

MACKENZIE COUNTY

REGULAR COUNCIL MEETING

SEPTEMBER 24, 2014

1:00 P.M.

COUNCIL CHAMBERS
FORT VERMILION, AB



STRATEGIC PRIORITIES CHART

COUNCIL PRIORITIES (Council/CAO)

NOW		ADVOCACY
1. HOUSING ENTITY: Housing needs study funds	Oct	<input type="checkbox"/> <i>Zama Road Paving Funds</i>
2. HAMLET STREETS: Develop Policy	Sept	<input type="checkbox"/> <i>Highway Development</i>
3. RURAL ROADS: MY rural road upgrade plan	Sept	<input type="checkbox"/> <i>Canada Postal Service – La Crete</i>
4. OIL AND GAS STRATEGY	Sept	<input type="checkbox"/> <i>Land Use Framework Input</i>
5. ZAMA ROAD: Business Case	Aug	<input type="checkbox"/> <i>Senior's housing</i>
6.		<input type="checkbox"/> <i>OSB Plant</i>
7.		
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 Completion	Oct	1. OIL AND GAS STRATEGY: Info	Sept
2. Canada Postal Service – La Crete	Aug	2. ZAMA ROAD: Business Case	Aug
3. _____		3. Economic Development	Dec
<input type="checkbox"/> Regional Sustainability Study	Oct	<input type="checkbox"/> OSB Plant	
<input type="checkbox"/> First Nations Relations		<input type="checkbox"/> TRANSPORTATION DEVELOPMENT (Apache and P5 Road Assessments)	
		<input type="checkbox"/> Bio-Industrial Project	
COMMUNITY SERVICES (Ron)		AGRICULTURAL SERVICES (Grant)	
1. COR Certification: Self-Audit	Nov	1. Surface Water Management Plan - Lidar	July
2. Rec. Board Agreement Renewal	Aug	2. Steephill Creek/BHP Surface Water Management Plan – ESRD Approval	July
3. Disaster Emergency Planning – Communication & Shelter Planning	Dec	3. 2014 Ag Fair Planning	July
<input type="checkbox"/> Radio Communication System – Secure Frequency Channel	Aug	<input type="checkbox"/> Emergency Livestock Response Plan	Nov
<input type="checkbox"/> _____		<input type="checkbox"/> Wilson Prairie Surface Management Plan	Aug
PLANNING & DEVELOPMENT (Byron)		LEGISLATIVE SERVICES (Carol)	
1. Infrastructure Master Plans	Aug	1. Communication Plan – Front Desk Protocol	Sept
2. Land Use Framework		2. Flag Policy	Sept
3. LC & FV Airports – Infrastructure Review	Sept	3. Cell Phone Review & Draft RFP	Sept
<input type="checkbox"/> Urban Development Policy	Sept	<input type="checkbox"/> Human Resource Policy Review	Nov
<input type="checkbox"/> _____		<input type="checkbox"/> Event Planning – Golf, 88 Opening	Sept
FINANCE (Mark)		PUBLIC WORKS* (John/Ron)	
1. Long Term Capital Plan	Aug	1. RURAL ROADS: MY RR upgrade plan	Sept
2. Long Term Financial Plan	Sept	2. HAMLET STREETS: Develop Policy	Sept
3. _____		3. Gravel Pit Transfer (Meander)	Oct
<input type="checkbox"/> Investments Strategy Review		<input type="checkbox"/> Multi-Year Capital Assessment	Oct
<input type="checkbox"/> _____		<input type="checkbox"/> _____	
ENVIRONMENTAL (John)			
1. Rural Water		<u>Codes:</u>	
2. HL North Waterline Assessment		BOLD CAPITALS – Council NOW Priorities	
3. _____		CAPITALS – Council NEXT Priorities	
<input type="checkbox"/> Sewer Servicing Options		<i>Italics</i> – Advocacy	
<input type="checkbox"/> Potable Water Supply Study RFP	Aug	Regular Title Case – Operational Strategies	
		* See Monthly Capital Projects Progress Report	

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, September 24, 2014
1:00 p.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 September 8, 2014 Regular Council Meeting	7
DELEGATIONS:	4.	a) Jake Peters, Chair, Buffalo Head Prairie Mennonite School (Bylaw 973-14) – 1:00 p.m.	-
		b) S/Sgt. Peter Pilgrim, High Level RCMP – 2:00 p.m.	13
		c)	
GENERAL REPORTS:	5.	a) Finance Committee Meeting Minutes	31
		b) Municipal Planning Commission Meeting Minutes	37
TENDERS:	6.	a) Rural Addressing Project Request for Proposals – 2:00 p.m.	57
PUBLIC HEARINGS:		Public hearings are scheduled for 1:00 p.m.	
	7.	a) None	
COMMUNITY SERVICES:	8.	a)	
		b)	

ENVIRONMENTAL SERVICES:	9.	a)		
		b)		
OPERATIONS:	10.	a)	Policy PW039 Rural Road, Access Construction and Surface Water Management Policy	65
		b)	Second Access Request – NW 30-105-13-W5M	93
		c)		
		d)		
PLANNING & DEVELOPMENT:	11.	a)	Bylaw 939-14 Land Use Bylaw Amendment to Rezone Part of Plan FVS, Range 2, RL 8 from Hamlet Residential 1 “HR1” to Hamlet Residential 2 “HR2” and Recreational District 2 “REC2” (Fort Vermilion)	97
		b)	Bylaw 972-14 Land Use Bylaw Amendment to Rezone Plan 132 4101, Block 2, Lot 1 from Agricultural “A” to Rural Light Industrial District “RI1”(La Crete Rural)	107
		c)	Bylaw 973-14 Land Use Bylaw Amendment to Rezone Part of NW 01-104-18-W5M from Agricultural “A” to Public Institutional District “P”(Bluehills Area)	117
		d)	Properties with Legal but no Physical Access	129
		e)	La Crete Golf Course Road Speed Limit	133
		f)	Safety Codes Contract	135
		g)	Riverdrive Developments Businesses	137
		h)		
		i)		
FINANCE:	12.	a)	Sale of Land by Public Auction – 1:00 p.m.	143
		b)	2015 Budget Development Guidelines	147

		c)	2015 Budget Meeting Dates	149
		d)	Financial Reports – January 1 to July 31, 2014	151
		e)		
		f)		
ADMINISTRATION:	13.	a)	Highway 88 Kilometre Signs	163
		b)	Alberta Community Partnership – Intermunicipal Collaboration (Footner Water Line)	169
		c)	Mackenzie Library Board Appointments	185
		d)	Mackenzie Regional Waste Management (to be presented at the meeting)	-
		e)	Conferences (to be presented at the meeting)	-
		f)	Alberta Forest Products Association Conference (to be presented at the meeting)	-
		g)	Northern Transportation Advisory Council	189
		h)		
		i)		
INFORMATION / CORRESPONDENCE:	14.	a)	Information/Correspondence	193
IN CAMERA SESSION:	15.	a)	Legal	
		b)	Labour <ul style="list-style-type: none">• Correspondence	
		c)	Land	
NOTICE OF MOTION:	16.		Notices of Motion	



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the September 8, 2014 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the September 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 September 8, 2014 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Monday, September 8, 2014
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
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 Office
Ron Pelensky	Director of Community Services & Operations
John Klassen	Director of Environmental Services & Operations
Mark Schonken	Interim Director of Finance
Carol Gabriel	Manager of Legislative & Support Services

ALSO PRESENT: Members of the media and the public.

Minutes of the Regular Council meeting for Mackenzie County held on September 8, 2014 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:03 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 14-09-580 MOVED by Deputy Reeve Sarapuk

That the agenda be approved with the following additions/deletions:

13. b) NCDC Update

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the August 27, 2014 Regular Council Meeting

MOTION 14-09-581

MOVED by Councillor Paul

That the minutes of the August 27, 2014 Regular Council meeting be adopted as presented.

CARRIED

GENERAL REPORTS:

5. a) CAO Report

MOTION 14-09-582

MOVED by Councillor Braun

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

CARRIED

5. b) Municipal Planning Commission Meeting Minutes

MOTION 14-09-583

MOVED by Councillor Derksen

That the Municipal Planning Commission meeting minutes of July 24, 2014 be received for information.

CARRIED

TENDERS:

6. a) None

PUBLIC HEARINGS:

7. a) None

**COMMUNITY
SERVICES:**

8. a) Fort Vermilion Area Board of Trade – Roof Repair Funding Request

MOTION 14-09-584
Requires 2/3

MOVED by Councillor Bateman

That the 2014 budget be amended to include the Fort Vermilion Board of Trade Roof Shingle Replacement at an estimated cost of \$3,500.00 with the funds coming from the Grants to Other Organizations.

CARRIED

**ENVIRONMENTAL
SERVICES:**

9. a) None

OPERATIONS:

10. a) Second Access Request – NE 17-105-15-W5M

MOTION 14-09-585

MOVED by Councillor Knelsen

That the second access request for NE 17-105-15-W5M be APPROVED.

CARRIED

10. b) Second Access Request – SE 8-106-13-W5M

MOTION 14-09-586

MOVED by Councillor Bateman

That the second access request for SE 8-106-13-W5M be APPROVED.

CARRIED

**PLANNING &
DEVELOPMENT:**

11. a) Unauthorized Developments

MOTION 14-09-587

MOVED by Councillor Wardley

That administration proceed with issuing stop work orders to all unauthorized developments, and follow the entire due process to ensure full compliance.

CARRIED

MOTION 14-09-588

MOVED by Councillor Braun

That the County not supply a culvert for accesses to properties that have unauthorized developments, and that policy PW039 be brought back to Council to reflect this change.

CARRIED

Reeve Neufeld recessed the meeting at 10:56 a.m. and reconvened the meeting at 11:11 a.m.

**PLANNING &
DEVELOPMENT:**

11. b) Properties with Legal but not Physical Access

MOTION 14-09-589

MOVED by Councillor Wardley

That the properties with legal but no physical access be TABLED to the next regular council meeting.

CARRIED

FINANCE:

12. a) None

ADMINISTRATION:

13. a) Letter of Support – La Crete Sawmills

MOTION 14-09-590

MOVED by Councillor Derksen

That a letter of support be provided to La Crete Sawmills for their three year extension request for their waste burner.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

14. a) Information/Correspondence

MOTION 14-09-591

MOVED by Councillor Knelsen

That a letter be sent to the Mackenzie Housing Management Board expressing our disappointment regarding the bad debt being written off for the interest owed by the Town of High Level.

CARRIED

MOTION 14-09-592

MOVED by Councillor Jorgensen

That all Council be authorized to attend the Synergy Conference on November 3 – 5, 2014 in Enoch, Alberta.

CARRIED

MOTION 14-09-593

MOVED by Deputy Reeve Sarapuk

That the information/correspondence items be received for information.

CARRIED

13. b) Northwest Corridor Development Corporation

(NCDC) Update (ADDITION)

MOTION 14-09-594

Requires Unanimous

MOVED by Councillor Jorgensen

That the Northwest Corridor Development Corporation update be received for information.

CARRIED

IN-CAMERA SESSION: 15. None

NOTICES OF MOTION: 16. a) None

NEXT MEETING

DATES:

17. a) Regular Council Meeting
Wednesday, September 24, 2014
1:00 p.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

18. a) **Adjournment**

MOTION 14-09-595

MOVED by Deputy Reeve Sarapuk

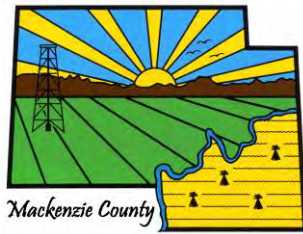
That the council meeting be adjourned at 12:14 p.m.

CARRIED

These minutes will be presented to Council for approval on September 24, 2014.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	DELEGATION S/Sgt. Peter Pilgrim, High Level RCMP

BACKGROUND / PROPOSAL:

S/Sgt. Peter Pilgrim will be present to provide an update on the region's crime statistics.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

N/A

RECOMMENDED ACTION:

That the RCMP report by S/Sgt. Peter Pilgrim be received for information.

Author: C. Gabriel Reviewed by: _____ CAO _____



HIGH LEVEL-MACKENZIE REGION CRIME REDUCTION MONTHLY REPORT

JULY-AUGUST 2014

Drugs and Organized Crime Enforcement

2014-07-11 – Members of the Crime Reduction Unit, High Level Detachment, and Police Dog Section conducted a search of a residence in the 9800 block of 106 Street in High Level. As a result of the search, three adult males were arrested and a quantity of marihuana was seized. All three males were recent arrivals into the town. Charges were laid for Possession of a Controlled Substance.

*** CRU members have been involved disclosure requests for ongoing drug charge matters. Drug activity in the area is at lower levels given the low season of activity in the oil/gas sectors.

Traffic and Enhanced Visibility Enforcement

2014-07-17 Cst. RHODENIZER conducted a patrol in the Fort Vermilion and La Crete area. Five violations for speeding infractions and two violations for seat belts were issued.

2014-07-22 Cst. RHODENIZER conducted a patrol in the Fort Vermilion and La Crete area. One ticket was issued a violation for speeding.

2014-08-01 and 02 Cst. RHODENIZER in partnership with Fish and Wildlife Officers participated in Operation Dry Water, a national campaign to promote safe boat operation on waterways. Activities were undertaken on Hutch Lake and Meander River. The following results occurred during the initiative:

RCMP Man Hours: 18

Total Contacts: 30 Boats Checked

75% of boats checked were in violation of the GLA - 43 Beer seized or emptied

3 Tickets under the Fisheries Act

5 Warnings for failure to produce license

3 Warnings for other Fisheries Act offences



- 1 GLA offence ticket
- 2 GLA warnings
- 2 Screening Device Tests (both passed)

The initiative was met with positive results. The enhanced visibility led to reduced liquor consumption on the Lake and had an impact on overfishing/fishing without licenses.

2014-08-06 Cst. RHODENIZER conducted a patrol to Zama City and Meander River. Five violations were issued for speed infractions.

2014-08-16 Cst RHODENIZER with Fish and Wildlife Officers conducted boat patrols of Hutch Lake. Activity was minimal due to prior enforcement activities. Comments from boaters on the Lake revolved around word mouth stories of boat seizures and arrests that occurred in weeks prior. Despite the slightly embellished rumors, a positive effect was noted with the reduced liquor consumption and fishing violations. Approximately 10 contacts were made this date, no infractions were issued.

A total of 20 violations were issued by CRU this period.

*** Organizational efforts are under way for an interdiction project to take place in the next few months involving members from 7 units and three agencies. The expected dates for enforcement were August 28 to September 2 however due to unforeseen complications; these dates will need to be rescheduled to October 2014.

Offender Management

CRU members are monitoring 7 offenders as part of the habitual offender management program. Checks on compliance with court and police officer ordered conditions are ongoing.

Liquor/Substance Enforcement

CRU members have been involved in five liquor investigations this period resulting in charges.

General Notes

Between the dates of July 1 to 6, members of the High Level Detachment, CRU, and Sheriff Services conducted enhanced enforcement along Highway 35 and Meander River for the duration of Dene Tha Days festivities.



Lower than expected enforcement activities were experienced due to training, summer leave, and transfers of members in and out of CRU.

Cst. TESKE departed High Level on August 1. Cst. SNOW has been transferred into CRU to take Cst. TESKE's place.

PREPARED BY: Sgt. M. WIELGOSZ – Ops NCO High Level Detachment

APPROVED BY: S/Sgt. P. PILGRIM – NCO i/c High Level Detachment



HIGH LEVEL-MACKENZIE REGION CRIME REDUCTION MONTHLY REPORT

September 2014

Drugs and Organized Crime Enforcement

*** CRU members have been involved disclosure requests for ongoing drug charge matters. Drug activity in the area is at lower levels given the low season of activity in the oil/gas sectors.

Traffic and Enhanced Visibility Enforcement

2014-09-01 – Cst. Rhodenizer conducted patrols north of High Level on Highway 35 from Meander to the Zama Access Road. 3 violations were issued for speed related offences.

BACK TO SCHOOL

For the week of September 2 to 5, both CRU members participated in traffic safety enforcement in school zones as well as in the communities of High Level, Fort Vermilion, and La Crete. A breakdown of the violations are as follows:

September 2 – High Level Area

- 2 violations (speed / no drivers license)

September 3 – La Crete and Fort Vermilion Area

- 9 violations for speeding in a school zone (highest 76km/hr in a 30km/hr zone)
- 16 violations for speed related offences (highest 144km/hr in a 100km/hr zone)

September 4 and 5 – High Level Area

- 3 violations (1 for speed, 1 for registration, 1 uninsured motor vehicle)

2014-09-15 – Cst. RHODENIZER conducted a patrol along Highway 58 East of High Level, 4 violations were issued (3 for speed, one of registration).



Offender Management

CRU members are monitoring 7 offenders as part of the habitual offender management program. Checks on compliance with court and police officer ordered conditions are ongoing.

Liquor/Impaired Driving/Substance Enforcement

CRU members have been involved in five liquor investigations this period resulting in charges.

General Notes

PREPARED BY: Sgt. M. WIELGOSZ – Ops NCO High Level Detachment

APPROVED BY: S/Sgt. P. PILGRIM – NCO i/c High Level Detachment

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Traffic Accidents				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	1	0	1	0	0	0.0%
9930 0030 Traffic Collision(s) - Property Damage - Reportable	7	0	7	0	0	0.0%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportable	2	1	1	0	0	0.0%
	10	1	9	0	0	0.0%
Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	20	0	20	21	0	105.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	7	0	7	1	1	28.6%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	1	0	1	1	0	100.0%
	28	0	28	23	1	85.7%
Violation group - Traffic Offences - Off-road Vehicle Collisions				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9940 0030 Off-Road Vehicle Collision - Property Damage	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Traffic offences - Impaired Operation Related Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation of Motor Vehicle	4	3	1	0	0	0.0%
9230 0030 Impaired Care or Control of Motor Vehicle	2	1	1	1	0	100.0%
9235 0010 Impaired Operation (by a Drug) of Motor Vehicle	2	0	2	1	0	50.0%
	8	4	4	2	0	50.0%
Violation group - Provincial Statutes {except traffic}				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	2	0	2	1	0	50.0%
8840 0311 Fire Prevention Act - Other Activities	1	0	1	0	0	0.0%
8840 0341 911 Act - Other Activities	2	0	2	0	0	0.0%
	5	0	5	1	0	20.0%

Occurrence Stats (All Violations)

Violation group - Other Criminal Code - Other Criminal Code	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
3410 0017 Fail to Comply with an Undertaking	1	0	1	1	0	100.0%
3430 0010 Disturbing the peace/Causing a disturbance	1	0	1	0	1	100.0%
	2	0	2	1	1	100.0%
Violation group - Other Criminal Code - Corruption	Reported	Unfounded	Actual	Clearance		
3730 0200 Public Mischief	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Violation group - National Survey Codes	Reported	Unfounded	Actual	Clearance		
8999 3057 Prisoners Held	3	0	3	2	0	66.7%
8999 3065 Victim Services Offered - Accepted	1	0	1	0	0	0.0%
8999 3066 Victim Services Offered - Declined	6	2	4	1	1	50.0%
	10	2	8	3	1	50.0%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats	Reported	Unfounded	Actual	Clearance		
1625 0010 Criminal Harassment	1	0	1	1	0	100.0%
1626 0020 Harassing phone calls	1	0	1	0	1	100.0%
1627 0010 Uttering threats against a person	1	1	0	0	0	0.0%
	3	1	2	1	1	100.0%
Violation group - Crimes Against the Person - Offences Related to Death	Reported	Unfounded	Actual	Clearance		
1120 0010 Murder 2nd Degree	1	1	0	0	0	0.0%
	1	1	0	0	0	0.0%

Occurrence Stats (All Violations)

Clearance

Violation group - Crimes Against the Person - Assaults {excluding sexual assaults}	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
1430 0010 Assault	3	1	2	2	0	100.0%
	3	1	2	2	0	100.0%

Clearance

Violation group - Crimes Against Property - Theft under \$5000.00	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	1	1	0	0	0	0.0%
	1	1	0	0	0	0.0%

Clearance

Violation group - Crimes Against Property - Mischief	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
2170 0030 Mischief - data (includes trojan horses, worms and viruses)	1	0	1	0	0	0.0%
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	1	1	0	0	0	0.0%
	2	1	1	0	0	0.0%

Clearance

Violation group - Crimes Against Property - Break and Enter	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
2120 0010 Break and Enter - Business	1	0	1	0	0	0.0%
2120 0030 Break and Enter - Cottage or Seasonal Residence	1	0	1	1	0	100.0%
	2	0	2	1	0	50.0%

Clearance

Violation group - Common Police Activities - Related Police Activities	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
8550 0050 False Alarms	2	0	2	0	0	0.0%
	2	0	2	0	0	0.0%

Clearance

Violation group - Common Police Activities - Assistance to General Public	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
8545 0130 Assistance to General Public	3	1	2	0	0	0.0%

Occurrence Stats (All Violations)

Mayor's Report
 From 2014/08/01 to 2014/08/31

Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0080 Person Reported Missing	1	0	1	1	0	100.0%
	4	1	3	1	0	33.3%
Totals	83	13	70	36	4	57.1%

Occurrence Stats (All Violations)

Clearance

Violation group - Traffic Offences - Traffic Accidents	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
9930 0030 Traffic Collision(s) - Property Damage - Reportable	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Clearance

Violation group - Traffic Offences - Provincial Traffic Offences	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	6	0	6	6	0	100.0%
	6	0	6	6	0	100.0%

Clearance

Violation group - Traffic Offences - Off-road Vehicle Collisions	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
9940 0030 Off-Road Vehicle Collision - Property Damage	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Clearance

Totals	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
	8	0	8	6	0	75.0%

Occurrence Stats (All Violations)

Clearance

Violation group - Provincial Statutes {except traffic}	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
8840 0311 Fire Prevention Act - Other Activities	1	0	1	0	0	0.0%
8840 0341 911 Act - Other Activities	2	0	2	0	0	0.0%
	3	0	3	0	0	0.0%

Clearance

Violation group - Other Criminal Code - Corruption	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
3730 0200 Public Mischief	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%

Clearance

Violation group - National Survey Codes	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
8999 3066 Victim Services Offered - Declined	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%

Clearance

Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
1626 0020 Harassing phone calls	1	0	1	0	1	100.0%
1627 0010 Uttering threats against a person	1	1	0	0	0	0.0%
	2	1	1	0	1	100.0%

Clearance

Violation group - Crimes Against the Person - Offences Related to Death	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
1120 0010 Murder 2nd Degree	1	1	0	0	0	0.0%
	1	1	0	0	0	0.0%

Clearance

Violation group - Common Police Activities - Related Police Activities	Reported	Unfounded	Actual	Clearance		
				By Charge	Otherwise	Rate
8550 0050 False Alarms	2	0	2	0	0	0.0%
	2	0	2	0	0	0.0%

Occurrence Stats (All Violations)

Mayor's Report
 From 2014/08/01 to 2014/08/31

Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0080 Person Reported Missing	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%
Totals	11	2	9	2	2	44.4%

Occurrence Stats (All Violations)

Clearance

Violation group - Traffic Offences - Traffic Accidents

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0020 Traffic Collision(s) - Non - Fatal Injury	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%

Clearance

Violation group - Traffic Offences - Provincial Traffic Offences

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	4	0	4	4	0	100.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	3	0	3	1	0	33.3%
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	1	0	1	1	0	100.0%
	8	0	8	6	0	75.0%

Clearance

Violation group - Traffic offences - Impaired Operation Related Offences

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation of Motor Vehicle	1	0	1	0	0	0.0%
9230 0030 Impaired Care or Control of Motor Vehicle	1	0	1	1	0	100.0%
9235 0010 Impaired Operation (by a Drug) of Motor Vehicle	2	0	2	1	0	50.0%
	4	0	4	2	0	50.0%

Clearance

Violation group - Provincial Statutes {except traffic}

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
7100 0012 Liquor Act (Provincial/Territorial) - Offences Only	2	0	2	1	0	50.0%
	2	0	2	1	0	50.0%

Clearance

Violation group - Other Criminal Code - Other Criminal Code

	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3410 0017 Fail to Comply with an Undertaking	1	0	1	1	0	100.0%
	1	0	1	1	0	100.0%

Occurrence Stats (All Violations)

Mayor's Report
 From 2014/08/01 to 2014/08/31

Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3057 Prisoners Held	2	0	2	1	0	50.0%
	2	0	2	1	0	50.0%
Totals	18	0	18	11	0	61.1%

Occurrence Stats (All Violations)

Violation group - Traffic Offences - Traffic Accidents				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0030 Traffic Collision(s) - Property Damage - Reportable	6	0	6	0	0	0.0%
9930 0040 Traffic Collision(s) - Property Damage - Non - Reportable	2	1	1	0	0	0.0%
	8	1	7	0	0	0.0%
Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9900 0030 Moving Traffic - Speeding Violations - Provincial/Territorial	10	0	10	11	0	110.0%
9900 0040 Other Moving Traffic Violations - Provincial/Territorial	2	0	2	0	0	0.0%
	12	0	12	-11	0	91.7%
Violation group - Traffic offences - Impaired Operation Related Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9230 0010 Impaired Operation of Motor Vehicle	2	2	0	0	0	0.0%
9230 0030 Impaired Care or Control of Motor Vehicle	1	1	0	0	0	0.0%
	3	3	0	0	0	0.0%
Violation group - Other Criminal Code - Other Criminal Code				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
3430 0010 Disturbing the peace/Causing a disturbance	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3065 Victim Services Offered - Accepted	1	0	1	0	0	0.0%
8999 3066 Victim Services Offered - Declined	4	2	2	0	0	0.0%
	5	2	3	0	0	0.0%
Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	1	1	0	0	0	-0.0%
	1	1	0	0	0	0.0%

Occurrence Stats (All Violations)

Mayor's Report
 From 2014/08/01 to 2014/08/31

Violation group - Crimes Against Property - Mischief				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2170 0030 Mischief - data (includes trojan horses, worms and viruses)	1	0	1	0	0	0.0%
2170 0070 Mischief - Damage to, or Obstruct enjoyment of property	1	1	0	0	0	0.0%
	2	1	1	0	0	0.0%
Violation group - Common Police Activities - Assistance to General Public				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8545 0130 Assistance to General Public	2	0	2	0	0	0.0%
	2	0	2	0	0	0.0%
Totals	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
	34	8	26	11	1	46.2%

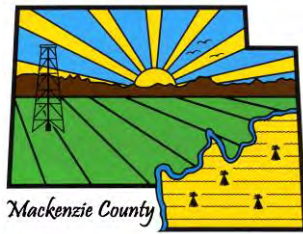
From: David MCCLARTY
To: PILGRIM, Peter
Date: 2014/09/12 1:22 PM
Subject: Stats PDS
Attachments: High Level Police Dog Service Utilization.docx

Dog was used 7 times in July (I was on AOL for 10 days in July) - 5 calls for service in High Level, 1 in Manning area and 1 in the Mackenzie County.

Dog was called upon 15 times in August - 2 in High Level and the rest in Mackenzie County, North Peace Tribal Police jurisdiction, Manning area, Peace River, Desmarais, High Prairie (covering for High Prairie's PDS).

Below is a break down of what the dog does, should anyone ask at your meetings.

dave



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Mark Schonken, Interim Director of Finance
Title:	Finance Committee Meeting Minutes

BACKGROUND / PROPOSAL:

Adopted minutes of the June 24, 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 June 24, 2014 Finance Committee meeting be received for information.

Author: E. Nyakahuma Review by: _____ CAO JW

**MACKENZIE COUNTY
FINANCE COMMITTEE MEETING**

**June 24, 2014
10:00 a.m.**

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

PRESENT:	Peter F. Braun	Councillor – Chair
	Elmer Derksen	Councillor
	Eric Jorgensen	Councillor (10:05 a.m.)
	Bill Neufeld	Reeve, <i>ex-officio</i>
	Lisa Wardley	Councillor – Vice Chair (10:04 a.m.)
ADMINISTRATION:	Joulia Whittleton	Chief Administrative Officer
	Mark Schonken	Interim Director of Finance
	Peng Tian	Finance Controller
	Elizabeth Nyakahuma	Finance Officer
	Chelsea Derksen	Finance Officer/Recording Secretary

CALL TO ORDER: 1. a) Call to Order

Chair Braun called the meeting to order at 10:01 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION FC-14-06-043 MOVED by Reeve Neufeld

That the agenda be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES: 3. a) Minutes of the May 7, 2014 Finance Committee Meeting**

MOTION FC-14-06-044 MOVED by Chair Braun

That the minutes of the May 7, 2014 Finance Committee meeting be adopted as presented.

CARRIED

**BUSINESS ARISING
FROM PREVIOUS 4. a) None**

MINUTES:

DELEGATIONS: 5. a) **None**

BUSINESS: 6. a) **2014 Bursaries**

MOTION FC-14-06-045 **MOVED** by Councillor Derksen

That all requests be approved, totaling \$2500, provided that required information is supplied by all applicants, and that the bursary program continue to be advertised with an extension date of August 29, 2014.

CARRIED

6. b) **Emergent Items Summary**

MOTION FC-14-06-046 **MOVED** by Councillor Wardley

That administration combine ADM041 and ADM043 as discussed and the resulting draft be reviewed by the Finance Committee, Community Services Committee and Recreation Boards prior to being brought before Council.

CARRIED

6. c) **CAO Expense Claim**

MOTION FC-14-06-047 **MOVED** by Councillor Derksen

That the May 2014 CAO expense claim be approved as presented.

CARRIED

MOTION FC-14-06-048 **MOVED** by Councillor Jorgensen

That administration write a letter to the Canadian Revenue Agency requesting the km rate be increased due to the County being within Northern Residence Zone A.

CARRIED

Chair Braun recessed the meeting at 11:14 a.m. and reconvened the meeting at 11:25 a.m.

6. d) Quarterly Fuel Report

MOTION FC-14-06-049 **MOVED** by Councillor Jorgensen

That the quarterly fuel usage reports for quarter 1 of 2014 be accepted for information.

CARRIED

6. e) Utility Bill Write Off (1)

MOTION FC-14-06-050 **MOVED** by Reeve Neufeld

That the outstanding balance of \$34.60 be written off as a bad debt expense.

CARRIED

6. f) Utility Bill Write Off (2)

MOTION FC-14-06-051 **MOVED** by Councillor Wardley

That the outstanding balance of \$104.23 be written off as a bad debt expense.

CARRIED

MOTION FC-14-06-052 **MOVED** by Councillor Jorgensen

That a policy with guidelines for staff when a dealing with utility write offs be drafted and recommended to Council.

CARRIED

6. g) MasterCard Statements

MOTION FC-14-06-053 **MOVED** by Councillor Wardley

That the MasterCard statements for May 2014 be received for information.

CARRIED

MOTION FC-14-06-054 **MOVED** by Councillor Wardley

That item 8a) Councillor Expense Claims be added to the agenda as a late addition.

CARRIED

8. a) Councillor Expense Claims

MOTION FC-14-06-055 **MOVED** by Councillor Wardley

That the councillor expense claims for April 2014 be received for information.

CARRIED

MOTION FC-14-06-056 **MOVED** by Councillor Wardley

That any councillor present at 9:00 a.m. on May 13, 2014 be reimbursed \$200 for attending the separate W.R.C.B. meeting.

CARRIED

MOTION FC-14-06-057 **MOVED** by Councillor Wardley

That the councillor expense claims for May 2014 be received for information as amended.

CARRIED

NEXT MEETING DATE: **9. a)** September 9, 2014
10:00 a.m.
Fort Vermilion Corporate Office

ADJOURNMENT: **10. a) Adjournment**

MOTION FC-14-06-058 **MOVED** by Councillor Jorgensen

That the Finance Committee meeting be adjourned at 12:05 p.m.

CARRIED

These minutes were approved by the Finance Committee on September 9, 2014.

(original signed)

Peter Braun
Chair, Councillor

(original signed)

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

Adopted minutes of the August 11 and 28, 2014 Municipal Planning Commission meetings are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved MPC minutes are posted on DocuShare.

RECOMMENDED ACTION:

That the minutes of the August 11 and 28, 2014 Municipal Planning Commission meetings be received for information.

Author: _____ Review by: _____ CAO _____ JW _____

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Monday, August 11, 2014 @ 10:00 a.m.

PRESENT:

Jack Eccles	Chair, MPC Member
Wally Schroeder	Vice Chair, MPC Member
Elmer Derksen	Councilor, MPC Member
Beth Kappelar	MPC Member
Jacque Bateman	Councilor, MPC Member via Tele-conference

ADMINISTRATION:

Byron Peters	Director of Planning & Development
Liane Lambert	Planner
Caitlin Smith	Development Officer
Margaret Fehr	Administrative Assistant, Recording Secretary

MOTION 1. CALL TO ORDER

Jack Eccles called the meeting to order at 10:06 a.m.

2. ADOPTION OF AGENDA

MPC-14-08-156 MOVED by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC-14-08-157 MOVED by Wally Schroeder

Add condition to item 4.

That the minutes of the July 24, 2014 Municipal Planning Commission meeting be adopted as amended.

CARRIED

b) **Business Arising from Previous Minutes**

There was no business arising from previous minutes.

4. **DEVELOPMENT**

a) **Development Permit Application 122-DP-14
Henry Loewen; Detached Garage (Size Variance)
in Rural Country Residential 3"RC3"(La Crete Rural)
Plan 102 4542, Block 01, Lot 27**

MPC-14-08-158 **MOVED** by Elmer Derksen

That Development Permit 122-DP-14 on Plan 102 4542, Block 01, Lot 27 in the name of Henry Loewen be APPROVED with the following conditions:

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

1. **Minimum building setbacks:**
 - a. **15.2 meters (50 feet) front (North) yard;**
 - b. **4.6 meters (15 feet) interior side (West) yard;**
 - c. **15.2 meters (50 feet) exterior side (East) yard; and**
 - d. **7.6 meters (25 feet) rear (South) yard; from the property lines.**
2. **AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280).**
3. **An 84 square foot variance for the Garage – Detached is hereby granted. The maximum area of the Garage – Detached shall be 1152 square feet.**
4. **The interior ceiling height of the Garage – Detached shall not exceed than 3.7 meters (12 feet) in height and be a maximum of one storey.**
5. **The vehicle entrance doors shall not exceed 3.7 meters (12 feet) in height.**
6. **The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.**

7. **The Garage – Detached is approved for residential purposes only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Garage - Detached for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use.**
8. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
9. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
10. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
12. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b) Development Permit Application 208-DP-14
Patmore Oilfield Service Ltd.;
Shop (Addition) in Zama Mixed Use “ZMU” (Zama)
Plan 082 7605, Block 18, Lot 14**

MPC-14-08-159 **MOVED** by Beth Kappelar

That Development Permit 208-DP-14 on Plan 082 7605, Block 18, Lot 14 in the name of Patmore Oilfield Service Ltd. be APPROVED with the following conditions:

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

1. **The Shop Addition shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. **Minimum building (Addition) setbacks:**
 - a. **9.1 meters (30 feet) from front (West) yard;**
 - b. **3.1 meters (10 feet) from side (North & South) yards;**
 - c. **3.1 meters (10 feet) from rear (East) yard; from the property lines.**
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
5. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. The municipality has assigned the following address to the noted property **1054-Tower Road**. You are required to display the address (**1054**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
8. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 37.2 square meters of building area, which in this case is 18 public parking stalls. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
9. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 20 meters (66 feet) from regulatory signs, and

- b. 1.5 meters (5 feet) from the outer edge of the road, curb or sidewalk.
10. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
 11. The sight and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
 12. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
 13. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.

The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- c) **Development Permit Application 216-DP-14
Lakeside Autobody;
Automotive Equipment & Vehicle Services
in Agricultural “A” (La Crete Rural)
Plan 892 1620, Block 01, Lot 01**

MPC-14-08-160

MOVED by Wally Schroeder

That Development Permit 216-DP-14 on Plan 892 1620, Block 01, Lot 01 in the name of Lakeside Autobody be APPROVED with the following conditions:

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

1. **This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.**

2. **All conditions and requirements by the Alberta Motor Vehicle Industry Council "AMVIC" are to be met to their specifications and standards.**
3. **No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.**
4. **The Automotive Equipment and Vehicle Services Business shall meet all Alberta Safety Code requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
5. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.
6. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
8. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 45 square meters of building area, which in this case is 7 public parking stalls. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
9. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs, and
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
10. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
11. The sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and

- d. Not create visual or aesthetic blight.
- 13. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
- 14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- d) **Development Permit Application 218-DP-14
Wrench Bender Mechanical Ltd.;
Shop (Addition) in Zama Mixed Use “ZMU” (Zama)
Plan 882 1687, Block 10, Lot 11**

MPC-14-08-161 **MOVED** by Jacquie Bateman

That Development Permit 218-DP-14 on Plan 882 1687, Block 10, Lot 11 in the name of Wrench Bender Mechanical Ltd. be APPROVED with the following conditions:

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

1. **The Shop Addition shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. **Minimum building (Addition) setbacks:**
 - a. **9.1 meters (30 feet) from front (North) yard;**
 - b. **3.1 meters (10 feet) from side (East & West) yards;**
 - c. **3.1 meters (10 feet) from rear (South) yard; from the property lines.**
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
5. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services

Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.

6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. The municipality has assigned the following address to the noted property **947 Wildcat Avenue**. You are required to display the address (**947**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
8. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 37.2 square meters of building area, which in this case is 14 public parking stalls. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
9. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 20 meters (66 feet) from regulatory signs, and
 - b. 1.5 meters (5 feet) from the outer edge of the road, curb or sidewalk.
10. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
11. The sight and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
13. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

5. SUBDIVISION

a) **Subdivision Application 34-SUB-14 NE 24-104-15-W5M (La Crete Rural) Prairie Wolf Ventures**

MPC-14-08-162 **MOVED** by Elmer Derksen

That Subdivision application 34-SUB-14 in the name of Prairie Wolf Ventures on NE 24-104-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 13.54 acre (5.48 hectare) parcels in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - f) Provision of utility right-of-way as required by ATCO Electric, TELUS and Northern Lights Gas and others.
 - g) ATCO requires an easement on three sides of the NW 13-105-16-W5M.
 - h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs

that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

CARRIED

**b) Subdivision Application 38-SUB-14
Part of Plan 902 2145, Block 21 (La Crete)
La Crete Co-op**

MPC-14-08-163 **MOVED** by Beth Kappelar

That Subdivision Application 38-SUB-14 in the name of La Crete Co-op Limited on Plan 902 2145, Block 21, be APPROVED with the following conditions;

1. This approval is for a 1 lot subdivision, 0.80 acres (0.325 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - b) The existing Chamber of Commerce building shall be removed prior to any new development commencing on the new lot.**
 - c) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,
 - d) Provision of all water lines, including all fittings and valves as required by the County,
 - e) Provision of municipal servicing (water and sanitary sewer) to the lot,
 - f) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County.

The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:

- a. Drainage of internal road system,

- b. Erosion prevention systems, if required,
 - c. Direction of site drainage, and
 - d. Elevation plans for each lot
- g) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
 - h) Provision of street lighting with underground wiring, design and location as required by the County,
 - i) Engineered signage package,
 - j) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,
 - k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
 - l) The developer is responsible for landscaping to design elevation and seeding with grass or other approved landscaping,
 - m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
 - n) Any outstanding property taxes shall be paid in full prior to registration of title,
 - o) Provision of off-site levies as required by the County as follows:

- i) Subdivision Off-Site Levies (Bylaw 319/02) are imposed for the construction and maintenance of off-site municipal services, including:
 - a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
 - b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
 - c) new or expanded storm sewage drainage facilities;
 - d) new or expanded facilities for the storage, transfer, or disposal of waste;
 - e) land required for or in connection with any facilities described in clauses (a) to (d); and
 - f) ongoing maintenance of the facilities described in clauses (a) to (d).

The levy is calculated at \$1,000.00 per lot. One (1) lot at \$1,000 equals **\$1,000.00**,

Total Levies - i) \$1,000.00

- q) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

CARRIED

- c) **Subdivision Application 39-SUB-14
NW 24-107-14-W5M (La Crete Rural)
Team Auctioneers (Dave Froese)**

MPC-14-08-164 **MOVED** by Beth Kappelar

That Subdivision application 39-SUB-14 in the name of Team Auctioneers on NW 24-107-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE A** subdivision, 20 acres (8.094 ha) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 1. Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - d) Provision of an access to the subdivision and the balance of the West half of NW 24-107-14-W5M on the east side of the proposed subdivision, both shall be in accordance with Mackenzie County standards at the developer's expense.
 - e) **No direct access from Highway 697 is allowed. Access shall be from the Blumenort Road.**
 - f) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$_____ per acre. Municipal reserve is charged at 10%, which is \$ per subdivided acre. **20 acres** times \$_____ equals \$_____.
 - g) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act Section 667 (1) (a).***
 - h) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.
 - i) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - j) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - k) Provision of utility right-of-way as required by ATCO Electric, TELUS and Northern Lights Gas and others.
 - l) ATCO requires an easement on three sides of the NW 13-105-16-W5M.
 - m) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs

that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

CARRIED

6. MISCELLANEOUS ITEMS

a) Policy DEV002 Subdivision Refund

MPC-14-08-165 **MOVED** by Jacquie Bateman

That the Municipal Planning Commission's recommendation to Council is for the approval of amending Policy DEV002 with a Subdivision Revisions fee of \$250.00, subject to Public Hearing input.

CARRIED

b) Action List

For information.

7. NEXT MEETING DATES

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ August 28, 2014 at 10:00 a.m. in Fort Vermilion
- ❖ September 11, 2014 at 10:00 a.m. in La Crete
- ❖ September 25, 2014 at 10:00 a.m. in Fort Vermilion
- ❖ October 9, 2014 at 10:00 a.m. in La Crete
- ❖ October 23, 2014 at 10:00 a.m. in Fort Vermilion

8. ADJOURNMENT

MPC-14-08-166 **MOVED** by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 10:22 a.m.

CARRIED

These minutes were adopted this 28th day of August, 2014.

Jack Eccles, Chair

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, August 28, 2014 @ 10:00 a.m.

PRESENT:

Jack Eccles	Chair, MPC Member
Wally Schroeder	Vice Chair, MPC Member
Elmer Derksen	Councilor, MPC Member
Beth Kappelar	MPC Member
Jacque Bateman	Councilor, MPC Member via Tele-conference

ADMINISTRATION:

Byron Peters	Director of Planning & Development
Liane Lambert	Planner
Caitlin Smith	Development Officer
Margaret Fehr	Administrative Assistant, Recording Secretary

MOTION 1. CALL TO ORDER

Jack Eccles called the meeting to order at 9:58 a.m.

2. ADOPTION OF AGENDA

MPC-14-08-167 MOVED by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC-14-08-168 MOVED by Elmer Derksen

That the minutes of the August 11, 2014 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

There was no business arising from previous minutes.

4. **DEVELOPMENT**

- a) **Development Permit Application 056-DP-13
La Crete Car & Truck Wash Ltd.;
Enviro-Tank & Canopy over Fuel Pumps
(Time Extension) in La Crete Highway
Commercial District 2 “HC2” (La Crete)
Plan 762 0383, Block 15, Lot 03**

MPC-14-08-169 **MOVED** by Wally Schroeder

That a time extension for 56-DP-13 on Plan 762 0383, Block 15, Lot 03 in the name of La Crete Car & Truck Wash Ltd. be granted to expire on April 3, 2015.

CARRIED

- b) **Development Permit Application 226-DP-14
William Giesbrecht;
Temporary Structure in Agricultural “A” (High Level Rural)
Plan 052 4777, Block 01, Lot 01**

MPC-14-08-170 **MOVED** by Elmer Derksen

That Development Permit 226-DP-14 on Plan 052 4777, Block 01, Lot 01 in the name of William Giesbrecht be APPROVED with the following conditions:

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

1. **Permit expires September 3, 2015, should the Temporary Structure need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.**
2. Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.
3. **PRIOR to any new construction taking place on the subject property contact the Development Department for a Development Permit.**
4. **The Temporary Structure shall meet all Alberta Safety Code requirements for Residential Buildings and any other**

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

5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
8. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.

The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

6. MISCELLANEOUS ITEMS

- a) **Bylaw 97X-14
Land Use Bylaw Amendment to Rezone Part of NW 01-104-18-W5M from Agricultural "A" to Public Institutional District "P" (Bluehills Area)**

Jack Eccles recessed the meeting at 10:10 a.m. and reconvened the meeting at 10:12 a.m.

MPC-14-08-171 MOVED by Jacquie Batemen

That the Municipal Planning Commission's recommendation to Council is for the refusal of Bylaw 97x-14 being the rezoning of Part of NW 01-104-18-W5M from Agricultural "A" to Public/Institutional District "P" for the purpose of subdividing off a portion of land for the development of a Private School.

DEFEATED

MPC-14-08-172 MOVED by Beth Kappelar

That Land Use Bylaw 97X-14 be tabled until the next Municipal Planning Commission Meeting on September 11, 2014.

CARRIED

b) Action List

For information.

7. NEXT MEETING DATES

Municipal Planning Commission meeting dates are scheduled as follows:

- ❖ September 11, 2014 at 10:00 a.m. in La Crete
- ❖ September 25, 2014 at 10:00 a.m. in Fort Vermilion
- ❖ October 9, 2014 at 10:00 a.m. in La Crete
- ❖ October 23, 2014 at 10:00 a.m. in Fort Vermilion

8. ADJOURNMENT

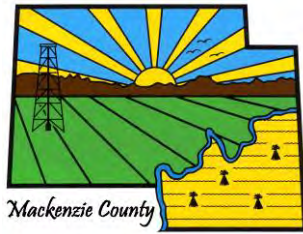
MPC-14-08-173 **MOVED** by Beth Kappelar

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

CARRIED

These minutes were adopted this the day of September 11, 2014.

Jack Eccles, Chair



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Rural Addressing Project Request for Proposals

BACKGROUND / PROPOSAL:

Mackenzie County recently issued a Request for Proposals for the rural addressing signs supply and installation. The RFP is set to close at 2:00 p.m. on September 24, 2014, and is to be opened the same day during the Council meeting.

OPTIONS & BENEFITS:

That the Rural Addressing Signs tender be awarded to the lowest qualified bidder subject to the highest points in Evaluation Criteria and being within budget.

COSTS & SOURCE OF FUNDING:

A capital project with a budget of \$200,000 is in place for this project. Rural residents will be charged on a cost recovery basis for the costs of the signs and installation, which should make the project cost neutral (minus staff time).

SUSTAINABILITY PLAN:

The Sustainability Plan does not address items of this nature.

COMMUNICATION:

Author: B. Peters Reviewed by: _____ CAO JW

The opportunity was advertised on the Alberta Purchasing Connection website, advertised in the Big Deal Bulletin, and sent to locals that had expressed prior interest in the project.

As soon as dates and timeframes are confirmed with the successful bidder, letters will be sent to all rural addresses receiving a sign informing them of costs, their address, when to pick up their sign for self-installation, etc.

Letters and maps will be sent to all utility companies and first responders that provide service within the affected areas of the County.

RECOMMENDED ACTION:

Motion 1:

That the Mackenzie County Rural Addressing Project Request for Proposals be opened.

Motion 2:

That the Rural Addressing Project be awarded to the lowest qualified proposal subject to the highest points in Evaluation Criteria and being within budget.

Author: B. Peters Reviewed by: _____ CAO JW

Schedule "A"

TERMS OF REFERENCE Rural Addressing Project – Supply & Install

1.0 BACKGROUND

Mackenzie County is situated in the north-western corner of Alberta approximately 700 kilometres from Edmonton, with the corporate office located in Fort Vermilion and sub-offices in High Level, La Crete, and Zama City. The county encompasses 12 per cent of Alberta's entire landmass, or about 50,000 square kilometres, larger than the province of Prince Edward Island.

The County currently estimates that there will be one thousand nine hundred (1900) rural addressing signs required. There are pockets of higher density rural development, but the majority of the residents are fairly well distributed throughout the developed area of the County (surrounding La Crete, Fort Vermilion and High Level).

1.1

The County consulted with landowners prior to initiating the project, and many asked for the opportunity to install their own sign in order to save on installation costs. The successful proponent will work with the County to allow, at minimum, a two (2) week period for residents to come into their nearest office and pick up their sign for the purpose of installing it themselves. The proponent will provide the County with dates and times

1.2.

Mackenzie County has not yet completed the background work of identifying and assigning an address to every rural property, but anticipates completing this by the end of September. An example of the information that has currently been processed is attached in Schedule "D". The County will provide detailed address information in Microsoft Excel format, in the manner shown in the Schedule.

2.0 OBJECTIVES

2.1

Mackenzie County will retain a proponent to create custom rural addressing signage compliant with the specifications detailed below. The proponent is also required to provide installation services.

3.0 PRODUCT

3.1 Signage

- a) The signage shall be constructed in accordance with the specifications provided in Schedule "C"
- b) All signs shall be delivered to the county office nearest the installation location, and residents shall be provided a two (2) week period where they may pick up their signs for

- the purpose of installing the signs themselves.
- c) The poles, nuts, bolts and other items required to install a sign shall be included in this price.

3.2 Installation

The proponent will be responsible for the installation of all signage (minus what residents pick up from the County office). Signage is to be installed as per the specifications provided in Schedule "C". The price for installation shall only include labour. All material costs shall be included with the signage line item.

4.0 PROJECTED WORK PLAN/TIMETABLE

The following time frame represents the ideal time frame by which phases of the rural addressing project will be completed. Minor deviations to these dates are anticipated, however if the proponent feels that they cannot provide the proper product within the proposed timeframe, a revised timeframe shall be included in the proposal.

4.1 Submit Proposal: before September 24, 2014 at 2:00 PM

4.2 Mackenzie County Award Contract: October 3, 2014

4.3 Supply signs: October 31, 2014

4.4 Install Signs: December 5, 2014

This allows two (2) weeks for residents to come and pick up their signs, and an additional three (3) weeks for installation.

5.0 PROJECT BUDGET AND FEE PAYMENT

5.1

The budget for the entire project must include all fees and disbursements. The proponent will provide a price, per sign, for the creation of the sign and the installation of the sign. The price shall be based on 1900 units for creation, and 1700 units for installation. The bid will also include a flat fee, mobilization/de-mobilization line item which shall include any additional travel, subsistence or other associated costs for installing the signs.

5.2

Payment of invoices for this project will be made according to the following schedule:

Completion of Section 4.3	price as per the bid for no. of signs actually created
Completion of Section 4.4	price as per the bid for no. of signs installed including applicable mobilization/de-mobilization fees.

6.0 PROJECT MANAGERS

6.1

Byron Peters, Director of Planning & Development will be the Project Manager for Mackenzie County.

7.0 AVAILABLE INFORMATION:

7.1

Upon execution of the contract, the following information and material will be made available to the proponent:

Electronic database (Excel) of all of the rural addresses that have been assigned by the County

7.2 OWNERSHIP OF MATERIALS

All property produced pursuant to this project shall be delivered to the Project Managers upon completion of the project.

Schedule "B"

PRICING FORM
Mackenzie County Rural Addressing

RFP Number: _____

RFP Title: Mackenzie County Rural Addressing - Supply & Install

We, _____
(Company)

of _____
(Business Address)

having examined the RFP Documents as issued by: Mackenzie County (the "County"); hereby offer to enter into a Contract to perform the Work required by the RFP Documents for the RFP Sum as follows:

Item	Quantity	Unit Cost	Extended Cost
Supply signs	1900		
Sign installation	1700		
Mob/de-mob costs for installation	1		

- | | |
|------------------------------|----------|
| 1. Sub-Total (excluding GST) | \$ _____ |
| 2. GST | \$ _____ |
| 3. Total | \$ _____ |

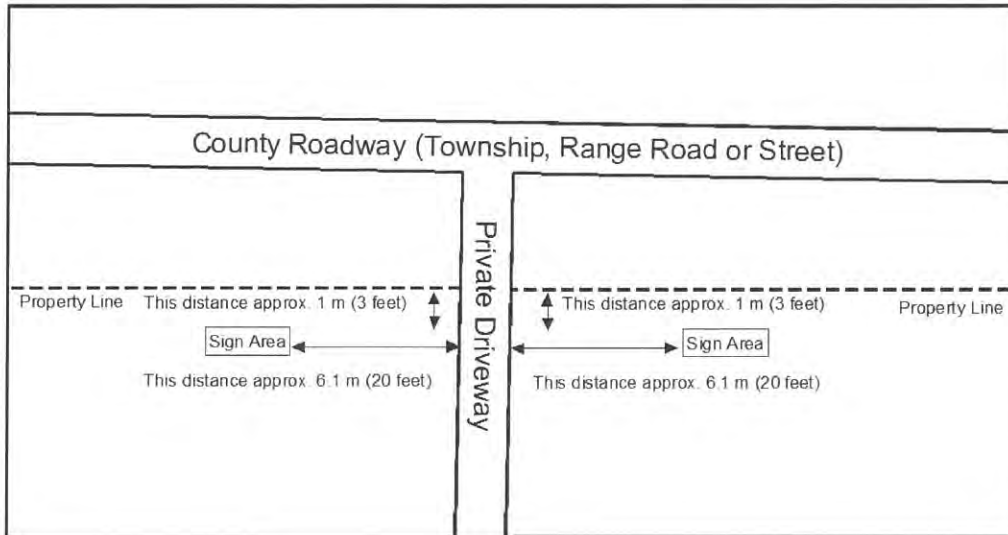
in Canadian funds, which price includes any specified cash and contingency allowances and the applicable taxes in force at this date and except as may be otherwise provided in the RFP Documents.

Appendices to RFP Pricing Form:

The information required by the Instructions to Proponents is provided in the attached Appendices and forms an integral part of this RFP.

SCHEDULE "C"

Signage at Primary Access to Residential, Commercial and Industrial Development in Mackenzie County



Signs shall be placed within 6.1 meters (20 feet) on either side of the shoulder of the driveway (access) and located 1 meter (3.3 feet) from the property boundary within the property boundary. The sign shall be no lower than 1 meter (3.3 feet) from ground level (measured from bottom of sign).

Sign Specifications

Substrate:	Sign grade aluminum	
Sign Face:	High Intensity Prismatic Reflective Coating	
Color:	White lettering on a green background	
Mounting:	Lot signs shall receive a single 7 foot U-channel post mounted to the center of the sign with appropriate hardware. Rural Address signs shall receive two 7 foot U-channel posts, one mounted on each side of the sign, with appropriate hardware	
Size:	As shown below:	
	125 x 20 cm Rural Address Signs 	120 x 20 cm Rural Address Signs
	30 x 20 cm Country Multi-lot Development Lot Sign 	



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	Policy PW039 Rural Road, Access Construction and Surface Water Management Policy

BACKGROUND / PROPOSAL:

Administration revised PW039 as highlighted in yellow on the attached document in order to reflect the following two motions passed by Council, the first one on July 14, 2014 and the second one on September 8, 2014;

MOTION 14-07-462 **MOVED** by Councillor Wardley

That administration bring back Policy PW039 Rural Road, Access Construction and Surface Water Management Policy to Council for discussion regarding future secondary access upgrade responsibilities.

CARRIED

MOTION 14-09-588 **MOVED** by Councillor Braun

That the County not supply a culvert for accesses to properties that have unauthorized developments, and that policy PW039 be brought back to Council to reflect this change.

CARRIED

Administration also added a page to the road construction application in order to capture and ensure certain steps are followed prior to and during the road construction phase, we have titled the document as a road construction procedures/checklist.

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

OPTIONS & BENEFITS:

Option 1:

To approve the attached policy PW039 as presented.

Option 2:

To adopt policy PW039 as amended.

Option 3:

That policy PW039 be received for information.

The benefit of adopting the attached policy PW039 is that it will provide more clarity for staff and the public.

COSTS & SOURCE OF FUNDING:

There should be no costs attached other than some additional staff time.

SUSTAINABILITY PLAN:

I believe this falls within our rural road network development plan.

COMMUNICATION:

The revised policy will be posted as a public document

RECOMMENDED ACTION:

That Policy PW039 Rural Road, Access Construction and Surface Water Management Policy be amended as presented.

Author: John Klassen Reviewed by: CAO JW

Mackenzie County

Title	Rural Road, Access Construction and Surface Water Management Policy	Policy No.	PW039
--------------	--	-------------------	--------------

Legislation Reference	Municipal Government Act, Sections 18 and 60. Public Highways Development Act, Sections 39, 41 and 43.
------------------------------	---

Purpose

To provide a safe, efficient and effective road network and surface water management recognizing both present and future needs of property owners and providing a rational and consistent basis for the construction of roads, construction of access to private property and the development of agricultural surface water management projects that impact or may impact public road right-of-ways administered by the County; to work with ratepayers and other level of government to find solutions to road, access and agricultural surface water concerns on all lands within the County; and to respond to road, access and agricultural surface water concerns in a timely manner.

DEFINITIONS

Applicant – person(s) and/or corporation(s) submitting an application or applying for permission to construct a road, surface water channel or access that may impact a developed or undeveloped road allowance.

Road Allowance – any public road right-of-way under the jurisdiction of Mackenzie County but does not include any public road right-of-ways under the jurisdiction of the Province of Alberta.

Access – is an approach or driveway abutting any existing Municipal or Provincially controlled road.

First Access – is the first access to a rural quarter section or river lot within Mackenzie County, of which the County will maintain in the event of damage caused due to excessive runoff or flooding. The first access is the only access to receive upgrades in the event of municipal road projects.

Temporary Access – an access constructed for a short period of time (6 months or less) that will be removed at the end of its use.

Surface Water Management Basin – Mackenzie County has established the surface water management basins within its boundaries, which are shown on the plan contained in Schedule A.

Surface Water Management Basin Committee – Mackenzie County will form committees representing each surface water management basin which shall consist of:

- the County Councillor or Councillors representing the surface water management basin;
- three persons owning property within the surface water management basin; and,
- County staff deemed necessary for the timely and effective processing of surface water applications.

Permanent Agricultural Surface Water Channel – a surface water channel that crosses a road allowance, discharges into a ditch along a developed road allowance or is constructed within any undeveloped road allowance and is intended to be permanent.

Temporary Agricultural Surface Water Channel – a surface water channel that crosses a road allowance, discharges into a ditch along a developed road allowance or is constructed within any undeveloped road allowance but is temporary, with a maximum depth of two (2) feet, and used to drain low areas of private property on a seasonal basis (October of each year to April of the following year).

Non-conforming Roads – roads constructed on road allowances that do not meet either past or current County's standards and specifications or have been constructed without approval of the County.

Incomplete and Sub-standard Road – less than ½ mile and is located between two sequent quarter property lines.

Preexisting Road – a road standard on the incomplete and sub-standard road as defined in this Policy.

Preexisting Farm Access Roads – a road that has been constructed in the past and does not meet current County specifications; which is solely used for agricultural purposes. This type of road will receive minimum maintenance and is deemed a low priority.

Sub-standard – a road built by either Alberta Transportation or the County to specifications below the Mackenzie County's current rural road standards as defined in this Policy.

Residence – a residence in accordance with the Municipal Land Use Bylaw and subject to all approved permits.

ESRD – the Province of Alberta Environment and Sustainable Resource Development.

Penalties – fines or other penalties that shall be imposed by Mackenzie County, as established in the Fee Schedule Bylaw, for the construction of roads, accesses or agricultural surface water management channels that use or may impact road allowances which do not have the approval of Mackenzie County.

Major Agricultural Surface Water Management Channel – channels which provide surface water management to a minimum of 10,000 acres and shall require the consent of majority of benefiting landowners.

ROAD CONSTRUCTION

Policy Statement

Mackenzie County understands the need to provide access to agricultural lands and other non-accessible property within its boundaries and will allow property owners to construct roads on road allowances when approved by the County. All roads shall be constructed to a minimum Local Road standard (shown in Schedule E) and all work shall be performed in accordance with all applicable County standards and specifications and those imposed by other levels of government.

Guidelines

1. Mackenzie County has prepared a plan showing the future local road network necessary to provide access to agricultural lands, which plan is contained in Schedule D.
2. Applications shall be submitted in the form included in Schedule F and shall include a plan showing:
 - approximate location of legal property boundaries;
 - the length of road to be constructed;
 - identification of proposed surface water management structures (i.e. culverts);
 - the location of property accesses.
3. Applications for the construction of roads in road allowances will be accepted by Mackenzie County any time throughout the year, which applications will be reviewed on a first come, first serve basis and the Applicant shall be provided with an initial response within 30 days of receiving the application.
4. The Applicant shall be required to enter into a Road Allowance Use Agreement (form contained in Schedule C appended hereto) with Mackenzie County.
5. ESRD has jurisdiction over the clearing of merchantable timber within road allowances and the Applicant shall notify ESRD and seek their approval to proceed with the proposed clearing.
6. Mackenzie County staff ~~may~~ will inspect ~~construction~~ the project on a periodic basis to ensure that construction is being performed in accordance with the County's standards and specifications. As per the procedure outlined in the road construction application (Schedule F).

7. Upon final inspection and approval by the County, if the road meets all standards and specifications, the County shall assume the responsibility for the operation and maintenance of the subject road.
8. If an incomplete and sub-standard road needs to be extended to a nearest quarter line and beyond by 50 meters or less in order to create an adequate access to the adjacent quarter, an applicant may be authorized to construct the new road to a preexisting and sub-standard road standard. If the road requirement is due to a new subdivision proposal, the Operational Department shall provide their written comments to the Planning & Development department regarding an acceptable road standard within an applicable timeline and prior to a subdivision approval being granted.
9. For Non-conforming Roads Mackenzie County may enter into a Road Allowance Use Agreement with a landowner. The County shall not maintain any non-conforming roads and the applicant shall be aware that no development permit will be issued until the road is upgraded to the standards and specifications acceptable to Mackenzie County. The cost of upgrading the road to standards and specifications acceptable to Mackenzie County shall be the sole responsibility of the landowner.
10. It shall be the Applicant's sole responsibility to negotiate cost sharing arrangements with other benefiting landowners and the County shall not provide assistance with respect to this matter.

Mackenzie County Endeavour to Assist for Local Road Construction

Although all costs relating to application for construction of local roads within road allowances shall be borne by the Applicants, Mackenzie County, at its sole discretion, may provide assistance in the form of:

1. provision of survey to delineate the property boundaries;
2. the review of surface water;
3. the supply of surfacing gravel;
4. the supply of culvert materials; and,
5. the installation of culverts that exceed 600 mm in diameter or where the twinning of any size culvert is required.

ACCESS CONSTRUCTION (APPROACH/DRIVEWAY)

Policy Statement

Mackenzie County shall adopt standards to provide safe, legal and defined accesses from any County road while maintaining and not disrupting current surface water management patterns.

Guidelines

1. Applications for the construction, reconstruction or alteration of any access shall be submitted in the form contained in Schedule G and will be accepted by Mackenzie County any time throughout the year. The submitted applications will be reviewed and the applicant shall be provided with an initial response within 30 days of receiving the application.
2. The Applicant shall be solely responsible for all costs associated with the construction and maintenance of the access **other than culvert replacement as stated in item #11**.
3. Unless otherwise approved by Mackenzie County all accesses shall meet the following standards and be constructed in accordance with Mackenzie County specifications.

Access Type	Minimum Setback from Intersection	Minimum/Max Finished Top Width	Turning Radius on Shoulders	Culvert Length	Culvert Diameter	Culvert Slope	Access Side Slope	Gravel
Rural	50 meters (165 ft)	Min - 8 meters Max - 16 meters	15 meters	standard 13 m length, 600mmø		3:1	3:1	15-20mm size, 50mm depth
Urban Residential (rural standard)	6.1 meters (20 ft)	Min - 6 meters Max - 12 meters	5 meters	standard 12 m length, 600mmø				15-20mm size, 50mm depth
Urban Residential (curb, gutter & sidewalk)	6.1 meters (20 ft)	Min - 6 meters	N/A	N/A		N/A	N/A	15-20mm size, 50mm depth
Urban Commercial/Industrial (rural standard)	10 meters (33 ft)	Min - 10 meters Max - 16 meters	10 meters	standard 15 m length, 600mmø		3:1	3:1	15-20mm size, 50mm depth
Urban Commercial/Industrial (curb, gutter & sidewalk)	10 meters (33 ft)	Min -10 meters	N/A	N/A		N/A	N/A	15-20mm size, 50mm depth
Hamlet Country Residential	6.1 meters (20 ft)	Min - 8 meters Max - 16 meters	10 meters	standard 13 m length, 600mmø		3:1	3:1	15-20mm size, 50mm depth
Temporary (rural)	50 meters (165 ft)	8 meters	10 meters	At the discretion of the Director of Operations		3:1	3:1	At the discretion of the Director of Operations

4. For accesses to Institutional, Commercial, Industrial, Hamlet Country Residential, Rural Country Residential, Hamlet General and Direct Control properties, which connect to paved County roads, shall be provided with a paved apron extending from the edge of the shoulder to the property line or for a distance of 4 meters, whichever is less.
5. The Applicant shall arrange and pay for all utility locates within the area of the access and shall obtain approvals from any affected utility companies and submit the said approvals to the County prior to the start of any construction.
6. The Applicant shall be solely responsible for the costs of all investigations, modifications or repairs to utility installations.
7. 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.
8. Mackenzie County will not approve, inspect or supply a culvert to any properties deemed to have unauthorized development occurring within its boundaries.
9. All subdivisions, with the exception of curb and gutter streets, shall provide an access to each lot being created and to the balance of the lands to County standards prior to the registration of the subdivision.
10. Mackenzie County shall inspect each authorized access after completion and if the access does not meet the standards of the County, the Applicant shall be responsible for all costs and construction required to bring the access to acceptable standards.
11. Mackenzie County will consider only the first or primary access to a property when upgrades to a Municipal road occur or in the event that a culvert replacement is required of which the property owner will be responsible for 50% cost of the culvert which will be installed by the County.
12. Mackenzie County will not supply any material or be responsible for any costs associated with the construction and/or removal of temporary accesses and these shall be removed at the end of the intended use and the area of the access restored to its original condition.
13. Mackenzie County reserves the right to change the location of the proposed access if this is deemed necessary to protect the County's municipal servicing infrastructure.

14. Rural accesses must be constructed at a location which provides a minimum 100 meters unobstructed sight distance in each direction and shall be at least 50 meters from other accesses or intersections.
15. The Province of Alberta may not permit accesses to be constructed from roads under their jurisdiction unless the access is aligned with a road allowance under the jurisdiction of Mackenzie County and such accesses shall require the approval of Alberta Transportation.

Mackenzie County Endeavour to Assist

Although all costs relating to application for and construction of accesses shall be paid by the Applicants, Mackenzie County, at its sole discretion, may provide assistance in the form of:

1. supporting an application to construct an access from a road under the jurisdiction of the Province of Alberta if said access is aligned with a proposed major/collector road to be constructed by Mackenzie County;
2. if the application for an access aligned with a major/collector road from a road under the jurisdiction of the Province of Alberta is approved by Alberta Transportation and the County, the County may pay the cost of construction;
3. the supply of a culvert, if required, for the construction of the first access to a rural quarter section or river lot provided that the access has been built to Mackenzie County standards and approved by the County (any and all subsequent accesses will be at the sole responsibility of the Applicant to supply, construct and install in accordance with Mackenzie County standards); and,
4. The County will assume responsibility for maintenance of accesses within the boundaries of the road allowance, (as described in the aforementioned item #1) when it has been approved and accepted.

SURFACE WATER MANAGEMENT

Policy Statement

Mackenzie County understands the need to find solutions to agricultural surface water management issues and the construction of permanent or temporary agricultural surface water management channels on or impacting road allowances may be necessary for effective resolution to surface water management issues but these projects must protect the integrity of natural watercourses. These projects shall only be performed with the approval of Mackenzie County and in accordance with all applicable County standards and specifications and those imposed by other levels of government.

Guidelines

1. Applications for the construction of permanent or temporary agricultural surface water management channels, in the form contained in Schedule B, will be accepted by Mackenzie County any time throughout the year, which applications will be referred to the appropriate Surface Water Management Basin Committee for consideration and the applicant shall be provided with an initial response within 30 days of receiving the application.
2. Applications shall be submitted in the form contained in Schedule B and may be required to include a survey plan showing:
 - approximate location of legal property boundaries;
 - the area to be drained by the proposed agricultural surface water management channel;
 - the alignment of the proposed agricultural surface water management channel;
 - the existing ground elevations;
 - the proposed design elevations;
 - a typical cross-section of the proposed surface water management channel; and,
 - the location, size and elevation of existing and proposed surface water management structures (i.e. culverts).
3. For permanent and temporary agricultural surface water management channels discharging to a ditch adjacent to a developed road allowance, or the County's licensed ditch, the Applicant may be required to submit an application to ESRD, along with the survey plan, for approval and may be required to submit a copy of said ESRD application and their approval to the County prior to the their application being considered further.

4. For permanent and temporary agricultural surface water management channels requiring a ditch to be constructed within an undeveloped road allowance the Applicant may be required to submit an application to ESRD, along with the survey plan, for approval and shall submit a copy of said ESRD application and their approval to the County prior to the their application being considered further.
5. For permanent surface water management channels constructed within undeveloped road allowances the alignment, profile and cross-section shall match the design of the future road ditch, should the road allowance be developed.
6. The Applicant shall be responsible for all costs relating to the development of permanent and temporary agricultural surface water management channels including application, construction and operation/maintenance. In addition, the Applicant shall be required to enter into a Road Allowance Use Agreement (form contained in Schedule C appended hereto) with Mackenzie County.
7. The Applicant shall be financially responsible for the operation and maintenance of the proposed agricultural surface water management channels on undeveloped road allowances and shall be liable for all injuries and/or damages that may result from the lack of or improper performance of the operation and maintenance.
8. The construction of permanent or temporary agricultural surface water management ditches that have a detrimental effect on adjoining private property may give rise to civil liability and the Applicant shall be solely responsible for resolving these matters.
9. The Applicant shall consent to the filing of caveats on property owned by the Applicant that the County deems necessary for the protection of the proposed agricultural surface water management ditches.
10. Persons constructing permanent or temporary agricultural surface water channels without the approval of Mackenzie County may be subject to fines and/or other penalties, including but not limited to the removal of the offending agricultural surface water channel as per the County's Fee Schedule Bylaw and/or other applicable provincial regulation.

Mackenzie County Endeavour to Assist

Although all costs relating to application for, construction of and operation/maintenance of surface water management channels shall be borne by Applicants, Mackenzie County, at its sole discretion, may provide assistance for:

1. the mediation of disputes between property owners that pertain to surface water management matters and attempt to find solutions to the disputes;
2. obtaining approvals from other levels of government; and,
3. the funding of all or a portion of the costs associated with the construction of major agricultural surface water management channels, subject to the cooperation of benefiting property owners and budget availability.

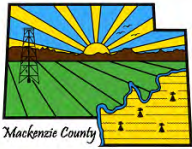
	Date	Resolution Number
Approved	11-Dec-12	12-11-845
Amended	12-Feb-13	13-02-069
Amended	27-Mar-13	13-03-189
Amended	16-Jul-13	13-07-492
Amended	08-Oct-13	13-10-692
Amended	26-Mar-14	14-03-177
Amended		

SCHEDULE - A

Surface Water Management Basins

SCHEDULE - B

**Agricultural Surface Water Management
Projects Application**



Application # _____

Construction of an Agricultural Surface Water Management Channel Application

APPLICANT INFORMATION:

Name of Applicant _____

Permanent address _____
P.O. Box Town Province Postal Code

Telephone (res.) _____ (bus.) _____

Legal land description(s) _____

Please list all landowners participating in the project:

NAME	LEGAL LAND DESCRIPTION
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

PROJECT INFORMATION:

The following information has been appended:

- approximate location of legal property boundaries;
- the area to be drained by the proposed agricultural surface water management channel;
- the alignment of the proposed agricultural surface water management channel;
- the existing ground elevations (what is the general lay of the land);
- the proposed design elevations (is ditch cut required for drainage);
- a typical cross-section of the proposed surface water management channel;
- the location, size and elevation of existing and proposed surface water management structures (i.e. culverts);
- proof of ESRD approval (provide a copy to the County); and
- A proposed plan for top soil management (how will you manage the excess topsoil).

Mackenzie County
 Box 640, Fort Vermilion, AB T0H 1N0
 Ph: 780.927.3718 Fax: 780.927.4266

Does the proposed agricultural surface water management channel discharge into a ditch along an existing road? Yes No

If yes, please provide the following:

Name of the applicable road _____

Does the proposed agricultural surface water management channel require the construction of a ditch within an undeveloped road allowance? Yes No

If yes, please provide the following:

Legal location of road allowance _____

Is the Applicant willing to enter into a Road Allowance Use Agreement? Yes No

What is the estimated size of the contributing area? _____Acres.

Does this project involve a ditch already licensed? Yes No

If yes, please attach all related documents (i.e. license number, map, etc.).

Are the Applicants prepared to sign an easement/caveat at no cost to the County? Yes No

By signing this form, I verify that this information is accurate and complete to the best of my knowledge; and,

I hereby authorize the County to traverse the subject properties for the purpose of performing a basic review and level one assessment of the proposed project as specified on this form.

Signature

Date

SCHEDULE - C

Road Allowance Use Agreement

SCHEDULE - D

Local Road Network

SCHEDULE - E

Road Standards

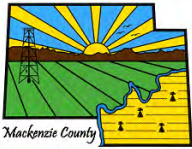
Mackenzie County Rural Road Standards/Specifications

	Unit	Collector	Local Road
Road Top Width	m	9m	8m
Avg Height of Fill (min)	m	1.0m	0.9m
Normal Side Slope	run:rise	3:1	3:1
Normal Ditch Width (min)	m	3m	1-3m
Normal Back slope	run:rise	2:1	2:1
Compaction @ Construction	% of Standard Proctor Density	98%	97%
Moisture Content @ Construction	% of Standard Proctor Density	+ / - 1%	+ / - 3%
Rate of Regraveling		Up to 300m ³ /mi	Up to 200m ³ /mi
Private Approach Radius	m	12m	12m
Crown Rate (m/m)		3-4%	3-4%
Right of Way (min)	m	30m	20m

- A top soil management plan must accompany each road request application.
- All slopes and ditches must be seeded with an approved grass seed mixture. (Typically 70% Broom grass and 30% Creeping Red Fescue)

APPENDIX SCHEDULE - F

Road Construction Application



Application # _____

Request to Construct a Road

APPLICANT INFORMATION:

Name of Applicant _____

Permanent address _____
P.O. Box Town Province Postal Code

Telephone (res.) _____ (bus.) _____

Legal land description(s) _____

Please list all landowners participating in the project:

NAME	LEGAL LAND DESCRIPTION
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

PROJECT INFORMATION:

The following information has been appended:

- approximate location of legal property boundaries;
- the length of road to be constructed;
- identification of proposed surface water management structures (i.e. culverts);
- the existing ground elevations (what is the general lay of the land);
- the proposed design elevations (is ditch cut required for drainage);
- the location of property accesses (driveway);
- Proof of ESRD approval (provide a copy to the County); and
- A proposed plan for top soil management (how will you manage the excess topsoil).

Mackenzie County
Box 640, Fort Vermilion, AB T0H 1N0
Ph: 780.927.3718 Fax: 780.927.4266

Does the proposed road benefit more than one landowner? Yes No

If yes, please provide the following:

Name of the other landowners:

Is the Applicant willing to enter into a Road Allowance Use Agreement? Yes No

What is the estimated length of the road? _____ meters.

Does this road connect to a road under the jurisdiction of the Province of Alberta? Yes No

If yes, please attach location of intersection.

By signing this form, I verify that this information is accurate and complete to the best of my knowledge; and,

I hereby authorize the County to traverse the subject properties for the purpose of performing a basic review and level one assessment of the proposed project as specified on this form.

Signature

Date

ROAD CONSTRUCTION PROCEDURE / CHECKLIST

Upon receiving all necessary documentation with Request to Construct a Road, the following procedure will be implemented:

Pre-construction site meeting with applicant / contractor / County

- Culverts required _____
- Drainage requirements _____

Interim inspection at 50% completion with applicant / contractor / County

- Arising issues _____

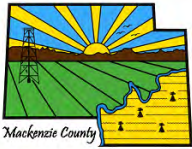
Final inspection prior to graveling with applicant / contractor / County

Final acceptance - Road has been graveled by County on _____ (date)

_____ Applicant _____ Mackenzie County

SCHEDULE - G

**Access Construction Application
(Approaches/Driveways)**



Application # _____

Request to Construct or Alter an Access

(Approaches/Driveways)

APPLICANT INFORMATION:

Name of Applicant _____

Permanent address _____
P.O. Box Town Province Postal Code

Telephone (res.) _____ (bus.) _____

Legal land description(s) _____

PROJECT INFORMATION:

The following information has been appended:

- approximate location of legal property boundaries;
- the location of the access in relation to other accesses/intersections;
- identification of proposed surface water management structures (i.e. culverts);
- the existing ground elevations (what is the general lay of the land);
- the proposed design elevations (is ditch cut required for drainage);
- proof of contact with affected utility companies; and
- a proposed plan for top soil management (how will you manage the excess topsoil).

Is the proposed access: A New Access An Alteration of an Access

If an alteration, please specify:

Does the proposed access benefit more than one landowner? Yes No

If yes, please provide the following:

Name of the other landowners:

Mackenzie County
Box 640, Fort Vermilion, AB T0H 1N0
Ph: 780.927.3718 Fax: 780.927.4266

Does the proposed access connect to a road under the jurisdiction of the Province of Alberta? Yes No

If yes, please provide the following:

Name of Provincial roadway _____

By signing this form, I verify that this information is accurate and complete to the best of my knowledge; and,

I hereby authorize the County to traverse the subject properties for the purpose of performing a basic review and level one assessment of the proposed project as specified on this form.

Signature

Date



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	Second Access Request – NW 30-105-13-W5M

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.

This parcel can be considered fragmented due to a drainage ditch running through the center of NW 30-105-13-W5M.

As per policy, administration cannot approve this therefore this application is being presented to Council for consideration.

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: Sarah Martens **Reviewed by:** _____ **CAO** JW

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

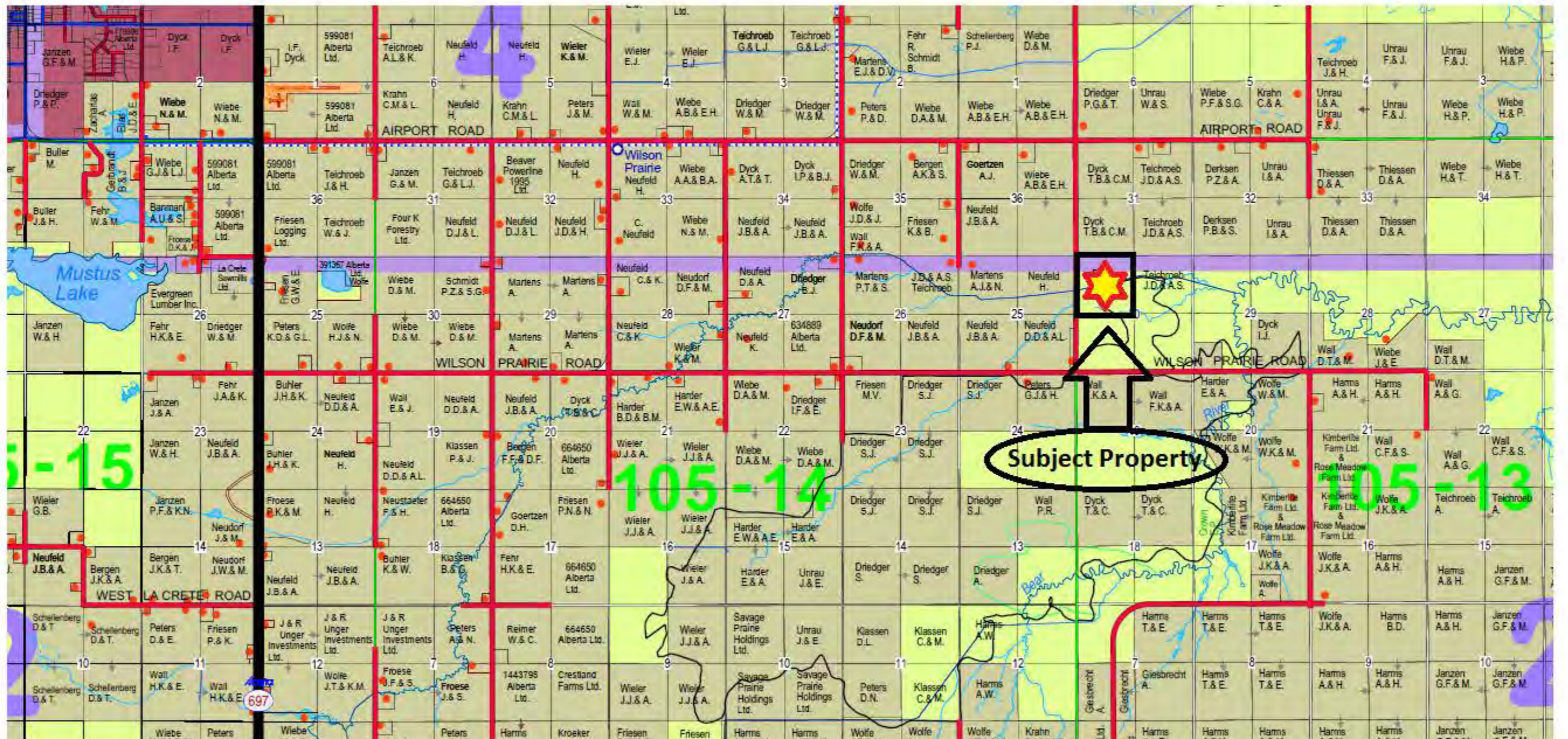
Administration will write a letter to the applicant on the decision of Council.

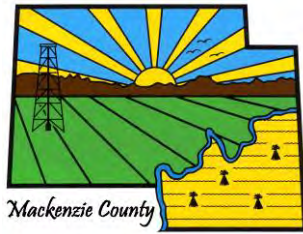
RECOMMENDED ACTION:

That the second access request for NW 30-105-13-W5M be approved.

Author: Sarah Martens Reviewed by: _____ CAO JW







MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 939-14 Land Use Bylaw Amendment to Rezone Part of Plan FVS, Range 2, RL 8 from Hamlet Residential 1 "HR1" to Hamlet Residential 2 "HR2" and Recreational District 2 "REC2" (Fort Vermilion)

BACKGROUND / PROPOSAL:

Bylaw 939-14 was first brought to Council on March 11, 2014 where the motion was made to grant first reading:

MOTION 14-03-136 That first reading be given to Bylaw 939-14 being a Land Use Bylaw Amendment to rezone FORT VERMILION SETTLEMENT, Range 2, Riverlot 8 from Hamlet Residential 1 "HR1" to Hamlet Residential 2 "HR2" and Recreational 2 "REC2" for the purpose of developing a multi-family complex and an intensive recreational area, subject to public hearing input.

Administration could not proceed with this rezoning as the application form had not been signed by the current land owner and the land had not been transferred to the new owner. The applicant is now the new registered owner as of July 30, 2014, and would like to proceed with the rezoning with one small change. They would like to remove the Hamlet Residential 2 "HR2" district and rezone the entire lot to Recreational 2 "REC2"

They no longer plan to build multi-family dwellings on the south end of this lot.

The Planning Department has no issues or concerns with this development.

OPTIONS & BENEFITS:

A couple of key items from the Area Structure plan lend support to this development.

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

Key objectives expressed in the MDP that provide a foundation for growth in Fort Vermilion include:

- Plan for a positive growth rate;
- Promote orderly and economic growth;
- Provide a variety of housing types;
- Plan for future subdivision and development of residential areas;
- Facilitate growth of commercial and industrial areas;
- Provide institutional, recreational, and cultural opportunities;
- Optimize the use of existing services and infrastructure; and,
- Strengthen the long term viability of Fort Vermilion.

Policies Specific to Growth in Fort Vermilion

Key policies in the MDP that outline a long term growth strategy for Fort Vermilion include:

- Develop in accordance with the MDP;
- Preserve and promote historically significant buildings and support local initiatives that promote Fort Vermilion's heritage; *(the Fur depot)*
- Prepare a comprehensive plan for the existing Nature Trail that provides access to natural areas and connects to other community amenities; *(Intensive recreational area, preserves one of the last natural areas in town)*

The Planning Department supports initiative development within the Hamlets, and the Hamlet of Fort Vermilion is certainly in the need of multi-family dwellings; however the preservation of natural spaces and the beauty of Fort Vermilion is also vital. Therefore with the combination of two different types of development on this large lot would help to preserve the natural beauty of the area without the excessive removal of trees.

Bylaw 9__-14 was presented to the Municipal Planning Commission at their February 26, 2014 MPC meeting, where they made the following motion:

MOTION MPC 00-00-00 That the Municipal Planning Commission's recommendation to Council is for the approval of Bylaw 9__-14 being the rezoning of FVS, Range 2, River Lot 8 from Hamlet Residential 1 "HR1" to Hamlet Residential 2 "HR2" and Recreational 2 "REC2" for the purpose of developing a multi-family complex and an intensive recreational area

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant

Author: L. Lambert Reviewed by: _____ CAO JW

SUSTAINABILITY PLAN:

Under Step III: Social and Cultural Sustainability

Goal S1 States that: Each County Hamlet and rural area hosts a concentration of social, cultural and commercial activity in one strategic location.

Aside from Goal S1, the Sustainability Plan does not address commercial development on agricultural land. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan

COMMUNICATION:

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

RECOMMENDED ACTION:

That an amendment be given to the first reading of Bylaw 939-14 being a Land Use Bylaw Amendment to rezone FORT VERMILION SETTLEMENT, Range 2, Riverlot 8, from Hamlet Residential 1 “HR1” to Recreational 2 “REC2” for the purpose of developing an intensive recreational area, subject to public hearing input.

Author: L. Lambert Reviewed by: _____ CAO JW

BYLAW NO. 939-14
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 2013, 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 Multi-Family Dwellings and a Recreational Area.

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 North Vermilion Settlement, Range 2, River Lot 8

within Mackenzie County, be rezoned from Hamlet Residential 1 “HR1” to Recreational District 2 “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

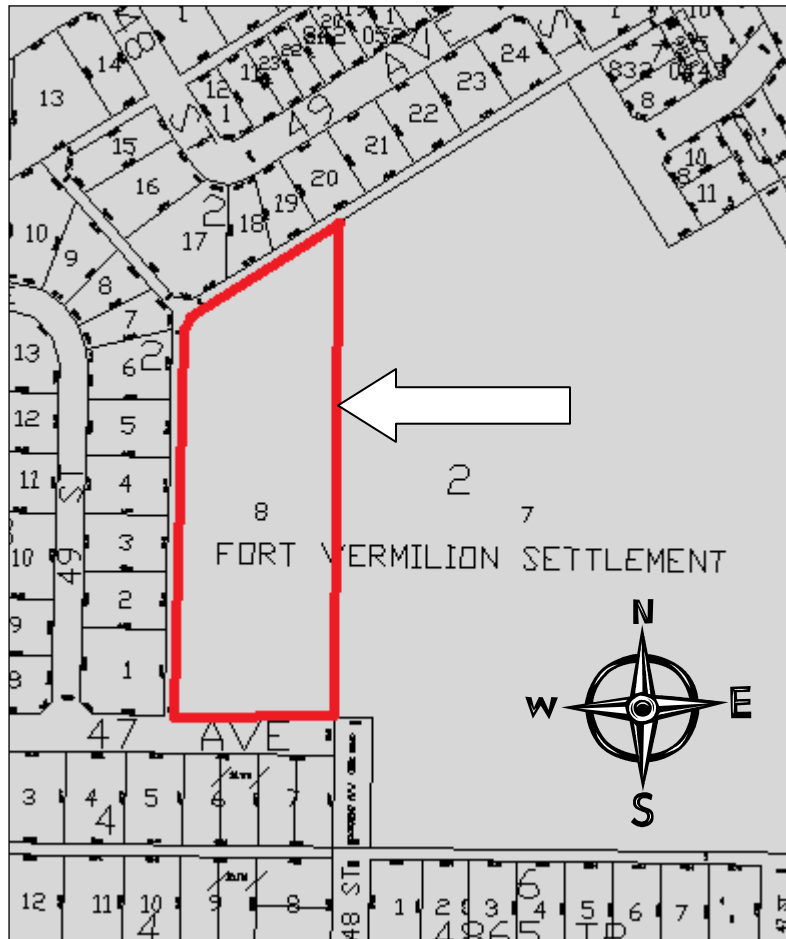
BYLAW No. 939-14

SCHEDULE "A"

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

Part of North Vermilion Settlement, Range 2, River Lot 8

within Mackenzie County, be rezoned from Hamlet Residential 1 "HR1" to Recreational District 2 "REC2" as outlined in Schedule "A" hereto attached.



FROM: Hamlet Residential 1 "HR1"

TO: Recreational 2 "REC2"



PC Feb 6th
Feb 11th

LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. Bylaw 939-14

NAME OF APPLICANT <i>Charles LeForge</i>		
ADDRESS <i>PO Box 84</i>		
TOWN <i>High Level AB</i>		
POSTAL CODE <i>Tell-120</i>	PHONE (RES.) <i>7-3338</i>	BUS. <i>6-5825</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 <i>FV5</i>	BLK <i>2</i>	LOT <i>8</i>
----------	------	------	-------	----	----	-----------------	--------------	--------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *HR 1* TO: *Rec 2*

REASONS SUPPORTING PROPOSED AMENDMENT:

To facilitate const of campground & other Tourism type facilities, ~~inc~~ inc a Maint shop, caretakers Res, cabins, Museum, Gas Depot & Gifts, Bathhouse, laundry & Showers, etc.

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

Charles LeForge
APPLICANT

Jan 28 - 2014
DATE

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

REGISTERED OWNER

DATE

Feb 11th



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT <i>Charles LaForge</i>		
ADDRESS <i>PO Box 84</i>		
TOWN <i>High Level AB</i>		
POSTAL CODE <i>T0H-1Z0</i>	PHONE (RES.) <i>7-3338</i>	BUS. <i>6-5825</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 <i>FV3</i>	BLK <i>2</i>	LOT <i>8</i>
----------	------	------	-------	----	----	--------------------	-----------------	-----------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: *HR1* TO: *HR2*

REASONS SUPPORTING PROPOSED AMENDMENT:

To facilitate const of Apartments & Parking

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

[Signature]
APPLICANT

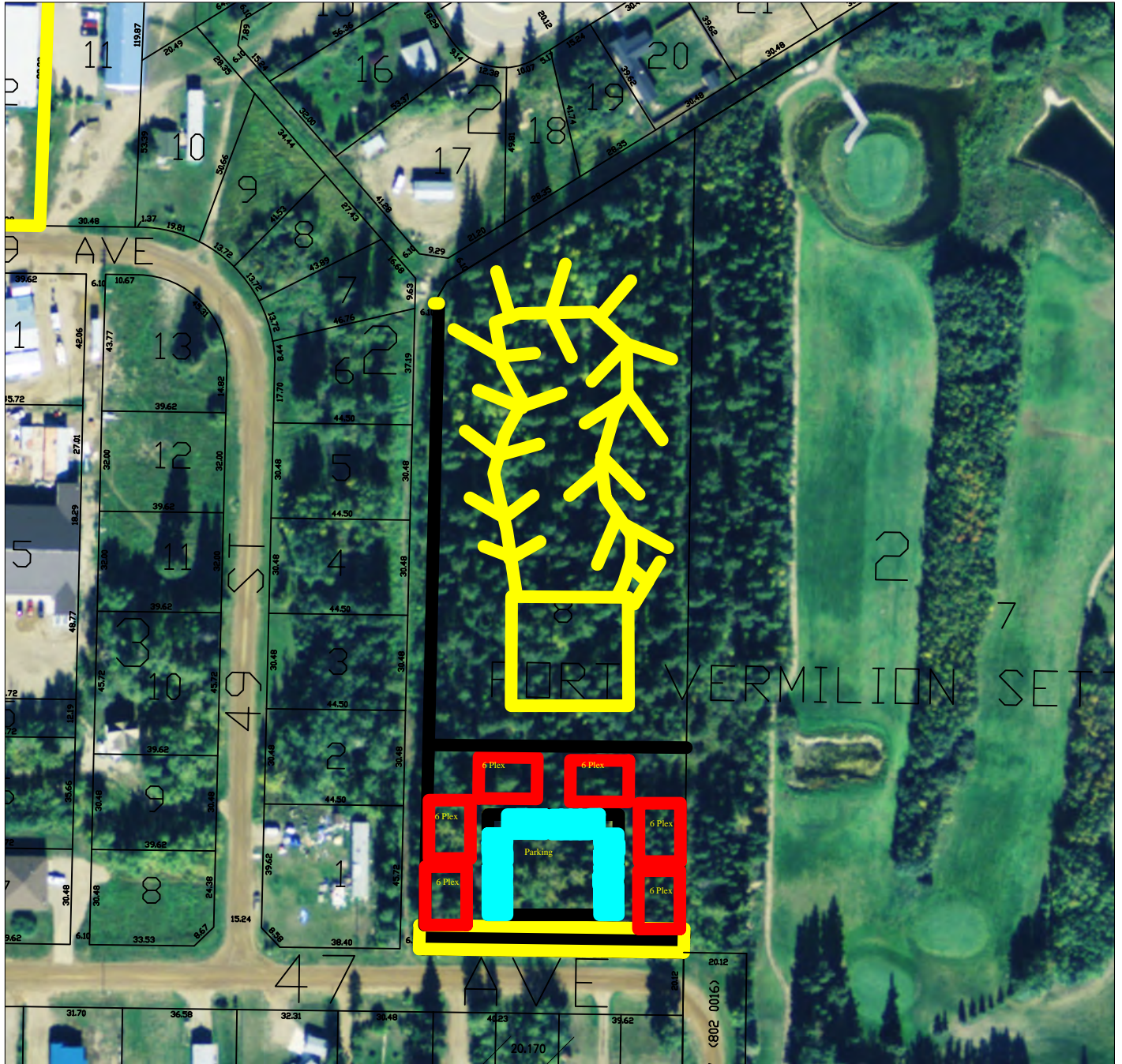
Jan 28 2014
DATE

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

REGISTERED OWNER

DATE

Land Use Bylaw Amendment



File No: Bylaw 939-14

DISCLAIMER

Information on this map is provided solely for the user's information and, while thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.

The County, its agents, employees or contractors will not be liable for any damages, direct or indirect, or lost profits or data arising out of use of information provided on this map.

G:\logo\New mackenzieCountryLogo.png

NOT TO SCALE

The Utility department has stated that; from a utilities stand point, this property would be treated as rural waterline. Direction has been given for rural waterline users that would like to connect to water must do so at their own cost, but to our standards. If the applicant were to apply for water at this point it would have to be as a trickle system due to it being outside of hamlet boundaries.

OPTIONS & BENEFITS:

Approval of this re-zoning could be considered as encouraging leapfrog development. There is vacant undeveloped commercial land within the hamlet between this proposed parcel and the existing development.

The subject land is adjacent to the Hamlet Boundary, and that land within the boundary is currently zoned as Hamlet Commercial. Therefore, it would make more sense to allow this piece of land in the future to be rezoned to Commercial not Industrial. In the La Crete Area Structure Plan, Industrial Development is located to the east of the Hamlet.

Option 1

MOTION (Approval)

That first reading be given to Bylaw 972-14 being a Land Use Bylaw Amendment to rezone Plan 132 4101, Block 2, Lot 1 from Agricultural “A” to Rural Light Industrial District “RI1” for the purpose of Industrial development, subject to public hearing input.

Option 2

MOTION (Refusal)

That first reading for Bylaw 972-14 being a Land Use Bylaw Amendment to rezone Plan 132 4101, Block 2, Lot 1 from Agricultural “A” to Rural Light Industrial District “RI1” for the purpose of Industrial development be refused.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant

SUSTAINABILITY PLAN:

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

Author: L. Lambert Reviewed by: CAO JW

COMMUNICATION:

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

RECOMMENDED ACTION:

Option 2

That first reading of Bylaw 972-14 being a Land Use Bylaw Amendment to rezone Plan 132 4101, Block 2, Lot 1 from Agricultural "A" to Rural Light Industrial District "RI1" for the purpose of Industrial development be REFUSED.

Author: L. Lambert Reviewed by: _____ CAO JW

BYLAW NO. 972-14
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 an Industrial 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:

Plan 132 4101, Block 2, Lot 1

within Mackenzie County, be rezoned from Agricultural "A" to Rural Industrial District "RI1" 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

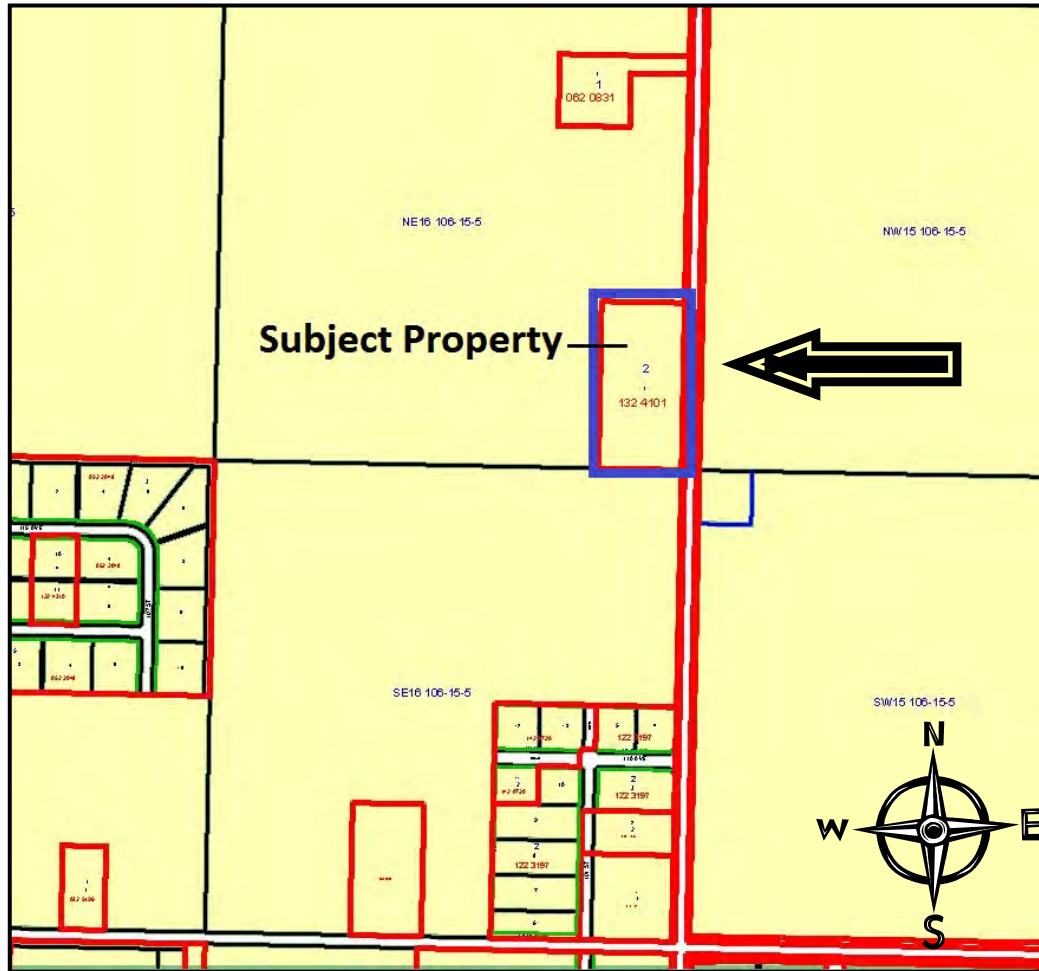
Joulia Whittleton
Chief Administrative Officer

BYLAW No. 972-14

SCHEDULE "A"

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

Plan 132 4101, Block 2, Lot 1 within Mackenzie County, be rezoned from Agricultural "A" to Rural Industrial District "RI1"



FROM: Agricultural "A"

TO: Rural Industrial District "RI1"



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 972-14

NAME OF APPLICANT <u>Henry Peters</u>		
ADDRESS <u>Box 1603</u>		
TOWN <u>La Crek AB</u>		
POSTAL CODE <u>T0H-2H0</u>	PHONE (RES.) <u>841-2958</u>	BUS. CELL <u>841-2951</u>

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. <u>NE</u>	SEC. <u>16</u>	TWP. <u>106</u>	RANGE <u>5</u>	M. <u>5</u>	OR	PLAN <u>1324101</u>	BLK	LOT
--------------------	----------------	-----------------	----------------	-------------	----	---------------------	-----	-----

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Residential TO: Industrial

REASONS SUPPORTING PROPOSED AMENDMENT:

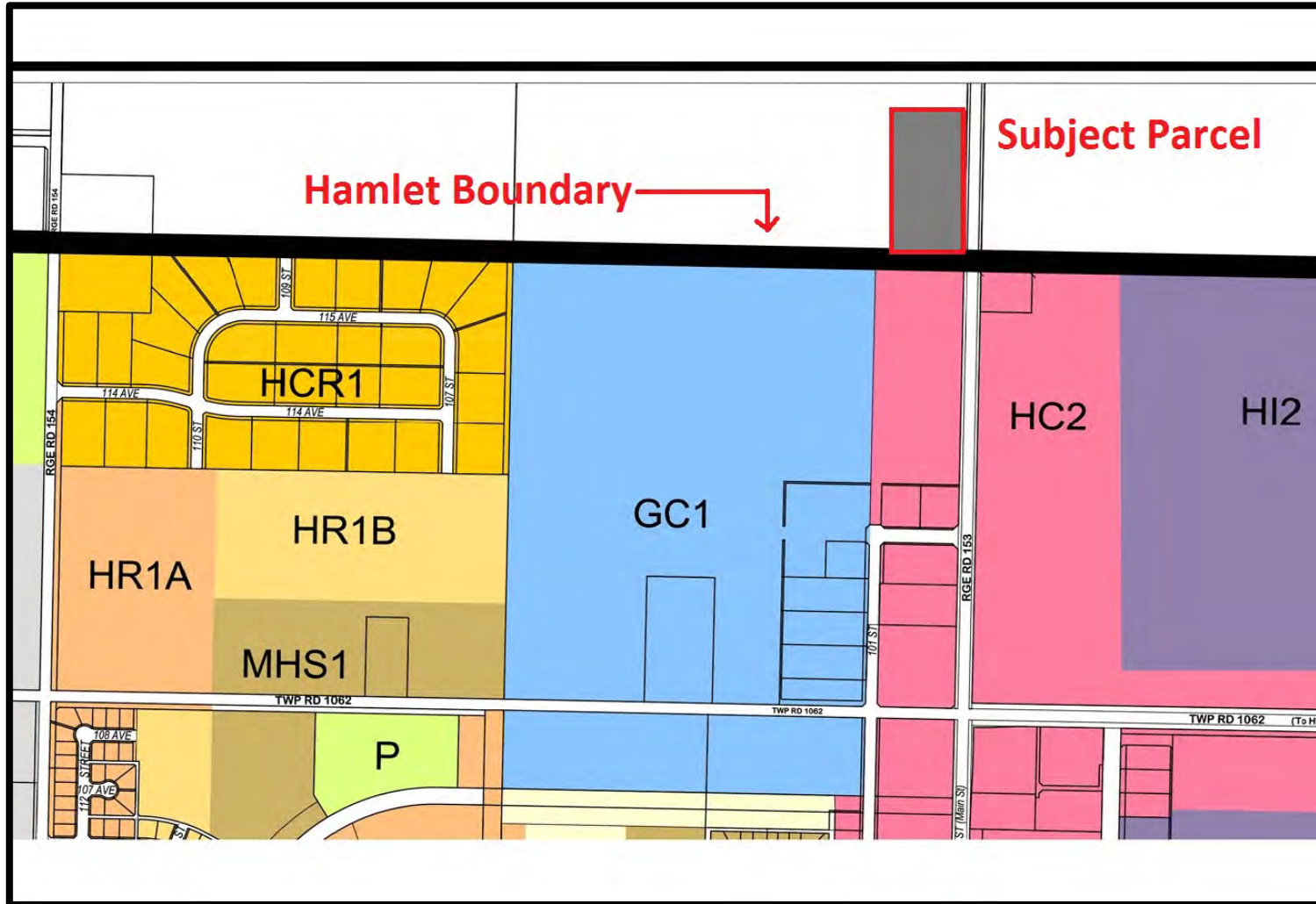
I am proposing this change because I want to construct a large shop on this 10 acre parcel in the near future. I have a lot of opportunities to sell this parcel, but how do I know what he will do? he might set up a old trailer with a tin roof, and have a hobby farm, which is the wrong location for that, with the pavement there now, and a lot of traffic, I want it to look neat, and think that would also benefit the county, Image wise and tax revenue wise. please accept my proposal.

With love - Henry Peters!

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ _____ RECEIPT NO. _____
Henry Peters _____ Sept 5 _____
 APPLICANT DATE

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.
Henry Peters _____ Sept 5 / 2014 _____
 REGISTERED OWNER DATE

BYLAW AMENDMENT APPLICATION



File No. Bylaw [97x972-14](#)

NOT TO SCALE

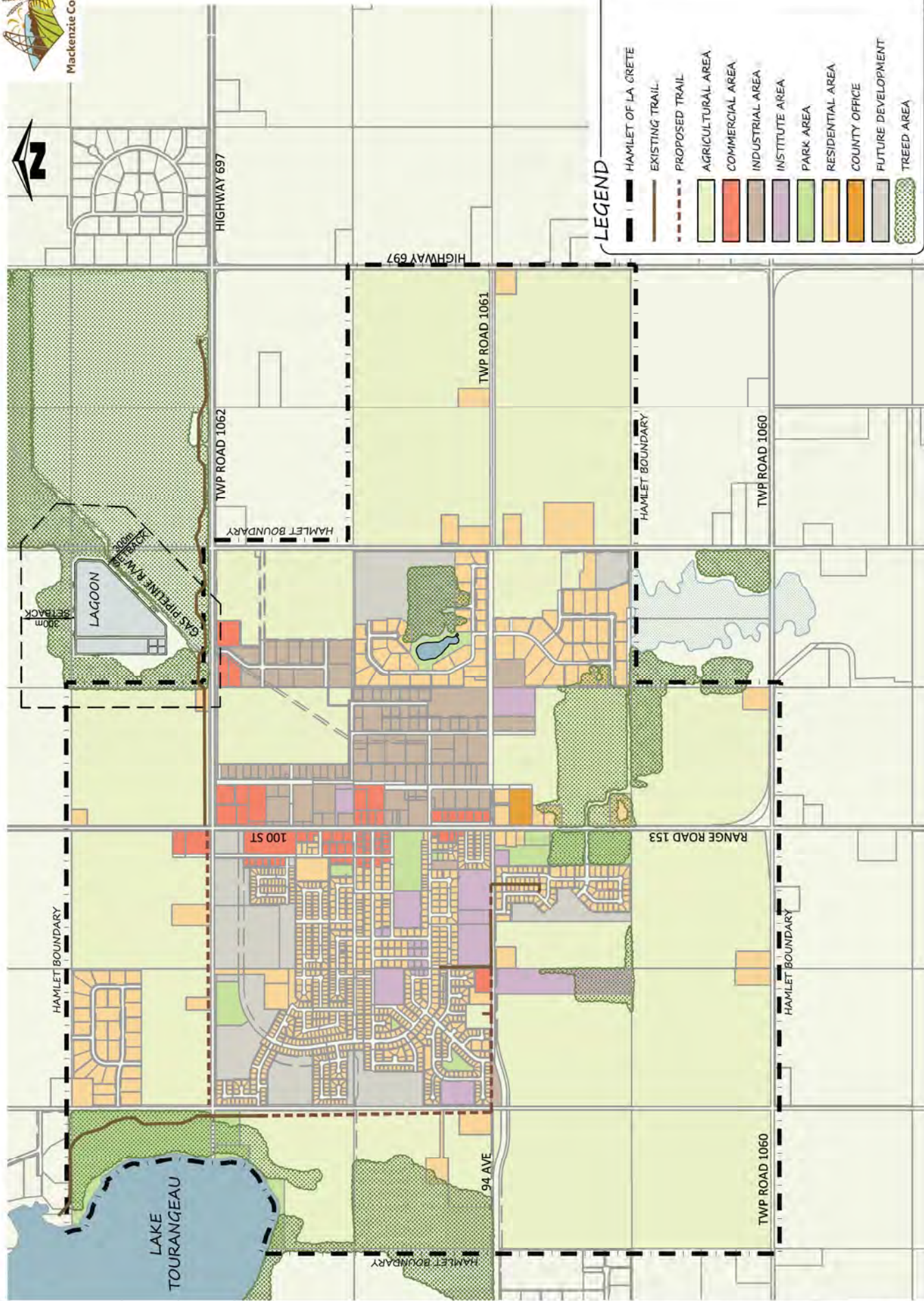
Disclaimer

Information on this map is provided solely for the user's information and, While thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.

The County, its agents, employees or contractors will not be liable for any Damages, direct or indirect, or lost profits or data arising out of the use of information provided on this map.



Mackenzie County

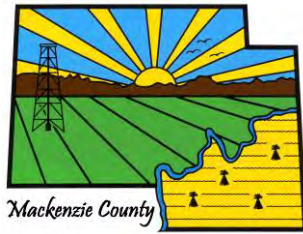


LEGEND

- HAMLET OF LA CRETE
- EXISTING TRAIL
- PROPOSED TRAIL
- AGRICULTURAL AREA
- COMMERCIAL AREA
- INDUSTRIAL AREA
- INSTITUTE AREA
- PARK AREA
- RESIDENTIAL AREA
- COUNTY OFFICE
- FUTURE DEVELOPMENT
- TREED AREA

MAP 6
CURRENT LAND USES
 LA CRETE AREA STRUCTURE PLAN
 NOT TO SCALE
 JUNE 2013





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 973-14 Land Use Bylaw Amendment to Rezone Part of NW 01-104-18-W5M from Agricultural “A” to Public Institutional District “P”(Bluehills Area)

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to rezone Part of NW 01-104-18-W5M from Agricultural “A” to Public/Institutional District “P” for the purpose of subdividing off a portion of land for a Private School Development.

The rezoning request is the result of a subdivision application, this application would be the first parcel out of a quarter section located approximately one mile south of Highway 697 in the Bluehills area. The proposed subdivision in itself is allowed and the first phase of the subdivision process was started, that being, notifying all adjacent landowners.

It was during this first phases of the subdivision process, that it was brought to the Planning Departments attention by an adjacent farmer (See attached letter) about the restrictions that a school has on the area farmers when it comes to spraying, dust and the types of crops allowed next to a school. One particular crop, Hemp has strong regulations when it comes to where it can be grown.

Specific regulations from the Industrial Hemp Regulations (SOR/98-156) include:

- *Individuals or companies must be licenced in order to import, grow, export, process, and sell hemp seed or hemp products.*
- *Health Canada will not licence cultivation of less than 10 acres except in special circumstances such as breeder seed plots.*
- *Growers must give GPS (Global Positioning System) co-ordinates of the location where they plan to grow hemp.¹⁰*

Author: L. Lambert **Reviewed by:** B. Peters **CAO** JW

- The growing location must not be less than one kilometer from places frequented by persons less than 18 years of age (e.g. schools).
- *Beginning January 1, 2000, only pedigree seeds on the OECD (Organization for Economic Cooperation and Development) list of approved varieties may be planted.*
- *Growers will be required to maintain records of production and distribution.*
- *Growers are required to have a sample tested by an approved lab or approved sampler to determine the THC content under their conditions.*
- *Licences and audit trails will be required for all processing activities.*

As the attached letter states, there are several schools within the general area; although the farmer may not have grown this particular crop before, it takes away all his opportunities to even consider growing this crop in an agricultural area.

Currently there is a total of 8 private schools, some in operation and some not. Alberta Education, Senior Manager of the Northern Branch has provided a list of the private schools that are currently listed with them. These are:

- Peace Mennonite School Society, La Crete,
- Hilltop Congregation Church of God in Christ Mennonite, Fort Vermilion (may not be operating this year)
- Buffalo Head Mennonite School Society (3 campuses)
 - Rosenfeld School (may not be operating this year)
 - Ostland School (may not be operating this year)
 - New Neuanlage School (may not be operating this year)
- Wilson Prairie Mennonite School Society (2 campuses)
 - Blumenort
 - Wilson Prairie School (may not be operating this year)
 - Tompkins School (inactive for several years)

In the Bluehills area itself, there are two private schools and one public school (located on the same section as the proposed school), with the addition of this proposed school it will make a total of four schools within a five mile radius of each other. The attached drawing, "School Location map", shows where those schools are located, each with a one kilometer ring surrounding it (as required by the Industrial Hemp Regulations) which shows how much land would be affected.

An additional concern is traffic. Currently the proposed school is not located on a through road; therefore most traffic would have to access from either the west or the north off of Highway 697.

It was indicated at the Municipal Planning Commission meeting on September 11, 2014 that the school would extend range road 182 one mile south to connect with the existing road. This would then allow a more direct route from the south end of Bluehills eliminating some of the need to cross Highway 697. However the cost of and construction of a new road is an issue to be discussed.

Author: L. Lambert Reviewed by: B. Peters CAO JW

Bylaw 973-14 being a rezoning request was first presented to the MPC on August 28, 2014 where the decision was made to table it in order to allow the applicants and concerned individuals to be present.

Bylaw 973-14 was then presented to the MPC on September 11, 2014. Where the following motion was made:

MPC-14-09-185 That Bylaw 97X-14 be presented to Council without a recommendation from the Municipal Planning Commission.

CARRIED

OPTIONS & BENEFITS:

The proposed subdivision in itself is allowed and meets all the Land Use Bylaw regulations; however the intended use is not. It was not noted until after the letters were sent that schools are no longer allowed in the Agricultural District. Schools were removed from the district for the very reasons discussed above.

Eliminating the amount of traffic crossing Highway 697 is a positive objective. However adding another school in another location in the agricultural area, restricting land for farming is not good planning.

The Planning department does not have an issue with allowing the school additional space and eliminating the crossing of Highway 697, however, protection of Agricultural is the number one mandate as stated in the Municipal Development Plan's ten top principals in section 2.2.3. Number 3 specifies directing development to specific and appropriate locations.

1. *Agriculture is the most important land use in the rural area;*
2. *The history and culture of our unique Hamlets will be celebrated;*
3. *Development and growth shall be directed to specific locations;*
4. *Residents can find adequate, affordable accommodation;*
5. *Economic diversity shall be promoted;*
6. *The integrity of natural areas shall be protected;*
7. *Parks and recreation areas shall be provided;*
8. *The transportation system shall be safe and convenient;*
9. *Servicing shall be extended economically and efficiently; and*
10. *A unified regional vision shall be created.*

Section 3.1 of the MDP recognizes that:

Better Agricultural Lands and agricultural operations are protected to ensure the County has a productive agricultural land base that will provide an abundance of food products and supports the families involved in the agri-business.

Allowing another school in close vicinity of several existing schools increases the area of restricted farm land as well as radiating out the concentration of high traffic flow.

Author: L. Lambert Reviewed by: B. Peters CAO JW

In further review of the request, Administration also noted that the Buffalo Head Mennonite School's existing site is a large 11 acre lot, (attached Aerial #2) in which they only utilize a portion of the land and it appears that there is plenty of room for further expansion. In comparison, Bluehills Community School is only 12 acres in size excluding the sewage lagoon.

Option 1

That first reading be given to Bylaw 973-14, being a Land Use Bylaw amendment to rezone of Part of NW 01-104-18-W5M from Agricultural "A" to Public/Institutional District "P", subject to public hearing input.

Option 2

That first reading of Bylaw 973-14, being a Land Use Bylaw amendment to rezone of Part of NW 01-104-18-W5M from Agricultural "A" to Public/Institutional District "P" be REFUSED.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant

SUSTAINABILITY PLAN:

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

COMMUNICATION:

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

RECOMMENDED ACTION:

That first reading of Bylaw 973-14, being a Land Use Bylaw amendment to rezone of Part of NW 01-104-18-W5M from Agricultural "A" to Public/Institutional District "P" be REFUSED.

Author: L. Lambert Reviewed by: B. Peters CAO JW

BYLAW NO. 973-14
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 Private School.

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 NW 01-104-18-W5M

within Mackenzie County, be rezoned from Agricultural "A" to Public/Institutional District "P" 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

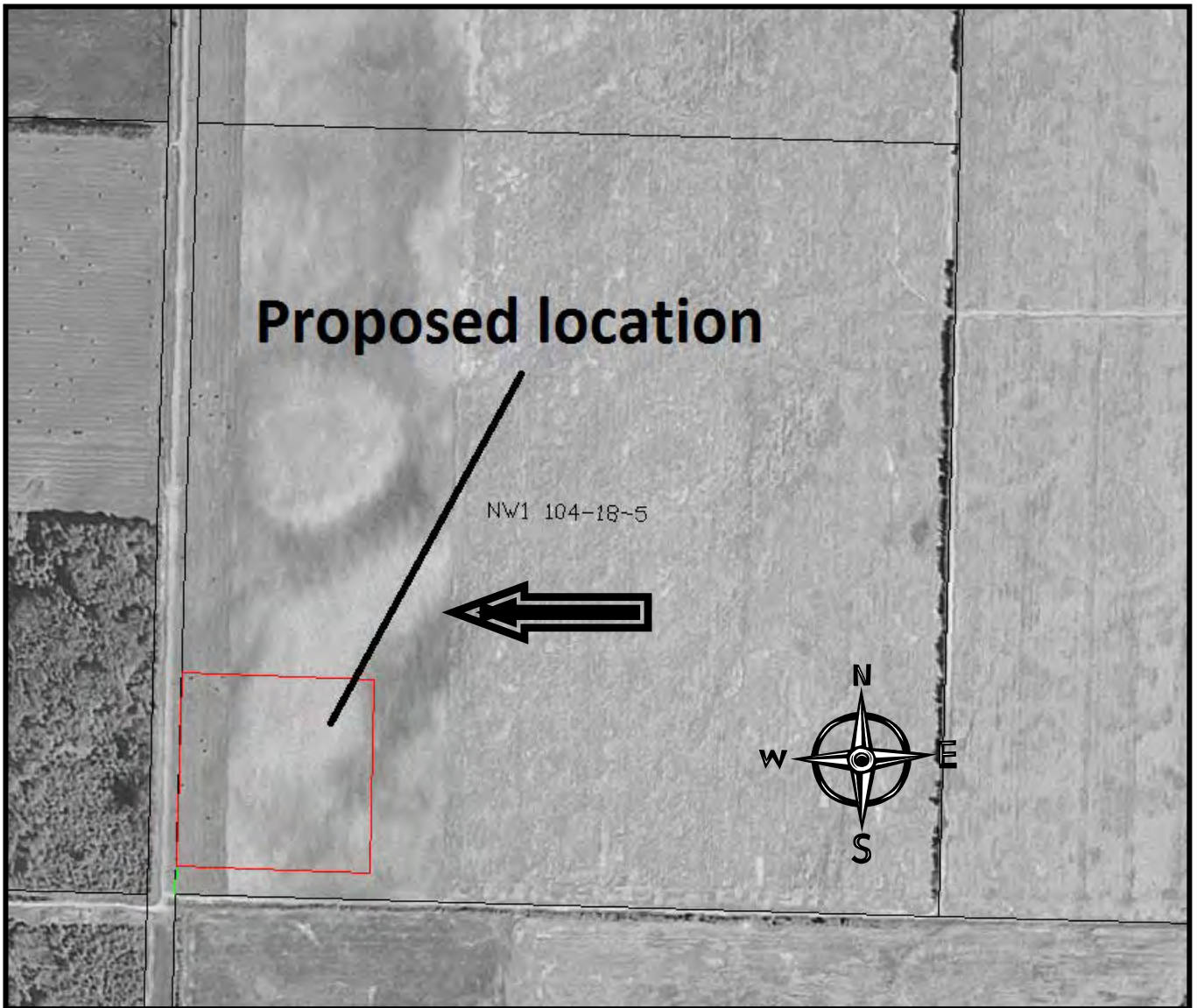
Joulia Whittleton
Chief Administrative Officer

BYLAW No. 973-14

SCHEDULE "A"

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

Part of NW 01-104-18-W5M within Mackenzie County; be rezoned from Agricultural "A" to Public/Institutional District "P"



FROM: Agricultural "A"

TO: Public/Institutional District "P"



LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT <u>Buffalo Head Mennonite School</u>		
ADDRESS <u>Box 38</u>		
TOWN <u>Buffalo Head Prairie AB</u>		
POSTAL CODE <u>T0H 4A0</u>	PHONE (RES.) <u>(780) 928-3682</u>	BUS. Cell <u>(780) 841-3788</u>

COMPLETE IF DIFFERENT FROM APPLICANT

NAME OF REGISTER OWNER <u>DAVID and CORNELIA HARMS</u>		
ADDRESS <u>Box 215</u>		
TOWN <u>La Crete, AB</u>		
POSTAL CODE <u>T0H 2H0</u>	PHONE (RES.) <u>(780) 928-2444 2324</u>	BUS. <u>(780) 926-6120</u>

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTP # S <u>NW</u>	SEC. <u>1</u>	TWP. <u>104</u>	RANGE <u>18</u>	M. <u>5</u>	OR	PLAN	BLK	LOT
----------------------	------------------	--------------------	--------------------	----------------	----	------	-----	-----

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Agricultural TO: Public/Institutional

REASONS SUPPORTING PROPOSED AMENDMENT:

Buffalo Head Mennonite School wants to build another school, due to existing school in that area getting full.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$400.00 RECEIPT NO. 179239
David Peter APPLICANT August 25, 2014 DATE

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.
[Signature] REGISTERED OWNER August 25, 2014 DATE

From: [Byron Peters](#)
To: [Liane Lambert](#)
Subject: FW: 40-sub-14
Date: Monday, August 18, 2014 8:46:53 AM

From: Dicky Driedger [mailto:dickyd@telusplanet.net]
Sent: Friday, August 15, 2014 7:48 AM
To: Byron Peters
Subject: 40-sub-14

I appose this new subdivision for several reasons.

1. Interference with traffic and safety.

We already have three exits for schools off of 697 in 5 miles [R 17-2] [[R 17-5] and[R 18-0]and this new one would be [R 18-1] making it four in 6 miles.

as you are well aware 697 is the main highway into the region with an awful lot of bulk loads logs,fuel, grain, wood chips, heavy equipment etc.

all those vans and traffic turning off at all those intersections make it a real traffic hazard especially with fog and dust in the fall and ice and snow in the winter.

Anther concern is all the dust it creates on the gravel roads.

Another concern I have is safety and interference with farming.

I am already forbidden to grow Hemp the apparent new Cinderella crop promoted by the county for this region on section 31 103 because of its proximity to the Bleu Hills school.

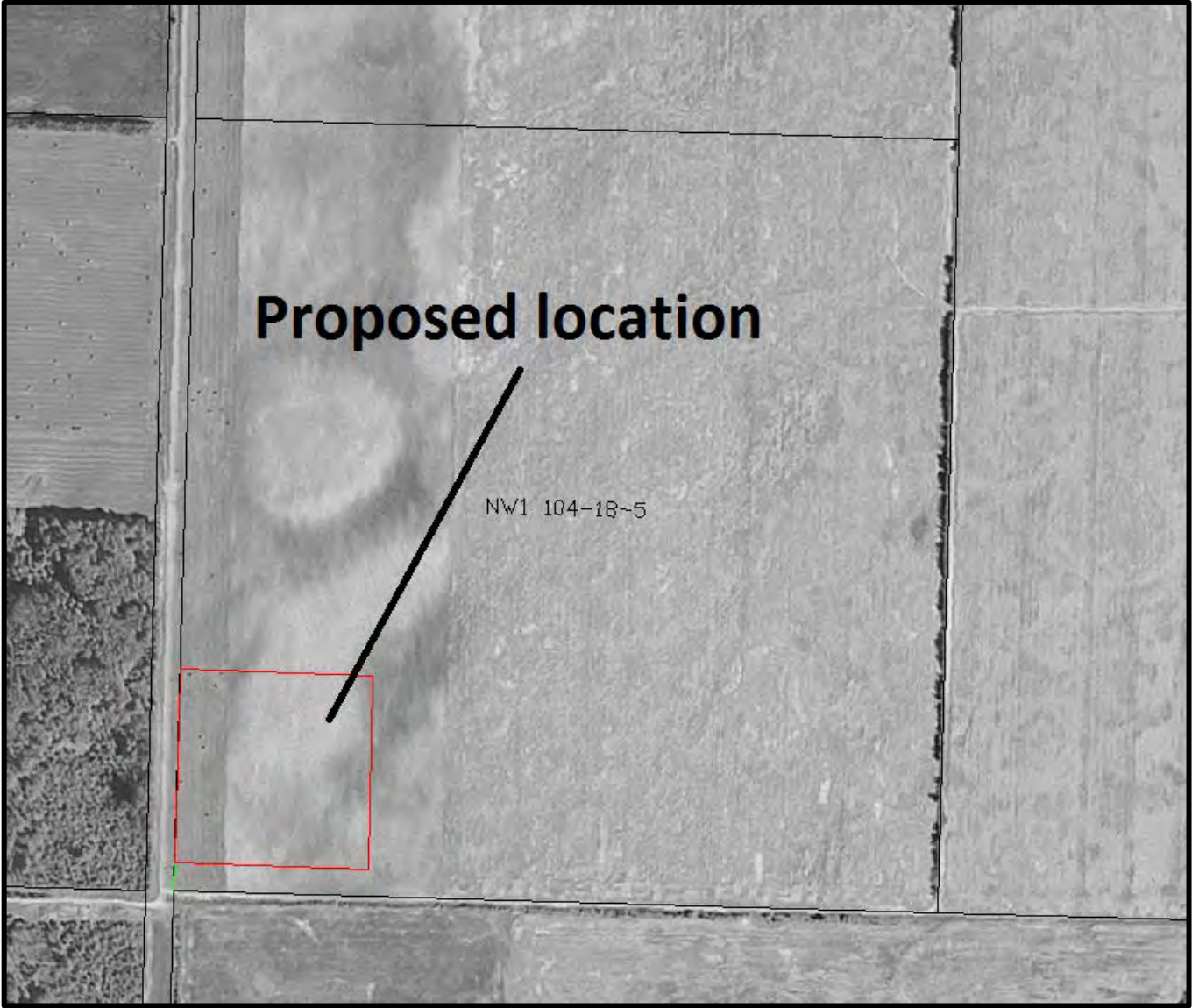
If this new subdivision is approved and I want to do proper crop rotations I will not be able to grow hemp on section 11 104 either.

Then there always the issues of spraying and dust and noise and odour around schools that come with every day farming.

approving this subdivision would be like approving a school adjacent to Knelsons gravel yard on 94 ave and then restricting him on what he could do.

the solution is to build the schools on quarter sections that already have existing schools.

BYLAW AMENDMENT APPLICATION



NOT TO SCALE

File No. Bylaw 973-14

Disclaimer

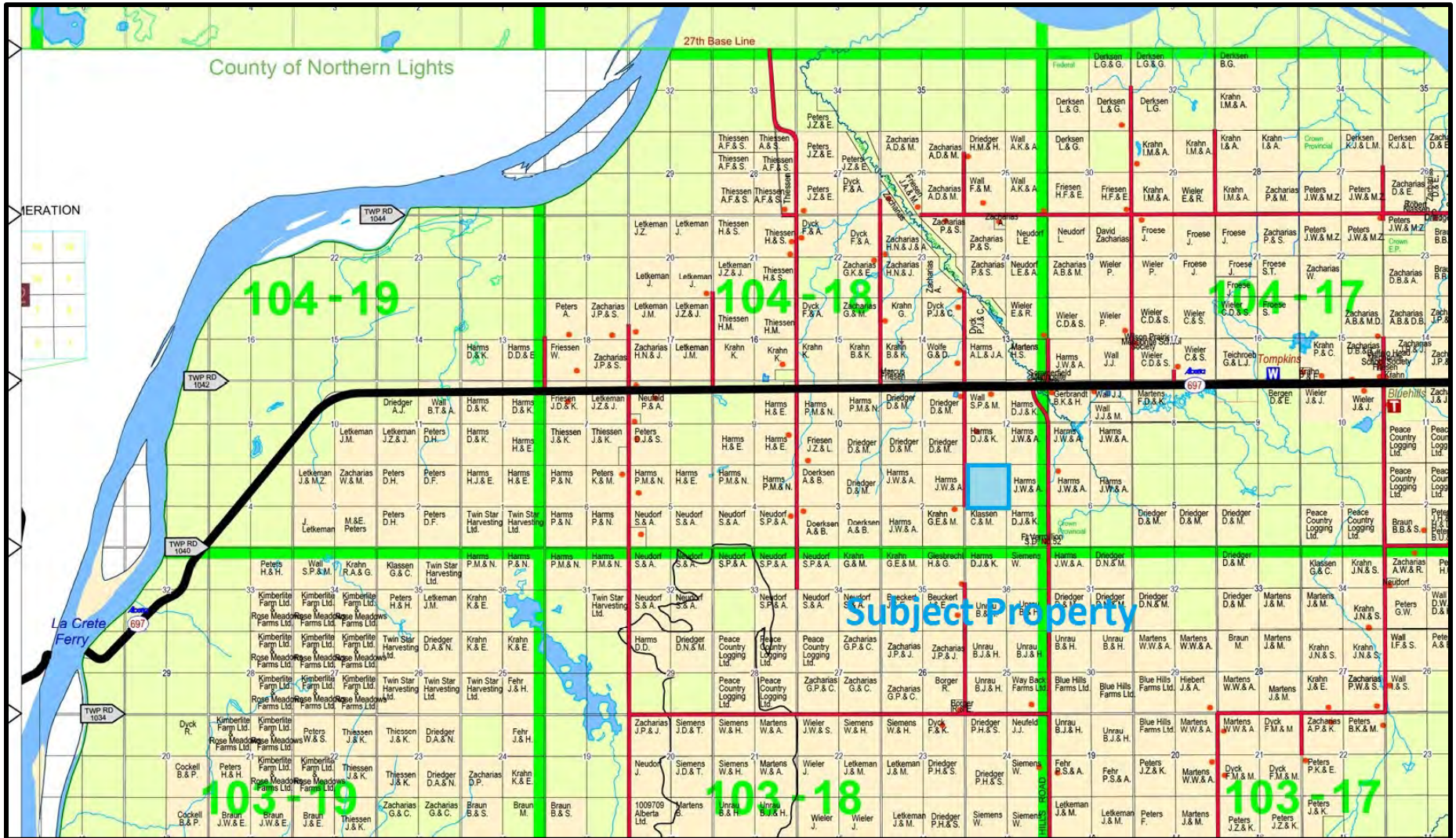
Information on this map is provided solely for the user's information and, While thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.

The County, its agents, employees or contractors will not be liable for any Damages, direct or indirect, or lost profits or data arising out of the use of information provided on this map.



Mackenzie County

BYLAW AMENDMENT APPLICATION



File No. Bylaw 973-14

Disclaimer

Information on this map is provided solely for the user's information and, while thought to be accurate, is provided strictly "as is" and without Warranty of any kind, either express or implied. The County, its agents, employees or contractors will not be liable for any Damages, direct or indirect, or lost profits or data arising out of the use of information provided on this map.

NOT TO SCALE



Mackenzie County



Buffalo Head Mennonite School



File No. Bylaw 973-14

Disclaimer

Information on this map is provided solely for the user's information and, While thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.

The County, its agents, employees or contractors will not be liable for any Damages, direct or indirect, or lost profits or data arising out of the use of information provided on this map.

NOT TO SCALE



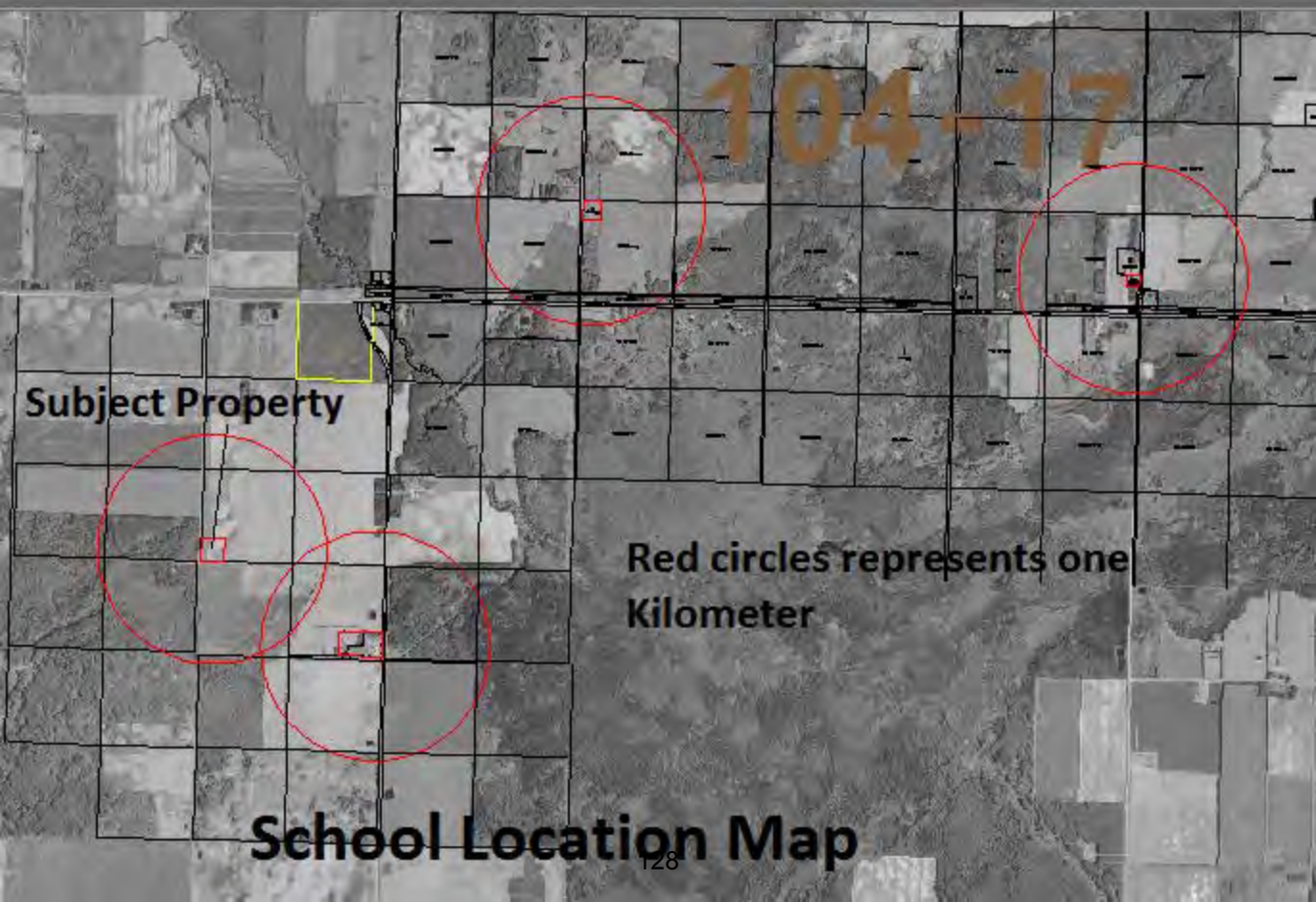
Mackenzie County

104-17

Subject Property

Red circles represents one
Kilometer

School Location Map



OPTIONS & BENEFITS:

The options are to provide a rural address on a best guess basis and allow property owners to continue to access their property/homes by illegitimate ways; or to require property owners to build a proper access and assign a corresponding address.

COSTS & SOURCE OF FUNDING:

There will be minimal costs to the county, but the costs to affected ratepayers could be substantial.

SUSTAINABILITY PLAN:

The sustainability plan does not address items of this nature.

COMMUNICATION:

As required with landowners that are currently non-compliant.

RECOMMENDED ACTION:

For discussion.

ROAD

042 5464

NW22 106-15-5

NE22 106-15-5

Aspen 1





922 1598

021520

132

NW 16 105-15-5

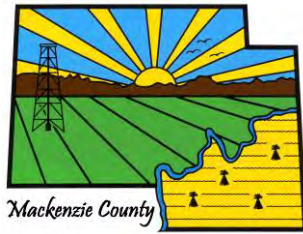
NE 16 105-15-5

042 5202

042 1074

1362 LZ

132



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	La Crete Golf Course Road Speed Limit

BACKGROUND / PROPOSAL:

Administration recently met with the La Crete Golf Course board, at their request, to discuss dust control (which evolved into a discussion regarding paving) and speed limits along the road. Administration and the golf course board are currently doing more research into the dust control/paving options, but all agreed that lowering the speed limit would mitigate several of the concerns that are arising from that area.

It is proposed to lower the speed limit from the rural default of 80 km/h to 60 km/h, which follows the specifications within Bylaw 723-09.

Bylaw 723-09, Section 9 Rural Speed Limits states:

- A) *That a maximum speed limit of eighty (80) kilometers per hour be established for all rural gravel roads within municipal boundaries.*
- B) *That a maximum speed limit of one hundred (100) kilometers per hour be established for the La Crete North and South Access Roads up to the Hamlet of La Crete boundary.*
- C) *That a maximum speed limit of sixty (60) kilometers per hour be established for all roads adjacent to and within Country Residential zoned subdivisions within municipal boundaries that front onto a rural road or internal subdivision road.*
- D) *Notwithstanding clause 9.A) that speed limits may be reduced where determined by the Chief Administrative Officer of designate.*

After reviewing the bylaw, administration realized that the speed limit past Riverdrive Estates is also currently at the default 80 km/h, and not posted at 60 km/h as per the bylaw. Administration recommends changing the speed limit to correspond to the bylaw.

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

OPTIONS & BENEFITS:

Reducing the speed limit on the roads adjacent to Country Residential zoned areas will increase the safety for both pedestrians and vehicular traffic, and reduce dust concerns for adjacent residences.

COSTS & SOURCE OF FUNDING:

The costs are estimated to be around \$100/sign, and would be covered by the operating budget.

SUSTAINABILITY PLAN:

The Sustainability Plan does not address items of this nature.

COMMUNICATION:

An article could be written for an upcoming issue of the County Image, and a notice will be posted on the County's Facebook page.

RECOMMENDED ACTION:

Motion 1:

That administration proceed with changing the speed limit to 60 km/h on Range Road 15-0 north of Highway 697 adjacent to the country residential subdivision.

Motion 2:

That administration proceed with changing the speed limit to 60 km/h on Township Road 1061 west of La Crete adjacent to the country residential subdivision.

Author: B. Peters Reviewed by: _____ CAO JW



MACKENZIE COUNTY REQUEST FOR DIRECTION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Safety Codes Contract

BACKGROUND / PROPOSAL:

Mackenzie County currently has a contract with Superior Safety Codes to do all of the inspections and design review for the building, electrical, plumbing and gas disciplines. The current contract is set to expire on November 30, 2014, with a right of renewal upon written agreement of both parties.

There are very few alternative options for providing safety codes inspections in our region. Administration is not aware of other private firms operating in Northern Alberta that offer the same service, nor do we have in house staff capable of performing the same duties as those offered by Superior.

OPTIONS & BENEFITS:

There are three possible options to pursue.

Option 1

Issue an RFP for inspection and design review services for the four disciplines. This would likely be a somewhat lengthy process, and could easily lead to an increase in rates because of the lack of competition that is anticipated through the RFP process.

Option 2

Recruit and/or train staff to provide this service in house. Accredited Safety Codes inspectors are difficult to come by as nearly all regions in the province are underserved. Recruiting would be difficult and training and retaining staff would be time consuming.

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

Option 3

Exercise the option to extend the current contract with Superior Safety Codes. This is anticipated to be the most cost and time effective way to continue providing safety codes review and inspections.

COSTS & SOURCE OF FUNDING:

Costs are anticipated to be similar to the current contract, which is a percentage of the revenue collected from the fees charged to ratepayers. A change in the contract price would most likely result in a change to the fees charged to ratepayers.

SUSTAINABILITY PLAN:

The Sustainability Plan does not address items of this nature.

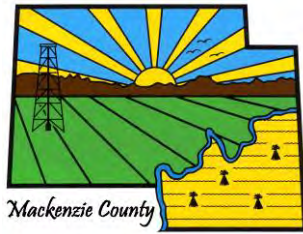
COMMUNICATION:

As required.

RECOMMENDED ACTION:

That administration be authorized to negotiate an extension to the current contract with Superior Safety Codes for an additional three year term.

Author: B. Peters Reviewed by: _____ CAO JW



MACKENZIE COUNTY REQUEST FOR DIRECTION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Byron Peters, Director of Planning & Development
Title:	Riverdrive Developments Businesses

BACKGROUND / PROPOSAL:

The Country Residential area located just west of La Crete, known as Riverdrive Developments, allows for shops with owner/operator businesses within the zoning district. The maximum amount of equipment permitted within this use is one backhoe, skidsteer, etc. and the equipment required to haul it, or one tractor/trailer unit, per owner/operator business.

The planning department recently had one of the property owners come in wanting to apply to operate a mechanics shop in the subdivision. When informed that a mechanics shop is not an allowable use, he asked why his neighbors could all operate full-fledged businesses out of their shops.

Planning staff has followed up and completed several inspections of the area, and there are a handful of owner/operators that have clearly outgrown their original approval but are still operating out of their home shop.

Administration feels that the existing businesses that are no longer owner/operator size need to be told to move out. The alternative option is to change the zoning, or create a Country Residential mixed use zoning which would essentially create the mishmash very limited control situation that we face in the Zama mixed use zoning.

Due to the anticipated reaction from the non-compliant business owners, the planning staff feels it is imperative that this issue be brought to Council's attention prior to issuing non-compliance orders to the business owners.

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

OPTIONS & BENEFITS:

There are two options that merit discussion:

Option 1:

Notify the non-compliant business owners that since their business has grown up, it now needs to move out. This will have significant financial ramifications on the business owners, but it ensures that a Country Residential zoned area stays residential rather than becoming commercial/industrial. There is commercial/industrial property available within La Crete, so the businesses do have viable options for relocation.

Enforcing the limitations of the zoning district now will most likely eliminate a much bigger non-compliance problem in the future.

Option 2:

Create a new country small lot mixed use zoning district that allows for larger businesses. This would allow the current business owners to stay where their at, and give the ratepayer wanting to set up a mechanics shop the ability to do so.

This would still require a cap on the amount of equipment/employees/traffic permitted per business, and would likely only delay the challenge of asking businesses to move out until they are simply more entrenched in their current location.

COSTS & SOURCE OF FUNDING:

Costs are anticipated to be minimal to the County, if the non-compliance notifications are respected. Should the County need to proceed to issue stop work orders there will be legal costs involved. These costs would be covered by the operating budget.

SUSTAINABILITY PLAN:

The Sustainability Plan does not address items of this nature.

COMMUNICATION:

As required with the non-compliant home/business owners.

RECOMMENDED ACTION:

That administration proceed with enforcing the limitations of the Owner/Operator Business 1 as defined within the Land Use Bylaw, and require current non-compliant business/home owners to be compliant by October 2015.

Author: B. Peters Reviewed by: _____ CAO _____



942 1687

092 0312

90^

WATER LINE R/W (052 3278)

902 0126

062 7114

062 4578

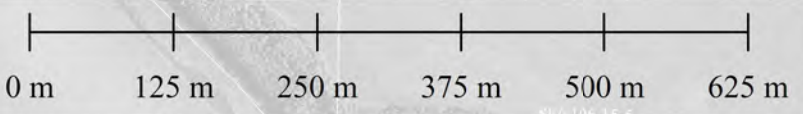
SWS 106-12-5

042 3012

Area of Concern

062 4578

042 3012



SECTION THREE – DEFINITIONS AND INTERPRETATION

2) includes any building, installation or equipment in connection therewith, operated by the Department of National Defence or for which an airport license has been issued by Transport Canada.

For the purpose of this BYLAW, MUNICIPAL AIRPORT also means the airport facilities known as the High Level Airport, Fort Vermilion Airport, La Crete Airport, and Zama Airport.

“MUNICIPAL DEVELOPMENT PLAN” means a statutory planning document that is prepared and adopted pursuant to the Act.

“MUNICIPAL PLANNING COMMISSION” means Mackenzie COUNTY’s MUNICIPAL PLANNING COMMISSION appointed pursuant to the ACT.

“MUNICIPALITY” means Mackenzie County.

“MUSEUM” means a place or building in which works of artistic, historical, archaeological, and scientific value are cared for and exhibited.

“NATURAL RESOURCE EXTRACTION INDUSTRY” means an industry engaged in the extraction of natural resources such as timber, clay, sand and gravel, limestone, shale, coal and other minerals. This includes all petroleum and natural gas related activities and may include primary treatment into a marketable form of the resource, including sawmills and excluding CONCRETE PRODUCTS MANUFACTURING.

“NATURAL WATER COURSE” means a river, stream, lake, creek, swamp, marsh or other natural body of water marked by the shore weather it contains or conveys water continuously or intermittently. A NATURAL WATER COURSE does not include a canal, reservoir or other manmade surface feature intended to contain water for a specified use.

“NON-CONFORMING BUILDING OR USE” means a building or use which exists

but not permitted in the zone in which the said building or use is situated, or for which a DEVELOPMENT PERMIT has not been approved.

“NON-PERMANENT” not existing or intended to exist for an indefinite time. Easily removable, transportable.

“OIL FIELD SERVICE” means a service or business operation provided to support the exploration or extraction of fossil fuels.

“OILFIELD SUPPORT SERVICES” means a development that provides cleaning, servicing, repairing or testing of materials, goods and equipment normally associated with the oil and gas industry and may include the storage or shipping of such materials, goods and equipment, including petrochemical products and supplies provided such storage is in accordance with all applicable provincial and federal statutes. This definition applies to oil and gas industry support operations and includes, but is not limited to, seismic and surveying, well servicing, pipeline contractors and welding operations.

“OIL AND GAS FACILITIES” means the facilities used for the extraction, processing or manufactured of oil and gas products.

“OWNER/OPERATOR BUSINESS 1” means a business owned and operated by the legal landowner residing on the site which may consist of a maximum of two pieces of equipment such as a log truck, gravel truck, loader, excavator, skid steer, and the equipment required to haul it. A maximum of one tractor/trailer unit per owner/operator business is allowed.

“OWNER/OPERATOR BUSINESS 2” means a business owned and operated by the legal landowner residing on the site which may consist of an office attached to the principal dwelling or within the principal dwelling or within a shop. Commercial vehicles shall be restricted to no larger than 2 tonnes. No large commercial equipment such as log trucks, loaders, excavators,

8.29 RURAL COUNTRY RESIDENTIAL 3 “RC3” (*Replaces former RC3 and RC4 of Bylaw 462/04*)

The general purpose of this LAND USE DISTRICT is to provide for the DEVELOPMENT of multi-LOT country residences.

A. PERMITTED USES	B. DISCRETIONARY USES
a) ANCILLARY BUILDING/SHED b) DWELLING - SINGLE FAMILY c) GARAGE - ATTACHED d) GARAGE - DETACHED e) OWNER/OPERATOR BUSINESS 1	a) BED AND BREAKFAST BUSINESS b) DWELLING - SHOW HOME c) CABIN d) COTTAGE e) GARDEN SUITE f) HOME BASED BUSINESS g) Keeping of LIVESTOCK h) MANUFACTURED HOME – MODULAR i) MANUFACTURED HOME - SINGLE WIDE j) SECONDARY SUITE

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 Area: Minimum: 1.2 ha (3.0 acres)
Maximum: 2.0 ha (5 acres)

(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 required by Alberta Transportation, whichever is greater

From an INTERNAL SUBDIVISION ROAD: 15.2 m (50 feet)

YARD - EXTERIOR SIDE: 15.2 m (50 feet) on a corner site or site abutting an “Agricultural” or “Forestry” DISTRICT

YARD - INTERIOR SIDE: 7.6 m (25 feet)

YARD – REAR: 7.6 m (25 feet)
15.2 m (50 feet) for site abutting an “Agricultural” or “Forestry” DISTRICT.

D. ADDITIONAL REQUIREMENTS

(a) Shops

Building Area (max): 223 sq m (2,400 sq feet)
BUILDING HEIGHT (max): 6.1 m (20 feet)

- (b) All MANUFACTURED HOMES to be factory built with walls of pre-finished baked enamel aluminum siding, vinyl siding or the equivalent and peaked shingled roof, to the satisfaction of the Development Authority.
- (c) If MANUFACTURED HOMES are placed upon a BASEMENT, solid footings and concrete or wood block foundation wall, skirting or an approved equivalent is required so that the appearance, design and construction will complement the MANUFACTURED HOME. The undercarriage of the MANUFACTURED HOME shall be screened from view.
- (d) All ancillary structures to manufactured homes, such as patios, porches, additions, etc., shall be factory prefabricated units, or of a quality equivalent thereto, so that the appearance, design and construction will complement the MANUFACTURED HOME.
- (e) 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.
- (f) The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.

E. OTHER REQUIREMENTS

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.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Mark Schonken – Interim Director of Finance
Title:	Sale of Land by Public Auction

BACKGROUND / PROPOSAL:

Council directed Administration to offer the eight tax forfeiture properties for sale by Public Auction on September 24, 2014 at 1:00 pm in the Council Chambers located at 4511 – 46 Ave, Fort Vermilion. The ad was placed in the July 31, 2014 issue of the Alberta Gazette.

The following properties have been considered for public auction due to tax arrears:

Roll	Ward	Zoning	Legal	Civic	Outstanding	Reserve Bid
076526	04	HCR2	0325931;3;3	9229 – 95 Avenue, La Crete	\$8,317.80	\$204,780.00
106062	07	HR-1	2938RS;8;3	4606 – 50 Street, Fort Vermilion	\$2,371.25	\$52,700.00
229967	07	MHS-2	8420527;1;18	4708 – 49 Avenue, Fort Vermilion	\$2,036.78	\$27,350.00
229971	07	MHS-2	8420527;1;22	4716 – 49 Avenue, Fort Vermilion	\$2,405.96	\$34,690.00
234500	06	A	SE 3,109,12,5	Acreage	\$0.00	\$16,660.00
219436	07	HR-1	8320443;5;8	4801 – 47 Street, Fort Vermilion	\$2,089.40	\$96,690.00

Author: Norma Croy **Review Date:** _____ **CAO** JW

230088	10	HM2	8821687;3;2	1084 Industrial Drive, Zama	\$8,252.63	\$148,030.00
295920	10	HM2	8821687;3;1	1072 Industrial Drive, Zama	\$2,983.87	\$42,920.00

OPTIONS & BENEFITS:

The properties are being offered for sale as authorized under section 418 of the Municipal Government Act:

Offer of parcel for sale

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

Roll 234500

This property the taxes have been paid and the property sold.

Roll 219436

A payment of \$500.00 was received June 10, 2014. Also, a payment of \$815.00 was received September 12, 2014. No agreement has been signed.

Roll 076526

A payment of \$500.00 was received August 6, 2014 and another payment of \$500.00 was received September 2, 2014. There also is an agreement in the process of being signed at the time of this Request for Decision preparation.

Rolls 106062, 229967, 229971, 230088, 295920

There are no arrangements for these rolls at the time of this Request for Decision preparation.

COSTS & SOURCE OF FUNDING:

If a property is sold, the County would recover taxes and other costs incurred regarding the property. The remaining proceeds will be dealt with as mandated by the Municipal Government Act.

Author: Norma Croy Review Date: _____ CAO JW

RECOMMENDED ACTION:

Motion 1:

That the following properties be removed from the 2014 auction list due to property taxes being paid or payment arrangements made.

- Tax Roll _____
- Tax Roll _____
- Tax Roll _____
- Tax Roll _____

Motion 2: *(if no bids are received and the County is interested in taking ownership)*

That Mackenzie County requests the Registrar to cancel the existing Certificate of Title for the following parcels of land and issue new Certificates of Title in the name of Mackenzie County.

- Tax Roll _____
- Tax Roll _____
- Tax Roll _____
- Tax Roll _____

Motion 3: *(if no bids are received and the County is not interested in taking ownership)*

That the following properties remain in the current owners name and the County continues to attempt to collect property taxes.

- Tax Roll _____
- Tax Roll _____
- Tax Roll _____
- Tax Roll _____

COSTS & SOURCE OF FUNDING:

2015 Operating and Capital Budgets.

COMMUNICATION:

Administration.

RECOMMENDED ACTION:

That administration draft the County's 2015 operating and capital budgets within the following guidelines:

1. The organization chart as presented;
2. Maintain current service levels;
3. Capital program to reflect maintenance of existing infrastructure and/or completion of projects commenced in, or carried forward into, 2014; and,
4. Water/sewer rate to be recalculated in order to reach 100% recovery rate for operating expenses, excluding TCA amortization and including long-term debt principle and interest payments, to be compared with the current (2014) recovery rate.

Author: C. Derksen Review Date: _____ CAO JW



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Mark Schonken, Interim Director of Finance
Title:	2015 Budget Meeting Dates

BACKGROUND / PROPOSAL:

Under the MGA each council must approve annual operating and capital budgets.

OPTIONS & BENEFITS:

Administration recommends setting the following dates for 2015 budget reviews:

- October 30 – First Operational Budget Meeting
- November 28 – Capital Budget Review
- December 15-19 – Final Operating Budget
(one date during this week)

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: _____ Reviewed by: _____ CAO _____ JW _____

RECOMMENDED ACTION:

That the 2015 budget review dates be scheduled as follows to begin at 10:00 a.m. in the Fort Vermilion Council Chambers:

- October 30, 2014 – Special Council (Budget) Meeting
- November 28, 2014 – Special Council (Budget) Meeting
- December ____, 2014 – Special Council (Budget) Meeting

Author: _____ Reviewed by: _____ CAO JW



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Mark Schonken, Interim Director of Finance
Title:	Financial Reports – January 1 to July 31, 2014

BACKGROUND / PROPOSAL:

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

OPTIONS & BENEFITS:

Please review the following financial reports for the five-month period, January 1 – July 31, 2014:

- Investment Report
- Operating Statement
- Projects Progress Report

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: M. Schonken **Review Date:** _____ **CAO** JW

RECOMMENDED ACTION:

That the financial reports for the period, January 1 – July 31, 2014, be accepted for information.

Author: _____ Review Date: _____ CAO _____

Investment Report for July 2014

Chequing Account on July 31, 2014

Bank account balance 2,987,789

Investment Values on July 31, 2014

Short term investments (EM0-0377-A) 37,498,578
 Short term T-Bill (1044265-26) 235,930
 Long term investments (EM0-0374-A) 4,881,337
42,615,845

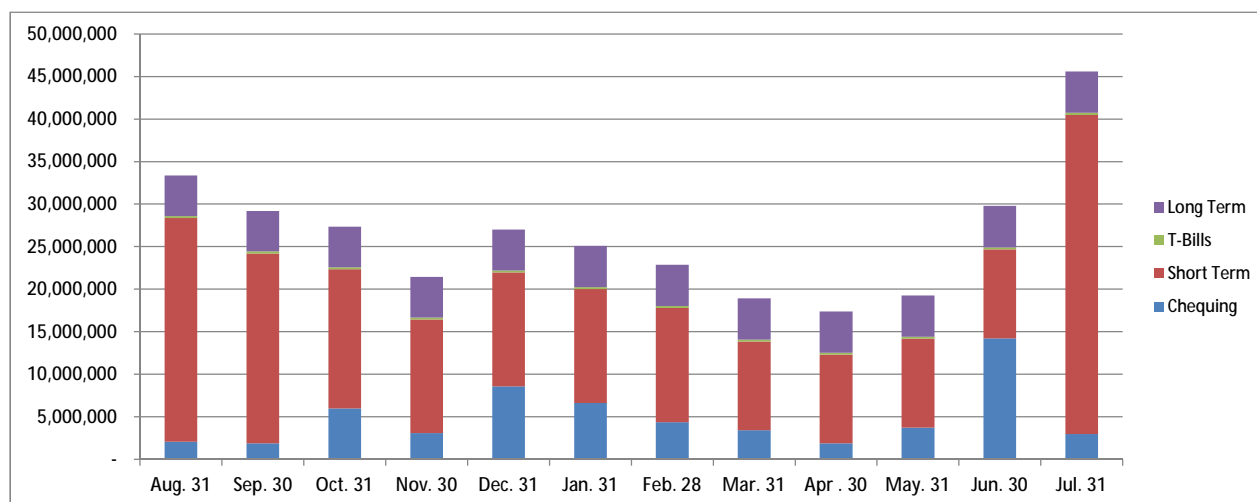
These balances include
'market value changes'.

Revenues

	Total	Short Term	Long Term
Interest received	223,632	129,663	93,969
Interest accrued	3,000	0	3,000
	226,632	129,663	96,969
Market value changes	(8,042)		(8,042)
Interest received, chequing account	36,510	36,510	
Grand total revenues before investment manager fees	255,100	166,173	88,927
Deduct: investment manager fees for investments	-17,781	-5,185	-12,596
Grand total revenues after investment manager fees	237,319	160,988	76,331

Balances in the Various Accounts - Last 12 Months

	Chequing	Short Term	T-Bills	Long Term	Total
Aug. 31	2,063,284	26,291,948	234,638	4,783,427	33,373,298
Sep. 30	1,881,237	22,319,926	234,754	4,756,336	29,192,253
Oct. 31	5,996,920	16,339,451	234,874	4,769,648	27,340,893
Nov. 30	3,074,689	13,357,913	234,990	4,768,550	21,436,142
Dec. 31	8,591,637	13,374,921	235,109	4,808,006	27,009,673
Jan. 31	6,630,401	13,390,430	235,229	4,839,986	25,096,045
Feb. 28	4,370,307	13,405,831	235,337	4,841,674	22,853,149
Mar. 31	3,422,054	10,420,938	235,457	4,832,968	18,911,417
Apr. 30	1,874,234	10,432,050	235,573	4,826,807	17,368,664
May. 31	3,738,477	10,445,763	235,693	4,833,223	19,253,158
Jun. 30	14,211,420	10,458,637	235,810	4,883,676	19,358,224
Jul. 31	2,987,789	37,498,578	235,930	4,881,337	45,603,634



MACKENZIE COUNTY
STATEMENT OF OPERATIONS

July 31, 2014

	2013 Actual	2014 Actual	2014	\$ Variance	% Variance
	Total	Total	Budget		
OPERATIONAL REVENUES					
Property taxes	\$31,120,528	\$33,966,762	\$33,579,123	(\$387,639)	-1%
User fees and sales of goods	\$3,232,396	\$2,429,241	\$4,212,096	\$1,782,855	42%
Government transfers	\$1,821,615	\$450,334	\$1,433,905	\$983,571	69%
Investment income (operating)	\$377,428	\$255,100	\$326,000	\$70,900	22%
Penalties and costs on taxes	\$240,452	\$235,514	\$140,000	(\$95,514)	-68%
Licenses, permits and fines	\$404,159	\$306,317	\$338,000	\$31,683	9%
Rentals	\$107,152	\$77,589	\$77,591	\$2	0%
Insurance proceeds	\$16,236	\$13,164	\$0	(\$13,164)	
Development levies	\$156,593	\$87,507	\$0	(\$87,507)	
Municipal reserve revenue	\$110,066	\$41,632	\$50,000	\$8,368	17%
Sale of non-TCA equipment	\$0	\$0	\$800	\$800	100%
Other	\$617,888	\$182,728	\$406,220	\$223,492	55%
Total operating revenues	\$38,204,512	\$38,045,887	\$40,563,735	\$2,517,848	6%
OPERATIONAL EXPENSES					
Legislative	\$617,724	\$348,630	\$770,981	\$422,351	55%
Administration	\$5,112,005	\$2,987,156	\$5,561,643	\$2,574,487	46%
Protective services	\$1,264,879	\$569,338	\$1,652,894	\$1,083,556	66%
Transportation	\$12,941,082	\$4,273,251	\$17,146,698	\$12,873,447	75%
Water, sewer, solid waste disposal	\$4,557,490	\$1,783,503	\$4,958,712	\$3,175,209	64%
Public health and welfare (FCSS)	\$611,618	\$603,120	\$690,341	\$87,221	13%
Planning, development	\$943,560	\$624,195	\$1,112,088	\$487,893	44%
Agriculture and veterinary	\$1,132,801	\$657,429	\$1,432,329	\$774,900	54%
Recreation and culture	\$1,762,045	\$1,205,593	\$2,293,447	\$1,087,854	47%
School requisitions	\$6,222,152	\$3,149,287	\$6,306,111	\$3,156,824	50%
Lodge requisitions	\$392,262	\$490,719	\$488,959	(\$1,760)	0%
Non-TCA projects	\$592,124	\$215,300	\$1,547,977	\$1,332,677	86%
Total operating expenses	\$36,149,743	\$16,907,521	\$43,962,180	\$27,054,659	62%
Excess (deficiency) before other	\$2,054,770	\$21,138,366	(\$3,398,445)	(\$24,536,811)	
CAPITAL REVENUES					
Government transfers for capital	\$4,954,981	\$4,830,382	\$16,044,583	\$11,214,201	70%
Other revenue for capital	\$207,455	\$28,000	\$646,970	\$618,970	96%
Proceeds from sale of TCA assets	\$1,523	\$75,000	\$556,000	\$481,000	87%
	\$5,163,959	\$4,933,382	\$17,247,553	\$12,314,171	71%
EXCESS (DEFICIENCY) - PSAB Model	\$7,218,728	\$26,071,748	\$13,849,108	(\$12,222,640)	
Convert to local government model					
Remove non-cash transactions	\$7,471,124	\$0	\$8,034,780	\$8,034,780	100%
Remove revenue for capital projects	(\$5,163,959)	(\$4,933,382)	(\$17,247,553)	(\$12,314,171)	71%
Long term debt principle	\$1,826,572	\$216,841	\$2,259,770	\$2,042,930	90%
Transfers to/from reserves	\$7,699,321	\$0	\$2,376,565	\$2,376,565	100%
EXCESS (DEFICIENCY) - LG Model	\$0	\$20,921,526	\$0	(\$20,921,526)	

Mackenzie County
Summary of All Units
For the Seven Months Ending July 31, 2014

	2013 Actual Total	2014 Actual Total	2014 Budget	\$ Variance	% Variance
OPERATING REVENUES					
100-Taxation	\$30,860,986	\$33,719,378	\$33,320,265	(\$399,113)	-1%
124-Frontage	\$248,706	\$247,383	\$267,599	\$20,216	8%
420-Sales of goods and services	\$372,681	\$383,271	\$547,635	\$164,364	30%
421-Sale of water - metered	\$2,158,058	\$1,537,198	\$2,674,505	\$1,137,307	43%
422-Sale of water - bulk	\$701,657	\$508,772	\$989,956	\$481,184	49%
424-Sale of land	\$46,859	\$35,956	\$0	(\$35,956)	
510-Penalties on taxes	\$240,452	\$235,514	\$140,000	(\$95,514)	-68%
511-Penalties of AR and utilities	\$41,766	\$28,082	\$40,000	\$11,918	30%
520-Licenses and permits	\$22,484	\$36,831	\$33,000	(\$3,831)	-12%
521-Offsite levy	\$156,593	\$87,507	\$0	(\$87,507)	
522-Municipal reserve revenue	\$110,066	\$41,632	\$50,000	\$8,368	17%
526-Safety code permits	\$308,789	\$207,888	\$250,000	\$42,112	17%
525-Subdivision fees	\$44,674	\$39,764	\$25,000	(\$14,764)	-59%
530-Fines	\$15,221	\$14,296	\$20,000	\$5,704	29%
531-Safety code fees	\$12,993	\$7,537	\$10,000	\$2,463	25%
550-Interest revenue	\$402,125	\$263,142	\$326,000	\$62,858	19%
551-Market value changes	(\$24,697)	(\$8,042)	\$0	\$8,042	
560-Rental and lease revenue	\$107,152	\$77,589	\$77,591	\$2	0%
570-Insurance proceeds	\$16,236	\$13,164	\$0	(\$13,164)	
592-Well drilling revenue	\$147,804	\$42,547	\$75,000	\$32,453	43%
597-Other revenue	\$282,095	\$46,498	\$212,875	\$166,377	78%
598-Community aggregate levy	\$97,889	\$4,789	\$50,000	\$45,211	90%
630-Sale of non-TCA equipment	\$0	\$0	\$800	\$800	100%
790-Tradeshaw Revenues	\$1,475	\$24,856	\$28,345	\$3,489	12%
840-Provincial grants	\$1,821,615	\$450,334	\$1,433,905	\$983,571	69%
890-Gain (Loss) Penny Rounding	\$0	(\$0)	\$0	\$0	
990-Over/under tax collections	\$10,836	\$0	(\$8,741)	(\$8,741)	100%
TOTAL REVENUE	\$38,204,512	\$38,045,887	\$40,563,735	\$2,517,848	6%
OPERATING EXPENSES					
110-Wages and salaries	\$5,645,161	\$3,741,099	\$6,737,023	\$2,995,924	44%
132-Benefits	\$1,017,599	\$771,664	\$1,404,288	\$632,624	45%
136-WCB contributions	\$63,138	\$6,276	\$47,345	\$41,069	87%
142-Recruiting	\$0	\$8,258	\$20,000	\$11,742	59%
150-Isolation cost	\$43,798	\$27,769	\$66,000	\$38,231	58%
151-Honoraria	\$515,230	\$253,119	\$566,050	\$312,931	55%
211-Travel and subsistence	\$317,291	\$155,344	\$375,630	\$220,286	59%
212-Promotional expense	\$102,704	\$74,268	\$77,500	\$3,232	4%
214-Memberships & conference fees	\$78,290	\$71,812	\$128,280	\$56,468	44%
215-Freight	\$111,899	\$41,617	\$123,980	\$82,363	66%
216-Postage	\$44,113	\$28,425	\$42,500	\$14,075	33%
217-Telephone	\$140,050	\$53,652	\$143,199	\$89,547	63%
221-Advertising	\$40,296	\$34,540	\$58,500	\$23,960	41%
223-Subscriptions and publications	\$6,227	\$5,366	\$11,512	\$6,146	53%
231-Audit fee	\$64,125	\$94,150	\$76,000	(\$18,150)	-24%
232-Legal fee	\$75,108	\$33,347	\$85,000	\$51,653	61%
233-Engineering consulting	\$99,267	\$59,310	\$98,500	\$39,190	40%
235-Professional fee	\$1,420,980	\$808,638	\$1,477,110	\$668,472	45%
236-Enhanced policing fee	\$257,812	\$35,575	\$284,000	\$248,425	87%
239-Training and education	\$53,303	\$100,467	\$207,456	\$106,989	52%
242-Computer programming	\$47,267	\$33,125	\$85,878	\$52,753	61%
251-Repair & maintenance - bridges	\$35,702	\$5,141	\$406,500	\$401,359	99%
252-Repair & maintenance - buildings	\$134,594	\$64,353	\$174,050	\$109,697	63%
253-Repair & maintenance - equipment	\$332,207	\$144,677	\$330,400	\$185,723	56%
255-Repair & maintenance - vehicles	\$67,877	\$29,212	\$94,300	\$65,088	69%
258-Contract graders	\$182,425	\$42,561	\$150,000	\$107,440	72%
259-Repair & maintenance - structural	\$1,543,400	\$468,102	\$1,727,605	\$1,259,503	73%
261-Ice bridge construction	\$144,054	\$52,417	\$120,000	\$67,583	56%
262-Rental - building and land	\$23,442	\$27,535	\$31,850	\$4,315	14%
263-Rental - vehicle and equipment	\$55,572	\$31,543	\$61,556	\$30,013	49%
266-Communications	\$73,018	\$50,295	\$107,342	\$57,047	53%
271-Licenses and permits	\$10,171	\$1,033	\$20,100	\$19,067	95%
272-Damage claims	\$27,916	\$147,745	\$5,000	(\$142,745)	-2855% (1)

	2013 Actual	2014 Actual	2014	\$ Variance	% Variance
	Total	Total	Budget		
273-Taxes	\$817	\$0	\$15,000	\$15,000	100%
274-Insurance	\$271,727	\$109	\$313,000	\$312,891	100%
342-Assessor fees	\$261,782	\$141,860	\$262,100	\$120,240	46%
290-Election cost	\$14,282	\$0	\$5,000	\$5,000	100%
511-Goods and supplies	\$761,848	\$411,523	\$890,136	\$478,613	54%
521-Fuel and oil	\$944,698	\$370,475	\$820,550	\$450,075	55%
531-Chemicals and salt	\$233,128	\$111,748	\$295,600	\$183,852	62%
532-Dust control	\$458,750	\$672,877	\$656,000	(\$16,877)	-3%
533-Grader blades	\$119,161	\$61,084	\$140,000	\$78,916	56%
534-Gravel (apply; supply and apply)	\$806,073	\$308,440	\$3,433,600	\$3,125,160	91%
535-Gravel reclamation cost	\$26,529	\$0	\$0	\$0	
543-Natural gas	\$106,154	\$92,546	\$117,500	\$24,954	21%
544-Electrical power	\$692,901	\$335,889	\$716,643	\$380,754	53%
710-Grants to local governments	\$1,786,210	\$1,318,117	\$1,811,810	\$493,693	27%
735-Grants to other organizations	\$1,745,667	\$1,628,912	\$1,935,802	\$306,890	16%
747-School requisition	\$6,222,152	\$3,149,287	\$6,306,111	\$3,156,824	50%
750-Lodge requisition	\$392,262	\$490,719	\$488,959	(\$1,760)	0%
810-Interest and service charges	\$17,864	\$13,856	\$36,000	\$22,144	62%
831-Interest - long term debt	\$396,045	\$52,373	\$733,658	\$681,285	93%
921-Bad debt expense	(\$3,301)	\$139	\$7,500	\$7,361	98%
922-Tax cancellation/write-off	\$32,222	\$29,832	\$50,000	\$20,168	40%
992-Cost of land sold	\$25,486	\$0	\$0	\$0	
993-NBV value of disposed TCA	\$7,000	\$0	\$772,891	\$772,891	100%
994-Change in inventory	\$250,883	\$0	(\$979,509)	(\$979,509)	100%
995-Depreciation of TCA	\$7,213,241	\$0	\$8,241,398	\$8,241,398	100%
TOTAL	\$35,557,618	\$16,692,221	\$42,414,203	\$25,721,982	61%
Non-TCA projects	\$592,124	\$215,300	\$1,547,977	\$1,332,677	86%
TOTAL EXPENSES	\$36,149,743	\$16,907,521	\$43,962,180	\$27,054,659	62%
EXCESS (DEFICIENCY)	\$2,054,770	\$21,138,366	(\$3,398,445)	(\$24,536,811)	
OTHER					
840-Provincial transfers for capital	\$4,954,981	\$4,830,382	\$16,044,583	\$11,214,201	70%
575-Contributed TCA	\$150,000	\$0	\$0	\$0	
597-Other capital revenue	\$57,455	\$28,000	\$646,970	\$618,970	96%
630-Proceeds of sold TCA asset	\$1,523	\$75,000	\$556,000	\$481,000	87%
	\$5,163,959	\$4,933,382	\$17,247,553	\$12,314,171	
EXCESS (DEFICIENCY) - PS MODEL	\$7,218,728	\$26,071,748	\$13,849,108	(\$12,222,640)	
CONVERT TO LG INCOME STATEMENT					
Remove non-cash transactions associated with PSAB changes					
993-NBV value of disposed TCA	\$7,000	\$0	\$772,891	\$772,891	100%
994-Change in inventory	\$250,883	\$0	(\$979,509)	(\$979,509)	100%
995-Amortization of TCA	\$7,213,241	\$0	\$8,241,398	\$8,241,398	100%
Remove TCA revenues					
Total of OTHER per above	(\$5,163,959)	(\$4,933,382)	(\$17,247,553)	(\$12,314,171)	71%
Add LTD principle paid					
832-Principle Payments	\$1,826,572	\$216,841	\$2,259,770	\$2,042,930	90%
Add/Deduct LG model TF to/from reserves					
920-Contribution from Capital Reserve	(\$353,085)	\$0	\$0	\$0	
930-Contributions from Operating Reserve	\$0	\$0	(\$1,891,104)	(\$1,891,104)	100%
762-Contribution to Capital (funding TCA projects)	\$3,583,050	\$0	\$2,732,669	\$2,732,669	100%
763-Contribution to Capital Reserves	\$2,889,832	\$0	\$1,435,000	\$1,435,000	100%
764-Contribution to Operating Reserves	\$1,579,524	\$0	\$100,000	\$100,000	100%
EXCESS (DEFICIENCY) - LG MODEL	\$0	\$20,921,526	\$0	(\$20,921,526)	

Notes:

(1) Damages due to fire at La Crete pumphouse. Claim submitted, waiting for refund.

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to July 31, 2014	2014 Budget	2014 Budget Remaining on July 31, 2014	Status Update on July 31, 2014	Percentage of Completion (%)
------	--------------	-------------	----------------------	---	-------------	--	--------------------------------	------------------------------

Administration Department

(6/01)	Signs with Flags for FV Office (CF)	6,940	1,607	5,333	23,393	18,060	Sign installed. Metal works need replacing and working on flowerbeds.	75%
(6/02)	Alarm System for FV Office (CF)	49,128	39,750	9,378	9,378	-	Completed	100%
(6/04)	FV Office Building Improvements (roof and other) (CF)	136,806	127,787	9,019	22,213	13,194	In progress	95%
(6/05)	Virtual City Hall (CF)	15,585	15,585	-	4,415	4,415	In progress	78%
(6/07)	Wireless infrastructure & access control upgrades	14,537	-	14,537	15,000	463	Completed	97%
(6/08)	Pressure sealer	-	-	-	8,929	8,929		0%
(6/11)	UPS Replacement (FV)	-	-	-	-	-	Budget transferred to AG, July 14th, 2014	
(6/12)	Automatic Generator Unit (FV)	-	-	-	83,400	83,400	Quotes received, selection in process.	0%
(6/13)	Council Chamber Upgrade	-	-	-	22,500	22,500	Summer 2014.	0%
(6/14)	Zama Office Entrance (stones and a sign)	-	-	-	18,000	18,000	Planning	0%
(6/15)	Land Purchase from ESRD (CF)	42,673	42,673	-	133,328	133,328	In progress	24%
(6/17)	County House Repairs (CF)	82,157	75,454	6,703	9,570	2,867	Eavestrough replacement and siding on porch complete. Railing on deck and porch roof leaking to be completed.	95%
<i>Total department 12</i>				44,970	350,126	305,156		

Fire Department

(6/12)	LC - Repair fire hall parking lot	9,977	-	9,977	45,000	35,023	Awaiting invoices	95%
(6/13)	LC - Combi tool (new)	8,000	-	8,000	8,000	-	Awaiting invoices	1%
(6/14)	LC - Upgrade foam system on tanker (new)	-	-	-	11,000	11,000	On order	1%
(6/19)	LC - Trailer for sprinkler equipment (new)	138	-	138	17,500	17,362	Completion scheduled for September	50%
(6/27)	FV - New tanker/pumper, with equipment	-	-	-	375,000	375,000	Working on tender	1%
(6/30)	FV - Work bench (new)	-	-	-	5,500	5,500	Planning stage	1%
(6/31)	ZA - Power pack (new)	-	-	-	9,500	9,500	Planning stage	1%
<i>Total department 23</i>				18,115	471,500	453,385		

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to July 31, 2014	2014 Budget	2014 Budget Remaining on July 31, 2014	Status Update on July 31, 2014	Percentage of Completion (%)
------	--------------	-------------	----------------------	---	-------------	--	--------------------------------	------------------------------

Transportation Department

(6/05)	LC 101 St & 103 Ave Reconstruction (CF & New)	1,523,615	1,521,867	1,748	80,195	78,447	Complete	100%
(6/09)	New Road Infrastructure (CF)	312,760	186,734	126,026	313,266	187,240	In progress . Roads to new land - continuous process.	63%
(6/10)	Bridge File 81125 (CF)	143,810	28,452	115,358	320,553	205,195	Complete	100%
(6/11)	BF 81120/79239 (CF)	10,000	10,000	-	250,000	250,000	Tender development	4%
(6/18)	Zama Bears paw Crescent (CF)	511,294	511,261	33	15,633	15,600	Assessment	97%
(6/21)	Zama Utility Pole Relocation (CF)	53,513	53,513	-	8,943	8,943	Complete	100%
(6/26)	LC - 4WD loader	-	-	-	266,000	266,000	Purchase agreement signed. Loader is on order.	1%
(6/27)	LC & FV - 3 ADW graders (LC 2, FV 1)	-	-	-	1,195,488	1,195,488	On order, expected delivery in September.	25%
(6/28)	LC - 94th Ave East - Chip seal east to Hwy 697	55,871	-	55,871	345,000	289,129	Awarded to Westcan, expected start July.	2%
(6/29)	LC - South Access West - paving to Heritage Centre	37,837	-	37,837	1,842,547	1,804,710	Base work completed, paving to be done by mid Sept.	50%
(6/30)	HL - Golf Course Road Pave	23,162	-	23,162	487,453	464,291	In progress	30%
(6/31)	Zama Access Pave (PH V)	-	-	-	6,000,000	6,000,000	BCF application stage	0%
(6/32)	Lakeside Estate (Three street lights and walking trail from the subc	-	-	-	150,000	150,000	Signed the ATCO permission to proceed. Clearing and base work is complete for the trail.	20%
(6/34)	LC-Blue Hills Pave	-	-	-	2,500,000	2,500,000	BCF application stage	0%
(6/12)	LC - BF 81336 (CF & New)	5,000	5,000	-	50,000	50,000	Engineering assessment in progress	0%
(6/13)	LC - BF 75117 (CF & New)	29,800	29,800	-	325,000	325,000	Assessment complete; working with DRP for partial funding.	8%
(6/37)	LC - Spruce Road Rebuild (CF & New)	35,245	35,245	-	219,755	219,755	In Progress, started beginning of Sept.	15%
(6/38)	LC - Angle broom attachment for Bobcat	6,061	-	6,061	5,700	(361)	Complete	100%
(6/39)	LC - 84-inch hydraulic angle soil conditioner	8,736	-	8,736	8,100	(636)	Complete	100%
(6/40)	LC - Snow blower	-	-	-	49,000	49,000	Complete	100%
(6/41)	FV - River Road seal coat	51,698	-	51,698	345,000	293,302	In progress	15%
(6/42)	LC - 101 St & 100 Ave - Traffic lights	-	-	-	200,000	200,000	Engineering assessment in progress	1%

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to July 31, 2014	2014 Budget	2014 Budget Remaining on July 31, 2014	Status Update on July 31, 2014	Percentage of Completion (%)
(6/43)	ZA - Replacement vehicle	-	-	-	38,310	38,310	Completed and awaiting invoice.	100%
(6/44)	ZA - Zero turn mower	7,767	-	7,767	13,000	5,233	Complete	100%
(6/47)	LC - South - Shoulder pull and road rehabilitation	68,970	-	68,970	100,000	31,030	Repaired soft spots on Sand Hills and West LC Road	69%
(6/50)	Gravel Reserve (to secure gravel source) (CF)	1,000	1,000	-	150,000	150,000	In progress. Awaiting survey to be done FV lot 13.	1%
(6/53)	FV - Hamlet asphalt pavement overlay 44th Ave	5,925	-	5,925	60,000	54,075	Awarded to Knelsen and will be completed with 45th St.	10%
(6/54)	FV - Bobcat/tool cat, with flail mower and sander	58,079	-	58,079	65,000	6,921	Complete	100%
(6/55)	FV - Trailer replacement	8,170	-	8,170	8,500	330	Complete	100%
(6/57)	FV - Sand and salt shelter	-	-	-	175,000	175,000	Planning	1%
(6/60)	FV - Cold storage/Emergency generator building	-	-	-	132,250	132,250	Researching other buildings.	1%
(6/61)	FV - Child Lake/Boyer River road rebuilds	-	-	-	123,000	123,000	AT approved \$50k - Planning with AT - Begin Sept	1%
(6/84)	Zama Access Pave (PH IV) (CF)	2,723,374	2,723,374	-	20,000	20,000	Complete	100%
(6/64)	FV - North- Shoulder pull and road rehabilitation	-	-	-	509,261	509,261	In progress	15%
(6/65)	FV - 45th Street repaving	11,696	-	11,696	370,000	358,304	Awarded and construction planned for July to Sept.	3%
(6/82)	HWY 88 Connector Upgrade (CF)	6,950,123	6,889,862	60,261	50,000	(10,261)	Complete	100%
<i>Total department 32</i>				647,398	16,791,954	16,144,556		

Airport Department

(6/02)	FV Airport Development (CF)	1,363,667	1,363,667	-	16,382	16,382		99%
(6/04)	LC Instrument Approach (CF)	36,112	36,112	-	13,889	13,889		72%
<i>Total department 33</i>				-	30,271	30,271		

Water Treatment & Distribution Department

(6/01)	FV - Truck Meter Upgrade	25,129	-	25,129	20,864	(4,265)	Complete	100%
(6/02)	FV - 43rd Water Line Replacement	253,727	-	253,727	344,398	90,671	Complete	100%
(6/06)	ZA - Distribution pump house upgrades (CF & New)	72,679	30,885	41,794	887,684	845,890	AB WWP application submitted	8%

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to July 31, 2014	2014 Budget	2014 Budget Remaining on July 31, 2014	Status Update on July 31, 2014	Percentage of Completion (%)
(6/07)	LC Wells Rehabilitation	16,863	-	16,863	141,763	124,900	Complete. Sand separator has been installed.	99%
(6/18)	High Level Rural Water Line (South)	1,398,672	-	1,398,672	1,665,612	266,940	Complete. May have some final cleanup to do.	84%
(6/19)	FV - 50th St - Water & sewer extension	86,561	-	86,561	580,000	493,439	Design in progress. Scheduling meeting with ratepayers.	15%
(6/21)	FV, LC & ZA - Utility pipeline locator	-	-	-	6,000	6,000	On order	1%
(6/22)	FV - SCADA computer replacement	7,390	-	7,390	7,500	110	Complete	100%
(6/23)	Generators for the three water treatment plants	-	-	-	700,000	700,000	Signed contracts with Nason Group on July 24th.	#VALUE!
<i>Total department 41</i>				1,830,136	4,353,821	2,523,685		

Sewer Disposal Department

(6/01)	LC Lagoon Upgrade (CF)	2,633,684	1,107,063	1,526,621	5,921,740	4,395,119	Cells are being constructed; 1st claim was submitted to AT	37%
(6/02)	Zama - Lift station upgrade (CF & New)	114,232	1,572	112,660	1,370,919	1,258,259	AB WWP application was submitted	8%
(6/04)	FV - Complete Upgrade Main Lift Station (CF)	54,516	24,917	29,599	50,083	20,484	Final stage of completion	90%
(6/08)	LC - Replace pump at main lift station	26,021	-	26,021	27,000	979	Complete	100%
<i>Total department 42</i>				1,694,901	7,369,742	5,674,841		

Solid Waste Disposal

(6/01)	Two 40 Yard Bins (CF)	18,280	17,600	680	7,732	7,052	Quotes requested	72%
(6/04)	LC waste transfer stn - Building for recycle centre	-	-	-	7,680	7,680	Re-evaluating options, because quotes were too high.	0%
(6/05)	Rocky Lane waste transfer station - Build up ramp	10,600	-	10,600	12,000	1,400	Complete	100%
<i>Total department 43</i>				11,280	27,412	16,132		

Planning & Development Department

(6/01)	Trimble GeoExplorer 6000 XH (CF)	-	-	-	17,000	17,000	Unit received, still awaiting training.	90%
(6/04)	Wide format plotter/scanner	-	-	-	25,500	25,500	Plotter ordered. Finalizing details for scanner.	10%
<i>Total department 61</i>				-	42,500	42,500		

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to July 31, 2014	2014 Budget	2014 Budget Remaining on July 31, 2014	Status Update on July 31, 2014	Percentage of Completion (%)
------	--------------	-------------	----------------------	---	-------------	--	--------------------------------	------------------------------

Agricultural Services Department

(6/01)	HL - Rural Drainage - Phase II & Phase III (CF)	1,087,805	1,093,312	(5,507)	50,000	55,507	Obtaining permit from First Nations	95%
(6/02)	LC - Buffalo Head/Steep Hill/Bear River Drainage (Phase I)	53,984	-	53,984	900,000	846,016	Hydrological study complete and being reviewed by ESRD.	6%
<i>Total department 63</i>				48,477	950,000	901,523		

Recreation Department

(6/02)	FV - Capital (requests from Recreation Society)	38,005	-	38,005	115,002	76,997		33%
(6/03)	LC - Capital (requests from Recreation Society)	86,106	-	86,106	232,436	146,330		37%
(6/04)	Grounds Improvements (2014 - FV Walking Trail) (CF)	473,180	473,180	-	74,620	74,620	Awaiting asphalt	90%
(6/05)	Jubilee Park in La Crete (CF)	93,455	33,455	60,000	60,000	-	Estimate to be completed by Sept.	100%
(6/06)	ZA - Capital (requests from Recreation Society)	-	-	-	43,500	43,500		0%
(6/07)	LC Splash Park (CF)	-	-	-	255,000	255,000		0%
(6/08)	FV Splash Park (CF)	166,428	83,214	83,214	227,786	144,572	Goods and material were acquired.	98%
<i>Total department 71</i>				267,325	1,008,344	741,019		

Parks & Playgrounds Department

(6/03)	Machesis Lake - Concrete Toilets (CF)	16,775	16,775	-	17,225	17,225	Construction started.	90%
(6/04)	Machesis Lake - Horse camp - road	-	-	-	25,000	25,000	Proposal sent to Alberta Parks.	2%
(6/05)	Bridge campground - Survey & improvements	-	-	-	19,000	19,000	Open house complete, prepping plans for survey.	1%
(6/06)	LC - Jubilee Park - fencing top of the Hill	-	-	-	5,220	5,220	Scheduled by Jubilee committee.	0%
(6/08)	LC - Walking Trails	-	-	-	-	-	Propose transfer to Jubilee Park	
(6/09)	Hutch Lake - Marina improvements	6,563	-	6,563	6,000	(563)	Complete	100%
(6/10)	Wadlin Lake - Grounds improvements	-	-	-	20,000	20,000	Planning stage, awaiting lease approval.	0%
(6/11)	Wadlin Lake - Marina - dock & improvements	7,219	-	7,219	6,000	(1,219)	Complete	100%

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to July 31, 2014	2014 Budget	2014 Budget Remaining on July 31, 2014	Status Update on July 31, 2014	Percentage of Completion (%)
(6/12)	FV - Walking Trails	38,096	-	38,096	10,000	(28,096)	Coding correction	0%
<i>Total department 72</i>				51,878	108,445	56,567		
TOTAL 2013 Capital Projects				4,614,480	31,504,115	26,889,635		



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Highway 88 Kilometer Signs

BACKGROUND / PROPOSAL:

The following motion was made and passed at June 26, 2014 Tri-County meeting:

That the three CAOs research the total cost of installing kilometer markings on the entire stretch of Highway 88 from Highway 58 intersection to Red Earth Creek in accordance with Alberta Transportation’s regulations, and bring a request to their respective Councils seeking a financial contribution of one-third of the entire project cost.

OPTIONS & BENEFITS:

Mackenzie County administration obtained the following information:

Channel bases	66 units	\$891
Channel posts (metal)	66 units	\$1,848
Signs	66 units	\$1,716
Sets of bolts	66 units	\$180
Shipping charges	NA	\$750
Installation cost*	Checkmark – lowest quote	\$8,420
TOTAL COST		\$13,805

*Other quotes: La Crete Fencing - \$13,200; Jake Reimer (A & L Maintenance) \$19,899.

Administration looked into a possibility of installing yellow signs with black font due to its higher visibility for the traveling public, and installing the signs further away from the road’s shoulder than recommended by Alberta Transportation (AT) standard, in order to avoid distraction of these by road maintenance equipment. We received a response

Author: J. Whittleton **Reviewed by:** _____ **CAO** JW

from AT with no support for the yellow signs, however we are permitted to deviate from the installation standard regarding the signs placement.

It is proposed that the kilometers count will start from “0” at the North boundary of Red Earth. The signs will be placed at four-kilometer intervals as per AT standard.

COSTS & SOURCE OF FUNDING:

The tri-county motion proposes to share the costs on a one-third basis. However, in order to be fair, administration recommends that the cost be shared proportionally to kilometers of the highway in each municipality. There are 156kms of Highway 88 road within Mackenzie County corporate boundary. Therefore, Mackenzie County’s share is 58% of the total cost.

The proposed source of funds is the Roads Reserve.

SUSTAINABILITY PLAN:

This initiative is in line with Mackenzie County sustainability plan as it is aimed at enhancing the emergency response.

COMMUNICATION:

N/A

RECOMMENDED ACTION: (requires 2/3)

That administration be authorized to proceed with installation of Highway 88 kilometer signs from the intersection of Highway 58 to Red Earth, with its share of funds estimated at \$8,000.00 coming from the Roads Reserve.

Author: J. Whittleton Reviewed by: _____ CAO _____

From: [Ron Pelensky](#)
To: [Joulia Whittleton](#)
Subject: FW: Quote request for sign install
Date: September-08-14 6:50:35 PM
Attachments: [Mackenzie County Hwy 88 KM Markers Quote.xlsx](#)

Hi Joulia

The costs to supply and place km signs every 4km on Hwy 88 between Red earth and Hwy 58 is:

- 66 u channel bases \$891
- 66 U channel posts \$1848
- 66 signs \$1716
- 66 sets bolts \$180
- Shipping charges \$750
- Installation cost \$8420 (received 3 quotes)

Total Project Cost \$13,805

Ron Pelensky

Mackenzie County

P: 780.927.3718

F: 780.927.4266

From: John Martens [mailto:johnm@checkmarkservices.com]
Sent: Wednesday, September 03, 2014 12:38 PM
To: Ron Pelensky
Subject: Re: Quote request for sign install

Ron,

Quote attached.

Thank You

John Martens

780-926-6408

johnm@checkmarkservices.com



From: [Ron Pelensky](#)
Sent: Tuesday, September 02, 2014 7:06 PM
To: johnm@checkmarkservices.com
Subject: FW: Quote request for sign install

Hello John

I was wondering if you would like to bid on our Highway 88 sign installation project. I know you provided a quote once however administration adjusted it slightly

Please provide a price to install 66 kilometer signs and posts on Highway 88 (From Red Earth to Highway 58). The county will supply all the material in the Public works yard in Fort Vermilion

- The posts will consist of 42" u channel base with a 8 to 12 foot u-channel post above it
- The signs bases will be installed in the ground so they are sturdy (minimum 24")
- Most of the signs will be 600mm long by 350mm wide (the first 2 are smaller as there is only one digit on the sign)
- The signs will be installed every 4km on the east side of the road and installed to Alberta Transportation specs (6m from shoulder line)
- The contractor is responsible for all locates
- The contractor is responsible for any damages
- The work must be complete prior to frost in the ground of 2014
- The price should be quoted per sign install

Please provide a price To myself by Sept 8,2014

Thank you

Ron Pelensky

Mackenzie County

P: 780.927.3718

F: 780.927.4266

This email is free from viruses and malware because [avast! Antivirus](#) protection is active.

| |



Checkmark Services Ltd

10013 - 101 Ave

Box 1601

LaCrete, AB

T0H 2H0

Ph: 780-841-1798 Fax: 780-928-3929

Quote

Quoted To:

Mackenzie County
Ron Pelensky

Date:

September 3, 2014

Sales Person	Project	Closing Date
John Martens	Hwy 88 KM Markers	

Quantity	Description	Unit Price	Total
1	Mobilization	\$ 500.00	\$ 500.00
66	Install Sign - Less Than 1 m2	\$ 50.00	\$ 3,300.00
66	Install Post	\$ 70.00	\$ 4,620.00
Subtotal			\$ 8,420.00
Sales Tax			\$ 421.00
Total			\$ 8,841.00

Notes:



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Ron Pelensky, Director of Community Services and Operations
Title:	Alberta Community Partnership – Intermunicipal Collaboration (Footner Water Line)

BACKGROUND / PROPOSAL:

Mackenzie County administration staff has met with the Town of High Level staff to review DCL Siemens Water Modeling study of the existing waterline that runs between High Level and Footner Lake. It was agreed that there is still plenty of capacity, especially if the new hookups are hooked up using a trickle system. It was also agreed that to ensure the water modeling is correct and to monitor the line a water meter needs to be installed at the beginning of the line and a pressure gauge needs to be installed at the Footner Lake pumping station. The estimated cost of the project is \$45,000.

Municipal Affairs has recently revamped the Regional Collaboration Grant. The new program titled Alberta Community Partnership is now in place. The Inter-Municipal Collaboration component includes costs like waterline infrastructure.

Administration and the Town of High Level administration agreed that the Region should take advantage of this program for the Regional benefit.

At the Town of High Level September 8, 2014 meeting the following motions were made:

“THAT:

Council herewith advise the Inter-Municipal Planning Commission to approve the connection to the Footner distribution watermain of Mr. Derksen’s water service, Mr. Blanchette’s water service and Mr. Moustaffa’s two (2) water services per applications previously submitted;

AND THAT:

Author: RP **Reviewed by:** _____ **CAO** JW

Council herewith authorize administration to move forward with the supply and installation of the flow meter and pressure recorder on the Footner Lake distribution watermain for the monitoring of water use in this watermain;

AND THAT:

The said supply and instillation be funded from the Town's Utility Reserve;

AND THAT:

The intentions of these approval being to permit a monitored and controlled connection to the Town's Footner Lake distribution watermain by the County's residents, Council approve a joint application by the Town of High level and Mackenzie County for a Regional Collaboration Grant to recoup the cost of the said supply and installation;

AND THAT:

If after one-year period of monitoring a sufficient water supply is verified to support them, applications for additional connections to the watermain be considered and approved by the Council on a case-by-case basis.

AND THAT:

The connections approved herein and all future connections to the Footner Lake distribution watermain be via trickle system exclusively."

OPTIONS & BENEFITS:

Option 1

Mackenzie County and the Town of High Level apply for a Regional Collaboration Grant to fund the supply and installation of a water meter and pressure gauge on the Footner Lake treated waterline

Benefit

The cost of the project would be funded through a grant.

Option 2

Accept this report for information.

COSTS & SOURCE OF FUNDING:

Option 1 funds the project from the Regional Collaboration Grant. The cost is estimated to be \$45,000.

SUSTAINABILITY PLAN:

With more residents allowed to hook up to the waterline, we expect additional houses to be built.

Author: RP Reviewed by: _____ CAO JW

COMMUNICATION:

Administration would communicate council decision to the Town of High Level.

RECOMMENDED ACTION:

That Mackenzie County participates in joint application under the Alberta Community Partnership – Inter-Municipal Collaboration program with the Town of High Level for the supply and installation of a water meter and pressure gauge, with the Town of High Level be appointed as the project’s managing partner.

Author: RP Reviewed by: _____ CAO JW



Mackenzie County

MACKENZIE COUNTY

FOOTNER LAKE WATER SUPPLY LINE SERVICES

TECHNICAL MEMORANDUM

Submitted by:
DCL Siemens Engineering Ltd.
101, 10630-172 Street
Edmonton, AB T5S 1H8

Phone: 780-486-2000
Fax: 780-486-9090
Primary Contact: Mike Andrews, E.I.T.
E-mail: mandrews@dclsiemens.com

Submission Date: September 18, 2014

DCL SIEMENS
Engineering Ltd.



TABLE OF CONTENTS

List of Abbreviations..... ii

Executive Summary iii

1.0 Introduction..... 1

 1.1 BACKGROUND 1

 1.2 PURPOSE..... 1

2.0 Water Model Design Criteria 3

 2.1 PROPOSED DESIGN PARAMETERS (FULL PRESSURE SERVICE) 3

 2.2 PROPOSED DESIGN PARAMETERS (TRICKLE-FILL SERVICE) 3

 2.3 WATER MODELING 4

3.0 Modeling Results..... 5

 3.1 EXISTING DEMAND WITH FULL PRESSURE SERVICE 5

 3.2 SCENARIO 1: ULTIMATE DEMAND WITH FULL PRESSURE SERVICE 5

 3.3 SCENARIO 2: ULTIMATE DEMAND WITH FULL PRESSURE SERVICE AND A BOOSTER..... 5

 3.4 SCENARIO 3: ULTIMATE DEMAND WITH TRICKLE-FILL SERVICE 5

 3.5 SCENARIO 4: ULTIMATE DEMAND WITH TRICKLE-FILL SERVICE AND A BOOSTER..... 6

 3.6 RESULTS SUMMARY 6

 3.7 RECOMMENDATION/CONSIDERATIONS 7

4.0 Closure 8

List of Figures

- Figure 1.1 Approximate Existing Service Locations
- Figure 2.1 Elevation Profile along Footner Lake Water Supply Line

List of Tables

- Table 2.1 Proposed Design Parameters (Full Pressure Service)
- Table 2.2 Proposed Design Parameters (Trickle-Fill Service)
- Table 3.1 Modeling Results Summary
- Table 3.2 System Benefit Comparison



List of Abbreviations

Metric

mm	millimetre
m	metre
m ²	square metre
m ³	cubic metre
ha	hectare (10 000 square metres)
L	litre
L/s	litre per second
L/s/ha	litre per second per hectare
m ³ /s	cubic metre per second
m ³ /hr	cubic metre per hour
m ³ /d	cubic metre per day
Lpcd	litre per capita per day
mg/L	milligram per litre
kw	kilowatt
kwh	kilowatt hour
kPa	kilopascal
<	less than

Imperial

8"	8 inches
ft, 8'	foot, 8 feet
gal, I.G.	imperial gallon
M.I.G.	million imperial gallon
gpd	imperial gallon per day
gpm, Igpm	imperial gallon per minute
USgpm	U.S. gallon per minute
gpcd	imperial gallon per capita per day
ac	acre
fps	foot per second
cfs	cubic foot per second
HP	horsepower
gpm/ac	gallon per minute per acre

Executive Summary

The existing services and four (4) different conceptual scenarios have been utilized to determine the maximum number of domestic water services that can be added to the Footner Lake Water Supply Line between the Town of High Level and the treated water reservoir at the High Level Airport. They are as follows:

Existing demand with full pressure service

1. Ultimate demand with full pressure service
2. Ultimate demand with full pressure service and a booster
3. Ultimate demand with trickle-fill service
4. Ultimate demand with trickle-fill service and a booster

Based on information given to DCL Siemens in June, 2014, WaterCAD V8i was used to model the waterline and assess the capacity of the line. The existing households with full pressure service at peak hour demand resulted in a total demand of 289 m³/d, for the 21 households. The ultimate demand for full pressure service without a booster was found to be 681 m³/d, or 105 total households. The ultimate demand for full pressure service with a booster was found to be 1,240 m³/d, or 225 total households. The ultimate demand for trickle-fill service without a booster was found to be 705.6 m³/d, or 152 additional households. The ultimate demand for the trickle-fill service with a booster was found to be 1,433 m³/d, or 416 additional households. Both trickle-fill scenarios have allowed for the existing 21 households to remain as full pressure services.

The main decision factors between the four scenarios are: the landowner costs associated with installing the infrastructure required for trickle-fill service; and, the County capital costs associated with installing a booster station.

	Existing	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Start Pressure (kPa)	415	415	415	415	415
Minimum Pressure (kPa)	284.1	180.6	173.1	171.7	109.6
Minimum Allowable Pressure (kPa)	140	140	140	70	70
Total Demand (m ³ /d)	289.0	681.0	1,240.7	705.6	1,433.3
Total Households	21	105	225	152+21	416+21
Reservoir Pressure	Adequate	Adequate	Adequate	Adequate	Adequate

1.0 Introduction

In June 2014, Mackenzie County requested that DCL Siemens perform an analysis on the Footner Lake Water Supply Line to anticipate the effect of increasing development in the areas adjacent to the line.

1.1 BACKGROUND

The Footner Lake Water Supply Line was constructed in 1988 out of 150 mm High-Density Polyethylene (HDPE), and is located adjacent to Highway 35 from 97 Avenue in High Level to the treated water storage reservoir at Footner Lake. DCL Siemens was given the following information to perform the analysis:

- A pdf set of plans. It is unknown whether they are as-built, construction or preliminary;
- A Google Earth image depicting approximate locations of potential services;
- A model memorandum from Urban Systems, of an unknown date.

It is also known from previous work with the Town of High Level, that the output pressure of the Water Treatment Plant is approximately 487 kPa. The model memorandum states that the water requirement for the treated water reservoir at Footner Lake is approximately 191 m³/d with a residual pressure of approximately 172 kPa. The approximate existing service locations can be seen in Figure 1.1.

1.2 PURPOSE

This study is intended to provide the County with the conceptual servicing capability of this water line, and booster requirements should the line prove un-able to provide the required flows. Due to the number of unknown parameters, the design criteria has been generalized for the purpose of modeling.

Existing demand and four (4) different scenarios have been analyzed:

Existing demand with full pressure service

1. Ultimate demand with full pressure service
2. Ultimate demand with full pressure service and a booster
3. Ultimate demand with trickle-fill service
4. Ultimate demand with trickle-fill service and a booster



Figure 1.1: Approximate Existing Service Locations

2.0 Water Model Design Criteria

2.1 PROPOSED DESIGN PARAMETERS (FULL PRESSURE SERVICE)

The proposed design parameters outlined in Table 2.1 were adopted from Alberta Environment Standards and Guidelines (AENV), as well as known information.

Table 2.1 Proposed Design Parameters (Full Pressure Service)	
Per-capita Water Consumption	350 Lpcd
Population Factor	3.5 persons/household
Number of Households Serviced	21
Peak Hour Factor	3.8
Nominal Pipe Diameter	141.50 mm
Approximate Pipe Length	11,845 m
'C' Value (for 26 year old pipe)	130
Initial Pressure	415 kPa
Minimum Allowable Pressure	140 kPa (at ground level)

2.2 PROPOSED DESIGN PARAMETERS (TRICKLE-FILL SERVICE)

The proposed design parameters outlined in Table 2.2 were adopted from Alberta Environment Standards and Guidelines (AENV), as well as known information.

Table 2.2 Proposed Design Parameters (Trickle-Fill Service)	
Per-household Water Consumption	2.73 m ³ /d
Population Factor	N/A
Number of Households Serviced	21
Peak Hour Factor	N/A
Nominal Pipe Diameter	141.50 mm
Approximate Pipe Length	11,845 m
'C' Value (for 26 year old pipe)	130
Initial Pressure	415 kPa
Minimum Allowable Pressure	70 kPa (at ground level)

2.3 WATER MODELING

Water modeling was performed with the aid of the WaterCAD V8i software. This software contains a robust optimization engine that was used to determine the maximum demand, while maintaining hydraulic performance of the system.

Figure 2.1 shows the elevation profile of the Footer Lake Water Supply Line along the approximate 12 km length. This elevation profile was derived from Google Earth.

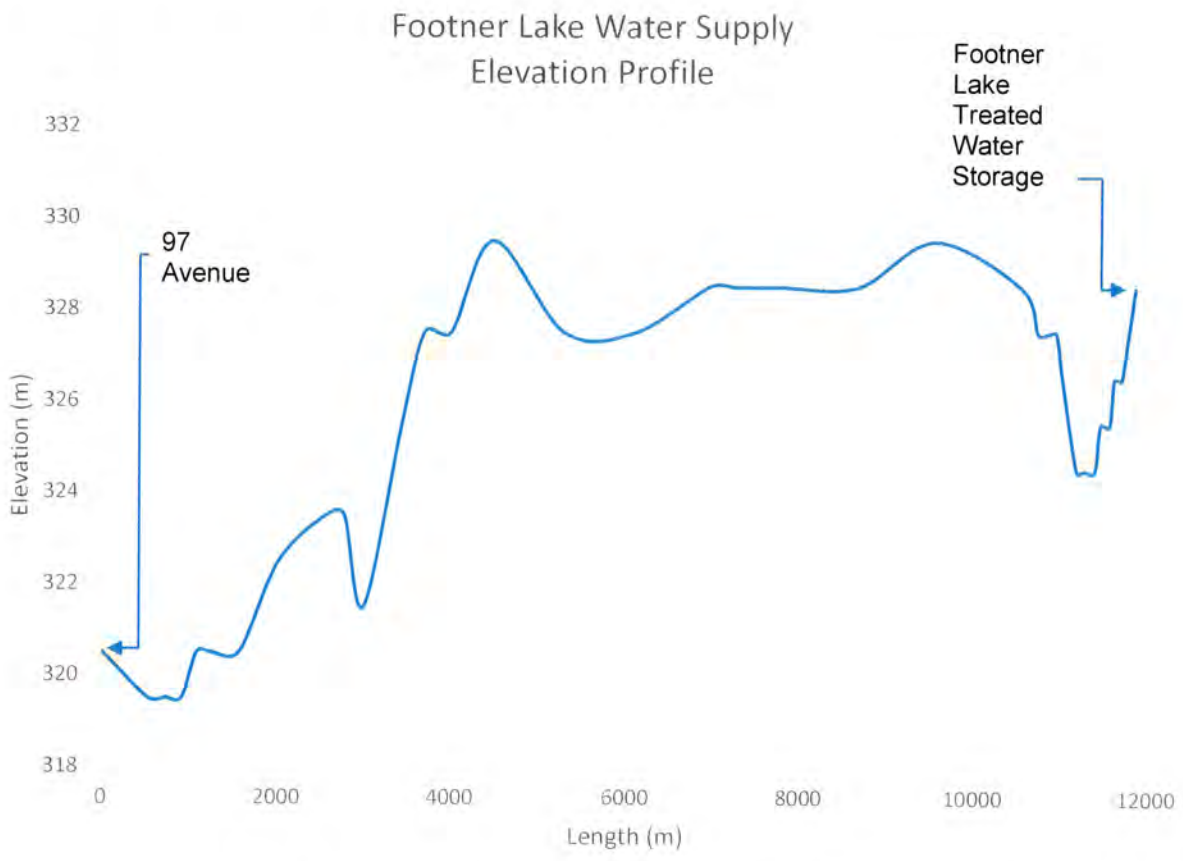


Figure 2.1: Elevation Profile along Footner Lake Water Supply Line

3.0 Modeling Results

3.1 EXISTING DEMAND WITH FULL PRESSURE SERVICE

It was determined that with the existing 21 households being serviced with a full pressure service, the pressure will drop from 415 kPa, at the start of the line, to 284.1 kPa, at the lowest pressure point. This pressure is well above the minimum required pressure of 140 kPa to provide full pressure service without fire flow. The treated water reservoir is receiving more than adequate pressure at 288.2 kPa.

3.2 SCENARIO 1: ULTIMATE DEMAND WITH FULL PRESSURE SERVICE

It was determined that should the minimum pressure in the system be equal or greater to 140 kPa (the minimum required to provide full pressure service without fire flow), the maximum number of households that could be serviced is 105 households (or an additional 84 households.) The treated water reservoir is receiving adequate pressure at 184.8 kPa. In this scenario the treated water reservoir is the constraining factor, with the lowest pressure in the system (180.6 kPa), which is still well above the minimum allowable pressure of 140 kPa.

3.3 SCENARIO 2: ULTIMATE DEMAND WITH FULL PRESSURE SERVICE AND A BOOSTER

A pump was placed along the line at the point of lowest pressure to allow for maximum hydraulic efficiency. It was determined that should the minimum pressure in the system be equal or greater to 140 kPa (the minimum required to provide full pressure service without fire flow), the maximum number of households that could be serviced with the addition of a booster pump is 225 households (or an additional 204 households.) The treated water reservoir is receiving adequate pressure at 236.5 kPa. In this scenario, the pressure requirement is the constraining factor, as the lowest pressure in the system (173.0 kPa), is at the minimum allowable pressure to ensure 140 kPa at ground level.

3.4 SCENARIO 3: ULTIMATE DEMAND WITH TRICKLE-FILL SERVICE

It was determined that should the minimum pressure in the system be equal or greater to 70 kPa (the minimum required to provide trickle-fill service without fire flow), the maximum number of households that could be serviced is 173 households (or an additional 152 households.) The treated water reservoir is receiving adequate pressure at 175.8 kPa. In this scenario, the treated water reservoir is the constraining factor, as the lowest pressure in the system (171.7 kPa), is still well above the minimum allowable pressure of 70 kPa. The existing 21 services would remain as full pressure services in this scenario.

3.5 SCENARIO 4: ULTIMATE DEMAND WITH TRICKLE-FILL SERVICE AND A BOOSTER

A pump was placed along the line at the point of lowest pressure to allow for maximum hydraulic efficiency. It was determined that should the minimum pressure in the system be equal or greater to 70 kPa (the minimum required to provide trickle-fill service without fire flow), the maximum number of households that could be serviced with the addition of a booster pump is 437 households (or an additional 416 households.) The treated water reservoir is receiving adequate pressure at 347.5 kPa. In this scenario, the pressure requirement is the constraining factor, as the lowest pressure in the system (109.6 kPa), is at the minimum allowable pressure to ensure 70 kPa at ground level. The existing 21 services would remain as full pressure services in this scenario.

3.6 RESULTS SUMMARY

It must be noted that the ability of the Town of High Level's distribution system supplying these demands was not taken into account in this modeling, nor was the specific location of future developments. As such, these results are conceptual only.

Table 3.1 summarizes the results from the existing demand and all four (4) scenarios:

Table 3.1: Modeling Results Summary					
	Existing	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Start Pressure (kPa)	415	415	415	415	415
Minimum Pressure (kPa)	284.1	180.6	173.1	171.7	109.6
Minimum Allowable Pressure (kPa)	140	140	140	70	70
Total Demand (m³/d)	289.0	681.0	1240.7	705.6	1433.3
Total Households	21	105	225	152+21	416+21
Reservoir Pressure	Adequate	Adequate	Adequate	Adequate	Adequate

3.7 RECOMMENDATION/CONSIDERATIONS

Each system has advantages and disadvantages as seen in Table 3.2 below.

Table 3.2: System Benefit Comparison		
Full Pressure Service	Trickle-Fill Service	Booster Station
➤ Higher expectation of service quality	➤ Lower expectation of service quality	
➤ Lower maintenance to the landowner	➤ Higher maintenance to the landowner	
➤ Lower hook-up cost to the landowner	➤ Higher hookup cost to the landowner	
➤ Lower cost to the County	➤ Lower cost to the County	➤ Higher cost to the County
➤ Higher maintenance to the County	➤ Lower maintenance to the County	➤ Higher maintenance to the County

The full pressure service system is the preferred option for the County and the landowner, as the trickle-fill system requires the landowner to pay to hook-up to the service, as well as pay to install the required infrastructure (cistern, pressure pump, etc.).

The trickle-fill service system is the preferred option for the County with regards to the number of services that can be added. The number of potential services would have to be confirmed beforehand to ensure that trickle-fill is required.

The addition of a booster station to the system allows for a significant increase in the number of services. However, the initial capital cost may offset the benefit unless the cost can be distributed to the landowners as a local improvement. The estimated capital cost of a booster station is approximately \$1.2 million.

A potential measure to increase the servicing capacity of this line is a reservoir placed at the boundary of a subdivision. A reservoir that is large enough to service 100 households would be approximately 1000m³. The capital cost of a reservoir this large is approximately \$3.0 million, but would be largely bore by the developer.

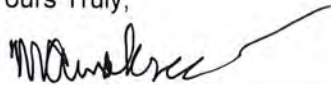
4.0 Closure

In June 2014, Mackenzie County requested that DCL Siemens perform an analysis on the Footner Lake Water Supply Line to anticipate the effect of increasing development in the areas adjacent to the line.

It was determined that the scenario that allows for the most development is a trickle-fill system with a booster station. This allows for a total of 455 households to be serviced.

We trust that this memorandum clearly and thoroughly explains all of the scenarios and their subsequent results. Should you have any questions or concerns regarding this memorandum, please feel free to contact the undersigned.

Yours Truly,



Mike Andrews, E.I.T.

2014/09/18

Date



Brian Locher, P.Eng., LL.B.



September 18, 2014

Date



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Mackenzie Library Board Appointments

BACKGROUND / PROPOSAL:

Mackenzie County Council appoints members at large to the Mackenzie Library Board.

According to Section 4 (4) of the Libraries Act,

A member of the municipal board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council passes a resolution stating that the member be reappointed as a member for more than 3 consecutive terms.

Since two current members of the Board (Wally Schroeder and Beth Kappelar) are entering their 10th year they are requesting confirmation by Council for their appointments which currently expire in October 2015.

OPTIONS & BENEFITS:

Administration recommends that Council confirm the appointments as these positions are difficult to fill and their service history and knowledge is beneficial to the Board.

COSTS & SOURCE OF FUNDING:

N/A

Author: C. Gabriel Reviewed by: _____ CAO JW

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Positions will be advertised should the appointments not be confirmed.

Other vacant/expiring positions are currently being advertised with a closing date of October 10, 2014.

RECOMMENDED ACTION: (Requires 2/3)

That Council confirms the appointments for Wally Schroeder and Beth Kappelar as Members-at-Large on the Mackenzie Library Board until October 2015.

Author: _____ Reviewed by: _____ CAO JW

(5) The boards of management of all public libraries to which Part 3 of the *Libraries Act*, RSA 1980 cL-12, applies are continued as municipal library boards under this Act.

RSA 2000 cL-11 s3;2006 c5 s4

Appointment

4(1) A municipal board shall consist of not fewer than 5 and not more than 10 members appointed by council.

(2) A person who is an employee of the municipal board is not eligible to be a member of that board.

(3) Not more than 2 members of council may be members of the municipal board.

* (4) A member of the municipal board is eligible to be reappointed for only 2 additional consecutive terms of office, unless at least 2/3 of the whole council passes a resolution stating that the member may be reappointed as a member for more than 3 consecutive terms.

* (5) Subject to subsection (6), appointments to the municipal board shall be for a term of up to 3 years.

(6) When appointments are made in respect of a first municipal board, council shall, as nearly as may be possible, appoint 1/3 of the members for a term of one year, 1/3 of the members for a term of 2 years and the remaining members for a term of 3 years.

* (7) Notwithstanding this section, the term of office of a member continues until a member is appointed in that member's place.

1983 cL-12.1 s10;1998 c19 s5

Date of appointment

5(1) The appointments of the members of the municipal board shall be made on the date fixed by council.

(2) Any vacancy arising from any cause must be filled by council as soon as reasonably possible for council to do so.

1983 cL-12.1 s11

Validity of proceedings

6 No resolution, bylaw, proceeding or action of any kind of the municipal board may be held invalid or set aside for the reason that any person whose election to council has been judged invalid acted as a member of the board.

1983 cL-12.1 s12



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Northern Transportation Advisory Council

BACKGROUND / PROPOSAL:

The Northern Transportation Advisory Council has been established as a result of the closure of the Northwest Corridor Development Corporation (NCDC) which was discussed at the September 8, 2014 Council meeting.

A copy of the draft Terms of Reference is attached.

The Northern Transportation Advisory Council is seeking members to sit on this Board. Membership was discussed at the Tri-Council meeting held September 17th.

OPTIONS & BENEFITS:

The REDI and PREDA alliances have established the transportation committee to create the opportunity for its members to pursue transportation initiatives that will support the movement of northern Alberta commodities to tide waters as well as to advocate for the development of transportation corridors in northern Alberta. Additionally the committee supports the development of corridors that link to other provincial or territorial corridors that would benefit northern Alberta.

COSTS & SOURCE OF FUNDING:

Honorariums and expenses related to travel to meetings.

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

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

RECOMMENDED ACTION:

That Councillor Driedger and Councillor Jorgensen be appointed to sit on the Northern Transportation Advisory Council for a one year term ending October 2015.

Author: _____ Reviewed by: _____ CAO JW

REDI/PREDA
Northern Transportation Advisory Council
Terms of Reference (draft)

1. Background

The REDI and PREDA alliances has established the transportation committee to create the opportunity for its members to pursue transportation initiatives that will support the movement of northern Alberta commodities to tide waters as well as to advocate for the development of transportation corridors in northern Alberta. Additionally the committee supports the development of corridors that link to other provincial or territorial corridors that would benefit northern Alberta.

2. Purpose

- a. The transportation committee will monitor and disseminate information to its membership with regard to transportation developments and corridors potentially impacting northern Alberta.
- b. The transportation committee will both research and facilitate the research of topics that may impact or influence the development of corridors that may impact northern Alberta. This may include working with other research entities to ensure the interests of northern Alberta are taken into consideration.
- c. The transportation committee will coordinate workshops, forums, and tours to educate and inform its membership of transportation issues and opportunities that may benefit or threaten northern Alberta. This may include workshops or forums featuring leaders in transportation or industry, elected government officials to advocate for northern transportation priorities and tours to facilities such as the Port of Churchill or other locations that may benefit northern Alberta
- d. All events will be conducted in a cost recovery model.
- e. The transportation committee will advocate for northern transportation routes with all levels of government, prepare appropriate resolutions to move forward to government and facilitate meetings with government elected officials to advocate for its priorities.
- f. The transportation committee will pursue grants to carry with all and any of its research, projects or day-to-day works.

3. Membership

Membership to the committee is open to all levels of government, non-government organizations, economic development organizations, industry and industry organizations. Membership is based on the attached fee structure. Members are not required to be a member of either alliance.

4. Governance

The transportation committee falls under the joint REDI/PREDA umbrella and is administered by PREDA. PREDA will manage the administration, financial and day-to-day management of the committee.

PREDA will be responsible for invoicing and all bookkeeping and will keep transportation committee funds independent from PREDA funds. All funds are to be used exclusively for the transportation committee.

The transportation committee will ensure fair and equal representation from its members and between the two alliances. The committee will consist of ten appointed representatives, five from each alliance. Additionally the appointed representatives will elect a Chair and two Vice-chairs, one from each alliance on an annual basis.

The transportation committee will meet three\four times per year. Meetings may held in conjunction with a committee workshop or seminar. Location of each upcoming meeting to be determined at the end of each meeting.

Quorum shall be six members with a required three members from each alliance.

In the event that either or both alliances no longer wish to participate in the transportation committee, and the committee is dissolved, any and all funds will be divided equally among the alliances after all outstanding costs are paid out. Each alliance is required to give three months' notice of a desire to dissolve.

5. Funding and Budget

The annual anticipated operating costs of the transportation committee is estimated to be \$36,000. Based on the Northwest Corridor Development Corporations funding model and Alberta membership the transportation committee could adopt this model, and assuming membership is consistent – the committee is viable.

Membership fees would coincide with REDI/PREDA membership invoicing and would be above and beyond alliance membership and at the discretion of the alliance members.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 24, 2014
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

The following items are attached for your information, review, and action if required.

- Action List
- AAMDC Member Bulletin – Help Improve Broadband Access in Rural Alberta
- AAMDC Member Bulletin – Recap of Alberta Municipal Governance Symposium
- Correspondence - Alberta Human Services (#8000 Mentors Campaign)
- Correspondence – Alberta Energy (Land Use Framework)
- Correspondence – Saddle Hills County (Highway 88 Official Opening)
- Correspondence – Alberta Municipal Affairs (Federal Gas Tax Fund)
- Correspondence – Alberta Roadbuilders Association (ARHCA White Paper: Transportation Infrastructure Debt in Alberta)
- Correspondence – CUPW STTP (Request for Support to Save Canada Post)
- Correspondence – Town of High Level (County Council Resolution #14-09-591)
- Correspondence – Town of High Level (Detailed Accounting for Annual Payment)
- Correspondence – Alberta ESRD (Managing Disease Risk Bison)
- Northern Alberta Elected Leaders – Funding to small communities for water and wastewater system upgrades
- Alberta Government – New Leadership Team
- AAMDC Fall Convention Draft Program

RECOMMENDED ACTION:

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

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

**Mackenzie County
Action List as of September 8, 2014**

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
July 9, 2012 Council Meeting			
12-07-494	That administration proceed as discussed regarding the access to Plan 0023789, Block 1, Lot 1.	John Byron	In progress
February 27, 2013 Council Meeting			
13-02-121	That administration continue to work towards expanding the Fort Vermilion Bridge Campground recreational area by applying for a lease with Alberta Environment & Sustainable Resource Development that encompasses both existing and future area.	Ron P.	Application for lease in progress
May 28, 2013 Council Meeting			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	Joulia	In progress Letter sent to DM Rob Penny and meeting held
October 8, 2013 Council Meeting			
13-10-693	That administration be instructed to continue pursuing taking over the lease for the Meander North and Meander South gravel pits from Environment & Sustainable Resource Development (ESRD) and negotiate with ESRD to fund reclamation and survey costs.	Ron P. Mark	In progress
October 30, 2013 Council Meeting			
13-10-798	That administration investigate further options for future bridge replacement.	John K. Ron P.	PW Committee
13-10-833	That administration negotiate with the property owner for the mobile home encroaching into laneway.	Byron Joulia	In progress Will be moved after combining season.
February 26, 2014 Council Meeting			
14-02-116	That the County participate in the Transportation Routing and Vehicle Information System Multi-Jurisdiction (TRAVIS-MJ) permitting system.	Don	In progress
14-02-118	That Tolko, Ainsworth, and the La Crete Sawmills be invited to present their business plans to Council.	Joulia	Tolko – August 6
March 11, 2014 Council Meeting			
14-03-135	That the road use agreement and the TRAVIS	Don	PW Committee

Motion	Action Required	Action By	Status
	implementation options be referred to the Public Works Committee.		
14-03-141	That administration continue to work with bylaw enforcement to enforce proper usage of current utility right-of-ways and that the Public Works Committee draft a maintenance policy and review fine structure for the existing utility lane ways and back alleys.	Ron John	PW Committee
14-03-152	That a letter of support be sent for Councillor Wardley and Greg Newman to participate as candidates on the regional plan review panels.	Joulia	
14-03-165	That administration be instructed to research policies by other municipalities on the lowering of the municipal flag.	Carol	2014-10-14
March 26, 2014 Council Meeting			
14-03-187	That administration proceed with revising street names in the Hamlet of La Crete as required, and that a full list be taken back to Council for approval prior to implementation.	Byron	In progress
April 28, 2014 Council Meeting			
14-04-257	That the Zama airport remain as is with a NOTAM and that administration investigate the costs of re-designating and possible reopening of the airport to fixed wing aircraft in the future.	Don	In progress
14-04-276	That administration bring back a revised Policy DEV001 Urban Development Standards to include low and high pressure sewer system options for all multi-lot development.	Byron	In progress
14-04-287	That the sale of land by public auction for properties under tax arrears be set for September 24, 2014.	Mark	24-Sep-14
14-04-297	That a letter be sent to the Town of High Level, Town of Rainbow Lake, the La Crete Municipal Nursing Association, and the Mackenzie Housing Management Board requesting their support in covering the costs for their members attending Mackenzie Housing Management Board meetings and functions.	Carol	
14-04-298	That a letter of support be sent to the County of Leduc and copied to the Alberta Association of Municipal Districts and Counties and the Alberta Urban Municipalities Association.	Joulia	
June 11, 2014 Council Meeting			
14-06-407	That the Community Services Committee be instructed to review the current policy regarding capital funding in regards to non-profit	Mark Ron	In progress. Policy reviewed by Finance Committee

Motion	Action Required	Action By	Status
	organizations.		
14-06-421	That administration proceeds with tax recovery options for Winter Petroleum as discussed.	Joulia Mark	In progress
June 23, 2014 Council Meeting			
14-06-435	That administration be authorized to accept the Town of High Level credit of \$25,440 for 2013 fire invoices issued for response to Ainsworth fires, and that a letter be sent to Ainsworth and copy to the Town of High Level explaining the County's charges.	Joulia Ron	
14-06-439	That the Finance Committee undertakes the Municipal Sustainability Self-Assessment provided by Municipal Affairs and presents the results to Council.	Mark Joulia	Finance Committee
14-06-444	That the existing data supplied by Nichols Applied Management through the regional sustainability study be highlighted at the open houses and made available at the 2015 ratepayer meetings.	Joulia	
July 14, 2014 Council Meeting			
14-07-457	That the water rate discussion be tabled to the 2015 budget.	Mark	2015 Budget
14-07-462	That administration bring back Policy PW039 Rural Road, Access Construction and Surface Water Management Policy to Council for discussion regarding future secondary access upgrade responsibilities.	Ron John	2014-09-24
14-07-467	That administration assesses the local road access width on RR 17-2 and Highway 697 (Blue Hills) and RR 14-5 and Highway 697 (4 miles east of La Crete 100 th Street).	John	In progress Public Works Committee for review
14-07-475	That Mackenzie County communicates their intent to Beaver First Nation and Little Red River Cree Nation to submit an application under the FCM First Nations – Municipal Community Infrastructure Partnership Program and seeks their commitment prior to the application.	Joulia	Letter sent to LRRCN & BFN. No response received. Application Deadline 2014-09-22
14-07-493	That administration write a response to Mennonite Mutual Insurance Co. (Alberta) Ltd. as discussed.	Joulia	
14-07-494	That administration explore possible projects under the Alberta Community Resilience program.	Management Team	
14-07-496	That a letter be sent to Lyle Fullerton of Alberta Environmental and Sustainable Resource Development inquiring whether or not Bison are tested for tuberculosis and invite him to attend a	Grant	2014-12-09

Motion	Action Required	Action By	Status
	council meeting.		
August 6, 2014 Council Meeting			
14-08-514	That the request from Tolko to improve infrastructure on the following bridges, in order to maximize opportunities to allow for efficient transportation of resources and equipment, be referred to the next Tri-Council meeting. <ol style="list-style-type: none"> 1. Hay River Bridge on Highway 35, East of Zama City (BF73407) 2. Ponton River Bridge on Highway 58, 29km NW of Fort Vermilion (BF75539) 3. Lawrence River Bridge on Highway 58, East of High Level (BF75694) 	Joulia	Tri-Council Meeting 2014-09-17
14-08-516	That a letter be sent to the Fort Vermilion & Area Board of Trade in response to their concern regarding vagrancy in Fort Vermilion.	Ron	
14-08-524	That administration be authorized to release \$55,000 to La Crete Recreation Board for the Program Manager and issue a letter requesting performance measures reporting at the end of the program as discussed.	Mark	
14-08-527	That the 2014 budget be amended to include \$668,000 for BF 75117 capital project with \$417,000 coming from the Disaster Recovery Program and \$251,000 coming from the existing 2014 capital budget for BF 75117, and the remaining pre-approved municipal funds in the amount of \$74,000 be set into the Public Works Reserve and kept in abeyance for this project until the tender is complete and the final Disaster Recovery funding is known.	Mark Ron	
14-08-529	That Council authorizes administration to proceed with preparing engineering estimates from the 2014 budget for the new Fort Vermilion truck route as per the map presented and that the project construction be considered in the 2015 budget.	Ron	2015 Budget
14-08-531	That Motion 14-08-530 be TABLED for further information regarding hamlet bins. That administration be authorized to implement a yearly registration form for rural residents wishing to have garbage bins for yard site pick up and that administration set a \$120/year cap on disposal fees for each rural bin use.	Ron	2014-10-14
14-08-532	That administration bring forward a revised Policy PW039, Rural Road Access Construction and Surface Water Management Policy, clarifying the	John	2014-09-24

Motion	Action Required	Action By	Status
	culverts replacement process whereby the County will complete the work at no cost and the cost of the culvert will be equally shared with the land owner.		
14-08-539	That Mackenzie County administration meets with the Town of High Level administration to discuss all alternatives as outlined in the DCL Siemens engineering report regarding improving the Footner Water Line (North) capacity and bring a joint recommendation forward to both Councils, including the possibility of applying under Municipal Alberta Community Partnership program for funds.	Ron	2014-09-24
August 27, 2014 Council Meeting			
14-08-557	That a letter be sent to BC Hydro, Alberta Environment, and Alberta Transportation requesting the release of water at the Bennett Dam in order for the La Crete Ferry to be operational and that a status update be requested from BC Hydro on the water monitoring stations.	Joulia	
14-08-563	That the minimum setback requirements for gas lines be reduced to 9 m from a 20 m road allowance and 4 m from a 30 m road allowance, and that administration proceed with creating a rural development standards policy which incorporates these changes.	Byron	
14-08-567	That administration look at the efficiencies (pros/cons) of combining all waste services in the region.	Joulia Ron	Tri-Council 2014-09-17
14-08-569	That Mackenzie County administration submits an application under the Municipal Internship program for the administrative stream type of intern with the County's funding portion coming from the operating budget.	Joulia	In progress
14-08-571	That a letter be sent to the Minister of Service Alberta indicating our support of the Wild Rose Country slogan on the Alberta licence plate.	Carol	
14-08-574	That a letter be sent to the Minister of Environment and Sustainable Resource Development reiterating that Mackenzie County requests that commercial fishing in Bistcho lake be reinstated. As stated in our original letter the Colby Report assessed 12 lakes and fishing practices in Zone E, no lakes or practices were assessed in Zone G, and it is unfair to impose a ban on commercial fishing in Zone G based on Zone E's practices and lake assessments.	Joulia	
September 8, 2014 Council Meeting			
14-09-588	That the County not supply a culvert for accesses to	John	2014-09-24

Motion	Action Required	Action By	Status
	properties that have unauthorized developments, and that policy PW039 be brought back to Council to reflect this change.		
14-09-589	That the properties with legal but no physical access be TABLED to the next regular council meeting.	Byron	2014-09-24
14-09-590	That a letter of support be provided to La Crete Sawmills for their three year extension request for their waste burner.	Joulia	

Motion	Action Required	Action By	Status
--------	-----------------	-----------	--------

Community Sustainability Plan – Action Items

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

Help Improve Broadband Access in Rural Alberta

The Government of Canada's **Connecting Canadians** program will provide \$305 million between 2014 and 2017 to strengthen rural broadband access across Canada. The goal of the program is to provide broadband access speeds of 5Mbps or higher to 98% of Canadian households. At this point, Industry Canada is still determining how program funding will be distributed among provinces and territories. The funding will be based on data compiled by the Canadian Radio-Telecommunications Commission (CRTC) and supplemented by additional data provided by **internet service providers (ISPs)**.

Program funding will be distributed on a project basis, and all ISPs and other private and public entities that operate broadband infrastructure will be eligible to receive funding, which will be limited to 50% of project costs. Although ISPs will receive the majority of funding and play a major role in determining projects funded under the program, the AAMDC believes that municipalities should have a voice in the project selection process, as ISPs may avoid proposing projects focused on remote areas of the province where project costs may be higher. As such, involving a local perspective in the selection process will help ensure that program benefits are realized in all underserved areas of the province, rather than only those that are the most easily accessible.

Although the program will serve an important role across Canada, it must include measures to hold ISPs accountable for delivering the goals of the program – most significant of which are consistent 5Mbps internet speeds in project areas. The AAMDC envisions scenarios in which ISPs may not be able to deliver their initial goal of 5Mbps access due to cost overruns or other challenges. In such cases, Industry Canada must link funding with a guarantee that the project will deliver results.

The AAMDC will be writing to Industry Canada in order to urge them to take these factors into consideration when crafting the details of the *Connecting Canadians* program, and we would ask that interested members do the same. To voice the rural Alberta perspective on the importance of broadband access and the need for a municipal voice in the project selection process, write to Industry Minister James Moore at the following address:

The Honourable James Moore
Minister of Industry
House of Commons
Ottawa, Ontario
Canada K1A 0A6

The *Connecting Canadians* program is integral to ensuring that rural residents have fast and reliable internet access. The AAMDC looks forward to reviewing the program details as they are released.

Enquiries may be directed to:

Wyatt Skovron
Policy Analyst
780.955.4096

Kim Heyman
Director, Advocacy &
Communications
780.955.4079

Recap of Alberta Municipal Governance Symposium

On Friday, September 5, 2014, the City of Grande Prairie hosted the [Alberta Municipal Governance Symposium](#). AAMDC staff and board representatives attended the symposium, as there were a number of discussions from academics and municipal representatives on the potential future direction of municipal governance in Alberta.

There were a number of competing and often contradictory perspectives and ideas presented relating to municipal governance structures, cooperation among municipalities, and the relationship between municipalities and the province. Some ideas considered the rural municipal perspective, while others were very much urban focused or displayed a lack of understanding about the importance of rural municipalities to the province's social and economic well-being. As such, the ideas summarized below **are not endorsed by the AAMDC**, but simply present an overview of some of the discussion at the symposium:

- The traditional focus on urban and rural municipalities may not be the most efficient means of organizing. Municipal boundaries should strive to match where the majority of people work *and* live. In some cases, this focus will combine rural and urban, but in other cases, it will not. As an example, see this report by [Statistics Canada](#).
- Many emerging concepts related to municipal structures (ex. City-Region) are appealing in theory, but the challenges of matching these concepts to the complexities of municipal priorities and local realities make them very difficult to implement.
- Developing complete communities comprised of both rural and urban municipalities would allow municipalities to develop greater governance capacity and improve local decision-making and autonomy.
- Small urban communities can be sustainable within rural municipalities if the two are willing to cooperate on planning and service delivery. If this can be achieved, dissolution and amalgamation is unnecessary.
- Dissolution often negatively impacts community identity. It is important that the residents of a dissolving community are provided with information about how municipal services will now be provided as well as where to direct questions and concerns.
- Combining urban and rural municipalities would produce major challenges in terms of service delivery and governance. Urban and rural residents have very different expectations for how services should be delivered, level of taxation for municipal services, etc. This is often ignored by proponents of regionalization.
- Amalgamation is only effective when both parties are willing. Amalgamation should be an option for municipalities who are attempting to be proactive, rather than a last resort for struggling municipalities or something that is forced from other levels of government.
- The specialized municipality model presents benefits and challenges – it provides a diverse economic base, but service delivery and governance are often complex and difficult.

- Any amalgamation should consider local circumstances and be based on a municipality's ability to be viable. Using an arbitrary measure (such as population) will harm certain municipalities and result in unnecessary transformation of municipal governments.
- Reconfiguring local boundaries will not empower municipal governments unless it is supported by citizens. Otherwise it will isolate municipal elected officials and create a disillusioned and apathetic citizenry.

The above comments attempt to summarize some of the key points made by presenters at the symposium. A video recording of the complete symposium will be available on the [symposium website](#) shortly. The AAMDC will share this with members when it is available.

Enquiries may be directed to:

Wyatt Skovron
Policy Analyst
780.955.4096

Kim Heyman
Director, Advocacy &
Communications
780.955.4079

Memorandum

From: Karen Ferguson
Assistant Deputy Minister
Early Childhood and Community
Supports

Our File Reference: AR 46496

Your File Reference:

To:

Date: August 26, 2014

Phone: 780-422-2486

Fax: 780-422-9045

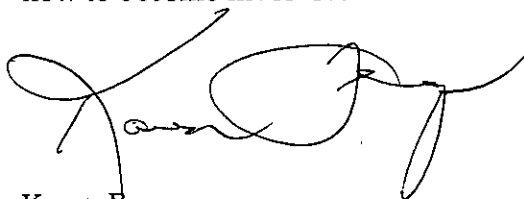
Subject: **#8000 Mentors Campaign**

On July 16, 2014 the Honourable Manmeet S. Bhullar, Minister of Human Services, launched #8000mentors, a collaborative project with government and Big Brothers Big Sisters to increase the number of mentors for children and youth in care. I am requesting your help in promoting this important initiative within your staff, community and business connections.

Studies have shown that children with caring adult role models do better in school, have higher self-esteem, develop healthier relationships and make more positive choices. Foster parents and social workers do an incredible job supporting children in care – but they can't do it alone. Kids in care belong to all of us. Let's work together to create hope and opportunity for all young people in Alberta.

Enclosed are #8000mentors promotional items, including posters and postcards. To help create awareness, you may want to take a selfie/group photo holding up the #8000mentors sign, and share it on Twitter, Instagram and Facebook, using the #8000mentors hashtag. We are also encouraging people to list a mentoring activity, and link to the campaign home page albertamentors.ca/8000mentors.

Please consider promoting volunteer mentoring and encourage those interested to visit www.albertamentors.ca/8000mentors, or call 1-844-370-1768 for more information on how to become involved.



Karen Ferguson

RECEIVED
SEP 12 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE



Office of the Minister
MLA, Drayton Valley - Devon

RECEIVED
SEP 11 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

September 2, 2014

AR18787

Reeve Bill Neufeld
Mackenzie County
PO Box 640
Fort Vermillion, Alberta T0H 1N0

Dear Reeve Neufeld,

Thank you for your letter dated March 18, 2014, following our meeting to discuss your county's concerns with the Land Use Framework and the Alberta Energy Strategy. I apologize for the delay in my response and am pleased to provide you with the following answers to your questions.

1. How Alberta Energy strategy aligns with anticipated loss of the productive fields?

Alberta's Woodland Caribou Policy identifies habitat conservation and restoration as important actions for keeping caribou on the landscape. Some of the conservation areas designated through the Lower Athabasca Regional Plan (LARP) – and all of the potential conservation areas identified in the neighbouring Lower Peace Region – overlap with caribou range and habitat. Conservation areas, and strategies for enhanced land-use integration and progressive reclamation, will help to support caribou habitat needs. The Government of Alberta believes that caribou management and conservation can be integrated on a working landscape that supports human activity.

2. How the provincial government is planning to compensate our Region for the lost opportunities for possibly the next 50 years should the “potential” areas become real?

During the development of LARP, the Government of Alberta set out a test scenario for conserving 20 per cent of the boreal forest. As part of that scenario, potential conservation areas were identified in the neighbouring Lower Peace Region. It should be noted, however, that these are only potential conservation areas; any further consideration will be made through the Lower Peace regional planning process, and only after consultation with Albertans and stakeholders.

Combined, the conservation areas in the Lower Athabasca and Lower Peace regions encompass about seven million hectares. This represents the largest contiguous boreal forest conservation network in North America. Pending completion of the Lower Peace plan, Alberta Energy has placed a temporary hold on the sale of subsurface tenure in the Lower Peace's potential conservation areas. Existing mineral tenure in these areas is being honoured; this means that companies that hold tenure can access the Crown mineral rights to undertake exploration and development activities.

... / 2

There is existing petroleum and natural gas tenure in the proposed conservation areas held by 11 energy companies. These commitments will be honoured. There are no oil sands, mineral or coal permits or agreements located in the proposed areas. It would be speculation, at best, to try and calculate financial impacts – especially at this very early stage. This will be part of the work to be done as part of the development of the plan. Considerable policy and technical analysis and research, about the energy and mineral resources and potential in the region, and the economic contributions associated with resource development will be completed by the Government of Alberta to support the Regional Advisory Council and to support development of the draft regional plan.

Currently, pre-planning work is underway internal to the Government of Alberta for the LARP. It is not known at this time when the planning process for this plan will be initiated.

3. What is Alberta Energy's position on the Woodland Caribou Strategy?

The Government of Alberta is working on caribou range plans - as required by the Federal Recovery Strategies - for boreal and southern mountain woodland caribou. The Government of Alberta approved its own Woodland Caribou Recovery Plan in 2005 and adopted *A Woodland Caribou Policy for Alberta* in 2011. Alberta Energy and Alberta Environment and Sustainable Resource Development are co-leading the development of the caribou range plans required under the federal recovery strategies.

In early 2013, the Government of Alberta established a staged approach for caribou range planning for all of Alberta's caribou populations (e.g., both boreal and mountain caribou). The Little Smoky and A La Peche caribou populations in west central Alberta have been prioritized for range planning because of very high habitat disturbance rates. The Cold Lake caribou range and the northeastern ranges will be addressed next, followed by the remaining ranges in the northwestern region. The Government of Alberta is committed to maintaining a working landscape within caribou ranges while also ensuring that caribou can be self-sustaining and remain a part of Alberta's landscape.

4. What is Alberta Energy's position on the Species at Risk Act, and in particular the habitat protection section?

The *Species at Risk Act*, and associated recovery strategies, identify critical habitat as the means necessary for the survival or recovery of a threatened or endangered species. Alberta's plan for caribou recovery, and subsequent policy direction, is aligned with federal direction in the identification of habitat conservation and restoration as important actions to stabilize, recover, and ultimately achieve naturally self-sustaining populations. The caribou range plans being developed by the Government of Alberta will include management actions that support the restoration of disturbed critical caribou habitat. Caribou range plans, and subsequent habitat conservation actions, will balance environmental stewardship with both local and provincial economic considerations.

In response to your questions regarding the Abandonment Process, if all regulatory requirements are met, the Alberta Energy Regulator (AER) allows well licences to be transferred so other licensees can continue to produce oil or gas from the well. If a licensee chooses to sell a well and transfer it to a new owner, they submit a well licence transfer application to the AER.

Wells are typically abandoned when continuing hydrocarbon production would no longer be economical. Licensees remain liable for their wells indefinitely, even after they abandon them.

The Licensee Liability Rating (LLR) program ensures companies have adequate assets to deal with abandonment, remediation, and reclamation of their liabilities so that Albertans are not left with the costs of abandoned wells or other infrastructure. The program requires oil and gas licensees to post financial security deposits to ensure costs associated with the abandonment and reclamation of upstream oil and gas wells, facilities and pipelines are covered, or reduced should a licensee become defunct. The Orphan Well Association, funded by an industry levy, pays for and conducts abandonment and reclamation of wells licensed to defunct operators.

The AER monitors abandoned wells in accordance with *Directive 020: Well Abandonment* and *Directive 079: Surface Development in Proximity to Abandoned Wells*. The AER regulates the abandonment of oil and gas wells through requirements in *Directive 020*.

Thank you for taking the time to write. The Government of Alberta is eager to work with municipalities and counties, like Mackenzie County, as we work to develop policy and land-use plans that address the unique concerns found in communities across Alberta.

Sincerely,



Diana McQueen
Minister



September 4, 2014

Mackenzie County
Reeve Bill Neufeld
Box 640
4511-46 Avenue
Fort Vermilion, Alberta, T0H 1N0

Attn: Reeve Bill Neufeld,

Re: Highway 88 Official Opening

Further to the invitation that Saddle Hills County received to attend the Highway 88 Official Opening, Saddle Hills County Council must regretfully decline the invitation, due to two other prior commitments that day. On behalf of Saddle Hills County, I would like to congratulate Mackenzie County on the official opening, marking the completion of paving on Highway 88.

Saddle Hills County realizes the value in improving infrastructure access and safety for industry and residents throughout the Province. I hope the paving completion of this significant transportation route will benefit the Mackenzie County community and economy, as well as be recognized as a contribution to all of Alberta.

I wish you great success with your ceremony, ribbon cutting and BBQ and much prosperity into the future.

Sincerely,

Alvin Hubert
Reeve
Saddle Hills County

RECEIVED
SEP 15 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

Safe Strong Sustainable

71977 Range Road 84 • Junction of Hwy 49 and 725 • P: (780) 864-3760 • F: (780) 864-3904 • www.saddlehills.ab.ca
Mailing Address: RR 1 Spirit River, AB T0H 3G0



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

AR72673

September 4, 2014

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

Dear Reeve Neufeld,

I am pleased to inform you of the availability of the program materials for the federal Gas Tax Fund (GTF) and confirm that \$208 million in GTF funding will be provided to Alberta's municipalities in 2014.

The renewed GTF provides long-term funding for Canadian municipalities to help build and revitalize local public infrastructure while creating jobs and long-term prosperity. Additional flexibility to address specific local infrastructure priorities is provided by expanding the range of eligible GTF project categories, which now include recreational and cultural infrastructure, broadband connectivity, disaster mitigation infrastructure, and brownfield redevelopment, in addition to the previous categories.

Further information on program terms and conditions is provided in the GTF program guidelines, now available at www.municipalaffairs.alberta.ca/gastaxfund.cfm.

Your 2014 GTF allocation is \$593,833. It is based on your 2013 population and was calculated using the funding formula established under the previous GTF program. Your GTF allocation is subject to your municipality entering into a funding agreement with the Government of Alberta. Funding agreements will be forwarded to municipalities for signing shortly.

RECEIVED
SEP 12 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

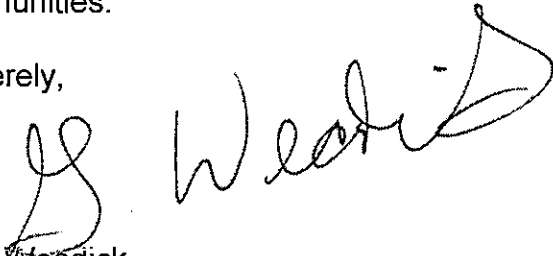
...2

Reeve Bill Neufeld

-2-

As you may be aware, the administration of the GTF has been transferred from Alberta Transportation to Alberta Municipal Affairs. I am looking forward to partnering with you and the Government of Canada to continue building strong and prosperous communities.

Sincerely,

A handwritten signature in black ink, appearing to read "G. Weadick". The signature is written in a cursive style with a large initial "G" and a long, sweeping tail.

Greg Weadick
Minister of Municipal Affairs

cc: Honourable Frank Oberle, MLA, Peace River
Pearl Calahasen, MLA, Lesser Slave Lake
Joulia Whittleton, Chief Administrative Officer, Mackenzie County

September 5, 2014

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

Dear Ms. Whittleton:

On behalf of the Honourable Greg Weadick, Minister of Municipal Affairs, I am pleased to announce that the Gas Tax Fund (GTF) program guidelines are now available on the GTF website at www.municipalaffairs.alberta.ca/gastaxfund.cfm. The guidelines are effective April 1, 2014 and reflect the recently signed 2014 - 2024 GTF agreement between Canada and Alberta.

Under the new GTF program, you have additional funding flexibility through an expanded range of eligible project categories which now include recreational and cultural infrastructure, broadband connectivity, disaster mitigation infrastructure, and brownfield redevelopment. Applications for new GTF projects should be submitted through the Municipal Grants Management Application. To facilitate a smoother transition to the new 2014 - 2024 GTF program, you will not be required to re-submit GTF projects approved by Alberta Transportation under the previous GTF program. For questions regarding your project submissions, please contact Alberta Transportation regional offices which will continue to provide program support to municipalities during the transition of the GTF administration from Transportation to Municipal Affairs.

In order to access the new GTF funding, municipalities will be required to enter into a new agreement with the Government of Alberta. The provincial-municipal agreement will cover the 2014 - 2024 period and will also govern unspent funding accumulated under the previous GTF agreement.

Attached are two copies of the provincial-municipal GTF agreement. Please have your chief elected official and a duly authorized signing officer sign both copies, retain one for your records, and return the other copy to:

Attn: Grant Compliance and Payments
Grants and Education Property Tax Branch
Alberta Municipal Affairs
17th Floor, Commerce Place
10155 - 102 Street
Edmonton AB T5J 4L4

RECEIVED
SEP 12 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

.../2

Alberta ■

Ms. Joulia Whittleton

- 2 -

Payments of 2014 GTF funding are expected to commence in the fall of 2014. Please note that in order to receive your payment, you must return the signed provincial-municipal GTF agreement, have sufficient projects commitments, and complete all reporting requirements from the previous year.

Should you have any questions regarding the agreement, please contact a Compliance Advisor in the Grants and Education Property Tax Branch, toll-free at 310-0000, then 780-427-2225.

Sincerely,



Andre Corbould
Deputy Minister

September 4, 2014

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

Dear Mr. Neufeld:

Enclosed is a copy of the recently completed ARHCA White Paper: Transportation Infrastructure Debt in Alberta. This paper is the result of extensive research and discussion with Alberta's transportation infrastructure owners and stakeholders at the provincial, municipal and urban levels, and the organizations that represent them.

The intent of this white paper is to surface the issue of transportation debt in Alberta, an issue that needs attention and above all a long term strategy.

This paper posits that the transportation infrastructure debt in the province of Alberta today is somewhere between \$2 billion and \$16 billion. The range was calculated using government data, exercising a quality performance measurement utilized by Alberta Transportation, and accomplished in collaboration with all the primary stakeholders. We recognize that significant capital investments in transportation infrastructure have been made in Alberta, but this debt calculation is focused primarily on existing assets.

The research and calculations are based on available data, and suggest that dedicated action is required to maintain the existing assets of the province in a condition that is considered safe, efficient and promotes economic activity.

We would be happy to answer any questions about the paper, the assumptions that we used, and more importantly how we would engage in helping to craft a long term strategy for investments into transportation infrastructure.

If transportation infrastructure continues to be underfunded in Alberta, the long term economic prosperity of the province will be severely and negatively impacted.

We would be happy to discuss this with you at your convenience.

Sincerely,

Gene Syvenky B Sc, MBA
Chief Executive Officer

RECEIVED
SEP 12 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

About the ARHCA

The Alberta Roadbuilders and Heavy Construction Association (ARHCA) is the largest heavy construction association in Canada, with more than 920 corporate members, representing approximately 60,000 direct employees and an annual payroll of more than \$3 billion. The Association represents contractors who work on the construction and rehabilitation of highways, municipal roads, bridges, sewer, and water projects, as well as the suppliers and consulting engineers who work with them. ARHCA member companies can also be found constructing infrastructure for residential, commercial, oilfield, oil sands and forestry projects.

The ARHCA supports long-term, stable, and sustainable investment in our transportation infrastructure at the best possible value to the taxpayer. The ARHCA also believes that a strong transportation system is essential to Alberta's future, providing a cost-effective method of moving goods and services to local and world markets, and giving Albertans a safe and efficient way to travel.

September 15, 2014

Josh Knelsen
Reeve
County of Mackenzie
Box 640
Fort Vermilion, AB T0H 1N0

Dear Mr. Knelsen,

Re: Request for Support to Save Canada Post

Less than a year ago, Canada Post Corporation announced a plan to change public postal service as we know it, and the government endorsed this plan. As a result, the corporation has dramatically hiked postage rates and is planning on eliminating door-to-door delivery, closing and downsizing post offices, reducing post office hours, and destroying thousands of decent jobs in communities throughout our country.

These major changes will be bad for seniors, people with mobility issues, charities, small businesses and many other people who rely on public postal service.

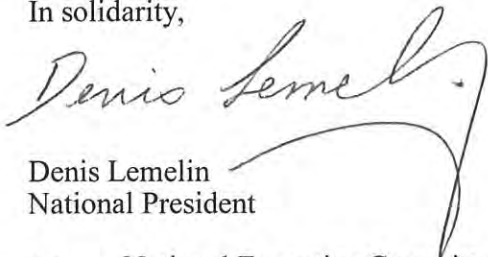
The Canadian Union of Postal Workers wants the federal government to reverse the Canada Post plan, and to look instead for ways to increase service and revenues in areas like postal banking, as other postal administrations have done. At the very least, we think the government should properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes.

CUPW has attached a fact sheet with more information about Canada Post's plan.

The union has also attached a resolution that it would like your municipality to consider passing. To date, about 90 municipalities and municipal organizations have passed resolutions opposing Canada Post plan for cuts, or calling for a halt to door-to-door delivery cuts until there is proper consultation. CUPW hopes you will think about joining and building on these efforts by passing our or your own resolution.

Thank you very much for considering this request. Thanks as well if your municipality passed an earlier resolution in support of postal banking or improving the Canadian Postal Service Charter. If you would like an electronic version of the resolution, please contact Brigitte Klassen at bklassen@cupw-sttp.org. Please call me at 613-236-7238 if you have any questions or concerns.

In solidarity,



Denis Lemelin
National President

c.c. National Executive Committee, Regional Executive Committees, National Union
Representatives, Regional Union Representatives, Specialists

/bk cope 225

RECEIVED
SEP 15 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE



Canada Post has announced a plan to:

1. Attack the public postal network.

Canada Post plans to use more private post offices while streamlining the public postal network. This means closing and downsizing public post offices, as well as reducing their hours. Canada Post has closed about 40 urban and 75 rural post offices since 2012. This is the largest number of closures we have seen since the Conservatives closed about 1,500 rural and urban post offices in the eighties and nineties. More closures are expected. The corporation is also reviewing all urban offices to see if they can be made smaller and operated with fewer workers. In addition, it is dramatically reducing hours of service in rural communities.

2. Introduce huge postage rate hikes.

On March 31, 2014, the price of buying one stamp increased by 59% while the price of buying a book or coil of stamps increased by 35%. The price for pre-sorted and incentive letters increased by 15% and metred mail increased by 19%. These sudden and dramatic increases are unfair, unreasonable and bad for the

corporation's business. It would have been wiser and more reasonable for Canada Post to adopt gradual increases to keep up with rising costs.

3. Make our country the first in the world to eliminate door-to-door delivery.

Canada Post plans on taking away door-to-door delivery from over five million Canadian households and replacing it with community mailbox (CMB) delivery. There is a great deal of opposition to this plan, which will create huge problems for many Canadians, especially seniors and people with mobility issues. According to a recent poll, sixty per cent of people oppose the delivery cuts. In spite of this, Canada Post is determined to wipe out home mail delivery within a five-year period. So far, Canada Post has announced plans to convert 100,000 households by the end of 2014 and another 1.2 million in 2015. The bulk of conversions will occur after the 2015 federal election. The federal government fully supports this major cut to public postal service.

4. Destroy 6000 to 8000 decent jobs.

Canada Post would need fewer employees if it goes to community mailbox delivery. It expects to eliminate 6000 to 8000 positions. Closing and downsizing post offices and reducing post office hours will also reduce the number of jobs in communities throughout the country. Our communities and our economy cannot afford to lose thousands of decent paying jobs.

The future of Canada Post

Canada Post and the Conservatives should consult on their plan to change public postal service as we know it. The public owns Canada Post. They have a right to input. This has not really happened in any meaningful way. Canada Post engaged in some discussions, but they were completely inadequate. The corporation held invite-only meetings in 46 communities and conducted a largely online public consultation on its future, focusing on cuts. Since this time, about 90 municipalities and municipal organizations have passed resolutions or sent letters protesting the cuts or asking for a halt until there is meaningful consultation. Moreover, many thousands of Canadians have signed petitions and sent messages to their Members of Parliament (MPs). People have asked their federal representatives to tell Canada Post to stop the cuts and consider alternatives such as postal banking. Cutting might help Canada Post with its money problems in the short-term but it is not a good long-term strategy and it certainly won't improve the future of postal service in our country. The corporation should be following the lead of other postal administrations by innovating and introducing new revenue-generating services.

For more information, go to:

**Save
Canada
Post.**

Postal banking

The Canadian Union of Postal Workers (CUPW) believes that our country needs improved financial and banking services and that Canada Post is well placed to fulfill this need. Moreover, the union thinks that adding financial and banking services at Canada Post will help the corporation preserve public postal service and generate revenue. CUPW is not alone. Close to two-thirds of Canadians support Canada Post expanding revenue-generating services like bill payments, insurance and banking, according to a poll from April 2014. Many municipalities like the idea too. Over 300 municipalities have passed resolutions endorsing the addition of financial and banking services at our public post office. Not only that, three former Canada Post Presidents have spoken favourably about the corporation getting more involved in financial services (i.e. Michael Warren, Andre Ouellet and Moya Greene). In recent years, Canada Post has even conducted studies on postal banking that appear to indicate that getting into financial services would be “a win-win strategy” and a “proven money-maker” for the corporation. This positive assessment was obtained through an Access to Information (ATI) request. Unfortunately, 701 of 811 pages of the ATI request were redacted. To date, Canada Post President Deepak Chopra has refused to release the 811 pages in their entirety.

Learn more. Check out *Why Canada Needs Postal Banking* at <https://www.policyalternatives.ca/publications/reports/why-canada-needs-postal-banking>

cupe 1979/cope 225

SAVE CANADA POST - STOP THE CUTS

WHEREAS Canada Post and the Conservatives are taking an axe to long-treasured postal services – killing good jobs, eliminating door-to-door delivery, drastically increasing postage rates and closing, downsizing and reducing hours at post offices:

WHEREAS Canada Post did not properly consult on these changes, effectively eliminating any opportunity for input from the people who will be most affected; and

WHEREAS closing and downsizing post offices, reducing post office hours, and eliminating door-to-door delivery will reduce service and eliminate thousands of jobs in communities throughout our country.

WHEREAS Canada Post offers a public service that needs to be protected;

BE IT RESOLVED THAT the (name of municipality) write a letter to the Minister responsible for Canada Post that calls on the government to reverse the changes to services announced by Canada Post, and to look instead for ways to increase service and revenues in areas such as postal banking.

BE IT FURTHER RESOLVED THAT (name of municipality) ask the Federation of Canadian Municipalities to request that the federal government properly consult with the public about what kind of postal service they need before allowing Canada Post to make such major changes to public postal service.

MAILING INFORMATION

Please send your resolution to: Lisa Raitt, Minister of Transport, Place de Ville, Tower C, 29th Floor, 330 Sparks Street, Ottawa, Ontario, K1A 0N5.

Please send copies of your resolution to: Denis Lemelin, President, Canadian Union of Postal Workers, 377 Bank Street, Ottawa, Ontario, K2P 1Y3

Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website:
<http://www.parl.gc.ca/common/index.asp?Language=E>.

Brad Woodside, President, Federation of Canadian Municipalities, 24 Clarence St, Ottawa, Ontario K1N 5P3

/bk cope 225



TOWN OF HIGH LEVEL

From the Office of

Crystal McAteer, Mayor

Municipal Building

10511-103 Street, High Level, Alberta T0H 1Z0

Tele: 613-926-2201 email: cmcateer@highlevel.ca

September 16, 2014

Municipal Council
C/o Reeve Bill Neufeld
Mackenzie County
P. O. Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Reeve Neufeld and Councillors,

Re: County Council Resolution #14-09-591
September 8, 2014 Meeting Minutes
MHMB "Bad Debt" Write-off

Thank you for providing us a copy of your above-referenced minutes.

A perusal of the minutes drew attention to motion number 14-09-591 that cites a "bad debt" write-off of interest owed by the Town of High Level to the Mackenzie Housing Management Board (MHMB).

The matter was recently clarified with the MHMB office as concerning a belated finalization of an arrangement mutually agreed and concluded between the Town and MHMB in March of this year.

As an element of resolving a matter concerning calculation of its annual levy made upon High Level, the MHMB agreed to forgo interest on the levy that accumulated over the time that it took to conclude an agreement on the issue.

It was explained to us that the term "bad debt" was applied because that is the only reference that the MHMB is permitted use for any financial write-off, cancellation or forgiveness.

Hopefully, this information will clarify the matter and satisfy the concern expressed in your motion.

Thank you and regards.

Crystal McAteer, Mayor

Cc: Joulia Whittleton, Chief Administrative Officer



TOWN OF HIGH LEVEL

From the Office of

Crystal McAteer, Mayor

Municipal Building

10511-103 Street, High Level, Alberta T0H 1Z0

Tele: 613-926-2201 email: cmcateer@highlevel.ca

September 11, 2014

Municipal Council
C/o Reeve Bill Neufeld
Mackenzie County
P. O. Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Reeve Neufeld and Councillors,

Re: Request for Detailed Accounting - Annual Payment

Thank you for your letter of July 21 enclosing the County's 2014 payment per Article 11 of the current Regional Service Sharing Agreement and inquiring about a detailed accounting of how those monies are spent.

As you know, Article 11.12 of the agreement sets out that an accounting of how the payments are applied need not be provided.

Accordingly, and from the outset of our service sharing arrangement, the annual payments are deposited in lump sum to the Town's general operating account. No allocations are specifically made or tracked to departments, operations or programs.

Those things said, in response to her request, I recently provided Councillor Jacquie Bateman with a summary overview of the Town's operational cost centers to which the County's funding is directed.

The town manages and delivers an extensive array of services to benefit both its own and County residents, and does so in conditions of restricted staffing, administrative and accounting resources. Perhaps Article 11.12 was negotiated and agreed in appreciation of that reality.

Our Council assures that the County's annual contributions are managed with the purpose and care that our agreement intends, and we look forward to continued shared success in advancing our region's interests and development.

Best regards.

Crystal McAteer, Mayor

Cc: Joulia Whittleton, Chief Administrative Officer

RECEIVED
SEP 18 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE

September 10, 2014

Mr. Grant Smith
Agricultural Fieldman
Mackenzie County
PO Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Mr. Smith:

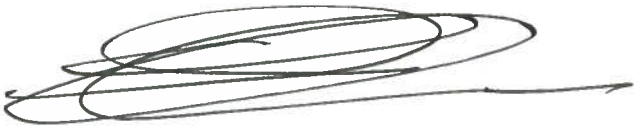
Thank you for your August 21, letter regarding Bovine Tuberculosis (TB) testing of bison in the "Managing Disease Risk in Alberta's Wood Bison" program.

We have not tested for TB because the current test used by the Canadian Food Inspection Agency (CFIA) is certified for domestic cattle only and has not been certified for bison. Because of this the results would not be considered reliable. There is an ongoing project in Wood Buffalo National Park that is collecting data to begin certification of the serum test to be used in bison. Our plans are to test only for brucellosis until the TB test is formally certified. We are collecting samples to be tested for TB when the test is certified.

I will be in contact with Carol Gabriel to determine a suitable time to attend a Council meeting and provide an update on this very important program.

I look forward to seeing you again then.

Sincerely,



Lyle Fullerton
Special Projects Coordinator

c: Mark Ball, ESRD Disease Specialist

RECEIVED
SEP 18 2014

MACKENZIE COUNTY
FORT VERMILION OFFICE



Northern Alberta Elected Leaders

206, 9621-96 Avenue, Bag 900-14
Peace River, Alberta T8S 1T4
Phone: 780-624-6274 Fax: 780-624-6184

August 8, 2014

Honourable Greg Weadick
Minister of Municipal Affairs
MLA for Lethbridge-West
Legislative Office
404 Legislature Building
10800 97 Avenue
Edmonton, AB
Canada T5K 2B6

Dear Minister Weadick:

Effective water and wastewater management is essential for fostering socially, environmentally and economically sustainable communities. Northern Alberta Elected Leaders (NAEL), at their meeting in La Crete on July 4, 2014 confirmed their desire to see dedicated government funding provided to small communities (less than 10,000), for water and wastewater system maintenance and upgrades.

Safe and effective delivery of drinking water and proper wastewater disposal systems are costly services. Many small communities must look at replacing or upgrading aging infrastructure in order to meet current standards. Recent reduction in funding for municipal water and waste water treatment in the Ministry's most recent budget affects the ability of small operations to maintain quality standards and recruit/train qualified technicians. Funding dollars from sources such as the Municipal Sustainability Initiative (MSI), are needed to provide other essential services, leaving small communities searching for additional support to provide this important service.

We respectfully urge you to consider funding for water and wastewater treatment outside of the current MSI allotment and allocate additional funding for small communities struggling to maintain safe and effective water and wastewater systems. The NAEL group will meet on November 14, 2014 in Grande Prairie. I invite you to attend and engage with northern elected leaders on this important topic. To confirm your attendance, please contact Chelsea Ferguson at the Northern Alberta Development Council office, 780-624-6338. We look forward to hosting you in Grande Prairie.

Warmest Regards,

A handwritten signature in blue ink that reads 'Veronica Bliska'.

Veronica Bliska
NAEL Chair
Reeve, Municipal District of Peace No. 135



Northern Alberta Elected Leaders

206, 9621-96 Avenue, Bag 900-14
Peace River, Alberta T8S 1T4
Phone: 780-624-6274 Fax: 780-624-6184

cc: Honourable Robin Campbell
Minister of Environment and Sustainable Resource Development
MLA, West Yellowhead

Honourable Jeff Johnson
Minister of Education
MLA, Athabasca-Sturgeon-Redwater

Honourable Wayne Drysdale
Minister of Transportation
MLA, Grande Prairie-Wapiti

Honourable Frank Oberle
Minister of Aboriginal Relations
MLA, Peace River

Pearl Calahasen
MLA, Lesser Slave Lake

Hector Goudreau
MLA, Dunvegan-Central Peace-Notley

Everett McDonald
MLA, Grande Prairie-Smoky

George VanderBurg
MLA, Whitecourt-Ste. Anne

Bob Barss
President of AAMDC
Reeve, M.D. of Wainwright No. 61

Helen Rice
President of AUMA
Councillor, City of Grande Prairie

Bradley Woodside
President of Federation of Canadian Municipalities
Mayor, City of Fredericton, NB



Northern Alberta Elected Leaders

206, 9621-96 Avenue, Bag 900-14
Peace River, Alberta T8S 1T4
Phone: 780-624-6274 Fax: 780-624-6184

August 8, 2014

Honourable Greg Weadick
Minister of Municipal Affairs
MLA for Lethbridge-West
Legislative Office
404 Legislature Building
10800 97 Avenue
Edmonton, AB
Canada T5K 2B6

Dear Minister Weadick:

Since 2007, support through the Municipal Sustainability Initiative (MSI) has provided significant benefit to many northern communities. Our members value this funding and are concerned that recent funding realignments and the elimination of the MSI Operating Program (2016) could translate into loss of services for small communities.

On July 4, 2014 in La Crete, NAEL members supported a request to see a review of MSI operating funding, including an impact analysis of the new funding parameters on small community sustainability.

While members support funding of regional projects, as provided through the Alberta Community Partnerships Program, we urge you to consider maintaining the existing MSI operating grants, utilizing the existing funding criteria. Flexible funding is needed to support regional collaboration, while allowing communities the freedom to prioritize and resource local projects as needed.

Our members will meet in Grande Prairie on November 14, 2014. We invite you to join us and share with our members the ministry's direction for MSI and the rationale behind funding realignments. Please confirm your availability with Chelsea Ferguson, Northern Alberta Development Council, 780-624-6338. We look forward to hosting you in Grande Prairie.

Warmest Regards,

A handwritten signature in blue ink that reads 'Veronica Bliska'.

Veronica Bliska
NAEL Chair
Reeve, Municipal District of Peace No. 135



Northern Alberta Elected Leaders

206, 9621-96 Avenue, Bag 900-14
Peace River, Alberta T8S 1T4
Phone: 780-624-6274 Fax: 780-624-6184

cc: Honourable Dave Hancock, QC
Premier of Alberta, President of Executive Council
Minister of Innovation and Advanced Education
MLA, Edmonton-Whitemud

Honourable Robin Campbell
Minister of Environment and Sustainable Resource Development
MLA, West Yellowhead

Honourable Jeff Johnson
Minister of Education
MLA, Athabasca-Sturgeon-Redwater

Honourable Wayne Drysdale
Minister of Transportation
MLA, Grande Prairie-Wapiti

Honourable Frank Oberle
Minister of Aboriginal Relations
MLA, Peace River

Pearl Calahasen
MLA, Lesser Slave Lake

Hector Goudreau
MLA, Dunvegan-Central Peace-Notley

Everett McDonald
MLA, Grande Prairie-Smoky

George VanderBurg
MLA, Whitecourt-Ste. Anne

Bob Barss
President of AAMDC
Reeve, M.D. of Wainwright No. 61

Helen Rice
President of AUMA
Councillor, City of Grande Prairie

Danielle Smith
Leader, Wildrose Alliance Party of Alberta
MLA, Highwood



Northern Alberta Elected Leaders

206, 9621-96 Avenue, Bag 900-14
Peace River, Alberta T8S 1T4
Phone: 780-624-6274 Fax: 780-624-6184

Dr. Raj Sherman
Leader, Alberta Liberal Party
MLA, Edmonton-Meadowlark

Brian Mason
Leader, Alberta New Democrat Party
MLA, Edmonton-Highlands-Norwood

Len Webber
Independent
MLA, Calgary-Foothills

Donna Kennedy-Glans, QC
Independent
MLA, Calgary-Varsity



AR75363

AUG 28 2014

Ms. Veronica Bliska
Chair, Northern Alberta Elected Leaders
206, 9621-96 Avenue, Bag 900-14
Peace River AB T8S 1T4

Dear Ms. Bliska,

Thank you for your letter of August 8, 2014 requesting dedicated funding to small communities for water and wastewater system upgrades. The ministry appreciates that this is a priority for your communities. Municipal Affairs has several grants available to municipalities that might assist with the maintenance and upgrade of water and wastewater systems.

Firstly, under the Municipal Sustainability Initiative (MSI), municipalities determine projects and activities to be funded based on local priorities, within the program guidelines. Eligible capital infrastructure projects include both water and wastewater systems. MSI will provide \$11.3 billion over the life of the program, in addition to the \$1 billion increase in Budget 2014 (over three years) resulting from the Basic Municipal Transportation Grant consolidation.

Municipalities can allocate funding for operating and small capital water and wastewater expenses under the 2014 MSI operating program guidelines. The ministry is considering options for extending the phase-out period for the funding. When a decision is made regarding the MSI operating program, it will be reflected in the 2015/16 Budget. MSI operating remains at \$30 million for this year.

The second grant, the Alberta Community Partnership (ACP), encourages municipalities to work together on regional priorities. The Intermunicipal Collaboration (IC) component of ACP is intended to fund partnerships led by municipalities with populations of 55,000 or less. IC requires that two or more municipalities work together to explore strategic approaches to new or enhanced regional municipal service delivery, such as water and wastewater, shared administration, or governance. New to the IC component is support for the implementation costs, such as capital costs and limited term operating costs for pilot projects.

.../2

The MSI and ACP are complementary programs with different primary functions. ACP supports planning and implementation of improved municipal service delivery that strengthens the region, while MSI supports infrastructure needs. Together they provide support for long-term local regional priorities.


The third grant is the Gas Tax Fund (GTF). GTF provides long-term funding for Canadian municipalities to help them build and revitalize their local public infrastructure while creating jobs and long-term prosperity. The new GTF agreement will cover the 2014-24 period, and Alberta will be allocated more than \$1 billion for the first five years of the program, with \$208 million expected in 2014. 2014/15 GTF allocation amounts to individual municipalities and program guidelines will be available after the program launch, expected soon. Water and wastewater infrastructure projects are eligible for GTF funding, including expenditures associated with planning, design, construction, and rehabilitation. Under the GTF, municipalities determine projects to be funded based on local priorities, within the general qualification criteria set out in the program guidelines.

Finally, there is the Small Communities Fund (SCF). Alberta is expected to receive \$94 million over 10 years under the Small Communities Fund, a component of the New Building Canada Fund that provides funding to municipalities with populations under 100,000. We are working with our federal counterparts to ensure that the SCF agreement is in the best interest of Alberta's municipalities and that appropriate criteria are in place to meet local, regional, and provincial priorities. The draft SCF agreement provided by the federal government lists water and wastewater infrastructure as eligible project categories. More information outlining Alberta's approach, including the application process and more detail on project criteria and thresholds, will be provided in the fall, with a call for SCF projects likely occurring in early 2015. The timing of the application submission will give all municipalities equal opportunity to access the SCF and will not reduce the total funding allocated under this program.

If you require any additional information about the MSI or ACP programs, please contact Marie Juengel, Director, Grant Program Delivery, toll-free at 310-0000, then 780-422-8105, or at marie.juengel@gov.ab.ca. If you would like to speak to ministry staff about the Gas Tax Fund or the Small Communities Fund, please contact Jason Waywood, Director, Grant Accountability, toll-free at 310-0000, then 780-641-9238, or at jason.waywood@gov.ab.ca.

Thank you again for writing.

Sincerely,



Greg Weadick
Minister of Municipal Affairs



© Sep 15, 2014

New leadership, new voices, and a new way of doing things

Alberta's 16th Premier, The Honourable Jim Prentice, Q.C., P.C. and his Cabinet were sworn-in at Government House in Edmonton on September 15.

The Prentice Cabinet is smaller, more efficient; more focused and better able to defend the interests of the people of Alberta. Premier Prentice and Cabinet will meet for the first time immediately after the swearing-in.

"As of this moment, Alberta is under new management. This is a new government with new leadership, new voices and a new way of doing things. Today and in the days and weeks to come we will take strong and decisive action to bring real and tangible change to the way in which Alberta is governed," stated Premier Jim Prentice.

The new Cabinet has 16 Ministers and three Associate Ministers, in addition to the Premier, down from the 19 Ministers and 10 Associate Ministers that were sworn-in on December 6, 2013.

The leadership team for Alberta's new government balances experience and fresh ideas. The Prentice Government is moving quickly to change and better serve the people of Alberta and their future by:

- Assembling a Cabinet team with strong new voices to move Alberta forward.
- Introducing tough new rules to put an end to entitlements and repair the bond of trust between the people and those who represent them. This will include the introduction of the Accountability Act in the fall session.
- Bringing new leadership and significant reform to the civil service.
- Bringing a new approach to how we operate within Canada and around the globe.
- Bringing a new focus to the priorities of Albertans, especially as it relates to key public services.

The Premier and members of Cabinet who are not sitting MLAs will seek seats in by-elections. The Fall session will begin with a Speech from the Throne after the legislature is prorogued, and the Premier will introduce his property rights legislation as Bill 1, followed by the Accountability Act.

Alberta's Lieutenant Governor, His Honour, Colonel (Retired) the Honourable Donald S. Ethell, administered the oaths of office. Premier Prentice was joined by representatives from First Nations, as well as several faith-based communities from across Alberta.

The following tables list the new Cabinet in order of precedence:

Minister/Associate Minister	Ministry, Responsible for
Jim Prentice	Premier, President of Executive Council, Chair of Agenda and Priorities International and Intergovernmental Relations Aboriginal Relations
Robin Campbell	Finance, President of Treasury Board
Stephen Mandel	Health
Diana McQueen	Municipal Affairs, Government House Leader
Frank Oberle	Energy, Deputy Government House Leader
Gordon Dirks	Education
Manmeet Bhullar	Infrastructure
Verlyn Olson	Agriculture and Rural Development
Heather Klimchuk	Human Services
Kyle Fawcett	Environment and Sustainable Resource Development
Jonathan Denis	Justice and Solicitor General, Deputy Government House Leader
Jeff Johnson	Seniors

Don Scott	Innovation and Advanced Education, Deputy Government House Leader
Maureen Kubinec	Culture and Tourism
Wayne Drysdale	Transportation
Stephen Khan	Service Alberta
Ric McIver	Jobs, Skills, Training and Labour
Teresa Woo-Paw	Associate Minister of Asia Pacific Relations (Reporting to the Premier)
Naresh Bhardwaj	Associate Minister of Persons with Disabilities (Reporting to the Minister of Human Services)
David Dorward	Associate Minister of Aboriginal Relations (Reporting to the Premier)

In addition to the members appointed to Cabinet today, Premier Prentice named the following individuals to their roles and responsibilities:

Government Whip and Caucus Chair (non-Cabinet position):

- George VanderBurg

Legislative Secretaries (non-Cabinet positions):

- Sohail Quadri, Legislative Secretary to the Premier (Reporting to the Premier)
- Pearl Calahasen, Legislative Secretary, First Nations Education and Jobs, Skills, Training and Labour (Reporting to the Premier and the Minister of Jobs, Skills, Training and Labour)
- Rick Fraser, Legislative Secretary, Ambulance Services (Reporting to the Minister of Health)
- Cal Dallas, Legislative Secretary, Intergovernmental Relations (Reporting to the Premier)

Senior Advisor (non-Cabinet position):

- Doug Horner, Senior Advisor to the Premier on Internal Trade and Federal and Provincial Relations

Department Changes

The Department of Seniors has been created to provide dedicated political and departmental leadership to supporting those Albertans who built this province. Minister Johnson and his department will focus their efforts on visiting and consulting seniors across Alberta. Responsibilities include:

- Ensuring Alberta has a strong and effective elder abuse strategy in place that focuses on awareness and prevention.
- Collaborating with Health and Alberta Innovates-Health Solutions to develop and implement initiatives to raise the awareness of Albertans of effective proactive approaches to brain health and prevention of cognitive decline.
- Addressing the fire code and safety issues surrounding existing seniors accommodation in Alberta.
- Leading the renewal and renovation of the ASLI program to increase the number of units under development, including new partnerships with Alberta's faith communities.

Continuing to improve Alberta's quality of life is one of the top five priorities for the Prentice Government. Recognizing the many areas of interconnectivity, functions from the former Tourism, Parks and Recreation ministry will be integrated into other ministries. The tourism function will become part of the new department of Culture and Tourism, and parks and recreation will become part of Environment and Sustainable Resource Development. Working together, these new teams will collaborate on strategic approaches to supporting the high level of quality of life Albertans enjoy.

Government Committee Membership

Treasury Board

- Robin Campbell - Chair
- Kyle Fawcett - Vice-Chair
- Diana McQueen
- Frank Oberle
- Gordon Dirks
- Manmeet Bhullar
- Jeff Johnson
- Stephen Khan
- Ric McIver
- Pearl Calahasen
- Cal Dallas

- Everett McDonald
- Richard Starke

Agenda and Priorities

- Jim Prentice - Chair
- Robin Campbell - Vice-Chair
- Stephen Mandel
- Diana McQueen
- Frank Oberle
- Gordon Dirks
- Manmeet Bhullar
- Verlyn Olson
- Heather Klimchuk
- Kyle Fawcett
- Jonathan Denis

Operations Committee

- Stephen Mandel - Chair
- Diana McQueen - Vice-Chair
- Robin Campbell
- Frank Oberle
- Manmeet Bhullar
- Jonathan Denis
- Jeff Johnson
- Ric McIver
- George VanderBurg
- Linda Johnson
- Jason Luan
- Everett McDonald

Note: Online version corrected Sept 15 at 3:15pm. Parks and recreation will become part of Environment and Sustainable Resource Development.

Media inquiries

✉ **Emily Woods**

☎ 780-668-8617

Press Secretary to the Premier

Monday, November 17, 2014

3:00 pm – 6:00 pm	<p>AAMDC Registration & Partners' Program Information Desk <i>Hall D Foyer, Pedway Level, Shaw Conference Centre</i></p>
8:30 am – 4:30 pm	<p>EOEP Course: Land Use and Development Approval <i>Salon 5, Shaw Conference Centre</i></p>
5:00 pm – 6:00 pm	<p>Reeves'/Mayors' Meeting <i>Salon 4, Meeting Level, Shaw Conference Centre</i></p>
6:00 pm – 11:00 pm	<p>Brandt Tractor Hospitality Suite <i>Devonian Room, Westin</i></p>

Tuesday, November 18, 2014 – Education Day

7:00 am – 8:15 am	<p>Breakfast sponsored by Brownlee LLP <i>Hall D, Pedway Level, Shaw Conference Centre</i></p>
7:00 am – 3:00 pm	<p>AAMDC Registration/Information Desk <i>Hall D Foyer, Pedway Level, Shaw Conference Centre</i></p>
8:00 am – 9:30 am	<p>AAMDC Partners' Program Information Desk <i>Lobby, Westin Edmonton</i></p>
8:15 am – 9:15 am	<p>Opening Ceremonies <i>Hall D, Shaw Conference Centre</i></p> <ul style="list-style-type: none"> ▪ Procession and O Canada ▪ Invocation ▪ Introduction of Past Presidents and Fraternal Delegates ▪ Long Service Awards ▪ In Memoriam ▪ R.W. Hay Award ▪ EOEP Certificates
9:15 am – 9:45 am	<p>Minister of Municipal Affairs</p>
9:45 am – 10:00 am	<p>Bright Futures: Meet the Municipal Interns</p>
10:00 am – 10:15 am	<p>Municipal Excellence Awards</p>
10:15 am – 10:35 am	<p>Member of Parliament (Building Canada Fund)</p>
10:35 am – 10:55 am	<p>Coffee Break sponsored</p>
10:55 am – 11:40 am	<p>Federation of Canadian Municipalities (FCM) –Pre election Presentation</p>
11:40 am – 12:00 pm	<p>Plenary</p>
12:00 pm – 1:00 pm	<p>Buffet Lunch sponsored by ATCO Gas <i>Hall D, Shaw Conference Centre</i></p>

1:00 pm – 2:45 pm	Strategic Plan Sessions <ul style="list-style-type: none"> ▪ 1 <i>Salon 4, Meeting Level</i> ▪ 2 <i>Salon 8, Meeting Level</i> ▪ 3 <i>Salon 12, Meeting Level</i> ▪ 4 <i>Salon ?, Meeting Level</i> ▪ 5 <i>Salon ?, Meeting Level</i>
2:45 pm – 3:00 pm	Coffee Break
3:00 pm – 4:30 pm	Breakout Sessions <ul style="list-style-type: none"> ▪ 1 <i>Salon 4, Meeting Level</i> ▪ 2 <i>Salon 8, Meeting Level</i> ▪ 3 <i>Salon 12, Meeting Level</i>
4:30 pm – 6:00 pm	Alberta Municipal Affairs Open House <i>Foyer, Hall D, Shaw Conference Centre</i>
5:00 pm	WSP Canada Hospitality Suite <i>Riverview Room, Shaw Conference Centre</i>
6:00 pm	Brownlee LLP Hospitality Suite <i>Devonian Room, Westin</i>
7:00 pm – 11:00 pm	Finning (Canada) Night <i>Ballroom, Westin</i>

Wednesday, November 19, 2014 – Business Day

7:00 am – 8:30 am	Breakfast <i>Hall D, Shaw Conference Centre</i>
7:00 am – 3:00 pm	AAMDC Registration/Information Desk <i>Hall D Foyer, Shaw Conference Centre</i>
<input checked="" type="checkbox"/> 8:25 am – 8:30 am	Click-a-pad Testing
8:30 am – 9:00 am	Annual General Meeting <i>Hall D, Shaw Conference Centre</i> <ul style="list-style-type: none"> ▪ President's Report ▪ Financial Statements ▪ Credentials Committee
9:00 am – 9:20 am	AAMDC Report

Wednesday, November 19, 2014 – Business Day

9:20 am – 9:30 am	Nominations for President
<input checked="" type="checkbox"/> 9:30 am – 9:35 am	Convention Evaluation Questions
9:35 am – 9:50 am	Coffee Break
<input checked="" type="checkbox"/> 9:50 am – 12:00 pm	Taking Care of Business: The Resolutions Session
12:00 pm - 1:00 pm	Buffet Luncheon in part by Brandt Tractor <i>Hall D, Shaw Conference Centre</i>
<input checked="" type="checkbox"/> 1:00 pm – 1:15 pm	Candidate Speeches and Election for President
1:15 pm – 1:30 pm	Plenary
1:30 pm – 2:30 pm	Keynote Speaker
<input checked="" type="checkbox"/> 2:30 pm – 2:40 pm	Convention Evaluation Questions
2:40 pm – 2:55 pm	Coffee Break
2:55 pm – 3:45 pm	Election for Directors <ul style="list-style-type: none"> ▪ District 1 <i>Salon 4, Meeting Level, Shaw Conference Centre</i> ▪ District 4 <i>Salon 8, Meeting Level, Shaw Conference Centre</i>
4:00 pm – 7:00 pm	ATCO Gas & ATCO Electric Hospitality Suite <i>??</i>
6:00 pm	AAMDC Banquet sponsored by Brownlee LLP <i>Hall D, Shaw Conference Centre</i>

= Klik-a-pads required

Thursday, November 20, 2014 – Government Day

7:00 am – 8:20 am	Breakfast <i>Hall D, Shaw Conference Centre</i>
7:00 am – 12:00 pm	AAMDC Registration/Information Desk <i>Hall D Foyer, Shaw Conference Centre</i>
8:20 am – 8:30 am	Reconvene AGM (Ratify Elections)
8:30 am – 9:30 am	Provincial Perspectives: Alberta's Opposition Parties
9:30 am – 9:45 am	Coffee Break
9:45 am – 11:30 am	Ministerial Forum
11:30 am – 11:45 am	Premier Address
11:45 am – 11:55 am	Convention Closing <ul style="list-style-type: none"> ▪ Unfinished Business ▪ Grand Door Prize Draw ▪ <i>God Save the Queen</i>
11:55 am – 1:15 pm	MLA Luncheon sponsored by Alberta Municipal Affairs <i>Hall A, Shaw Conference Centre</i>

= Clik-a-pads required