to the Chair and Secretary of the Commission;
 - b) Abstain from participating in the hearing of the matter;
 - c) Abstain from any discussion of voting on the matter;
 - d) Be absent from the room in which the appeal is heard, except to the extent that the Member is entitled to be heard before the Commission as an appellant or a person affected by the matter before the Commission.
7. Where Council becomes aware of a breach of these provisions by a Member of the Commission, the Council shall review the facts of the case and make a determination as to whether the Member, in the opinion of Council, has breached pecuniary interest provisions of this Schedule.
8. Where, after its review pursuant to Section 7, Council determines that a breach of the pecuniary interest provisions has occurred, Council may remove the Member from the Commission.
9. A Member of the Commission shall:
 - a) Not discuss any matter under appeal with any party to that appeal, outside of the formal hearing process;
 - b) Keep in-camera discussions of Commission and the Committees, and any legal advice provided to the Commission or Committees confidential, except where required to disclose that information by law;
 - c) Attend all Commission and Committee hearings to which he or she has been assigned unless prior written consent has been received from the Chair; and
 - d) Participate in the deliberation and decision making process on all matters to which he or she has been assigned and has attended the public hearing for.
10. Where the appointing Council has reasonable grounds to believe that a Member has breached any of the provisions of Section 9, Council may remove that Member from the Commission.



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	Bylaw 923-13 Off-Highway Vehicles (Fort Vermilion & La Crete)

BACKGROUND / PROPOSAL:

At various Council meetings, the following motions were made in regards to Off-Highway Vehicles:

June 26, 2013

MOTION 13-06-436

MOVED by Councillor J. Driedger

That administration look into the options for banning ATV's from the Hamlet of La Crete and look into options of contract peace officers.

CARRIED

September 10, 2013

MOTION 13-09-623

MOVED by Councillor Wardley

That administration be instructed to bring back an amended Off Highway Vehicle Bylaw that includes additional restrictions:

- *All Off Highway Vehicles must have a current vehicle registration and valid license plate visible*
- *Must follow all provincial legislation*
- *La Crete/Fort Vermilion – no use of ditches for summer ATV use within Hamlet unless it is a designated trail*
- *Zama – permit use as regular mode of transportation, no use of ditches or watercourses for summer ATV use within Hamlet*

CARRIED

Author: Jennifer Batt **Reviewed by:** _____ **CAO** JW

October 30, 2013

MOTION 13-10-790

MOVED by Councillor Bateman

That first reading be given to Bylaw 923-13 being the Off Highway Vehicles Bylaw for the Hamlets of Fort Vermilion and La Crete.

CARRIED

At the December 10, 2013 Council meeting, Bylaw 923-13 was approved with amendments made to the Fort Vermilion and La Crete trails.

Attached is a copy of Bylaw 923-13 with updated maps.

Also attached is a list of other Municipalities that currently have a bylaw that pertains to ATV use within their areas.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Changes to this Bylaw have not been advertised yet, and currently the trails are not signed as this work is scheduled post snow melt.

RECOMMENDED ACTION:

For discussion.

Author: _____ Reviewed by: _____ CAO JW _____

Town / County	Roadway	Speed	Alley	Speed	Time of Day	By-law in effect	Special Notes
Town of Manning	No	15 kph	Yes	15 kph	7 am - 11 pm	Yes	
Town of Rainbow Lake	Yes	30 kph	Yes	30 kph	None noted	Yes	No travel in ditches and water courses during the summer
Northern Sunrise County	Designated Trails only	30 kph	Designated Trails only	30 kph	7 am - 10 pm	Drafting	Designated trails only, restricted use on Municipality property
Town of High Level	Yes	30 kph	Yes	20 kph	7 am -10 pm	Yes	Travel must be most direct route out of town. Looking at amending the by-law to restrict to winter use only.
Town of Peace River	Designated Trails only		Designated Trails only			Yes	Currently do not have Designated trails
Mackenzie County	Yes	30 kph	Yes	20 kph	7 am - 11 pm	Yes	Travel must be most direct route out of hamlet, or within hamlet - for servicing only.

BYLAW NO. 923-13

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

**TO REGULATE THE CONTROL, USE AND OPERATION OF OFF-HIGHWAY
VEHICLES WITHIN THE HAMLETS OF FORT VERMILION AND LA CRETE**

WHEREAS the Traffic Safety Act, being Chapter T-6, and the Municipal Government Act, being Chapter M-26, both of the Statutes of Alberta, provides that a Municipal Council may enact a Bylaw respecting the safety, health and welfare of people and the protection of people and property; and to regulate the control, use and operation of off-highway vehicles;

AND WHEREAS it is deemed expedient by the Council of Mackenzie County to pass a Bylaw to regulate the operation of off-highway vehicles within the Municipality;

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

SECTION 1 NAME OF BYLAW

This Bylaw may be cited as the “Off-Highway Vehicles Bylaw for the Hamlet of Fort Vermilion and La Crete”.

SECTION 2 INTERPRETATION

Where there is a conflict between this Bylaw and any other Bylaw pertaining to noise abatement in the Municipality, the provisions of this Bylaw shall apply.

SECTION 3 DEFINITIONS

In this Bylaw:

- a) “Alley” for the purpose of speed control means a utility laneway intended chiefly to provide utility companies and residents with access to their utilities, rear of buildings, and parcels of land, but not for primary access;
- b) “Council” means the Mackenzie County Council, duly assembled and acting as such;

- c) “Designated Trails” means trails, and areas designated by Council as such, and identified in this Bylaw;
- d) “Hamlet” means the area contained within the boundaries of the Hamlets of Fort Vermilion and La Crete in the Province of Alberta;
- e) “Helmet” means a rigid safety helmet with chin strap attached which has been CSA approved for off-highway use;
- f) “Highway” means any thoroughfare, street, road, trail, avenue, parkway, driveway, viaduct, lane, square bridge, causeway, trestleway, or other place, whether publicly or privately owned, any part of which the public is ordinarily entitled or permitted to use for the passage or parking of vehicles, and includes:
 - (i) sidewalks (including the boulevard portion of a sidewalk),
 - (ii) if a ditch lies adjacent to and parallel with the roadway, the ditch, and
 - (iii) if a highway right-of-way is contained between fences or between a fence and one side of the roadway, all the land between the fences, or all the land between the fence and the edge of the roadway, as the case may be:
- g) “Municipality” means the area contained within the boundaries of Mackenzie County;
- h) “Off-highway vehicle” means any motorized vehicle designated for cross-country travel on land, water, snow, ice, marsh or swamp land or on other natural terrain and, without limiting the generality of the foregoing, includes, when designed for such travel.
 - (i) 4-wheel drive or low pressure tire vehicles,
 - (ii) motor cycles and related 2-wheel vehicles,
 - (iii) amphibious machines,
 - (iv) all terrain vehicles,
 - (v) miniature motor vehicles,
 - (vi) snow vehicles,
 - (vii) mini-bikes, and
 - (viii) any other means of transportation which is propelled by any power other than muscular power or wind,

but does not include

- (ix) motor boats, or
- (x) any other vehicle exempted from all of the provisions of the Traffic Safety Act by the regulations;
- i) “Operator” means a person who drives or is on actual physical control of a vehicle;
- j) “Owner” means a person who owns, rents or has the exclusive use of that vehicle under a lease or for any period;
- k) “Peace Officer” means a member of the Royal Canadian Mounted Police, a Bylaw Enforcement Officer, or a Special Constable appointed pursuant to the provisions of the Police Act of Alberta;
- l) “Residential Area” means an area within the boundaries of a Hamlet that is zoned for residential use pursuant to the Municipality’s current Land Use Bylaw;
- m) “Roadway” means that part of a highway intended for use by vehicular traffic;
- n) “Street furniture” means every curb, sidewalk, pole, traffic sign, waste receptacle, tree, plant, grass, or any other property belonging to the Municipality that is capable of being marked, defaced or damaged in any way;
- o) “Summer” means that ground cover is clear of snow

Save as herein otherwise provided, the terms and expressions in this Bylaw have the same meaning as in the Traffic Safety Act, the Interpretation Act, and the Municipal Government Act respectively.

SECTION 4

OPERATION OF OFF-HIGHWAY VEHICLES

- a) No person shall operate an off-highway vehicle within the municipal boundaries of the Hamlet, except that
 - i) an operator of an off-highway vehicle is authorized to operate an off-highway vehicle within provincial legislation on any alley or roadway to transport the off-highway vehicle

- by the most direct and shortest route of travel, from a residence to exit and to enter a Hamlet; or
- ii) the use is for the purpose of acquiring service or maintenance on the off-highway vehicle; or
 - iii) the use is within the areas of a Hamlet zoned for Hamlet General pursuant to the Municipal Land Use Bylaw; or
 - iv) The Chief Administrative Officer may, upon application from an association or society registered under the Societies Act whose mandate involves the operation of off-highway vehicles, approve the use of off-highway vehicles within the boundaries of the Hamlet for a specific period of time as a special event.
- b) No person shall operate an off-highway vehicle on any portion of a:
- i) Recreation area,
 - ii) School ground,
 - iii) Park area,
 - iv) Developed or landscaped area,
 - v) Municipal airport including runway, airstrip, apron or other portion of the airport used for the movement of aircraft, or
 - vi) Private property without permission of the owner or occupant of such property, within the municipal boundaries of the Hamlet
 - vii) Landscaped road right of way in the summer months, unless it is designated as a trail in this bylaw.
- c) No person shall operate an off-highway vehicle anywhere within the municipal boundaries of the Hamlet between the hours of eleven (11) o'clock in the evening (p.m.) and seven (7) o'clock of the next forenoon (a.m.).
- d) No person shall operate an off-highway vehicle within the boundaries of the Hamlet in excess of:

- i) Twenty (20) kilometers per hour (12.4 miles per hour) on any alley, and
 - ii) Thirty (30) kilometers per hour (18.6 miles per hour) on all highways within the boundaries of the Hamlet except an alley.
- e) No person shall operate an off highway vehicle within Fort Vermilion, or La Crete Hamlet when there is;
- i) No certificate of registration to the off highway vehicle,
 - ii) The license plate is not properly affixed to the vehicle.
- f) No person shall in any way damage any street furniture on any highway or public place.
- g) The operator of, and passengers being carried or towed by, an off-highway vehicle within the Hamlet shall at all times wear a protection helmet, which has been CSA approved, when the off-highway vehicle is in motion.
- h) No person shall operate an off-highway vehicle in a manner that creates unnecessary noise.
- i) All off-highway vehicles must come to a complete stop before crossing a highway.
- j) All off-highway vehicles must adhere to all provincial and federal legislation.

SECTION 5

ENFORCEMENT PROVISIONS

- a) A person who contravenes any provision of this Bylaw is guilty of an offense.
- i) The owner of an off-highway vehicle that is involved in a contravention of this Bylaw is guilty of any offense unless he or she proves to the satisfaction of the Judge that at the time of the offense the off-highway vehicle was not being driven or was not parked or left by him or any other person with his consent, express or implied.

- ii) Notwithstanding sub-section b), if the owner was not driving the off-highway vehicle at the time the offense was committed, he is not in any event liable to imprisonment.
- b) A person who is guilty of an offense under Section 4 Subsection e), of this Bylaw is guilty of an offense and is liable on summary conviction to a fine of not less than one thousand (\$1,000.00) dollars plus reparations and in default of payment to imprisonment for a term not exceeding six (6) months.
- c) Except as otherwise provided in this Bylaw, a person who is guilty of an offense under this Bylaw for which a penalty is not otherwise provided is liable:
- d) For a first offense to a fine amount as stated in the Mackenzie County Fee Schedule Bylaw and in default of payment to imprisonment for a term of not more than thirty (30) days, and
- e) For a second or subsequent offense, to a fine amount as stated in the Mackenzie County Fee Schedule Bylaw and in default of payment to imprisonment for a term of not more than sixty (60) days.
- f) Nothing in Section 5, shall:
 - i) Prevent a person from exercising his right to defend any charge of contravening any provisions of this Bylaw, or
 - ii) Prevent a Peace Officer from laying an information or complaint in lieu of serving a voluntary payment ticket.
- g) Where a Peace Officer believes that a person has contravened any provisions of this Bylaw, he may serve upon such a person a voluntary violation ticket allowing payment of the penalty specified in this Bylaw and such payment shall be accepted by the Municipality in lieu of the offense.

SECTION 6 SEIZURE OF OFF-HIGHWAY VEHICLE

- a) A Peace Officer who, on reasonable and probable grounds, believes that an offense under the provisions of this Bylaw has been committed may seize and detain an off-highway vehicle in respect of which the offense was committed until the final disposition of any proceedings that may be taken under this Bylaw.

SECTION 7 REPEAL

- a) This Bylaw shall replace Bylaw 594/06.

The provisions of this Bylaw shall become into full force and effect upon receiving third and final reading.

READ a first time this 30th day of October, 2013.

READ a second time this 10th day of December, 2013.

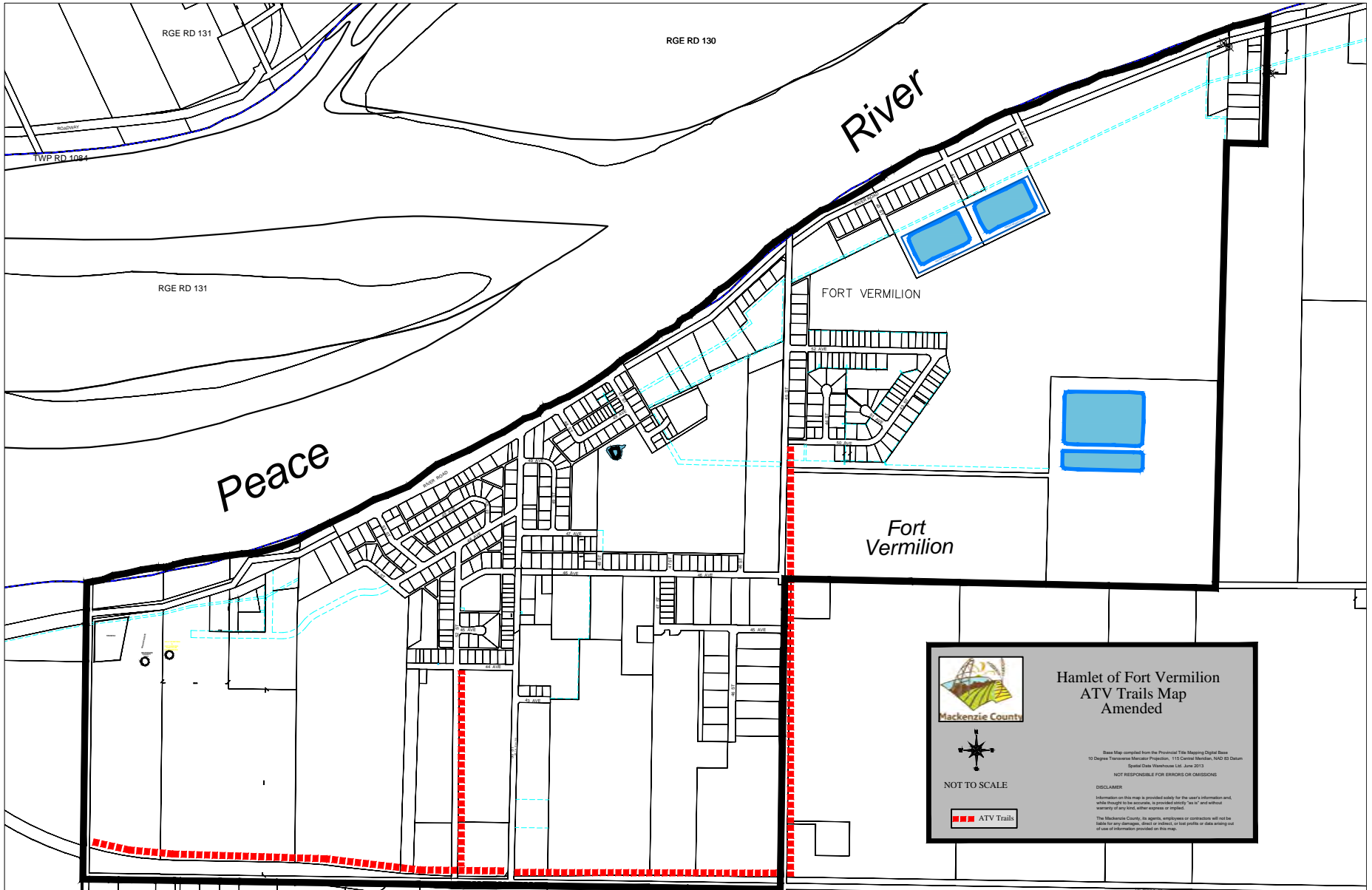
READ a third time and finally passed this 10th day of December, 2013.

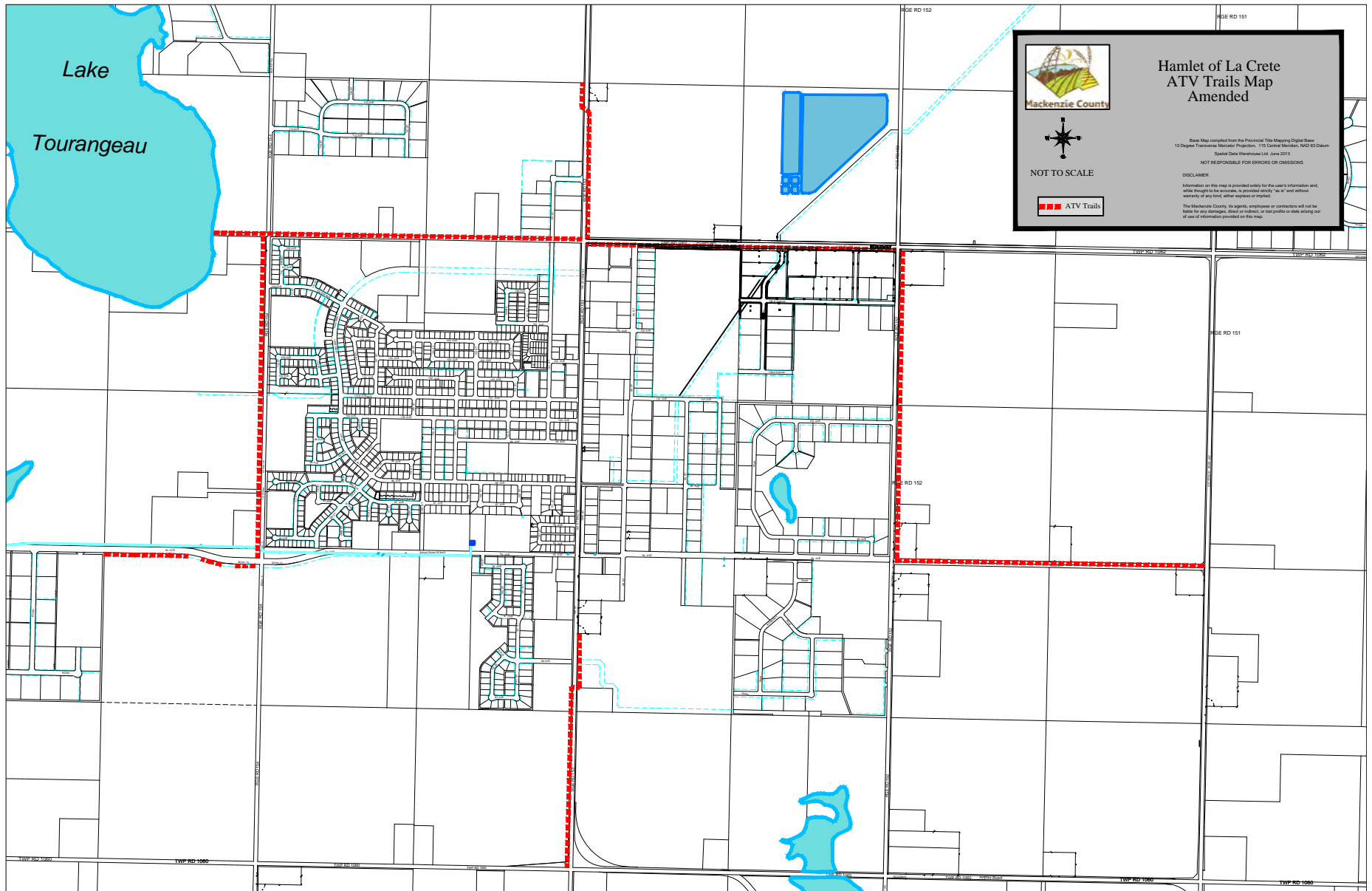
(original signed)

Bill Neufeld
Reeve

(original signed)

Joulia Whittleton
Chief Administrative Officer







MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	Second Access Request - Fort Vermilion Settlement, Range 2, River Lot 8

BACKGROUND / PROPOSAL:

Administration received an application for a second access to a parcel and as per Policy PW039 this needs to be approved by Council. Item #7 of the policy reads as follows...

Mackenzie County will approve only one access per titled property (rural or urban). Any and all subsequent accesses will be at the discretion of Council. Where deemed applicable and beneficial, a shared access to agricultural lands will be mandated.

As this is a large parcel of land, two accesses may be needed. Also, the developer advised administration that due to a natural ridge, two accesses would be desirable.

OPTIONS & BENEFITS:

Option 1: To approve the second access application as requested

Option 2: To deny the second access

COSTS & SOURCE OF FUNDING:

N/A

Author: Rp Reviewed by: _____ CAO _____

COMMUNICATION:

Administration will write a letter to the applicant on the decision of Council.

RECOMMENDED ACTION:

That the second access request on Fort Vermilion Settlement, Range 2, River Lot 8 be approved due to a ridge being on the property.

Author: Rp Reviewed by: CAO



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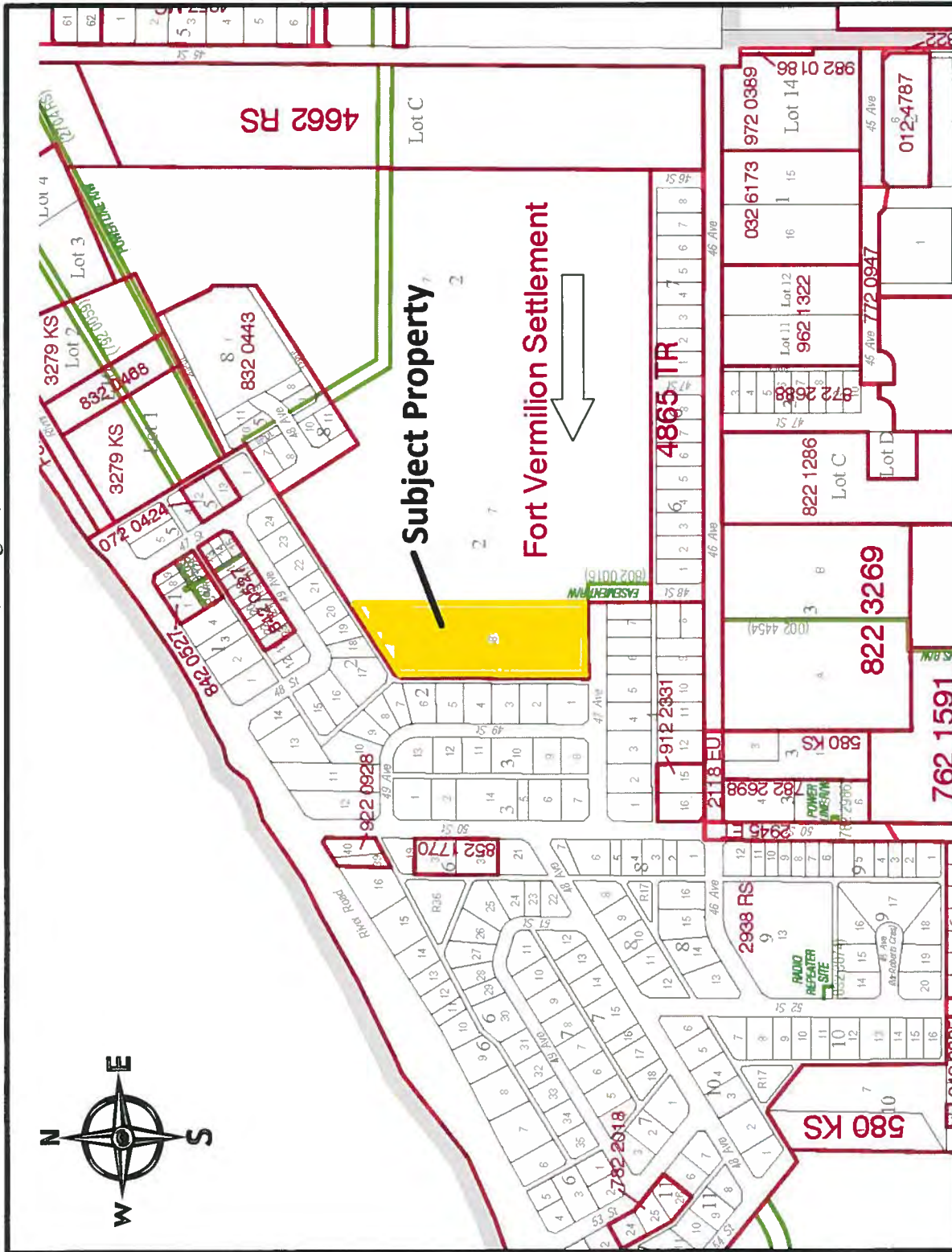
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(802 0016)

LAND USE BYLAW 939-14

Fort Vermilion Settlement, Range 2, River Lot 8



Mackenzie County



Tree Hse

Boardwalks
Camping Stalls

Motel Cabins
Museum
Hall
Woodworking Shop
Main Shop
Wildlife Rehab Transfer Stn
for Depot & Surr.



Caretakers Res.
Motel Group Bunk
Sulfur Springs Bath Hse
Washrooms
Sauna
Laundry Facility

6 Plets randomly positioned
2 Covered Parking Bldgs
the rest is open parking lot

Proposed Building

AT AVE

Proposed Access



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Zama Airport

BACKGROUND / PROPOSAL:

Alberta Transportation transferred ownership of the Zama Airstrip in the mid 1990's to MD of Mackenzie No. 23. Since this time the oil and gas industry primarily used the airport. The M.D. and oil companies, such as Pennziol, performed minimal maintenance on the runway and had no written agreements with each other for such work. The operations of the airport were controlled under the Land Use Bylaw.

Due to the limited budget and staff allocation in Zama at that time, the runway fell into poor condition with potholes and an oiled surface that had never been replaced.

In 2005 REDI engaged EBA Engineering Consultants Ltd. to conduct a Regional Airport study and develop a Zama Airport Master Plan. The plan concluded with recommendations and a capital investment plan with estimated costs and options to upgrade the Zama Airport (see attached 2005 cost figures).

Currently the Airport is primarily used as a helipad and recreational location. It has 2 leases, one from SRD and a second from Save-on-fuels. Helicopters use the site on a weekly basis for fuel operations or to pick-up passengers and equipment.

For three months in 2012, SRD utilized the airstrip as a home base of operations during the Zama Wildfires. The operation consisted of 10 plus helicopters, fuel caches and equipment storage along with logistic, planning and incident command centers.

The Zama Airport is listed in the Transport Canada Flight Supplement Guild as a registered aerodrome and is not subjected to an inspection program but currently has a NOTAM (historically referred to as "notice to airmen") closing the airport to all Fixed Wing Aircraft.

Author: D. Roberts, Zama Supervisor
Reviewed by: CAO JW

Without a clear vision regarding the future of the Zama Airport it is difficult to include Zama in airport planning process such as Airport Vicinity Protection Area (AVPA) or whether Mackenzie County should be implementing restrictions and barriers around the Zama Airport and if so, to what degree would these restrictions be applied.

Note: *Mackenzie County also has an agreement in place with Apache Canada for the use of their Airport for emergency medical operations.*

OPTIONS & BENEFITS:

Option 1

Remain as is with a NOTAM until future economic development occurs in the Zama area. When economics improve Mackenzie County could look at investing in upgrades and presently apply the AVPA accordingly.

Option 2

Close the Zama Airport to all fixed wing aircraft and re-designate the aerodrome as a helicopter pad. This would allow clear direction when developing and controlling AVPA rules but may not address the necessary restrictions if the airport were to revert back to a fixed wing aerodrome.

Option 3

Further study. Engage professional agency or County staff to further investigate the Pro's, Con's and costs of closing, re-designating and possible reopening of the airport to fixed wing aircraft in the future.

COSTS & SOURCE OF FUNDING:

Option 1

Cost: \$0

Option 2

Closing, re-designation costs are unknown, but should not be significant; may need to budget for the helipad area upgrades in future years.

Option 3

\$0 - \$5,000.00

Author: Don Roberts, Zama
Supervisor

Reviewed by: _____

CAO JW

SUSTAINABILITY PLAN:

This item relates to the County's Sustainability Plan under Environmental Sustainability G4. Zama City Development Plan

COMMUNICATION:

Will depend on Council's decision/selected option.

RECOMMENDED ACTION:

For discussion.

Author: Don Roberts, Zama
Supervisor

Reviewed by:

CAO JW

13.0 CAPITAL INVESTMENT PLAN

Throughout the life of the Master Plan, growth and expansion of the hamlet and the regional economy are expected. To accommodate this, the ultimate build out of the airport is planned for 5,000 paved strip with the required facilities. This achievement will take time and will be constructed in phases based on triggers. The table below lists all upgrades required, the trigger for that development and an estimated “order of magnitude” cost.

These items are listed in order of priority.

	Capital Item	Trigger	Estimated Cost (based on order of magnitude in 2005 dollars)
1.	Construction of new access road to west side of runway (gravel) – 500 m at 8 m top including tree clearing	Council adoption of the Master Plan and determination that the airport is “open for business”	\$275,000
2.	Engineering Design and contingency for new runway for 5,000 x 150 feet	Council adoption of the Master Plan and determination that the airport is “open for business”	\$1,470,000
3.	Acquire crown land through lease	Immediate	No cost
4.	Construct 3,500 x 100 gravel runway with frost protection to PLR of 8.0	Upon completion of the runway design	\$2,000,000
5.	Pave 3,500 feet runway		\$1,000,000
6.	Extend to 5,000 x 150 paved runway	When a minimum of 80% of the funding is secured from outside sources (such as provincial funding or partnership with oil company)	\$3,000,000
7.	Construct apron and taxiway		\$750,000
8.	Install limited weather station	Upon approval of runway construction	\$50,000
9.	Install voice activated aircraft recorder	Upon approval of the runway construction	\$2,000
10.	Train staff	Upon completion of the runway construction	\$40,000
11.	Survey airside lots	Upon completion of the runway construction	\$10,000
12.	Install Navigational Aids (GPS, NDB, DME, illuminated windsock)	Upon completion of the runway construction	\$190,000

	Capital Item	Trigger	Estimated Cost (based on order of magnitude in 2005 dollars)
13.	Install Lighting (ODALS, ARCAL, PAPI and edge lighting)	Upon completion of the runway construction	\$720,000
14.	Stand by Power	Upon installation of lighting	\$80,000
15.	Construct "terminal" building (ATCO trailer with washroom facility, telephone and internet connection) and pilot lounge	Upon completion of the runway construction	\$80,000
	Total Capital Costs		\$9,667,000

The community has identified the importance of a public airport for Zama. Therefore, the MD of Mackenzie should initiate these activities in the prioritized order for the long term outcome of a 5,000 ft (1,524 m) gravel or paved runway with a range of facilities and services, including a public building, and airside and groundside development.

The MD of Mackenzie must support an ongoing maintenance budget to ensure that the capital investment is protected. The airport will require varying levels of maintenance depending on the surface of the runway, whether gravel or pavement; this decision should be made with input from potential tenants. For instance, Alberta Forest Protection prefers to operate their fire fighting aircraft from paved surfaces, as do most commercial airlines. Other considerations include the cost of winter maintenance, such as purchasing and maintaining sand and plow trucks, de-icing facilities, snow blowers, and equipment to report the runway friction. As well, the airport will need to provide personnel to operate the equipment and provide regular reporting.

In addition, the MD must assign a staff person the responsibility of inspecting and reporting on airport conditions.

Based on the airport's vision of providing services for emergency and oil and gas industry, critical aircraft would likely be the Dornier 328; however, if the airport is also utilized by Alberta Forest Protection Services, the critical aircraft are the Lockheed L188 Electra and the Convair 580. This requires a runway length of 5,000 ft (1,524 m). A full build-out scenario for a registered¹ airport that accommodates Lockheed L188 Electras and Convair 580s would include a detailed airport design prepared by a qualified engineer.

¹ According to TP322, Transport Canada will soon require airports served by CARS 704 (commuter operations with 10-19 passengers) and 705 (commercial operations with 20+ passengers) to be certified. Performance based operations may be allowed for facilities that do not meet certification standards, under Transport Canada's authorization.

The estimated order of magnitude to upgrade the airport with a 3,500 foot gravel runway is \$6,667,000 or \$9,667,000⁵ with a paved 5,000 foot runway including accompanying facilities. These figures do not include the costs of purchasing maintenance equipment (a sweeper can cost \$250,000). Not only is the cost of the upgrade very expensive, but also the annual operating and maintenance costs will be very high. The table outlines how the upgrades can be phased, based on triggers in the economy or finding funding partners. The site is fairly isolated from the MD's Public Works Staff, who would normally be involved in airport maintenance. Due to the high costs, it is imperative that this development is triggered by a large development opportunity that would provide long-term economic benefit to the community and region in order to make a return on this investment.

13.1 ADVANTAGES AND DISADVANTAGES

While the airport redevelopment may be desired but the community, it is important to note that there are other options including highway upgrade for improved road access. The advantages and disadvantages of an airport redevelopment are listed below.

13.1.1 Advantages

- Better service to residents and oil and gas companies.
- Opportunities to generate revenue.

13.1.2 Disadvantages

- Very high cost for 173 residents.
- Will never recoup capital costs through fees.
- Too late for Mackenzie Pipeline to use Zama airport as a location decision factor.

13.2 OPTIONS

If the MD and residents cannot justify to expenditures, there are other options:

- Close Zama Lake Airport and:
 - spend money to upgrade road to Rainbow Lake; and
 - partner with Apache for public use.
- Work with industry to rebuild airport (examples in Sundre, Fort McKay and Josephburg).

⁵ Note: the runway construction costs were priced at \$4 million, based on 2002 figures; it is expected that the costs will have since increased.

<ul style="list-style-type: none"> a) BUILDING DEMOLITION OR REMOVAL (Bylaw 932-14) b) INSTITUTIONAL USE c) PARK d) TOURIST INFORMATION FACILITY 	<ul style="list-style-type: none"> a) CAMPGROUND b) CARETAKERS RESIDENCE/SECURITY SUITE c) CLUB HOUSE d) CONVENIENCE STORE accessory to the principal use e) EXHIBITION GROUNDS 1 f) EXHIBITION GROUNDS 2 g) EXTENSIVE RECREATIONAL USE h) INTENSIVE RECREATIONAL USE i) MUSEUM j) PUBLIC USE k) RECREATIONAL VEHICLE PARK l) RIFLE/SKEET RANGE m) Uses that require approval from the Alberta Gaming and Liquor Commission, with the exception of occasional licences not exceeding 72 hours
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C. DISTRICT REGULATIONS

In addition to the Regulations contained in Section 7, the following standards shall apply to every DEVELOPMENT in this LAND USE DISTRICT.

- (a) Lot Dimensions:** At the discretion of the Development Authority
- (b) Minimum Setbacks:** At the discretion of the Development Authority
- (c) Site Coverage:** At the discretion of the Development Authority

C. ADDITIONAL REQUIREMENTS

- (a) In addition to Section 7.28 of this BYLAW, the Development Authority may require any DISCRETIONARY USE to be screened from view with a vegetated buffer strip and/or other screening of a visually pleasing nature, satisfactory to the Development Authority.
- (b) Exterior finish is required to meet the specifications of the Development Authority giving consideration to the location and surroundings. Exterior finish may be required to be wood, metal, or similar siding, brick or stucco. The finish and appearance of buildings should complement other structures and natural site features to the satisfaction of the Development Authority.

D. OTHER REQUIREMENTS

Author: L. Lambert Reviewed by: CAO

The Development Authority may decide on such other requirements as are necessary having due regard to the nature of the proposed DEVELOPMENT and the purpose of this DISTRICT.

Many of the current Recreational Districts within Mackenzie County are zoned as Public Institutional or Direct Control. The Public Institutional does not allow for the sale or distribution of alcohol; however they have been for years. The one that is zoned Direct Control giving them the approval for alcohol sales, has run into major issues in trying to obtain a development permit in a timely manner as the zoning requires that ALL permits whether they be permitted or discretionary must be taken to Council for a decision.

Therefor in order to help the non-profit organizations in clarifying this matter, Council also made the following motion on December 10, 2013:

Motion 13-12-896 MOVED by Councilor Wardley

That the fees be waived for any non-profit organization that applies to rezone their property to REC 2 if received before March 31, 2014.

Most of the applications were received by March 31, 2014 aside from the Royal Canadian Legion. It was not received at the County office until the second week in April. However, this was not at the fault of the local Legion member as the application needed to be presented at a regular scheduled meeting and then approved and signed by their regional manager. The application was originally dated March 26, 2014; however it was not signed until April 7, 2014. (It also took County administration a while to find the local contact person).

OPTIONS & BENEFITS:

To shorten the approval time period for development permits. Eliminate the need of rezoning recreational areas to Direct Control.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the County

SUSTAINABILITY PLAN:

The Sustainability Plan does not directly address re-zoning of districts within the hamlets. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan

Author: L. Lambert Reviewed by: _____ CAO _____

COMMUNICATION:

The bylaw amendment will be advertised as per MGA requirements, this includes all adjacent landowners.

RECOMMENDED ACTION:

That first reading be given to Bylaw 941-14 being the rezoning of the subject parcels known as: Plan 4974RS;; Lot LF & Plan 2938RS, Block 11, Lot 14, Plan 580KS;; Lot N, Plan 882 1687, Block 11, Lot 4MR, Plan 882 1687, Block 15, Lot 2MR and SE 16-110-19-W5M, from their current districts to Recreational 2 District "REC2".

Author: L. Lambert Reviewed by: _____ CAO _____

BYLAW NO. 941-14
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate liquor sales in recreation areas.

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

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

Plan 4974RS;; Lot LF & Plan 2938RS, Block 11, Lot 14,
Plan 580KS;; Lot N,
Plan 882 1687, Block 11, Lot 4MR,
Plan 882 1687, Block 15, Lot 2MR,
SE 16-110-19-W5M,

within Mackenzie County, be rezoned from their current districts to Recreational 2 District "REC2" as outlined in Schedule "A" hereto attached.

READ a first time this ___ day of _____, 2014.

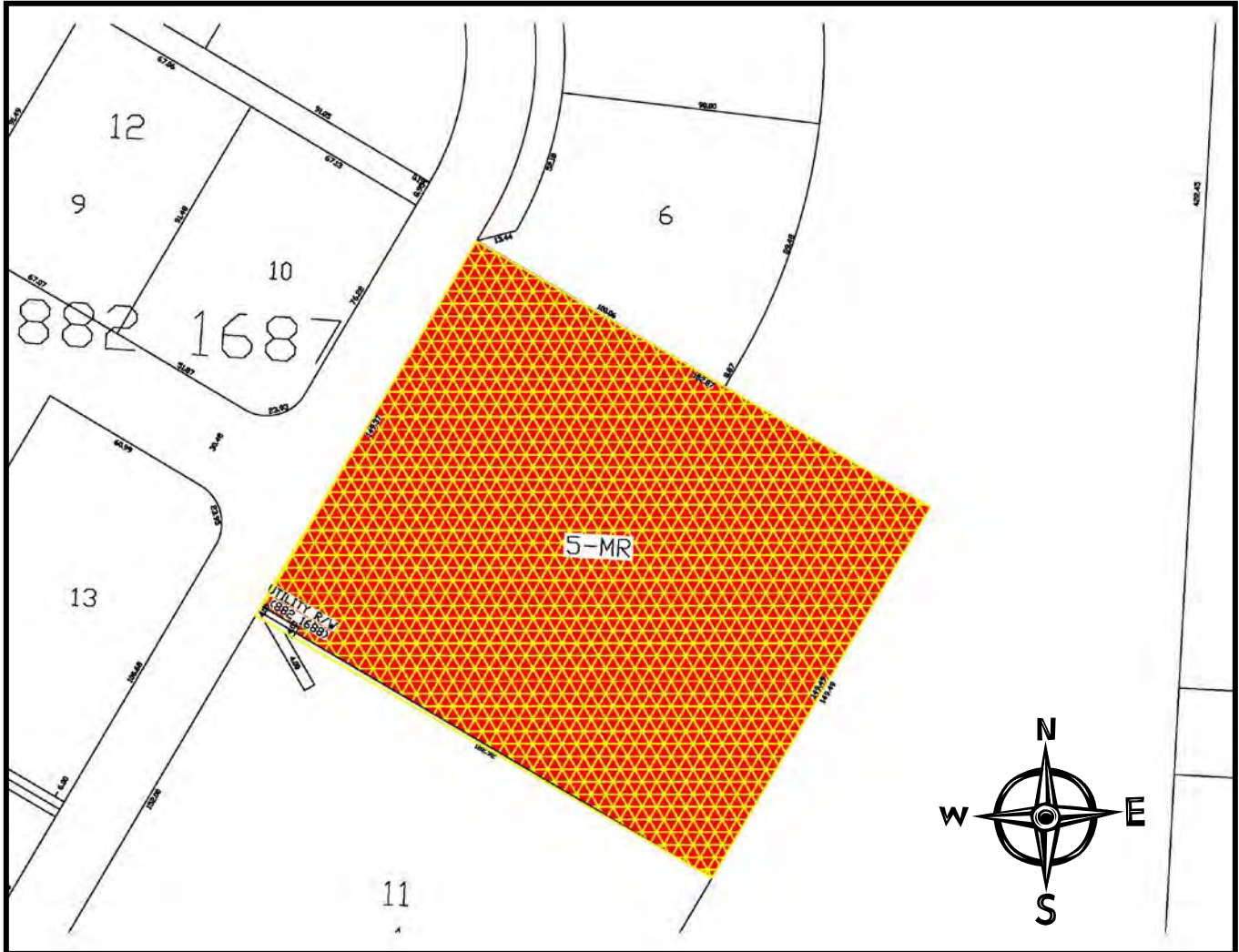
READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ___ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

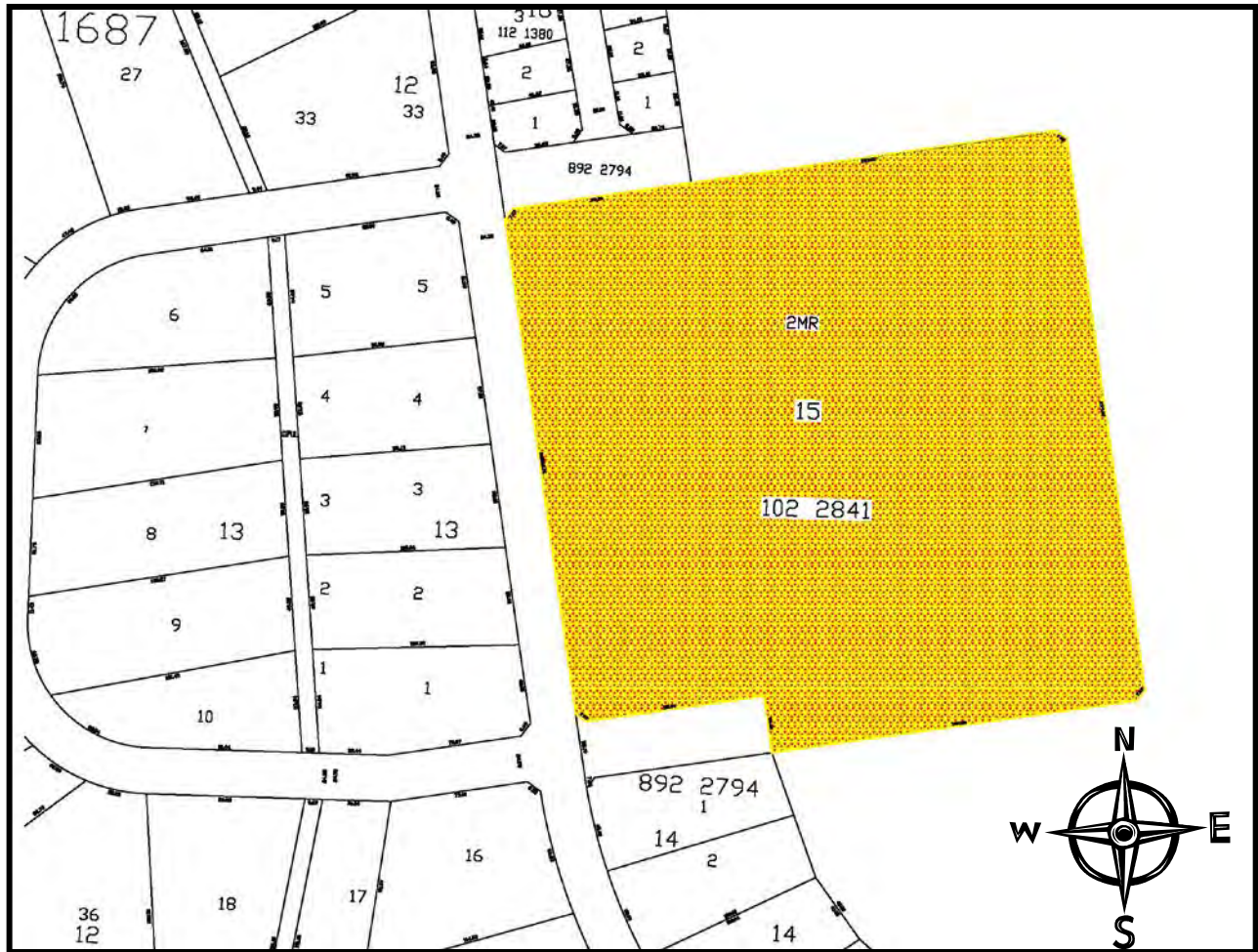
Plan 882 1687, Block 11, Lot 4MR



FROM: Public Institution "P"

TO: Recreational District 2 "REC2"

Plan 882 1687, Block 15, Lot 2MR,



FROM: Public Institution "P"

TO: Recreational District 2 "REC2"

SE 16-110-19-W5M



FROM: Direct Control "DC"

TO: Recreational District 2 "REC2"



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT <i>Royal Canadian Legion Hallett-Hansley Br. 243</i>		
ADDRESS <i>5401 River Road</i>		
TOWN <i>Fort Vermilion</i>		
POSTAL CODE <i>T0H 1N0</i>	PHONE (RES.) <i>780-927-4866</i>	BUS. <i>780-841-4866</i>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN	BLK	LOT
						<i>4974 KS</i>	<i>—</i>	<i>F</i>

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *Residential* TO: *Recreational 2 (REC2)*

REASONS SUPPORTING PROPOSED AMENDMENT:

ALSO:
5403-49 A Ave., Fort Vermilion
L14 B11 P1 2938RS

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

Royal Canadian Legion Hallett-Hansley Branch 243 *March 26, 2014*
 APPLICANT DATE

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

[Signature] *President* *April 7, 2014*
 REGISTERED OWNER DATE

RECOMMENDED ACTION:

MOTION 1: *(requires 2/3)*

That first reading be given to Bylaw 952-14, being an amendment to Bylaw 940-14
Legal description.

MOTION 2: *(requires 2/3)*

That second reading be given to Bylaw 952-14, being an amendment to Bylaw 940-14
legal description.

MOTION 3: *(requires unanimous)*

That consideration be given to proceed to third reading of Bylaw 952-14, being an
amendment to Bylaw 940-14 legal description.

MOTION 4: *(requires 2/3)*

That third reading be given to Bylaw 952-14, being an amendment to Bylaw 940-14
legal description.

Author: L. Lambert Reviewed by: _____ CAO Joulia Whittleton

BYLAW NO. 952-14

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

**FOR THE PURPOSE OF AMENDING BYLAW 940-14
BEING THE CLOSURE OF A PUBLIC UTILITY LOT
PLAN 102 6365, BLOCK 38, LOT 63PUL
IN ACCORDANCE WITH SECTIONS 671, 674, AND 675 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26
REVISED STATUTES OF ALBERTA 2000**

WHEREAS, Council of Mackenzie County passed all three readings of Bylaw 940-14 on April 8, 2014, and

WHEREAS, Council of Mackenzie County has determined that all of the Public Utility Lot property, as outlined on Schedule "A" attached hereto, be subject to closure and sale, in accordance with the Municipal Government Act Revised Statutes of Alberta 2000 as amended, and

WHEREAS, Bylaw 940-14 requires a typo amendment to the plan description, and

NOW THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF MACKENZIE COUNTY DOES HEREBY AMEND THE DESCRIPTION IN BYLAW 940-14 TO READ AS FOLLOWS:

Plan 102 6365
Block 38
Lot 63PUL
Containing 0.188 hectares (0.464 acres) more or less
Excepting thereout all mines and minerals

READ a first time this ____ day of _____, 2014.

READ a second time this ____ day of _____, 2014.

READ a third time and finally passed this ____ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

BYLAW No. 952-14

SCHEDULE "A"

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

Plan 102 6365 Block 38, Lot 63PUL

within the Hamlet of La Crete, be closed for sale and consolidation.



BYLAW NO. 940-14

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

**FOR THE PURPOSE OF CLOSING ALL OF A
PUBLIC UTILITY LOT BEING
PLAN 102 6365, BLOCK 38, LOT 63PUL
IN ACCORDANCE WITH SECTIONS 671, 674, AND 675 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26
REVISED STATUTES OF ALBERTA 2000**

WHEREAS, Council of Mackenzie County has determined that all of the Public Utility Lot property, as outlined on Schedule "A" attached hereto, be subject to closure and sale, and

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

NOW THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF MACKENZIE COUNTY DOES HEREBY CLOSE AND SELL THE PUBLIC UTILITY LOT PROPERTY DESCRIBED AS FOLLOWS, SUBJECT TO THE RIGHTS OF ACCESS GRANTED BY OTHER LEGISLATION OR REGULATIONS:

Part of Plan 102 6365
Block 38
Lot 63PUL
Containing 0.188 hectares (0.464 acres) more or less
Excepting thereout all mines and minerals

READ a first time this 11th day of March, 2014.

PUBLIC HEARING held on the 08th day of April, 2014.

READ a second time this 08th day of April, 2014.

READ a third time and finally passed this 08th day of April, 2014.

(original signed)

Bill Neufeld
Reeve

(original signed)

Joulia Whittleton
Chief Administrative Officer

BYLAW No. 940-14

SCHEDULE "A"

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

Plan 102 6365 Block 38, Lot 63PUL

within the Hamlet of La Crete, be closed for sale and consolidation.



BYLAW NO. 953-14

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

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

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to add regulations, revise the definition of Garden Suite and change the minimum lot size in Agricultural “A” zoning.

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

1. That the Mackenzie County Land Use Bylaw be amended with the following additions and changes:

Add Regulation to Section 7.1:

Access and Drainage:

- (e) *Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream road centerline elevation to avoid overland flood damage, water seepage and other water related damage.*

Add Regulation to Section 7.29:

Landscaping, Screening or Sound Barriers:

- (k) *Trees and Shrubs **shall** be setback at least 1.5 meters (5 feet) from the side and rear property lines to avoid overgrowth and leaf shed into neighbouring properties. No setback is required for the front property line. Owners of the trees and shrubs are responsible for their upkeep and maintenance, and to ensure they do not negatively impact neighboring properties.*

Revise the Definition of a Garden Suite in Section 3.3 to read as:

***“GARDEN SUITE”** means a secondary DWELLING UNIT on a parcel of land on which there is already a principal DWELLING UNIT located on the same YARD, accessible by the*

same driveway. A GARDEN SUITE is to only be ACCESSORY to the principal DWELLING UNIT.

Revise Section 8.1 C. (b) to read as:

8.1 AGRICULTURAL “A”

C. DISTRICT REGULATIONS

(b) LOT Area:

RESIDENTIAL:

Minimum: 2.2 ha (5.5 acres)

Maximum: 4.1 ha (10 acres) unless an existing residence requires the approval of a larger parcel size to meet setback requirements, or the subject site is a FRAGMENTED PARCEL that in the opinion of the Development Authority is difficult to farm.

All Other Uses:

At the discretion of the Development Authority

READ a first time this ___ day of _____, 2014.

PUBLIC HEARING was held this _____ day of _____, 2014.

READ a second time this ___ day of _____, 2014.

READ a third time and finally passed this ___ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

That the Inter-municipal Planning Commission recommends APPROVAL of the Airport Vicinity Protection Area as presented.

Both the Town of High Level and Town of Rainbow Lake were provided with draft copies of the AVPA for their review, and neither of them expressed any concern.

OPTIONS & BENEFITS:

The AVPA is a required bylaw in order to adequately restrict development around our airports to uses that are compatible with airports, and to allow for smarter future growth around our airports.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Goal E7 refers to airports, and Strategy E7.1 is the most applicable:

Before permitting the purchase of land or the construction of homes along the airport's boundaries:

- commission a study immediately to investigate whether long term plans for the La Crete airport should involve expansion on its current site or relocation to a new site;
- develop a long term strategy for the La Crete airport.

While this goal is not directly applicable, the AVPA is a significant portion of creating a long term strategy for all of the airports within the County.

COMMUNICATION:

The bylaw will be advertised as per MGA requirements.

RECOMMENDED ACTION:

That first reading be given to Bylaw 954-14 being the Airport Vicinity Protection Area, subject to public hearing input.

Author: B Peters Reviewed By: CAO

BYLAW NO. 954-14

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

**TO ADOPT THE MACKENZIE COUNTY
AIRPORT VICINITY PROTECTION AREA**

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to create the Mackenzie County Airport Vicinity Protection Area to supplement the Land Use Bylaw to manage growth around each of the municipal airports within the County,

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

1. That the Mackenzie County Airport Vicinity Protection Area be adopted as attached.

READ a first time this ____ day of _____, 2014.

PUBLIC HEARING held this ____ day of _____, 2014

READ a second time this ____ day of _____, 2014.

READ a third time and finally passed this ____ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

Mackenzie County
Airport Vicinity Protection Area



April 2014

Mackenzie County
Airport Vicinity Protection Area

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1. DEFINITIONS

"**AIRPORT**" means an area of land, water, ice or other surface intended to be used for landing, take-off or servicing aircraft, including all related buildings.

"**AIRSTRIP AIRPORT RUNWAY**" means an area of land associated with an airport runway used or intended to be used, for take-off and landing aircraft, excluding related buildings.

"**AIRPORT ZONING REFERENCE POINT ELEVATION**" means the lowest threshold elevation point of the runway as shown in the Airport Vicinity Protection Area Height Limitation Schedules, 4, 10, 15, and 20 for a specific airport.

"**APPROVED HELIPORT SITES**" means helicopter landing sites approved by the County.

"**BASIC STRIP**" means a basic strip as described:

***Fort Vermilion** - The basic strip associated with this airport runway is an area 91.4 meters in width and 1339.5 meters in length, the location of which is shown on the map in Schedule 9*

***High Level** - The basic strip associated with this airport runway is an area 304.8 meters in width and 1645.9 meters in length, the location of which is shown on the map in Schedule 3.*

***La Crete** - The basic strip associated with this airport runway is an area 150.0 meters in width and 1462 meters in length, the location of which is shown on the map in Schedule 15.*

***Rainbow Lake** - The basic strip associated with this airport runway is an area 91.4 meters in width and 1493.5 meters in length, the location of which is shown on the map in Schedule 21.*

"**DEPARTMENT**" means the Development Officer for Mackenzie County.

"**LAND USE BYLAW**" means the Land Use Bylaw for Mackenzie County as amended from time to time.

"**MUNICIPAL AIRPORT**" means the airport facilities known as the High Level Airport, Fort Vermilion Airport, La Crete Airport and Rainbow Lake Airport.

"**MUNICIPALITY**" means Mackenzie County

"**NEF CONTOUR**" means the Noise Exposure Forecast Contour lines that divide and show the areas having different levels of noise exposure to an airport, as shown on the map in Schedule 2, 8, 13, 18.

"NOISE EXPOSURE FORECAST AREA" or "NEF AREA" means the areas that are enclosed by Noise Exposure Forecast Contour lines, having different levels of noise exposure in an Airport Vicinity Protection Area that:

- 1) Is enclosed by the 40 NEF Contour, or
- 2) Lies between 2 NEF Contours, or
- 3) Lies between the 25 NEF Contour and the boundary of the Protection Area, as shown on the map in Schedule 2, 8, 13, 18.
- 4) "NEF Contour" means a numbered contour as shown on the map in Schedule 2, 8, 13, 18.

"PROTECTION AREA" means the Fort Vermilion, High Level, La Crete and Rainbow Lake Airport Vicinity Protection Areas described in Schedule 1,7,12 and 17.

"OUTER SURFACE" means an imaginary surface consisting of a common plane established at a constant elevation of 45 meters above the airport zoning reference point elevation and extending to the outer limits of the Airport Vicinity Protection Area, as described below **in TAKE-OFF AND APPROACH SURFACE, TRANSITIONAL SURFACE.**

"TAKE-OFF AND APPROACH SURFACE" means an imaginary, inclined plane, associated with each end of the Basic Strip, that:

- 1) commences at, and abuts the end of the Basic Strip,
- 2) rises at a slope ratio of 1:40 measured from the end of the Basic Strip,
- 3) diverges outward on each side as it rises, at a slope ratio of 1:10 (1:15 High Levels and La Crete's) measured from the respective projected lateral limits of the Basic Strip, and
- 4) ends at its intersection with the Outer Surface. Ends 15,000 m from end of the Basic Strip for High level.

"TRANSITIONAL SURFACE" means an imaginary surface consisting of an inclined plane that:

- 1) commences at, and abuts the lateral limit of the Basic Strip,
- 2) rises at a slope ratio of 1:7 measured from the lateral limit of the Basic Strip, and
- 3) ends at its intersection with the Outer Surface or Take-Off/Approach Surface

Land use definitions are referenced to the Mackenzie County Land Use Bylaw.

2. MAIN BUILDING PER LOT

More than one main building may be placed on a lot for an airport if the use complies to those uses listed under the subject land use district included in the Mackenzie County Land Use Bylaw.

3. AIRPORT LAND USE DISTRICT

3.1. AIRPORTS DISTRICT

This District is set up to address the developmental issues, standards and regulations of four (4) municipal airports: High Level, Fort Vermillion, La Crete and Rainbow Lake. In addition to the general standards and regulations applicable to all of these airports, specific requirements and restrictions, supported by Schedules 1-21, for the development of land in the vicinity of each individual airport are also stipulated in this section of the Bylaw. This section applies to the development located within the boundary of the Airport Vicinity Protection Areas as shown in Schedules 1-21.

3.2. GENERAL STANDARDS AND REGULATIONS FOR AIRPORTS

- 1) All developments situated within the Airport Vicinity Protection Areas - shall conform to the conditions stipulated below, and will require a development permit, except for the developments that do not exceed five (5) meters above the Airport Reference Elevation or that are listed as follows:
 - a) The maintenance or repair of any building without structural alteration or major renovation.
 - b) The completion of a building that was lawfully under construction at the date of the adoption of this Bylaw if:
 - i. The building is completed in accordance with the terms and conditions under which the development permit was issued, and
 - ii. The building, for which whether or not a permit was granted, is completed within 12 months from the first date on which an official notice for this Bylaw is given.
 - c) The use of any building, as referred to in this section, for which the construction was commenced prior to the adoption of this Bylaw.
 - d) The erection or construction of gates, fences, walls or other means of enclosure less than 1.8 meters (6.0 feet) in height, and the maintenance, improvement and other alternations of them.
 - e) A temporary building, the sole purpose of which is incidental to the erection or alteration of a permanent building, for which a Permit has been issued under the Land Use Bylaw.
 - f) The maintenance or repair of public works, services, and utilities carried out by or on behalf of federal, provincial, and municipal public authorities on land, which is publicly owned or controlled.
 - g) Construction, excavation, or other operations requisite for the continued agricultural use of a parcel in excess of 4 hectares (10 acres) that may be

assessed as farmland and used for Extensive Agricultural Operations as defined in the Land Use Bylaw.

- 2) Notwithstanding subsection (1), any development exceeding 5 meters above the airport reference elevation requires a development permit.
- 3) This Bylaw shall be administered by the Development Officer and the Subdivision and Development Appeal Board and they shall be deemed to have the same powers as provided within the appropriate Land Use Bylaw and the Municipal Government Act except that the Subdivision and Development Appeal Board shall not delete or alter any condition of approval for land uses identified in Table 1 and this bylaw
- 4) The Development Officer is not precluded by this Bylaw from attaching any other conditions in accordance with the Land Use Bylaw to a development permit.
- 5) A development permit for a development within the Airport Vicinity Protection Area may only be issued if the proposed development conforms to this Bylaw and the Land Use Bylaw.

3.3. DEVELOPMENT NEAR AIRPORTS

- 1) Development near municipal airports will be required to conform to the Airport Vicinity Protection Areas Bylaw or other established regulation.
- 2) Commercial airport related development shall not be permitted unless it is located at an approved airstrip site.
- 3) No private airstrips shall be permitted to locate within the legal boundaries of any Hamlet in the County
- 4) No private airstrips shall locate within any Airport Vicinity Protection Area.
- 5) Heliports shall not locate in any Hamlet unless they are for emergency medical services and/or approved sites.
- 6) All airport related development directly accessing the Town of - Rainbow Lake Municipal Airport shall be encouraged to locate within the Town of Rainbow Lake.
- 7) NO development shall take place within the Airport Vicinity Protection Area that would unduly affect the lives, amenities and general wellbeing of the surrounding residents, commercial and industrial activities, or those of the airport.
- 8) All applications for developments within the Rainbow Lake Protection Area, as identified in Schedule 17, shall be circulated to the Town of Rainbow Lake for their information.
- 9) All applications for developments within High Level Protection Area shall be approved by the Inter-Municipal Planning Commission, as per the Inter-municipal Development Plan between Mackenzie County and the Town of High Level.

3.4. ESTABLISHMENT OF PROTECTION AREA

- 1) The part of Alberta described and shown in Schedules 1, 7, 12 and 17 are established as Airport Vicinity Protection Areas under this bylaw.
- 2) If any discrepancy exists between the description of the Protection Areas in Schedule 1, 7, 12 and 17 and the location of the Protection Areas as shown on the map in Schedule's 1-21, the description in Schedules 1, 7, 12 and 17 prevails.

3.5. HEIGHT LIMITATIONS

- 1) A development permit shall not be issued for a development in the Protection Area if the highest point of the development will exceed in elevation at the location of that point any of the following surfaces that project immediately above the surface of the land at that location;
 - a) The take-off/approach surfaces of the runway of the airport;
 - b) The transitional surfaces of the runway of the airport;
 - c) The outer surface
- 2) For the purposes of this section;
 - a) If the proposed development is a railway, the highest point of the development shall be deemed to be 6 metres higher than the actual height of the rails, and
 - b) If the proposed development is a highway or roadway, the highest point of the development shall be deemed to be 4.3 meters higher than the actual height of the highest part of the travelled portion of the highway.

3.6. ELECTRONIC FACILITIES

- 1) No objects taller than 1.2m are permitted in the area denoted Area "A" on the Electronic Facilities Protection Map in Schedule 5.
- 2) No metallic objects higher than 1.2m, no non-metallic objects higher than 2.5m are permitted in the area denoted Area "B" on the Electronic Facilities Protection Map in Schedule 5.
- 3) No metal-walled structure should subtend a total vertical angle greater than 0.8° , no structural steel work should subtend a total vertical angle greater than 1.6° and no non-metallic object (including trees) should subtend a total vertical angle greater than 2.4° from the base of the antenna located at the apex of the Area "C" on the Electronic Facilities Protection Map in Schedule 5.
- 4) No metallic fences, power lines, telephones lines, buildings, roads, or railroads permitted in the Areas "D", "E" and "F" on the Electronic Facilities Protection Map in Schedule 5.

- 5) Objects that may cause reflection of communication signals are not permitted in the Area “G” on the Electronic Facilities Protection map in Schedule 5.
- 6) Electrical noise generating sources such as engine ignitions, electric motors, electrical switching gear, high tension line leakage, diathermic and industrial heating generators and many household appliances are not permitted in the Area “H” on the Electronic Facilities Protection Map in Schedule 5.

3.7. LAND USE IN RELATION TO NOISE EXPOSURE FORECAST AREAS

- 1) In this Section
 - a) “C” followed by a number where it appears in one of the NEF Area (Noise exposure forecast area) columns in Table 1 opposite a particular land use means that the land use is permitted subject to the condition(s) set out in Table 2 bearing the same letter and number.
 - b) “NA” where it appears in one of the NEF columns in Table 1 opposite a particular land use, means that the land use is not allowed and prohibited in that NEF Area.
 - c) “P” where it appears in one of the NEF columns in Table 1 opposite a particular land use, means that the land use in that NEF Area is permitted by this regulation, thus, such a use is neither prohibited nor is a development permit for a development involving that use to be made subject to any condition under Table 2 of this Schedule in this regulation.
 - d) “NEF 25-Area” means the NEF Area that lies between the 25 NEF Contour and the boundary of the Protection Area;
 - e) “NEF 25-30 Area” means the NEF Area that lies between the 30 NEF Contour and the 35 NEF Contour;
 - f) “NEF 30-35 Area” means the NEF Area that lies between the 30 NEF Contour and the 35 NEF Contour;
 - g) “NEF 35-40 Area” means the NEF Area that lies between the 35 NEF Contour and the 40 NEF Contour;
 - h) “NEF 40+” Area means the NEF Area enclosed by the 40 NEF Contour;
 - i) “extensive agriculture” means the use of land or buildings for the raising or production of crops, livestock or poultry, but not restricting the generality of the foregoing does not include feedlots, intensive hog operations, bee keeping, intensive poultry or fowl operations, sod farms, plant nurseries, and landscaping, gardening and livestock yards on a small parcel of land.
 - j) “residential replacement or infilling unit” means any new residential development that:

- i. Will replace a residential development that has been demolished or destroyed, or
 - ii. Is to be built on a lot that is
 - (a) Registered under the Land Titles Act, and
 - (b) Zoned for residential development before the coming into force of this bylaw;
- 2) Developments existing before the passing of this regulation shall be deemed to comply with the second insulation requirements set out in this Schedule.
- 3) Schedules 2, 8, 13 and 18 depict the NEF Contours for each airport

Table 1
Land Use in Relation to Noise Exposure Forecast Areas

<u>Land Uses</u>	<u>Airport Clear District (A-CL)</u>				
	Noise Exposure Forecast Areas				
	NEF 25- Area	NEF 25- 30 Area	NEF 30- 35 Area	NEF 35- 40 Area	NEF 40+ Area
Airport Runway	P	P	P	P	P
Extensive Agriculture	P	P	P	P	P

<u>Land Uses</u>	<u>Airport Industrial District (A-M)</u>				
	Noise Exposure Forecast Areas				
	NEF 25- Area	NEF 25- 30 Area	NEF 30- 35 Area	NEF 35- 40 Area	NEF 40+ Area
Airport	P	P	P	P	P
Aircraft Hangers, Sales, Repairs	P	P	P	P	P
Airport Industries	P	P	P	P	P
Extensive Agriculture	P	P	P	P	P

<u>Land Uses</u>	<u>Airport Rural District (A-R)</u>				
	Noise Exposure Forecast Areas				
	NEF 25- Area	NEF 25- 30 Area	NEF 30- 35 Area	NEF 35- 40 Area	NEF 40+ Area
Single Family Residence	P	C ₁	NA	NA	NA
Abattoir	C	C	C	C	C
Tannery	C	C	C	C	C
Home Based Business	P	C ₁	C ₁	C ₁	C ₁
Golf Course	P	P	P	P	P
Agricultural Industry	P	P	P	P	P
Intensive Agriculture	C	C	C	C	NA

Hog Buying Station	C	C	C	C	NA
Livestock Sales Yard	C	C	C	C	NA
Community Centre (Hall)	P	P	P	NA	NA
Industrial Plant	C	C	C	C	C
Farm Subsidiary Occupation	P	C ₁	C ₁	C ₁	C ₁
Landfill Site	C	C	C	C	C
Gravel Pit	P	P	P	P	P
Sod Farm	P	P	P	P	P
Stripping of Topsoil	P	P	P	P	P
Veterinary Clinic	P	P	C _{1,2}	NA	NA
Public Utility Building	P	P	C ₁	C ₁	C ₁
Sewage Lagoon	C	C	C	C	C
Radio, Television Tower	P	P	P	P	P
Church	P	C ₁	C ₁	NA	NA
Kennel	P	P	C _{1,2}	NA	NA
Highway Maintenance Yard	P	P	P	P	P
Government Weigh Scale	P	P	P	P	P
School	P	C ₁	NA	NA	NA
Minor Recreational Facility	P	P	P	C _{2,3}	NA
Bulk Oil Supplies	P	P	C ₁	C ₁	C ₁
Agricultural Supply Depot	P	P	C ₁	C ₁	C ₁
Contractor's Business	P	P	C ₁	C ₁	C ₁
Auto Wrecker	P	P	P	P	P
Pipe and Equipment Storage	P	P	P	P	P
Agricultural Machinery, Sales, Service	P	P	C ₁	C ₁	C ₁
Gasoline, Service Station	P	P	C ₁	C ₁	C ₁
Post Office	P	P	C ₁	C ₁	C ₁
Retail Store	P	P	C ₁	C ₁	C ₁
Game Farm	P	P	P	P	NA
Ranger Cabin	P	C ₁	NA	NA	NA
Tradesman's Business	P	P	C ₁	C ₁	C ₁
Public Buildings	P	P	C ₁	C ₁	C ₁
Waetr Reservoir	P	P	C	C	C
Ancillary Buildings	AS PER PRIMARY USE				
Sawmills	P	C ₁	C ₁	C ₁	C ₁
Residential Replacement Infill Unit	P	C ₁	C ₁	C ₁	NA

3.8. LAND USE CONDITIONS

- C1 Construction shall conform to the exterior acoustic insulation requirements of Part 11 of the Alberta Building Code 2006 for those NEF Areas other than the NEF 25-Area unless otherwise stated in this regulation. Where this condition is specified, the Development Officer shall indicate on the Development Permit between which noise contours the proposed development site would be located for reference of the building inspector at the time of the building permit application.
- C2 The development shall be covered completely.
- C3 The development shall not include structures for the seating of spectators except as varied to allow for seating of a minor nature as specified in the condition.

3.9. LAND USE IN RELATION TO BIRD HAZARD AREAS

- 1) In this Section
 - a) Zone 1 means the area defined by a rectangle that fully encloses the runway and extends 3 km beyond the runway threshold in each direction and 2 km on either side of the runway centreline
 - b) Zone 2 means the area at each end of the runway bounded by a semicircle with its centre on the extended centreline 1 km from the runway threshold and a radius of 8 km, excluding the intersections with Zone 1
 - c) Zone 3 means the area enclosed by two semicircles, each with its centre on the extended centreline 1 km from opposing runway thresholds and a radius of 12 km, connected at their ends by two lines parallel to the runway centreline, excluding the intersections with Zone 1 and Zone 2.
- 2) Developments existing before the passing of this regulation shall be deemed to comply with the requirements set out in this Section.
- 3) No owner or lessee of any lands identified in Zone 1, Zone 2, or Zone 3, as identified in Schedules, 6, 11, 16, 21 shall modify or improve the lands or any part of them in a manner that increases their attractiveness to birds.
 - a) No new developments of the following types are permitted, unless specifically granted, in writing, by the County:
 - i. Sanitary Land Fill
 - ii. Food Garbage Disposal
 - iii. Abattoir
 - iv. Sewage Lagoon
 - v. Open Water Reservoir larger than 2.5 hectares
 - (a) Open water reservoirs of less than 2.5 ha, or where water will be held for a period of 48 hours or less, are permitted.

4. High Level Airport Vicinity Protection Area Regulation

Schedule 1

High Level Airport Vicinity Protection Area

The High Level Airport Vicinity Protection Area consists of the land described below:

In Township 111, Range 19, West of the Fifth Meridian.

Northwest Quarter, Section 19

Northeast Quarter, Section 19, lying west of the railway right of way

Southwest Quarter, Section 19

Southeast Quarter, Section 19

Southwest Quarter, Section 20

Northeast Quarter, Section 18

Southeast Quarter, Section 18

Section 17

Northeast Quarter, Section 7

Section 8

Northwest Quarter, Section 9

Southwest Quarter, Section 9

Southeast Quarter, Section 9

Section 4

Section 5

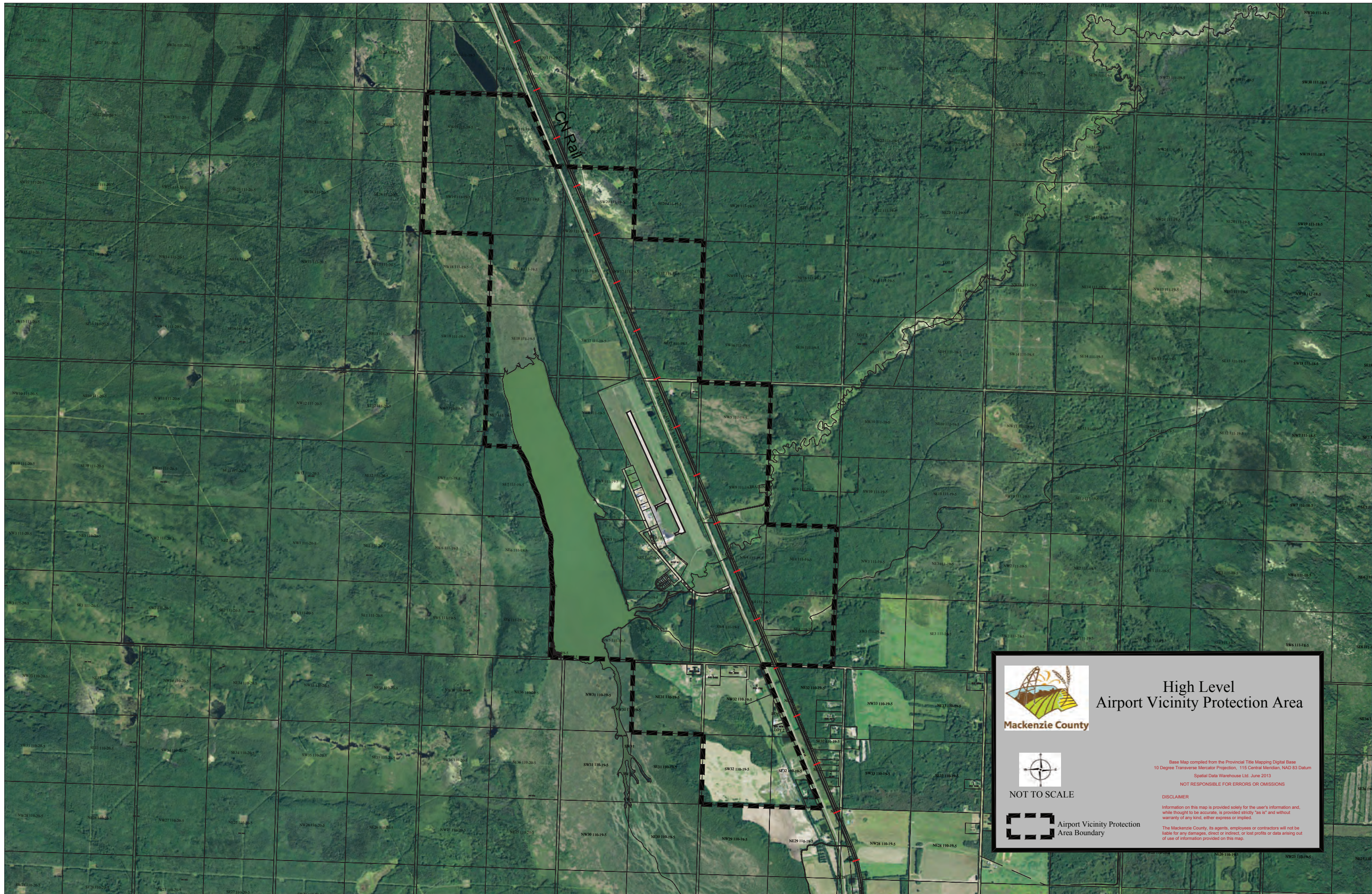
In Township 110, Range 19, West of the Fifth Meridian.


Northeast Quarter, Section 31

Northwest Quarter, Section 32

Southwest Quarter, Section 32


Southeast Quarter, Section 32, lying west of the railway right of way.






Mackenzie County

High Level Airport Vicinity Protection Area



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Airport Vicinity Protection
Area Boundary

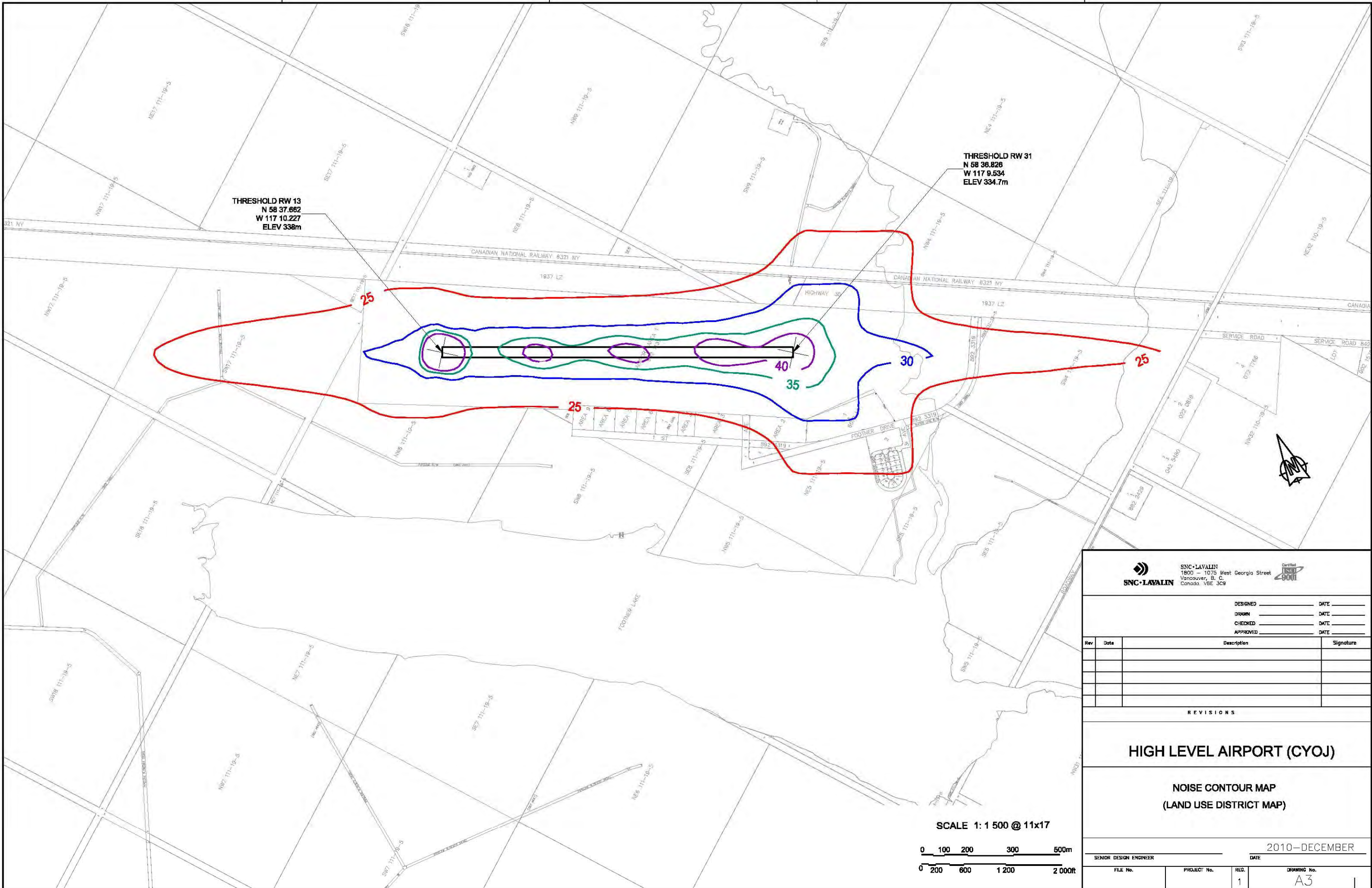
Base Map compiled from the Provincial Title Mapping Digital Base
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Schedule 2

High Level Airport Vicinity Protection Area

Land Use District (Noise Restrictions) Map



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REVISIONS

HIGH LEVEL AIRPORT (CYOJ)

**NOISE CONTOUR MAP
(LAND USE DISTRICT MAP)**

2010-DECEMBER

SENIOR DESIGN ENGINEER	DATE
FILE No.	PROJECT No.
1	A3

Schedule 3
Height Limitations
High Level Airport Vicinity Protection Area
Basic Strip

1. The basic strip associated with the airport runway is an area 304.8 metres in width and 1645.9 metres in length, the location of which is shown on the map in Schedule E.

Take-off/Approach Surfaces

2. There are take-off approach surfaces associated with each end of the basic strip and in each case the surface is imaginary and consists of an inclined plane that:
 - a. commences at and abuts the end of the basic strip,
 - b. rises at a slope ratio of 1:50 measured from the end of the basic strip.
 - c. diverges outward on each side as it rises, at a slope ratio of 1:15 measured from the respective projected lateral limits of the basic strip, and
 - d. ends at its intersection with the outer surface.

Transitional Surfaces

3. There is a transitional surface associated with each level limit of the basic strip, and in each case the transitional surface is an imaginary surface consisting of an inclined plane that:
 - a. commences at and abuts the lateral limit of the basic strip,
 - b. rises at a slope ratio of 1:7 measured from the lateral limit -of the basic strip, and
 - c. ends at its intersection with the outer surface or a take-off/approach surface.

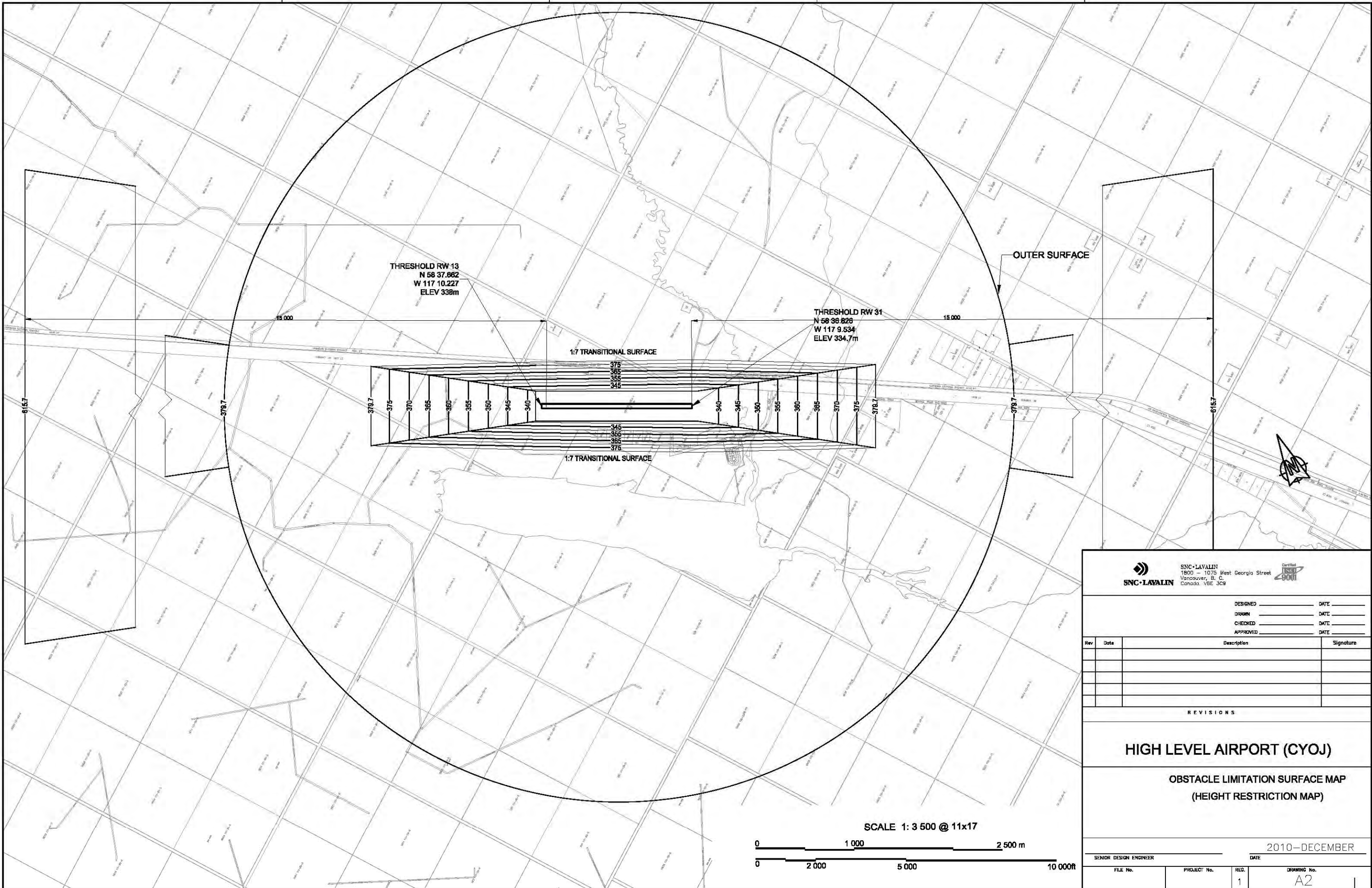
Outer Surface

4. The outer surface of the Protection Area is an imaginary surface consisting of a common plane established at a constant elevation of 45 metres above the airport reference point elevation and extending to the outer limits of the Protection Area.

General

5. The area location of the take-off/approach surfaces and traditional surfaces are represented on the map shown in Schedule 4, but, if any discrepancy exists between the description of the take-off/approach surfaces or transitional surfaces in this Schedule and their location on the map in Schedule 4, the description in this Schedule prevails.

Schedule 4
High Level Airport Vicinity Protection Area
Height Limitations Map



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HIGH LEVEL AIRPORT (CYOJ)

**OBSTACLE LIMITATION SURFACE MAP
(HEIGHT RESTRICTION MAP)**

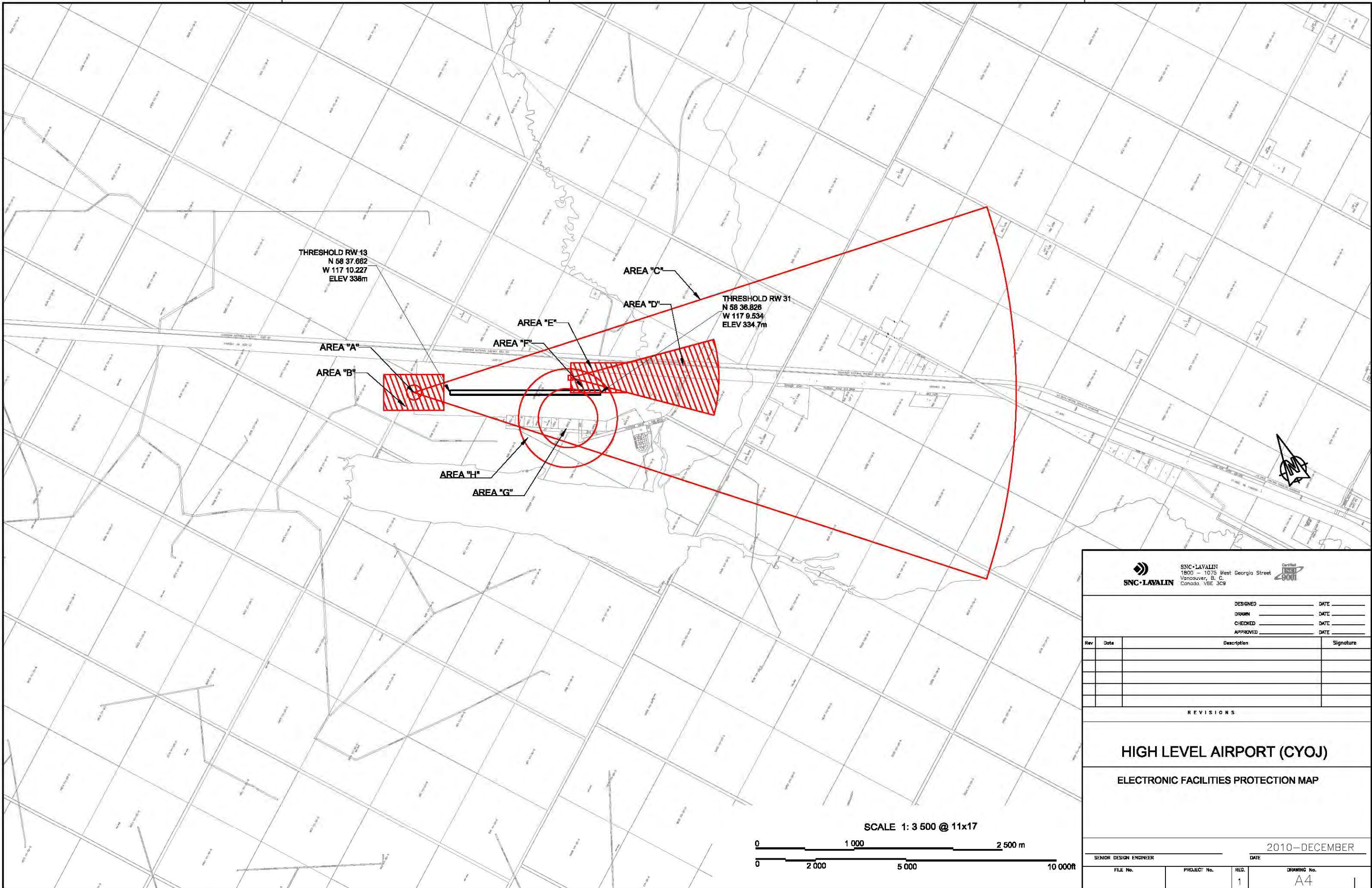
SCALE 1: 3 500 @ 11x17

0 1 000 2 500 m
 0 2 000 5 000 10 000ft

2010-DECEMBER

SENIOR DESIGN ENGINEER	DATE
FILE No.	PROJECT No.
REG. 1	DRAWING No. A2

Schedule 5
High Level Airport Vicinity Protection Area
Electronic Facilities Protection Map



THRESHOLD RW 13
N 58 37.662
W 117 10.227
ELEV 336m

THRESHOLD RW 31
N 58 36.826
W 117 9.534
ELEV 334.7m

AREA "A"

AREA "B"

AREA "E"

AREA "F"

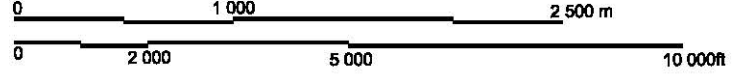
AREA "C"

AREA "D"

AREA "H"

AREA "G"

SCALE 1: 3 500 @ 11x17



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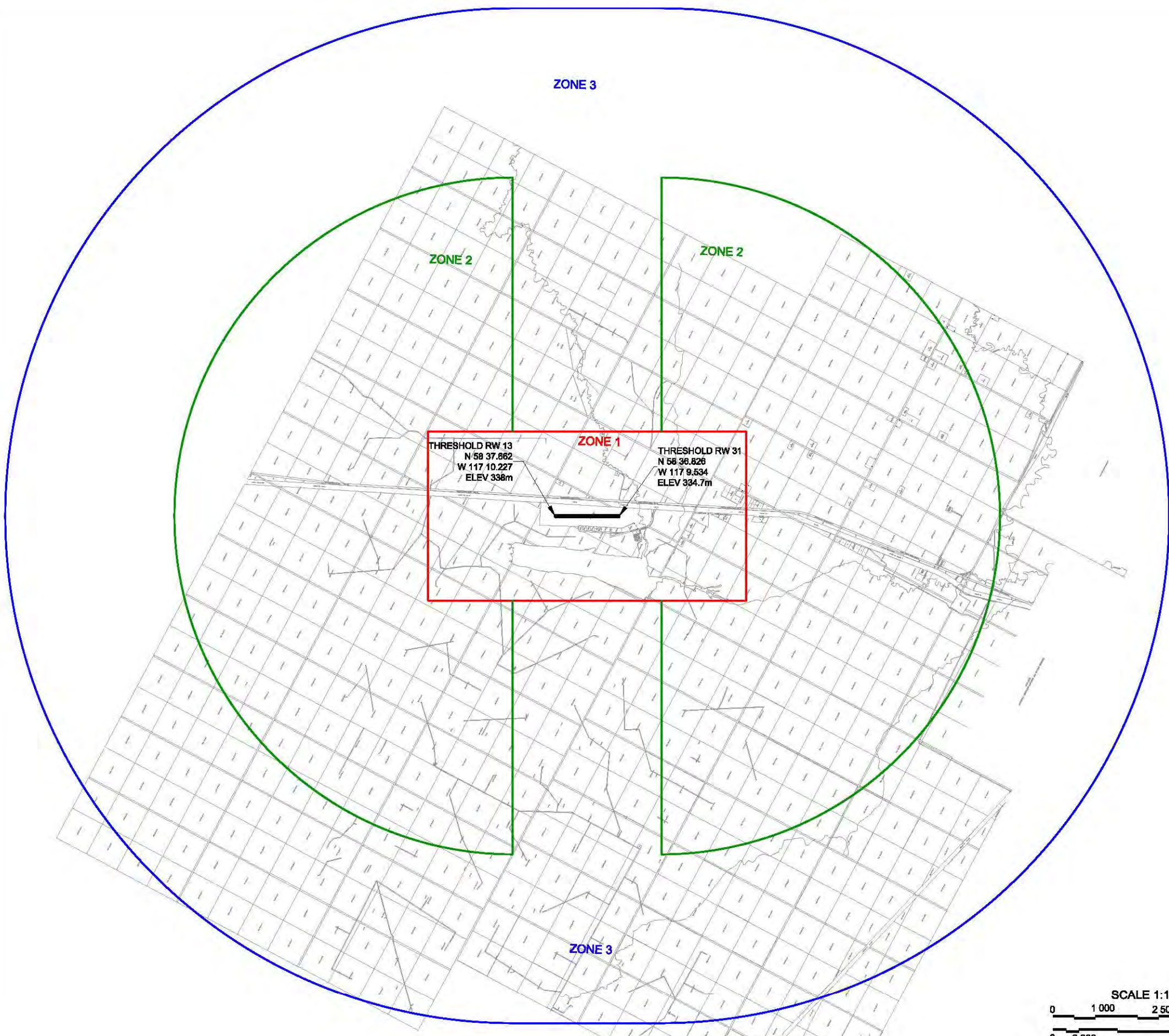
HIGH LEVEL AIRPORT (CYOJ)

ELECTRONIC FACILITIES PROTECTION MAP

SENIOR DESIGN ENGINEER		DATE	
FILE No.	PROJECT No.	REV.	DRAWING No.
		1	A4

2010-DECEMBER

Schedule 6
High Level Airport Vicinity Protection Area
Bird Hazard Zone Map



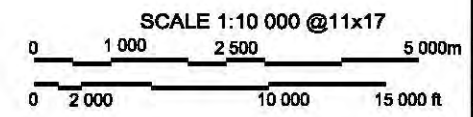
Note:

Zone 1 means the area defined by a rectangle that fully encloses the runway and extends 3 km beyond the runway threshold in each direction and 2 km on either side of the runway centreline

Zone 2 means the area at each end of the runway bounded by a semicircle with its centre on the extended centreline 1 km from the runway threshold and a radius of 8km, excluding the intersections with Zone 1

Zone 3 means the area enclosed by two semicircles, each with its centre on the extended centreline 1 km from opposing runway thresholds and a radius of 12 km, connected at their ends by two lines parallel to the runway centreline, excluding the intersections with Zone 1 and Zone 2.

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Rev	Date	Description	Signature	
REVISIONS				
<h2>HIGH LEVEL AIRPORT (CYOJ)</h2>				
<h3>BIRD HAZARD ZONE MAP (BIRD ATTRACTION RESTRICTION MAP)</h3>				
SENIOR DESIGN ENGINEER			DATE	
2010-DECEMBER				
FILE No.	PROJECT No.	REV.	DRAWING No.	
		1	A1	



5. Fort Vermilion Airport Vicinity Protection Area Regulation

Schedule 7

Fort Vermilion Airport Vicinity Protection Area

The Fort Vermilion Airport Vicinity Protection Area consists of the land described below:

In Township 108, Range 12, West of the Fifth Meridian.

Northeast Quarter, Section 30

Southeast Quarter, Section 30, north of south bank of the Peace River

Section 29, north of the south bank of the Peace River

Section 28

Southwest Quarter, Section 27

Southeast Quarter, Section 27

Northeast Quarter, Section 21

River Lot 1, Range 1, Fort Vermilion Settlement

River Lot 2, Range 1, Fort Vermilion Settlement

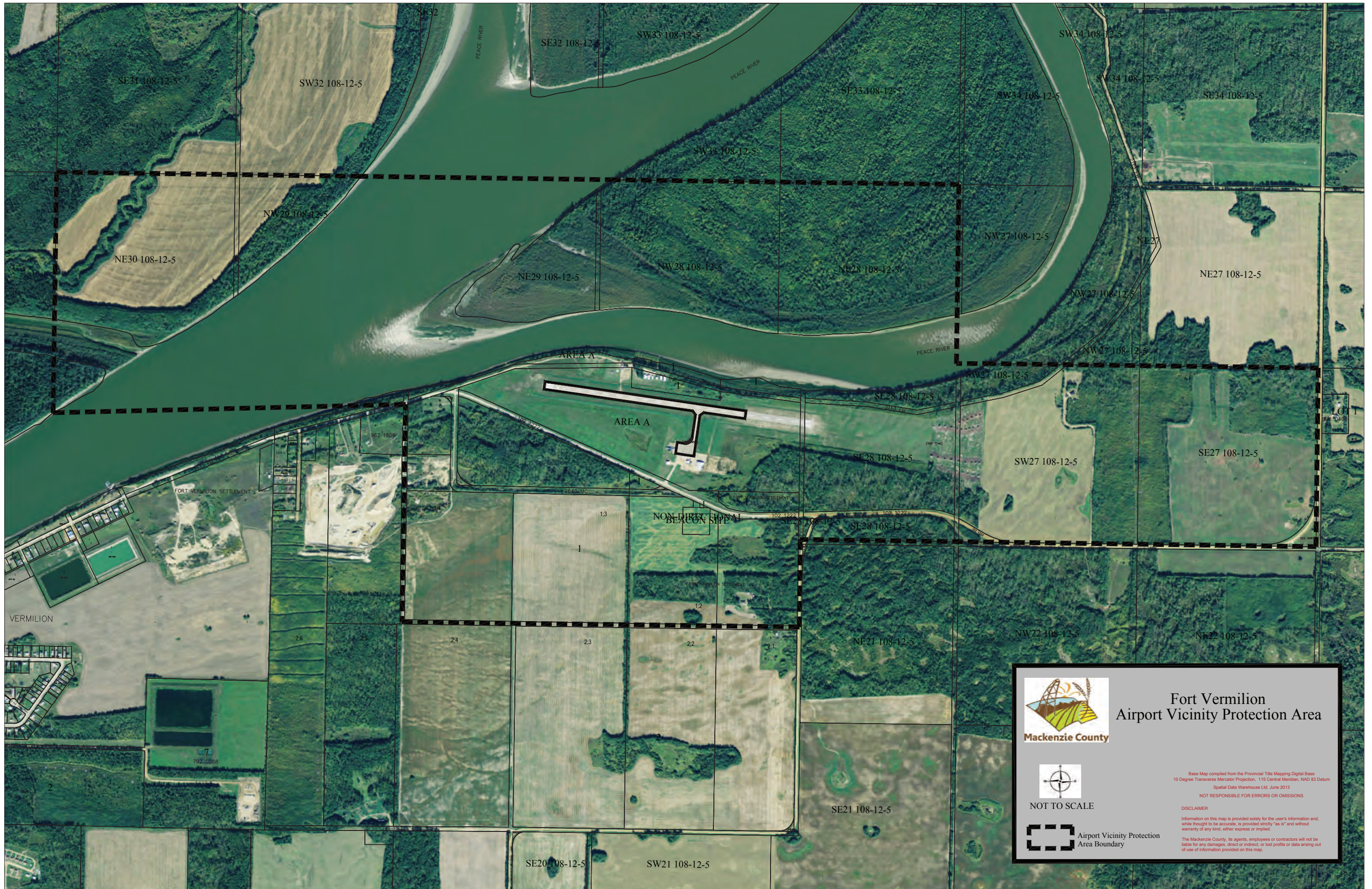
River Lot 3, Range 1, Fort Vermilion Settlement


River Lot 4, Range 1, Fort Vermilion Settlement

River Lot 5, Range 2, C. of T. 782293942 Fort Vermilion Settlement


Lot A, Plan No. 812-0388 Fort Vermilion Settlement

Lot B, Plan No. 812-0388 Fort Vermilion Settlement






Fort Vermilion Airport Vicinity Protection Area


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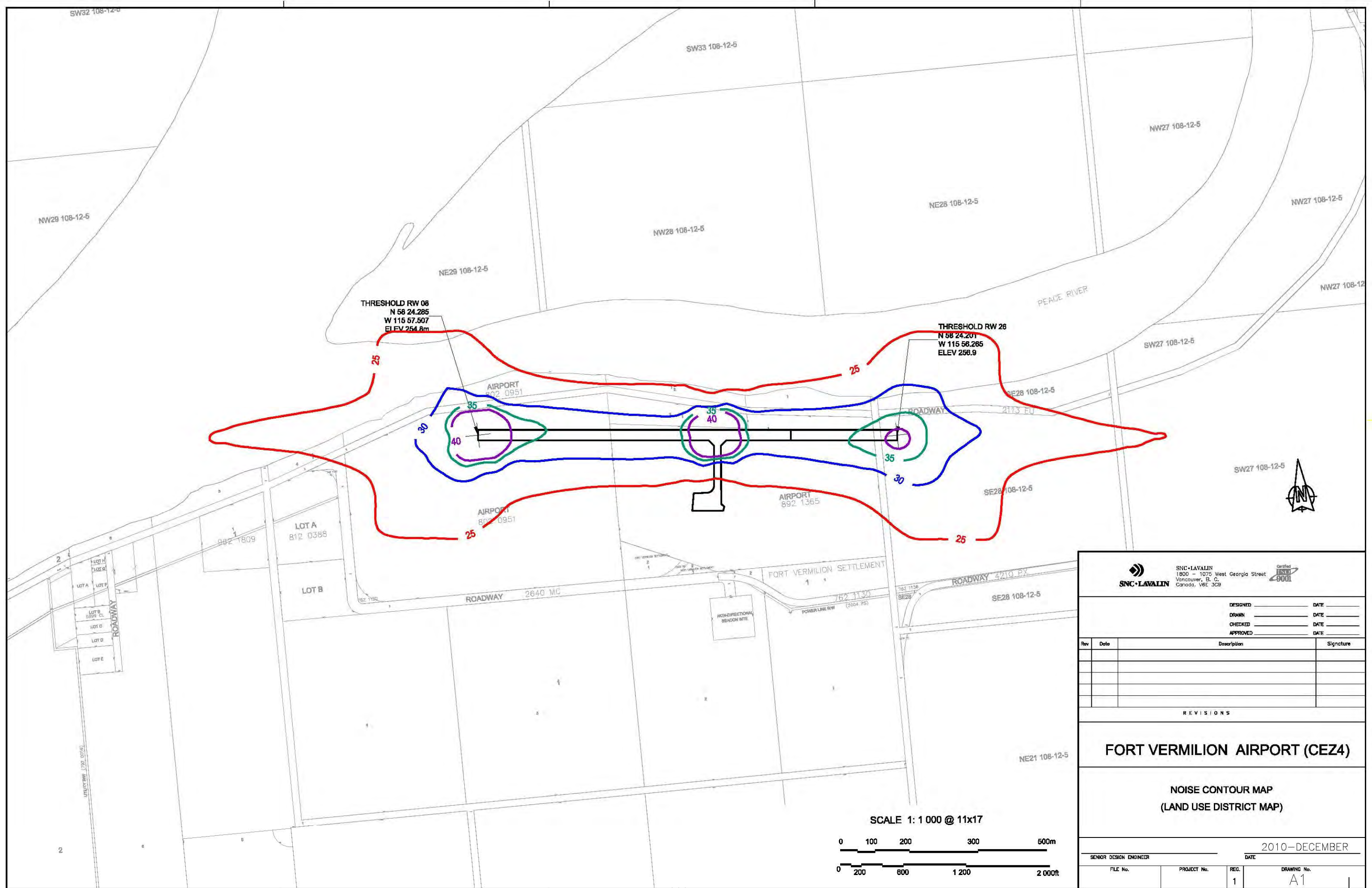

 Airport Vicinity Protection
 Area Boundary

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Schedule 8

Fort Vermilion Airport Vicinity Protection Area

Land Use District (Noise Restrictions) Map



Schedule 9
Height Limitations
Fort Vermilion Airport Vicinity Protection Area
Basic Strip

6. The basic strip associated with the airport runway is an area 91.4 metres in width and 1036.3 metres in length, the location of which is shown on the map in Schedule E.

Take-off/Approach Surfaces

7. There are take-off approach surfaces associated with each end of the basic strip and in each case the surface is imaginary and consists of an inclined plane that:
 - a. commences at and abuts the end of the basic strip,
 - b. rises at a slope ratio of 1:50 measured from the end of the basic strip.
 - c. diverges outward on each side as it rises, at a slope ratio of 1:15 measured from the respective projected lateral limits of the basic strip, and
 - d. ends at its intersection with the outer surface.

Transitional Surfaces

8. There is a transitional surface associated with each level limit of the basic strip, and in each case the transitional surface is an imaginary surface consisting of an inclined plane that:
 - a. commences at and abuts the lateral limit of the basic strip,
 - b. rises at a slope ratio of 1:7 measured from the lateral limit -of the basic strip, and
 - c. ends at its intersection with the outer surface or a take-off/approach surface.

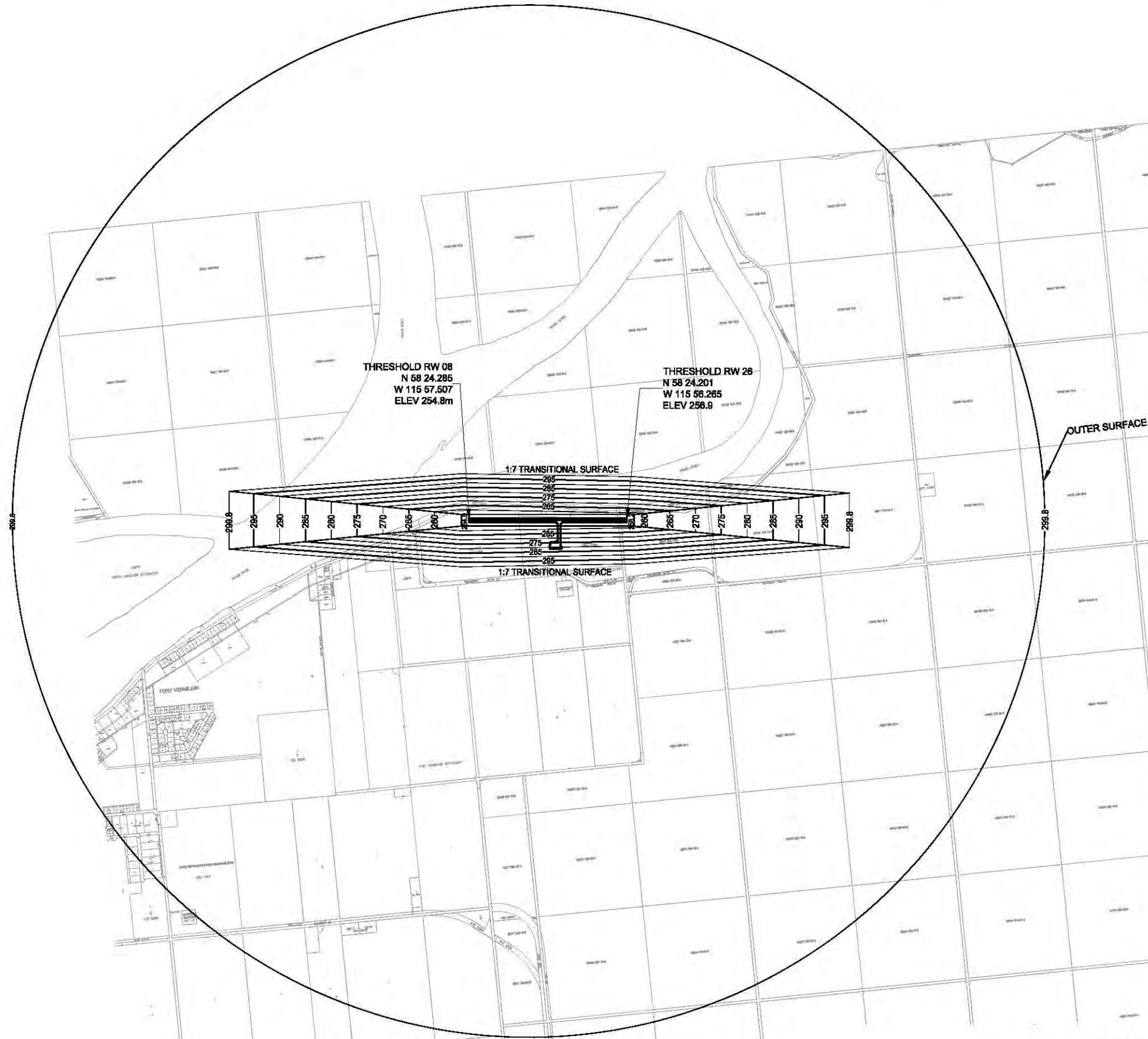
Outer Surface

9. The outer surface of the Protection Area is an imaginary surface consisting of a common plane established at a constant elevation of 45 metres above the airport reference point elevation and extending to the outer limits of the Protection Area.

General

10. The area location of the take-off/approach surfaces and traditional surfaces are represented on the map shown in Schedule 10, but, if any discrepancy exists between the description of the take-off/approach surfaces or transitional surfaces in this Schedule and their location on the map in Schedule 10, the description in this Schedule prevails.

Schedule 10
Fort Vermilion Airport Vicinity Protection Area
Height Limitations Map



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Canada, V6E 3C9

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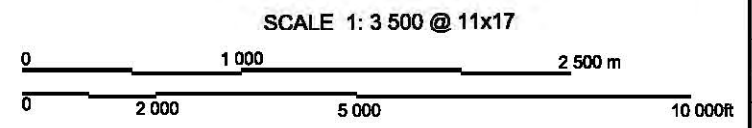
REVISIONS

FORT VERMILION AIRPORT (CEZ4)

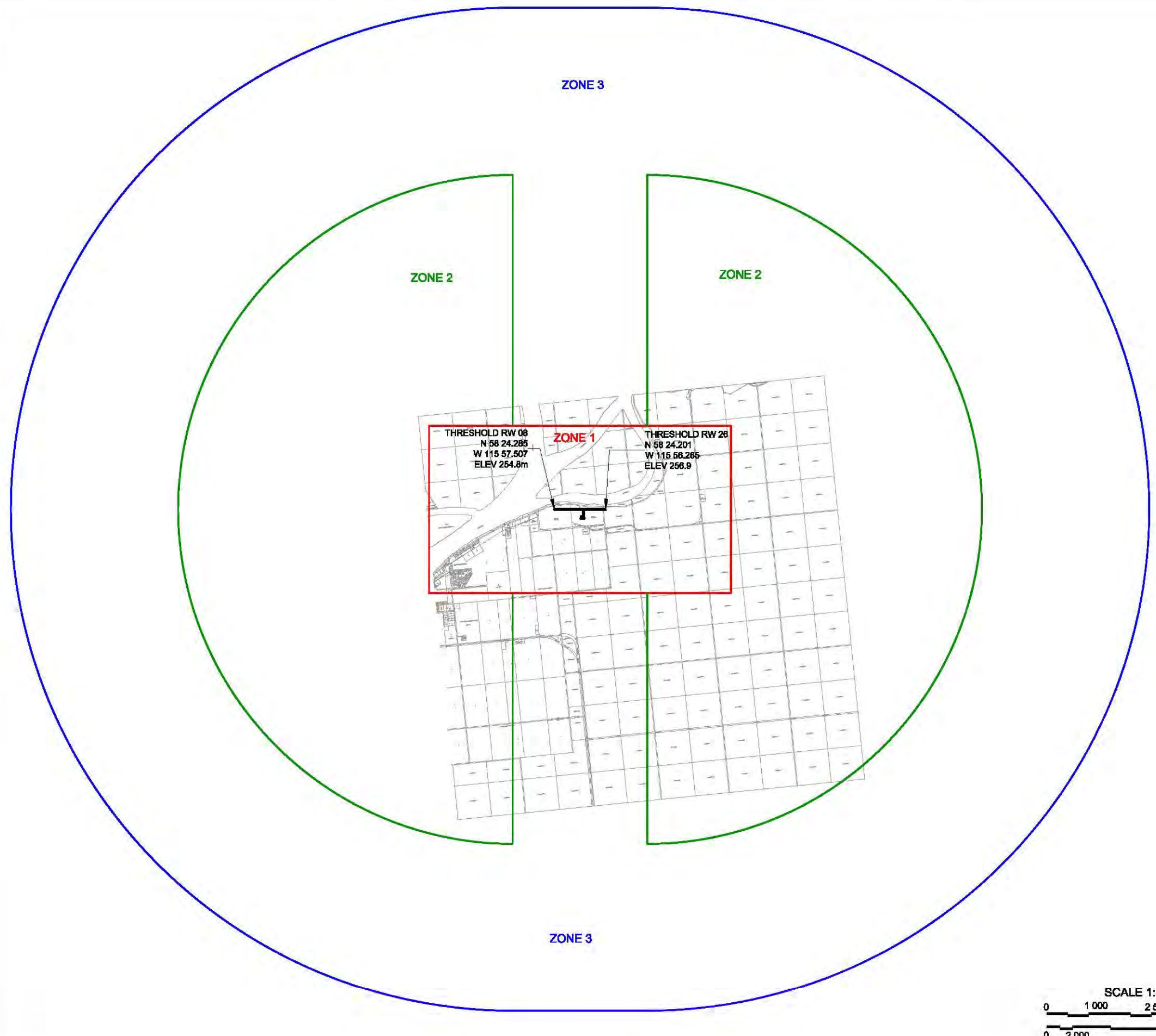
**OBSTACLE LIMITATION SURFACE MAP
(HEIGHT RESTRICTION MAP)**

2010-DECEMBER

FILE No.	PROJECT No.	REG.	DRAWING No.
		1	A1



Schedule 11
Fort Vermilion Airport Vicinity Protection Area
Bird Hazard Zone Map



THRESHOLD RW 08
N 58 24.285
W 115 57.507
ELEV 254.8m

ZONE 1

THRESHOLD RW 26
N 58 24.201
W 115 56.285
ELEV 256.9

Note:

Zone 1 means the area defined by a rectangle that fully encloses the runway and extends 3 km beyond the runway threshold in each direction and 2 km on either side of the runway centreline

Zone 2 means the area at each end of the runway bounded by a semicircle with its centre on the extended centreline 1 km from the runway threshold and a radius of 8km, excluding the intersections with Zone 1

Zone 3 means the area enclosed by two semicircles, each with its centre on the extended centreline 1 km from opposing runway thresholds and a radius of 12 km, connected at their ends by two lines parallel to the runway centreline, excluding the intersections with Zone 1 and Zone 2.

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FORT VERMILION AIRPORT (CEZ4)

**BIRD HAZARD ZONE MAP
(BIRD ATTRACTION RESTRICTION MAP)**

SCALE 1:10 000 @11x17

0 1 000 2 500 5 000m

0 2 000 10 000 15 000 ft



SENIOR DESIGN ENGINEER _____		DATE 2010-DECEMBER	
FILE No.	PROJECT No.	REV. 1	DRAWING No. A1

6. La Crete Airport Vicinity Protection Area Regulation

Schedule 12

La Crete Airport Vicinity Protection Area

The La Crete Airport Vicinity Protection Area consists of the land described below:

In Township 106, Range 15, West of the 5th Meridian:

Northeast Quarter, Section 3

Southeast Quarter, Section 3,

Section 2,


Section 1

In Township 106, Range 14, West of the 5th Meridian: Section 6

Northwest Quarter, Section 5


Southwest Quarter, Section 5





Hamlet of La Crete Airport Vicinity Protection Area


Mackenzie County



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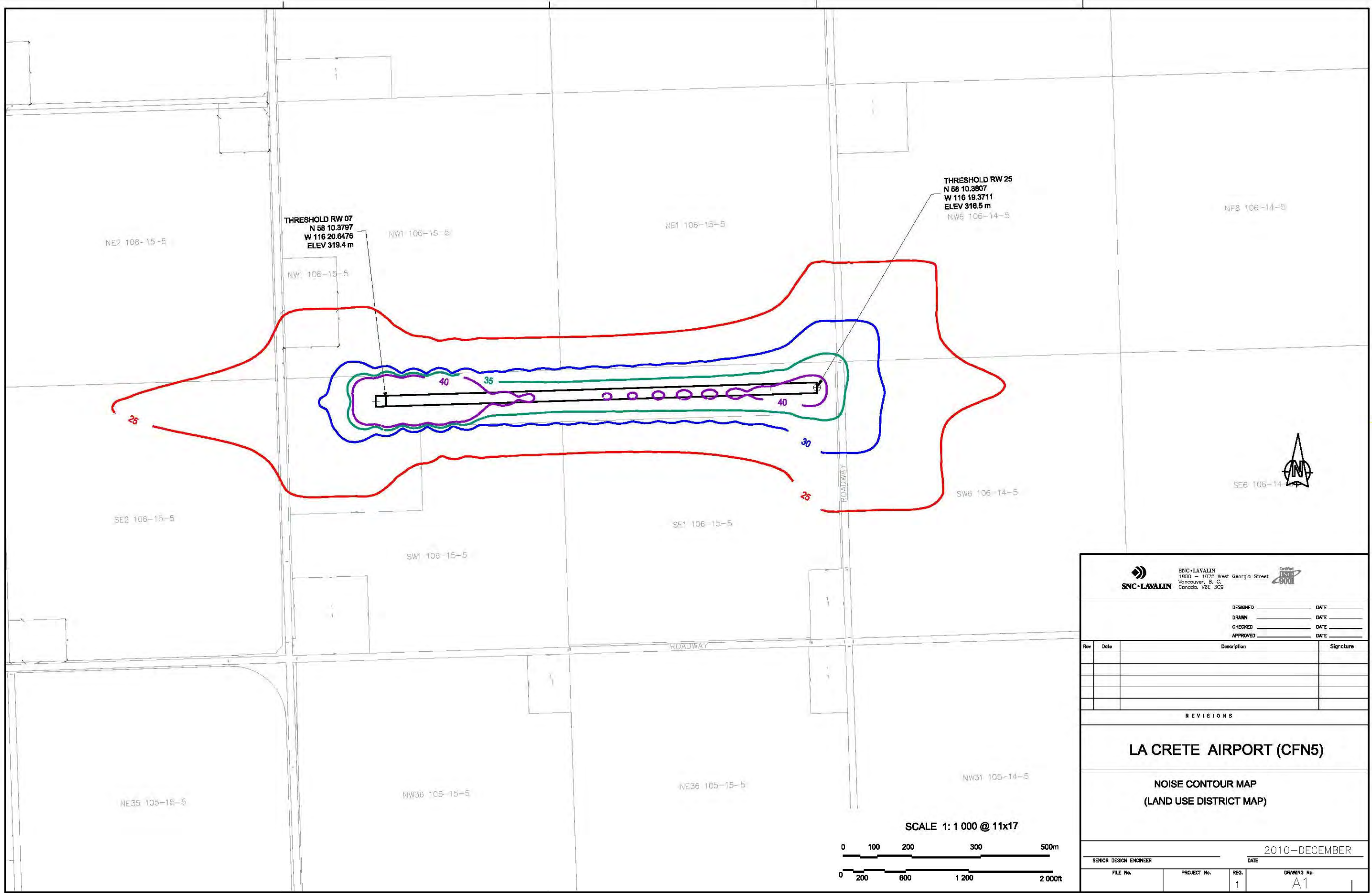
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Airport Vicinity Protection Area Boundary

Schedule 13

**La Crete Airport Vicinity Protection Area
Land Use District (Noise Restrictions) Map**



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LA CRETE AIRPORT (CFN5)

**NOISE CONTOUR MAP
(LAND USE DISTRICT MAP)**

2010-DECEMBER

SENIOR DESIGN ENGINEER	DATE
FILE No.	PROJECT No.
REG. 1	DRAWING No. A1

Schedule 14
Height Limitations
La Crete Airport Vicinity Protection Area
Basic Strip

11. The basic strip associated with the airport runway is an area 61.0 metres in width and 1021.1 metres in length, the location of which is shown on the map in Schedule E.

Take-off/Approach Surfaces

12. There are take-off approach surfaces associated with each end of the basic strip and in each case the surface is imaginary and consists of an inclined plane that:
- a. commences at and abuts the end of the basic strip,
 - b. rises at a slope ratio of 1:50 measured from the end of the basic strip.
 - c. diverges outward on each side as it rises, at a slope ratio of 1:15 measured from the respective projected lateral limits of the basic strip, and
 - d. ends at its intersection with the outer surface.

Transitional Surfaces

13. There is a transitional surface associated with each level limit of the basic strip, and in each case the transitional surface is an imaginary surface consisting of an inclined plane that:
- a. commences at and abuts the lateral limit of the basic strip,
 - b. rises at a slope ratio of 1:7 measured from the lateral limit -of the basic strip, and
 - c. ends at its intersection with the outer surface or a take-off/approach surface.

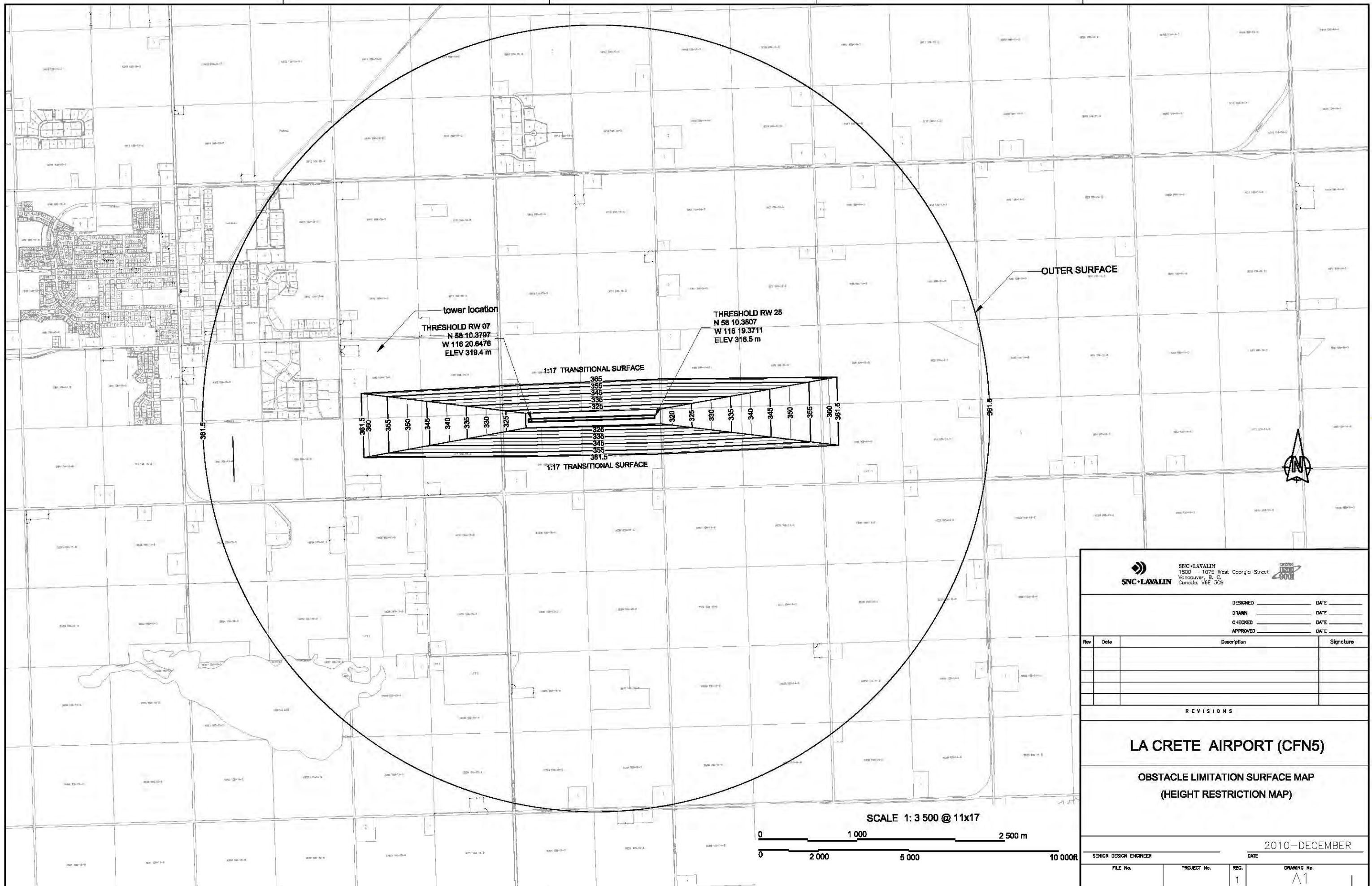
Outer Surface

14. The outer surface of the Protection Area is an imaginary surface consisting of a common plane established at a constant elevation of 45 metres above the airport reference point elevation and extending to the outer limits of the Protection Area.

General

15. The area location of the take-off/approach surfaces and traditional surfaces are represented on the map shown in Schedule 15, but, if any discrepancy exists between the description of the take-off/approach surfaces or transitional surfaces in this Schedule and their location on the map in Schedule 15, the description in this Schedule prevails.

Schedule 15
La Crete Airport Vicinity Protection Area
Height Limitations Map

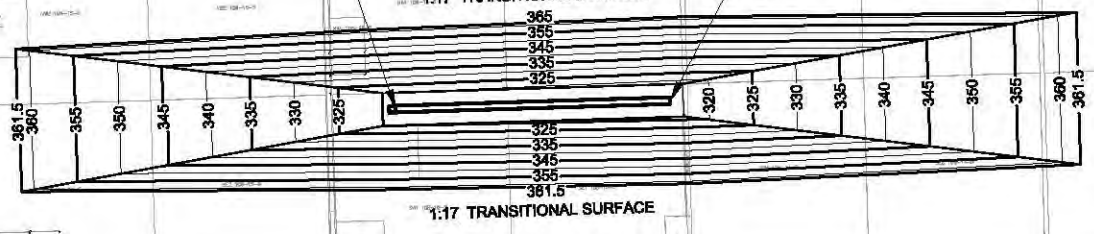


OUTER SURFACE

tower location
THRESHOLD RW 07
N 58 10.3797
W 116 20.6476
ELEV 319.4 m

THRESHOLD RW 25
N 58 10.3807
W 116 19.3711
ELEV 316.5 m

1:17 TRANSITIONAL SURFACE



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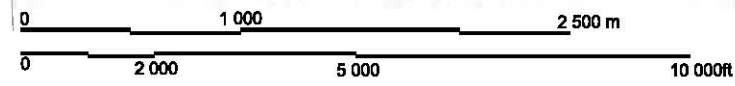
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LA CRETE AIRPORT (CFN5)

**OBSTACLE LIMITATION SURFACE MAP
(HEIGHT RESTRICTION MAP)**

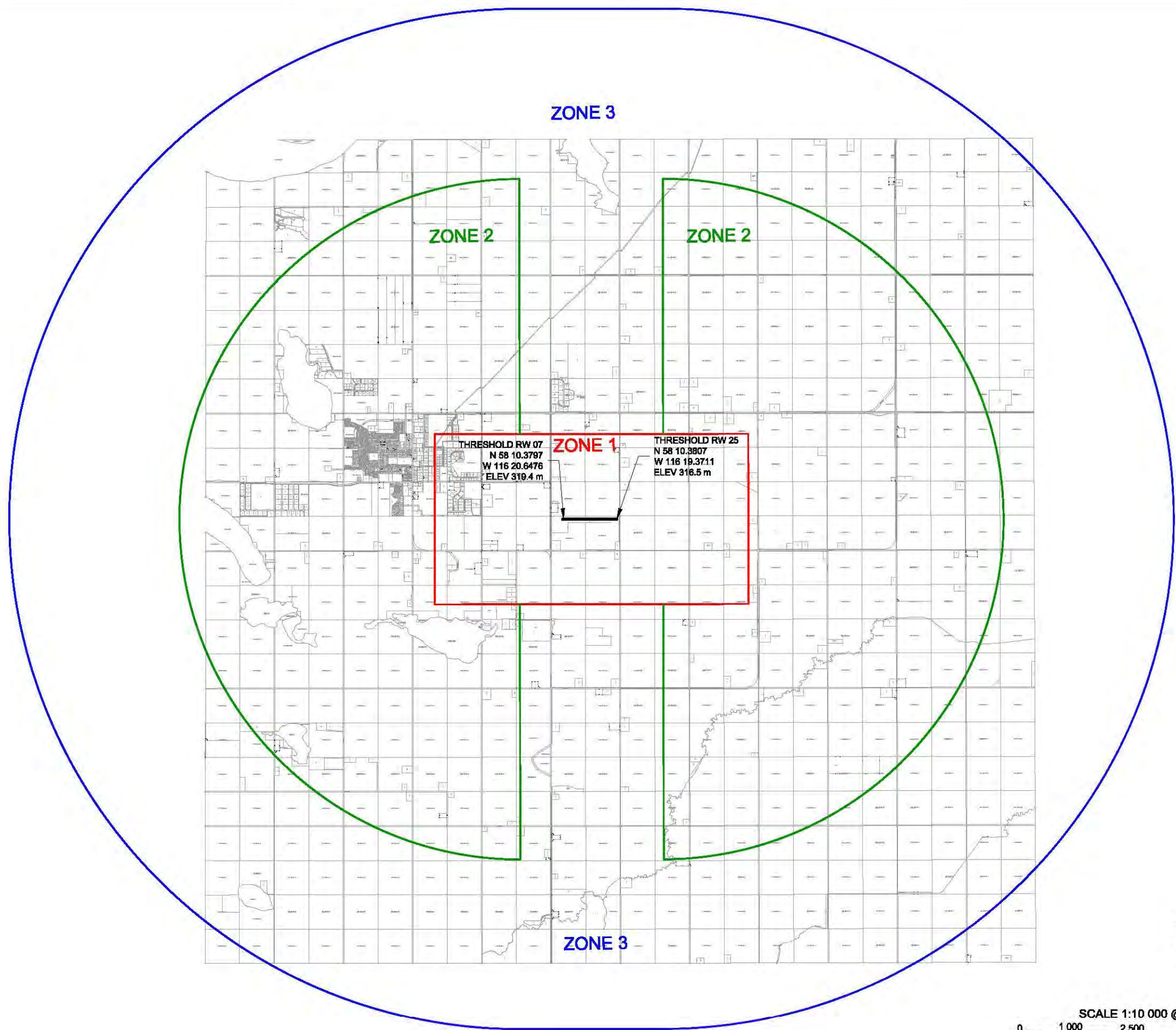
SCALE 1: 3 500 @ 11x17



2010-DECEMBER

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FILE No.	PROJECT No.
REG. 1	DRAWING No. A1

Schedule 16
La Crete Airport Vicinity Protection Area
Bird Hazard Zone Map

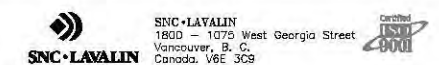


Note:

Zone 1 means the area defined by a rectangle that fully encloses the runway and extends 3 km beyond the runway threshold in each direction and 2 km on either side of the runway centreline

Zone 2 means the area at each end of the runway bounded by a semicircle with its centre on the extended centreline 1 km from the runway threshold and a radius of 8km, excluding the intersections with Zone 1

Zone 3 means the area enclosed by two semicircles, each with its centre on the extended centreline 1 km from opposing runway thresholds and a radius of 12 km, connected at their ends by two lines parallel to the runway centreline, excluding the intersections with Zone 1 and Zone 2.



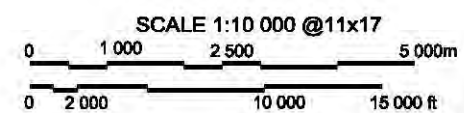
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REVISIONS

LA CRETE AIRPORT (CFN5)

**BIRD HAZARD ZONE MAP
(BIRD ATTRACTION RESTRICTION MAP)**



SENIOR DESIGN ENGINEER		DATE	
FILE No.	PROJECT No.	REG.	DRAWING No.
		1	A1

2010-DECEMBER

7. Rainbow Lake Airport Vicinity Protection Area Regulation

Schedule 17

Rainbow Lake Airport Vicinity Protection Area

The Rainbow Lake Airport Vicinity Protection Area consists of the land described below:

In Township 109, Range 9, West of the 6th Meridian:

Northeast Quarter, Section 22

North Half-Section, Section 23

Section 24

Southwest Quarter, Section 25

South Half-Section, Section 26

All of Plan 5445 within the Northwest Quarter of Section 26

Section 27

North Half-Section, Section 28

Southeast Quarter, Section 28

Northeast Quarter, Section 29

East Half-Section, Section 31

South Half-Section, Section 32

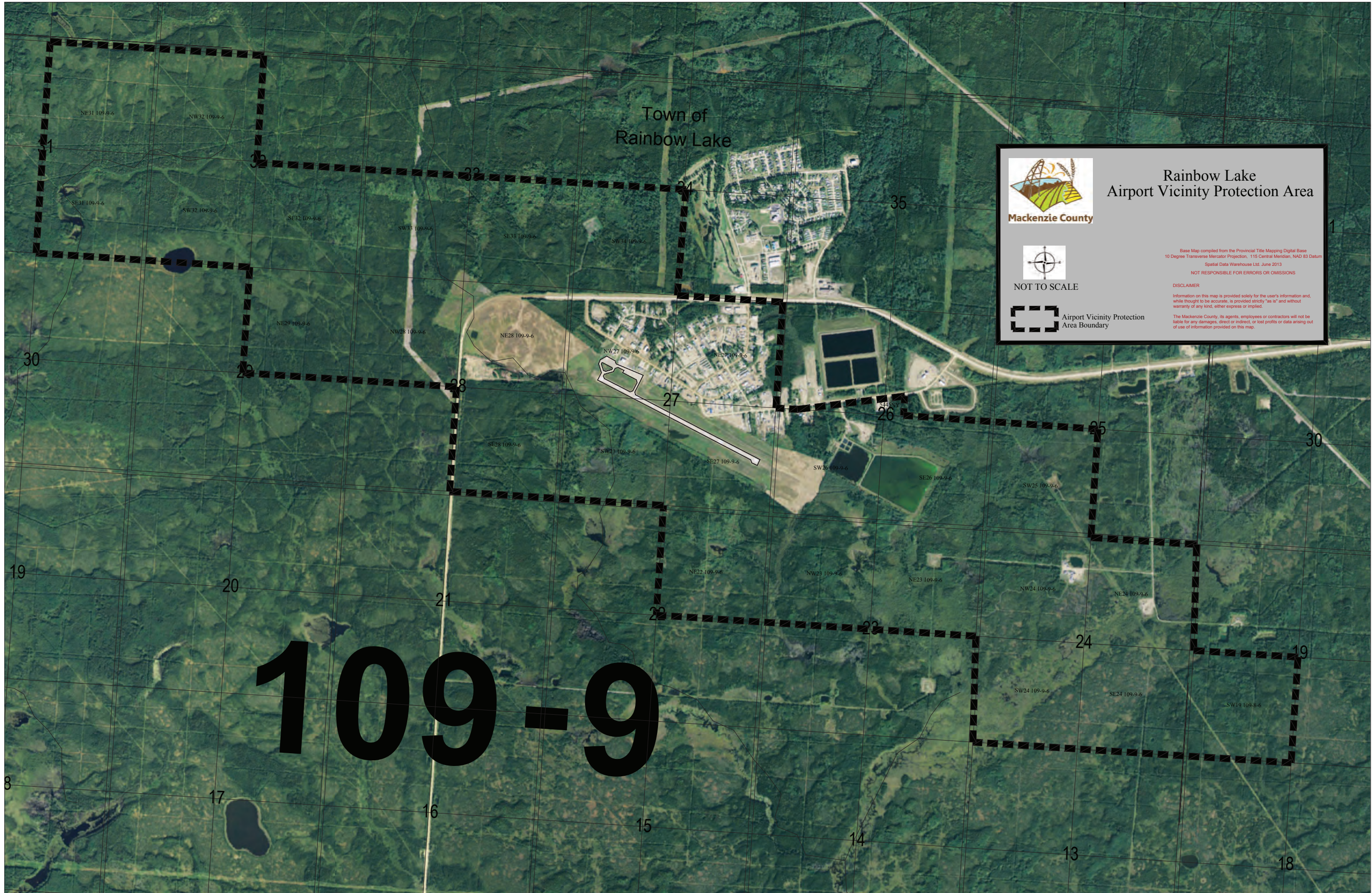
Northwest Quarter, Section 32

South Half-Section, Section 33

Southwest Quarter, Section 34

In Township 109, Range 8, West of the 6th Meridian

Southwest Quarter, Section 19



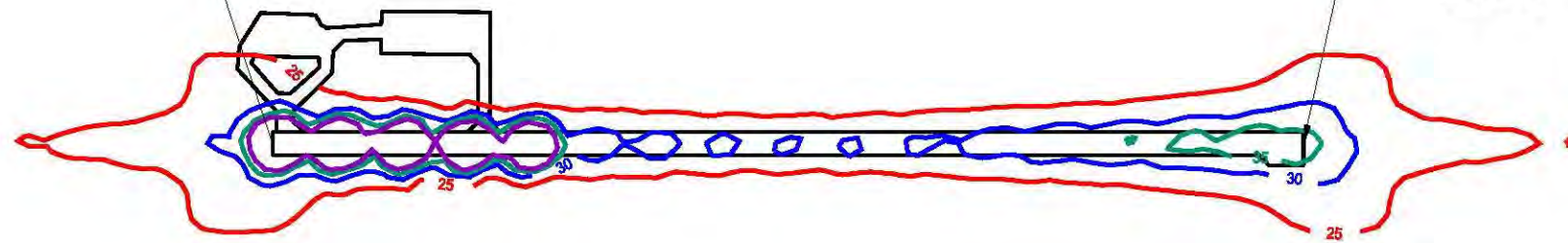
Schedule 18

Rainbow Lake Airport Vicinity Protection Area

Land Use District (Noise Restrictions) Map

THRESHOLD RW 09
 N 58 29.63
 W 119 25.12
 ELEV 535.2m

THRESHOLD RW 27
 N 58 29.33
 W 119 23.82
 ELEV 526.4 m



SNC-LAVALIN
 1800 - 1075 West Georgia Street
 Vancouver, B. C.
 Canada, V6E 3G9

DESIGNED _____ DATE _____
 DRAWN _____ DATE _____
 CHECKED _____ DATE _____
 APPROVED _____ DATE _____

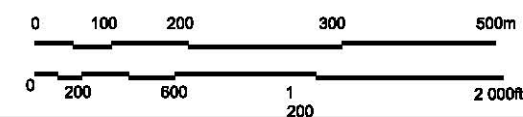
Rev	Date	Description	Signature

REVISIONS

RAINBOW LAKE AIRPORT (CYOP)

**NOISE CONTOUR MAP
 (LAND USE DISTRICT MAP)**

SCALE 1: 1 000 @ 11x17



2010-DECEMBER

SENIOR DESIGN ENGINEER		DATE	
FILE No.	PROJECT No.	REV.	DRAWING No.
		1	A1

Schedule 19
Height Limitations
Rainbow Lake Airport Vicinity Protection Area
Basic Strip

16. The basic strip associated with the airport runway is an area 91.4 metres in width and 1493.5 metres in length, the location of which is shown on the map in Schedule E.

Take-off/Approach Surfaces

17. There are take-off approach surfaces associated with each end of the basic strip and in each case the surface is imaginary and consists of an inclined plane that:
- a. commences at and abuts the end of the basic strip,
 - b. rises at a slope ratio of 1:50 measured from the end of the basic strip.
 - c. diverges outward on each side as it rises, at a slope ratio of 1:15 measured from the respective projected lateral limits of the basic strip, and
 - d. ends at its intersection with the outer surface.

Transitional Surfaces

18. There is a transitional surface associated with each level limit of the basic strip, and in each case the transitional surface is an imaginary surface consisting of an inclined plane that:
- a. commences at and abuts the lateral limit of the basic strip,
 - b. rises at a slope ratio of 1:7 measured from the lateral limit -of the basic strip, and
 - c. ends at its intersection with the outer surface or a take-off/approach surface.

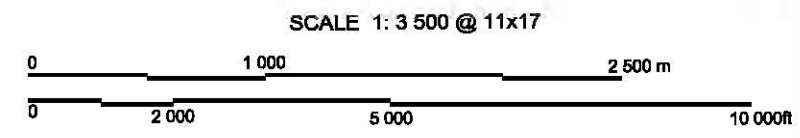
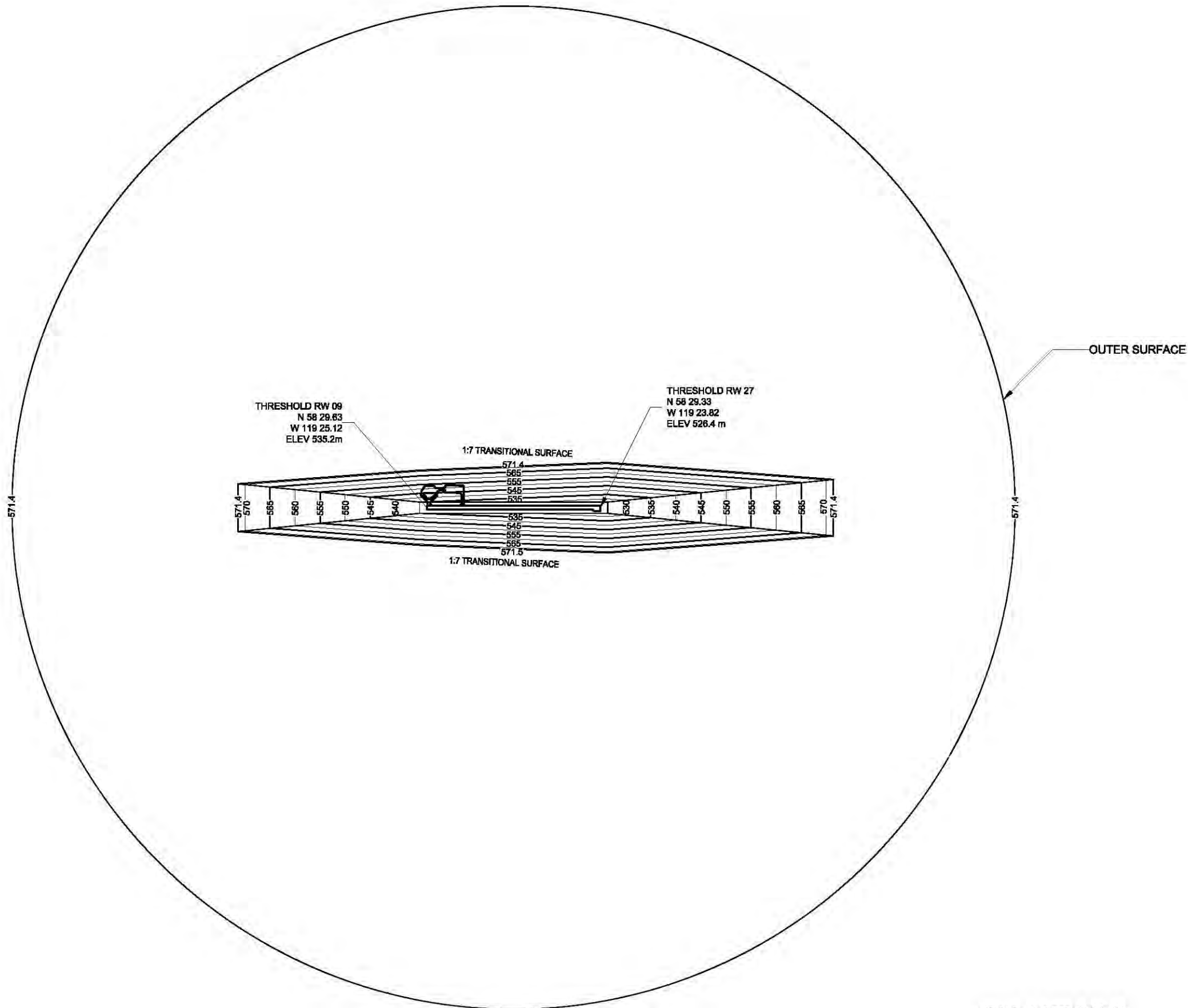
Outer Surface

19. The outer surface of the Protection Area is an imaginary surface consisting of a common plane established at a constant elevation of 45 metres above the airport reference point elevation and extending to the outer limits of the Protection Area.

General

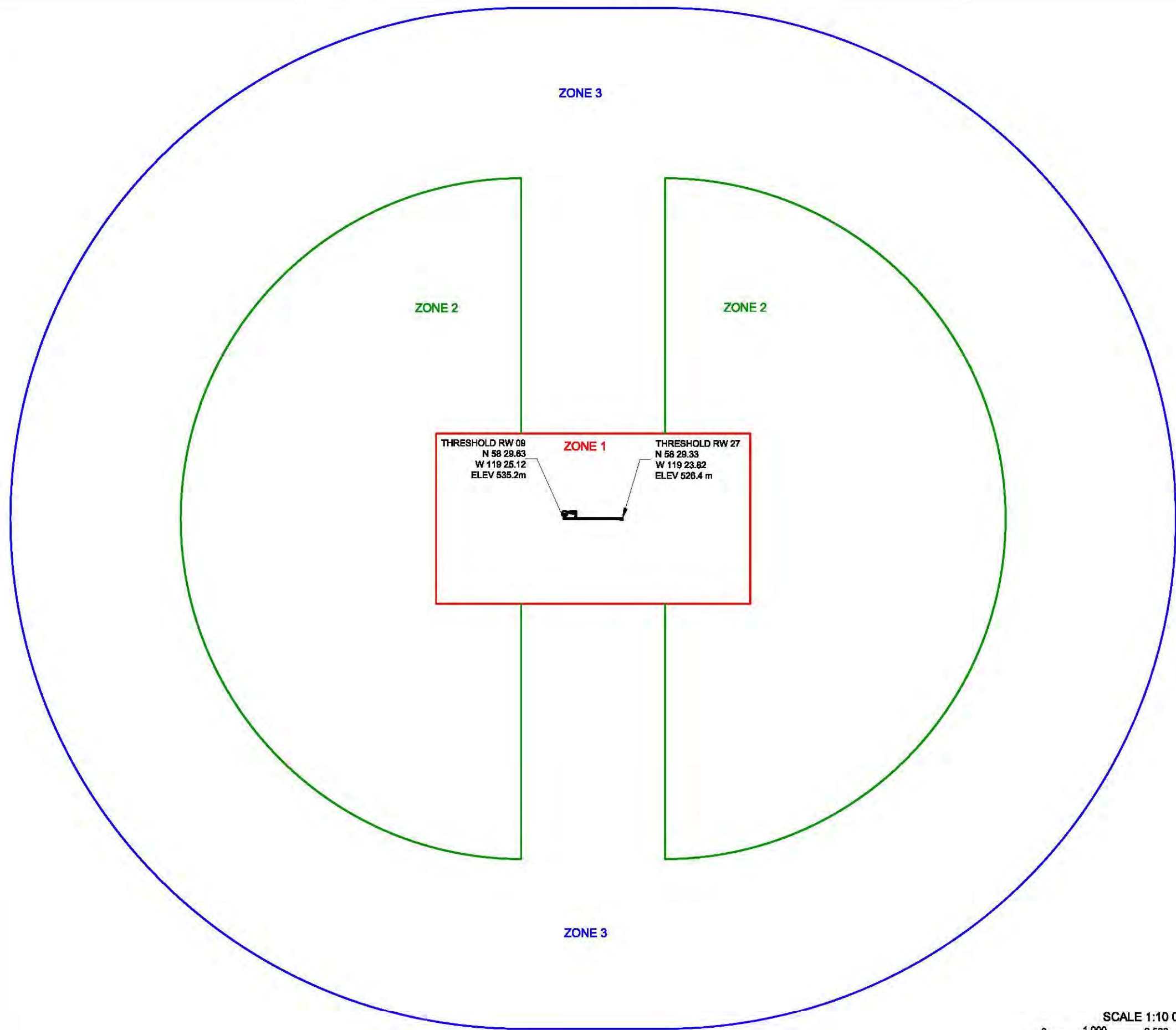
20. The area location of the take-off/approach surfaces and traditional surfaces are represented on the map shown in Schedule 20, but, if any discrepancy exists between the description of the take-off/approach surfaces or transitional surfaces in this Schedule and their location on the map in Schedule 20, the description in this Schedule prevails.

Schedule 20
Rainbow Lake Airport Vicinity Protection Area
Height Limitations Map



		SNC-LAVALIN 1800 - 1075 West Georgia Street Vancouver, B. C. Canada, V6E 3G9		
DESIGNED _____		DATE _____		
DRAWN _____		DATE _____		
CHECKED _____		DATE _____		
APPROVED _____		DATE _____		
Rev	Date	Description	Signature	
REVISIONS				
RAINBOW LAKE AIRPORT (CYOP)				
OBSTACLE LIMITATION SURFACE MAP (HEIGHT RESTRICTION MAP)				
SENIOR DESIGN ENGINEER _____			DATE 2010-DECEMBER	
FILE No.	PROJECT No.	REV.	DRAWING No.	
		1	A1	

Schedule 21
Rainbow Lake Airport Vicinity Protection Area
Bird Hazard Zone Map



Note:

Zone 1 means the area defined by a rectangle that fully encloses the runway and extends 3 km beyond the runway threshold in each direction and 2 km on either side of the runway centreline

Zone 2 means the area at each end of the runway bounded by a semicircle with its centre on the extended centreline 1 km from the runway threshold and a radius of 8km, excluding the intersections with Zone 1

Zone 3 means the area enclosed by two semicircles, each with its centre on the extended centreline 1 km from opposing runway thresholds and a radius of 12 km, connected at their ends by two lines parallel to the runway centreline, excluding the intersections with Zone 1 and Zone 2.

SNC-LAVALIN
 1800 - 1075 West Georgia Street
 Vancouver, B. C.
 Canada V6E 3G9

DESIGNED _____ DATE _____
 DRAWN _____ DATE _____
 CHECKED _____ DATE _____
 APPROVED _____ DATE _____

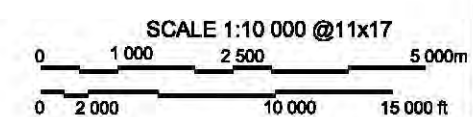
Rev	Date	Description	Signature

REVISIONS

RAINBOW LAKE AIRPORT (CYOP)

**BIRD HAZARD ZONE MAP
 (BIRD ATTRACTION RESTRICTION MAP)**

SENIOR DESIGN ENGINEER		DATE	
FILE No.	PROJECT No.	REV.	DRAWING No.
		1	A1



other odours. There may be other environmentally safe, chemical treatment alternatives that could be explored.

The current ASPs indicate that the current land within the La Crete hamlet boundary is adequate for another 30+ years of growth at current rates. The MDP also indicates that future Country Residential developments shall primarily be located west of La Crete, with a little bit to the northwest. It is anticipated that future hamlet boundary expansions would occur to the north, east and south.

The Planning Department believes it makes sense to allow new Country Residential developments near La Crete to install low pressure sewer systems, provided that the transition point to gravity sewer is located in an area where current or future landowners will not have to deal with the odour issue.

When the industrial area structure plans are developed it is quite likely that developers will desire to install low pressure sewer systems to serve these developments. Administration believes this should be considered, but that a detailed analysis will be required at that time.

OPTIONS & BENEFITS:

Low pressure sewer systems are less expensive to install than gravity sewer systems, primarily because of shallower excavations and the reduced need for lift stations. Allowing them reduces costs for developers, which in turn helps to promote the growth of our communities.

The downside to low pressure sewer systems is the odour caused where they transition to a gravity system. This is a problem that cannot really be eliminated, only moved.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Goal C3 states:

The County continues to provide high quality utility services (water distribution and treatment as well as waste water collection and treatment) and ensures that they:

- Are available in each hamlet,
- Meet quality standards consistent with current national standards and demand,
- Are stable and reliable,
- Are each financially self-sustaining at both the operational and capital levels.

Author: B Peters Reviewed By: CAO

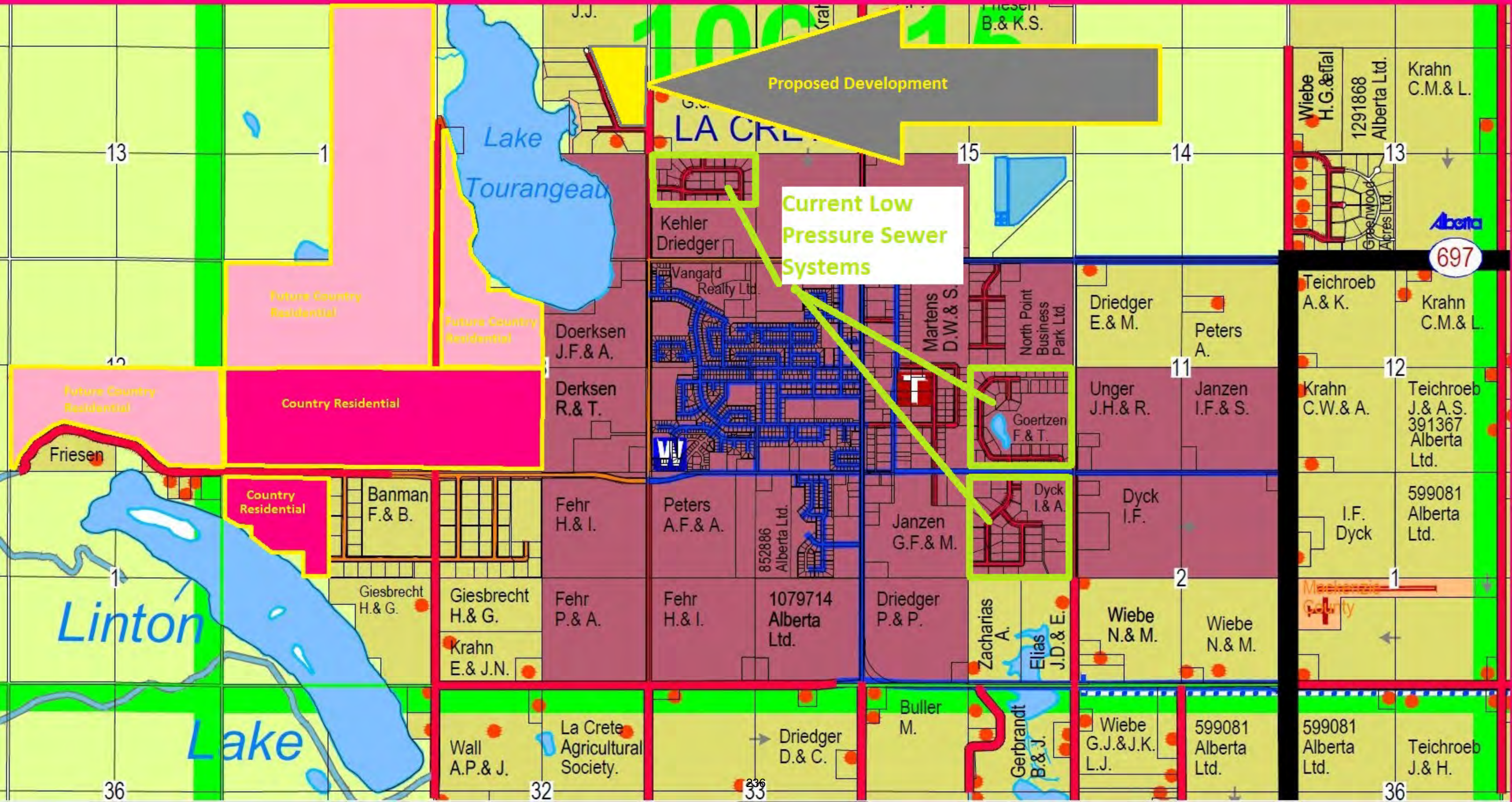
COMMUNICATION:

N/A

RECOMMENDED ACTION:

For discussion.

Author: B Peters Reviewed By: CAO



Proposed Development

Current Low Pressure Sewer Systems

697

Lake Tourangeau

Linton Lake

Future Country Residential

Country Residential

Country Residential

Doerksen J.F. & A.

Derksen R. & T.

Fehr H. & I.

Fehr P. & A.

Fehr H. & I.

La Crete Agricultural Society

Kehler Driedger

Vanguard Realty Ltd.

Peters A.F. & A.

Fehr H. & I.

Driedger D. & C.

Martens D.W. & S.

North Point Business Park Ltd.

Janzen G.F. & M.

Driedger P. & P.

Buller M.

Dyck I. & A.

Driedger E. & M.

Unger J.H. & R.

Dyck I.F.

Wiebe N. & M.

Wiebe G.J. & J.K. L.J.

Peters A.

Janzen I.F. & S.

Wiebe N. & M.

599081 Alberta Ltd.

Teichroeb A. & K.

Krahn C.W. & A.

I.F. Dyck

599081 Alberta Ltd.

Krahn C.M. & L.

Krahn C.M. & L.

Teichroeb J. & A.S. 391367 Alberta Ltd.

599081 Alberta Ltd.

Teichroeb J. & H.

Wiebe H.G. & J.

1291868 Alberta Ltd.

Teichroeb A. & K.

Krahn C.W. & A.

I.F. Dyck

599081 Alberta Ltd.

Krahn C.M. & L.

Krahn C.M. & L.

Teichroeb J. & A.S. 391367 Alberta Ltd.

599081 Alberta Ltd.

Teichroeb J. & H.

Future Country Residential

Banman F. & B.

Giesbrecht H. & G.

Krahn E. & J.N.

Wall A.P. & J.

852886 Alberta Ltd.

1079714 Alberta Ltd.

Driedger D. & C.

Zacharias A.

Elias J.D. & E.

Gerbrandt B. & J.

599081 Alberta Ltd.

599081 Alberta Ltd.

Teichroeb J. & H.

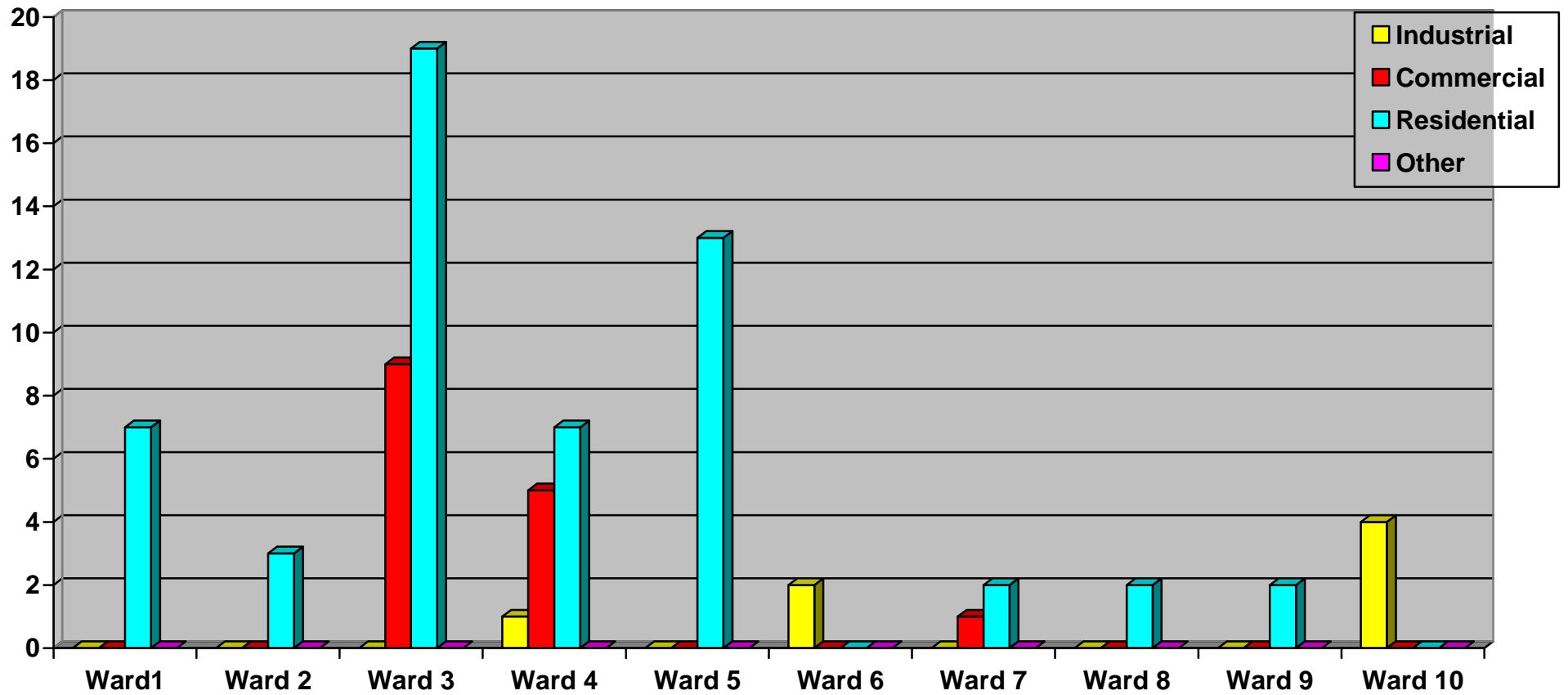
COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the development statistics report for January to March 2014 be received for information.

Author: L Lambert Reviewed By: CAO



**Mackenzie County
Development Summary Report
January – March**

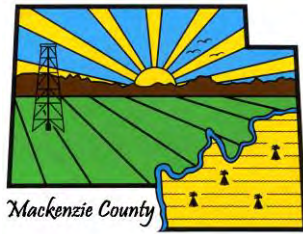
2014

**Mackenzie County
Year to Date Development Summary
January to March, 2014**

Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Industrial	0	0	0	1	0	2	0	0	0	4	7
Commercial	0	0	9	5	0	0	1	0	0	0	15
Residential	7	3	19	7	13	0	2	2	2	0	55
Other	0	0	0	0	0	0	0	0	0	0	0
Total	7	3	28	13	13	2	3	2	2	4	77

Development	Permits	Construction Cost
Industrial	7	\$450,000.00
Commercial	15	\$2,877,850.00
Residential	55	\$10,784,050.00
Other	0	\$0.00
TOTALS	77	\$14,111,900.00

Wards	Construction Cost
Ward 1	\$1,756,000.00
Ward 2	\$387,050.00
Ward 3	\$5,934,850.00
Ward 4	\$2,609,000.00
Ward 5	\$2,025,000.00
Ward 6	\$0.00
Ward 7	\$382,000.00
Ward 8	\$515,000.00
Ward 9	\$403,000.00
Ward 10	\$100,000.00
TOTAL	\$14,111,900.00



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Bylaw 951-14 – 2014 Tax Rate Bylaw

BACKGROUND / PROPOSAL:

According to the MGA, Division 2, each Council must set the tax rates and pass a property tax bylaw annually, subsequent to the budget approval for that year.

OPTIONS & BENEFITS:

The attached Bylaw outlines the estimated operating revenues, estimated municipal expenses, repayment of principal debt, the estimated amount to be raised by general municipal taxation towards the 2014 capital expenditures, the estimated amount for future financial plans (contributions to reserves per the established policies).

Please review the attached bylaw.

The Bylaw includes rates for requisitions from Alberta School Foundation Fund (school) and Mackenzie Housing Management Board (senior’s lodge). The 2014 and 2013 requisitions before any adjustments for municipal over/under collections were as follows:

	2014	2013	\$ change	% change
School	6,306,111	6,222,152	(83,959)	(1.3%)
Seniors’ lodge	274,125	460,233	(186,108)	(67.9%)

Authors: J. Whittleton **Review Date:** _____ **CAO** JW

Alberta Learning – School Requisitions

1. 2013 over/under collection is included in the school total, below. The amounts for school requisition purposes are as follows:

School requisition (base amount)	\$6,306,111
2013 under collections	<u>\$8,301</u>
Total 2014 School	<u>\$6,314,412</u>

Seniors' Lodge

2. We have a substantial decrease in the 2014 Seniors requisitions, after adjustments made to the base requisition amount. Please note that the Seniors' lodge requisition is based on the Mackenzie Housing Management Board's proposed 2014 budget, adjusted for prior year's over-requisition.

Senior's lodge (base amount)	\$274,125
Prior year's over requisitioning	(\$188,406)
2013 under collections	<u>\$440</u>
Total 2014 Seniors' Lodge	<u>\$86,159</u>

Please note that, in addition to the above, Mackenzie Housing Management Board requested \$500,000 capital requisition from the three municipalities, with the County's share being \$405,000. Should council considers this, the total requisition will be \$491,159 and a rate of 0.2.

Municipal, School & Senior's Lodge combined rates comparison

3. The combined rate has decreased by 3% for residential, farmland has increased by 7% and non-residential has decreased by 2%. This means that, unless an assessment has changed for a property, a residential property owner will see a small decrease in taxes, and a non-residential property owner may see a small decrease in taxes. If Council decides to proceed with the capital requisition for seniors' housing, the combined rate for residential and non-residential will still decrease by 1%, and increased by 9% for farmland.

Review property tax rates:

2014 (excluding requisition for capital)

	Municipal	School	Seniors	Total
Residential	7.454	2.360	.035	9.849
Farmland	8.454	2.360	.035	10.849
Non-residential	11.903	3.605	.035	15.543

Authors: _____ Review Date: _____ CAO JW _____

2014 (including requisition for capital)

	Municipal	School	Seniors	Total
Residential	7.454	2.360	.200	10.014
Farmland	8.454	2.360	.200	11.014
Non-residential	11.903	3.605	.200	15.708

2013

	Municipal	School	Seniors	Total
Residential	7.454	2.519	.176	10.149
Farmland	7.454	2.519	.176	10.149
Non-residential	11.903	3.753	.176	15.832

The Municipality experienced a nine percent (9%) increase in taxable assessment.

4. The 2014 Tax Rate Bylaw includes \$200 minimum for the Hamlet Vacant Residential land, \$400 minimum for the Hamlet Vacant Non-Residential land, and \$35 minimum for farmland.

COSTS & SOURCE OF FUNDING:

2014 Operating Budget

SUSTAINABILITY PLAN:

Municipal taxation revenue is the major revenue source to fund the municipal operations and projects.

COMMUNICATION:

2014 Budget is publicly available and the budget highlights will be provided at the ratepayers meetings in June 2014 by council and administration.

RECOMMENDED ACTION:

Motion 1: (requires 2/3)

That first reading be given to Bylaw 951-14 being the 2014 Tax Rate bylaw for Mackenzie County.

Authors: _____ Review Date: _____ CAO JW _____

Motion 2: (requires 2/3)

That second reading be given to Bylaw 951-14 being the 2014 Tax Rate bylaw for Mackenzie County.

Motion 3: (requires unanimous)

That consideration be given to go to third reading of Bylaw 951-14 being the 2014 Tax Rate bylaw for Mackenzie County.

Motion 4: (requires 2/3)

That third reading be given to Bylaw 951-14 being the 2014 Tax Rate bylaw for Mackenzie County.

Authors: _____ Review Date: _____ CAO JW

BYLAW NO. 951-14

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

**TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST
ASSESSABLE PROPERTY WITHIN MACKENZIE COUNTY
FOR THE 2014 TAXATION YEAR**

WHEREAS, Mackenzie County in the province of Alberta, has prepared and adopted detailed estimates of the municipal revenue, expenses and expenditures as required, at the Council meeting held on April 7, 2014; and

WHEREAS, the estimated municipal operating revenues from all sources other than property taxation total \$7,252,211; and

WHEREAS, the estimated municipal expenses (excluding non-cash items) and including requisitions set out in the annual budget for the Mackenzie County for 2014 total \$34,372,193, with \$1,460,104 to be funded from prior year's surplus; and the balance of \$25,659,879 is to be raised by general municipal property taxation; and

WHEREAS, the estimated amount required to repay principal debt to be raised by general municipal taxation is \$2,993,428 and

WHEREAS, the estimated amount required for current year capital expenditures to be raised by general municipal taxation is \$2,728,719; and

WHEREAS, the estimated amount required for future financial plans to be raised by municipal taxation is \$1,535,000; and

THEREFORE, the total amount to be raised by general municipal taxation is \$32,917,025; and

WHEREAS, the requisitions are:

Alberta School Foundation Fund Requisition:

	Base	Over/Under Levy	Total
Residential and Farmland	\$1,447,705	\$1,905.68	\$1,449,611
Non-Residential	\$4,850,352	\$6,384.72	\$4,856,736
Total	\$6,298,057	\$8,290.40	\$6,306,347

Opted Out School Board:

	Base	Over/Under Levy	Total
Residential and Farmland	\$446	\$0.59	\$447
Non-Residential	\$7,608	\$10.01	\$7,618
Total	\$8,054	\$10.60	\$8,064

Total School Requisitions	\$6,306,111	\$8,301	\$6,314,412
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Lodge Requisition:

	Base	Over/Under Levy	Total
Total Lodge Requisitions	\$85,719	\$440	\$86,159

WHEREAS, the Council of Mackenzie County is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenses, expenditures and the requisitions; and

WHEREAS, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act (MGA), Revised Statutes of Alberta, 2000, Chapter M-26 as amended; and

WHEREAS, the assessed value of all property in Mackenzie County for school requisition and municipal purposes as shown on the assessment roll is:

Assessment:

Residential	\$574,165,000
Farmland	\$44,296,360
Non-Residential	\$1,401,576,400
Machinery & Equipment	\$431,548,690
Total	\$2,451,586,450

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the Mackenzie County in the Province of Alberta enacts as follows:

1. That the Chief Administrative Officer is hereby authorized and directed to levy the following rates of taxation of the assessed value of all property as shown on the assessment roll of the Mackenzie County:

General Municipal	Tax Levy	Assessment	Tax Rate
Residential	\$4,279,826	\$574,165,000	0.007454
Farmland	\$374,481	\$44,296,360	0.008454
Non-Residential	\$16,682,964	\$1,401,576,400	0.011903
Machinery & Equipment	\$5,136,724	\$431,548,690	0.011903
Total	\$26,472,995	\$2,451,586,450	
Revenue estimated due to the established minimums	42,458		
Total General Municipal	\$26,516,454	\$2,451,586,450	

Notwithstanding the foregoing, the minimum tax for:

Vacant Hamlet Residential shall be **\$200** (two hundred dollars)
 Vacant Hamlet Non-residential shall be **\$400** (four hundred dollars)
 Farmland shall be **\$35** (thirty-five dollars)

	Tax Levy	Taxable Assessment	Tax Rate
Alberta School Foundation Fund:			
Residential and Farmland	\$1,447,705	\$614,146,855	0.002360
Non-Residential	\$4,856,736	\$1,347,248,519	0.003605

Opted Out School:			
Residential and Farmland	\$446	\$189,290	0.002360
Non-Residential	\$7,608	\$2,113,094	0.003605

Exempt:			
Machinery & Equipment 100%	0	\$487,888,590	0.000000
Seniors Self Contain 100%	0	\$2,201,310	0.000000
Electric Power Generation 100%	0	\$54,138,590	0.000000

Total ASFF	\$6,314,412	\$2,451,586,450	
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Lodge Requisition	\$86,159	\$2,451,586,450	0.000035
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Grand Total	\$32,917,025		
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2. That this bylaw shall take effect on the date of the third and final reading.

READ a first time this _____ day of _____, 2014.

READ a second time this _____ day of _____, 2014.

READ a third time and finally passed this _____ day of _____, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

MACKENZIE HOUSING MANAGEMENT

March 13, 2014

Box 350
La Crete, Alberta
T0H 2H0
Phone: 780-928-4349
Fax: 780-928-4345

Ms. Joulia Whittleton
Chief Administrative Officer
Mackenzie County
Fort Vermilion, Alberta
T0H 1N0

Dear Joulia:

Re: **2014 Heimstaed Lodge Requisitions**

At a special board meeting, March 12, 2014 the Mackenzie Housing Management Board approved audited financial statements for 2013. The actual deficit for 2013 was \$338,426.00

I have calculated the requisition based on the 2014 equalized assessment of the three contributing municipalities.

Town of Rainbow Lake	\$ 87,255,609	3%	\$ 10,152.78
Town of High Level	\$ 430,351,553	16%	\$ 54,148.16
Mackenzie County	<u>\$2,272,777,681</u>	<u>81%</u>	<u>\$274,125.06</u>
Totals	\$2,684,609,699	100%	\$338,426.00

The municipalities actually paid \$568,189 in 2013 which translates into a total overpayment of \$229,763.00. The amount owed to the County is \$188,405.66. Please deduct this off of the 2014 requisition, which leaves a balance owing of **\$85,719.40**.

Should you require further clarification, please contact myself at 780-928-4348.

Sincerely



Barbara L. Spurgeon
Chief Administrative Officer

RECEIVED
MAR 21 2014

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

MACKENZIE HOUSING MANAGEMENT

March 20, 2014

Box 350
La Crete, Alberta
T0H 2H0
Phone: 780-928-4349
Fax: 780-928-4345

Ms. Joulia Whittleton
Mackenzie County
Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Joulia:

Re: **Mackenzie Housing Management Board**

I am pleased to advise that the Town of High Level and Mackenzie Housing Management have resolved any outstanding issues and are ready to move forward towards a lodge in High Level. One of the conditions of the resolution was that the two housing authorities not be amalgamated at this time but that the municipalities would support us in our request to the province for funding.

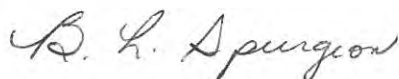
In addition, we will require funding from the municipalities and ask that the municipalities consider an additional requisition amount for capital projects. We ask that your Council consider an additional capital requisition of \$500,000 a year until a new lodge is built. This decision requires the unanimous decision of the three municipalities and would allow us to move forward with the project. Again, the three municipalities must approve the spending of these funds so the money will not be used unless there is approval from the municipalities.

If the three municipalities agree to this the additional capital requisition would look like this based on equalized assessment:

Town of Rainbow Lake	\$ 87,255,609	3%	\$ 15,000.00
Town of High Level	\$ 430,351,553	16%	\$ 80,000.00
Mackenzie County	<u>\$2,272,777,681</u>	<u>81%</u>	<u>\$405,000.00</u>
Totals	\$2,684,609,699	100%	\$500,000.00

Should you have any questions please give me a call. I have enclosed a copy of our 2013 audited financial statements.

Sincerely



Barbara L. Spurgeon
Chief Administrative Officer

RECEIVED
APR - 8 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Policy FIN028 Credit Card Use

BACKGROUND / PROPOSAL:

The Finance Committee has reviewed the credit card use policy and is recommending changes to the policy to reflect the use of loyalty program benefits or reward points that accumulate on the County's credit cards.

Points Value

Mackenzie County earns 1.5 reward points for every dollar charged to the card.

Our current points balance is 576,555 which has a value of approximately \$3,843.70. Points are valued at 150 points = \$1.

The points are accumulated into a consolidated account and are not allocated to the individual cards or cardholders.

The points can only be accessed after an online account has been registered. No online account has yet been created for the county. The credit card verbal password is required to register the online account.

CRA

Loyalty and other points programs

Your employees may collect loyalty points, such as frequent flyer points or air miles, on their personal credit cards when travelling on business trips, even though you reimburse them for the amounts they spend. Usually, these points can be exchanged or cashed in for rewards (goods or services, including gift cards and certificates).

Author: M. Schonken **Review Date:** _____ **CAO** JW

Your employees do not have to include in their income the value of the rewards they received or enjoyed from the points they collect on these business trips, unless any of the following applies:

- The points are converted to cash.
- The plan or arrangement between you and the employee seems to be a form of additional remuneration.
- The plan or arrangement is a form of tax avoidance.

If any of the conditions above are met, the employee has to declare the fair market value of any personal rewards he or she received on an income tax and benefit return.

Note

If you control the points (such as when an employee uses a company credit card) you have to report on their T4 slip the fair market value of any personal rewards he or she received from redeeming the points.

OPTIONS & BENEFITS:

Policy FIN028 was silent on the accumulation and application of loyalty program benefits or reward points.

The amended policy will give administration guidance on the use of loyalty points and rewards.

COSTS & SOURCE OF FUNDING:

Balance of Loyalty Points, as reported monthly by the County's credit card retailer.

COMMUNICATION:

To authorized holders of County credit cards.

RECOMMENDED ACTION:

That Policy FIN028 Credit Card Use be amended as presented.

Author: M. Schonken Review Date: _____ CAO JW

Mackenzie County

Title	Credit Card Use	Policy No:	FIN028
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Legislation Reference	Municipal Government Act, Part 6, Section 248
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Purpose

To establish a policy and procedure for the use of County credit cards.

Policy Statement:

The County issues credit cards to facilitate certain minor purchases such as authorized travelling arrangements and associated costs, authorized conference registration fees, training fees, specialized equipment parts etc. The County credit cards shall only be used for the purchase of goods and services for official business of Mackenzie County. Credit cards shall be used only in warranted circumstances.

Guidelines/Procedures:

1. Approval authority

A credit card shall only be issued to an employee on approval by the Chief Administrative Officer and in accordance with this policy.

The personnel that may receive an authorization to hold a County credit card are listed in Schedule A.

2. Authorized credit limit

The total combined authorized credit limit of all credit cards issued by the County shall not exceed \$50,000.

3. Allowable Purchases

The allowable purchase limits shall be within the individual's purchasing authorities as outlined in the Purchasing Authority Directive and Tendering Policy FIN025 and/or as authorized by the Chief Administrative Officer and as approved in the County's budgets.

4. Loyalty or Reward Points

4.1 Loyalty points or rewards accrued or earned by the use of a County credit card shall accrue to Mackenzie County.

- 4.2 Loyalty points or rewards accrued to an employee that are not directly attributed to a County credit card are excluded from this policy.
- 4.3 Redemption of loyalty points or rewards accrued under a County credit card is limited to business purposes.
- 4.4 Employees are encouraged to use a County credit card instead of a personal credit card for business expenses.
- 4.5 Authorized uses of loyalty points or rewards may include:
 - offset to (reduction of) the cost of future work-related travel;
 - door prizes for ratepayers' meetings;
 - employee gifts or awards (**as per service award policy**);
 - prizes for the County's annual charity golf tournament; and
 - volunteer recognition in the local not-for-profit sector.
- 4.6 Redemption of loyalty points or rewards shall be reported at the first Finance Committee meeting after the points or rewards were redeemed.
- 4.7 Loyalty points or rewards can only be redeemed via ATB's online rewards website. Access to the County's rewards account shall be limited to the Chief Administrative Officer or Director of Finance.

5. Responsibility of Credit Cardholders

- 5.1 An employee shall be required to enter into a Cardholder Agreement presented as Schedule B.
- 5.2 The employee shall ensure that all credit card purchases are in compliance with the County's Purchasing Authority Directive and Tendering Policy FIN025.
- 5.3 A credit card shall only be used by the employee to whom the card is issued.
- 5.4 The employee issued the credit card is responsible for its protection and custody.
- 5.5 The employee using the credit card must submit receipts, including documentation detailing the goods and services purchased, the associated costs, date of the purchase and the official business explanation.

- 5.6 The above said receipts and documentation must be submitted to the ~~Corporate Services~~ **Finance** Department in a timely manner to reconcile against the monthly credit card statement.
- 5.7 A credit card shall not be used for cash advances, personal use or any other type of purchase not permitted under the County's purchasing ordinance.
- 5.8 Lost or stolen credit card shall be immediately reported to both ATB Financial and the Chief Administrative Officer.
- 5.9 An employee must immediately surrender the card upon termination of employment. The County reserves the right to withhold the final payroll payout until the card is surrendered.

6. Non-Compliance

- 6.1 Violation of the policy may result in revocation of a credit card use privileges.
- 6.2 An employee found guilty of unauthorized use of a County credit card may be subject to disciplinary action up to and including termination and legal action under the Provincial Statutes.
- 6.3 An employee shall be required to reimburse the County for all costs associated with improper use through direct payment and/or payroll deduction.

7. Internal Controls

- 7.1 The County Chief Administrative Officer is the administrator of this policy and shall be responsible for the issuance and retrieval of assigned credit cards to personnel and generally for overseeing compliance with this policy.
- 7.2 Director of **Finance** shall be responsible for :
 - a) Assisting and maintaining record of issuance and retrieval of credit cards and overseeing compliance with this policy.
 - b) Accounting and payment of expenses.
 - c) Reconciliation of receipts and documentation to the monthly statements.
 - d) Presentation of the monthly credit cards statements to the Finance Committee.

- e) Maintaining a record of loyalty points that accumulate on the County's credit card account, and the applications of those points.
- f) Referring all non-authorized use of loyalty points or rewards to the Finance Committee for review and approval.

	Date	Resolution Number
Approved	14-Dec-10	10-12-1109
Amended	09-Oct-12	12-10-651
Amended		

Schedule A

The following employees may be authorized by Chief Administrative Officer and Director of ~~Corporate Services~~ **Finance** to hold a County credit card:

Position	Credit Card Limit
Chief Administrative Officer	\$5,000
Director of Infrastructure Development & Government Relations	\$5,000
Director of Finance	\$5,000
Director of Community Services & Operations	\$5,000
Director of Environmental Services & Operations	\$5,000
Director of Planning & Development	\$5,000
Manager of Legislative & Support Services	\$5,000
IT Specialist	\$5,000
Agricultural Fieldman	\$2,500
Supervisor of the Hamlet of Zama	\$2,500
Administrative Assistant (High Level) (<i>for travel arrangements</i>)	\$5,000
TOTAL	\$50,000

Schedule B

Credit Cardholder Agreement

Requirements for use of the County Credit Card:

1. The credit card is to be used only to make purchases at the request of and for the legitimate business benefit of Mackenzie County.
2. The credit card must be used in accordance with the provisions of the Credit Card Use Policy established by Mackenzie County, as attached hereto.

Violations of these requirements shall result in revocation of use privileges. Employees found to have inappropriately used the credit card will be required to reimburse the County for all costs associated with such improper use through a direct payment and/or payroll deduction. Disciplinary action(s) may be taken up to and including termination of employment. Mackenzie County will investigate and commence, in appropriate cases, criminal prosecution against any employee found to have misused the credit card or who violates the provisions of the cardholder agreement.

Credit Card Number: _____

Received by: _____
Name (Please Print)

I acknowledge receipt of the attached Credit Card Policy and agree to abide by said Policy.

Signature: _____

Date: _____

(Below, for Finance Department Use Only)

Credit Card Returned

Authorized Signature: _____

Date: _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	2013 Audited Financial Statements (DRAFT)

BACKGROUND / PROPOSAL:

Under the MGA, every municipality must prepare the audited financial statements and make it available to the public by May 1st. The County’s annual approved financial information return and the audited financial statements must be submitted to Municipal Affairs by May 1, 2014.

A copy of the draft financial statements are attached.

OPTIONS & BENEFITS:

Kyle A. Bodnarchuk, Partner, Wilde & Co will present the drafted audited financial statement to Council.

COSTS & SOURCE OF FUNDING:

The County’s annual operating budget includes estimated cost of auditing.

SUSTAINABILITY PLAN:

Preparation of the audited annual financial statements assures the County will continue having solid financial practices.

Authors: J. Whittleton **Review Date:** _____ **CAO** JW

COMMUNICATION:

Once approved, the financial statements will be made available to public at all County offices and will be posted on the County's website.

RECOMMENDED ACTION: (requires 2/3)

That 2013 Audited Financial Statements be approved as presented.

Authors: _____ Review Date: _____ CAO _____



Wilde and Company

Chartered Accountants

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INDEPENDENT AUDITOR'S REPORT

To the Reeve and Council of Mackenzie County

We have audited the accompanying consolidated financial statements of Mackenzie County, which comprise the consolidated statement of financial position as at December 31, 2013 and the consolidated statements of operations, changes in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of Mackenzie County as at December 31, 2013 and the results of its operations and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Vegreville, AB
April 28, 2014

Chartered Accountants

MACKENZIE COUNTY
Consolidated Statement of Financial Position
As at December 31, 2013

	2013	2012
	\$	\$
ASSETS		
Financial Assets		
Cash and temporary investments (Note 4)	22,076,042	19,280,544
Receivables		
Taxes receivable (Note 5)	1,303,028	801,675
Due from governments	2,530,298	4,878,774
Trade and other receivables	317,163	674,674
Land held for resale	23,001	48,488
Investments (Note 6)	4,629,142	4,792,855
	30,878,674	30,477,010
LIABILITIES		
Accounts payable and accrued liabilities (Note 7)	6,719,717	6,756,945
Deposit liabilities	127,628	101,183
Deferred revenue (Note 8)	3,452,608	3,353,866
Long term debt (Note 9)	19,996,101	11,422,673
	30,296,054	21,634,667
NET FINANCIAL ASSETS	582,620	8,842,343
NON-FINANCIAL ASSETS		
Tangible capital assets (Schedule 2)	180,090,804	164,401,735
Inventory for consumption (Note 11)	1,647,847	1,898,730
Prepaid expenses	289,821	224,971
Deposit assets	-	24,596
	182,028,472	166,550,032
ACCUMULATED SURPLUS (Note 14)	182,611,092	175,392,375
Contingent liability (Note 17)		

MACKENZIE COUNTY
Consolidated Statement of Operations
As at December 31, 2013

	Budget \$ (Unaudited)	2013 \$	2012 \$
Revenues			
Net municipal taxes (Schedule 3)	24,514,938	24,506,114	23,637,475
User fees and sales of goods	3,522,472	3,279,255	3,439,360
Government transfers for operating (Schedule 4)	1,223,479	1,821,614	3,241,960
Investment income	326,000	377,428	454,041
Penalties and costs on taxes	115,000	240,452	140,171
Licenses, permits and fines	328,600	404,161	428,969
Rentals	80,128	107,152	77,848
Other	334,625	853,925	759,999
Total revenue	30,445,242	31,590,101	32,179,823
Expenses			
Legislative	735,150	699,307	602,342
Administration	5,482,167	5,199,528	4,825,783
Protective services	1,606,571	1,265,344	2,719,063
Transportation	12,701,363	12,949,016	12,443,160
Environmental use and protection	4,764,579	4,567,188	4,211,296
Family and community support	693,241	611,618	728,839
Planning, development and agriculture	3,123,968	2,446,643	1,731,867
Recreation and culture	2,035,490	1,789,699	1,632,634
Loss on disposal of capital assets	11,992	5,477	190,904
Total expenses	31,154,521	29,533,820	29,085,888
Excess of revenue over expenses before Government transfers	(709,279)	2,056,281	3,093,935
Government transfers for capital (Schedule 4)	14,553,894	4,954,981	5,103,229
Contributed assets	-	150,000	-
Other capital contributions	380,103	57,455	156,682
Excess of revenues over expenses	14,224,718	7,218,717	8,353,846
Accumulated surplus - beginning of the year	175,392,375	175,392,375	167,038,529
Accumulated surplus - end of the year	189,617,093	182,611,092	175,392,375

MACKENZIE COUNTY
Consolidated Statement of Change in Net Financial Assets
As at December 31, 2013

	Budget \$ (Unaudited)	2013 \$	2012 \$
Excess of revenue over expenses	14,224,718	7,218,717	8,353,846
Acquisition of tangible capital assets	(45,029,407)	(22,909,309)	(11,564,803)
Contributed tangible capital assets	(325,000)	-	-
Proceeds on disposal of tangible capital assets	-	1,523	663,234
Amortization of tangible capital assets	7,376,914	7,213,240	6,769,738
(Gain) loss on sale of tangible capital assets	-	5,477	190,904
	(37,977,493)	(15,689,069)	(3,940,927)
Use (acquisition) of prepaid assets	-	(64,850)	15,881
Use of supplies inventories	550,648	250,883	713,078
Use of deposit assets	-	24,596	-
	550,648	210,629	728,959
(Increase) decrease in net assets	(23,202,127)	(8,259,723)	5,141,878
Net financial assets, beginning of year	8,842,343	8,842,343	3,700,465
Net financial assets, end of year	(14,359,784)	582,620	8,842,343

Draft for discussion purposes only

MACKENZIE COUNTY
Consolidated Statement of Cash Flows
As at December 31, 2013

	2013 \$	2012 \$
Operating		
Excess of revenue over expenses	7,218,717	8,353,846
Net changes in non-cash items included in excess of revenues over expenses		
Amortization of tangible capital assets	7,213,240	6,769,738
(Gain) loss on disposal of tangible capital assets	5,477	190,904
Tangible capital assets received as contributions	-	-
Net changes in non-cash charges to operation		
Increase in taxes and grants in lieu receivable	(501,353)	(61,284)
Decrease (increase) in government receivables	2,348,476	(4,482,452)
Increase in trade and other receivables	357,511	(199,235)
Decrease in inventory for consumption	250,883	713,078
Decrease in land held for resale	25,487	4,429
Decrease (increase) in prepaid expenses	(64,850)	15,881
Decrease in deposit assets	24,596	-
Increase (decrease) in accounts payable and accrued liabilities	(37,228)	2,610,698
Increase in deposit liabilities	26,445	24,845
Increase in deferred revenue	98,742	1,287,796
<i>Net cash provided by operating transactions</i>	16,966,143	15,228,244
Capital		
Acquisition of tangible capital assets	(22,909,309)	(11,564,803)
Proceeds on sale of tangible capital assets	1,523	663,234
<i>Net cash applied to capital transactions</i>	(22,907,786)	(10,901,569)
Investing		
Increase in restricted cash or cash equivalents	(98,742)	(1,287,796)
Increase in investments	163,713	(184,149)
<i>Net cash provided by investing transactions</i>	64,971	(1,471,945)
Financing		
Long term debt issued	10,400,000	2,000,000
Long term debt repaid	(1,826,572)	(2,121,261)
<i>Net cash provided by investing transactions</i>	8,573,428	(121,261)
Change in cash and cash equivalents during the year	2,696,756	2,733,469
Cash and cash equivalents, beginning of year	15,926,678	13,193,209
Cash and cash equivalents, end of year	18,623,434	15,926,678
Cash and cash equivalents is made up of:		
Cash and temporary investments (Note 4)	22,076,042	19,280,544
Less: restricted portion of cash and temporary investments (Note 4)	(3,452,608)	(3,353,866)
	18,623,434	15,926,678

MACKENZIE COUNTY
Schedule of Changes in Accumulated Surplus
As at December 31, 2013
Schedule 1

	Unrestricted Surplus	Restricted Operating	Restricted Capital	Equity in Capital Assets	2013 \$	2012 \$
Balance, beginning of year	2,884,038	7,948,527	11,580,745	152,979,065	175,392,375	167,038,529
Excess of revenues over expenses	7,218,717	-	-	-	7,218,717	8,353,846
Unrestricted funds designated for future use	(4,469,356)	1,579,524	2,889,832	-	-	-
Restricted funds used for operations	356,928	(302,021)	(54,907)	-	-	-
Restricted funds used for TCA	-	(1,464,153)	(2,298,147)	3,762,300	-	-
Current year funds used for TCA	(19,147,006)	-	-	19,147,006	-	-
NBV of TCA disposed of	7,000	-	-	(7,000)	-	-
Annual amortization expense	7,213,240	-	-	(7,213,240)	-	-
TCA long term debt issued	10,400,000	-	-	(10,400,000)	-	-
TCA long term debt repaid	(1,826,572)	-	-	1,826,572	-	-
Balance, end of year	2,636,989	7,761,877	12,117,523	160,094,703	182,611,092	175,392,375

MACKENZIE COUNTY
Schedule of Tangible Capital Assets
As at December 31, 2013
Schedule 2

	Land and Improvements	Buildings	Engineered Structures	Machinery and Equipment	Vehicles	2013 \$	2012 \$
Cost							
Balance, beginning of year	9,128,213	18,007,461	298,628,719	8,826,337	4,042,793	338,633,523	328,607,540
Acquisition of tangible capital assets	1,043,545	348,434	19,609,271	780,143	97,226	21,878,619	4,678,978
Construction in progress	1,607	16,817	1,012,266	-	-	1,030,690	6,885,825
Disposal of tangible capital assets	-	-	-	(5,448)	(48,978)	(54,426)	(1,538,820)
Balance, end of year	10,173,365	18,372,712	319,250,256	9,601,032	4,091,041	361,488,406	338,633,523
Accumulated amortization							
Balance, beginning of year	410,831	2,765,937	167,406,090	2,202,190	1,446,740	174,231,788	168,146,731
Annual amortization	242,616	414,967	5,757,321	568,819	229,517	7,213,240	6,769,738
Accumulated amortization on disposals	-	-	-	(5,448)	(41,978)	(47,426)	(684,681)
Balance, end of year	653,447	3,180,904	173,163,411	2,765,561	1,634,279	181,397,602	174,231,788
Net book value of tangible capital assets							
	9,519,918	15,191,808	146,086,845	6,835,471	2,456,762	180,090,804	164,401,735
2012 Net book value of tangible capital assets	8,717,382	15,241,524	131,222,629	6,624,147	2,596,053		164,401,735

MACKENZIE COUNTY
Schedule of Property and Other Taxes
As at December 31, 2013
Schedule 3

	Budget	2013	2012
	\$	\$	\$
	(Unaudited)		
Taxation			
Real property taxes	13,516,838	13,381,644	12,699,435
Linear property	17,249,979	17,396,117	17,038,285
Government grants in place of property taxes	89,983	94,060	93,166
Special assessments and local improvement taxes	272,552	248,707	255,668
	31,129,352	31,120,528	30,086,554
Requisitions			
Alberta School Foundation Fund	6,222,152	6,222,152	6,157,364
Homestead Seniors Lodge	392,262	392,262	291,715
	6,614,414	6,614,414	6,449,079
Net Municipal Taxes	24,514,938	24,506,114	23,637,475

Draft for discussion purposes only

MACKENZIE COUNTY
Schedule of Government Transfers
As at December 31, 2013
Schedule 4

	Budget \$ (Unaudited)	2013 \$	2012 \$
Transfers for Operating			
Federal Government	-	-	1,874
Provincial Government	1,223,479	1,821,614	3,240,086
	1,223,479	1,821,614	3,241,960
Transfers for Capital			
Federal Government	-	-	-
Provincial Government	14,553,894	4,954,981	5,103,229
	14,553,894	4,954,981	5,103,229
Total Government Transfers	15,777,373	6,776,595	8,345,189

Draft for discussion purposes only

MACKENZIE COUNTY
Schedule of Consolidated Expenses by Object
As at December 31, 2013
Schedule 5

	Budget \$ (Unaudited)	2013 \$	2012 \$
Consolidated Expenses by Object			
Salaries, wages and benefits	8,253,025	7,284,930	6,590,426
Contracted and general services	6,697,205	6,176,668	6,717,883
Materials, goods, supplies and utilities	4,650,184	4,875,434	5,087,314
Transfers to other governments	1,765,786	1,745,667	1,371,120
Transfers to local boards and agencies	1,825,925	1,786,210	1,690,701
Bank charges and short term interest	36,000	17,865	39,202
Interest of long term debt	469,490	396,044	426,418
Amortization of tangible capital assets	7,376,914	7,213,240	6,769,738
Loss on disposal of tangible capital assets	11,992	5,477	190,904
Other operating expenditures	68,000	32,285	202,182
	31,154,521	29,533,820	29,085,888

Draft for discussion purposes only

MACKENZIE COUNTY
Schedule of Segmented Disclosure
As at December 31, 2013
Schedule 6

	General Government	Protective Services	Transportation Services	Environmental Services	Planning & Development	Recreation & Culture	Other	Total \$
Revenue								
Net municipal taxes	24,257,407	-	174,332	74,375	-	-	-	24,506,114
Government transfers for operations	58,400	27,005	1,325,177	-	168,359	8,000	234,673	1,821,614
User fees and sales of goods	37,578	36,393	100,145	2,987,568	53,479	64,092	-	3,279,255
Investment income	377,428	-	-	-	-	-	-	377,428
Other revenues	548,680	38,291	249,472	188,803	579,409	35	1,000	1,605,690
	25,279,493	101,689	1,849,126	3,250,746	801,247	72,127	235,673	31,590,101
Expenses								
Salaries, wages and benefits	2,104,100	310,427	2,885,609	1,006,551	751,250	226,993	-	7,284,930
Contracted and general services	1,273,527	571,607	2,038,421	1,081,028	1,007,061	202,692	2,332	6,176,668
Materials, goods, supplies and utilities	307,125	226,975	3,168,154	664,417	422,711	86,052	-	4,875,434
Transfers to local boards and agencies	1,785,530	3,000	-	-	144,630	989,431	609,286	3,531,877
Interest on long term debt	81,772	-	76,535	237,737	-	-	-	396,044
Other expenses	50,098	-	52	-	-	5,477	-	55,627
	5,602,152	1,112,009	8,168,771	2,989,733	2,325,652	1,510,645	611,618	22,320,580
Net revenue (expenditure) before amortization	19,677,341	(1,010,320)	(6,319,645)	261,013	(1,524,405)	(1,438,518)	(375,945)	9,269,521
Amortization of tangible capital assets	296,683	153,335	4,780,245	1,577,455	120,991	284,531	-	7,213,240
Net revenue (expenditure) before Government transfers	19,380,658	(1,163,655)	(11,099,890)	(1,316,442)	(1,645,396)	(1,723,049)	(375,945)	2,056,281
Government transfers for capital	22,702	-	3,864,824	924,979	142,476	-	-	4,954,981
Contributed assets	-	-	-	-	150,000	-	-	150,000
Other capital contributions	-	-	-	24,000.00	-	33,455	-	57,455
Net revenue	19,403,360	(1,163,655)	(7,235,066)	(367,463)	(1,352,920)	(1,689,594)	(375,945)	7,218,717

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

1. Summary of significant accounting policies

The consolidated financial statements of the municipality are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants. Significant aspects of the accounting policies adopted by the municipality are as follows:

Reporting entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the municipality and are, therefore, accountable to Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

Basis of accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired. Property tax revenue is recognized when the tax is levied.

Use of estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

(continues)

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

1. Summary of significant accounting policies *(continued)*

Cash and cash equivalents

Cash includes cash and cash equivalents. Cash equivalents are investments in treasury bills and are valued at cost plus accrued interest. The carrying amounts approximate fair value because they have maturities at the date of purchase of less than ninety days.

Investments

Long term investments are recorded using the cost method. Under the cost method, the investment is initially recorded at cost, and earnings are recognized only to the extent received or receivable. In the case of a permanent loss in value, the investment is written down to the market value.

Requisition over-levy and under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

Inventories for resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

Gravel pit reclamation

Estimated environmental provisions, comprising pollution control, rehabilitation and pit closure, are based on the County's environmental policy taking into account current technological, environmental and regulatory requirements. The provision for rehabilitation is recognized as and when the environmental liability arises. To the extent that the obligations relate to the construction of an asset, they are capitalized as part of the cost of those assets. The effect of subsequent changes to assumptions in estimating an obligation for which the provision was recognized as part of the cost of the asset is adjusted against the asset. Any subsequent changes to an obligation which did not relate to the initial construction of a related asset are charged to the income statement.

(continues)

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

1. Summary of significant accounting policies *(continued)*

Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(continues)

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MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

1. Summary of significant accounting policies *(continued)*

Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

a) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	YEARS
Land improvements	15-45
Buildings	25-50
Engineered structures	
Water system	45-75
Wastewater system	45-75
Other engineered structures	10-50
Machinery and equipment	5-15
Vehicles	10-25

Annual amortization is not charged in the year of acquisition or the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

b) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

c) Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

d) Inventories

Inventories consist of parts and supplies held for consumption, and gravel. Inventories of parts and supplies are carried at the lower of cost and replacement cost, with cost determined by the average cost method. Gravel pit reserves are recorded at cost and allocated to gravel supplies on a unit of production basis.

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

2. Adoption of recent accounting pronouncements

The following accounting standards have been issued by the Canadian Institute of Chartered Accountants (CICA). These sections are effective for fiscal periods beginning on or after April 1, 2012 and have been applied retrospectively.

Section PS 3410 – Government Transfers

This section establishes standards on how to account for and report government transfers to individuals, organizations and other governments from both a transferring government and a recipient government perspective. There was no significant effect of adopting this accounting policy on the current period financial results. This standard was adopted as it was issued by the Canadian Institute of Chartered Accountants (CICA).

Section PS 3510 – Tax Revenue

This new standard establishes recognition, measurement, presentation and disclosure standards relating to tax revenue reported in financial statements. There was no significant effect of adopting this accounting policy on the current period financial results. This standard was adopted as it was issued by the Canadian Institute of Chartered Accountants (CICA).

3. Recent accounting pronouncements published but not yet adopted

The following accounting standards have been issued by the Canadian Institute of Chartered Accountants (CICA) but are not yet effective. The municipality is currently evaluating the effect of adopting these standards on their financial statements.

Section PS 3260 – Liability for Contaminated Sites

This new section establishes recognition, measurement, and disclosure standards for liabilities relating to contaminated sites of governments and those organizations applying the CICA Public Sector Accounting Handbook. This section is effective for fiscal periods beginning on or after April 1, 2014.

Section PS 3450 - Financial Instruments

The new section establishes standards for recognizing and measuring financial assets, financial liabilities and non-financial derivatives. In conjunction with this new section, section PS1201, section PS 2601 and section 3041 have been amended as a consequence of the introduction of new financial instruments standards. These amendments were required to present the associated gains and losses with financial instruments recognized under the new section. The new section and the related amendments are effective for fiscal periods beginning on or after April 1, 2016.

For government organizations, as defined in section PS 1300, the new section and the related amendments are effective for fiscal periods beginning on or after April 1, 2012.

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

4. Cash and temporary investments

	2013	2012
Cash	\$ 8,173,462	\$ 2,927,916
Temporary investments	13,902,580	16,352,628
	\$ 22,076,042	\$ 19,280,544

Temporary investments are short term deposits with original maturities of three months or less.

Council has designated funds of \$3,344,994 (2012 - \$3,232,230) included in the above amounts for capital projects.

Included in temporary investments is a restricted amount of \$107,614 (2012 - \$121,636) held exclusively for local improvements.

5. Taxes receivable

	2013	2012
Taxes receivable - current	\$ 963,031	\$ 631,796
Taxes receivable - arrears	472,799	274,702
	1,435,830	906,498
Less: allowance for doubtful accounts	(132,802)	(104,823)
	\$ 1,303,028	\$ 801,675

6. Investments

	2013		2012	
	Cost	Market Value	Cost	Market Value
Short term notes and deposits	\$ 2,992,399	\$ 2,947,820	\$ 3,523,014	\$ 3,512,504
Government and government guaranteed bonds	1,636,743	1,602,949	1,269,841	1,280,626
	\$ 4,629,142	\$ 4,550,769	\$ 4,792,855	\$ 4,793,130

Short term notes and deposits have effective interest rates of 2.39% to 4.71% with maturity dates between December 2014 and May 2019. Government and government guaranteed bonds have effective interest rates of 3.05% to 4.80% with maturity dates between December 2014 and June 2021.

MACKENZIE COUNTY**Notes to Consolidated Financial Statements****Year Ended December 31, 2013**

7. Accounts payables and accrued liabilities

	2013	2012
Trade payables and accruals	\$ 3,768,066	\$ 4,117,419
Holdback payables	865,436	623,176
Gravel pit reclamation liability	1,552,221	1,525,693
Employee payable (wages and accrued overtime)	478,007	442,225
Long term debt interest payable	55,987	48,432
	\$ 6,719,717	\$ 6,756,945

8. Deferred revenue

	2013	2012
Prepaid local improvements	\$ 107,614	\$ 121,636
Restricted grant funding	3,344,994	3,232,230
	\$ 3,452,608	\$ 3,353,866

The use of these funds are restricted to eligible projects as approved under the agreements. Unexpended funds are supported by cash in the bank.

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MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

9. Long term debt

	2013	2012
Tax supported debentures	\$ 19,996,101	\$ 11,422,673

Principal and interest repayments are as follows:

	Principal	Interest	Total
2014	\$ 2,090,929	\$ 694,384	\$ 2,785,263
2015	1,669,369	621,193	2,290,564
2016	1,578,511	562,924	2,140,835
2017	1,575,520	505,190	2,080,710
2018	1,618,408	448,429	2,066,837
Thereafter	11,463,364	9,098,328	14,561,692
	\$ 19,996,101	5,929,800	\$ 25,925,901

The current portion of the long term debt amounts to \$2,090,929 (2012 - \$1,826,572).

Debenture debt is repayable to the Alberta Capital Finance Authority and bears interest at rates ranging from 2.44% to 4.50% per annum and matures in periods 2014 through 2033. The weighted average annual interest rate is 3.57% for 2013 (3.54% for 2012).

Debenture debt is issued on the credit and security of the municipality at large.

Interest on long term debt amounted to \$396,044 (2012 - \$426,418).

The municipality's total cash payments for interest in 2013 were \$413,909 (2012 - \$433,113).

MACKENZIE COUNTY**Notes to Consolidated Financial Statements****Year Ended December 31, 2013**

10. Debt limits

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the municipality be disclosed as follows:

	2013	2012
Total debt limit	\$ 47,385,152	\$ 48,269,735
Total debt	(19,996,101)	(11,422,673)
Amount of debt limit unused	\$ 27,389,051	\$ 36,847,062
Debt servicing limit	\$ 7,897,525	\$ 8,044,956
Debt servicing	(2,785,263)	(2,215,062)
Amount of debt servicing limit unused	\$ 5,112,262	\$ 5,829,894

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities that could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

11. Inventory for consumption

	2013	2012
Parts and supplies	\$ 794,700	\$ 809,430
Gravel	853,147	1,089,300
	\$ 1,647,847	\$ 1,898,730

12. Equity in tangible capital assets

	2013	2012
Tangible capital assets (Schedule 2)	\$361,488,406	\$338,633,526
Accumulated amortization (Schedule 2)	181,397,602	174,231,788
Long term debt (Note 9)	(19,996,101)	(11,422,673)
	\$160,094,703	\$152,979,065

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

13. Segmented disclosure

The municipality provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (Schedule 6).

14. Reserves and accumulated surplus

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2013	2012
Equity in tangible capital assets (Note 12)	\$160,094,703	\$152,979,065
Operating reserves	7,761,877	7,948,527
Capital reserves	12,117,523	11,580,745
Accumulated operating fund	2,636,989	2,884,038
	\$182,611,092	\$175,392,375

The total reserve balances include approximately \$3,036,329 committed to projects commenced and/or tendered in 2013.

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MACKENZIE COUNTY

Notes to Consolidated Financial Statements

Year Ended December 31, 2013

15. Salary and benefits disclosure

Disclosure of salaries and benefits for municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

			2013	2012
	Salary (1)	Benefits & allowances (2)		
William Neufeld - Reeve	\$ 53,400	\$ 533	\$ 53,933	\$ 45,058
John W. Driedger	39,100	533	39,633	38,658
Lisa Wardley	37,700	2,407	40,107	35,888
Peter Braun	42,700	2,407	45,107	39,388
Walter Sarapuk	31,900	2,407	34,307	27,488
Diedrich Driedger	35,682	2,407	38,089	37,988
Jacquie Bateman	30,700	533	31,233	29,758
Odell Flett	33,082	1,111	34,193	37,759
Eric Jorgensen	36,100	532	36,632	29,158
Elmer Derksen	38,600	532	39,132	31,058
Josh Knelsen	5,517	89	5,606	-
Ricky Paul	8,418	89	8,507	-
Chief Administrative Officer (2012-2)	198,260	27,185	225,445	309,000
	\$ 591,159	40,765	\$ 631,924	\$ 661,201

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.
2. Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, and long and short term disability plans.

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MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

16. Local Authorities Pension Plan

Employees of the municipality participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves about 224,000 people and 428 employers. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The municipality is required to make current service contributions to the LAPP of 10.43% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 14.47% on pensionable earnings above this amount. Employees of the municipality are required to make current service contributions of 9.43% of pensionable salary up to the year's maximum pensionable salary and 13.47% on pensionable salary above this amount.

Total current service contributions by the municipality to the LAPP in 2013 were \$12,702 (2012 - \$13,193). Total current service contributions by the employees of the municipality to the Local Authorities Pension Plan in 2013 were \$10,596 (2012 - \$10,929).

At December 31, 2012, the LAPP disclosed an actuarial deficiency of \$4.635 billion.

17. Contingent liability

The municipality is a member of the Local Authorities Reciprocal Insurance Exchange. Under the terms of the membership, the municipality could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

In the normal conduct of operations, various legal claims are pending against the County in connection with road maintenance and construction, and other matters. The County carries liability insurance, subject to certain deductibles and policy limits, against such claims. Administration believes that the County has recognized adequate provisions of probable and reasonably estimable liabilities associated with these claims, and that their ultimate resolutions will not have a material adverse effect on the financial position of the County or its financial activities.

18. Financial instruments

The municipality's financial instruments consist of cash and temporary investments, accounts receivable, investments, debt charges recoverable, bank indebtedness, accounts payable and accrued liabilities, deposit liabilities, requisition over-levy, and long term debt. It is management's opinion that the municipality is not exposed to significant interest or currency risks arising from these financial instruments.

The municipality is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the municipality provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

MACKENZIE COUNTY
Notes to Consolidated Financial Statements
Year Ended December 31, 2013

19. Approval of financial statements

Council and Management have approved these financial statements.

20. Budget amounts

Budget amounts are included for information purposes only and are not audited.

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106062	132 112 067	2013-05-21	1,764.35	Letters were been sent regarding the outstanding property taxes each time a penalty was levied as well as periodically requests that they set up a payment plan with no response to date.
229967	132 112 067	2011-03-16	\$1,573.28	Letters were been sent regarding the outstanding property taxes each time a penalty was levied as well as periodically requests that they set up a payment plan with no response to date.
229971	132 112 067	2011-03-25	\$1,857.93	Letters were been sent regarding the outstanding property taxes each time a penalty was levied as well as periodically requests that they set up a payment plan with no response to date.
234500	132 112 067	2011-03-19	\$ 687.74	Letters were been sent regarding the outstanding property taxes each time a penalty was levied as well as periodically requests that they set up a payment plan with no response to date.
230088	112 095 104	2013-07-22	\$5,608.39	Were on a preauthorized payment plan with payments made as agreed. The mortgagor was contacted regarding payments returned and provided email addresses and phone numbers to call. Attempts were made to contact the principles with no success. Letters are returned "Return to Sender /Moved/ Unknown"
295920	112 095 104	2013-07-22	\$2,199.88	
219436	092 122 819	2013-08-20	\$4,356.88	Sporadic payments were being received then a lump sum payment was made of \$2,500 which was subsequently returned "NSF". Customer was advised in writing August 2013 of the returned payment and further advised in person of the returned payment said he would look after it. A payment was received on 2014-03-18 of \$2,000 with no commitment to make any further payments

Author: Dianne Pawlik Reviewed by: CAO JW

OPTIONS & BENEFITS:

The auction must be advertised in the Alberta Gazette not less than 40 days and not more than 90 days prior to date of auction.

As there does not appear to be any attempt to make payments on the above properties it is recommended that they be placed for sale by Public Auction.

COSTS & SOURCE OF FUNDING:

Any fees will be charged to the respective Tax Rolls.

COMMUNICATION:

Letters will be sent to those registered as having an interest on the title as well as the property owners advising of the Public Auction.

RECOMMENDED ACTION:

Motion1:

That the sale of land by public auction for properties under tax arrears be set for _____ .

Ad in Queens Printer	40 days or more	90 days or less		
Apr 30/14	June 11	July 17		
May 15/14	June 23	July 17	Aug 5	
May 31/14	Aug 5	Aug 27		
June 15/14	Aug 5	Aug 27	Sep 9	
June 30/14	Aug 5	Aug 27	Sep 9	Sep 24
July 15/14	Aug 27	Sep 9	Sep 24	Oct 14
July 31/14	Sep 9	Sep 24	Oct 14	
Aug 15/14	Sep 24	Oct 14	Oct 29	Nov 12
Aug 31/14	Oct 14	Oct 29	Nov 12	Nov 26
Sep 15/14	Oct 29	Nov 12	Nov 26	Dec 9
Sep 30/14	Nov 12	Nov 26	Dec 9	
Oct 15 /14	Nov 26	Dec 9		

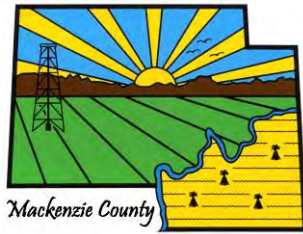
Author: Dianne Pawlik Reviewed by: _____ CAO JW

Motion 2:

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

Roll	Ward	Zoning	Legal	Civic	Outstanding	Reserve Bid
076526	04	HCR2	0325931;3;3	9229 – 95 Avenue, La Crete	\$6,138.16	\$204,780.00
106062	07	HR-1	2938RS;8;3	4606 – 50 Street, Fort Vermilion	\$1,764.35	\$52,700.00
229967	07	MHS-2	8420527;1;18	4708 – 49 Ave, Fort Vermilion	\$1,573.28	\$27,350.00
229971	07	MHS-2	8420527;1;22	4716 – 49 Ave, Fort Vermilion	\$1,857.93	\$34,690.00
234500	06	A	SE 3,109,12,5	Acreage	\$687.74	\$16,660.00
219436	07	HR-1	8320443;5;8	4801 – 4 Street, Fort Vermilion	\$4,356.88	\$96,690.00
230088	10	HM2	8821687;3;2	1084 Industrial Drive, Zama	\$5,608.39	\$148,030.00
295920	10	HM2	8821687;3;1	1072 Industrial Drive, Zama	\$2,199.88	\$42,920.00

Author: Dianne Pawlik **Reviewed by:** _____ **CAO** JW



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Rainbow Lake Connector Road Feasibility Study

BACKGROUND / PROPOSAL:

Mackenzie County undertook a study with an aim to gauge the interest on all sides regarding establishing the Rainbow Lake Connector Road, with support of regional partners (municipal, non-profit and industry).

The County engaged All-North Engineering and KPMG to undertake the first phase as per the attached documents (proposal).

OPTIONS & BENEFITS:

Please review the results of the Study (Phase 1).

Please note the author concludes that the current climate/interest is not favorable and recommends that another assessment be undertaken in a few years time.

COSTS & SOURCE OF FUNDING:

2014 Budget (the project was carried forward from 2013)

SUSTAINABILITY PLAN:

The Rainbow Lake connector to BC, Fort Nelsen is identified in the municipal sustainability plan as one of the important future transportation links.

Authors: J. Whittleton **Review Date:** _____ **CAO** JW

COMMUNICATION:

The Towns of Rainbow Lake, High Level, and REDI received a copy of the study.

RECOMMENDED ACTION:

For discussion.

Administration also recommends that this item be added to the next tri-council meeting for discussion and identifying the next steps.

Authors: _____ Review Date: _____ CAO _____



cutting through complexity

Mackenzie County

Rainbow Lake Connector Road Feasibility
Study

February 17, 2014

Restrictions

This report has been prepared for the sole purpose of assisting Mackenzie County in assessing the feasibility of the proposed Rainbow Lake Connector Road project. This report is not intended for general circulation or publication and is not to be reproduced or used for any purpose other than that indicated above without our prior permission. KPMG will not assume any responsibility or liability for losses incurred by Mackenzie County, its management or any other parties as a result of the circulation, publication, reproduction or use of this report contrary to the provisions of this paragraph.

Qualifications

In preparing this report, KPMG relied on information and material provided by other parties. KPMG has not audited nor independently verified any of the information contained herein. None of KPMG, member firms of KPMG, nor any of their respective directors, officers, partners, employees, agents or representatives make any representations or warranties as to the accuracy, reasonableness or completeness of this information, nor shall any of them have any liability for any representations, expressed or implied contained herein, or for any omissions from the report or from any other written or oral communications transmitted in connection with this report.

Executive Summary

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Industry support for the project is at best lukewarm.

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

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

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1 Engagement Overview

1.1 Opportunity

Allnorth Consultants and KPMG LLP were engaged by Mackenzie County to assess the feasibility and support for a potential connector road (the “Project”) as an extension of the Sierra Yoyo Desan (“SYD”) resource road extending from Fort Nelson to Rainbow Lake. The analysis included assessing current levels of economic activity in the area, so that potential benefits and economic development as a result of implementing the road can be better understood. The objectives of the analysis are:

- To identify types of economic activity in northeastern British Columbia (“BC”) and northwestern Alberta that could potentially benefit from the Project;
- To engage industry stakeholders currently or historically active in the area to gauge potential future levels of activities in the area;
- To determine the potential level of industry support for the Project; and
- To estimate and analyze potential cost savings that can be achieved with the implementation of the Project.

This report is based on publically available information and anecdotal information collected from interviews with major industry stakeholders in northeastern BC and northwestern Alberta.

1.2 Methodology

A combination of research and stakeholder interviews was used to leverage information for this study. The work entailed:

- Reviewing a suggested list of private developers and public agencies that were currently active in the area nearby to the Project shared by Mackenzie County;
- Conducting further research on active industries, companies and stakeholders in the areas of Mackenzie County (Rainbow Lake, Zama City, High Level, La Crête), Northern Rockies Regional Municipality (Fort Nelson) and Peace River Regional District (Fort St. John, Hudson’s Hope);
- Interviewing private developers, government and regional economic development agencies; and
- Aggregating and synthesizing information from research and interviews (this Report).

1.3 Purpose of this Report

The purpose of this report is to present summarized information from research and interviews with relevant stakeholders either currently or recently active in northwestern Alberta and northeastern BC. The report is laid out as follows

Section 2 – Background: Overview of the demographics and economy and summary of work completed to date related to the Project;

Section 3 – Resource Activity and Project Interest: Provides an overview of industry trends, current transportation costs, potential benefits to the industry if the Project was to be implemented and the industry or stakeholders' willingness to participate in the Project.

Section 4 – Conclusion: Summary of general willingness to participate in the Project and benefits perceived by different stakeholders; a brief conclusion of the current state of stakeholder interest is also included.

2 Background

2.1 Environment Scan

The proposed Rainbow Lake Connector Road aims to connect northwestern Alberta with northeastern British Columbia. The economy of northwestern Alberta is primarily driven by oil and gas, timber and wood products and agricultural industries. However, the region is not easily accessible due to its northerly location and is often faced with high transportation costs that can significantly impact cost effectiveness of operations and ultimately economic health and growth in the area.

High Level is located at the intersection of Mackenzie Highway (Highway 35) and Highway 58. Rainbow Lake is located east of High Level, at the end of Highway 58; Zama City is north of Rainbow Lake and is connected via local roads. The Mackenzie Highway runs north-south and connects with Highway 1 in the Northwest Territories, parallel to a rail route – both Mackenzie Highway and the adjacent rail track are the only routes that connect Alberta to the Northwest Territories.

Adjacent to Mackenzie County is the northeast region of BC, consisting of the Northern Rockies Regional Municipality (“NRRM”) and Peace River Regional District (“PRRD”). Between northwest Alberta and northeast BC are three major natural gas basins and other natural resources that hold much economic potential and growth for the area. Exploration and extraction costs in northeastern BC are currently high, due to limited infrastructure and access periods for extraction and exploration activities.

The Alaska Highway (Highway 97) and Liard Highway (Highway 77) are major arterial roads servicing northeastern BC communities. The Alaska Highway runs north-south starting at Mile 0 in Dawson Creek, BC, through Yukon Territory and terminates at Delta Junction in Alaska. The Liard Highway branches off the Alaska Highway slightly northwest of Fort Nelson and runs north to Yukon Territory; the Highway connects with Highway 7 in Yukon and runs parallel to the Liard River.

Northwest Alberta industries are faced with relatively high transportation costs, complicated with long distances and delivery times along current road and rail networks. The proposed connector road would help reduce transportation time and cost of goods from northwest Alberta into BC for export.

Currently, the Sierra Yoyo Desan (“SYD”) resource road extends east of Fort Nelson and is one of the major roads where industry can access resources in the area; the proposed connector is likely to be an extension of the SYD that provides an all-weather access route between Rainbow Lake and Fort Nelson.

Active industries in northwest Alberta and northeast BC include: timber and wood products, natural gas, grains and agriculture and tourism. The remainder of the report will discuss, in more detail activity levels and trends of each respective sector.

2.2 Previous Studies of the Proposed Road

Several studies have been undertaken related to the proposed connector route. These studies assessed economic drivers and potential benefits of the Project and have been used as background information for this report.

Mackenzie Municipal Services Agency – Developing the Northwest Corridor (2003)

The study focused on the potential for agricultural development and expansion in northwest Alberta and northeast BC. The report was intended as a preliminary assessment of the areas with agricultural development potential for further study. Inter-provincial co-operation was identified as a key pillar of support for any agricultural initiatives that would become economically viable in the area.

It was noted that “the extension of Highway 58, connecting Rainbow Lake to Fort Nelson, is of vital importance to both provincial governments¹ if agricultural sectors were expected to develop and grow in the region. The study recognized the importance and requirement for producers to have access to a reliable transport route with competitive rates such that exporting products from the region became desirable and profitable.

Northern Alberta Development Council – Northern Highways Strategy (2008)

The study was conducted to identify strategic highway developments in northern Alberta to support communities and regional economic growth. The report resulted in requests for funding support from the Province of Alberta for several proposed initiatives.

Highway 58 that runs east-west in Alberta and connects Rainbow Lake with High Level and Mackenzie Highway (Highway 35) was described as part of the Northern Highway Strategy with four major components. The highway was planned to extend to connect Rainbow Lake to the west with Fort Nelson, by connecting Highway 58 with an upgraded SYD. As oil sands developments have grown rapidly, it was reported that eastward extension of Highway 58 towards the Municipality of Wood Buffalo² was ready for implementation at the time of the report, but noted that westward extensions were pending discussions with the Province of BC.

Allnorth Consultants – Draft Fort Nelson Rainbow Lake Connector Road (2013)

The report provides a comprehensive overview of economic drivers in northwest Alberta and suggests preliminary planning and design considerations in anticipation of implementing the Project. The entire connector road, as described by the report, is estimated to provide a continuous, high grade road spanning 240km and connects Fort Nelson with Rainbow Lake.

The Project would consist of upgrading and extending the SYD by 130km to provide an all-weather access road. It was concluded that many “economic, safety and social benefits may be gained”³ through implementation of the Project, though further technical studies should follow to detail environmental risks of the Project.

¹ Northwest Corridor Agricultural Feasibility Study, Mackenzie Municipal Services Agency. December 2003.

² Northern Highway Strategy, Northern Alberta Development Council. October 2008.

³ Draft Fort Nelson Rainbow Lake Connector Road, Allnorth Consultants. September 2013.

3 Resource Activity and Project Interest

This section of the report provides a summary of the results of interviews with stakeholders in a variety of economic sectors. The interviewees were asked to describe their knowledge of industry activity in the area. While some interviewees provided forecasted activity levels based on longer term business directions of their companies, other based their feedback on experience and observed industry trends in the past three to five years. Where possible and applicable, interviewees also provided rough estimates of current transportation cost of goods; they were also asked to hypothesize any potential cost efficiencies or benefits the Project would realize.

Through the course of identifying appropriate interviewees, it was noted that there were few companies with significant, active operations in the area that could actually benefit from the development of the Project. Therefore, while the sample size for the interviews was small, insights and perspectives collected from these interviewees are also highly indicative of their respective industry’s status and future trends.

Finally, the interviewees were asked to indicate their opinion and willingness in potentially participating in the Project.

Activity in Mackenzie County, Northern Rockies Regional Municipality and Peace River Regional District is summarized below:

Industry	Activity Level	Areas of Activity
Timber and Forest Products	High	High Level, La Crête
Natural Gas	Low currently, relative to historical activity levels	Northeastern BC and northwestern Alberta
Grains and Agriculture	Moderate	High Level, La Crête
Tourism	Low to moderate	Fort Nelson

Activity levels of industries are ranked relative to other industries active in the area. Subsequent sections provide further detail related to current activity levels and trends.

3.1 Most Active Timber and Forest Products

3.1.1 Interviews: Ainsworth, Tolko

Current activity levels and trends

Relative to other industries profiled in this report, the timber and forest products industry in the region is relatively active. Interviewees identified High Level and La Crête in Alberta as the centres most active in wood product manufacturing. It was noted that oriented strand board (“OSB”) makes up the majority of products from mills in the area. Products in the area were typically shipped southward and sold into United States markets. Very little of the current production of OSB is shipped offshore.

OSB demand was noted to be on the rise in support of the housing market both in Asia and USA, though the USA market has been slower to increase demand. One interviewee projected exports to Asia through Prince Rupert, BC, to begin in the next three to five years, though it will take some time for export volumes to ramp up.

Northwestern Alberta was noted to be relatively more active in the timber and forest products sector, compared to northeastern BC. Interviewees noted there was little to no logging activity in the immediate area of the Project. It was, however, noted that there was some logging activity in areas southeast of Fort Nelson in the North Peace region where it remains one of the largest economic drivers of the region. It was unclear however if the Project would provide any benefit to this logging activity.

Transportation and logistics: destination, routing and costs

Interviewees agreed there were few opportunities for substantial and realistic cost savings because there is little movement of OSB and other wood products between Alberta and BC. Almost all manufactured products are moved south and sold to markets in the US. In the few instances where products were bound for BC for export to Asia, interviewees indicated it was more economical to move products south towards Edmonton, where it would be sorted and consolidated with other cargo before moving by rail to west coast ports for export. Rail rates provided by CN Rail are relatively attractive to move products via this routing, even if the distance is greater than that of a truck-rail combination via a rail head somewhere in northeastern BC.

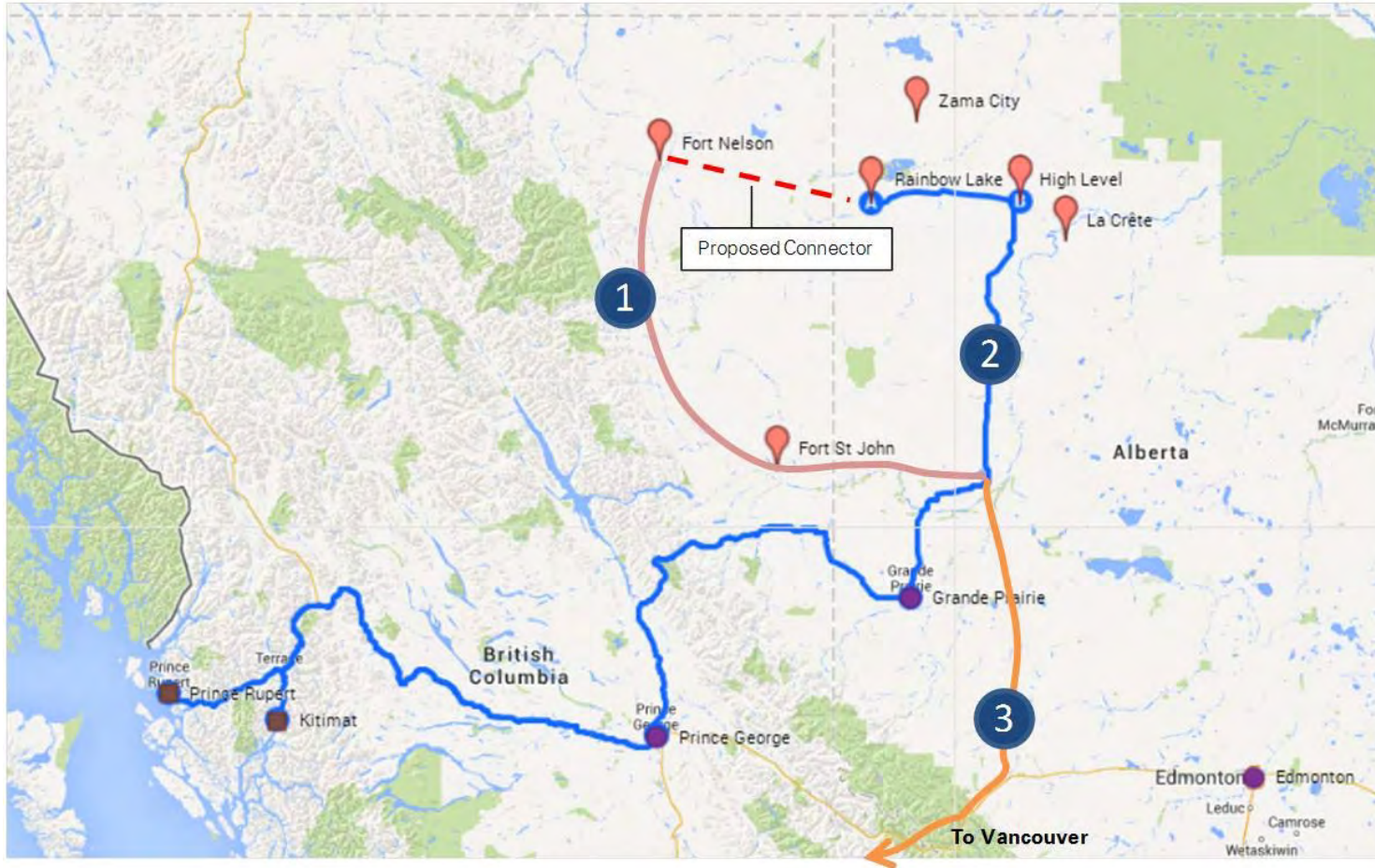
Interviewees indicated that equipment for harvesting and manufacture are transported within Alberta and that they rarely require transportation of goods, equipment and labour across the Alberta-BC border. Further, due to the volume and distance to markets for OSB and most other forest products, goods are moved via rail with infrequent loads moved by truck.

Parts and maintenance of equipment were noted to be largely serviced out of cities nearby High Level and La Crête. Interviewees agreed that current service centers in Alberta for equipment were sufficient and did not see any cost savings in drawing resources from northeastern BC services centers.

Anecdotal cost data provided by interviewees showed little-to-no cost savings for transport of wood products (OSB was used for the analysis). Cost comparisons for routes combining truck and rail transport showed increased transportation costs as a result of moving products first by truck via the proposed Rainbow Lake Connector, then via rail from Fort Nelson to Prince Rupert or Vancouver.

The image below shows major routes used to compare indicative transportation costs between current routes and routes using the proposed connector.

Transportation routes for wood products from Rainbow Lake and High Level areas



The table below provides a comparison of indicative transportation costs for various routings of OSB to the west coast. This table shows the annual transportation cost for 100 million board feet of OSB – the equivalent of 1,000 rail cars. Cost estimates are based on information provided by the interviewees plus further KPMG research.

The analysis shows that routing OSB over the Project to Fort Nelson for furtherance by either truck or rail to the Ports of Vancouver or Prince Rupert would result in a significant cost penalty. This penalty ranges from 18 to 40 percent depending on the mode and the route.

Indicative Cost Comparisons	Current Cost	Estimated Cost with Truck to Fort Nelson	Difference
'000s			
Rail transport			
High Level to Vancouver	\$ 3,500	\$ 4,701	\$ (1,201)
High Level to Prince Rupert	\$ 3,500	\$ 4,912	\$ (1,412)
Truck transport only			
High Level to Vancouver	\$ 5,142	\$ 6,055	\$ (913)
High Level to Prince Rupert	\$ 5,274	\$ 6,237	\$ (962)
<i>*Rail costs quoted from High Level to Vancouver; *proprated for distance to Prince Rupert vs Vancouver</i>			
<i>**Trucking costs are estimated at \$2.50/km (corroborated by industry sources)</i>			
<i>Note: Numbers may not add due to rounding</i>			

Two further issues with transloading to rail in Fort Nelson are:

1. the cost of re-handling the product, and
2. the lack of a facility for reloading.

Double handling of the product could increase transportation costs by 10 to 15 percent. While the cost of double-handling could be eliminated if a container stuffing facility were to be located in Fort Nelson (replacing container stuffing at the port), neither the shipping lines nor the railroad are likely to be interested in creating such a facility. These facilities need to be at high volume nodes such as Edmonton, Prince George or one of the ports.

OSB would thus need to be stored in a covered facility with rail access and a rail loading dock. There is not currently a suitable facility in Fort Nelson according to the interviewees and the economics of building one just for OSB are not favourable.

Other potential benefits

Though significant cost savings to businesses were not projected to be immediate, interviewees noted the Project can serve as an alternative route for products to be moved out of High Level and La Crête. The alternative route could also allow for flexible arrangements by companies during rail interruptions.

Willingness to support - “Unsure”

Interviewees were uncertain if they would support the Project. It was agreed that there were potential economic benefits and some cost savings that could be achieved with the Project providing an alternate route for transportation of goods. However, interviewees indicated the decision to support the Project would depend on when their mills would reach manufacturing capacity such that exports made up a larger portion of their sales than now.

Current industry players in the wood products and timber sector already have set up necessary infrastructure to transport goods via rail – rail is the least expensive option in most circumstances. While the Project can potentially encourage competitive freight rates on trucks, interviewees did not foresee a significant shift from rail to truck transport if and when the Project is implemented. The ports of Vancouver and Prince Rupert, when export becomes a steady business for these companies, have existing equipment (either from the Port or have been set up by third parties) to receive cargo via rail for export – this makes rail the preferred mode of transport.

The operational burden that interviewees saw with switching from rail to truck was also a major deterrent from their immediate and full support of the Project. Interviewees noted that truck transport has historically been more expensive compared to rail. Road conditions in northwestern Alberta and northeastern BC can potentially reduce the reliability and safety of using trucks to transport goods during the winter season.

The final consideration is the cost of using the Project as a route for the movement of forest products by truck. Any consideration of imposing a toll would further change the economics of transporting forest products to the west coast.

3.2 Moderately active but potentially very active: Natural Gas

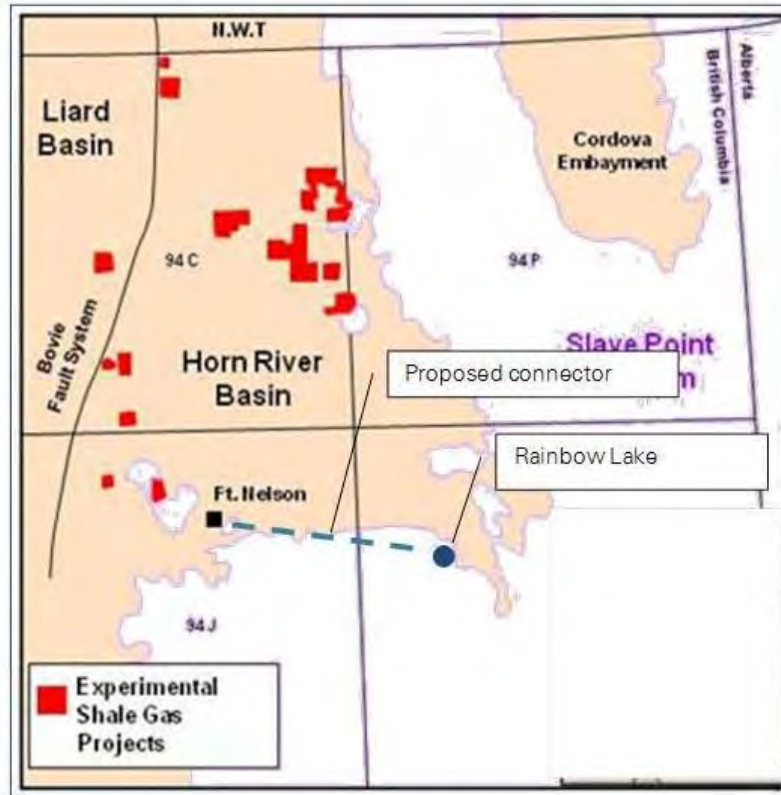
3.2.1 Interviews: Apache, Devon, Nexen, Spectra, EnCana, Penn West, Government of Alberta, Government of British Columbia

Natural gas industry companies made up the largest portion of interviewees for this engagement because the industry has significant growth potential in light of BC's current LNG strategy. While most natural gas companies in the area have reduced drilling activity in the past two years, many have plans in the longer term for increasing drilling and construction activity as LNG proposals and projects proceed after financial investment decisions by other partners.

Current activity levels and trends

Interviewees from the Natural Gas industry generally agreed that northeastern BC was previously active, but many operations have either gone dormant or have been sold to other stakeholders with plans to pursue liquefied natural gas ("LNG") projects in BC. Some developers interviewed indicated they were looking to exit from operations in the area, though they may still hold properties in the area.

Generally, interviewees agreed the extraction and exploration costs for gas basins in the area were not justified due to low market prices. Interviewees also agreed that most natural gas players still holding properties in northeastern BC have largely gone dormant, or have significantly reduced activity levels. It was often noted that operational decisions were pending LNG project proposal approval and financial investment decisions in late 2014 and early 2015. The image below shows the three major natural gas basins relative to the proposed connector (The Project).



Source: National Energy Board "Understanding Canadian Shale Gas", Ziff Group. 2008.

Three natural gas basins near the SYD and Project are of interest to developers: Horn River, Liard and Cordova. Activity at the three basins varied but Liard and Horn River were mentioned most often as they were more accessible through the SYD and adjacent Liard Highway (Highway 77). While it was generally agreed that the Cordova basin held potential for sizeable natural gas reserves, many interviewees noted the cost of transportation in that area was high and not justifiable at this time for their operations. Most companies noted natural gas operations in the northeastern BC area have been curtailed or halted for the next two to three years. Larger natural gas companies interviewed indicated their operations are running at close to half capacity and have no plans to increase production in the short term.

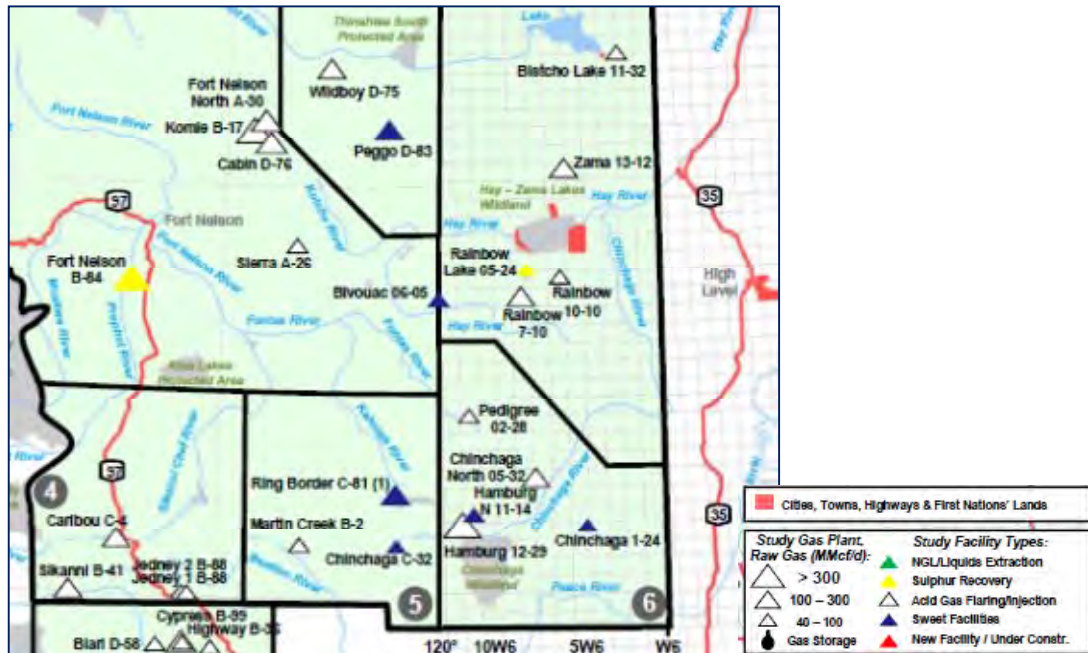
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Natural gas companies interviewed were mostly active in northeastern BC. Offices to support operations in the area were mostly based out of Fort St. John; some companies mentioned few staff members are based in Fort Nelson. Other areas of activity noted from interviews included the Muskwa-Kechika Management Area in BC (north of Fort Nelson), High Level and Zama Lake (Mackenzie County).

Transportation and logistics: destination, routing and costs

The Horn River and Liard basins are accessed by lease roads branching off of the Liard Highway and SYD. One interviewee noted a winter access road was available for use for travel between the BC and Alberta border – winter access roads were commonly used during active periods for natural gas developers.

The Project can potentially serve commercial traffic, such as trucks moving heavy equipment for drill sites during the winter. During the summer season, where access to drill sites is limited to all season roads, the Project is unlikely to provide substantial benefits to the natural gas industry.



Source: North Montney and Shale Gas Growth – Resource and Infrastructure Study, Ziff Energy Group. May 2013.

Drill and maintenance equipment and work crews typically travel north from Fort St. John along the Alaska Highway (Highway 97). Interviewees agreed that once drilling equipment was moved onto extraction and exploration sites, it would be rarely deployed to other old fields in the area. For periods of time when the northeastern BC natural gas basins were more active, interviewees noted approximately forty to fifty truckloads of equipment being moved for a drill site. Equipment is usually serviced out of Grand Prairie or Fort St. John – most equipment is serviced out of Fort St. John, while drill rigs are more regularly serviced in Grand Prairie. Interviewees agreed that the economics of moving drill rigs and equipment across BC and Alberta border were poor – equipment located on BC sites usually originated from a BC fleet and vice versa for equipment in Alberta.

Some interviewees estimated that a drill rig move and its subsequent set up on site from Edmonton or Grand Prairie, by truck, to northeastern BC at approximately \$300,000. This works out to approximately \$5,000 to \$6,000 per truckload. Aside from moving the drill rig and equipment, interviewees noted that there is substantial vehicle traffic to facilitate movement of work crews, fuel, drilling supplies (sand and pipe) and environmental cleanup crews for sites in the area.

Sand is moved by rail over long distances and is moved onto drill sites by trucks over shorter distances. Several thousand tonnes of sand may be required per well. Sand originating in southern BC typically travels from Prince George by rail to Fort Nelson. In other cases, sand is moved from Peace River to Fort Nelson via Edmonton, also by rail. Despite the extra distance required to move sand via rail, it is still relatively less expensive than moving sand by truck.

Once the sand reaches Fort Nelson it moves by truck via the SYD and is stockpiled near Komie Road. The map in Appendix B shows major roads serving natural gas operations in northeastern BC.

Other potential benefits

An all-weather road for heavy commercial traffic would, on the surface, appear to benefit the natural gas industry. However, as activities in areas east of Liard and Horn River have wound down, all interviewees agreed there were no immediate benefits from the Project.

It was generally agreed that almost no benefits would be realized at the present time from the Project unless it were to extend to much more active energy hubs, such as eastward to Fort McMurray. Though equipment will eventually require servicing, interviewees noted that service cycles span approximately four years – a traffic component that made up a small portion of total traffic in the area. There has also been a lack of ongoing construction at the moment, meaning almost no movement of new equipment and construction crews into the northeastern BC and northwestern Alberta areas.

In the longer term, some interviewees saw potential benefits from the Project to support pipelines proposed to connect from Alberta reserves to BC for sales and export. However, consistent with perspectives from all interviews, it was agreed that benefits, if any, from the Project would not be realized in the short term (i.e., until such time as natural gas moves to LNG export facilities on the west coast)

Willingness to participate - “Indifferent to negative”

Generally, interviewees were not adverse to the idea of the Project – if the road existed and did not impact operational costs for usage, the road would be used, though not very heavily in the short term. Interviewees recognized the increased safety and time potentially saved for travel into the Horn River area. It was agreed by interviewees that if a user-fee was required for the road, the cost savings from travelling on the Project would be negated. It was not apparent if the Project would compete with rail services, such that freight rates would become more competitive. Several interviewees indicated that the opportunity costs of the Project were too high. Interviewees noted there were other projects that were more likely to immediately benefit the natural gas industry, such as other corridor developments and improvements in northeastern BC in anticipation of BC’s LNG strategy. Some interviewees expressed views that other corridors in the area (especially on the BC side to access Liard and Horn River basins) were more important than the Rainbow Lake Connector.

This viewpoint was strengthened during a discussion with a representative of the BC Government. Their priority for further road development is for a new road to service areas north and east of Fort Nelson where exploration is more robust and where gas bound for future LNG export facilities is likely to be sourced. It was noted that money has already been identified for a new road, and that further money for the Project is unlikely.

Given the limited funding available through public agencies, interviewees were of the view that dollars should not be spent on projects with little short to medium term benefits. Similarly, some interviewees were concerned that beneficial road upgrades in the area would be held back.

3.3 Moderately active: Grains and agriculture

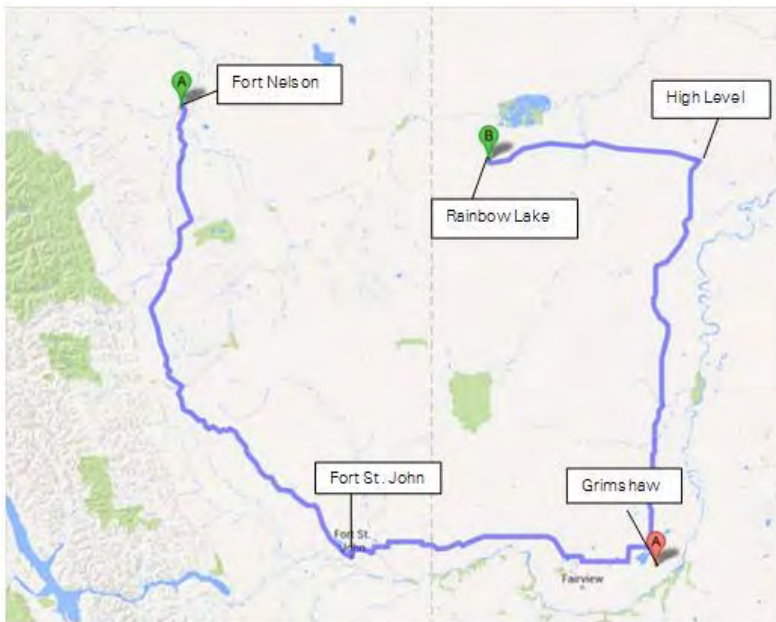
3.3.1 Interviews: Richardson Pioneer

At present, there is only one agricultural company active in the High Level area that would have a reason to access the Project to move its products to market, that being Richardson Pioneer. Grain is the only product that has a potential to benefit from improved access to rail.

Current activity levels and trends

Canola, oats and barley make up the majority of crops produced in northwestern Alberta. No significant agricultural activities were noted to be in northeastern BC near the Project. There are other grain and agriculture facilities (elevators) in Fort St John, Dawson Creek, Rycroft and Nampa. Arable crop lands between High Level and Fort Nelson were noted to be limited. More arable land is available between Grimshaw and High Level, but High Level was noted to be the northern-most area with any substantial grain and agricultural activities.

It was not clear whether agricultural activities were on the rise, but it was noted that several smaller grain companies previously active in the area have since been consolidated with other grain producers, incorporated into larger companies or have exited operations in the area.

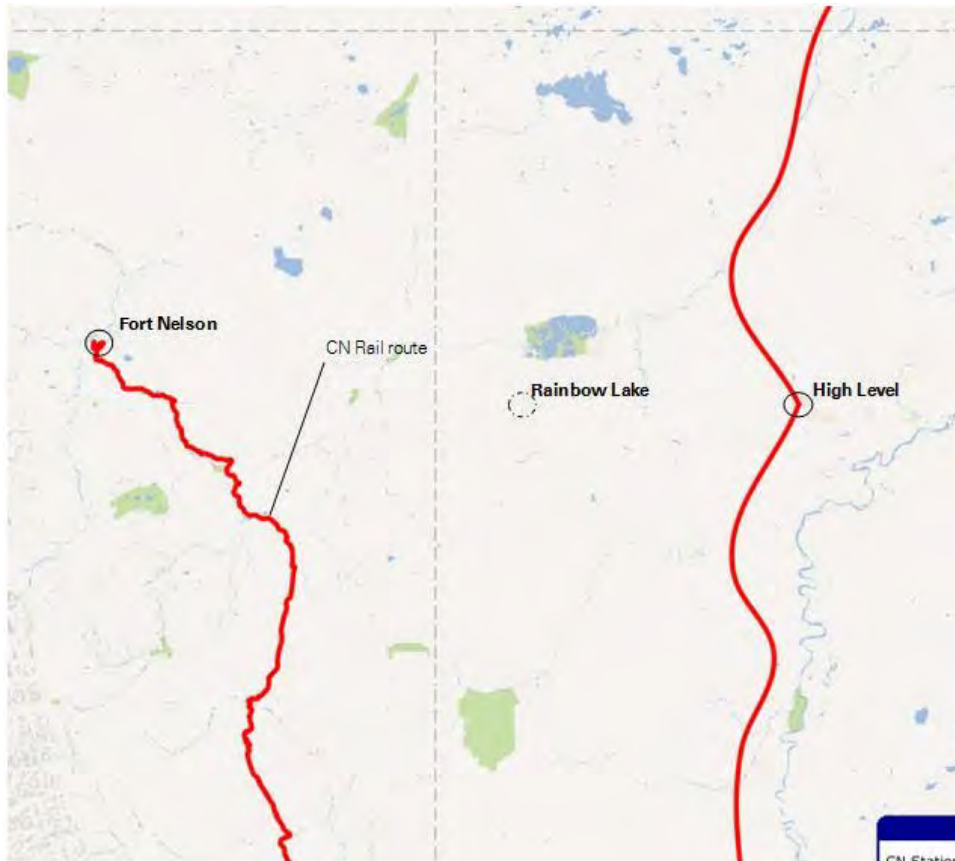


Source: Google Maps, January 2014.

The interviewee indicated they hold the largest market share of grains sold in northwestern Alberta and northeastern BC. The market for grain distribution has been largely captured by few industry players and is difficult for new entrants due to infrastructure requirements and economies-of-scale. It was noted that a relatively high transportation cost, low grain prices and short growing seasons made northwestern Alberta less favourable for large-scale grain production and export. Most grains are moved through Grand Prairie on rail, with Grimshaw, Rycroft and McLennan as major sorting and transportation points from the Peace Region.

Transportation and logistics: destination, routing and costs

It was estimated that 95% of grains produced in the area were destined for export from BC's west coast. The balance is either sold within Alberta markets or the US, and moves by rail. The interviewee indicated that most grains go south and then west because of how the grain logistics system works. Grains need to be graded and then blended to meet customer requirements. This requires a significant volume of grain, of various grades, to be delivered to one location. This then enables larger blocks of rail cars to be delivered, loaded and moved to ports for export, which in turns enables cost efficiencies for the railroads.



Source: Google Maps and CN Rail. January 2014.

It was recognized that rail service can be restrictive in some cases. Depending on where grains are shipped for sorting and blending, producers may capture different prices for their products. The potential benefit from truck transport directly out of High Level can be increased profit margins for grains sold. Truck transport allows for producers to directly move product to Grimshaw for sorting and blending, instead of waiting for rail cars to become available to transport grains.

Grain transportation on rail from High Level to Vancouver was estimated to be approximately \$42 per tonne. Grains from High Level are sometimes transported by truck to Grimshaw for sorting, storing and blending. The interviewee noted there were more competitive freight rates available from southern loading points (relative to High Level), due to larger volumes and bigger blocks of rail cars.

In general, potential cost efficiencies benefiting the grain and agricultural sector as a result of the Project are neither apparent nor tangible.

Other potential benefits

It was noted that rail transport posed a limiting factor to processing grains, as opposed to storage and sorting capacity. Generally, there is a lack of empty rail cars from rail service providers in the area, creating a backlog of products to be transported west to BC and south to the USA. Implementing the project could provide an alternative route, although it was not immediately apparent to the interviewee whether producers would be interested in shipping products north and west to Fort Nelson. It was also not clear that this would actually increase access to rail cars, as CN Rail operates both the rail line to High Level and to Fort Nelson as well.

Similar to interviewees from the natural gas industry, the Project was not viewed as a priority compared to roads used in the area south and east of High Level towards La Crête and Peace River. The interviewee indicated that other areas of BC and Alberta are more active in the grains and agricultural sector – any benefits from the Project, if any, would be relatively smaller than those from projects implemented in larger, more active areas in BC and Alberta.

Willingness to participate - “Unlikely”

The interviewee was uncertain if there would be any direct cost efficiencies or benefits from the Project, for the grain and agricultural sector. Since grains are sorted and blended before distribution, the time and cost of building a facility to undertake these activities in Fort Nelson may actually result in higher costs if the grain were moved by truck over the Project to such a new facility. The lack of significant volumes of additional grain in the Fort Nelson area would further exacerbate the situation as the “pool” of grain available for blending would be minimal. The complexity and cost of supporting infrastructure required for transporting and processing grains are likely to outweigh any savings from switching from rail transport to truck to BC. Current freight costs are such that the Project is unlikely to generate any transportation/logistics cost savings. Bullet last.

3.4 Moderately active: Tourism and Public Infrastructure (renewal and upgrades)

3.4.1 Interviews: North Peace Economic Development, Northern Alberta Development Council

Government and economic development agencies responsible for northwestern BC (North Peace Economic Development) and northwestern Alberta (Northern Alberta Development Council) were engaged in discussions related to potential economic development, growth and impact that the Project can support in the area. From a public sector’s perspective, it was generally agreed that expanding road connections and networks would benefit the economy – both in facilitating movement of goods, residents and tourists in the area. The Project’s benefits, compared to those forecasted by industries, are largely for social good and will contribute to sustaining and developing northern and rural communities of Canada.

Current activity levels and trends

Tourism near Fort Nelson consists mostly of outdoor activities, such as fishing, hiking, camping and other recreational sports in the wilderness. The Highway passes through several Provincial Parks, lakes, rivers and campgrounds. The Northern Rockies District, in which Fort Nelson is located, attracts 320,000 visitors annually, with the vast majority between April and September⁴. The Alaska Highway in northeastern BC stretches across diverse ecosystems, natural areas and cultural heritage sites. Ranging from buildings to bridges and now-abandoned road alignments, these features are not only showcased to visitors, but also hold sentimental and cultural importance for local residents and First Nations. Historic routes, access to hiking trails and historic and cultural sites are scattered in areas north and east of Fort Nelson.

Northwestern Alberta, including Zama City, Rainbow Lake and High Level, also hosts a variety of outdoor activities. Compared to northeastern BC, it is more industrial and is home to permanent and seasonal workers in the oil and gas and natural resource extraction industries. High Level is the largest of the three communities nearby the Project and is a major transportation hub for transit of goods to and from northern Canada. Nearby towns to Rainbow Lake and High Level have rich First Nations historic relics and hosts a wide variety of wildlife and biodiversity.

Transportation and logistics: destination, routing and costs

Though Rainbow Lake and Fort Nelson are located roughly at the same latitude, there is no route that directly connects the two communities. While a winter access route exists that loosely connects the SYD to Rainbow Lake, residents will rarely take this route as it is only suitable for commercial traffic. During the summer, the route is impassable and intended for travel by logging and drilling rigs.

Referring to the map on page 9 of this report, there is significant time and cost savings that residents of the area can benefit from the Project. However, it did not appear as though residents of the area travelled often between the two counties. It is possible that travel between Rainbow Lake, High Level and Fort Nelson would increase as a result of the Project due to the significantly reduced travel time. However, based on current travel patterns, the size of impact that the Project is likely to have for the region is unclear.

⁴ Tourism Northern Rockies Regional District website: http://www.tourismnorthernrockies.ca/places_fortnelson.php. Retrieved January 2014.

Other potential benefits

Interviewees mentioned the Project may help to facilitate tourism in the area, as Fort Nelson is a key node on the Alaska Highway and hosts a variety of historical and culturally rich sites that interest travellers. Interviewees indicated that more information about the road's intended grade and upkeep could significantly influence the amount of benefits to local residents.

In general, interviewees agreed the general public, including local residents and visiting tourists, would benefit from an additional connector road between the two provinces. While Fort Nelson, Rainbow Lake, Zama City and High Level were not regarded as hubs for tourism in Canada, it was recognized that any traffic travelling north towards Yukon Territory and Northwest Territories would pass by those communities. Additionally, the Project would serve as an alternative route for emergency and disaster relief. In general, the Project was seen to contribute long-term benefits for the area.

Willingness to participate - "Likely"

Interviewees agreed and welcomed the proposed additional all-weather route that would result from the Project and saw the location of the Project as logical and beneficial. However, it was noted that previously active industries in the area, such as natural gas, mineral exploration and timber, have been declining rapidly – time is of the essence with implementing appropriate infrastructure to support continuing economic activity.

The Project bisects where most resources are located between northeastern BC and northwestern Alberta. Though lease roads are commonly built and used by industry to access to oil/gas fields and remote sites not serviced by main roads, interviewees indicated the Project would provide a reliable access route that can potentially reduce operational costs for industry by reducing maintenance and lease costs for use of lease roads. Interviewees noted that a well planned road, like the Project, would help with way finding because the vast expanse of lease road networks in the area are often confusing.

4 Conclusion

4.1 Potential benefits and benefactors

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

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

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

4.2 Waiting for the right time

Of all the industries interviewed, the natural gas and wood products industries have the most potential to directly benefit from the Project. The wood products industry has planned for growth into the export sector, but is uncertain if freight rates would be competitive with the Project implemented. The natural gas sector has curtailed most activity in the area due to low commodity prices and the perceived lack of demand for Canadian natural gas from global markets. However, the natural gas sector has more potential to grow and benefit from the Project from proposed LNG projects in northeastern BC.

Resource industries in the area were lukewarm-to-cool to the idea of contributing funds to the road and indicated that interest is likely to decline depending on whether user fees would be instituted for use of the road. Many interviewees were interested on the basis that it would be available to them at no cost. There was however a significant concern from companies involved in the oil and gas sector about the potential for the Project to delay investment by the Province of British Columbia in other resource roads that hold the potential for much more significant and near term benefits for the industry.

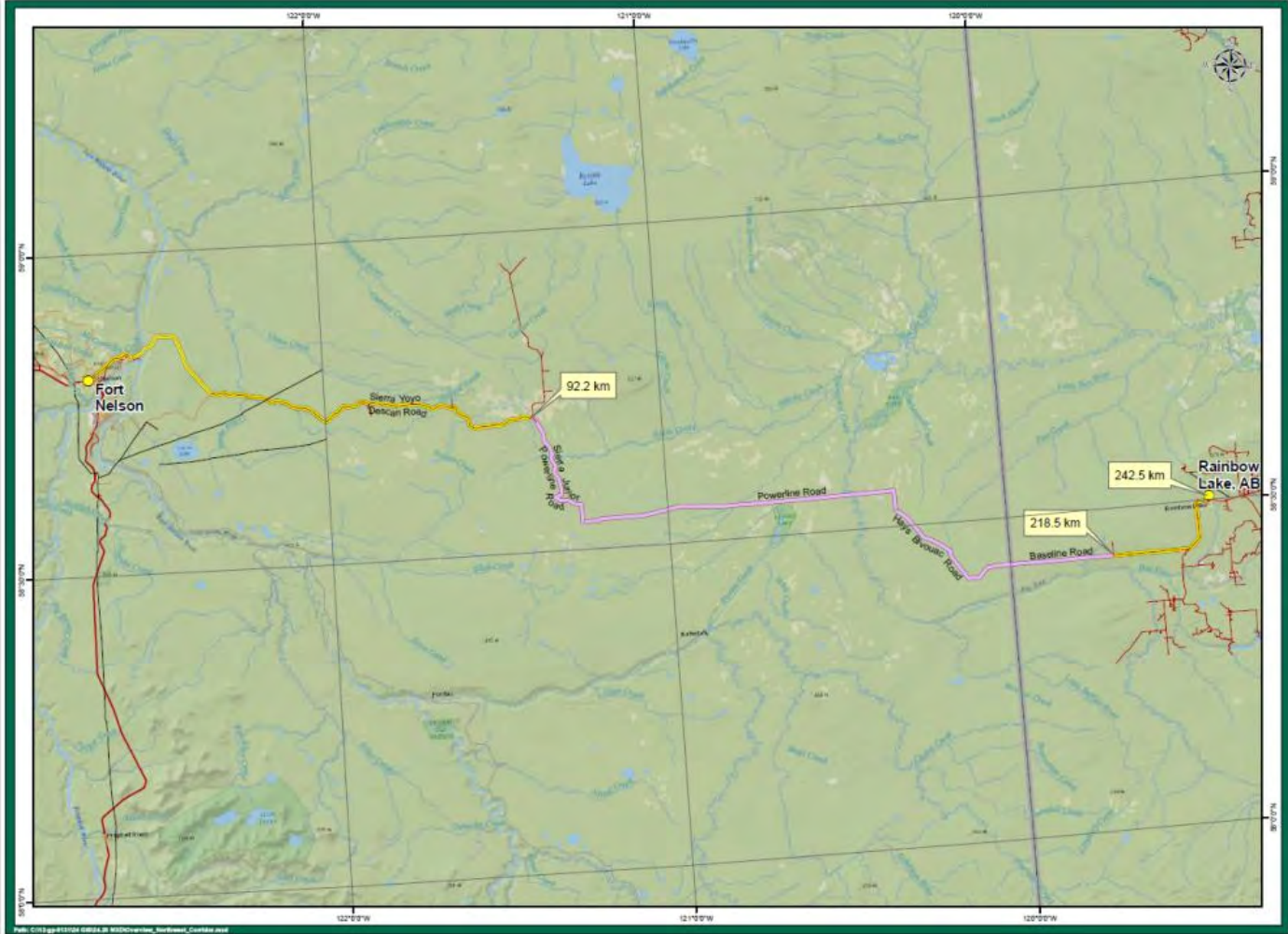
Local communities stand to benefit from the road. It was noted that local residents often travel between High Level/Rainbow Lake into the Fort St. John and Fort Nelson areas for family get-togethers and recreational activities; however, it did not seem there was enough traffic and cost savings to justify implementation of a new road. The Project, if implemented, will mean less travel time to move between these two regions. Any stimulus that the road could provide to local economic development is seen as a good thing, given some of trends in industrial and agricultural activities in northwestern Alberta.

However, “critical mass” has not been reached for economic development agencies, industry, local residents and other public agencies to lobby strongly to move ahead with the Project at this time. It may be a better strategy to wait for the conditions to emerge when the benefits of the project are much more visible, achievable and important.

Appendix 1 Industry and Company

	Industry	Company
1	Timber and Wood Products	Ainsworth
2	Timber and Wood Products	Tolko Industries
3	Agriculture and Grains	Richardson Pioneer
4	Construction	Ledcor
5	Oil & Gas	Apache
6	Oil & Gas	Devon Energy
7	Oil & Gas	Encana
8	Oil & Gas	Nexen
9	Oil & Gas	Penn West
10	Government and Public Agencies	North Peace Economic Development Council
11	Government and Public Agencies	Northern Alberta Development Council
12	Government and Public Agencies	Government of Alberta
13	Government and Public Agencies	BC Ministry of Natural Gas Development

Appendix 2 Map



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The information contained herein is of a general nature and is not intended to address the circumstances of any particular individual or entity. Although we endeavour to provide accurate and timely information, there can be no guarantee that such information is accurate as of the date it is received or that it will continue to be accurate in the future. No one should act on such information without appropriate professional advice after a thorough examination of the particular situation.

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Proposal For Services

Prepared For: Mackenzie County

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Prepared in Conjunction with KPMG LLP Chartered Accountants



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1 BACKGROUND

Mackenzie County has identified the establishment of a high grade access road connecting Fort Nelson, British Columbia to Rainbow Lake, Alberta as a high priority for its future infrastructure development needs. On November 13, 2012, Allnorth Consultants facilitated a meeting between a large construction contractor and Mackenzie County representatives to discuss the project and its challenges. Points of discussion included constructability, project timelines, permitting and consultation challenges, evaluation of political support, road ownership and project financing options. Significant discussion centered on the potential for the project to be funded through a public private partnership (P3) arrangement.

Following the meeting, Mackenzie County contacted Allnorth Consultants Ltd. (Allnorth) to provide an outline of the next steps required to advance the road project with a cost estimate for completion of those works. Allnorth discussions regarding how to execute the assignment concluded that the County requires business advisory services that are best provided through a partnering arrangement between Allnorth and an outside business advisor. These services would include a feasibility study and development of a business case for the project. Allnorth subsequently contacted KPMG to review the project and jointly develop the required scope for moving the project forward.

It is understood that KPMG will adopt the primary role for the project works under this proposal, while Allnorth will provide the required engineering technical assistance for completion of the advisory services.

2 PROJECT TEAM

KPMG LLP (KPMG) in collaboration with Allnorth Consultants Limited (Allnorth) is very pleased to submit this proposal to serve Mackenzie County by conducting a feasibility study and developing a business case for the construction of a resource road to connect the County with the Sierra Yoyo Desan Resource Road (SYD). The Rainbow Lake Connector Road will provide access from Alberta to Northeastern BC, including the CN Rail line serving Fort Nelson.

KPMG has extensive experience in successfully delivering transportation projects through public-private-partnerships (P3) with recent Western Canada and international project experience. We firmly believe that KPMG is best positioned to provide business advisory services for the Project. KPMG understands resource roads and the specifics of the Rainbow Lake Connector Road, having served as the original business advisers for the SYD Project from 2003 to 2004. In addition, their multi-disciplinary team understands and can assist in the integration of all the financial and technical aspects into a sound business case. Below, we outline why our team will bring the best service and value to this Project:

1. KPMG is the leading Financial and Commercial Advisor in North America. We understand that you need more than a Financial Adviser – you need strategic commercial advice as well. The team includes senior members of KPMG's Global Infrastructure practice with experience in dealing with the development of project strategy.



2. KPMG understands resource roads and the Northern environment, having recent and relevant experience delivering successful projects in this setting. From 2010 through 2011, KPMG were the lead business advisers to the Saskatchewan Ministry of Highways and Infrastructure during the business case development stage for the Athabasca Basin Road Project, which is currently in the Treasury Board approval stage in Saskatchewan. KPMG was also retained by the Province of Saskatchewan in 2005 to undertake a preliminary assessment of business models for the potential Athabasca Basin Road. Likewise, Allnorth has specialized in the planning, design and construction of transportation systems and structures for resource roads and the Northern environment for almost 20 years, being recently involved in several projects related to the Sierra Yoyo Desan Road. In 2002, Allnorth completed a route investigation and cost estimate for 35 km of new alignment for the SYD Road, including a bridge across the Fort Nelson River, from 2009 – 2010, provided detailed engineering design for the upgrade of the SYD Road between km 9.8 and km 30.5 and is currently engaged in providing quality management and environmental management for upgrade works along the SYD Road between km 90 and km 121. With this background, we understand the specific project issues and will leverage our previous work to develop the business case and the commercial structuring of the agreement.
3. We understand this project, with Allnorth having undertaken the original route assessment as well as KPMG serving as the original financial advisers for the adjoining SYD project. KPMG was retained by the BC Ministry of Energy, Mines and Petroleum Resources and Partnerships BC (PBC) in 2003 to 2004 as lead financial advisers for original DBFM procurement. We have full familiarity of the project having advised through project definition, business case development, procurement, negotiations and financial close. We can hit the ground running with very little or no learning curve. Allnorth are extremely familiar with the project having undertaken the original route assessment in 2006 with an update to the original assessment in 2012.
4. KPMG brings a comprehensive knowledge of PBC's and other transportation authorities' procurement policies. They have worked closely with PBC on many of BC's flagship transportation projects, including the Sierra Yoyo Desan Resource Road, Sea-to-Sky Highway Improvement, Golden Ears Bridge, and the Gateway Program. Given that the balance of this road is in British Columbia, it is very likely that project delivery as a P3 will involve PBC. KPMG understands PBC's market-tested approaches to procurement and can work seamlessly with you if this project is determined to be feasible for P3 delivery.
5. KPMG understands the access, economic development and socio-community considerations associated with road development. KPMG worked closely with the oil and gas industry during the original DBFM procurement to develop an understanding of their operational requirements and cost considerations – particularly as they would be affected through user charges (though offset through royalty rebates). In addition, KPMG recently advised the Carrier Sekani Tribal Council – a consortium of 16 First Nations with traditional territories in Central BC, on financial options for their participation in the Pacific Trails Pipeline Project – which is proposed to link the Horn River Basin with the proposed Kitimat Liquefied Natural Gas (LNG) export plant. Knowledge of industry and socio-community relations in these areas is important when working with key stakeholders such as First Nations, local communities and businesses, and the resource extraction industries.



3 PROJECT OBJECTIVES AND APPROACH

The objectives for the proposed study include:

- To assess the interest of industry and government regarding the construction of the new road
- To assess the feasibility of developing the road through a public private partnership
- To develop the business case for moving the project forward.

We have assembled an integrated team of advisers with experience in all facets of the Project assignment, including operations and maintenance, finance, construction and engineering.

KPMG's Infrastructure Advisory Practice is more than just a team of financial advisers who test financial assumptions and develop financial models for infrastructure projects. Our principal value to our clients is our understanding of the commercial considerations of a project or program. As a result, in many instances, KPMG's mandate has expanded beyond financial advisory services to deal with the strategic and commercial considerations regarding a particular project or program. This expertise and experience is embedded in our approach to assisting you on this project.

3.1 Phase 1 – Determine Government and Industry Interest

The objective of Phase 1 is to determine the interest of the resource industry and Governments of British Columbia and Alberta in proceeding with the project, and under what conditions. The principal tasks include:

3.1.1 Project Initiation

Upon award of the Project, we will undertake a series of tasks to set the framework, including:

- Meet with the County to gain a further understanding of the Project.
- Confirm communications protocols for the Project services.
- Agree upon a schedule of regular and milestone meetings.
- Review all work that has been completed to date, including any unpublished information/analyses.

3.1.2 Review Resource Activity

Review available information to determine:

- The nature of oil & gas, forestry, agriculture and/or mining activity adjacent to the road.
- Current oil and gas leaseholders, forestry licence holders and mineral exploration permit holders in the area adjacent to the road.
- The level of existing activity.
- Expectations for the future.

3.1.3 Meet with Key Industry Stakeholders

Based on the outcome of 3.2.1, we will contact key industry stakeholders with interests and activity in areas adjacent to the proposed road. The purpose of the meetings will be to:

- Identify the impact of the lack of a good transportation link on existing and future activity (cost, access and seasonality considerations).
- Determine plans for future activity in the region.



- Identify the nature of costs associated with transportation.
- Determine the level of interest in seeing the road developed.
- Assess willingness to contribute to the construction and operation of the road through the payment of fees/user charges.

3.1.4 Meet with the Governments of Alberta and British Columbia

We will meet with Alberta Transportation, the British Columbia Ministry of Transportation and Infrastructure and the Ministry of Energy, Mines and Natural Gas to determine:

- Government interest in seeing the proposed road developed.
- The potential to deliver the road as a P3.
- Conditions under which the road could proceed (e.g., timing, industry involvement, third party contributions, etc.).
- The process that would need to be followed for the road to be developed (environmental, First Nations, procurement, etc.).

3.1.5 Summarize and Present Findings

KPMG will summarize the findings of the previous three tasks into a presentation for discussion with Mackenzie County. Based on the findings of Phase 1 and the outcome of a meeting to discuss the presentation, a decision will be made regarding whether or not to proceed with Phase 2.

3.2 Phase 2 – P3 Feasibility Assessment

The P3 feasibility assessment involves three major streams of work; an assessment of the costs of developing and operating the road, an assessment of potential value for money for delivering the project via a P3 procurement process and an assessment of potential market interest in the project as a P3. As part of this process, KPMG will also review issues related to feasibility of other project procurement modes.

3.2.1 Scope and Cost Analysis

This component involves determining the physical scope of the work and developing preliminary estimates of capital and operating & maintenance costs. This portion of the work will be undertaken by Allnorth and will build off of their September 2012 report for the County, which includes a preliminary assessment of potential alignment.

The required outputs of this work are as follows:

- Capital cost estimate (hard and soft costs, including contingencies).
- Construction schedule (high level).
- Operating and maintenance cost estimates (including lifecycle capital costs).
- Identification of key design, construction and operating risks.

3.2.2 Traffic Analysis

KPMG will use information obtained from potential road users such as oil and gas companies to determine the potential volume of traffic on the road. We will also examine previous studies of the road to identify other traffic (e.g. grain and forest products) that could move along the road.



This task will also include an assessment of potential user fees/charges that could be implemented. These will be based on the existing charges on the SYD for drill rig and compressor moves and estimates of feasible charges for other types of commercial traffic.

3.2.3 Financial Analysis

Construct a financial model to test the potential to deliver the project as a P3. The key inputs to the model will include:

- Capital cost
- Operating & maintenance costs
- Lifecycle costs
- Financing cost
- Revenue from user fees/charges

The output of the financial model will be an assessment of whether the proposed fees and potential traffic are sufficient to justify proceeding with the project as a P3.

3.2.4 Soft Market Sounding

Design a market sounding process to assess potential interest in undertaking the project as a P3. This will be a less formal process than that undertaken as part of a procurement process and will focus on identifying perceived risks, key success factors and level of interest. These can then be compared against the preliminary thoughts about the project to determine feasibility.

The principal tasks include:

- Identifying participants
- Scheduling interviews
- Developing an interview guide
- Developing a short project description to distribute to participants
- Conducting the interviews
- Preparing a report documenting the findings

3.2.5 Feasibility Report

We will summarize the findings of the previous four tasks into a presentation for discussion with Mackenzie County. In addition to P 3 related findings, comments will be included regarding the pros / cons and likelihoods of other procurement modes. Based on the findings of Phase 2 and the outcome of a meeting to discuss the presentation, a decision will be made on whether or not to proceed with Phase 3.

3.3 Phase 3 – Business Case Development

The scope of work for the business case will depend upon the outcome of Phase 2 and the proposed strategy for the development of any required business case. Options include:

- Preparing a business case solely for Mackenzie County which would be used in further discussions with other parties for the development of the road.
- Preparing a business case in conjunction with PBC, using their template, which can then be used for the Government of BC's capital planning process and decision making process for P3 projects.



Given the uncertainties of approach at this point in time, we have not developed a work plan or budget for this phase of the work.

4 ISSUES AND OPPORTUNITIES

Some of the key issues and opportunities that need to be reflected in study are as follows:

4.1 Government and Industry Interest

The feasibility of constructing and operating the proposed road relies in the first instance on the interest of the Alberta and British Columbia Governments and the resource industry (particularly the oil and gas industry) on the development of the road. If there is no interest in seeing the road built, feasibility is moot, as there is little chance of having it built just to serve Northwestern Alberta.

4.2 Resource Road

Issues for resource roads include:

- While not heavily utilized, resource roads see hard service conditions based on the scale of vehicles/equipment that will access them. This creates significant operating and maintenance issues, including road wear and labour supply at a remote location.
- Safety, from design through to construction and operation, is a priority that requires insightful consideration.
- Environmental concerns (during construction and once in operation) need to be properly assessed, and risks effectively vetted to ensure appropriate guidelines are met when constructed, and that response plans are in place to manage environmental incidents that will inevitably occur on the roadways and surrounding areas (including waterways).
- User fees, if only for commercial users, need to be carefully considered.

4.3 Road Performance

Road performance is very different than that in an urban environment. Probable challenges include: visibility (dust in the summer is a major safety consideration); surface condition (particularly given that drill rig and compressor moves involve very heavy pieces of equipment), and road geometrics (many large and oversize vehicles will use the road). Consequently, road grade, road width, clearances on bridges and radius of curves are critical design and cost considerations.

These all need to be considered during the design, construction and operations phases of the project.

4.4 Market

Knowledge of financing for this category of project, which involves a remote locale with logistical challenges for construction, is important as the pool of effective and interested bidders is not large. In addition, the size of the Project will attract different funders than those on larger, more urban projects, who will likely have different risk appetites. Furthermore, the challenges with the current credit markets will require careful consideration from a Value for Money perspective and whether certain risks are bankable in the current market.



The most effective way to ensure that the deal is structured to maximize value is to involve industry prior to procurement, through workshops and consultations, to ensure that the terms of the deal are bankable and marketable. The feedback received from these industry workshops will enable the Province to carefully consider the terms of the deal and ensure that the Project would be commercially attractive.

4.5 Climate and Construction Implications

Outside work in the North involves significant weather related risks. Construction seasons are limited and the sequencing of construction within appropriate seasons for planned work requires careful stewarding during the planning stages to ensure effective and achievable project schedules are derived to minimize risk of construction completion delays.

At the same time, it is also possible to take advantage of winter conditions as evidenced by the original concession which involved driving the piles and doing all of the foundation work for the Fort Nelson River Bridge during the winter when the river was frozen. This type of event incurs both cost and schedule implications.



5 PROJECT SCHEDULE

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

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

6 PROJECT BUDGET

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

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



We are very excited about this opportunity to work with the County on this project. We want to assist and add value, leveraging our previous experience and new knowledge acquired from several more projects we have had involvement with since. If you have any questions about our proposal or require further information, please contact me at a time that is most convenient for you. We look forward to working with you on this exciting and important project.

We would be pleased to discuss this proposal with you at your convenience.

Yours truly,

Allnorth Consultants Limited

KPMG

Thomas Anderson
Allnorth Project Manager

Paul Levelton
KPMG Project Manager

Appendix A KPMG Team Résumés



Name	Gary Webster
Position	Partner, Global Infrastructure and Projects Group KPMG LLP, Vancouver, Canada
Qualifications	<ul style="list-style-type: none"> Registered Professional Engineer, British Columbia and Manitoba Bachelor of Science in Civil Engineering, Trent Polytechnic
Experience Overview	<p>Gary has been a practicing Professional Engineer for more than 25 years and has specialized in the organization, procurement, and implementation of large-scale infrastructure project. In doing so, Gary has worked for both the Public and Private sector participants.</p> <p>Gary has led the business case assessment, procurement, and contract implementation stages for a number of Public Infrastructure Programs that have included all forms of contracting from conventional delivery through to some of the largest P3 transactions in Canada. His experience includes setting up program optimization systems, managing through the regulatory processes, risk assessment, obtaining government approvals, business case development, producing contract and procurement documentation, managing the selection process, engineering design, construction supervision, asset management, revenue collection systems, and maintenance management. This experience has been gained across a variety of infrastructure sectors, including transit, highway and bridges, institutional, health, marine, water, and wastewater.</p>
Sector Experience	<ul style="list-style-type: none"> Partnerships BC – Proposed Sierra Yoyo Desan Road Upgrade – Specialist Advisory. Gary has been providing ongoing specialist advice on project risks, risk transfer, and project structure for the proposed Sierra Yoyo Desan Upgrade. He has attended and contributed to the risk assessment workshops and worked closely with Partnerships BC staff to provide critical input on procurement options. Partnerships BC – Specialist Advisory. Gary is currently providing advice on the development of best practices and numerous business cases and contracting strategies for transportation, institutional, and energy projects. Partnerships BC – Project Manager, Procurement, Sea-to-Sky Highway DBFO Procurement Project. Gary managed the business case and procurement activities for the P3 highway concession for the \$600M Sea-to-Sky Highway Improvement project. British Columbia Ministry of Transportation and Infrastructure – Program Procurement Director, Gateway Program. Since 2006, Gary has been responsible for guiding the identification, approval, risk review, development, implementation of the procurement process, and contract negotiations for the numerous projects that make up multi-billion dollar Gateway Program, on behalf of the Province of British Columbia, which includes the \$2.5B Port Mann Highway 1 Improvement Project, the \$1B South Fraser Perimeter Road, and the \$200M Pitt River Bridge. British Columbia Ministry of Transportation and Infrastructure – Authorities Representative. Gary is currently setting up and overseeing the contract management and quality management systems for the \$2.5B design build partnership contract related to the Port Mann Highway 1 Project. British Columbia Ministry of Transportation and Infrastructure – Procurement and Contract Management. Gary was the project manager for the DBFO procurement for the Sea-to-Sky Highway project. Gary managed the business case and procurement activities for the P3 highway concession for the \$600M Sea-to-Sky Highway Improvement project. Gary also helped lead the contract close negotiations for this award-winning project. Gary is currently the Province’s Representative responsible for the contract management for this high-profile, complex P3 project. British Columbia Ministry of Transportation and Infrastructure – Senior Business/ Procurement Adviser. Gary is currently providing specialist advice on risk management strategies, procurement and contracting options for the Evergreen Transit Line project. Government of the Northwest Territories – Independent Engineer Contract oversight, Deh

	<p>Cho Bridge. Since 2007 Gary has been the director in charge of the Independent Engineer Contract oversight of the Deh Cho Bridge Corporation. Gary holds the overall corporate responsibility for the P3 contract.</p> <ul style="list-style-type: none"> • Columbia Power Corporation – Senior Procurement Adviser. Gary currently holds the overall responsibility for providing procurement advice for the \$600M Waneta Hydro Electric Expansion project. The work has included advising on current contracting practices, helping to optimize the contract structure, and leading contract close negotiations for Columbia Power Corporation. • Infrastructure Ontario – Senior Procurement Adviser. Gary provided senior technical procurement advice on the Service Center Privatization Project this project is a unique infrastructure privatization contract in Canada and involves the privatization of a number of highway service centers for the Ministry of Transportation of Ontario. Currently he is also providing senior procurement advice on the contract, procurement, and negotiation issues related to the \$1.5B Windsor Essex Parkway Project. • BC Hydro – Senior Program Integration Advisory. Gary is currently providing executive level advice on ensuring that procurement strategies are not compromised or limited during the regulatory approval process of this multi-billion dollar Hydro Electric project. The work includes advising on the risk management practices, strategies for accommodating environmental compliance, and cost optimization strategies. • Panama Ship Canal Company – Specialist Adviser. Gary has recently provided specialist, procurement and contracting advice for this multi-billion dollar project including advice on governance structuring, risk management processes, and transparent procurement practices. This project involves the expansion of the Panama ship canal through Panama to accommodate the larger vessels, in particular the newer generation of container ships that cannot currently use the canal and have to take the much longer route around South America • Bromborough Dock Restoration, Liverpool, United Kingdom – Resident Engineer. Gary was the resident engineer for the closure and restoration works of the Bromborough Dock which was considered one of the most highly contaminated docks in the United Kingdom. • Albert Dock Restoration, Liverpool, United Kingdom – Design Engineer. Gary was involved in the restoration of the historic Albert Dock, which included dock and wharf restoration, as well as the restoration of the dock building. • Port of Nanaimo, Cruise Ship Terminal. Gary was the director in charge of planning and design of a new cruise ship terminal for the Port of Nanaimo.
Contact	Telephone: (604) 646-6367 Email: gwebster@kpmg.ca



Name	Winnie Shi
Position	Director, Global Infrastructure and Projects Group KPMG LLP, Vancouver, Canada
Qualifications	<ul style="list-style-type: none"> • Master of Accounting • Chartered Accountant • Chartered Financial Analyst
Experience Overview	<p>Winnie has over 13 years of consulting experience including 11 years of direct experience in project finance and public-private partnership transactions. Winnie's main focus is on transaction structuring, financial analysis and due diligence, and management of procurement processes for public-private-partnership transactions. She has worked for both public and private sector clients in a wide range of industries assisting them with all aspects of the transaction, including business case development, financial due diligence, financial modelling, risk assessment and valuation, development of financing plans, transaction structuring, negotiation, and presentations to investors.</p>
Sector Experience	<ul style="list-style-type: none"> • Partnerships BC & BC Ministry of Energy and Mines – Original Sierra Yoyo Desan Procurement. Assisted in development of financial evaluation criteria and the evaluation manual to assess the proposals received pursuant to and RFP for this resource. In addition, assisted in the evaluation of proposals to determine the preferred proponent pursuant to the procurement. • Saskatchewan Ministry of Highways and Infrastructure (MOHI) – Athabasca Basin Resource Road. Winnie is the overall project manager leading KPMG's team and working closely with Partnerships BC (PBC). She has assisted MOHI and PBC in the development of the business case, which includes the evaluation of different delivery models through a Multi-Criteria Analysis, negotiations with P3 Canada over federal funding, and developing key commercial terms of the transactions. Winnie also oversaw the development of the financial model and assisted in the Value for Money Analysis. If Treasury approval is obtained to proceed as a P3 project, Winnie will assist in all aspects of the procurement including negotiations with proponents, developing evaluation criteria and procurement documents, and evaluating proposals. • Sea-to-Sky Highway Improvement Project (CAD \$600M). Assisted the Sea-to-Sky Evaluation Team in management of the procurement process, and assisting with the evaluation of proposals received in connection with the RFP process. Winnie also managed the overall evaluation process that involved over 100 evaluators across 15 separate teams that evaluated technical enhancements. • Gateway Program. Developed the initial business plan and oversaw the development of the initial financial model that formed the basis of both the shadow bid and public sector comparator. Assisted in risk assessment workshops to develop risk adjustments used in the financial models and in various aspects of procurement including facilitating the relationship review process to ensure the procurement was conducted free from conflicts of interest. Winnie is currently heavily involved in the project assisting TI Corp – the entity formed to manage the Gateway program with the procurement for a toll system operator on the Port Mann Bridge. • Virginia Department of Transportation (VDOT) – Capital Beltway 495 Hot Lanes. Assisted VDOT in its successful negotiations with the Fluor-Transurban partnership of the HOT lane redevelopment on Highway 495 of the Capital Beltway under aggressive timelines which reached commercial and financial close in June 2008. Issues involved substantial negotiation in the transaction structure including revenue band sharing, long-stop date and compensation, and performance point regime. Winnie also assisted in the arrangement of U.S. Government supported financing instruments, TIFIA and PABs application processes. • Texas Department of Transportation – State Highway 161. Led the financial and commercial advisory efforts to support the negotiation with NTTA (Dallas Toll Road Authority) over the market valuation of this urban toll road which includes development of terms and conditions and price for the opportunity. Managed engineers and T&R consultants in developing input assumptions and worked with Goldman Sachs to develop a bankable finance plan. <p>Prior to market valuation efforts, Winnie led the procurement process that was put on hold.</p>

Assistance included development of the toll rate regime and expansion triggers, optimization of transaction structure elements including payment mechanisms and risk transfer, management of the financial model, developed plans to secure TIFIA and PABs financing, development of proposal evaluation criteria, negotiations with bidders, and evaluation of RFQ submissions including proposer finance plans.

- **Texas Department of Transportation – State Highway 121 – Southwest Parkway and Chisholm Trail.** Assisted in the negotiations with NTTA (Dallas Toll Road Authority) for financial development and operation of this toll road. Worked with engineers and T&R consultants to determine the value of the project and the financial supports that TxDOT would be willing to provide to NTTA for the development of this toll road.
- **Florida Department of Transportation – Alligator Alley.** Assisted FDOT with the monetization of an existing 78-mile toll road. Assistance included providing input into the commercial transaction structure, procurement document development, assistance in the evaluation of SOQ and Proposal submissions, addressing key commercial terms, managing development of shadow bid and public sector comparator models, reviewing legal agreements, and negotiating with proponents. Specific issues addressed include toll rate regulation, revenue share, refinancing gain share, and toll operation responsibilities.
- **El Dorado (Bogotá Colombia) International Airport.** Conducted due diligence and assisted with the development of the financial model that supported the procurement of the development of a new International Terminal at El Dorado Airport. This financial model was used to support the transactions structuring analysis undertaken to draft the concession contract.
- **Coquihalla Highway Partnership.** Provided a whole range of business advisory services. Led the due diligence efforts that critically analyzed the cost projects contained in the financial model. The due diligence supported the financial and commercial structuring of the deal and formed the basis for the framework for the public sector comparator. Winnie also assisted in the development and implementation of the procurement process.
- **RAV (Canada) Line.** Assisted in providing an independent review of the public sector comparator prepared as part of the value-for-money report. Focused on the process by which the public sector comparator was developed including ensuring appropriate due diligence on revenue and cost inputs.
- **Gordon and Leslie Diamond Healthcare Centre (formerly AACC).** Assisted in the evaluation of financial proposals for the development of the \$95M new facility at Vancouver General Hospital. Evaluation included assessment of the feasibility of the financing plan as well as evaluation of the best value proposal.
- **Youth Correctional Facilities.** Developed the commercial terms and the RFP documents for the Ontario Ministry of Correctional Services for the DBFO of two new youth correctional facilities. This work included development of the transaction structure as well as development of performance standards. This procurement process was subsequently cancelled due to changes in Government Mandate.
- **Vancouver Convention and Exhibition Centre Public Private Partnership.** Assisted a private sector consortium in the assessment of the financial viability of the proposed public-private partnership to build the expansion of the Vancouver Convention and Exhibition Centre. This assessment included operational due diligence of the facility and oversaw the development of the financial model that assessed the financial impact of the proposed expansion. It was this financial model that was critical in the ultimate conclusion that this P3 could not be successfully implemented on the terms proposed.

Contact

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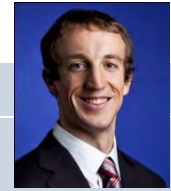
Name	Paul Levelton
Position	Director, Global Infrastructure and Projects Group KPMG LLP, Vancouver, Canada
Qualifications	<ul style="list-style-type: none"> • Bachelor of Commerce (Finance and Logistics) • Graduate Diploma – Project Management
Experience Overview	<p>Paul has over 30 years experience in government, industry and consulting. Prior to joining KPMG he worked for provincial governments in BC and Alberta, the Council of Forest Industries and for a major engineering firm, Acres International (now Hatch Acres). For the past 20 years he has worked with KPMG providing advisory services to public and private sector clients. Paul has over 11 years of public-private partnership experience in British Columbia.</p> <p>Paul specializes in providing policy, planning, feasibility, operational, and infrastructure development advice to both industry and government. He has significant experience in undertaking risk assessments, developing business case and business plan documentation, undertaking multi-criteria analyses, and project management. He has participated in the development of regional transportation plans, assessed the relative priority of required transportation infrastructure projects/upgrades, reviewed the operation of components of the transportation sector in British Columbia and the Lower Mainland, and participated in the delivery of most of the major transportation projects undertaken in the Lower Mainland over the past 15 years. Paul has recently provided risk management expertise to agencies delivering most of the major infrastructure projects in the Lower Mainland</p>
Sector Experience	<ul style="list-style-type: none"> • Partnerships BC & BC Ministry of Energy and Mines – Original Sierra Yoyo Desan Procurement. Paul co-managed the procurement process for the original \$40M DBFO procurement. Paul was responsible for: <ul style="list-style-type: none"> ○ Market sounding ○ Development of the RFQ and RFP ○ Evaluation of statements of qualifications and proposals ○ Development of evaluation processes and documents ○ Development of the value-for-money report ○ Assessment of risks ○ Management of the overall procurement process, including chairing project progress meetings and maintaining the project schedule • Athabasca Basin Road – Government of Saskatchewan. Paul was responsible for the review of the risk register and assessment of risks incorporated in the value-for-money assessment. • Gateway Program – Ministry of Transportation. Paul managed the overall risk management process for the Gateway program as well as the assessment of each of the component projects (South Fraser Perimeter Road, North Fraser Perimeter Road, and Highway 1/Port Mann). He also assisted in the preparation of the public sector comparator for the Highway1/Port Mann project. In addition, Paul developed a business case for the South Fraser Perimeter Road. • Golden Ears Bridge – TransLink. Paul managed the risk management process, assisted in the development of the public sector comparator, and provided input on the development of the value-for-money report. • Alaska Canada Rail Link – Governments of Alaska and Yukon. Paul managed the risk assessment related to the construction and operation of this \$12B project in Northern Canada and Alaska. • Sea-to-Sky Highway – Ministry of Transportation. Paul managed the risk management process, assisted in the development of shadow bid, public sector comparator and multi-criteria analysis, and provided guidance on the development of the value-for-money report. Paul also managed the development of the business case, socio-community and economic impact assessment report, and participated in the overall environmental impact assessment process. • Golden Ears Bridge – TransLink. Paul managed the risk management process, assisted in the

development of the public sector comparator and multi-criteria analysis, and provided input on the development of the value-for-money report.

- **Public Private Partnership Assessment – Vancouver Community College.** On behalf of Vancouver Community College Paul provided an assessment of the feasibility of undertaking an expansion of the campus through a public-private partnership.
- **Public Private Partnership – Student Residence. University College of the Fraser Valley.** On behalf of the University, Paul managed the procurement process for a new student residence via a public-private partnership.
- **British Columbia Transmission Corporation (BCTC).** KPMG has been engaged four times to act as financial and business adviser to BCTC for preparation of the Procurement Business Case to assess in advance of taking projects to market the potential for P3 delivery of (1) a \$600M transmission line from the Interior to the Lower Mainland of BC, (2) a \$160M substation and 230kV underground transmission line in downtown Vancouver, (3) a bundle of five capacitor stations projects, and (4) a review of all maintenance activities to identify the constraints to P3 delivery. In undertaking these projects, KPMG has reviewed the advantages and disadvantages of various options, prepared whole life financial analysis, undertaken market sounding, multi-criteria analysis, and reported on results to senior management of BCTC. Paul was the project manager on these assignments.
- **Municipal Services Delivery Alternatives: City of Port Moody.** On behalf of the City of Port Moody, Paul undertook a review of the potential for outsourcing or insourcing of municipal services. The study involved a survey of municipalities across North America regarding the degree of outsourcing/insourcing and the level of success in achieving cost savings and/or service improvements. A multiple accounts evaluation framework was developed to assess potential services for outsourcing or insourcing.
- **Fraser River Crossing: Engineering Firm.** In conjunction with a major engineering firm, Paul conducted a financial assessment of the viability of a privately financed highway and bridge over the Fraser River. The study involved assessment of the capital and operating costs associated with the new bridge and highway, modeling of potential traffic volumes, assessment of the potential benefits (travel time savings and vehicle operating cost savings) that could be captured through tolling, and an assessment of the financeability of the project from a private sector perspective.
- **Design Build: Provincial Government.** Participated in the development of evaluation criteria and evaluation of design-build proposals for the Westview Interchange and Johnston/Mariner Way highway projects on behalf of the Ministry of Transportation and Highways.
- **Design Build: Provincial Government.** Following selection of the winning proposals for the Westview Interchange and Johnston/Mariner Way design-build projects, conducted an ongoing review of the compliance of the contractors with the government's requirements of the projects in terms of quality assurance and control.

Contact

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Name	Andre Perret
Position	Senior Analyst, Global Infrastructure and Projects Group KPMG LLP, Vancouver, Canada
Qualifications	<ul style="list-style-type: none"> • Successful Uniform Final Examination Writer, September 2009, Canadian Institute of Chartered Accountants • B.Sc. (Kinesiology), UBC • Diploma in Accounting, Sauder School of Business, UBC • Canadian Securities Course
Experience Overview	<p>Andre is a Financial Modelling specialist based in the Vancouver KPMG Office. Andre has four years of experience with KPMG, with three years of experience in KPMG's Information, Communication and Entertainment Audit Group where he audited a number of public and private companies</p>
Sector Experience	<ul style="list-style-type: none"> • Private P3 Operator – Operations Model Development. Responsible for building an integrated operations financial model used by Senior Management of the special purpose entity responsible for operating a Canadian healthcare public-private partnership (P3). The model was designed to meet the needs of both internal management — who needed the ability to analyze both historical and forecasted cash flow, as well as accrual income and financial position, and external lenders — who would rely on model to assess ability of P3 to meet debt service and lending covenants. • First Nations (PTP) Limited Partnership – Model Review and Investment Analysis. On behalf of the consortium of First Nations with right to acquire ownership in Kitimat to Summit Lake (KSL), a pipeline proposed in BC, Andre is responsible for reviewing the pipeline developer's financial model and developing a number of alternative options for First Nations to participate economically in the pipeline. • Saskatchewan Ministry of Highways & Infrastructure – Athabasca Resource Road Business Case Development & Financial Modeling. Responsible for creating an integrated shadow bid and public sector financial model that quantified risks-adjusted construction and operating costs in order to calculate financing requirements for the Province of Saskatchewan, PPP Canada Infrastructure Fund, and the private sector concessionaire for the potential construction of four new-build gravel roads in Northern Saskatchewan through a Design Build Finance Maintain (DBFM) P3 structure. The model that Andre developed ultimately derived both the estimated Availability Service Payment (ASP) and assessed VFM under a DBFM scenario. In terms of structuring the VFM analysis, Andre followed Partnerships BC's best practices that have been used to evaluate P3 projects in BC. • Global Container Terminals & Ontario Teachers Pension Plan – Asset Management Model. Responsible for designing and building an integrated operations and corporate-level forecasting model for four North American Container Ports wholly owned by the Ontario Teachers' Pension Plan (OTPP). In coordination with Senior Management of both Global Container Terminals (GCT) and OTPP, Andre worked with the client to deliver a model that balanced the client's needs for a simple user interface, with the flexibility and complexity necessary for Senior Management to: <ul style="list-style-type: none"> ▪ Forecast compliance with key consolidated debt covenants from up to eight different facilities in two functional currencies ▪ Analyze multiple refinancing scenarios to optimize leverage under future refinancing ▪ Forecast US and Canadian taxes ▪ Optimize equity return after meeting minimum debt facility payments. • Auditor – Coastal Contacts Inc. Key member of the audit team throughout 2008 and 2009 for this rapidly growing TSX listed company with annual sales exceeding \$100M. Coastal has been ranked in both Profit Magazine's Hot 50, and Top 100 Fastest Growing Companies in Canada. Responsibilities encompassed all aspects of the audit including revenue, expenses, inventory, consolidation and financial statement review. Contributed to KPMG's success in enabling Coastal to file its annual audited financial statements on schedule for two consecutive years. • Auditor – Keg Royalties Income Fund. Integral part of the audit team in 2009 and 2010 for this public TSX listed income trust with annual sales exceeding \$300M. As senior team member with client continuity in 2010, Andre was responsible for the majority of audit work and detailed review of financial regulatory

	<p>filings for Keg's fiscal year end.</p> <ul style="list-style-type: none"> • Auditor – Hemisphere GPS. During January 2009, as the second member of a two-person audit field work team for a TSX listed company with \$100M+ annual sales in the US, Andre was responsible for auditing a number of complex foreign exchange related issues that effected all aspects of company's performance for the year, due to a number of unique financial conditions leading up to the company's October 31, 2008 year end. This included the Fall 2008 financial crisis, and the Summer 2008 commodities bubble peak when the Canadian dollar experienced unprecedented +/- 20% reversing swings during Hemisphere's fiscal year, including settling above parity in the Summer 2008. Responsible for performing complex audit work on working capital, foreign exchange, revenue, cumulative translation adjustments and other sections effected significantly by the currency movements.
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Appendix B KPMG Project Profiles

Original Sierra Yoyo Desan Resource Road Procurement

Project Name	Original Sierra Yoyo Desan Resource Road Procurement – Ministry of Energy, Mines and Petroleum Resources & Partnerships BC
Project Capital Cost	\$45M
Current Status	Constructed
Project Description	<p>The Province of British Columbia recognized the need for road infrastructure in order to support the economic development of the natural resource industry in BC. The Ministry of Energy and Mines identified the need to upgrade the Sierra Yoyo Desan (SYD) Road, which is a 188 km resource road located in northern BC's most active gas exploration field. This project, involving the construction of a new bridge, connector and other improvements to the road, was to be financed through user charges (tolls) to the oil and gas development companies.</p> <p>In this project KPMG provided business and financial advisory services to our client from the project definition stage, through business case development, procurement design and implementation, to advising on contract negotiations leading to financial close. The SYD Project was undertaken at the very early stages of the development of the P3 market in British Columbia. As a key member of the project team, KPMG assisted in the review and development of policy and key contractual documentation where none existed before.</p> <p>KPMG was retained by the Ministry of Energy and Mines (MEM) to assist in determining the viability, scope and nature of a P3 project to upgrade the SYD Road. KPMG was instrumental in the development of the options analysis, presentation to the user group and solicitation of support for the final project. The assignment involved developing and costing optional upgrades for the road and a new bridge and presenting these options to road users to define the scope of the project to be taken to the marketplace. Working closely with oil and gas company stakeholders and engineering consultants, KPMG assisted MEM to define the viable business opportunity to be taken to the market.</p> <p>KPMG was later engaged by Partnerships BC to act as Lead Business and Financial Adviser in the procurement of the SYD DBFO Project. KPMG's role involved assisting with the definition of the business arrangement, drafting of the Concession Agreement and procurement documents, financial evaluation of the bids, and negotiation of the financial terms of the arrangement. The SYD Project was the first successfully completed P3 project under the BC Liberal government.</p> <p>The project reached financial close in June 2004 and construction was completed ahead of schedule in November 2005.</p> <p>KPMG was retained as the business adviser to the Province for this project. We were involved in the project since project scoping and through to financial close. This support has included:</p> <ul style="list-style-type: none"> • Business Case – We assisted the Province in the development of the initial business case which examined the economic benefits and rationale for undertaking the Gateway Program and provided a multi-criteria analysis of the delivery options available for each component of the Gateway Program. • Risk Analysis – As part of the structuring and financial analysis, KPMG facilitated a number of risk workshops which examined the value of risks inherent in the design, development, and operation of the Gateway Program. These risk workshops were used to not only implement mitigation strategies to limit the impact of these risks, but also to understand the value of the risks in determining

	<p>the appropriate risk transfer in the transaction structure and in facilitating the public sector comparator analysis.</p> <ul style="list-style-type: none"> • Consultation with Proponents – Using our extensive network of contacts in the P3 Industry, KPMG assisted in devising a strategy prior to the procurement of effectively involving industry, through pre-procurement workshops and consultations to ensure that the terms of the deal were bankable and marketable. The results and feedback received from these industry workshops allowed the Province to carefully consider the terms of the deal and ensure that the project would be commercially attractive. • Development of Procurement Documents – KPMG worked with representatives of the Province and the other advisers to develop the procurement documents including the RFQ and RFP. • Management of evaluation process – KPMG assisted in all aspects of the evaluation process including development of the evaluation manual, training of evaluators, management of clarification questions, and review of evaluation team reports for senior management approval. • Negotiating a deal – KPMG was part of the Province’s team who negotiated the final terms of the Project Agreement. KPMG was heavily involved in ensuring that the legal issues negotiated did not have negative implications on the technical, commercial, and financial terms negotiated earlier in the process.
<p>Project Team Members</p>	<p>Jocelyn Cruickshank, Winnie Shi, Paul Levelton, Steve Beatty Gary Webster worked with MEM to assess risks associated with paving the road.</p>

Sierra Yoyo Desan Road Strategic Advisory

Project Name	Ongoing Sierra Yoyo Desan Road Strategic Advisory
Project Capital Cost	Confidential
Current Status	Pre-Procurement
Project Description	<p>Two key KPMG team members have been providing ongoing strategic advice to Partnerships BC on the proposed Sierra Yoyo Desan Upgrade project.</p> <p>Gary Webster has worked closely with Partnerships BC during the project assessment and definition phase and advised on the following areas:</p> <ol style="list-style-type: none"> 1) Risk Transfer – Addressed the challenges of procuring upgrade as a DBFO due to the limited opportunity to transfer construction risk to private sector as a gravel road as compared to asphalt. 2) Risk Assessment – Involved in and contributed to risk assessment workshops with staff from Partnerships BC and provincial ministry. 3) Project Definition – Provided critical input on advantages and disadvantages of both traditional and alternative procurement options for the upgrade. <p>In 2010, Jocelyn Cruickshank provided input into the potential value of the existing DBFO concession held by Ledcor by reviewing a Partnerships BC valuation model as well as the projects forecasted cashflows through to the end of the current concession in 2020.</p>
Project Team Members	Gary Webster, Jocelyn Cruickshank

Athabasca Basin Resource Road

Project Name	Athabasca Basin Resource Road – Saskatchewan Ministry of Highways and Infrastructure (MOHI) & Partnerships BC – Business Advisory
Project Capital Cost	Approximately \$300M
Current Status	Pre-Procurement. Awaiting treasury approval.
Project Description	<p>The Athabasca Basin Resource Road is a proposed network of four all-season gravel roads to serve residents of the Athabasca region and open the north to increased economic activity. This proposed road will replace the current network of seasonal roads, barge and air infrastructure with approximately 423 kilometers of new, all-season gravel roads.</p> <p>MOHI is considering undertaking this project under a Public-Private-Partnership model that consists of up-front capital contributions by both the federal and provincial governments and availability payments over the proposed 15 year term of the contract. This model will incorporate design-build-finance and maintenance of the new road.</p> <p>KPMG has been retained as the business adviser to assist the Ministry through the business planning and pre-procurement process. This work is on-going and to date, we have undertaken the following:</p> <ol style="list-style-type: none"> 1) Assessment of various project delivery models – KPMG has assisted the client in the assessment of various delivery models, which included: traditional Design-Bid-Build (DBB), Design-Build (DB), Design-Build-Finance (DBF) and Design-Build-Finance-Maintain (DBFM). Based on established objectives of the project, KPMG assisted the client to evaluate the various delivery options within a multi-criteria-analysis (MCA) framework. Based on this analysis, a DBFM model was recommended as the preferred delivery model upon which the business case was based. 2) Assessment of contract term – KPMG assisted in the analysis of the contract term appropriate for the project which took into account project risks and availability of private sector financing so as to optimize the risk transfer and value-for-money analysis for the taxpayer. 3) Risk Assessment – KPMG participated and provided feedback to the overall risk workshop and oversaw the incorporation of the risks into the financial models. 4) Due Diligence of Cost Inputs – KPMG undertook due diligence on the cost inputs developed by the Ministry to ensure that costs under a PPP models vs. a government delivery model were realistic. In particular, KPMG provided feedback with respect to the owner's costs that would need to be incurred by a concessionaire under a P3 model. 5) Development of the financial model – KPMG developed both the shadow-bid model and the public sector model which allowed for the analysis of the value-for-money of the project under a number of up-front contribution scenarios. Based on this analysis, the proposed public-private-partnership model demonstrated value-for-money. This analysis was also used to support funding discussions with P3 Canada and other funding agencies. 6) Accounting Impact – Based on the results of the financial model, KPMG assisted in determining the financial accounting impact of the transaction on the Province's financial statements. 7) Drafting of Business Case – KPMG assisted in the drafting of the business case and was responsible for the discussion of the financial analysis undertaken to support the value-for-money analysis

Project Team Members

Gary Webster, Winnie Shi, Paul Levelton, Steve Beatty, Andre Perret

Gateway Program

Project Name	Gateway Program – BC Ministry of Transportation
Project Capital Cost	Over CAD \$3B
Current Status	Pitt River Bridge: under construction Port Mann/Hwy 1: under construction South Fraser Perimeter Road: under construction
Project Description	<p>The Gateway Program is a Province of BC initiative to develop a series of improvements along three priority corridors in the lower mainland to compliment the regional road and transit improvements already underway or planned.</p> <p>The Gateway Program includes three components:</p> <ul style="list-style-type: none"> • The Port Mann/Highway 1 (PMH1) – widening of the highway and twinning of the existing Port Mann Bridge as well as improvement of interchanges along the highway. The Province is currently in negotiations with the Preferred Proponent for this project. • The South Fraser Perimeter Road (SFPR) – proposed new four-lane road along the Fraser River from Deltaport Way to the Golden Ears Bridge in Surrey. The Province has released the RFQ for this project and is evaluating submissions in response to the RFQ issued. • The North Fraser Perimeter Road (NFPR) – series of improvements along existing roads to form a continuous route from New Westminster to Maple Ridge. Included in this project is the Pitt River Bridge and Mary Hill Interchange project which entails the replacement of an existing bridge and interchange. The procurement for PRB has been concluded and construction is underway. <p>KPMG is retained as the business adviser to the Province in the development of the Gateway Program. We have been involved in the project since project scoping and development and have provided the Province with a broad range of advice to support the project. This support has included:</p> <ul style="list-style-type: none"> • Business Case – We have assisted the Province in the development of the initial business case which examined the economic benefits and rationale for undertaking the Gateway Program and provided a multi-criteria analysis of the delivery options available for each component of the Gateway Program. • Risk Analysis – As part of the structuring and financial analysis, KPMG facilitated a number of risk workshops which examined the value of risks inherent in the design, development and operation of the Gateway Program. These risk workshops were used to not only implement mitigation strategies to limit the impact of these risks, but also to understand the value of the risks in determining the appropriate risk transfer in the transaction structure and in facilitating the public sector comparator analysis. • Tolling – We assisted the Province in developing the overall tolling strategy for the project and the interface of the Gateway Program with TransLink’s Golden Ears Bridge initiative. This strategy included developing the tolling regulatory framework, toll system implementation, and the enforcement procedures. • Financial Modelling – Working closely with Partnerships BC, KPMG has been involved in the development of the initial financial model for the project and subsequently the review of the financial model developed by Partnerships BC. • Procurement Support – KPMG assisted in support the procurement process for the different projects which includes facilitating the relationship review process to ensure that the Gateway Program was free from conflicts of interest.

	<ul style="list-style-type: none"> Senior level advisory and due diligence – Our on-going role on the Gateway Program involves providing senior level advisory and due diligence on all components of the Gateway Program. As part of the senior management team, KPMG continues to provide strategic advice with respect to project scoping and transaction structuring. We are providing support with regards to the procurement of each of the projects which includes conducting due diligence on evaluation results and ensuring that proposals have been evaluated consistently and result in the right result for the Province.
Project Team Members	Gary Webster, Jocelyn Cruickshank, Winnie Shi, Paul Levelton, Andre Perret

Sea-to-Sky Highway Improvement Project

Project Name	Sea-to-Sky Highway Improvement Project – BC Ministry of Transportation
Project Capital Cost	\$CAD 600M
Current Status	Successful commercial and financial close of the project. Construction underway.
Project Description	<p>As part of Vancouver’s 2010 Olympic Bid, the Province of British Columbia committed to improving and expanding the existing Sea-to-Sky Highway. The project achieved financial close in 2005 and has been established as a DBFO with shadow tolls combined with an availability/performance based payment mechanism. Due to the timing, technical and budgetary challenges of this project, it was important that the terms of the deal and what could be achieved in the marketplace be clearly understood prior to commencing the procurement. The timing with respect to negotiating a successful contract and the commencement of the project work was driven by the tight timelines of the Olympics.</p> <p>KPMG was the principal adviser to the Province and was involved in all facets of this assignment – providing business, procurement, and financial advice. As principal adviser, KPMG was part of the senior management team for the Sea-to-Sky Highway Improvement Project and has been involved in the project from the beginning, from the initial scoping right to the contract award. Our work included:</p> <ul style="list-style-type: none"> • Business Plan – In obtaining the necessary government approvals, KPMG assisted the Province in the development of the business plan for the project, which contained a discussion for the rationale for the project and methods of delivery. The business model options upon which to effectively deliver the project were assessed in this business plan and a recommended option put forward. • Shadow-Bid Financial Model – To support the transaction structuring, KPMG built the preliminary financial model that assessed the cost of the project from a P3 delivery perspective. This financial model assisted in the finalization of the ultimate business terms that were included in the Project Agreement. • Consultation with Proponents – Using our extensive network of contacts in the P3 Industry, KPMG assisted in devising a strategy prior to the procurement of effectively involving industry, through pre-procurement workshops and consultations to ensure that the terms of the deal were bankable and marketable. The results and feedback received from these industry workshops allowed the Province to carefully consider the terms of the deal and ensure that the project would be commercially attractive. • Economic Impact Analysis – KPMG undertook the analysis of the economic impact on the communities along the facility, and user cost and benefits of the construction and operation of the project. This analysis included an assessment of travel time savings, accident cost reduction, vehicle operating cost reduction, additional business revenues, employment generation, etc. • Negotiating with stakeholders – KPMG assisted in the successful negotiations with the First Nations Group with regards to relevant technical issues of the project. • Devising an innovative procurement structure – KPMG assisted in designing the procurement process that allowed for the evaluation of the extent and depth of technical enhancements of the proposals which involved assignment of a measure of value. This evaluation process entailed complex evaluation criteria that would serve to measure the benefits of proposed enhancements.

	<ul style="list-style-type: none"> • Management of evaluation process – KPMG assisted in all aspects of the evaluation process including development of the evaluation manual, training of evaluators, management of clarification questions, and review of evaluation team reports for senior management approval. Due to the complexity of the evaluation criteria, over 100 evaluators from different disciplines were involved in the process. • Risk Analysis and Value for Money Analysis – KPMG undertook the risk analysis which assessed the value of risk transfer under the P3 contract as well as the value of risk retained by the Province. Risks assessed included those related to construction, financing, and operation of the projects. This risk analysis was used in the multi-criteria analysis that was included in the Value for Money Analysis. • Negotiating a deal – KPMG was part of the Province’s team who negotiated the final terms of the Sea-to-Sky Highway Improvement Agreement. KPMG was heavily involved in ensuring that the legal issues negotiated did not have negative implications on the technical, commercial, and financial terms negotiated earlier in the process.
Project Team Members	<p>Jocelyn Cruickshank, Winnie Shi, Paul Levelton, Steve Beatty Gary Webster was the Project Manager for the DBFO procurement.</p>

Golden Ears Bridge

Project Name	Golden Ears Bridge – TransLink
Project Capital Cost	CAD \$1.1B
Current Status	Construction Complete
Project Description	<p>The Golden Ears Bridge is a new six-lane bridge across the Fraser River that will improve the movement of people and goods in the Greater Vancouver region. It will span 1 kilometre, with a clearance of 40 metres above the river. The entire project consists of 15.1 kilometres of new road (55.8 lane-kilometres) and is scheduled to open in mid 2009. The project has been structured as a P3 such that the project costs will be recovered through toll revenues. The bridge will be owned by TransLink and will be designed, built, operated, maintained, and rehabilitated by Golden Crossing General Partnership, a consortium led by Bilfinger Berger BOT Inc., a under a DBFO (Design-Build-Finance-Operate) delivery model.</p> <p>KPMG acted as the central business adviser throughout the multi-year planning and development period for the project. We assisted in refining the project scope, developed the concession scope, and led the transaction process. In addition, we were actively involved in assisting TransLink in developing the transaction structure for the project, determining the appropriate governance framework and delivery model, conducting financial analyses to determine the financial viability of the initiative, and designing and managing the procurement process (including preparation of invitation documents and evaluation criteria). We also assisted TransLink in dealing with Interface issues with other projects; the Gateway Program, for example, is developing an integrated tolling solution to ensure that end user needs were met.</p>
Project Team Members	<p>Paul Levelton, Steve Beatty</p> <p>Gary Webster – while working at CH2MHill, was part of the private sector team on this project.</p>

Deh Cho Bridge

Project Name	Deh Cho Bridge – Government of the Northwest Territories
Project Capital Cost	Over CAD \$100M
Current Status	2002 to present
Project Description	<p>The Deh Cho Bridge is a proposed \$100M+ bridge in the Northwest Territories connecting Yellowknife and the Northwest Territories to supplies and markets in Alberta. This bridge is intended to replace an inefficient ice bridge/ferry service that currently forms part of the road across the Mackenzie River near Fort Providence. These inefficiencies in transportation stunts economic development of and impede the provision of necessary services to northern communities in Canada. The need to replace this ice bridge and a ferry that is subject to down-time, with a permanent structure was apparent.</p> <p>Recognizing this need, a group comprised of ex-Department of Transportation employees, local engineers, and a construction firm, issued a proposal to the Government of the Northwest Territories (GNWT) to design-build-finance and operate the bridge in return for the right to charge and collect tolls over the bridge. KPMG was retained as Business Advisers to assist the GNWT to negotiate a concession deal for the construction of this bridge.</p> <p>KPMG is serving as Financial Adviser and Principal Negotiator for the Government of the Northwest Territories in its negotiations with the private sector for the design, build, and operation of a toll bridge across the Mackenzie River at Fort Providence. The project team is providing financial advice including the creation of a financial model, which was structured to satisfy both the private sector's requirements (rate of return to shareholders), and the public sector's requirements (government savings in net present value terms), and acted as a Negotiator. In evaluating the suitability of the project, KPMG reviewed several funding options—including the impact of both hard and shadow tolls—as well as sensitivities around toll rates, traffic forecasts, and costs. The negotiations for this transaction are still underway.</p> <p>KPMG was instrumental to the success of the negotiation with the private sector party. In a situation where an unsolicited proposal is received, it was important that the GNWT be adequately prepared for its negotiations, and understood the project, its economics, and the risks in negotiating the commercial and financial terms of the deal. KPMG's role in this project included:</p> <ul style="list-style-type: none"> • Financial model – KPMG constructed the financial model that showed the value of the project to both parties – developer and Government – which proved to be an invaluable means of not only understanding the project economics, but allowing the GNWT team to explore a number of deal parameters. The financial model was developed in such a way that allowed the GNWT to run sensitivities to understand the impact of varying various deal parameters. A number of highly useful graphs were developed as part of the presentation package to senior management for approval. • Negotiating with the private sector proposer – KPMG provided direct negotiating assistance to the GNWT in addressing all aspects of the commercial and financial terms including the effective division of risk and return between the public and private sectors, according to their ability to manage that risk. What resulted from this negotiation was a deal that guaranteed the developer a minimum annual return, which allowed the private sector partner to obtain a lower rate of financing, while allowing the GNWT to share in the upside potential, over and above a ceiling rate of return.

	<ul style="list-style-type: none"> • Negotiating with stakeholders – One of the key challenges with this project was the negotiation with the various First Nations Groups (similar to Native American Tribal Groups in the U.S.) in the area. Due to sensitive land issues, the First Nation Groups were principal stakeholders in the project and it was important that the terms of the agreement were perceived to be favorable. In cases where special interest groups are involved, the key to successfully brokering a deal is to take the time to understand their needs and to work together to develop terms in the agreement that will meet their needs while achieving the overall objectives of the project; in this case, an awareness of environmental mitigation issues, and the impact on employment in the remote area. KPMG played a significant role in these negotiations and was able to develop terms of the deal that appropriately reflected the various ownership issues involved. What is characteristic of all successful negotiations is that the final agreement appropriately reflected the interests and needs of all the various parties involved, achieving a real win-win situation. In this situation, the GNWT receives a permanent structure to facilitate the transportation route for a fair value, the First Nation Groups local interests are met, and the private sector obtained a fair and equitable return for the risks they too would be obligated to undertake.
<p>Project Team Members</p>	<p>Steve Beatty Gary Webster was the director in charge of the Independent Engineer Contract oversight.</p>

Appendix C Allnorth Team Résumés

Skills	Project Experience
<p>Area of Expertise</p> <ul style="list-style-type: none"> • Transportation – civil engineering • Traffic impact assessment • Climbing lane, passing lane and roundabout design • Intersection analysis • Project management • Pavement Design • Route Selection <hr style="border: 1px solid black;"/> <p>Education</p> <ul style="list-style-type: none"> • Diploma, Civil Engineering Technology, New Brunswick Community College, Moncton, New Brunswick 1985 <hr style="border: 1px solid black;"/> <p>Membership and Associations</p> <ul style="list-style-type: none"> • Professional Licensee (P.L.Eng), APEGA • Registered Engineering Technologist, ASET <hr style="border: 1px solid black;"/> <p>Training</p> <ul style="list-style-type: none"> • CTEP, Roadside Design, 2008 • TAC, Road Safety Audit, 2006 • TAC, Highway Capacity, 2005 	<ul style="list-style-type: none"> • North Gilt Edge Road, M.D. of Wainwright, 17km-Geometric design, tendering and contract Administration associated with local road grading. Includes two water course crossings. Construction scheduled for 2013. Estimated project value \$6 mill. (2012) • Highway 28:02, Alberta Transportation, north of Edmonton, AB-Major intersection and access improvements to CFB Namao (Edmonton Garrison) including three signalized intersections and twinning existing access road. Responsible for geometric and roadside designs. Estimated project value \$11 mill. (2010) • Laloche Road, MD Wood Buffalo/Alberta Transportation, Anzac to Saskatchewan Bdy – Approximately 65km of geometric design to replace winter road with all-weather road. Work initiated by MD of Wood Buffalo but taken over by Alberta Transportation. Phase 1 (km 5 to km 20) tender submitted. Remaining portions at various stages of design completion. Estimated project value > \$50 mill. (2007) • Hwy 881:21&22, Alberta Transportation, from south of Conklin to north of Cottonwood Ck. – Approximately 68km of Grading, Base Paving. Responsible for the geometric design and tender preparation. Estimated project value \$17 mill. (2006) • Range Road 43, Parkland County- 9km of local road upgrading to accommodate industrial growth. Responsible for the geometric and roadside design. Estimated project value \$4 mill. (2010) • Highway 63:01 and 02, Alberta Transportation, east of Grassland to north of La Biche River- Twinning of Hwy 63. Responsible for geometric design. Project included median Vehicle Inspection Station. Estimated project value \$60 mill. (2010) • Forestry Trunk Road, MD of Greenview – 8km of resource road upgrading. Responsible for geometric design and tender preparation. Estimated project value \$8 mill. (2009)

Biography

Randall is a Transportation Engineering Principal with over 26 years of progressive experience in highway design and construction, with significant experience leading professional design teams. In addition to his strong leadership skills, he has experience in elements of civil engineering related to geometric design including; traffic engineering, pavement design, erosion and sediment control, signing and, storm water management. Randall has worked on many projects throughout Alberta and Saskatchewan ranging in complexity from multi-phase freeway twinning projects to local municipal roads.

Skills	Project Experience
<p>Area of Expertise</p> <ul style="list-style-type: none"> • Civil Engineering <ul style="list-style-type: none"> • Route Investigation • Geometric Design • Project Management • Construction Surveying • Forest Engineering <ul style="list-style-type: none"> • Resource Road Planning • Photogrammetry • Timber Inventory • Forest Management Planning • Mobile Equipment Productivity • Forest Products Transportation <hr/> <p>Education</p> <ul style="list-style-type: none"> • Bachelor of Science, Forest Engineering, University of New Brunswick, 1988 <hr/> <p>Training</p> <ul style="list-style-type: none"> • TAC Introduction to Geometric Design Guide • H2S Alive Safety Training • ATV and Snowmobile Safety • First Aid with Automated External Defibrillation 	<ul style="list-style-type: none"> • Clearwater Multi-User Access Road, Ledcor CMI, Fort McMurray, AB – Detailed design of the 19 km route to an Alberta Transportation standard. Field reconnaissance, route selection, coordination of geotechnical investigation, road standard selection, road geometry and preliminary design (2008-2011). • Shell Albian Sands Expansion 1, J.V. Driver and Shell Canada, Fort McMurray area – Civil team leader for several design locations in the project tailings area for the Jackpine mine site. Responsibilities included site grading design, road standards selection, road geometry and structure design (2008-2009). • Rocky Creek Forest Service Road, Canadian Forest Products, Chetwynd, BC, – Project involved geometric design upgrades to enhance safety and reduce maintenance costs for 23 km of existing road alignment in mountainous terrain. Coordinated field surveying, geometric design, drafting and preparation of cost estimate (2007). • Wapiti River Bridge, Canadian Forest Products and Wapiti Gravel Suppliers, Grande Prairie, AB – 182.88m long, four span, single lane bridge spanning the Wapiti River. Provided field construction management involving precision construction surveying, on site problem solving and coordination between multiple parties (2007). • Little Smokey River Bridge, Alberta Infrastructure and Transportation, 89m Bridge on Hwy 43 – Provided all construction surveying layout for the project (2005). • Deep Valley Creek Bridge, Suncor Energy, South East of Grande Prairie – 85m single lane bridge. Provided construction surveying and construction supervision for this project (2006). • Various Resource Road designs, numerous clients including Suncor, BC Timber Sales, CNRL, etc.

Biography

Tom is a Project Manager with 25 years of experience in the fields of civil and forest engineering. His broad experience encompasses business management, strategic planning, economic development, route planning for resource and recreational access, construction surveying and project management. Since joining Allnorth in 2004, Tom has become a lead field manager and is frequently called upon for our most challenging bridge and road projects. Tom's strong communication skills and diverse experience, combined with a thorough attention to detail, allow him to coordinate effectively within complex projects involving multiple disciplines.

Appendix D Allnorth Project Profiles

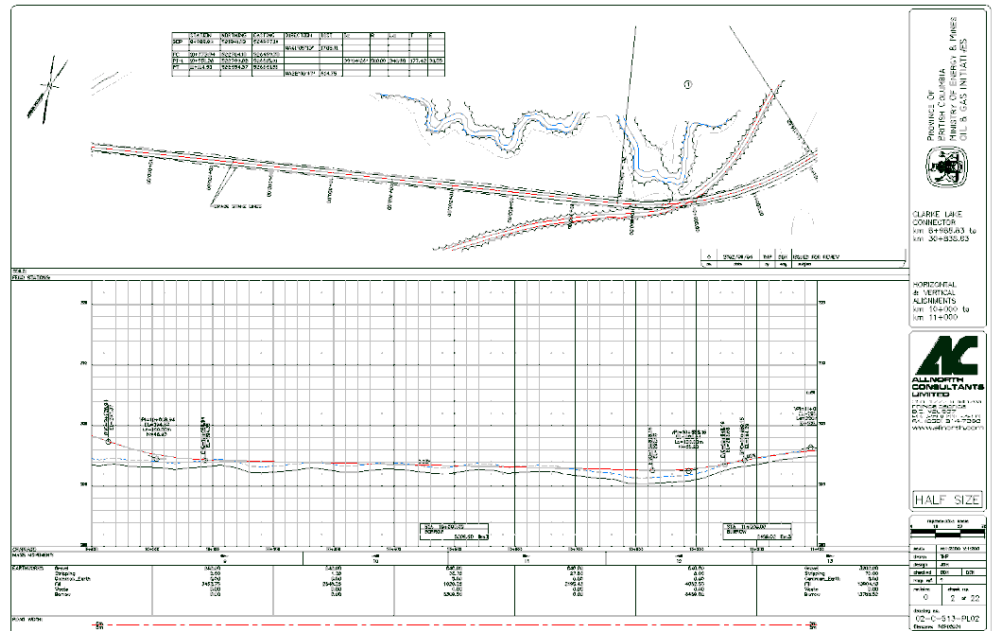
Sierra Yoyo Desan Road

CLIENT:
Ministry of Energy and Mines

- RESPONSIBILITIES:**
- Route Selection
 - Engineering Survey
 - Mapping
 - Cadastral and Utility Research
 - Geometric Design
 - Cost Estimating

LOCATION:
Fort Nelson, BC

Allnorth was contracted to complete a route investigation and cost study for a 35-km stretch of road which provides improved access for resource extraction. The road construction costs were estimated at \$10 Million with a \$5 Million dollar bridge over the Fort Nelson River



SYD Road Upgrade 2009 - 2010

CLIENT:

Ledcor CMI

RESPONSIBILITIES:

Engineer of Record
Detailed design
Geotechnical investigation
Geometric design
Culvert design
Survey layout during construction
Materials testing during construction

LOCATION:

Fort Nelson, BC

DELIVERY:

January 2009 - July 2010

COST:

Withheld at client request

Allnorth Consultants Limited was engaged to provide detailed engineering design for the upgrade of the Sierra Yoyo Desan (SYD) road from km 9.8 to km 30.5 in Fort Nelson, British Columbia. The SYD is a major resource road in Fort Nelson accessing the natural gas reserves in the area. This project included widening the existing road subgrade to accommodate an additional aggregate road structure and a 9m wide asphalt running surface. The SYD road upgrade was designed and constructed to BC Ministry of Transportation and Infrastructure standard.



Clear Hills Connector Road

CLIENT:

County of Clear Hills

RESPONSIBILITIES:

- Detailed Bridge Design
- Project Supervision
- Detailed Road Design
- Road Layout
- Field Supervision
- Tendering
- Public Consultations

LOCATION:

Worsley, AB

Allnorth Consultants Limited completed a feasibility cost study for a 100-km stretch of road which provides improved access for resource extraction. The road and bridge construction costs were estimated at \$20 million. In total there was 42km of dry season / winter road construction for a total cost of 4 million dollars. The nature and design of the constructed road was to permit the upgrade of the road to a all season standard at some later date without significant environmental or financial costs.



Falling Creek Connector

CLIENT:
Western Canadian Coal Corp.

RESPONSIBILITIES:

- Engineering cost estimate
- Operating estimate
- Economic analysis

LOCATION:
Chetwynd, B.C.

Allnorth Consultants Limited was contracted by Western Canadian Coal Corp. in November 2008 to analyze the most cost effective method of transporting coal from its Brule Pit (approximately 40 kms southwest of Chetwynd) to its Falls Mountain Coal processing plant and load-out (approximately 45kms west of Chetwynd). The analysis involved five distinct options that compared variations in haul route, road specifications and truck configuration. Capital and operating expense requirements of each scenario over an eight year projected operating period were used to derive an economic cost benefit summary of options.

Table 1

Expense	Option 1	Option 2	Option 3	Option 4	Option 5
Clear Span Structures	\$1,800,000.00	\$1,300,000.00	\$1,300,000.00	\$900,000.00	N/A
Falling Creek Connector ECE	\$18,000,000.00	\$15,000,000.00	\$15,000,000.00	\$15,000,000.00	N/A
Coal Loading	\$1,700,000.00	\$1,700,000.00	\$1,700,000.00	\$1,700,000.00	\$1,700,000.00
New Maintenance Structure (Shop)	\$4,000,000.00	\$4,000,000.00	N/A	\$4,000,000.00	N/A
Maintenance Shop Expenses (Operational)	\$30,000.00	\$30,000.00	\$152,400.00	\$30,000.00	\$150,000.00
Crew Transport (Chetwynd - From Falls Mountain Coal Site)	\$200,000.00	\$200,000.00	N/A	\$170,000.00	N/A
Fuel Storage Facility (For Off Highway Options)	\$300,000.00	\$300,000.00	N/A	\$300,000.00	N/A
Total Road Maintenance Costs	\$2,600,000.00	\$2,600,000.00	\$3,600,000.00	\$2,600,000.00	\$2,000,000.00
Blind Creek & Sukunka FSR Upgrade	N/A	N/A	N/A	N/A	\$5,000,000.00
Totals	\$28,730,000.00	\$25,130,000.00	\$21,752,400.00	\$24,700,000.00	\$8,850,000.00
Cycle Time Calculation Overview					
Annual Deliverable Tonnage	2,200,000	2,200,000	2,200,000	2,200,000	2,200,000
Cycle Time (hours)	4.97	4.20	4.28	4.40	4.37
Cost Per Tonne (From Cycle Time Calculation)	\$7.00	\$8.00	\$9.00	\$11.00	\$16.00
Units required (@ 80% Efficiency(85% for option 5))	15	18	18	26	33
Haul Contractor Capital Investment					
Cost Per Unit (Western Star Estimate)	\$600,000.00	\$400,000.00	\$400,000.00	\$300,000.00	\$300,000.00
Total Haul Equipment Cost (Based on # Units Required)	\$9,000,000.00	\$7,200,000.00	\$7,200,000.00	\$7,800,000.00	\$9,900,000.00

Table 2

Option	Configuration	Year 1 Capital Investment	Present Value of Tax Shield Arising From Capital Investment*	Net Capital Investment	Base Annual Operating Expense	Payback Period (years)	Scenario Net Present Value	Internal Rate of Return***
1	2 way Falling Crk - 110 Tonne	\$ 24,000,000	\$ 2,000,000	\$ 22,000,000	\$ 21,000,000	1.32	\$ 98,000,000	123%
2	2 way Falling Crk - 75 Tonne	\$ 21,000,000	\$ 1,700,000	\$ 19,000,000	\$ 23,000,000	1.18	\$ 94,000,000	134%
3	Falling Crk + Hwy Return - 75 Tonne	\$ 16,000,000	\$ 1,300,000	\$ 15,000,000	\$ 25,000,000	0.85	\$ 92,000,000	160%
4	2 way Falling Crk - 55 Tonne	\$ 20,000,000	\$ 1,700,000	\$ 19,000,000	\$ 30,000,000	1.56	\$ 68,000,000	104%
5	2 Way Highway - 40 Tonne	\$ 5,000,000	\$ 400,000	\$ 4,500,000	\$ 40,000,000	0.49	\$ 46,000,000	212%

* assumes operating profit.

*** before tax internal rate of return

North Gilt Edge Road Grading

CLIENT:

Municipal District of
Wainwright

RESPONSIBILITIES:

Prime engineering services
including:
Preliminary design
Detailed design
Tender preparation
Construction administration

LOCATION:

Municipal District of
Wainwright

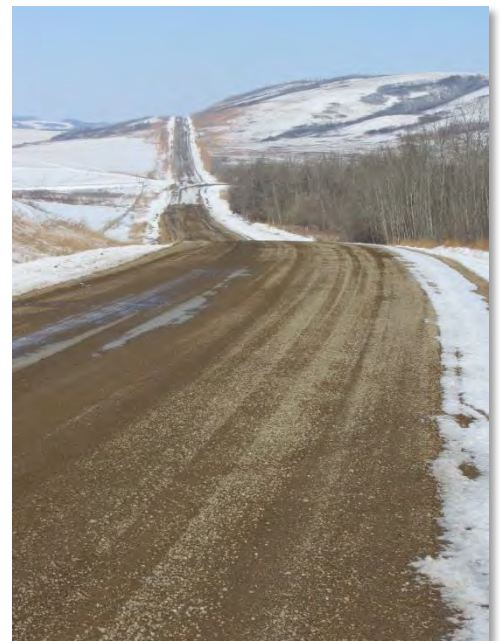
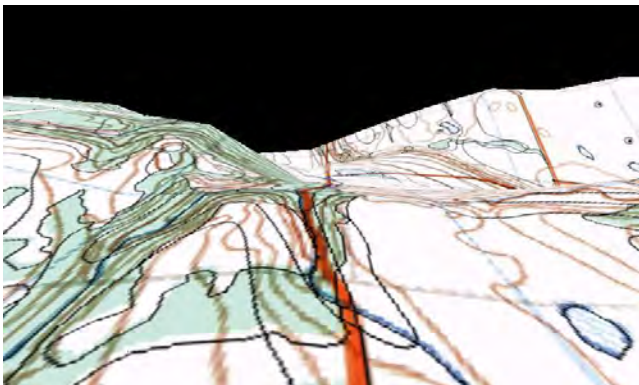
DELIVERY:

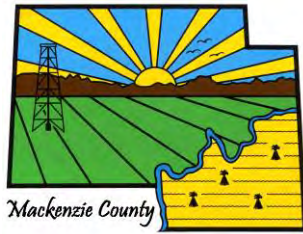
Start: February 8, 2012
Completion: Construction to
be completed in 2013

Allnorth Consultants Limited was contracted by the Municipal District of Wainwright No.61 to provide engineering services for the North Gilt Edge Road grading project in the Municipal District of Wainwright in 2012. Allnorth is currently working on the detailed design of this project.

The project includes the design of grading improvements of 17 km of resource road. There are two bridge file crossings located on this road which are also being designed for replacement in conjunction with the road reconstruction. The road is being designed to accommodate a width of 12 m with plans to accommodate a future 9 m paved road width.

Because of the grade of the road and surrounding topography, significant attention has been paid to adjacent springs, borrow locations and pipeline crossings. The design of the horizontal alignment was challenged due to the proximity of the watercourse and was accommodated with the design. Large cuts in excess of 30 m were successfully balanced into an economically feasible gradeline.





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Zama Access Business Case

BACKGROUND / PROPOSAL:

Mackenzie County Council identified Zama Access business case as one of the County's priorities.

OPTIONS & BENEFITS:

The 2014 operating budget includes up to \$15,000 in professional fees to undertake the business case.

In researching the best approach to undertake this business case, Administration discussed the Zama Access with the Northwest Corridor Development Corporation (NCDC) and locals in Zama.

It was suggested that the best approach will be for the local Zama Chamber of Commerce to lead the business case. Meanwhile, Administration obtained a quote from Dan Dibbelt of NCDC to assist with this study (not as an NCDC initiative).

Administration recommends that Council endorse proceeding with this business case by working with the Zama Chamber of Commerce and engaging Dibbelt Northern Development Services as per the attached proposal.

COSTS & SOURCE OF FUNDING:

2014 Budget

Authors: J. Whittleton **Review Date:** _____ **CAO** JW

SUSTAINABILITY PLAN:

Zama Access paving is one of the Resource Roads in Mackenzie County and is identified for paving in the Sustainability Plan.

COMMUNICATION:

N/A

RECOMMENDED ACTION:

That Administration be authorized to proceed with the Zama Access Business Case by working with the Zama Chamber of Commerce and Dobbelt Northern Alberta Development, with funding coming from the 2014 operating budget.

Authors: _____ Review Date: _____ CAO _____



Dibbelt Northern Development Services
 10128 95 Avenue
 Grande Prairie, Alberta
 T8V 0L4

Zama City Road Business Case

April 5, 2014

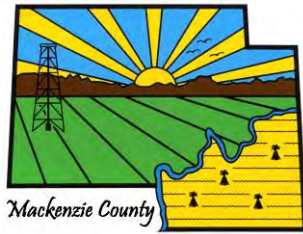
Proposed dates: April 15 – June 30th.

Total Cost: \$10,780 exclusive of expenses and GST

Item	Zama City Business Plan	Time	Cost	Date
Preparation and research	<i>Review and assess existing documents with regard to Mackenzie County transportation, assessment and economic development and any information on the Zama City Road; research and review documentation from other municipalities facing like geographical challenges. (Assistance from County administration in supplying relevant documents)</i>	21 hours	\$2310	April 15 – May 15, 2014
	<i>Research and review provincial transportation documents, programs etc..., discussions with Alberta Transportation (may be jointly with Mackenzie County), Review possible funding options.</i>	7 hours	\$770	
	<i>Investigate and review oil and gas industry operating in and around Zama City to determine economic impact on County and Province. Contact industry for one-on one interviews regarding road, workers and long-term outlooks.</i>	14 hours	\$1540	Invoice \$4620, May 15, 2014
Zama City Economic	<i>A) Zama City/Mackenzie County community economic roundtable in Zama City, elected leaders, County</i>	21 hours	\$2310	May 15 – June 15, 2014

Assessment	<p>administration, ratepayers. Round table session to determine strengths, weaknesses, opportunities and threats, as well as personal impacts of living/working in Zama City (social, emotional impact of remote living). Zama City/Mackenzie County to supply meeting hall and coffee and snacks for attendees. (3hr evening meeting)</p> <p>B) Zama City Industry roundtable: invite industry representatives in and around Zama City to discuss existing and potential development, labor requirements and challenges of operating in region. Discuss priority of road development and possible industry commitment (this could be a roundtable or individual meetings centered around one day).</p> <p>C) Determine economic impact of Zama City industry on Zama City, Mackenzie County and the province.</p>	(expenses: mileage, hotel and meals)	(\$1000)¹	Invoice \$2310 plus expenses June 15, 2014
Develop business case	<p>Develop business case for Zama City Road based on research, interviews, analysis and regional sessions. Include</p> <ul style="list-style-type: none"> • Financial and geographical logistics, • Social and economic impacts on/for Zama City and Mackenzie County • Long-term outlook for region. 	35 hours	\$3850	June 30 th , 2014 Invoice \$3850 with business case.
Provincial meetings	Potential opportunity for meetings with key Alberta elected officials and senior government administration. If requested, consultant will attend meetings with provincially elected officials or any other parties.	At request	\$500 per day, per diem plus costs¹	As per your request Invoice as occurring.
Total		112 hours	\$10,780 (\$1,000 expenses)	

Cost based on \$110 per hour. Division of hours is an estimate of overall project. ¹ Expenses are exclusive (travel, hotels, food, and per diems for provincial meetings). Advertising costs for roundtables, hall costs, food for roundtables to be supplied by Zama City/Mackenzie County. Contract dependent on highlighted assistance from Zama City/Mackenzie County administration.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Regional Housing Needs Assessment Study – DRAFT Request for Proposals

BACKGROUND / PROPOSAL:

The three local municipalities applied for funding under the Regional Collaboration Grant Program and were approved for \$100,000 towards the Regional Housing Needs Assessment Study.

During the last tri-council meeting, a decision was made that the Housing Amalgamation Committee be tasked with drafting the Request for Proposal (RFP). The draft RFP will require subsequent approval by all municipalities prior to advertising.

OPTIONS & BENEFITS:

A copy of the draft RFP is attached for your review.

The draft was reviewed on an administrative level and by the Committee. All comments have been incorporated into the attached draft.

COSTS & SOURCE OF FUNDING:

Regional Collaboration Grant – received \$100,000

SUSTAINABILITY PLAN:

Adequate and appropriate housing options in the Region will assist in building a stable and sustainable future for our communities.

Authors: J. Whittleton **Review Date:** _____ **CAO** JW

COMMUNICATION:

RFP will be advertised.

RECOMMENDED ACTION:

That the Regional Housing Needs Assessment Study request for proposal be approved as presented.

Authors: _____ Review Date: _____ CAO _____




Request for Proposals

Regional Housing Needs Assessment

April 2014

Mackenzie County
Town of High Level
Town of Rainbow Lake



**REQUEST FOR PROPOSALS (“RFP”) WITH RESPECT TO THE:
REGIONAL HOUSING NEEDS ASSESSMENT
(the “Study”)**

INSTRUCTIONS TO PROPONENTS

1.0 INTRODUCTION

1.1 Purpose of RFP

- 1.1.1 **Mackenzie Region Municipalities, consisting of Mackenzie County, Town of High Level and Town of Rainbow Lake** seek innovative proposals from interested parties for the following:

Regional Housing Needs Assessment Study (“the Study”).

Proposals are to include a list of certifications, experience on similar projects and a general description as to how the Proponent will handle the County’s needs. It is the Proponent’s responsibility to identify any inability to meet the requirements specified in this RFP.

- 1.1.2 **Mackenzie County (the “County”)** is the leading municipal and legal partner for the Study.
- 1.1.3 The RFP proposals will be reviewed by the Regional Working Committee (**the “Committee”**) comprised of representatives from the Region’s municipalities, Mackenzie Housing Management Board, High Level Housing Authority, La Crete Municipal Nursing Association, and First Nations. The same committee will oversee this Study by working with the selected consultant.
- 1.1.4 If the Committee receives a proposal acceptable to it, the Committee will select one (1) or more parties who submitted a proposal (the “Proponents”) with whom the County, in its sole and unfettered discretion, will negotiate regarding the terms of a contract (the “Contract”) to perform the Study.

1.2 Submission of RFP

- 1.2.1 Proponents shall submit their Proposal in an envelope marked “Mackenzie County, Request for Proposal for **Regional Housing Needs Assessment Study**” (the “Proposals”) on or before 2:00:00 p.m. (Mountain Standard Time) on Friday, **May 30, 2014** (the “RFP Closing Time”) to:

**Mackenzie County
P.O. Box 640, 4511-46 Avenue
Fort Vermilion, AB T0H 1N0
Attention: Joulia Whittleton, CAO**

No faxed or electronically submitted Proposals will be accepted by the County.

1.2.2 Proposals will be opened following the RFP Closing Time. No Proposal(s) submitted after the RFP Closing Time will be accepted.

1.2.3 Each Proponent may submit only one Proposal. Collusion between Proponents will be sufficient cause for the affected proposal(s) to be rejected outright by the County without further consideration.

1.2.4 Any inquiries respecting this RFP should be directed, in writing, to:

Joulia Whittleton, CAO
jwhittleton@mackenziecounty.com

1.2.5 Each Proponent shall designate within 5 days of the receipt of this RFP, and no later than 7 calendar days prior to the RFP Closing Time of this RFP, one (1) person to whom any additional information, as may be deemed relevant to this RFP by the County, may be communicated. The name and contact information is to be emailed to the County's designated contact person indicated in paragraph 1.2.4 above noted.

1.2.6 The County is under no obligation to respond to any inquiry submitted to it in respect of this RFP.

1.2.7 If the County, in its sole and unfettered discretion, determines that a written response to an inquiry is warranted, a written response will be prepared and distributed to all Proponents who have requested a copy of this RFP and completed the acknowledgment form. Such written response(s) will be issued in the form of an addendum to this RFP, and will be deemed to be part of this RFP.

1.2.8 No inquiry submitted to the County will be responded to after **May 23, 2014**.

1.3 **General Conditions Applicable to this RFP**

1.3.1 **Appendices and Addenda**

The appendices to this RFP and any subsequent addenda are incorporated into and form part of this RFP. The information and data contained in any appendices and any subsequent addenda may form the basis upon which the Contract will be entered into with the County.

1.3.2 **Disclaimer of Liability and Indemnity**

By submitting a Proposal, a Proponent agrees:

1.3.2.1 to be responsible for conducting its own due diligence on data and information upon which its Proposal is based;

- 1.3.2.2 that it has fully satisfied itself as to its rights and the nature extended to the risks it will be assuming;
- 1.3.2.3 that it has gathered all information necessary to perform all of its obligations under its Proposal;
- 1.3.2.4 that it is solely responsible for ensuring that it has all information necessary to prepare its Proposal and for independently verifying and informing itself with respect to any terms or conditions that may affect its Proposal;
- 1.3.2.5 to hold harmless the County, its elected officials, officers, employees, agents or advisors and all of their respective successors and assigns, from all claims, liability and costs related to all aspects of the RFP process;
- 1.3.2.6 that it shall not be entitled to claim against the County, its elected officials, officers, employees, insurers, agents or advisors on grounds that any information, whether obtained from the County or otherwise (including information made available by its elected officials, officers, employees, agents or advisors), regardless of the manner or form in which the information is provided is incorrect or insufficient;
- 1.3.2.7 that the County will not be responsible for any costs, expenses, losses, damages or liability incurred by the Proponent as a result of, or arising out of, preparing, submitting, or disseminating a Proposal, or for any presentations or interviews related to the Proposal, or due to the County's acceptance or non-acceptance of a Proposal; and
- 1.3.2.8 to waive any right to contest in any proceeding, case, action or application, the right of the County to negotiate with any Proponent for the Contract whom the County deems, in its sole and unfettered discretion, to have submitted the Proposal most beneficial to the County and acknowledges that the County may negotiate and contract with any Proponent it desires.

1.3.3 **No Tender and no Contractual Relationship**

The Proponent acknowledges and agrees that this procurement process is a Request for Proposal and is not a tendering process. It is part of an overall procurement process intended to enable the County to identify a potential successful Proponent. The submission of a Proposal does not constitute a legally binding agreement between the County and any Proponent. For greater certainty, by submission of its Proposal, the Proponent acknowledges and agrees that there will be no initiation of contractual obligations or the creation of contractual obligations as

between the County and the Proponent arising from this RFP or the submission of a Proposal.

Further, the Proponent acknowledges that a Proposal may be rescinded by a Proponent at any time prior to the execution of the Contract.

1.4 **Discretion of County**

Notwithstanding any other provision of this RFP to the contrary, the provisions in this Section 1.4 prevail, govern and override all other parts of this RFP. The County is not bound to accept any Proposal. At any time prior to execution of the Contract, the County may, in its sole and unfettered discretion, or for its own convenience, terminate the procurement process, cancel the Study or proceed with the Study on different terms. All of this may be done with no compensation to the Proponents or any other party.

The County reserves the right, in its sole and unfettered discretion, to:

- 1.4.1 utilize any ideas or information contained in any of the Proposals for its sole use and benefit without making payment or otherwise providing consideration or compensation to any Proponent or any other party;
- 1.4.2 negotiate the specific contractual terms and conditions, including but not limited to the fee or price of the Study, and the scope of the Study;
- 1.4.3 waive any formality, informality or technicality in any Proposal, whether of a minor and inconsequential nature, or whether of a substantial or material nature;
- 1.4.4 receive, consider, and/or accept any Proposal, regardless of whether or not it complies (either in a material or non-material manner) with the submission requirements or is the lowest priced proposal, or not accept any Proposal, all without giving reasons;
- 1.4.5 determine whether any Proposal meets the submission requirements of this RFP; and
- 1.4.6 negotiate with any Proponent regardless of whether or not that Proponent is the Proponent that has received the highest evaluation score, and
- 1.4.7 negotiate with any and all Proponents, regardless of whether or not the Proponent has a Proposal that does not fully comply, either in a material or non-material way with the submission requirements for the RFP or any requirements contained within this RFP.

1.5 **Selection**

Selection of the successful Proponent, if any, is at the sole and unfettered discretion of the County.

1.6 **Disqualification**

The failure to comply with any aspect of this RFP (either in a material way or otherwise), shall render the Proponent subject to such actions as may be determined by County, including disqualification from the RFP process, suspension from the RFP process and/or imposition of conditions which must be complied with before the Proponent will have its privilege of submitting a Proposal reinstated.

1.7 Representations and Warranties

- 1.7.1 The County makes no representations or warranties other than those expressly contained herein as to the accuracy and/or completeness of the information provided in this RFP.
- 1.7.2 Proponents are hereby required to satisfy themselves as the accuracy and/or completeness of the information provided in this RFP.
- 1.7.3 No implied obligation of any kind by, or on behalf of, the County shall arise from anything contained in this RFP, and the express representations and warranties contained in this RFP, and made by the County, are and shall be the only representations and warranties that apply.
- 1.7.4 Information referenced in this RFP, or otherwise made available by the County or any of its elected officials, officers, employees, agents or advisors as part of the procurement process, is provided for the convenience of the Proponent only and none of the County, its elected officials, officers, employees, agents and advisors warrant the accuracy or completeness of this information. The Proponent is required to immediately bring forth to the County any conflict or error that it may find in the RFP. All other data is provided for informational purposes only.

2.0 **STUDY OVERVIEW AND DESCRIPTION OF THE WORK TO BE PERFORMED**

Please refer to Schedule "A".

3.0 PROPOSAL REQUIREMENTS

The County reserves the right, but is not required, to reject any Proposal that does not include the requirements.

3.1 Description of the Proposal

- 3.1.1 Proposals shall include the legal name, address and telephone numbers of the individual, the principals of partnerships and/or corporations comprising the Proponent, and in the case of partnerships or corporations, the individual who will be the representative of the partnership or corporation.

- 3.1.2 Proposals shall include a description of any subcontractors, agents or employees that the Proponent expects to involve in the performance of the Study. Mackenzie County reserves the discretion to approve or reject the proposed use, by the selected Proponent of any proposed subcontract which discretion shall be exercised reasonably.
- 3.1.3 Proposals shall include a description of the individuals who will be performing the Study including their previous experience and qualifications.
- 3.1.4 Proposals shall include a list of previous work of a similar nature to the Study required by the County as set out in this RFP.
- 3.1.5 Prices for the Study shall be inserted by the Proponent in the form attached hereto as **Schedule "B"** and the form shall be submitted by the Proponent at the time of the submission of its Proposal.

3.2 **Execution of the Proposal**

Proposals shall be properly executed in full compliance with the following:

- 3.2.1 Proposals and the pricing form attached as **Schedule "B"**, must be signed by the representative for the Proponent;
- 3.2.2 if the Proposal is made by a corporation, the full name of the corporation shall be accurately printed immediately above the signatures of its duly authorized officers and the corporate seal shall be affixed;
- 3.2.3 if the Proposal is made by a partnership, the firm name or business name shall be accurately printed above the signature of the firm and the Proposal shall be signed by a partner or partners who have authority to sign for the partnership;
- 3.2.4 if the Proposal is made by an individual carrying on business under a name other than his own, his business name together with the individual's name shall be printed immediately above its signature; and
- 3.2.5 if the Proposal is made by a sole proprietor who carries on business in his own name, the proprietor shall print his name immediately below his signature.

4.0 **MANDATORY SUBMISSION REQUIREMENTS**

4.1 **Documents to be Submitted with the Proposal**

At the time of the submission of its Proposal, the Proponent shall provide the following [**include other mandatory requirements?**]:

- 4.1.1 Proponent's resumes.

- 4.1.2 Proof of Proponent's Workers Compensation account in good standing at the time of Proposal submission;
- 4.1.3 A copy of all licenses, certifications, qualification issued by the relevant authorities, which the Proponent may require in order to perform the Study contemplated by the RFP, if applicable; and

4.2 **Insurance to be carried by Successful Proponent**

At the time of the submission of its Proposal, the Proponent shall provide evidence of insurance coverage as follows:

- 4.2.1 standard automobile, bodily injury and property damage insurance providing coverage of at least **TWO MILLION (\$2,000,000.00) DOLLARS** inclusive and in respect of any one claim for the injury to or death of one or more persons or damage to or destruction of property;
- 4.2.2 a comprehensive general liability insurance policy providing coverage of at least **TWO MILLION (\$2,000,000.00) DOLLARS** inclusive and in respect of any one claim for injury to or death of any one or more persons or damage to or destruction of property. Coverage to include:
 - 4.2.2.1 non-owned automobiles;
 - 4.2.2.2 independent subcontractors;
 - 4.2.2.3 contractual liability including this Agreement.
- 4.2.3 Proponent's Compensation coverage for all employees, if any, engaged by the Study in accordance with the laws of the Province of Alberta;
- 4.2.4 Employer's liability insurance respecting employees, if any, of the Proponent with limits of liability of not less than **TWO MILLION (\$2,000,000.00) DOLLARS** per employee for each accident, accidental injury or death of an employee or any subcontractor engaged by the Proponent; and
- 4.2.5 such other insurance as the County may from time to time reasonably require.

The Proponent shall cause all insurance coverage maintained by the Proponent in accordance with this RFP, except for errors and omissions coverage (if required), to name the County and any other party designated by the County as an additional insured and to contain a severability of interests or cross liability clause. The Proponent shall cause all insurance coverage to provide that no such insurance policy may be cancelled without the insurer providing no less than thirty (30) days' written notice of such cancellation to the County. The Proponent shall, upon the request of the County, furnish written documentation, satisfactory to the County, evidencing the required insurance coverage. The cost of all of the insurance required to be held by the Proponent as set forth herein shall be borne by the Proponent.

5.0 EVALUATION

- 5.0 After the RFP Closing Time, the County will review and evaluate all the Proposals received based upon the information supplied by the Proponents in accordance with the submission requirements of this RFP.
- 5.1 In evaluating the Proposals received, the County will consider all of the criteria listed below in Section 5.2, and the County will have the sole and unfettered discretion to award up to the maximum number of points for each criteria as listed below. By submitting a Proposal, the Proponent acknowledges and agrees that the County has, and is hereby entitled to exercise, the sole and unfettered discretion to award the points for the evaluation of the noted criteria.
- 5.2 By submitting a Proposal, each Proponent acknowledges and agrees that it waives any right to contest in any legal proceedings the decision of the County to award points in respect of the criteria noted below (the "Evaluation Criteria"). The Evaluation Criteria and the maximum number of points for each criteria are as follows:

OTHER?:

Evaluation Criteria	Weighing	Points	Mark
Prior Experience	20		
Data Collection Approach	30		
Methodology	35		
Price	15		
Total Points Available	100		

The County may select a Proponent with the lowest, or not necessarily the lowest, Points with whom to negotiate the contract for the Study. Points will be assigned for each criteria based on the information provided in the proponent's submission. Scoring will be consistently applied by the County's evaluation team through the use of the specified scoring system noted below.

Points will be awarded on a scale of 0 to 10 as noted below:

Score	Description
0-2	UNACCEPTABLE: does not satisfy the requirements of the criterion in any way
3	VERY POOR: address some requirements but only minimally
4	POOR: addresses most of the requirements of the criterion but is lacking in critical areas

5	MARGINAL: barely meets most of the requirements of the criterion to a minimum acceptable level
6	SATISFACTORY: average capabilities and performance, and meets most of the requirements of the criterion
7	ABOVE AVERAGE: fully meets all of the requirements of the criterion
8	SUPERIOR: exceeds the requirements of the criterion
9-10	EXCEPTIONAL: feature is clearly exceptional to the requirements of the criterion

5.3 The County also reserves the right to accept conditions to be offered by and/or negotiated with the successful Proponent which are not specifically contained in this RFP. Such options and/or alternatives shall be included in the Proposal review process as part of the evaluation.

5.4 At all times, the County reserves the right to seek written clarification regarding a Proposal from a Proponent. Such clarification shall be deemed an amendment to such Proponent's Proposal.

6.0 OTHER

6.1 Period Open for Consideration

The Proposals received shall remain irrevocable for a period of sixty (60) days following the RFP Closing Date in order to allow for the County to undertake the evaluation of the Proposals received and to undertake the negotiations as provided for herein.

6.2 Information Disclosure and Confidentiality

All documents submitted to the County will be subject to the protection and disclosure provisions of the *Freedom of Information and Protection of Privacy Act* ("FOIP"). FOIP allows persons a right of access to records in the County's custody or control. It also prohibits the County from disclosing the Proponent's personal or business information where disclosure would be harmful to the Proponent's business interests or would be an unreasonable invasion of personal privacy as defined in sections 16 and 17 of FOIP. Proponents are encouraged to identify what portions of their Proposals are confidential and what harm could reasonably be expected from its disclosure. However, the County cannot assure Proponents that any portion of the Proposals can be kept confidential under FOIP.

6.3 Independent Determination

A Proposal will not be considered by the County if it was not arrived at independently without collusion, consultation, communication or agreement as to any matter, such as prices, with any other Proponent.

6.4 Documents

All documents submitted by a Proponent shall become the property of the County upon being presented, submitted, or forwarded to the County. Should any documents be submitted electronically, notwithstanding the prohibition on same contained elsewhere in this RFP, then their content and the media they are contained in shall also become the property of the County upon their being presented, submitted or forwarded to the County.

6.5 Agreement on Internal Trade and New West Partnership Trade Agreement

The provisions of the Agreement on Internal Trade, Part IV, Chapter Five – Procurement and Annex 502.4, (“AIT”) and the New West Partnership Trade Agreement (“NWPTA”) apply to this Proposal.

6.6 Other Conditions

The Proponent is fully responsible for obtaining all information required for the preparation of its Proposal. The County is not responsible for undertaking any investigations to assist the Proponent.

6.7 Law and Forum of Proposal

The law to be applied in respect of this RFP shall be the law of the Province of Alberta and all civil actions commenced in relation to this RFP shall be adjudicated by the Courts of the Province of Alberta. By submitting a Proposal, the Proponent is deemed to have agreed to attorn to the jurisdiction of the Courts of the Province of Alberta.

Schedule “A”

**Request for Proposals
Regional Housing Needs Assessment**

PROJECT OVERVIEW

AND

DESCRIPTION OF WORK

Mackenzie Regional Housing Needs Assessment

1. Overview

The vision of the Region is that there is a sufficient supply, choice and diversity of housing within the Region.

The Mackenzie Region is comprised of three municipalities: Mackenzie County, Town of High Level and Town of Rainbow Lake, with their own unique housing market and characteristics. Housing needs and demands vary across the Region, depending on the character of the community, the type of housing and socioeconomic and demographic drivers. Housing requirements are also affected by people's needs from the surrounding First Nations reservations. Two housing bodies currently have been delivering various housing services within the Region: Mackenzie Housing Management Board and High Level Housing Authority; and these bodies have varied portfolios (Appendix A). Mackenzie Housing Management Board is the sole seniors' lodge requisitioning body for the three municipalities.

2. Purpose of the Needs Assessment

The Assessment will explore current and future housing need, demand, supply and affordability and provide insight into the key drivers behind the housing markets within the Mackenzie Region communities. The Assessment is expected to be inclusive, assessing the needs of all residents across all tenures, housing types and locations, and consider the housing needs of specific groups.

Specifically, the municipalities want the Assessment to:

- Provide an overview of the Region's housing market, including drivers, mechanisms and constraints.
- Provide credible and robust evidence to determine the current and future housing needs.
- Consider future demographic, employment and socioeconomic trends and identify unmet housing demand for specific groups, housing types, tenures and locations.
- Obtain the views of stakeholders to better understand the characteristics of housing need and demand.
- Determine the nature and influence of the local housing market on housing typology, location, tenure, demand, commuting and employment.
- Identify unmet needs and gaps within the current and anticipated future housing market and provide recommendations to address those gaps and unmet market demand.
- Inform housing development investment decisions by both the private and not-for-profit sectors.

- Provide data to support the seniors' housing needs across the Region including independent lodge and assisted living.

The Assessment will identify these specifics for the collective, Regional need, as well as for the individual needs for the following communities: Town of High Level, Town of Rainbow Lake, Hamlet of La Crete, Hamlet of Fort Vermilion, Hamlet of Zama and surrounding rural areas. In the case of seniors' housing, the assessment will identify the needs of surrounding First Nations reserves and Paddle Prairie Metis Settlement.

The Assessment must project for a ten-year span. The assessment will be used as a guide in setting direction for Mackenzie Housing and High Level Housing Authority to assure diverse housing needs are adequately and timely addressed within the Region.

3. Objectives and Scope of the Assessment

The Assessment will be a comprehensive review of the Housing Need, Demand and Market Assessment across the housing continuum, including non-market (subsidized) and market housing gaps for the Region, and for individual communities. The intent is to put more emphasis on the seniors' and social housing needs, however the assessment must also address the housing needs for people with mental and/or physical disabilities, including Fetal Alcohol Syndrome Disorder (FASD). The Assessment will identify opportunities and challenges each community faces and the role housing can play in contributing to their long term sustainability of the communities within the Region. The Assessment will identify the collective Regional needs, as well as individual needs for the following communities: Town of High Level, Town of Rainbow Lake, Hamlet of La Crete, Hamlet of Fort Vermilion, Hamlet of Zama and surrounding rural areas. The Assessment must consider the First Nations population that utilizes the housing services within the Region (off-reserves), specifically the assisted living facilities services. The Assessment will encompass the assessment of the support services that are essential or beneficial to be located in proximity with some types of housing.

The specific objectives of the needs assessment are to obtain a range of information in order to provide an objective base to (for the collective and individual communities' needs):

- Ascertain the nature and level of current housing demand and need;
- Obtain an understanding of the characteristics of future housing markets;
- Estimate the future number of households requiring market and social housing based upon housing typology, location, unmet needs and potential market demand;
- Inform strategies aimed at providing the right mix of housing in the future – both market and affordable, including the size of subsidized housing market;
- Understand the housing requirements of particular groups, projecting into the future, and;

- Inform policy and housing development.

This Assessment will explore current and future housing supply, demand and identify housing gaps over a 10 year period (2014-2024). In order to find a precise and valid analysis, the Assessment will provide a review of the current housing situation and the functioning of the residential market within the Region.

Considering the results of a review of housing trends of the area, the scope of work for the Assessment is outlined below:

- Review demographic trends;
- Review housing development trends;
- Assess and identify housing supply;
- Assess, identify and project various types of Housing Demand, including lone parent family, duplexes, townhouse, and multifamily units for a 10 year period;
- Assess and identify the support services that are essential or beneficial to be located in proximity with some types of housing, or the impact of these services on home care and long term care;
- Assess, identify and project affordable housing supply and demand for the next 10 years;
- Recommend housing strategies for future development to address the identified anticipated unmet housing needs (gaps);
- Other activities as may be determined and proposed by the Consultant to meet the specific objectives of the Study.

The Assessment will provide robust evidence to inform strategies aimed at providing the right mix of market and non-market housing across the County.

4. **The Deliverables**

The consultant shall attend meetings and present findings to the Housing Needs Assessment Working Committee comprised of representatives from Mackenzie County, Town of High Level, Town of Rainbow Lake, Mackenzie Housing Management Board, High Level Housing Authority, and La Crete Municipal Nursing Association. Key findings and recommendations will be summarized and presented as PowerPoint presentations.

It is expected that the Consultant will:

- Draft a survey form for review and approval by the Working Committee;
- Undertake the survey (must include an online option) and provide a summary evaluation/assessment of the surveys;
- Identify and undertake stakeholders meetings;
- Hold public meetings at the following communities: Town of High Level, Town of Rainbow Lake, Hamlet of La Crete, Hamlet of Fort Vermilion, Hamlet of Zama.

- Gather and produce accurate and reliable data;
- Have a sufficient understanding of data available from Alberta Health Services, able to access, analyze and utilize the data;
- Produce a report that addresses the collective, Regional need, as well as the individual assessment of each community, meeting the objectives as specified in this RFP.

5. **The Working Committee's Proposed Timeline:**

Selection of the Consultant	June 1 – 15, 2014
Engagement of the Consultant	June 30, 2014
Data Collection by the Consultant	July – August 2014
Open Houses and Consultations	September 2014
Draft Report Presentation to the Working Committee	October 1, 2014

Schedule “B”

**Request for Proposals
Regional Housing Needs Assessment
PRICING FORM**

PRICING FORM
REQUEST FOR PROPOSALS:
REGIONAL HOUSING NEEDS ASSESSMENT STUDY

We, _____
(Company)

of _____
(Business Address)

having examined the RFP Documents as issued by: Mackenzie County (the "County"), and having visited the site(s) of where the Work is required to be undertaken; hereby offer to enter into a Contract to perform the Work required by the RFP Documents for the RFP Sum as follows:

- | | |
|------------------------------|----------|
| 1. Sub-Total (excluding GST) | \$ _____ |
| 2. GST | \$ _____ |
| 3. Total | \$ _____ |

in Canadian funds, which price includes any specified cash and contingency allowances and the applicable taxes in force at this date and except as may be otherwise provided in the RFP Documents.

Please attach the detail breakdown of the price calculation.

Appendices to RFP Pricing Form:

Please append the mandatory information as specified on Section 4 of RFP.

The information required by the Instructions to Proponents is provided in the attached Appendices and forms an integral part of this RFP.

Declarations:

We hereby acknowledge and declare that:

- (a) we propose to perform the Work as set out in our Proposal;
- (b) no person, firm or corporation other than the undersigned has any interest in this RFP or in the proposed Work for which this RFP is made;
- (c) we hereby acknowledge and confirm that the County has the right to accept any Proposal or to reject any or all Proposals in accordance with the Instructions to Proponents;
- (d) this RFP is open to acceptance for a period of sixty (60) days from the date of RFP Closing.

Signatures:

Signed, sealed and submitted for and on behalf of:

Company: _____

(Name)

(Street Address or Postal Box Number)

(City, Province & Postal Code)

(Apply SEAL above)

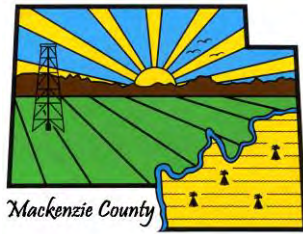
Signature: _____

Name & Title: _____

(Please Print or Type)

Witness: _____

Dated at _____ this _____ day of _____, 20____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Guard Rail along Highway 697 in Buffalo Head Area

BACKGROUND / PROPOSAL:

Alberta Transportation is responsible for the provincial highway infrastructure; this is applicable to Highway 697.

OPTIONS & BENEFITS:

A concern from a local ratepayer is that the guardrail is not necessary on this portion of the road. The guard was broken recently and is viewed as an obstruction when traveling with wide farm equipment.

Administration inquired with AT regarding their knowledge of this situation and received the following response:

“We did receive an inquiry and request to completely remove the guardrails, with a damaged section, along Highway 697, west of Buffalo Head. The caller indicated to us that he thinks the guardrail is more of a hazard since being installed about 4 years ago but we also explained that the department and its consultant for that particular project determined that guardrail was warranted at the said location.

We advised the caller that an assessment might be required to determine if it is feasible to remove the guardrail, but the repair of the damaged section has been tentatively scheduled for next week.

Caller wanted to know who else to contact and/or who else to talk to, to elevate the guardrail removal request. We mentioned that we can forward the request to our office. When asked if it's an option, the caller was also advised that he can solicit Mackenzie County's assistance to contact our office.”

Authors: J. Whittleton **Review Date:** _____ **CAO** JW

Please see the attached pictures that were taken on April 14, 2014, showing the broken guard rail.

Administration requests direction from Council. Council's options are: accept for information, or request that AT reassesses this section of the road and considers removing the guardrail.

COSTS & SOURCE OF FUNDING:

NA

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

If council finds this request reasonable, Administration will send a letter to AT requesting that AT reassesses this section of road.

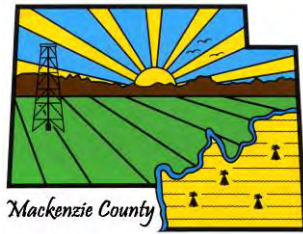
RECOMMENDED ACTION:

For discussion.

Authors: _____ Review Date: _____ CAO _____







MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Buffalo Head Drainage – Ad-Hoc Committee

BACKGROUND / PROPOSAL:

Mackenzie County Council established Policy PW039 that, amongst other things, identifies how the County will deal with drainage channels that will benefit a land area of 10,000 acres or more. It was decided that the Agricultural Service Board will take the lead on working with the local farmers as necessary.

In addition, Mackenzie County Council discussed authorizing per diem payments to Councillors that may not be ASB members, but will have been invited by Administration to participate if the proposed project will affect their ratepayers.

OPTIONS & BENEFITS:

A few meetings with farmers in the Buffalo Head area were held to identify a preferred route for a future major drainage channel. In addition to ASB members, Administration invited Reeve Neufeld and Councillor Knelsen to attend. Some other Councillors have attended some of these meetings and subsequently claimed honorariums.

Administration recommends that Council officially establish a Buffalo Head Drainage Ad-Hoc Committee and appoints a Councillor or Councillors that will be tasked with attending these meetings in addition to ASB members. Administration’s view is that establishing an ad-hoc committee will eliminate the need for Administration to make judgment calls in these types of situations.

COSTS & SOURCE OF FUNDING:

2014 operating budget

Authors: J. Whittleton **Review Date:** _____ **CAO** JW

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

NA

RECOMMENDED ACTION:

Motion 1:

That the Buffalo Head Drainage Ad-Hoc Committee be established.

Motion 2:

That the following Councillor(s) be appointed to the Buffalo Head Drainage Ad-Hoc Committee, in addition to ASB members:

Authors: _____ Review Date: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Event Tent Purchase

BACKGROUND / PROPOSAL:

At the April 15th, 2014 Agricultural Fair Committee meeting the following motion was made:

MOTION AF 04-15-14-012 4.b)Tent Rental

Moved by John Driedger

That administration prepares a RFD for the next Council meeting for consideration of purchasing either a 48' tent or a 60' tent for the Agricultural Fair.

CARRIED

During the meeting, a discussion was held regarding the costs of renting a larger tent for the main event stage at the Agricultural Fair. A price was received from Grande Prairie Rentco for a 40' Hexagon tent, delivered and set up, for an estimated amount of \$4,000 - \$5,000.

Due to the high cost in renting this tent, administration investigated the options in purchasing a tent for County use. A Canadian supplier "A 1 Tents Canada" was found located in Gift Lake (www.A1tentscanada.com). Please see attached Warranty specs and picture of tent without sides.

Author: Jennifer Batt **Reviewed by:** _____ **CAO** JW

OPTIONS & BENEFITS:

Purchasing a tent allows the County to use the tent for any events such as the golf tournament, Agricultural fair, and council/staff, and other functions.

The tent may also be made available for not for profit group usage.

COSTS & SOURCE OF FUNDING:

48' round tent - \$13,185

60' round tent - \$19,740

Pricing includes crank poles, and ratchet straps, and side walls, freight.

Both tents are made of 14 oz material which is translucent allowing light to enter the tent.

The manufacturer can add logos to the tent, allowing businesses within Mackenzie County the opportunity to advertise on the tent for a fee. This would offset some of, or possibly the entire purchase price of the tent.

Pricing was also requested from Norseman Structures, and Warner Shelter System Structures and Tents; however they do not construct tents of that size or dimension, so they were unable to provide pricing.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION: (requires 2/3)

Option 1:

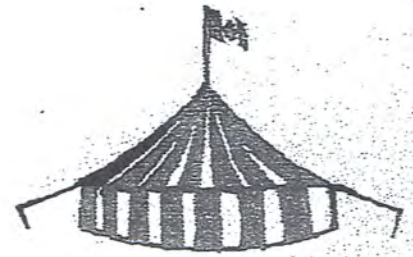
That the 2014 Capital Budget be amended to include the purchase of a 48' round event tent at a cost of \$13,185 with funding coming from the General Capital Reserve.

Option 2:

That the 2014 Capital Budget be amended to include the purchase of a 60' round event tent at a cost of \$19,740 with funding coming from the General Capital Reserve.

Author: _____ Reviewed by: _____ CAO _____





A1 TENTS CANADA P.O. BOX 90

GIFT LAKE, AB. T0G 1B0 PHONE: 1-780-767-3769 FAX: 1-780-767-2214
E-MAIL: melvinanderson33@gmail.com WEBSITE: www.a1tentscanada.com

LIMITED WARRANTY:

A1 TENTS CANADA WARRANTS TO THE ORIGINAL PURCHASER THAT IT'S PRODUCTS SATISFY 100%. THIS MEANS OUR PRODUCTS ARE FREE FROM MAJOR DEFECTS IN MATERIALS DESIGN & WORKMANSHIP. IF YOU FIND SUCH A DEFECT, CALL US RECEIPT OF PICTORIAL EVIDENCE MAY BE NECESSARY TO RECEIVE A MONETARY OFFER OR RETURN AUTHORIZATION.

WE ARE NOT RESPONSIBLE FOR NORMAL WEAR & TEAR OR FOR DAMAGES CAUSED BY SHIPPING, ACCIDENTS, MISUSE, ALTERATIONS OR IMPROPER INSTALLATIONS. THIS ALSO INCLUDES NEGATIVE EFFECTS OF CLIMATE, POLLUTION OR ACTS OF GOD. IT IS NECESSARY THAT OUR TENTS BE INSTALLED AND MAINTAINED ACCORDING TO THE INSTRUCTIONS PROVIDED.

WE INTEND TO REMAIN EQUALLY RESPONSIVE OVER THE YEARS AND DO WHATEVER WE REASONABLY CAN TO REMEDY ANY PROBLEM. OUR CUSTOMERS MUST BE HAPPY WITH OUR PRODUCT



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Peace River Rotary Club – Rotary House Project

BACKGROUND / PROPOSAL:

A presentation was made by the Peace River Rotary Club on the Rotary House Project at the April 8, 2014 Council meeting. The following motion was made at that meeting:

MOTION 14-04-242 **MOVED** by Councillor Driedger

That the presentation by the Peace River Rotary Club on the Rotary House Project be received for information and that the item be included on the next council meeting agenda.

CARRIED

A follow-up letter has been received by the Peace River Rotary Club in which they are requesting financial support for their Rotary House Project. A copy of the letter is attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Author: C. Gabriel Reviewed by: _____ CAO _____

SUSTAINABILITY PLAN:

COMMUNICATION:

N/A

RECOMMENDED ACTION:

For discussion.

Author: _____ Reviewed by: _____ CAO _____



Rotary Club of Peace River

April 19, 2014

Mackenzie County

Attention: Council

Box 640

Fort Vermilion, AB T0H 1N0

We would like to thank you for the opportunity to attend your Council meeting on April 8, 2014 to provide you with an update on our regional initiative the "Rotary House".

We are very pleased to note our donors and their contributions to date. The money raised is approximately \$1.1M.

Shell	\$500,000
Rotary Fundraising Efforts	\$350,000
County of Northern Lights	\$100,000
Dan & Rose Lovsin	\$ 50,000
Palliative Care Society	\$ 50,000
Fred & Helena Jebb	\$ 25,000
Penn West	\$ 20,000
M.D. of Smoky River	\$ 15,000
Spyglass	\$ 10,000
Rapid Rod	\$ 10,000

The following presentations have been scheduled:

April 23, 2014	M.D. of Opportunity
May 13, 2014	M.D. of Peace

We plan to meet with other potential stakeholders. The dates have not been confirmed.

Box 5175 Peace River, Alberta T8S 1R7
email: rotaryhouse@prrotary.ca



Page 2

Our goal is to raise \$2M in order to double the original conceptual design of the Rotary House in order to meet the regional needs more adequately. The Rotary House will assist and host approximately 100,000 patients and families from many communities who live beyond travel distance. This is far greater than we first anticipated.

By the end of August 2014, we need to determine the size of building that we will be constructing in the spring of 2015. The amount raised by that time will be the determining factor.

Would MacKenzie County be willing to make a financial contribution to help us reach our goal for this much needed regional facility?

Please mark your calendars for Saturday, November 1, 2014 to attend our Rotary House Fundraising Gala. This event has sold out two years in a row and we would love to have you attend that evening. An invitation will be forwarded to you at a later date.

We sincerely appreciate your consideration for this request.

We would be more than happy to provide you with an update as to additional financial contributions we receive in the future.

If you require further information or clarification, please contact Brent Rostad (780) 625-8627 or myself (780) 219-5478 or at bbastell@telus.net at anytime.



Bev Bastell
Co-Chair Rotary House Fundraising Committee



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Mackenzie Housing Management Board – Board Member Honorariums and Expenses

BACKGROUND / PROPOSAL:

The Mackenzie Housing Management Board (MHMB) attended the April 8, 2014 Council meeting as a delegation to discuss various items, including their budget, requisition, and future capital requirements.

Discussion was held in regards to the MHMB paying the honorariums and expenses for their Board members and its effect on the requisition. It was felt that each municipality should be paying for their appointed members to attend MHMB meetings. Currently Mackenzie County has 5 appointed members (one Councillor and four members at large).

Please note that prior to the fall of 2007 the municipalities were paying these costs.

OPTIONS & BENEFITS:

The honorarium and expense costs of appointed members would not be included as part of the annual requisition.

COSTS & SOURCE OF FUNDING:

Approximately \$12,000 for per diems plus mileage expenses to attend monthly meetings.

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

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

That a letter be sent to the Town of High Level and the Town of Rainbow Lake requesting their support in covering the costs for their members attending Mackenzie Housing Management Board meetings and functions.

Author: _____ Reviewed by: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 28, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	La Crete Ratepayers Meeting

BACKGROUND / PROPOSAL:

The La Crete annual ratepayers meeting was scheduled for Friday, June 20th. Unfortunately there are conflicts with other events happening at the Heritage Centre for that date; therefore, administration is recommending that this meeting date be changed.

Ratepayer meetings were set at the March 11, 2014 council meeting as follows:

- June 11, 2014 – Fort Vermilion
- June 12, 2014 – Rocky Lane
- June 16, 2014 – Zama
- June 17, 2014 – Tompkins Landing
- June 20, 2014 – La Crete

OPTIONS & BENEFITS:

Choose an alternate location for the ratepayers meeting or change the date.

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

Author: C. Gabriel Reviewed by: _____ CAO _____

COMMUNICATION:

Ratepayer meetings will be advertised on the County website, Big Deal Bulletin, and the County Image.

RECOMMENDED ACTION:

That the La Crete Ratepayers Meeting be changed to _____.

Author: _____ Reviewed by: _____ CAO _____

- Correspondence – Alberta Health Services (Invitation to True North Health Advisory Council Meeting)
- Fort Vermilion Support Services Meeting Minutes
- Mackenzie Library Board Meeting Minutes
- La Crete Recreation Board Meeting Minutes
- High Level Forests Public Advisory Group Meeting Minutes
- Fort Vermilion Inter-agency Meeting Minutes

RECOMMENDED ACTION:

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

Author: C. Gabriel Review by: CAO

ALBERTA
ENVIRONMENT AND SUSTAINABLE RESOURCE DEVELOPMENT

*Office of the Minister
MLA, West Yellowhead*

March 27, 2014

Reeve Bill Neufeld
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0Reeve Carolyn Kolebaba
Northern Sunrise County
Bag 1300, 135 Sunrise Road
Peace River AB T8S 1Y9Reeve Paul Sinclair
Municipal District of Opportunity
PO Box 60
Wabasca AB T0G 2K0

Dear Reeve Neufeld, Reeve Kolebaba, and Reeve Sinclair:

My colleagues the Honourable Jeff Johnson, MLA for Athabasca-Sturgeon-Redwater, and Ms. Pearl Calahasen, MLA for Lesser Slave Lake, forwarded a copy of your letter dated February 24, 2014, regarding a review of the federal *Species at Risk Act*. I am pleased to respond on behalf of the Government of Alberta.

We recognize that collaborative action to manage species at risk and their habitats is essential to Alberta's biodiversity. Environment and Sustainable Resource Development continues to work with the federal government to address species at risk issues that affect our province to ensure our unique interests are considered.

Our department collaborates with the federal government in a number of ways. Environment and Sustainable Resource Development serves as co-chair of the Recovery of Nationally Endangered Wildlife, a national committee that focuses on adopting common approaches to species at risk recovery planning and implementation across Canada. We have representatives on the committee on the Status of Endangered Wildlife in Canada, which provides recommendations on the status of species at risk. Environment and Sustainable Resource Development reviews and provides input on the draft national recovery strategies.

We are working with the federal government to enhance our relationships to ensure a coordinated and focused approach to delivering protection and recovery programs for species at risk. The department is also working with our counterparts in British Columbia and Saskatchewan to encourage the federal government to improve performance and implementation of the *Species at Risk Act*, focusing on identifying and protecting critical habitats.

Consultation with the federal government is an important step that can lead to better analysis and decision-making, and improve environmental outcomes. Our provincial recovery planning process supports the creation of multi-stakeholder recovery teams composed of industry, academia, conservation organizations, species specialists, and representatives from land management agencies. In addition to discussing impacts to species, these teams consider impacts to industry and economy, and identify practical actions to address concerns. I encourage you to continue working with Environment and Sustainable Resource Development and the federal government on species at risk initiatives.

Sincerely,



Robin Campbell
Minister

cc: Honourable Jeff Johnson
MLA, Athabasca-Sturgeon-Redwater

Pearl Calahasen
MLA, Lesser Slave Lake

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APR - 7 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE



NORTHERN SUNRISE COUNTY

www.northernsunrise.net

Bag 1300
Peace River, AB T8S 1Y9
Office: 780-624-0013
Fax: 780-624-0023

March 28, 2014

Trent McLaughlin, Regional Director
Alberta Transportation, Peace Region
Room 301, Provincial Building
Bag 900-29, 9621-96 Avenue
Peace River, AB T8S 1T4

Mr. McLaughlin,

RE: SPEED LIMIT ON HIGHWAY 986 THROUGH LITTLE BUFFALO

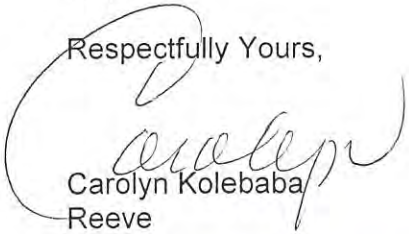
Thank you for your letter dated March 4, 2014 in response to the joint letter from Northern Sunrise County, Mackenzie County, and the Municipal District of Opportunity regarding the speed limit on Highway 986 through Little Buffalo.

At the March 25, 2014 Northern Sunrise County Council meeting, Council had the opportunity to review your letter. Council respectfully requests that Alberta Transportation share with us the information regarding the number of highway accesses, proximity to school or playgrounds, and highway pedestrian counts that was used to determine that the lowering of the speed limit through Little Buffalo is unwarranted. Additionally, we would be interested in learning what threshold would be required for the speed limit to be lowered.

You note in your letter that walking paths could be one measure taken to mitigate safety issues. As you are aware, grant funding was secured to construct walking paths, but we were unsuccessful in getting consultation with other stakeholders. That funding has since been reallocated to the Heart River Bridge project and we intend on revisiting the walking trail project when funding becomes available and when consultation with required stakeholders is possible.

Thank you in advance for your attention to this matter. Council looks forward to your response.

Respectfully Yours,


Carolyn Kolebaba
Reeve

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APR - 9 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

cc: Reeve Bill Neufeld, Mackenzie County
Reeve Paul Sinclair & Council, Municipal District of Opportunity

J:\2014 DATA\CORRESPONDENCE\3- March\AT re Speed Limit on Highway 986 through Little Buffalo.docx

A vibrant dynamic County, reflecting strong values and progressive attitudes, while balancing nature and economic growth in a global environment



Box 865, High Level, AB T0H 1Z0
phone 780-926-4118 fax 780-926-5611

April 2, 2014

George Friesen - Board Chair
Mackenzie Housing Management Board
Box
La Crete, AB
T0H 2H0

Dear Mr. Friesen:

We the High Level Housing Authority Board, are pleased and excited to hear that Mackenzie Housing Management Board is moving forward with building an assisted living facility in High Level. It is certainly a much needed facility and we look forward to seeing its fruition. High Level Housing Authority fully supports you in this endeavor and we wish to offer our assistance where needed. Though the amalgamation of our two organization has been halted at this time, we feel that there are other ways in which we can partner to provide the best options for all communities within this region. We look forward to working with you in the near future.

Sincerely,


Bonnie Gochee
Board Chair

cc: Town of High Level
Town of Rainbow Lake
Mackenzie County
AB Municipal Affairs

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APR 11 2014

**MACKENZIE COUNTY
FORT VERMILION OFFICE**



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary - West*

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APR - 4 2014

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

AR71049

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

Dear Reeve Neufeld,

I am pleased to invite the Mackenzie County to provide submissions for the 13th annual Minister's Awards for Municipal Excellence, which formally recognizes local government excellence and promotes knowledge sharing among municipalities. These awards offer an opportunity to recognize the truly great work being done by local governments in Alberta.

An independent review committee, comprised of representatives from various municipal associations, will recommend award recipients in four categories and one award for outstanding achievement:

Innovation Award – recognizes a leading practice embodying the first use of an idea in a municipal context in Alberta;

Partnership Award – recognizes a leading municipal practice involving consultation, co-ordination, and co-operation with other municipalities, jurisdictions, or organizations;

Smaller Municipality Award – recognizes the innovative practices developed by communities with less than 3,000 residents;

Safe Communities Award – recognizes a leading practice that promotes or improves public safety in municipalities; and

Outstanding Achievement Award – recognizes a municipality or municipal partnership that has helped to inspire action and change that has benefited local government practices in Alberta. *This award, selected by the review committee, recognizes the best submission from the other categories.*

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Reeve Bill Neufeld

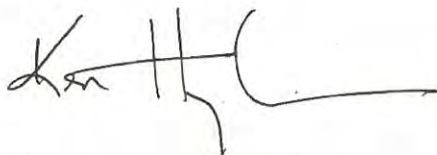
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Submission forms and additional details can be found on the Municipal Excellence Network website at www.menet.ab.ca. The submission deadline is May 23, 2014. Award recipients will be announced at the 2014 fall conventions of the Alberta Association of Municipal Districts and Counties and the Alberta Urban Municipalities Association.

I encourage you to share your success stories, and I look forward to celebrating these successes with your communities and your neighbours.

If you have any questions regarding the Minister's Awards for Municipal Excellence or the Municipal Excellence Network, please direct them to the Municipal Excellence Team, at 780-427-2225, or by email at menet@gov.ab.ca.

Sincerely,

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

Ken Hughes
Minister of Municipal Affairs



ALBERTA
TRANSPORTATION

*Office of the Minister
MLA, Grande Prairie-Wapiti*

AR61608

April 7, 2014

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

Dear Reeve Neufeld:

Thank you for your letter regarding the East Peace Resource Road being upgraded to provide access year round. As Minister of Transportation, I am pleased to respond.

My department currently has no plans to expand the highway network with an additional north-south corridor in this area. The completion of the paving of Highway 88 in 2014, provides year round access for the area. As you noted, the East Peace Resource Road has been used by the resource sectors for the past several years. Since this is a private road, public funds cannot be used to fund improvements. I encourage you to work with the resource sector to discuss the upgrading of this road as they are the current users and road authority.

Should the road become a public road, this project could possibly qualify for Resource Road Program (RRP) funding. Although the RRP is not currently funded in Budget 2014, this project would be considered under the program should it meet all the program's criteria when funding becomes available.

Thank you for taking the time to write.

Sincerely,

Wayne Drysdale
Minister

cc: Honourable Frank Oberle, MLA Peace River
Pearl Calahasen, MLA Lesser Slave Lake

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APR 17 2014

**MACKENZIE COUNTY
FORT VERMILION OFFICE**



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary -West*

April 7, 2014

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

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APR 11 2014

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

Dear Reeve Neufeld,

On March 6, 2014, Budget 2014 announced the consolidation of the Municipal Sustainability Initiative (MSI) Capital and Basic Municipal Transportation Grant (BMTG) programs under the MSI Capital program. The consolidation has brought together over \$1.2 billion of grant funding for infrastructure in 2014 and will result in more streamlined, efficient and flexible program delivery for municipalities.

The government remains committed to providing the full \$11.3 billion in funding to municipalities over the life of the MSI and increases resulting from the consolidation of the MSI Capital with the BMTG will be in addition to this commitment.

In 2014, total consolidated MSI program funding will reach \$1.24 billion, with \$871 million in MSI Capital funding, \$343 million in capital funding previously provided under the BMTG, and \$30 million in MSI Operating funding. While we continue to realign MSI Operating funding to encourage transformational change, \$25 million in additional capital funding will be provided in 2014 to lessen the impact of the phased elimination of the MSI Operating program.

In regards to MSI Operating, I appreciate the feedback I have received from a number of municipalities and I am taking your concerns seriously and will look at ways to mitigate any overall reductions that your municipality may have incurred due to this reduction. I would also like for you to forward any ideas that you have for my consideration to address these reductions.

Your total MSI allocation is \$3,577,561, with a more detailed break-down between MSI funding components outlined in Appendix A (attached). MSI funding amounts for all municipalities are also posted on the Municipal Affairs MSI website at municipalaffairs.alberta.ca/MSI.cfm.

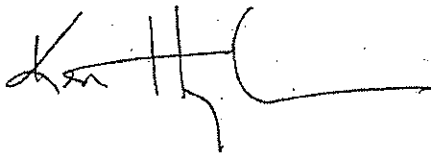
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Funding allocations under the consolidated MSI-BMTG program are calculated using the existing MSI formula for the former MSI funds and the existing BMTG funding formula for the former BMTG program. Although the consolidation does not impact how grant funding is allocated, some municipalities will experience changes in their individual allocations. Changes in allocation amounts are mainly due to the shifts in each municipality's proportion of population, education tax requisition, and/or kilometres of local roads compared to the provincial total, combined with a reduction in the MSI Operating budget.

Use of all funding will follow MSI terms and conditions, as outlined in the 2014 MSI program guidelines.

Investing in families and communities is one of the priorities of the Building Alberta Plan and I am committed to supporting Alberta's communities to meet their local infrastructure needs and priorities.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ken Hughes', with a long horizontal stroke extending to the right.

Ken Hughes
Minister

cc: Honourable Frank Oberle, MLA, Peace River
Pearl Calahasen, MLA, Lesser Slave Lake
Julia Whittleton, Chief Administrative Officer, Mackenzie County

Appendix A

Mackenzie County 2014 Municipal Sustainability Initiative (MSI) Funding Break-Down

2014 Capital Funding			2014 Operating Funding	2014 Total MSI Funding
MSI Capital Component	BMTG Component	Sub-Total		
\$2,846,688	\$608,694	\$3,455,382	\$122,179	\$3,577,561

Notes:

- The allocations for the MSI capital component and operating funding are based primarily on 2013 official population, 2013 education tax requisitions, and 2012 kilometres of local road.
- The allocations for the BMTG component are based on municipal status, with Calgary and Edmonton receiving funding based on litres of road-use gas and diesel fuel sold; the remaining cities and urban service areas receiving funding based on a combination of population and length of primary highways; towns, villages, summer villages, improvement districts and the Townsite of Redwood Meadows receiving funding based on population; and rural municipalities and Métis settlements receiving funding based on a formula which takes into account kilometres of open road, population, equalized assessment, and terrain.
- MSI operating funding will decrease to \$15 million in 2015 and be eliminated in 2016, with funding realigned to the Alberta Community Partnership program (the former Regional Collaboration Program).



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Office of the Minister
MLA, Grande Prairie-Wapiti

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MACKENZIE COUNTY
FORT VERMILION OFFICE

AR61607

April 7, 2014

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

Dear Reeve Neufeld:

Thank you for your joint letter regarding the grain delivery and rail service challenges that farmers in Mackenzie County are facing. Alberta supports the measures included in the recent Order in Council issued by the Government of Canada to reduce the backlog in grain movement in Western Canada. The Order in Council requires Canadian National Railway and Canadian Pacific Railway to each provide 5,500 rail cars per week for grain to meet a weekly overall shipment target of one million metric tonnes of grain. The railways will face daily penalties of \$100,000 if they fail to meet this target weekly volume.

In addition, Alberta supports the *Fair Rail for Grain Farmers Act* introduced by the Government of Canada to provide further measures to help move grain more efficiently to market. The new legislation, which includes amendments to the *Canada Transportation Act* and the *Canada Grain Act*, will:

- Authorize the Governor in Council to set grain transport volume requirements, in extraordinary circumstances, at the joint recommendation of the Minister of Transport and the Minister of Agriculture and Agri-Food. The consequence for failure to comply with these volume requirements could result in penalties of up to \$100,000 per day upon conviction.
- Create regulatory authority to allow the Canadian Transportation Agency to extend the interswitching distances in Saskatchewan, Alberta and Manitoba to 160 kilometres, for all commodities, to increase competition among railways and give shippers' access to alternative rail services.
- Create the regulatory authorities to add greater specificity to operational requirements in Service Level Agreements.

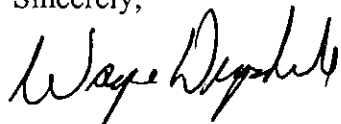
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- Establish regulatory authorities in the *Canada Grain Act* to address non-performance by grain companies in their contracts with producers.

Alberta is working in partnership with the other Western Provinces (British Columbia, Saskatchewan and Manitoba), the federal government and industry to develop measures that will improve efficiency and accountability for all parties in the grain handling and transportation system. Longer term measures will also be considered to address supply chain issues so that larger volumes of grain, resulting from productivity improvements, can be shipped efficiently in the future to international customers.

Thank you for raising your concerns regarding these important matters.

Sincerely,



Wayne Drysdale
Minister

cc: Honourable Verlyn Olson, Minister of Agriculture and Rural Development
Honourable Frank Oberle, Minister of Aboriginal Relations
Ms. Pearl Calahasen, MLA Lesser Slave Lake
Ms. Carolyn Kolebaba, Reeve, Northern Sunrise County
Mr. Paul Sinclair, Reeve, Municipal District of Opportunity



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta, Canada T5K 2B6

April 15, 2014

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

Dear ~~Reeve~~ Neufeld:

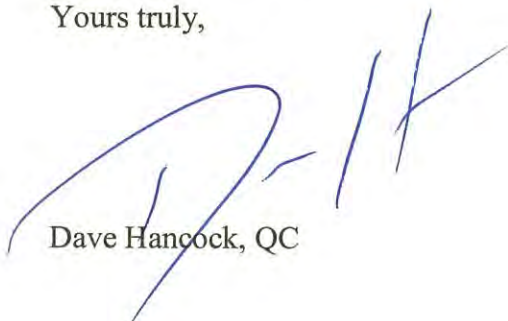
Thank you for your email of congratulations on my appointment as Premier of Alberta. I appreciate your taking the time to share your supportive comments with me, and I assure you that the people of Mackenzie County are never far from my thoughts.

I feel very fortunate to have this opportunity—this incredible honour—to do something genuinely helpful and significant. My colleagues in caucus and cabinet are working with focus and a renewed sense of unity. Our purpose could not be clearer: to achieve what we set out to deliver to Albertans. We are dedicated to continuing with our plan to build and strengthen Alberta, keeping everything in balance, and not letting anything detract us from our goal of meeting our responsibilities to the people all across this province. In these efforts, I'm fortunate to be supported by exceptionally capable and energetic staff, brimming with boundless energy and optimism.

Unexpected situations, challenges, or difficulties do not discourage me. I am fully committed to delivering what's important—our government's mandate—and I have great confidence that our decisions and policies will continue to impact and enrich Albertans' lives now and in generations to come.

I deeply appreciate your warm wishes as I begin my term in office. It is an honour and a privilege to serve as Premier of Alberta.

Yours truly,



Dave Hancock, QC

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APR 24 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE



Chris Warkentin

Member of Parliament for Peace River

Ottawa

Room 413, Justice Building
Ottawa, Ontario K1A 0A6
Tel.: (613) 992-5685
Fax: (613) 947-4782
E-mail: chris.warkentin@parl.gc.ca

Constituency

201-10625 West Side Drive
Grande Prairie, Alberta T8V 8E6
Tel.: (780) 538-1677
Fax: (780) 538-9257
Website: www.chriswarkentin.ca

GRANDE PRAIRIE

April 15th, 2014

Dear Municipal Leaders:

I am writing to draw your attention to the launch of the New Building Canada Fund on March 28th, 2014. With this development, the entire New Building Canada Plan is now “open for business.” Provinces, territories, municipalities and other proponents may now submit projects for consideration.

Our Government’s commitment to municipalities has never been stronger. Under the New Building Canada Fund, \$1 billion in funding will be dedicated for municipalities under 100,000 residents through the Small Communities Fund. This funding is in addition to the almost \$32.2 billion that all municipalities will receive through the indexed federal Gas Tax Fund and the incremental Goods and Services Tax (GST) Rebate for municipalities over the next decade to build roads, public transit, recreational facilities and other community infrastructure across Canada. This represents about 70 percent of New Building Canada Plan funding, and does not include any funding secured through merit-based programs.

Our Government has made significant improvements to the Gas Tax Fund. It has been extended, doubled from \$1 billion to \$2 billion annually, and legislated as a permanent source of federal infrastructure funding for municipalities. Funding is provided up front, twice-a-year, to provinces and territories, which in turn flow this funding to their municipalities to support local infrastructure priorities. Municipalities can pool, bank and borrow against this funding, providing significant financial flexibility.

As of April 1, 2014, communities will be able to use the renewed Gas Tax Fund towards a wider range of projects, which means they will have even more flexibility in the types of projects they fund. In addition to funding the traditional categories of:

- public transit
- wastewater infrastructure
- drinking water
- solid waste management
- community energy systems
- local roads and bridges

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MACKENZIE COUNTY
FORT VERMILION OFFICE

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Communities will now also be able to use the federal GTF towards the following:

- highways
- local and regional airports
- short-line rail
- short-sea shipping
- disaster mitigation
- broadband and connectivity
- brownfield redevelopment
- culture
- tourism
- sport
- recreation

My office receives many requests for information from local communities and organizations with respect to funding opportunities for recreational and cultural facilities. Please note that we recommend that these groups work with their respective municipality.

Comprehensive fact sheets on the New Building Canada Plan are available at www.infrastructure.gc.ca. Here you will also find detailed information on how to apply for funding under the Provincial-Territorial Infrastructure Component (PTIC) and the National Infrastructure Component (NIC).

For the \$10-billion PTIC, if you are an eligible recipient and would like to have your project considered for funding, you are encouraged to contact Alberta Infrastructure. An initial review guide and business case guide are available on the Infrastructure Canada website and will need to be submitted directly to the Alberta Infrastructure Ministry. Detailed business cases under the PTIC-NRP will only be requested for projects that have been jointly identified by Canada and provincial and territorial partners, and that are deemed eligible under the program terms and conditions.

For NIC, proponents must submit a detailed business case to Infrastructure Canada that demonstrates how the project meets the program's objectives, as well as category specific outcomes and criteria. The Business Case Guide for Project Proponents can also be found on the Infrastructure Canada website.

Should you have any questions, I do encourage you to contact my office, or officials at Infrastructure Canada. I would be pleased if you would inform me of any applications that your municipality plans to submit as I would appreciate the opportunity to support your efforts.

Sincerely,



Chris Warkentin, MP

Infrastructure Canada

Provincial-Territorial Infrastructure Component
180 Kent Street
Suite 1100
Ottawa, ON
K1P 0B6

Canada: 613-948-1148

Toll Free: 1-877-250-7154

Email: info@infcc.gc.ca

Alberta Infrastructure

Honourable Ric Mclver
Minister of Infrastructure
425 Legislature Building
10800 - 97 Avenue
Edmonton, AB
T5K 2B6

Phone: 780-427-5041

Fax: 780-422-2002

infrastructure.minister@gov.ab.ca

Chris Warkentin, MP for Peace River

House of Commons
413 Justice Building
Ottawa, ON

K1A 0A6 (no postage required)

613-992-5685 (Ottawa) chris.warkentin@parl.gc.ca

780-538-1677 (Grande Prairie)



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

AR72068

April 16, 2014

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

Dear Reeve Neufeld,

Bill 27, the *Flood Recovery and Reconstruction Act*, was enacted in December 2013 and includes a number of amendments to the *Municipal Government Act (MGA)*, including:

- regulation-making powers for controlling, regulating or prohibiting any use or development in a floodway, including the types of development that are authorized in a floodway; and
- an exemption provision regarding floodway development that will account for the special circumstances of municipalities with significant development already in a floodway such as Fort McMurray and Drumheller.

These amendments support our government's efforts to rebuild safer and stronger communities. A regulation is required to set out the specific details of the restrictions to be placed on development in a floodway to ensure we rebuild in a manner that safeguards against future flood damage. As part of the regulation development, Municipal Affairs will be undertaking a two-phased stakeholder engagement process.

In the first phase, a task force will be established. Municipal Affairs will be inviting representation from the Alberta Urban Municipalities Association, the Alberta Association of Municipal Districts and Counties, the Urban Development Institute, the cities of Calgary and Edmonton, the towns of Drumheller and Canmore and the Regional Municipality of Wood Buffalo. It is anticipated the task force will meet from late April through May of 2014.

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**MACKENZIE COUNTY
FORT VERMILION OFFICE**

Reeve Bill Neufeld

- 2 -

In the next phase, input gathered from the task force will be taken to a broader audience over this summer. Municipalities with identified flood hazard areas will be invited to attend a one day symposium anticipated for June 2014. In addition, general information on the proposed regulation will be posted on the Municipal Affairs website so that interested parties can provide their input on what is being proposed.

Input from municipalities who represent the interests and perspectives of their communities will be invaluable to during the engagement process to help ensure that the Floodway Development Regulation is a key tool to support the development and growth of safe and resilient communities.

Sincerely,

A handwritten signature in black ink, appearing to read "G Weadick". The signature is fluid and cursive, with a large initial "G" and a stylized "W".

Greg Weadick
Acting Minister Municipal Affairs

April 20, 2014

Joulia Whittleton
Chief Administrative Officer
Mackenzie County
Box 640
Fort Vermilion AB T0H 1N0

Dear Ms. Whittleton:

Re: Peace Region Water Hauling Infrastructure Program - Fiscal 2013-14

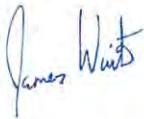
The Peace Region Water Hauling Infrastructure Program (PRWHIP) was announced in August, 2011. The program provided financial assistance for the development of new or expansion of existing water hauling stations for rural municipalities in the Peace Region. The three-year, one million dollar program expired on March 31, 2014.

For the PRWHIP fiscal 2013-14, fourteen qualified projects were received from nine Peace Region Municipal Districts and Counties. Total funding requests were just over three quarters of a million dollars, which was over two times the amount of available budget. Selection of successful projects was based on priority criteria which included: cost effectiveness, previous awards, project access, phasing, and expansion type.

Under the PRWHIP fiscal 2013-14, five Municipal Districts and Counties received funding for infrastructure projects. Clear Hills County, M.D. of Fairview #136, Saddle Hills County, County of Northern Lights and Northern Sunrise County were selected to receive funding.

We thank you for your interest in the program and look forward to continued dialogue.

Yours truly,



Jamie Wuite
Executive Director

RECEIVED
APR 24 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE



Fort Vermilion Area Board of Trade

Box 456
4801 River Road.
Fort Vermilion, AB T0H 1N0
www.fortvermilionboardoftrade.ca
email: admin@fortvermilionboardoftrade.ca

Date: April 9, 2014

To: County of Mackenzie

As the date approaches, we the Fort Vermilion Area Board of Trade cordially welcome you, as you make plans to attend our 100th Anniversary celebrations to be held on Saturday, May 10th, 2014. Our Celebration will be focused on the past 100 years, and in part will be focused on the first 50 years of this organization. Our schedule for the event will be as follows:

Date: May 10th, 2014 Saturday

Place: Fort Vermilion Community & Cultural Complex
(5001-44th ave. Fort Vermilion, AB T0H 1N0)

Time: 3:00pm-4:30pm historical displays for viewing, and music & songs out of the old box.

4:30pm- Recognitions & Speeches

5:00pm Dinner Theatre (begins at 5pm. Live historical plays, with a 3-Course Dinner served simultaneously throughout the live play.)

Those who are receiving this letter and are planning to attend the event do not need to pick up tickets for the event.

We sincerely thank all those of you who have responded to our invitation, and look forward to seeing you and many others at this special time and event.

Sincerely,

Maarten Braat *President*

Fort Vermilion Area Board of Trade

Since 1914- *"where Alberta began"*



April 14, 2014

Bill Neufeld, Reeve
Mackenzie County
4511-46 Avenue Box 460
Fort Vermilion, AB T0H 1N0

TransCanada PipeLines Limited
450 - 1st Street S.W.
Calgary, Alberta, Canada T2P 5H1

tel: 855.895.8754
e: community_relations@transcanada.com
web: www.transcanada.com

Dear Bill Neufeld,

Proposed Project: 2014 Meter Station Decommissioning Program

NOVA Gas Transmission Ltd. (NGTL), a wholly owned subsidiary of TransCanada PipeLines Limited (TransCanada), is planning to decommission ten meter stations on the NGTL System, under the *Exemption Order XG-XO-100-2008*, as part of the 2014 Decommissioning Program in Alberta. Specific details of each meter station can be found in the enclosed project brochure.

Construction is anticipated to begin at the end of the second quarter of 2014. NGTL will submit information about the decommissioning to the regulator, the National Energy Board (NEB), to meet the *Decommissioning Exemption Order XG-XO-100-2008* requirements.

Information about the NEB is included in this package. If you would like further information regarding the NEB's process, please visit the NEB's website at www.neb-one.gc.ca.

TransCanada is a leading North American energy infrastructure company with over 60 years of experience and has an industry leading safety record. We are committed to building and operating our natural gas system safely. From design and construction to operation, maintenance and decommissioning, safety is an integral part of everything we do.

We strive to engage stakeholders and Aboriginal communities early and often. We believe engagement is a two-way process and invite communities, landowners, and other interested stakeholders to share their questions and concerns with us so that we can provide information about the proposed project. If you are aware of other individuals or groups who may have an interest in this project, or if you would like further information, please do not hesitate to contact TransCanada Community Relations by telephone at (855) 895-8754.

Sincerely,

Stephen Bauer
Project Manager

RECEIVED
APR 22 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

Meter Station Decommissioning Program



Decommissioning Plan

NOVA Gas Transmission Ltd. (NGTL), a wholly owned subsidiary of TransCanada PipeLines Limited (TransCanada), plans to permanently cease operations at the identified meter station locations because they are no longer required for continued service. The decommissioning will not affect current service requirements.

The decommissioning plan is guided by three key factors:

- **Safety** – ensuring the method of decommissioning minimizes risk to the public, employees and contractors
- **Environmental Protection** – ensuring the method of decommissioning has minimal long-term environmental effects
- **Cost Effectiveness** – ensuring that safety and environmental objectives are met in a cost effective manner

Decommissioning Detail

Above-ground facilities, including meter station buildings, yard piping and unnecessary fencing will be permanently removed. All work scheduled to be completed will be contained within the existing TransCanada lease boundaries.

Environmental Considerations

As part of the regulatory process, TransCanada collects, analyzes and evaluates site-specific environmental information in an effort to determine any potential environmental effects that may exist. The assessment considers, but is not limited to, soil, vegetation, wildlife, infrastructure and services, communities and their economies.

A site-specific Environmental Protection Plan will be developed to identify specific measures to mitigate any effects that could be related to decommissioning activities.

Decommissioning Program



Construction

TransCanada is committed to minimizing disruptions during the decommissioning program and intends to work with any affected stakeholders and Aboriginal communities to address any issues or concerns.

During the decommissioning construction period there will be equipment on site for use in preparing the facilities for decommissioning and transporting materials and personnel. Construction operations typically generate a certain amount of noise, however; all noise from TransCanada's activities will meet applicable limits set by the regulator.

Public Safety

Decommissioning activities will be closely monitored by TransCanada inspectors to ensure that adherence to construction, environment, safety and quality standards are met, and regulations are adhered to.

During the decommissioning construction period, there will be an increase in traffic flow in and around the area. After the decommissioning program has been completed, there will be minimal traffic associated with the on-going easement monitoring program.

Aboriginal Engagement

Building and maintaining relationships with Aboriginal communities near our projects and facilities is an integral part of TransCanada's business. It is our policy to work with Aboriginal communities to find mutually satisfactory solutions and benefits.

Stakeholder Engagement

TransCanada is proud of the relationships we have built with our neighbours for over 60 years. Our core values – integrity, collaboration, responsibility and innovation – are at the heart of our commitment to stakeholder engagement.

These values guide us in our interactions with our stakeholders. To us, engagement means listening, providing accurate information, and responding to stakeholder interests in a prompt and consistent manner.

Emergency Preparedness and Response

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

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

Contact us

We invite you to contact TransCanada with any questions or comments you have in reference to the project:

Stephen Bauer, Project Manager

Phone: 403.920.6553

Email: stephen_bauer@transcanada.com

Sandra Lemmon, Senior Aboriginal Relations Lead

Phone: 403.920.4517

Email: sandra_lemmon@transcanada.com

or write to Stephen or Sandra at:

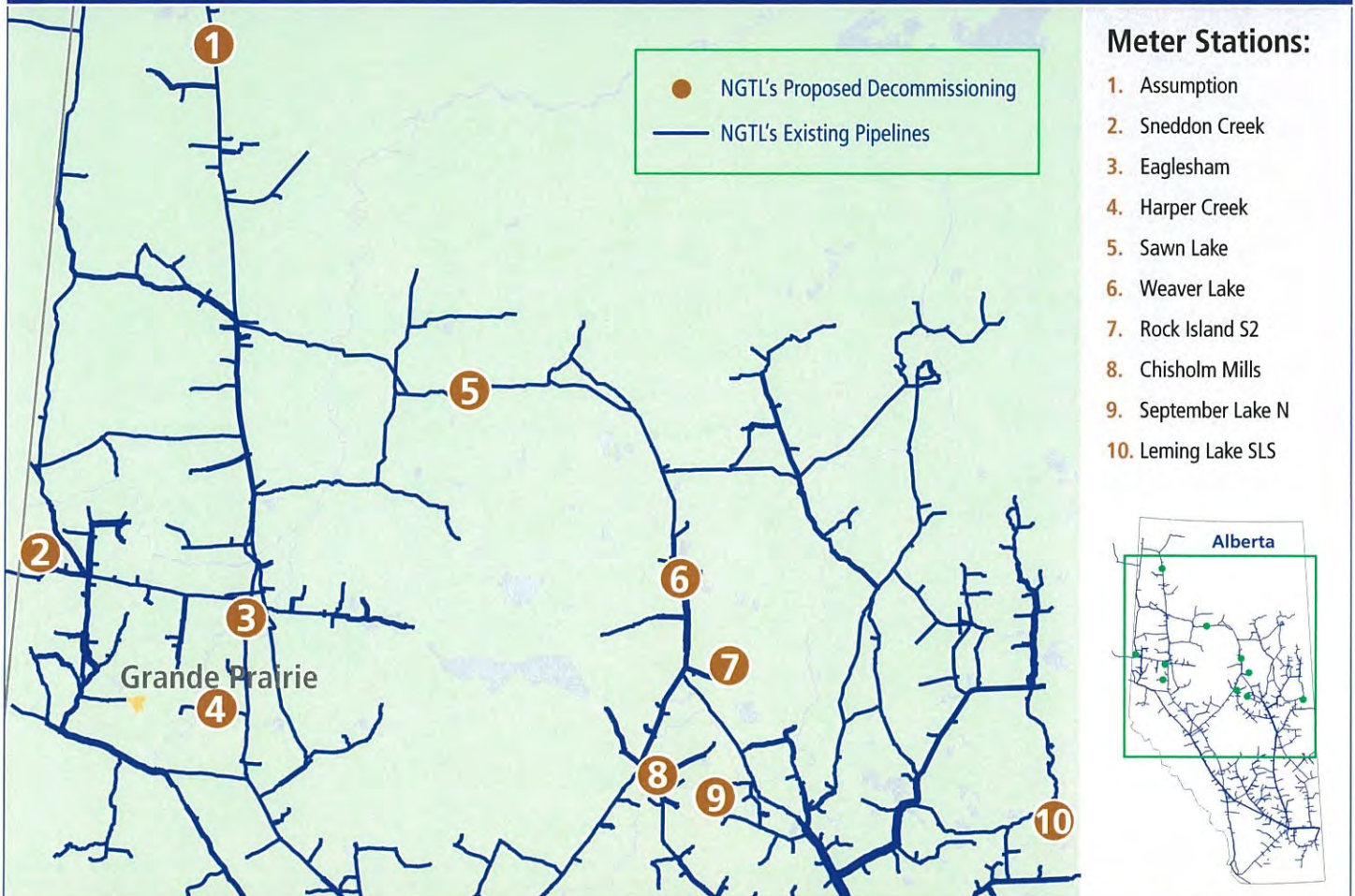
TransCanada
450 – 1st Street SW
Calgary, Alberta T2P 5H1
www.transcanada.com

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

National Energy Board

444 – 7th Avenue SW
Calgary, Alberta T2P 0X8
Phone: 1.800.899.1265
Email: info@neb-one.gc.ca
www.neb-one.gc.ca

2014 Meter Station Decommissioning Program



Meter Stations:

1. Assumption
2. Sneddon Creek
3. Eaglesham
4. Harper Creek
5. Sawn Lake
6. Weaver Lake
7. Rock Island S2
8. Chisholm Mills
9. September Lake N
10. Leming Lake SLS

Meter Station No	Meter Station Name	Meter Station Legal Location	Municipality	Distance and direction from closest population
1	Assumption	13-13-110-04-W6M	Mackenzie County	47 km east of Rainbow Lake
2	Sneddon Creek	07-08-080-12-W6M	Saddle Hills County	30 km northeast of Dawson Creek, B.C.
3	Eaglesham	02-13-077-26-W5N	Birch Hills County	80 km northeast of Grande Prairie
4	Harper Creek	16-29-071-01-W6M	M.D. of Greenview No. 16	43 km east of Grande Prairie
5	Sawn Lake	14-13-091-13-W5M	Northern Sunrise County	102 km east of Manning
6	Weaver Lake	16-13-080-26-W4M	M.D. of Opportunity No. 17	181 km southwest of Fort McMurray
7	Rock Island S2	09-15-075-23-W4M	M.D. of Opportunity No. 17	37 km north of Calling Lake
8	Chisholm Mills	15-29-068-01-W5M	M.D. of Lesser Slave River No. 124	4 km northeast of Chisholm
9	September Lake N	11-21-067-24-W4M	Athabasca County	22 km northwest of Athabasca
10	Leming Lake SLS	SE-32-065-04-W4M	M.D. of Bonnyville No. 87	34 km northwest of Cold Lake



Use this Pamphlet for

This pamphlet outlines the general information and process for facilities applications that do not involve a hearing, such as pipelines that are less than 40 kilometers long, deactivations, reactivations, construction of meter stations, and other small scale projects.

For Further Information

If you are a landowner, the NEB publication *National Energy Board—Landowner Guide* may help you to understand the lifecycle of a pipeline, and the rights of landowners. It discusses regulatory processes administered by the Board, including how concerns about projects can be addressed. For information on the hearing process, please see the publication titled *National Energy Board—Hearing Process Handbook*.

For copies of any NEB publication or for more information, contact us:

- Online: www.neb-one.gc.ca
- Email: info@neb-one.gc.ca
- Toll free: 1-800-899-1265
- Write us or visit our library at:

National Energy Board
444 Seventh Avenue S.W.
Calgary, Alberta T2P 0X8

National Energy Board
Information for Proposed Pipeline or Powerline Projects
Cat. No. NE23-121/2013E
ISBN: 978-1-100-22380-3



Information for Proposed Pipeline or Powerline Projects

Canada



Revised August 2013

The Role of the National Energy Board

The National Energy Board (NEB or Board) is an independent federal regulator established to promote safety and security, environmental protection, and economic efficiency in the Canadian public interest. We regulate pipelines, international power lines, energy development and trade. The Board reports to Parliament through the Minister of Natural Resources.

Before a company can develop a pipeline or power line that crosses provincial or international borders, it must apply to the Board and receive its approval. The Board examines whether the project is in the public interest, and then decides whether it should be approved.



The Company's Consultation Program

For most projects, the company is required to conduct a consultation program to communicate with all individuals, groups and agencies that may be affected by the project. The company should involve those who are potentially affected early in the planning and design phases of the project, and respond to concerns or input. Interested groups and individuals should become involved in the public consultation process as early as possible to raise their concerns. Companies should also tell the people it has consulted with when they plan to submit their project application to the Board.

The company's consultation program should continue throughout the planning and design phases of the project and—if the project is approved—during construction, operation and abandonment. The company is also expected to develop plans for ongoing communication during the operation of the project. The Board expects the company to respond to any issues or complaints it might receive through the life of the project.

Becoming Involved and Staying Informed

Anyone who has concerns about a project should contact the company first with those concerns. If you still have concerns at the time the project application is submitted, you are encouraged to write the Board a letter outlining your concerns as soon as possible (preferably within 14 days of the application being submitted). This allows the Board to consider your views when it reviews the company's project application.

How to File your Letter of Comment

For projects that do not go to a hearing, you do not need to submit an application to participate. You may send a letter of comment and it should include:

- your name, mailing address, and phone number;
- the name of your organization, if you represent one;
- the proposed project name;
- comments on why you are interested in the project and how you will be impacted positively or negatively by the project, or what relevant or expert information you can provide; and
- any information that explains or supports your comments.

You may send your letter of comment to the Board (file) in one of three ways:

1. Submit it electronically through the Board's website at www.neb-one.gc.ca under Submit Documents.
2. Send a Fax to:
Secretary of the National Energy Board
Fax: 403-292-5503 or
(toll free fax): 1-877-288-8803
3. Mail a copy of your letter of comment to:
Secretary of the Board
National Energy Board
444 Seventh Avenue SW
Calgary, Alberta, T2P 0X8

You must also send a copy of your letter to the company.



**STOLLERY
CHILDREN'S
HOSPITAL
FOUNDATION**

April 2, 2014

President & CEO

Mike House, MBA, CFRE
Stollery Children's Hospital Foundation

Board of Trustees:

Chair

Zahra Somani, B.Ed, MBA
Pirani Group

Vice Chair

Marshall Sadd
Lloyd Sadd Insurance Brokers

Richard Balan
RTA Holdings Ltd.

Valerie Berger
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Kevin Erker
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Douglas Goss, Q.C.
Bryan & Company LLP

Noah Jones, BA, CFP, CLU
Sorrell Financial

Richard Kirby, MBA
Felesky Flynn LLP

Rod MacKenzie
Legato Resources Ltd.

Dr. Raymond Muzyka

Catrin Owen
Calder Bateman Communications

Leigh-Anne Palter, MBA
Conroy Ross Partners

Gordon Panas
PCL Constructors Inc.

Dr. William J. Sharun

Micheal Webb
MacLachlan and Mitchell Homes Inc.

Ex Officio:

Dr. Susan Gilmour
University of Alberta and
Stollery Children's Hospital

Tracy MacDonald
Stollery Children's Hospital

Dr. David Mador
Alberta Health Services

Dr. D. Douglas Miller
University of Alberta

Mr. Reeve Bill Neufeld
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Mr. Reeve Neufeld:

RE: Stollery Children's Hospital Foundation 2012-2013 Report to the Community

The Stollery Children's Hospital Foundation is pleased to provide you with a copy of its *2012-2013 Report to the Community*.

The Foundation has a clear vision for the future of the Stollery Children's Hospital: To build the best research- and teaching-intensive children's hospital in the world. This past year has put us on the path to achieving that vision as we continue to work closely with the Hospital to identify and fund priority projects that exemplify excellence in children's health care.

To make this vision a reality, we rely on the incredible support and passion of members of our community. We are extremely proud of our strong community partnerships. Our many donors and sponsors—be they one-time, monthly or major gifts contributors—continue to invest in the potential that exists at the Hospital. With more than 210,000 patient visits to the Stollery each year, you are directly supporting the hundreds-of-thousands of patients and their families who journey through the Stollery each year. More importantly, you are investing in the potential that exists within every child that relies on the expert care at the Stollery.

Within our *Report to the Community*, you will meet several Stollery specialists and researchers who set this Hospital apart. You will hear about the unique journeys of some of these amazing children and their families who are forever grateful for the compassion and care they received during their stay at the Hospital. And you will learn about the 'five pillars of excellence' that the Foundation is committed to funding to ensure the Hospital has the best people, equipment, programs and services to continue delivering world-class pediatric care for generations to come.

This level of success is only possible with the support of our many partners including the various levels of government. The Foundation is always looking to the future because of the world-class level of care and the exciting potential that exists at the Stollery. The same way you serve your respective communities, the Foundation remains committed to serving the needs of our children from throughout northern Alberta and across Western Canada. Thank you for helping us build a better tomorrow.

Sincerely,

Mike House, MBA, CFRE
President and CEO
Stollery Children's Hospital Foundation

Raising money for miracles



Working with Albertans to preserve and interpret our heritage

March 17, 2014

Dear Sir/Madam:

**Re: ALBERTA HISTORICAL RESOURCES FOUNDATION'S
HERITAGE AWARDS 2014**

The Alberta Historical Resources Foundation is the Government of Alberta's primary window for heritage preservation funding. As part of its ongoing efforts to encourage heritage initiatives, the Foundation presents Heritage Awards to individuals, organizations and municipalities to recognize significant contributions to the protection, preservation and promotion of Alberta's heritage. The Foundation is now accepting nominations until July 15.

The *Heritage Conservation* and *Heritage Awareness* categories recognize exceptional heritage initiatives. The *Municipal Heritage Preservation* category honours outstanding work undertaken by municipalities to protect and manage their historic places. The *Outstanding Achievement* category commemorates the extraordinary achievements of individuals who have preserved and promoted greater appreciation of our province's heritage. Awards will be presented in October in conjunction with the Municipal Heritage Partnership Forum reception.

Submitting a nomination to the Heritage Awards is your opportunity to honour Albertans who have demonstrated their commitment in preserving our province's heritage. Self-nominations are also accepted.

Enclosed is a copy of the guidelines and nomination form (also available on our website at www.culture.alberta.ca/ahrf). If you have any questions, please contact the Program Coordinator, Carina Naranjilla, at 780-431-2305 (toll-free by first dialing at 310-0000) or carina.naranjilla@gov.ab.ca.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Fred Bradley".

Fred Bradley
Chair

Alberta Historical Resources Foundation

RECEIVED
APR 15 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE



Alberta Historical Resources Foundation Heritage Awards 2014 GUIDELINES



The Alberta Historical Resources Foundation's Heritage Awards are presented to recognize and celebrate the significant contributions of individuals, organizations, corporations, and municipalities to the protection, preservation and promotion of Alberta's heritage.

AWARD CATEGORIES

Heritage Conservation Award, for projects that demonstrate excellence in the conservation of a historic place or excellence in the conservation and interpretation of palaeontological and archaeological resources. Projects completed within the last three years are eligible for nomination.

Heritage Awareness Award, for research, publications or public engagement projects that have deepened our understanding of Alberta's heritage and promoted greater awareness of our province's remarkable past. Projects completed within the last three years are eligible for nomination.

Municipal Heritage Preservation Award, recognizes a municipal government for exemplary commitment to heritage conservation through the identification, protection and promotion of their historic places.

Outstanding Achievement Award, recognizes an individual's exemplary long-term leadership and contribution to the preservation and presentation of Alberta's history. Nominees should have a minimum of 10 years involvement with heritage in the province and have made personal contributions to the field well beyond the responsibilities of any heritage related employment.

GUIDELINES

Eligible Nominees

- Individuals, organizations, corporations, congregations, institutions, municipalities, First Nations and Métis Settlements and others deemed eligible by the Foundation's Board of Directors
- Self-nominations are accepted.

Ineligible Nominees

- Posthumous awards are not given
- Nominees who are unaware of or who disapprove of the nomination
- Alberta Historical Resources Foundation board members and their immediate families
- Alberta Culture staff and its agencies

Nominees may be nominated in only one category.

Ineligible Nominators

- Alberta Historical Resources Foundation board members and their immediate families

Nomination Submissions

The nomination package must include the following:

- completed nomination form
- letter of nomination signed by the nominator
- description of why this project, municipality or individual is being nominated
- biography/profile of the individual(s), team, or organization involved
- press clippings, letters of support, or any other pertinent materials
- photographs illustrating project, where applicable

It is the responsibility of the nominator to provide sufficient and specific details and documentation in support of the nominee. Incomplete submissions may be considered ineligible for consideration by the jury. Nomination submissions and supporting materials will be retained by the Foundation.

The personal information provided in the nomination submission about the nominator and the nominee is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provisions of that Act. The information will be used for the purpose of administering the Heritage Awards program, which includes selecting and publicizing the achievements of the award recipients.

Selection and Presentation of Awards

Up to two awards may be presented in each category. The Foundation reserves the right not to present an award in any of the categories.

The Foundation will convene a jury to review and evaluate the nominations. The Foundation's Board of Directors will make the final selection. An awards ceremony will be held in October 2014.

Nominations for 2014 must be received by Alberta Historical Resources Foundation by July 15, 2014.

Submit nominations to: Heritage Awards
 Alberta Historical Resources Foundation
 8820 112 Street
 Edmonton AB T6G 2P8

For more information, contact the Program Coordinator at 780-431-2305 (toll-free by first dialing 310-0000).



**Alberta Historical Resources Foundation
Heritage Awards 2014
NOMINATION FORM**



Please read the Guidelines before completing this form. Submission deadline is July 15, 2014.

For office use only

File No: _____

NOMINEE

Check the award category and identify who/what you are nominating

Heritage Conservation Award

Name of project (referring to the historic place/ palaeontological resource / archaeological resource nominated)

Heritage Awareness Award

Title of project _____

Municipal Heritage Preservation Award

Name of municipality nominated _____

Outstanding Achievement Award

Name of individual nominated _____

Name Mr./Mrs./Ms. _____

Position/Title (if applicable) _____ Organization (if applicable) _____

Address _____
Street / P.O. Box No. City / Town Postal Code

Bus. Ph. () _____ Res. Ph. () _____ Fax: () _____

E-mail: _____

NOMINATOR

Check if nominating as an individual or organization

Nominating as an individual

Nominating as an organization

Name Mr./Mrs./Ms. _____

Position/Title (if nominating as an organization) _____

Organization (if nominating as an organization) _____

Address (of individual / organization) _____
Street / P.O. Box No. City / Town Postal Code

Bus. Ph. () _____ Res. Ph. () _____ Fax: () _____

E-mail: _____

SUPPORTING DOCUMENTS

Submit the following with this nomination form:

- Nomination letter signed by the nominator
- Description of why this project, municipality or individual is being nominated
- Biography/profile of the individual(s), team or organization involved
- Press clippings, letters of support, or any other pertinent material
- Photographs illustrating project, where applicable

DECLARATION STATEMENT

I am the nominee or authorized representative of the nominee. I have read the complete nomination submission and to the best of my knowledge and belief, the information herein is true and correct. I agree that it may be provided by the nominator to the Alberta Historical Resources Foundation so that I / my organization may be considered for the Heritage Awards. Should I / my organization be selected for the Award, I consent to the use and disclosure of my personal information (including photographs and videos) as necessary, without compensation for awards-related publicity.

Signature of nominee

Printed Name

Date

The personal information provided in the nomination submission about the nominator and the nominee is collected under the authority of section 33(c) of the *Freedom of Information and Protection of Privacy Act* and is protected by the privacy provisions of that *Act*. The information will be used for the purpose of administering the Heritage Awards program, which includes selecting and publicizing the achievements of the award recipients.

Submit nomination form and attachments to

Heritage Awards
Alberta Historical Resources Foundation
8820 - 112 St. Edmonton AB T6G 2P8



April 9, 2014

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

Dear Reeve Neufeld and Mackenzie County Council:

Re: Invitation to True North Health Advisory Council Meeting

On behalf of the True North Health Advisory Council, I would like to invite you to our next Council meeting scheduled for Wednesday, April 16, 2014 at High Level's Northwest Healthcare Centre, Multipurpose Room A from 5:30 p.m. to 9:00 p.m.

We view this as a great opportunity to meet with community leaders and acquaint them with the council area and our role. As you may be aware, the True North Health Advisory Council holds regularly scheduled meetings that are open to the public.

The meeting will include a presentation on midwifery given by Tamar Quist, our area's new midwife. We also invite you to contribute to our meeting by sharing projects of interest with us and any concerns or opportunities you see with health in our community.

Please contact myself, Mike Osborn at 780.926.9102 or the advisory council officer, Sara Daniel by telephone at 780.616.3184 or by email at sara.daniel@albertahealthservices.ca if you require further information. Please note that if you are unable to attend this meeting, our Council's next meeting is on June 11, 2014 in Rainbow Lake.

On behalf of the True North Health Advisory Council, we look forward to your attendance.

Sincerely,

Mike Osborn, Chair
True North Health Advisory Council

Fort Vermilion Support Service Society Board Meeting
January 27, 2014
5:00 pm

MEETING MINUTES

Present: Jamie, Ricky, Monica, Sonya, Leslie

1.0 Call to Order at 5:08 pm

2.0 Regrets: Kristin Wright

3.0 Approval of Agenda – Leslie

4.0 Approval of Minutes – November 25th Meeting Minutes. Need to fix date. Monica approves, Ricky seconds.

5.0 Business Arising:

5.1 Millie's Request for time off for Early Childhood training (Feb 3-7) and vacation (Feb 24-28): Approved as long as Nikki is available.

6.0 Financial Report

6.1 November and December 2013 – Ricky approved with amendment of Communities Choosewell grant missing, Leslie seconded.

6.2 As of today's date we have \$59,473.45. This included \$1,459.49 from the Evergreen Grant and \$2000.00 from Communities Choosewell grant.

7.0 Monthly Report

7.1 November and December 2013

8.0 Committee Updates

8.1 Girl Power: Looking at hosting event in March for girls and moms, using youth group for ideas and to help with planning.

8.2 AHS Liason Worker (Bridget Fanta) – 50% of her time should be in the community, so she is looking to partner.

8.3 CVTIP: volunteer income tax training that Millie, Sonya, Nicki will do.

8.4 Budgeting Course: Tony Dellerose (MacKenzie Housing) is hoping to run this program with others partners too.

9.0 Correspondence:

9.1 Outcome Measures: Lynn met with Sonya to do reports. Have 3 completed.

- 10.0 New Business:
 - 10.1 Family Day February 17th: Devil's Hill from 12-3, will do hot chocolate and a weiner roast. If below -20 will do public skating instead.
 - 10.2 New casual program coordinator – Nikki Parenteau.
 - 10.3 Benefits/Raise: Sonya to check with MD to schedule her benefits. Sonya to call Mary at La Crete FCSS regarding pay grid (we need background basis for this). Monica voted to move Sonya to “Step 3”, Tamie approved, Ricky seconded.
 - 10.4 Program Coordinator Hours: Currently MWF 9-5 and TuTh 12-7, could this change to 11-5 and 2-7? Sonya to look back in minutes for when Millie's hours had been temporarily increased.
 - 10.5 Swimming Lessons: Rec Board should still be organizing this.
- 11.0 Adjournment at 6:02 pm.

NEXT MEETING FEBRUARY 24 AT 5:00 PM.

**Fort Vermilion Support Service Society Board Meeting
February 24, 2014
MEETING MINUTES**

Present: Sonya Cardinal, Ricky Paul, Monica Smith, Tamie McLean

- 1.0 CALL TO ORDER at 5:16 pm by Monica
- 2.0 REGRETS: Jamie, Leslie, Kristin
- 3.0 APPROVAL OF AGENDA: Tamie
- 4.0 APPROVAL OF JANUARY 27, 2014 MINUTES: Ricky approves, Monica seconds
- 5.0 BUSINESS ARISING
 - 5.1 Pay Grid: High Level's current sheet is around \$5.00 higher than our old rate sheet we were using. Ricky will take these sheets to Joulia at the MD and we will table this until the next meeting.
- 6.0 FINANCIAL REPORT
 - 6.1 January 2014: Ricky approves, Tamie seconds
 - 6.2 As of today's date we have **\$49,695.24**. This includes \$1,459.49 from the Evergreen grant and \$2000.00 from the Community Choosewell grant.
- 7.0 COMMITTEE UPDATES
 - 7.1 Family day sliding at Devils hill on February 17th: was a success, about 20 families attended and 132 hotdogs were served.
 - 7.2 Girl Power – March 21st: It will be in Rocky Lane and Fort Vermilion. The Choosewell Grant will be used for this.
 - 7.3 Metis Career fair – March 21st, 22nd: Ages 15-24, Sonya will speak to LaToya as to which kids would go. Friday 9-4, Saturday 9:30-1:30.
- 8.0 Correspondence
- 9.0 NEW BUSINESS
 - 9.1 Winter carnival: Do a "Winterfest" type festival where you have teams. Tentatively April 4th. Will speak to people to see who can help.
 - 9.2 Volunteer Income Tax program starts March 3rd 2014: Sony, Millie, Nikki are all taking it.
 - 9.3 Family Easter Hunt: April 19th, 25 families, \$10/family
 - 9.4 Collective Impact Workshop: See if NECAL may fund it
 - 9.5 Bingo: Sonya was approached by the Rec Board (Christina) to help with bingo
 - 9.6 Sick days: Employees get 1.5 sick days per month, accumulated until Dec 31, 2014. Not paid out. Sonya 12 hours/month, Millie 9 hours/month.
- 10.0 ADJOURNMENT at 6:15 pm.

**Mackenzie County Library Board (MCLB)
February 10th, 2014 Board Meeting Minutes
Fort Vermilion County Office
Fort Vermilion, Alberta**

Present: Lisa Wardley, Wally Schroeder, La Dawn Dachuk, Beth Kappelar, John W. Driedger, Lorraine Peters, Lucille Labrecque..

Regrets: Lorna Joch

1.0 Call to Order: The meeting was called to order by Beth Kappelar at 7:05 p.m.

2.0 Approval of Agenda:

MOTION #2014-02-01 John Driedger moved the approval of the agenda as revised **CARRIED**

3.0 Approval of the Minutes:

MOTION #2014-02-02 Wally Schroeder moved the approval of the Jan. 10/14 minutes as presented. **CARRIED**

4.0 Review of Action Items:

- The action items of the previous MCLB meeting were reviewed.

5.0 Financial:

5.1 MCLB Financial Report as of Jan. 31/2013.

- Balance Brought Forward: \$ 35,152.83

- Total Revenues \$ 1.08

- Total Expenses \$ 1,781.88

- Ending Bank Balance \$ 33,372.03

MOTION #2014-02-03 Lorraine Peters moved to accept the Jan. 31/14 financial report as presented. **CARRIED**

5.2 MCLB 2014 Budget:

BEGINNING BANK BALANCE	\$ 35,152.83
- REVENUES	
- Mackenzie County Grant	\$ 186,756.00
- Alberta Community Development Grant	\$ 54,511.00
- Interest Income	\$ 20.00
- Consortium Transition Funding (County)	<u>\$ 39,270.00</u>
- Total Revenues	\$ 315,709.83
- EXPENSES	
- Transfers to Other Libraries	
- High Level	\$ 15,500.00
- Fort Vermilion	\$ 68,000.00
- La Crete	\$ 90,000.00
- Zama City	\$ 50,000.00
- Association Membership	\$ 125.00
- Board Expenses	\$ 18,000.00
- Program Expenses	\$ 5,000.00
- Office Supplies	\$ 300.00
- Website	\$ 1,000.00
- Audit	\$ 200.00
- Licenses & Permits	\$ 157.50
- Miscellaneous	\$ 500.00
- Consortium Conversion Costs	\$ 40,100.00
- Conference Expenses (Including Libraries)	\$ 5,000.00
- Total Expenses	\$ 293,882.50
- ENDING BANK BALANCE	\$ 21,527.33

MOTION #2014-02-04 Wally Schroeder moved that the 2014 MCLB budget be approved. **CARRIED**

6.0 Library Reports:

6.1 La Crete:

- Financial as of Dec. 31/13: Income \$109K; Expenses \$99K, Bank Balance \$83K, Fund Raising Account \$83K
- January has been a very busy month. Example: On Jan 28/14 708 items were signed out in one day.
- Students may have to get consent forms signed so their student data can be transferred to Insignia. Since Nov 19/13 no new books have been processed. They are waiting to transfer the student data.
- They will be deciding on a summer reading program.
- The Senior Tea will be held June 2/14 and the Salmon Grill will be held on Oct 25/14.
- There is nothing new to report on acquiring the ATB building.
- Their AGM was held Feb 3/14. Kathy Janzen and Lena Martins were elected as Society members. The Society leadership positions were filled by the same individuals as the prior year. Next year's AGM will be held on Feb.2/15
- Their new library card numbers start at 1,000 instead of 10,000 as requested. ...2

6.2 Fort Vermilion:

- The Insignia conversion is going well. Individuals have volunteered to help.
- They are holding a pre-school reading program on Thursdays.
- Their furnaces and hot water tanks may need replacing.
- \$2500 worth of books have been purchased from United Library Services.
- A patrons tried to use her new library card at the La Crete library but couldn't since La Crete has not yet issued the new cards.

6.3 Zama

- They are preparing for the year end audit.
- 40% of the library materials have been cataloged and entered into Insignia. It is time consuming.
- Materials are being weeded as they are being entered. They could be donated to hospitals, airports and motels.
- They are finding the libraries have diverse collections.

6.4 High Level:

- They provided the Zama library with 3 rolls of labels while theirs were on order.
- They are supportive of the MCLC initiative.

MOTION #2014-02-05 Lisa Wardley moved that local cookbooks be purchased for the 4 local libraries. **CARRIED**

MOTION #2014-02-06 Lucille Labrecque moved to accept the library reports. **CARRIED**

7.0 Old Business:

7.1 MCLB Web Site:

- Our web site and domain name needs to be renewed.
- The MCLB web site will be linked to the County web site.

MOTION #2014-02-07 Lisa Wardley moved that the MCLB web site and domain name be renewed for 2 years.

7.2 Mackenzie County Library Consortium Conversion Update:

- The Patron Portal should be functional by the end of March (including Freading and Freegal access)
- Rocket Languages has some problems to iron out.
- An inter-library loan trial run is be planned.

7.3 MCLB Policies:

- Lisa Wardley will compile the suggested policy updates for the April meeting.

8.0 New Business:

8.1 2014 Minister's Awards for Excellence & Innovation:

MOTION #2014-02-08 Lucille Labrecque moved that the Zama City Library be nominated for the 2014 Minister's Award for Excellence & Innovation. **CARRIED**

8.2 Scheduling Ken Feser's Workshops:

MOTION #2014-02-09 Wally Schroeder moved that Lorraine Peters will contact Ken Feser to schedule the planned workshops. **CARRIED**

8.3 Alberta Library Trustee Association (ALTA) Library Conference:

MOTION #2014-02-10 Wally Schroeder moved that two MCLB members be allowed to attend the ALTA Library Conference to be held at the end of April. **CARRIED**

9.0 Correspondence:

9.1 Alberta Health Services Apple Magazine 2014 Winter Issue.

MOTION #2014-02-11 John Driedger moved to accept the correspondence for information. **CARRIED**

10.0 In Camera:

- Not required.

11.0 Next Meeting Date and Location: Fort Vermilion County Office April 7/14 at 7:00 p.m.

12.0 Adjournment:

MOTION # 2014-02-12 John Driedger moved the meeting adjourned at 9:20 p.m. **CARRIED**

These minutes were adopted this 7th day of April, 2014: _____

Beth Kappelar, Chair

LA CRETE RECREATION SOCIETY
REGULAR MEETING
MARCH 13, 2014

Northern Lights Recreation Centre
La Crete, Alberta

President: Abe Fehr, President
Darlene Bergen, Secretary-Treasurer
George Derksen, Director
John Zacharias, Director
Shawn Wieler, Director
Philip Doerksen, Arena Manager
Peter F. Braun, MD Rep

Absent: Simon Wiebe, Vice President
Tracey Siemens, Director
Wendy Morris, Director
George Fehr, Director

Call to Order: President Abe Fehr called the meeting to order at 6:07 p.m.

Approval of Agenda

1. Peter Braun moved to accept the agenda as presented.

CARRIED

Approval of Previous Meeting's Minutes

1. Darlene Bergen moved to accept the February 20, 2014 Regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Met with the County regarding a Rec Director. Had a good meeting. Council will consider at budget time, may be a regional position.

Review of Action Sheet

1. Reviewed and adjusted items.

Financial Report

1. Minor hockey ice rent revenue higher than budgeted.
2. BHP outdoor rink maintenance cost high as it includes lots of maintenance on the boards, lights for all outdoor rinks and the light switch.
3. Shawn Wieler moved to accept the financial report.

CARRIED

Manager's Report – Philip Doerksen

1. Busy getting ready for tournaments.
2. Have had a number of complaints about service at outdoor rinks.
3. Hired a lady to help with cleaning washrooms and lobby.
4. John Zacharias moved to accept the Manager's Report as presented.

CARRIED

New Business

8.1 BHP Skate Shack – Will tie into the schools water. Will consider floor heat rather than installing a furnace. Discussion on the blueprint and possible modifications. Shawn will ensure the blueprint meets code requirements and have the blueprint drawn up and work on getting quotes. Can use some of the extra glass from the arena.

8.2 Photocopier – Discussion on the needs of a photocopier as the current copier is no longer serviceable. Philip will look into a multi-function printer/scanner/photocopier under \$1,000.

8.3 Capital Projects – Philip ordered a storage roller for the curling print liner.

Shawn Wieler moved that Philip proceed with the following capital projects: soccer nets, tennis courts in BHP and Board room tables & chairs.

CARRIED

George Derksen moved to go in camera at 7:19 p.m.

Shawn Wieler moved to go out of camera at 7:28 p.m.

Abe Fehr moved that the meeting be adjourned at 7:44 p.m.

Next Meeting: April 10, 2014



HIGH LEVEL FORESTS PUBLIC ADVISORY GROUP

Minutes

Tuesday, April 1st, 2014
5pm, Town of High Level office, Room 110

Jeremy Beal (CSA Coordinator)
Michael Morgan (Town of High Level)
Tim Heemskerk (Northern Lights
Forest Education Society)
Melanie Plantinga (Tolko High Level)

Ryan Spooner (Silvacom)
Joe Dolling (Tolko High Level)
Cheryl Ernst (High Level Chamber of
Commerce)
Teresa Griffiths (Flow North Paddling
Co.)

INFORMATION SENT:

Mark Andrews (Cenovus)
Darren Carnell (LRRF)
Wayne Auger (Lubicon Lake Nation)
Harvey Sewpagaham (LRRF)
Lindee Dumas (LRRCN)
Pat Cabezas (N'Deh Ltd. Partnership)
Baptiste Metchooyeah (Dene Tha')

Crystal McAteer (Town of High Level)
Troy Connolly (Tolko HLLD)

Fort Vermilion Heritage Center
Aaron Doepel (LCSM)
Carol Gabriel (Mackenzie County)
Paddle Prairie Metis Settlement
Conroy Sewepagaham (LRRCN)
Paul Catt (Watt Mnt Wanderers)
Keith Badger (Nataskinan
Development)
Kieran Broderick (Beaver First Nation)
Dave Beck (Ainsworth)

INFORMATION SENT, Regrets:

John Thurston (Next Generation)
Boyd Langford (Town of Rainbow
Lake)
George Friesen (Friesen Industries)
Margaret Carroll (High Level Chamber
of Commerce)

Walter Sarapuk (MacKenzie County)
Marilee Cranna Toews (Hungry Bend
Sandhills Society)
Matt Munson (Dene Tha')

1. CALL TO ORDER

Meeting called to order at 5:30pm.

2. ADOPTION OF THE AGENDA

Moved by Tim Heemskerk
Seconded by Mike Morgan
Carried

3. APPROVAL OF MINUTES (March 4, 2014)

Moved by Joe Dolling
Seconded by Tim Heemskerk
Carried

- Action Items from March 4, 2014

Jeremy discussed burner decommissioning with Troy Connolly – Mustus Energy has an agreement with Tolko to take our green waste to create energy. They will be building a facility near LaCrete, and the waste would be trucked there. The burner is scheduled to be decommissioned June 2015. Would the Town of High Level use the waste for their bioenergy facility? Mike is a member of the committee, but nothing has been decided. They may take some. Currently there is a great deal of bark which is not being utilized. More than the proposed Town facility would be able to handle.

Facilitator – Jeremy did not contact Carrie Demkiw about returning as PAG facilitator. Jeremy will continue to facilitate the group for now.

Haul hot line – Melanie sent number to John Thurston. The winter haul is nearly complete. Melanie will talk to the Woodlands about reprinting hauling hotline cards for the public.

Tom Hoffman met with the Mackenzie County, and Town of High Level on behalf of Tolko. Jeremy did not follow up with Mackenzie County. It is expected that Tom would have been able to answer any questions that the County had for Tolko.

Tim and Allen have not yet discussed student involvement in the 200 million tree celebration. (Student tree plant).

Reminder – 200 millionth seedling Ceremony will be held June 6th, 2:00 pm at Tolko, ALL PAG members are welcome to attend.

4. AROUND THE TABLE

Mike Morgan – Town of High Level's New CAO – will tour Tolko and meet Bob Evans (new Plant Manager) this week. They are trying to arrange an Ainsworth facility tour as well.

Teresa Griffiths – is particularly interested in Tolko's plans for its green waste. She recently participated in a compost facility work shop. She is qualified to set up and run a composting facility. She would like to know what are the Town of High Level's plans for bioenergy plant and composting? There are many possibilities that could include collecting leaves, grass clippings and other organics from within the Town. Sell compost back to the Town is a possibility. Some green waste from Mill could be utilized.

As a member of the Mackenzie Frontier Tourist Association, Teresa is sensitive to the how we present our region. There is a cutblock very near the highway north of High Level which may be negatively viewed by some area visitors. Perhaps a sign at the site might help people unfamiliar with logging operations better understand what they are seeing. It might list size of cutblock, number of trees harvested, number of trees planted; dates of Harvest and reforestation would be very informative.

Action: Jeremy and Joe will discuss.

Tim Heemskerck – Northern Lights Forest Education Society – is preparing spring science camps. They are planning and fundraising for the Footner Lake walking trail system. On-going trail development, signs and benches are all items. There are approximately 1.2km new trails and 1.2km old trail to repair and maintain.

Joe Dolling – The log haul is almost done. Trucks will haul to satellite yards for approximately ten more days.

5. NEW BUSINESS

5.1. CSA, changes to Standard for Public Involvement

- Review document sent by CSA Working Group (companies certified to the Standard) . Companies wish to make some changes to the CSA Forestry Standard. In recent years the trend has been for companies to move away from the CSA standard towards SFI or FSC.. Companies still using CSA would like to see it become more competitive. Why the shift? Are these other schemes less strict? SFI is less onerous when it comes to documentation. Also there is less mandatory public involvement that is especially appealing in some communities where there is limited interest in participating in a forestry public process . The CSA Standard on the other hand requires greater documentation and there is currently a mandatory public component.. FSC has historically been backed by environmental groups and it is a more stringent standard. Companies choose the FSC standard depending on what market pressures they are experiencing..
- PAG needs to be aware the CSA Working Group is suggesting the removal of the hard requirement to retain a PAG. Although companies with the CSA standard will maintain a PAG the suggested change will remove a mandatory component the proponent does not fully control.
- Suggested changes can be sent to CSA for input. (see last page).
- The PAG requirement can be difficult to demonstrate to an Auditor. An "effective" PAG is difficult to measure. How many meetings? How many attendees? Has the public had the chance to comment on the company's

activities? Much of the material reviewed is quite academic and it can be difficult to keep people engaged.

5.2. Indicators and Targets for Detailed Forest Management Plan (Silvacom)

The Government Planning standard based on the CSA standard requires review of indicators and targets for the Forest Management Plan. Ryan continues to lead the presentation of the VOIT's (Values, Objective, Indicators, Targets) for the 2016 FMP. See attached Summary Table and VOIT's document. Silvacom and Jeremy have added pictures, maps and charts to the VOIT Description. Thank you again Margaret Carroll for the suggestion.

- 1.1.2.3a Retain Stand Level Structure – leaving structure in cutblocks after logging operations. This could be clumps of trees or individual stems. Teresa asks what is “residual material”? Piles? It could mean buffer, it could be area that does not contain merchantable timber. Do machines operated in these areas which are being retained? No, the areas are not disturbed.
- 1.1.2.3b Downed woody debris – Some is left as habitat, allowed to decompose. Type of debris varies based on type of harvesting operation, type of stand.
- 1.1.2.2 Maintain integrity of sensitive sites – Eg. Mineral licks, game trails, breeding site – will be tracked, maintained as per OGR.
- 1.1.2.3 Maintain Aquatic Biodiversity by minimizing impact of water crossings. Most are frozen crossings – properly installed and removed.
- 1.2.1.1. Maintain habitat for identified high value species. Key species are identified as representative for each FMA. Which species are critical/key to High Level forest will be determined during the planning process.
- 1.3.1.1 Genetic Diversity – Retain wild forest populations on site. More discussion with SRD to determine target. Cones/seeds are collected during exceptional cone years. All required species, SW, SB, PJ.
- 1.3.1 2. Off- site conservation – seed stored in banks or special plantations. After you harvest seed from an area can the seedlings be planted anywhere? No, they must be planted in the seed zone they came from. Unless you request permission to move the seedlings to an adjacent zone.
- 1.4.1.1 Protected Areas – Ongoing consultation with relevant protected areas agencies will determine target for this objective.
- 2.1.1.1a Meet reforestation targets on all harvested areas. Teresa asks when are blocks planted? Within 2 years of harvest they are required to be planted. They are usually planted within one year of harvest. Number of trees planted annually is increasing, because the area harvested is increasing. There is a back log of approximately 7 million trees from last year. Of the areas currently being cut is there any which was been reforested? No it is all the area being logged in the FMA is natural growth.
- 2.1.1.1b Reforestation targets – cumulative % of reforested areas that meet reforestation target.
- 2.1.2.1 Limit conversion of productive forest landbase to other uses. - working on VOIT.
- 2.1.2.2 Recognize lands affected by insects, disease or natural calamities – Report area impacted by natural calamities. Eg. Spruce Budworm Management Plan.
- 2.1.3.1 Control non-native plant species (weeds) Noxious Weed program will be reviewed and a plan created. Contractors are responsible for cleaning equipment to prevent spread of weeds. Care is taken and warnings are given if operating in areas known to have weeds.

- 3.1.1.1 Minimize impact of roading and bared areas in forest operations. Limit roading in cutblocks to limit rutting. Teresa asks about roads to the cutblocks? The companies use existing cutlines/seismic lines to access the operating areas. Trees are planted as they leave the area.
- 3.1.1 Minimize soil erosion – seed disturbed soils with native grasses.

5.3. Update on progress with DFMP

Silvacom are working on updating Landbase information, Landscape assessment, and Growth and Yield curves. Jeremy and Silvacom will continue to meet with and discuss progress with Government. ESRD is having staffing shortages however this is not slowing down progress with plan.

5.4. Annual GDP/Herbicide Plan open house (May)

As part of the Public Involvement progress Tolko and the companies will have an open house in High Level to showcase the GDP (General Development Plan) and the Herbicide Plan. The GDP is a basic, 5 year overview plan. To help achieve desired reforestation Tolko employs an aerial herbicide spraying program. Both require public and First Nations Consultation. The open house will be held during the first two weeks of May likely at the Town of High Level office. Cheryl Ernst suggests that the High Level and District Chamber of Commerce will host it's annual Trade Show on May 9th and 10th. There would be considerably more exposure there. Jeremy will consider if he wants to have a booth there instead or explore both options.

6. CLIPPING SERVICE

Service will be available next meeting.

7. NEXT MEETING – May 6, 2014

8. ADJOURNMENT - 7:29pm

Fort Vermilion Interagency Committee Meeting Minutes
Fort Vermilion School Division
April 3rd 2014

Attendance:

Marilyn Eek (NECALC)

Irene van der Kloet (Brighter Futures Society)

Bridget Fanta (Alberta Health Services – Aboriginal Health Liaison)

Sharon Wurtz (Alberta Health Services – Health Promotion)

Leslie Prenoslo (Alberta Health Services – Healthy Children and Youth)

Maarten Braat (Board of Trade)

Summary:

1.0 Call to Order at 10:10 am

2.0 Regrets: Tracey Parenteau, Cheryl Cunningham Burns

3.0 Additions to Agenda: Bridget added 5.3, Sharon moved to approved agenda

4.0 Approval of Minutes from March meeting: Bridget moved to accept

5.0 Current Business

5.1 **100th Anniversary of Board of Trade** – Saturday, May 10th. Free tickets will be available at Pharmasave and First Town, and in County Office in La Crete. Dinner and evening is for 16 years and up. From 3:00-5:00 people from Seniors Centre will be playing music, 5:00 skits begin, 5:30 dinner begins.

5.2 **National Victims Services Day April 12th** – see poster below for details of the event. Looking for people interested in putting up booths for the evening advertising services in the community people could access. Raffle tickets are still available (\$5 each).



April 12 -
revised.docx

5.3 **Aboriginal Day Events:** Bridget and FVSS partnering on activities. June 20th in High Level, June 21st in Fort Vermilion. Doing Treaty 8 traditional games. Two tipis coming for High Level and Fort Vermilion (High Level will come first).

6.0 Roundtable

6.1 **North East Community Adult Learning Council** (Marilyn)



NECALC spring
brochure.pub

- New brochure is out
- If someone is interested in the leadership course (Planning an Event or Project) but cost is a deterrent, NECALC could support. They can support literacy ESL, employment enhancement, community issues.

6.2 **Aboriginal Health Liaison** (Bridget)

- Has also been building partnership with FCSS in La Crete, looking to help with Pioneer Days.

6.3 **Health Promotion** (Sharon)

- Jen – coming into Fort Public to do sexual health presentations, also looking to do “Go Girls”. Contact her 841-3321.
- Kevin – potential for “Rowdy Boys” (boys day) in Fort and Tough and Talking in the school. Contact him 841-3255.

6.4 **Healthy Children and Youth** (Leslie)

- Girls Day went really well – was held March 21st at Rocky Lane Ag Hall/Fort Complex. All was paid for out of a Communities Choosewell grant. Huge success!
- I have registered Fort Vermilion as a “Communities Choosewell” community again. This is a good program to run initiatives underneath that promote “Eat Well. Be Active.”
- Fort Vermilion School District – Wellness Committee submitted proposal to bring up a classroom gardening program called “Little Green Thumbs”. If this is successful we will be looking to hire a part-time coordinator from the community to assist with the program, will provide more details if successful.

6.5 **Brighter Futures Society** (Irene)

- Headstarts running business as usual
- May celebrations coming up for 20 years of Brighter Futures
- Kickstart Wellness in High Level – these seminars haven’t been getting good turn-out, looking at what they can do differently
- Early Intervention Framework coming down from government – this is where they will need to focus more, also asking them to work more with Aboriginal families
- Moving admin office to Fort Vermilion, ready to go May 1st.

6.6 **Other Updates:**

- Marlene at Rupertsland Institute (Métis Training to Employment Centre, Tel: 780.624.0703) sent in this document of some upcoming provincial projects.



Provincial Program
Information 2014-201

7.0 Meeting adjourned at 11:02.

Next Meeting is Thursday, May 1st at 10:00 at Fort Vermilion School Division