

MACKENZIE COUNTY

REGULAR COUNCIL MEETING

OCTOBER 30, 2012

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, October 30, 2012
10:00 a.m.**

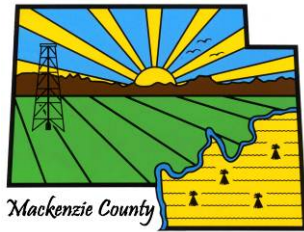
**Fort Vermilion Council Chambers
Fort Vermilion, Alberta**

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the October 9, 2012 Regular Council Meeting	7
		b) Minutes of the October 24, 2012 Organizational Council Meeting	17
DELEGATIONS:	4.	a) b)	
GENERAL REPORTS:	5.	a) Municipal Planning Commission Meeting Minutes b) c)	33
TENDERS:	6.	a) None	
PUBLIC HEARINGS:	7.	a) None	
COMMUNITY SERVICES:	8.	a) La Crete Residential Waste Pickup Update b) c)	41

ENVIRONMENTAL SERVICES:	9.	a)		
		b)		
		c)		
OPERATIONS:	10.	a)	Policy PW004 Winter Road Maintenance/Snow Plow Flag Policy	43
		b)	Water Management – New Lands	51
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		d)	Resource Road Funding Applications	87
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		f)		
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PLANNING & DEVELOPMENT:	11.	a)	41-SUB-12 Brenda May Friesen and Fibre-Pro Enterprises Ltd. Part of SE & SW 13-106-14-W5M & Plan 052 0937, BI 2, L 2 (La Crete Rural) (Direct Control)	95
		b)	Development Statistics Report 2012 - January to September and Comparison Chart	109
		c)		
		d)		
ADMINISTRATION/ CORPORATE SERVICES:	12.	a)	Bylaw 876-12 Procedural Bylaw	113
		b)	Bylaw 877-12 Honorariums & Expense Reimbursements for Councillors and Approved Committee Members	135
		c)	Town of High Level Request for 2013 Capital Projects Funding	143
		d)	Zama Recreation Board – Capital Expenses	147

		e)	Financial Report – September 30, 2012	149
		f)		
		g)		
INFORMATION / CORRESPONDENCE:	13.	a)	Information/Correspondence	159
IN CAMERA SESSION:	14.	a)	Legal <ul style="list-style-type: none">• Inter-municipal Relations• Highway 88 Connector & Zama Access Road Contracts	
		b)	Labour <ul style="list-style-type: none">• AUPE Negotiations• Enforcement• Out of Scope Contracts	
		c)	Land <ul style="list-style-type: none">• Access to Plan 0023789, Block 1, Lot 1	
NEXT MEETING DATE:	15.	a)	Regular Council Meeting Tuesday, November 6, 2012 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	16.	a)	Adjournment	



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the October 9, 2012 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 9, 2012 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the October 9, 2012 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, October 9, 2012
4:00 p.m.**

**Conference Room – La Crete County Office
La Crete, Alberta**

PRESENT:

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
Dicky Driedger	Councillor
John W. Driedger	Councillor
Odell Flett	Councillor (arrived at 4:14 p.m. and left at 7:55 p.m.)
Eric Jorgensen	Councillor
Lisa Wardley	Councillor

ABSENT:

ADMINISTRATION:

Joulia Whittleton	Chief Administrative Officer
Alison Kilpatrick	Director of Corporate Services
John Klassen	Director of Environmental Services & Operations
Byron Peters	Director of Planning and Development
Carol Gabriel	Manager of Legislative & Support Services

ALSO PRESENT: Members of the public and the media.

Minutes of the Regular Council meeting for Mackenzie County held on October 9, 2012 in the La Crete County Office Conference Room.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 4:04 p.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 12-10-636 MOVED by Councillor J. Driedger

That the agenda be approved as presented.

CARRIED

Councillor Flett arrived at 4:14 p.m.

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the September 24, 2012 Regular Council Meeting

MOTION 12-10-637

MOVED by Councillor Bateman

That the minutes of the September 24, 2012 Regular Council meeting be adopted as presented.

CARRIED

DELEGATIONS:

4. a) None

GENERAL REPORTS:

5. a) CAO Report

MOTION 12-10-638

MOVED by Councillor Derksen

That the CAO report for October 2012 be received for information.

CARRIED

5. b) Municipal Planning Commission Meeting Minutes – August 23, 2012

MOTION 12-10-639

MOVED by Councillor J. Driedger

That the Municipal Planning Commission meeting minutes of August 23, 2012 be received for information.

CARRIED

5. c) Mackenzie Housing Management Board Meeting Minutes – August 27, 2012

MOTION 12-10-640

MOVED by Councillor Wardley

That the Mackenzie Housing Management Board meeting minutes of August 27, 2012 be received for information.

CARRIED

TENDERS:

6. a) None

PUBLIC HEARINGS: 7. a) None

COMMUNITY SERVICES: 8. a) None

ENVIRONMENTAL SERVICES: 9. a) None

OPERATIONS: 10. a) **Water & Sewer System Bylaw and Fee Schedule Bylaw**

MOTION 12-10-641 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 875-12 being the Fee Schedule Bylaw to include the cost of installation for the Fee for Hamlet Water and/or Sewer Main Tie-In.

CARRIED UNANIMOUSLY

MOTION 12-10-642 **MOVED** by Councillor Bateman

That second reading be given to Bylaw 875-12 being the Fee Schedule Bylaw to include the cost of installation for the Fee for Hamlet Water and/or Sewer Main Tie-In.

CARRIED UNANIMOUSLY

MOTION 12-10-643 **MOVED** by Councillor Braun
Requires Unanimous

That consideration be given to go to third reading to Bylaw 875-12 being the Fee Schedule Bylaw to include the cost of installation for the Fee for Hamlet Water and/or Sewer Main Tie-In.

CARRIED UNANIMOUSLY

MOTION 12-10-644 **MOVED** by Deputy Reeve Sarapuk

That third reading be given to Bylaw 875-12 being the Fee Schedule Bylaw to include the cost of installation for the Fee for Hamlet Water and/or Sewer Main Tie-In.

CARRIED UNANIMOUSLY

MOTION 12-10-645 **MOVED** by Councillor Braun

That the Water & Sewer System bylaw definition of “commercial” not include agricultural businesses.

CARRIED

Reeve Neufeld recessed the meeting at 5:18 p.m. and reconvened the meeting at 5:33 p.m.

**PLANNING &
DEVELOPMENT:**

11. a) None

**ADMINISTRATION/
CORPORATE
SERVICES:**

**12. a) Bylaw 874-12 Rescinding Designated Officer Bylaws
704/09 and 747/09**

MOTION 12-10-646

MOVED by Councillor Bateman

That first reading be given to Bylaw 874-12 being a bylaw to rescind the Designated Officer Bylaws 704/09 and 747/09 of Mackenzie County.

CARRIED

MOTION 12-10-647

MOVED by Councillor Braun

That second reading be given to Bylaw 874-12 being a bylaw to rescind the Designated Officer Bylaws 704/09 and 747/09 of Mackenzie County.

CARRIED

MOTION 12-10-648
(requires unanimous)

MOVED by Councillor Wardley

That consideration be given to go to third reading of Bylaw 874-12 being a bylaw to rescind the Designated Officer Bylaws 704/09 and 747/09 of Mackenzie County.

CARRIED UNANIMOUSLY

MOTION 12-10-649

MOVED by Councillor Derksen

That third reading be given to Bylaw 874-12 being a bylaw to rescind the Designated Officer Bylaws 704/09 and 747/09 of Mackenzie County.

CARRIED

12. b) Policy FIN025 Purchasing Authority Directive and Tendering Process

MOTION 12-10-650

MOVED by Deputy Reeve Sarapuk

That Policy FIN025 Purchasing Authority Directive and Tendering Process be approved as amended.

CARRIED

12. c) Policy FIN028 Credit Card Use

MOTION 12-10-651

MOVED by Councillor Wardley

That Policy FIN028 Credit Card Use be approved as amended.

CARRIED

12. d) Policy FIN031 Methods of Payment

MOTION 12-10-652

MOVED by Councillor Bateman

That Policy FIN031 Methods of Payment be approved as AMENDED.

CARRIED

12. e) Write off Property Taxes and Penalties on roll 077119

MOTION 12-10-653

MOVED by Councillor D. Driedger

That Council authorize writing off property taxes of \$618.97 and the penalty of \$37.14 be written off for tax roll 077119 and that the penalty of \$78.73 levied in January 2012 be voided.

CARRIED

12. f) Write off Property Taxes and Penalties on roll 307091

MOTION 12-10-654

MOVED by Councillor Bateman

That Council authorize writing off property taxes of \$14.28 and

the penalty of \$3.71 be written off for tax roll 307091 and that the penalty of \$1.93 levied in January 2012 be voided.

CARRIED

12. g) Write off Property Taxes and Penalties on rolls 082634, 082635, 082813, and 082855

MOTION 12-10-655

MOVED by Councillor Wardley

That Council authorize writing off property taxes of \$332.48 for roll 082634; \$328.99 for roll 082635; \$328.99 for roll 082813 and \$218.64 for roll 082855 and void July penalties of \$19.95 for roll 082634; \$19.74 for roll 082635; \$19.74 for roll 082813 and \$13.12 for roll 082855.

CARRIED

Reeve Neufeld recessed the meeting at 5:55 p.m. and reconvened the meeting at 6:32 p.m.

12. h) Economic Developers Alberta Course – Supporting Agriculture

MOTION 12-10-656

MOVED by Councillor Flett

That the Economic Developers Alberta Course – Supporting Agriculture be received for information.

CARRIED

12. i) 2013 Budget Meeting Dates

MOTION 12-10-657

MOVED by Councillor Braun

That the 2013 budget review dates be scheduled for November 5, 30 and December 10, 2012 at 10:00 a.m. in the Fort Vermilion Council Chambers.

CARRIED

12. j) 2013-2015 Business Planning Session

MOTION 12-10-658

MOVED by Councillor Wardley

That a business planning session be scheduled for December

17 & 18, 2012 in the Fort Vermilion Council Chambers with facilitative assistance by Gordon McIntosh.

CARRIED

12. k) AAMDC Fall Convention Minister Meetings

MOTION 12-10-659

MOVED by Councillor D. Driedger

That administration request meetings with various Ministers during the AAMDC Fall Convention in Edmonton as discussed.

CARRIED

12. l) AAMD&C Aggregated Energy Procurement Program

MOTION 12-10-660

MOVED by Councillor Bateman

That administration be authorized to negotiate an agreement under the AAMD&C Aggregated Energy Procurement Program for the provision of natural gas in the Hamlet of Zama and electricity (County-wide) for a three year term beginning January 1, 2014.

CARRIED

**INFORMATION/
CORRESPONDENCE**

13. a) Information/Correspondence

MOTION 12-10-661

MOVED by Councillor J. Driedger

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

CARRIED

IN CAMERA SESSION:

MOTION 12-10-662

MOVED by Deputy Reeve Sarapuk

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 7:16 p.m.

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

CARRIED

Councillor Flett left the meeting at 7:55 p.m.

MOTION 12-10-663

MOVED by Councillor Jorgensen

That Council move out of camera at 8:36 p.m.

CARRIED

14. a) Legal – Seniors Housing

MOTION 12-10-664

MOVED by Councillor Braun

That the seniors housing discussion be received for information.

CARRIED

14. a) Legal – Inter-municipal Relationships

MOTION 12-10-665

MOVED by Councillor J. Driedger

That administration draft a letter to the Town of Rainbow Lake as discussed.

CARRIED

14. b) Labour - AUPE Negotiations

MOTION 12-10-666

MOVED by Councillor Derksen

That the AUPE negotiations update be received for information.

CARRIED

**NEXT MEETING
DATE:**

- 15. a)** Organizational Council Meeting
Wednesday, October 24, 2012
10:00 a.m.
Fort Vermilion Council Chambers
- b)** Regular Council Meeting
Tuesday, October 30, 2012
10:00 a.m.

Fort Vermilion Council Chambers

ADJOURNMENT: **16. a) Adjournment**

MOTION 12-10-667 **MOVED** by Councillor Jorgensen

That the meeting be adjourned at 8:39 p.m.

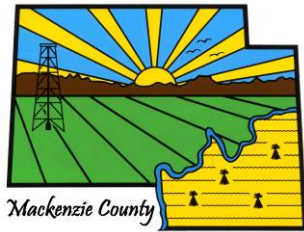
CARRIED

These minutes will be presented to Council for approval on October 30, 2012.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

UNAPPROVED



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the October 24, 2012 Organizational Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 24, 2012 Organizational Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the minutes of the October 24, 2012 Organizational Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO _____

VOTING PROCEDURE

3. a) Voting Procedure

MOTION 12-10-669

MOVED by Councillor Neufeld

That all elections required at the organizational meeting be held by secret ballot.

CARRIED UNANIMOUSLY

**ELECTION OF REEVE &
DEPUTY REEVE:**

4. a) Election of Reeve

Ms. Whittleton called for nominations for the position of Reeve for Mackenzie County for the period October 24, 2012 to October 2013.

First Call: Councillor Derksen nominated Councillor Neufeld. Accepted.

Second Call: Councillor Bateman nominated Councillor D. Driedger. Accepted.

Third Call: No further nominations.

MOTION 12-10-670

MOVED by Councillor Sarapuk

That nominations cease for the position of Reeve.

CARRIED

Councillor Neufeld was elected Reeve for Mackenzie County for the period October 24, 2012 to October 2013.

4. b) Election of Deputy Reeve

Ms. Whittleton called for nominations for the position of Deputy Reeve for Mackenzie County for the period October 24, 2012 to October 2013.

First Call: Councillor Neufeld nominated Councillor Sarapuk. Accepted.

Second Call: No further nominations.

Third Call: No further nominations.

MOTION 12-10-671

MOVED by Councillor Wardley

That nominations cease for the position of Deputy Reeve.

CARRIED

Councillor Sarapuk was acclaimed Deputy Reeve for Mackenzie County for the period October 24, 2012 to October 2013.

4. c) Oath of Office – Reeve & Deputy Reeve

The Oath of Office was administered to the Reeve and Deputy Reeve by S/Sgt. Tom Love from the Fort Vermilion RCMP.

Ms. Whittleton recessed the meeting at 10:15 a.m. and reconvened the meeting at 10:24 a.m.

TURNOVER OF CHAIR: 5. a) Turnover of Chair to the Reeve

Ms. Whittleton turned over the chair to newly elected Reeve Neufeld.

BYLAWS/POLICIES: 6. a) Bylaw 786-10 Honorariums & Expense Reimbursements for Councillors and Approved Committee Members

MOTION 12-10-672 MOVED by Councillor Bateman

That a Deputy Reeve honorarium category be added to Section 1 of the Honorariums & Expense Bylaw.

CARRIED

MOTION 12-10-673 MOVED by Councillor Bateman

Requires 2/3

That the Deputy Reeve monthly honorarium be set at \$750.00.

CARRIED

MOTION 12-10-674 MOVED by Councillor Derksen

Requires 2/3

That the monthly honorariums in Section 1 of the Honorariums & Expense Bylaw be increased by \$150.00, **effective January 1, 2013.**

Councillor Jorgensen requested a recorded vote.

In Favor
Councillor Derksen
Councillor Flett
Councillor J. Driedger
Councillor Wardley
Reeve Neufeld
Deputy Reeve Sarapuk
Councillor D. Driedger
Councillor Braun

Opposed
Councillor Bateman
Councillor Jorgensen

CARRIED

MOTION 12-10-675

Requires 2/3

MOVED by Councillor Wardley

That first reading be given to Bylaw 877-12 being the Honorariums & Expense Reimbursements Bylaw for Mackenzie County as amended.

CARRIED

6. b) Bylaw 876-12 Procedural Bylaw

MOTION 12-10-676

Requires 2/3

MOVED by Councillor Wardley

That first reading be given to Bylaw 876-12 being the Procedural Bylaw for Mackenzie County as amended.

CARRIED

Reeve Neufeld recessed the meeting at 11:42 a.m. and reconvened the meeting at 12:35 p.m.

6. c) Policy ADM050 Council/Administration Protocol

MOTION 12-10-677

MOVED by Councillor Wardley

That Policy ADM050 Council/Administration Protocol be received for information.

CARRIED

**COUNCIL COMMITTEES
& TASK FORCES**

7. a) Review of Council Committee Terms of Reference

MOTION 12-10-678

MOVED by Councillor Wardley

That the Council Committee Terms of Reference be approved as

amended thereby abolishing the following Committees:

- Parks & Recreation Committee
- Equipment Committee
- Rural Water Line Committee
- Waste Management Ad Hoc Task Force

CARRIED

Reeve Neufeld recessed the meeting at 1:50 p.m. and reconvened the meeting at 2:11 p.m.

7. b) Appointment of Council Members to Council Committees, Boards and Task Forces

MOTION 12-10-679

MOVED by Councillor D. Driedger

That the following Councillors be appointed to the **Agricultural Land Use Planning Committee** for the period October 24, 2012 to October 2013.

Councillor Derksen
Councillor D. Driedger
Councillor Jorgensen
Councillor Bateman

CARRIED

MOTION 12-10-680

MOVED by Councillor Derksen

That the following Councillors be appointed to the **Community Services Committee** for the period October 24, 2012 to October 2013.

Councillor Braun
Councillor Flett
Councillor D. Driedger
Councillor Wardley

CARRIED

MOTION 12-10-681

MOVED by Deputy Reeve Sarapuk

That the following Councillors be appointed to the **Community Sustainability Committee** for the period October 24, 2012 to October 2013.

Councillor J. Driedger

Councillor Wardley
Councillor Braun
Councillor Jorgensen

CARRIED

MOTION 12-10-682 **MOVED** by Councillor J. Driedger

That the following Councillors be appointed to the **Education Committee** for the period October 24, 2012 to October 2013.

Councillor Flett
Councillor Braun
Councillor D. Driedger

CARRIED

MOTION 12-10-683 **MOVED** by Councillor Jorgensen

That the following Councillors be appointed to the **Emergency Response Committee** for the period October 24, 2012 to October 2013.

Reeve Neufeld
Deputy Reeve Sarapuk
Councillor Flett

CARRIED

MOTION 12-10-684 **MOVED** by Councillor Braun

That the following Councillors be appointed to the **Finance Committee** for the period October 24, 2012 to October 2013.

Nominated/Elected:
Councillor Braun
Deputy Reeve Sarapuk
Councillor Wardley
Councillor Derksen
Councillor J. Driedger
Councillor Jorgensen

CARRIED

MOTION 12-10-685 **MOVED** by Councillor Wardley

That the following Councillors be appointed to the **Inter-**

Municipal Planning Commission for the period October 24, 2012 to October 2013.

Nominated/**Elected:**
Councillor Bateman
Councillor J. Driedger
Deputy Reeve Sarapuk

CARRIED

MOTION 12-10-686

MOVED by Councillor J. Driedger

That the following Councillors be appointed to the **Inter-Municipal Subdivision and Development Appeal Board** for the period October 24, 2012 to October 2013.

Councillor Wardley
Councillor D. Driedger (alternate)

CARRIED

MOTION 12-10-687

MOVED by Councillor D. Driedger

That the following Councillor be appointed to the **Land Use Framework Ad Hoc Joint Committee** for the period October 24, 2012 to October 2013.

Councillor Wardley

CARRIED

MOTION 12-10-688

MOVED by Councillor Derksen

That the following Councillor be appointed to the **Mackenzie Housing Management Board** for the period October 24, 2012 to October 2013.

Nominated/**Elected:**
Councillor J. Driedger
Councillor Flett

CARRIED

MOTION 12-10-689

MOVED by Councillor Jorgensen

That the following Councillors be appointed to the **Mackenzie Library Board** for the period October 24, 2012 to October 2013.

Councillor Wardley
Councillor J. Driedger

CARRIED

MOTION 12-10-690

MOVED by Councillor Braun

That the following Councillors be appointed to the **Municipal Planning Commission** for the period October 24, 2012 to October 2013.

Nominated/**Elected:**
Councillor J. Driedger
Councillor Derksen
Councillor Bateman

CARRIED

MOTION 12-10-691

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Public Works Committee** for the period October 24, 2012 to October 2013.

Nominated/**Elected:**
Councillor Derksen
Councillor J. Driedger
Deputy Reeve Sarapuk
Councillor Bateman
Councillor Jorgensen

CARRIED

MOTION 12-10-692

MOVED by Councillor Derksen

That the following Councillors be appointed to the **Seniors Housing Ad Hoc Committee** for the period October 24, 2012 to October 2013.

Nominated/**Elected:**
Councillor J. Driedger
Councillor Bateman
Councillor Jorgensen

CARRIED

MOTION 12-10-693

MOVED by Councillor Jorgensen

That the following Councillors be appointed to the **Subdivision & Development Appeal Board** for the period October 24, 2012 to October 2013.

Councillor Wardley
Councillor D. Driedger (alternate)

CARRIED

MOTION 12-10-694

MOVED by Councillor Braun

That the following Councillors be appointed to the **Tompkins Crossing Committee** for the period October 24, 2012 to October 2013.

Councillor J. Driedger
Councillor Derksen
Councillor D. Driedger

CARRIED

8. c) Appointment of Members at Large to County Boards/Committees

MOTION 12-10-695

MOVED by Councillor Braun

That the following Members at Large be appointed to the **Assessment Review Board** for a two year term ending October 2014 and that the remaining positions be readvertised.

Joe W. Driedger

CARRIED

MOTION 12-10-696

MOVED by Councillor Bateman

That the following Member at Large be appointed to the **Inter-Municipal Planning Commission** for a one year term ending October 2013.

Beverley Hilhorst

CARRIED

MOTION 12-10-697

MOVED by Councillor Bateman

That the following Members at Large be appointed to the **Inter-Municipal Subdivision & Development Appeal Board** for a

one year term ending October 2013.

Joe Peters
Ray Toews

CARRIED

MOTION 12-10-698

MOVED by Councillor Braun

That the following Members at Large be appointed to the **Mackenzie Housing Management Board** for a one year term ending October 2013.

Mike G. Kowal
Peter H. Wieler
Jack Eccles
Wally Schroeder

CARRIED

MOTION 12-10-699

MOVED by Councillor Flett

That the following Members at Large be appointed to the **Mackenzie Library Board** for two year terms ending October 2014 and that the remaining position be readvertised.

Lucille Labrecque
Susan McNeil
Lorraine Peters

CARRIED

MOTION 12-10-700

MOVED by Councillor Derksen

That the following Members at Large be appointed to the **Municipal Planning Commission** for a one year term ending October 2013.

Beth Kappelar
Jack Eccles
Wally Schroeder

CARRIED

MOTION 12-10-701

MOVED by Councillor Bateman

That the following Members at Large be appointed to the **Subdivision & Development Appeal Board** for a one year term ending October 2013 and readvertise the remaining position.

Ray Toews
Joe Peters

CARRIED

**APPOINT
REPRESENTATIVES:**

**8. a) Appointment of Council Representatives to Other
Committees**

MOTION 12-10-702

MOVED by Councillor Braun

That the following Councillors be appointed to the **Commuter Air Access Network (CAANA)** for a one year term ending October 2013.

Councillor Jorgensen
Councillor J. Driedger (alternate)

CARRIED

MOTION 12-10-703

MOVED by Councillor Flett

That the following Councillors be appointed to the **Caribou Mountains Wildland Advisory Committee** for a one year term ending October 2013.

Councillor Jorgensen
Deputy Reeve Sarapuk (alternate)

CARRIED

MOTION 12-10-704

MOVED by Councillor Braun

That the following Councillor be appointed to the **Community Futures Northwest** for a one year term ending October 2013.

Councillor J. Driedger

CARRIED

MOTION 12-10-705

MOVED by Councillor D. Driedger

That the following Councillor be appointed to the **Hay Zama Bison Advisory Committee** for a one year term ending October 2013.

Councillor Wardley

CARRIED

MOTION 12-10-706

MOVED by Councillor Derksen

That the following Councillors be appointed to the **Hay Zama Committee** for a one year term ending October 2013.

Councillor Wardley
Councillor Flett

CARRIED

MOTION 12-10-707

MOVED by Councillor Flett

That the following Councillors be appointed to the **Hay Zama Tourism Sub-Committee** for a one year term ending October 2013.

Councillor Wardley
Councillor Flett

CARRIED

MOTION 12-10-708

MOVED by Councillor Bateman

That the following Councillor be appointed to the **High Level Forests Public Advisory Committee** for a one year term ending October 2013.

Deputy Reeve Sarapuk

CARRIED

MOTION 12-10-709

MOVED by Councillor D. Driedger

That the following Councillors be appointed to the **Mackenzie Frontier Tourist Association** for a one year term ending October 2013.

Councillor Wardley
Councillor Braun

CARRIED

MOTION 12-10-710

MOVED by Councillor Jorgensen

That the following Councillor be appointed to the **Mackenzie Regional Community Policing Society** for a one year term ending October 2013.

Councillor Flett

CARRIED

MOTION 12-10-711

MOVED by Councillor Braun

That the following Councillor be appointed to the **Northern Lights Forest Education Society** for a one year term ending October 2013.

Councillor J. Driedger

CARRIED

MOTION 12-10-712

MOVED by Councillor Bateman

That the following Councillors be appointed to the **Northwest Corridor Development Corporation** for a one year term ending October 2013.

Nominated/Elected:
Councillor Braun
Councillor Jorgensen
Councillor Derksen
Councillor J. Driedger
Councillor D. Driedger

CARRIED

MOTION 12-10-713

MOVED by Councillor Derksen

That the following Councillor be appointed as the County's representative on the **Partners in Prevention Committee** for a one year term ending October 2013.

Councillor Wardley

CARRIED

MOTION 12-10-714

MOVED by Councillor Braun

That the following Councillors be appointed to the **Regional Economic Development Initiative** for a one year term ending October 2013.

Nominated/Elected:

Councillor Wardley
 Councillor J. Driedger
Councillor D. Driedger
 Councillor Braun

CARRIED

MOTION 12-10-715

MOVED by Councillor Flett

That the following Councillors be appointed to the **Veterinary Services Incorporated** for a one year term ending October 2013.

Deputy Reeve Sarapuk
 Councillor D. Driedger (alternate)

CARRIED

OTHER BUSINESS:

9. a) 2013 Council Meeting Dates

MOTION 12-10-716

MOVED by Councillor Bateman

That the 2013 regular council meetings be scheduled tentatively as follows:

Date	Location	Time
Tuesday, January 15, 2013	Fort Vermilion	10:00 a.m.
Wednesday, January 30, 2013	Fort Vermilion	10:00 a.m.
Tuesday, February 12, 2013	Fort Vermilion	10:00 a.m.
Wednesday, February 27, 2013	Fort Vermilion	10:00 a.m.
Tuesday, March 12, 2013	Fort Vermilion	10:00 a.m.
Wednesday, March 27, 2013	Fort Vermilion	10:00 a.m.
Tuesday, April 9, 2013	Fort Vermilion	10:00 a.m.
Wednesday, April 24, 2013	Fort Vermilion	10:00 a.m.
Tuesday, May 7, 2013	Fort Vermilion	10:00 a.m.
Wednesday, May 29, 2013	Fort Vermilion	10:00 a.m.
Wednesday, June 11, 2013	Fort Vermilion	10:00 a.m.
Wednesday, June 26, 2013	Fort Vermilion	10:00 a.m.
Tuesday, July 9, 2013	Fort Vermilion	10:00 a.m.
Wednesday, July 24, 2013	Fort Vermilion	10:00 a.m.
Tuesday, August 13, 2013	Fort Vermilion	10:00 a.m.
Wednesday, August 28, 2013	Fort Vermilion	10:00 a.m.
Tuesday, September 10, 2013	Fort Vermilion	10:00 a.m.
Wednesday, September 25, 2013	Fort Vermilion	10:00 a.m.
Tuesday, October 8, 2013	Fort Vermilion	10:00 a.m.

Wednesday, October 23, 2013	Fort Vermilion	10:00 a.m.
Tuesday, November 12, 2013	Fort Vermilion	10:00 a.m.
Wednesday, November 27, 2013	Fort Vermilion	10:00 a.m.
Tuesday, December 10, 2013	Fort Vermilion	10:00 a.m.

CARRIED

**DESTRUCTION OF
BALLOTS**

10 a) Destruction of Ballots

MOTION 12-10-717

MOVED by Councillor Jorgensen

That all ballots used during the 2012 organizational meeting be destroyed.

CARRIED

ADJOURNMENT:

11. a) Adjournment

MOTION 12-10-718

MOVED by Councillor Bateman

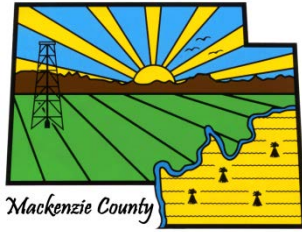
That the Organizational Council meeting be adjourned at 3:31 p.m.

CARRIED

These minutes will be presented to Council for approval on Tuesday, October 30, 2012.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes – September 6, 2012

BACKGROUND / PROPOSAL:

Information item. The adopted minutes of the September 6, 2012 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

That the Municipal Planning Commission meeting minutes of September 6, 2012 be received for information.

Author: B. Peters Review Date: _____ CAO _____

**Mackenzie County
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, September 6, 2012 @ 9:00 a.m.

PRESENT

John W. Driedger	Chair, Councillor, MPC Member
Wally Schroeder	Vice-Chair, MPC Member
Jacque Bateman	Councilor, MPC Member
Beth Kappelar	MPC Member
Danny Friesen	MPC Member

ADMINISTRATION

Byron Peters	Director of Planning & Development
Liane Lambert	Development Officer
Dallas Campbell	Development Officer

1. CALL TO ORDER

John W. Driedger called the meeting to order at 9:06 a.m.

2. ADOPTION OF AGENDA

MOTION 12-163 **MOVED** by Beth Kappelar

That the agenda be adopted with the following additions;

- 4b) Helen Braun, Development Permit 230-DP-12
- 6b) John Krahn, Natural Resources Extraction Industry (Gravel Pit)

CARRIED

3. MINUTES

a) Adoption of Minutes

MOTION 12-164 **MOVED** by Jacque Bateman

That the minutes of the August 23, 2012 Municipal Planning Commission meeting be adopted as amended.

CARRIED

b) Business Arising from Previous Minutes

There was no business arising from previous minutes.

**Danny Friesen declared in conflict with the following item
Development Permit 227-DP-12 and excused himself.**

4. DEVELOPMENT PERMITS

**a) Development Permit Application 227-DP-12
Thames River Holdings; Dwelling-Row (5 Unit Condo)
Plan 2938RS, Block 7, Lot 15**

MOTION 12-165 MOVED by Jacquie Bateman

That Development Permit 227-DP-12 on Plan 2938RS, Block 7, Lot 15 in the name of Thames River Holding 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 front of the building (including decks) shall be a minimum of**
 - a. **7.62 meters (25 feet) from the front (48th Ave) property line;**
 - b. **1.52 meters (5 feet) east side yard;**
 - c. **6.09 meters (20 feet) west side yard, due to the Storm Sewer Right of Way;**
 - d. **2.44 meters (8 feet) rear (north) yard from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks. All setbacks are to be measured from your property lines.**

2. **The Dwelling – Row (5-unit condominium) shall meet all Alberta Safety Code requirements for Row Dwelling buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**

3. **The architecture, construction materials and appearance of the Dwelling – Row (5-unit condominium) shall be to accepted standards and shall compliment the natural features and**

character of the site to the satisfaction of the Development Authority.

4. Where the lowest opening of the building is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the building is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.
5. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. The Municipality has assigned an address to each unit as follows (counting up from east to west):
 - 5108 – 48th Ave, Unit 1
 - 5108 – 48th Ave, Unit 2
 - 5108 – 48th Ave, Unit 3
 - 5108 – 48th Ave, Unit 4
 - 5108 – 48th Ave, Unit 5

You are required to display the addresses **5108-1 through 5108-5** on the units (counting up from east to west) 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.

7. **Provide adequate off street parking as follows: 2 stalls per dwelling unit plus 1 additional stall for visitor parking. This would be a total of 13 parking stalls. *“One parking space, including the driveway area, shall occupy 300 square feet.”***
8. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. 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

Danny Friesen rejoined the meeting at 9:20 a.m.

**b) Development Permit Application 230-DP-12
Helen Braun; Manufactured Home with Variance
NE 31-105-15-W5M**

MOTION 12-166 **MOVED** by Beth Kappelar

That Development Permit 230-DP-12 on NE 31-1-5-15-W5M in the name of Helen Braun 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. **Approval of a Manufactured Home – Single Wide with setback variance as noted in condition 2a.**
2. Minimum building setbacks for the Manufactured Home are:
 - a. **20.5 meters (67.5 feet) from the east road right of way;**
 - b. 15.2 meters (50 feet) north and south property lines, and
 - c. 30.5 meters (100 feet) from the edge of Linton Lake.
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
5. The old Manufactured Home – Single Wide shall be removed once the new Manufactured Home – Single Wide has been occupied.
6. The undercarriage of a Manufactured Home – Single Wide shall be screened from view by the foundation or skirting or other means satisfactory to the development authority.
7. This permit approval is subject to an 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.

8. 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.
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. 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**

None

6. **MISCELLANEOUS ITEMS**

a) **John Krahn (Natural Resources Extraction Industry, Gravel Pit)**

Mr. Krahn did not show.

b) **Action List**

The Action List of August 22, 2012 was reviewed.

CARRIED

7. **NEXT MEETING DATES**

MOTION 12-167 MOVED by Wally Schroeder

Municipal Planning Commission meeting dates to be scheduled as follows:

- ❖ September 20, 2012 at 9:00 a.m. in Fort Vermilion be cancelled.

❖ October 11, 2012 at 10:00 a.m. in La Crete

CARRIED

8. **ADJOURNMENT**

MOTION 12-168 **MOVED** by John W. Driedger

That the Municipal Planning Commission meeting be adjourned at 9:30 a.m.

CARRIED

These minutes were adopted this 11th day of October, 2012.

John W. Driedger, Chair



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	La Crete Residential Waste Pickup Update

BACKGROUND / PROPOSAL:

Administration ordered the waste receptacles as approved by Council. The receptacles were delivered to the County’s yard mid October.

The County advertised the La Crete Residential Waste Collection Tender and awarded to D&E Ventures, subject to Alberta Utilities Commission (AUC) approval. The contract was scheduled to commence October 1, 2012.

An application for contract approval was submitted to the AUC as was recommended by County’s legal counsel, Municipal Affairs advisor, and AUC personnel.

OPTIONS & BENEFITS:

As part of the AUC process, the contract was advertised with a deadline to submit an objection. An objection from a group of La Crete residents was submitted and received by the AUC. Upon receipt of this objection, AUC consulted with their legal counsel and determined that the County’s waste hauling contract with D&E Ventures is out of scope of their jurisdiction as there is no intent to provide a non-municipal public utility: the County is simply outsourcing the collection of waste; is in control of the waste collection program and the contract; the County sets the prices and collects payments for the collection of waste (just to name a few characteristics).

The Commission requested that both parties (the County and the objectors) provide their comments in support or against an argument on whether the Contract falls under the MGA, s. 45 (3) – as a non-municipal public utility by October 24, 2012, and hence must be approved by AUC.

Author: J. Whittleton **Review Date:** _____ **CAO** _____

The County's legal counsel has now provided a letter to the AUC in support of AUC's interpretation of the MGA. The County requested that the County's application be returned. We are now waiting for the AUC's final decision.

Administration's intent is to commence the residential waste hauling program in La Crete as soon as a decision is made by the AUC.

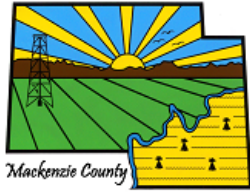
COSTS & SOURCE OF FUNDING:

Legal costs.

RECOMMENDED ACTION:

That the La Crete residential waste pickup update be received for information.

Author: J. Whittleton Review Date: _____ CAO _____



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Policy PW004 Winter Road Maintenance/Snow Plow Flag Policy

BACKGROUND / PROPOSAL:

Council approved Policy PW004 Winter Road Maintenance Policy that defines the level of service and priority for road maintenance.

OPTIONS & BENEFITS:

In order to provide equitable service for all County residents, administration is seeking clarification and direction on issues of hamlet road clearance. Some of this stems from different practices being followed in the different areas of the County for some time.

The staff levels and hamlet sizes were brought up as the main issues of inadequacies in order to meet the service levels. In order to address that, Council had approved an additional position of an Equipment Operator for the Hamlet of La Crete in June 2012.

During the recent investigation, it was found that the existing policy was interpreted differently by the Leadhands or Supervisors (or Directors). Hence, administration requests that clear direction be provided with respect to level of service for the hamlets' road clearance.

Some of the differences are:

- snow is not hauled out from streets with curb, gutter & sidewalk in the Hamlet of Fort Vermilion as often (if at all) as it has been done in La Crete (please note that there is a right-of-way between a sidewalk and a property line where snow can be placed);
- the La Crete practice has been to haul all snow from the residential streets that have curb, gutter and sidewalk;
- the practice of plowing snow into the ditches has been followed in all Hamlets on the streets without curb, gutter and sidewalk;

Author: _____ **Review Date:** _____ **CAO** _____

- the ridges made by a snow plow in the Hamlets of Fort Vermilion & Zama are removed from driveways and this practice has not been followed in the Hamlet of La Crete.

The questions are:

- How often should snow be hauled out on the residential streets with curb, gutter & sidewalk?
- Should the County snow-plough onto the County's property directly adjacent to the sidewalks (between the street and the property line)?
- In many municipalities, the property owners are responsible for shoveling snow off the sidewalks in front of their properties. Would this be considered in Mackenzie County?
- Should the County remove the ridges created by snow plows from the private property driveways?
- Should the policy identify different practices (as levels of standards) in the Hamlets to meet local preferences/demands?

The County's current policy is attached for discussion. Providing clarification within the policy will assist in adequate and equitable service provision across the County.

COSTS & SOURCE OF FUNDING:

Annual operating budgets

RECOMMENDED ACTION:

For discussion.

Author: _____ Review Date: _____ CAO _____

Mackenzie County

Title	WINTER ROAD MAINTENANCE/SNOW PLOW FLAG POLICY	Policy No:	PW004
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Legislation Reference	Municipal Government Act, Section 18 and 532(1)
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Purpose

- To set out the standards for winter maintenance of municipal roads.
- To set the standards for snow removal of private driveways of rural residents who have purchased a snowplow flag and have signed the snowplow flag agreement.
- To set the standards for snow removal of private driveways for rural senior citizens and/or handicapped persons.

This policy rescinds and replaces Policy FIN015 and Policy FIN020.

Policy Statement and Guidelines

The CAO and/or their designate is responsible for dispatching winter maintenance equipment in accordance with this policy.

The first priority for **snowplowing** operations shall be:

- 1) Air Ambulance airport runways
- 2) Major emergency routes for emergency services
- 3) All emergency services facilities premises
- 4) School bus routes
- 5) Collector roads
- 6) Local roads
- 7) Public sidewalks and walkways
- 8) Winter maintenance of rural private residential driveways
- 9) Other miscellaneous duties

Winging and other maintenance operations, such as iceblading driveways, shall have second priority unless they can be combined with the first.

At the discretion of the CAO or designate:

Sanding or ice blading of icy stretches and intersections shall be done on an as required basis. The priority shall be intersections and curves on roads. Other areas shall be done within the available resources as need dictates.

Grading of snow shall only be undertaken when snow accumulates to a minimum of ten (10) cm of snow.

Culverts identified as problematic may be steamed in early spring in an attempt to prevent flooding.

Excess snow shall generally be stockpiled alongside the road in the road allowance and on other available public property. Snow will not be hauled to other stockpile locations unless public safety is at risk, e.g. when visibility at an intersection is obstructed.

Negotiations for stockpiling snow on private property shall be carried out only where it is the lowest cost alternative.

Municipal grader operators will take all reasonable measures to minimize the size of the snow berm left on private driveways.

Rural Private Residential Maintenance Operations/Sale of Rural Snowplow Flags

- Mackenzie County provides for snowplowing of rural residential driveways through the sale of snowplow flags.
- The snowplow flag is purchased at a fee established by Council and set out in the Fee Schedule By-law.
- A single flag is intended to provide residents with ONE pass in and ONE pass out (most direct route to the residence) with the snowplow to a maximum of ¼ mile (300 meters) or 15 minutes of snow clearing, whichever is less.
- Any rural resident residing within the boundaries of Mackenzie County shall be allowed to purchase a snowplow flag if the resident enters into a standard Snowplow Flag Agreement (Appendix A) releasing Mackenzie County, its employees, and agents, from any liability arising from the snowplow operation.
- No service shall be provided prior to the purchase of a snowplow flag.
- The snowplow flag shall be placed visibly at the end of the driveway to signify the residents request for snow clearing.
- Ice blading shall be done to a maximum of 50 feet onto the driveway in rural areas.

Rural Snowplow Flags for Senior Citizens and/or Handicapped Persons

Mackenzie County recognizes the burden of cost for snow clearing of rural residential access may be prohibitive to Senior Citizens and/or Handicapped Persons. Mackenzie County will provide qualified rural Senior Citizens and/or Handicapped Persons a no cost alternative for snow removal of their rural residential driveways.

In this policy the following definitions apply:

Dependents: “any person eighteen years of age and under and that such age can be documented.”

Handicapped Persons: “any person who has a physical or mental impairment that substantially limits one or more major life activities, has a record of such impairment, or is regarded as having such impairment and such impairment can be verified by a medical doctor.”

Senior Citizen: “any person who is 65 years of age or older and that such age can be documented.”

Spouse: “means the husband or wife of a married person.”

- Rural Senior Citizen and/or handicapped residents may apply annually, through the completion of the County of Mackenzie Seniors and/or Handicapped Snowplow Flag Agreement.
- Service is limited to those qualified residents living in rural areas.
- Service is limited to residences where one primary resident or their spouse is by definition a senior citizen and/or a handicapped person.
- A Seniors and/or Handicapped Snowplow Flag Agreement shall not qualify when a person, other than the spouse, resides on the property who is over the age of 18.
- Senior and/or handicapped residents shall provide proof as to their senior and/or handicapped status.
- A Senior's/Handicapped flag is intended to provide residents with ONE pass in and ONE pass out (most direct route to the residence) with the snowplow to a maximum of ¼ mile (300 meters) or 15 minutes of snow clearing, whichever is less.
- Any rural Senior Citizen and/or rural Handicapped Person residing within the boundaries of Mackenzie County shall be allowed to obtain a Senior Citizen and/or Handicapped Persons snowplow flag if the resident enters into a Senior Citizen and/or Handicapped Person Snowplow Flag Agreement (Appendix B) releasing the County of Mackenzie, it's employees, and agents, from any liability arising from the snowplow operation.

- The snowplow flag shall be placed visibly at the end of the driveway to signify the residents request for snow clearing.
- Senior Citizen and/or Handicapped lists shall be brought to Council as information.

	Date	Resolution Number
Approved	10-Nov-98	98-341
Amended	23-Nov-05	05-632
Amended	23-Feb-11	11-02-195
Amended	12-Dec-11	11-12-975

RURAL RESIDENTIAL SNOWPLOW FLAG AGREEMENT

Mackenzie County

THIS AGREEMENT MADE THIS _____ DAY OF _____, 20_____, AD

BETWEEN **MACKENZIE COUNTY,**
OF THE FIRST PART

-and-

(hereinafter called the "owner").
OF THE SECOND PART.

WHEREAS, the "Owner" is the owner, purchaser or lessee of the following lands:

(Legal Description)

(Address)

WHEREAS, the Owner desires Mackenzie County to snowplow/icepick his private driveway when such driveway becomes impassable or hazardous due to snow/ice conditions.

NOW, THEREFORE, Mackenzie County and the Owner for the consideration hereinafter named, agree as follows:

- (1) Mackenzie County agrees to snowplow/iceblade the private driveway of the Owner when so requested by the Owner, however it shall be understood that such snowplowing/iceblading shall only be undertaken at the discretion of Mackenzie County and only after the public roads and highways have been cleared of snow/ice to the satisfaction of Mackenzie County NAD IN ACCORDANCE WITH Public Works Policy PW004.
- (2) (a) The Owner hereby agrees to pay to Mackenzie County a sum of Twenty-One Dollars and Twenty Cents (\$21.20), G.S.T. included, per Driveway Maintenance Flag ("hereinafter referred to as the Flag or Flags") purchased from Mackenzie County.
- (b) **The Owner hereby agrees that each Flag purchased will entitle him to have his driveway snowplowed/icepicked once by the County.**
- (c) **The Owner hereby agrees that the maximum length of driveway to be snowplowed is 1/4 mile (300 meters) or 15 minutes whichever is lesser (most direct route to the residence) for each flag purchase. For icepicking the maximum length is 50 feet for each flag purchase. Additional snowplowing/icepicking will require another Flag.**
- (3) Either Party may terminate this agreement by serving Notice of Intent to do so on the other Party.
- (4) The Owner hereby covenants and agrees that he will at all times indemnify and save harmless Mackenzie County, it's servants, agents and employees from and against all loss, damage or injury however caused, which may at any time during the continuance of this Agreement occur to any person or the property of any person including the Owner.
- (5) The Owner shall not assign or transfer his interest under this Agreement without first obtaining the written consent of Mackenzie County.
- (6) Mackenzie County shall have the right to refuse to snowplow/iceblade any private driveway that in the opinion of the operator will be hazardous or difficult to snowplow/iceblade.
- (7) The Owner shall not be entitled to a refund for any purchased Flags unless he moves from the County.
- (8) Flag at all times remains the property of Mackenzie County.

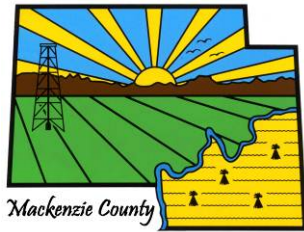
IN WITNESS WHEREOF, this Agreement has been duly executed by the parties hereto.

SIGNED in the presence of:

OWNER

DIRECTOR OF OPERATIONS

This information is being collected in accordance with Part 2 of the Freedom of Information and Protection of Privacy Act. Our Freedom of Information and Protection of Privacy Act Coordinator, is available to answer any questions you may have pertaining to the collection and use of the information and may be contacted at (780) 927-3718. This information may be used for any county purpose.



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	William Kostiw, Director of Infrastructure Development and Government Relations
Title:	Water Management – New Lands (Resolution 12-05-431)

BACKGROUND / PROPOSAL:

The County has been reviewing options to provide a systematic process to support development of new lands in regards to storm water & surface water management, as well as roads. We have organized a study group of Provincial agencies to assist us in preparing Terms of Reference for a Consultant to prepare a Drainage Plan. The purpose of “The Plan” would be to assist in organized development water infrastructure by both the County, and the farmers.

OPTIONS & BENEFITS:

The options are to proceed with the study or continue allowing individuals to develop as they see fit. The benefit of having an overall Drainage Plan, is to hopefully reduce the risk of unauthorized ditching, and erosion problems. The plan may also help us lobby the Province for significant funding for actual construction of infrastructure.

COSTS & SOURCE OF FUNDING:

The estimated cost of a preliminary drainage study is \$150,000. The study would only target the Bear River Basin, the Steep Hill River Basin, along with the Little Buffalo Basin. To date the only source of funds would be the County. Provincial departments may contribute some funds, if the County leads. There may be some funds in the 2012 ASB budget.

Administration recommends that Council proceeds with the study either with or without provincial financial support. Potential sources of funding:

- Drainage Reserve - the County placed the unused 2011 funds (\$298,815) into the Drainage Reserve (as Council may recall, ASB postponed making decisions regarding approving various drainages until a new policy is established);

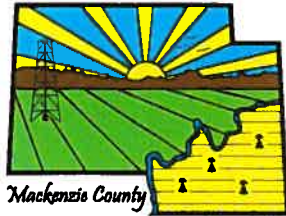
Author: W. Kostiw **Reviewed by:** _____ **CAO** _____

- Federal Gas Tax Fund – the County allotted \$276,000 from FGTF towards Fort Vermilion WTP raw water reservoir clearing and aeration system improvement. After investigation, no substantial reservoir clearing was required (\$5,380 sludge survey report) and the new aeration system cost was approximately \$129,700. Hence there is over \$100,000 available to be used towards qualifying projects (eligibility of the drainage master plan project is to be determined and an application will have to be submitted to AT).

RECOMMENDED ACTION: (requires 2/3)

That administration issue a request for proposal for the Drainage Master Study and that the 2012 Budget be amended to include \$150,000 for this project with funding coming from the Drainage Reserve.

Author: W. Kostiw Reviewed by: _____ CAO _____



Mackenzie County

**Drainage of New Lands
Terms of Reference**

This report contains 8 pages

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1 Drainage of New Lands

The Alberta Government is selling 136,000 acres of public land in Mackenzie County. It is uncertain what impact the additional cleared lands will have on surface drainage.

To address the drainage issue an engineer will be engaged to perform a drainage impact study. The drainage impact study will form part of the process to create a detailed Water Management Plan for the area.

1.1 Project Location

The project will mainly be focused on the drainage from new lands on the Bear River and the Steephill Creek.

1.2 Drainage Impact Study

The drainage impact study will include the following:

- Current licensed ditches as well as ad hoc and local ditches, authorized or not;
- Natural water ways; and
- Information from recent road studies.

1.3 Deliverables

- Results are to be documented in a report with and executive summary;
- Mackenzie County to be provided with all digital results; and
- Training provided to the County.

2 Introduction

The Alberta Government is selling 136,000 acres of public land in Mackenzie County to offset the transfer of public land from Mackenzie County to the Alberta Government in 1997. The issue that needs to be addressed is to determine what impact the additional cleared lands will have on surface drainage.

At each land auction, Alberta Environment and Sustainable Resource Development (ESRD) notify verbally all bidders that any private land owners must contact and obtain approvals from Alberta Environment if they intend on doing any drainage on their land. ESRD staff has been on hand to distribute approval information packages and have met with a few local groups wanting to drain their land.

2.1 Drainage Concerns

Mackenzie County is concerned that drainage activities might commence without properly considering the full impact on current and future drainage ways.

Secondly, it is recognized that not all land owners currently follow the legislated process. Mackenzie County is also concerned with individuals constructing ditches without authorization and the effect that these have and will have on their current infrastructure.

It is doubtful that the current drainage ways be able to accommodate the additional load that will be added to their current capacity. During high rainfall and snow periods the current and future water ways might not be able to drain the additional loads without causing flooding and erosion.

2.2 Current Development

The public land sales will consist of three stages:

- Stage 1: 72,823 acres have been sold in 2011 and another 13,403 acres were sold at June 2012 land auction;
- Stage 2: 23,821 acres have been sold, 1,427 acres will be sold at the June 26, 2012 auction and another 8,243 may be sold starting in 2013. Some of these lands need to be surveyed before being released; and
- Stage 3: 15,000 acres may be released but no lands have been identified as First Nation consultation and other discussions for this stage have just begun.

Mackenzie County, with the assistance from Alberta Transportation, conducted a study to determine the costs of potential roads, moving existing roads, and adding culverts or bridges on fish bearing streams. The potential cost for roadways to serve the land that has already been sold is about \$32 million and culverts another \$4.5 million.

2.3 Current Drainage Issues

In the 1980's and 90's Alberta Environment spent approximately \$20 million putting in drainage channels south of Fort Vermilion. The county is responsible for the upkeep of the drainage channels, which are in varying operational conditions. The majority of these drains moved excess water to the north-east into the Bear River watershed which is now saturated to capacity. The Bear River is a low lying watershed that drains slowly and is mostly swamp and bog.

3 Scope of Work

3.1 Assess Capacity of Bear River

- Collect historical flows for Bear River
- Complete frequency analysis
- Determine capacity at potential flood risk or "bottle neck" areas.
- Estimate changes in run off volumes due to changes in land use estimate future flood flows and compare to existing capacity

3.2 Steephill Diversion Option

Flooding problems are very likely to occur downstream of new farmlands still to be developed as the development proceeds. Assess the feasibility to divert some water from the Blue Hills

area away from the Bear River basin into Steephill Creek and other watercourses to the west. To assess the feasibility of this proposal the consultant shall:

- Develop a Digital Elevation Model (DEM)
- Identify sub-basin boundaries for the area under consideration
- Assess alternatives for diverting water to the west to Steephill Creek
- Prepare conceptual designs for diversions channels
- Prepare conceptual estimates for all reasonable alternatives

3.3 Assess Capacity

Assess capacity of existing natural and constructed drainage channel downstream of new farmlands (i.e. La Crete Drainage — erosion is already impacting one existing structure)

- Complete frequency analysis
- Determine capacity at potential flood-risk or “bottle neck” areas
- Estimate changes in run off volumes due to changes in land use
- Estimate future flood flows and compare to existing capacity

3.4 Hydrology Assessment

Prepare unit run off coefficients for pre and post development scenarios

3.5 Drainage Patterns and Infrastructure

Prepare plan showing existing drainage patterns and infrastructure that should include the following:

- Prepare DEM for entire Bear River basin using existing data sets
- Prepare data layer with existing drainage ditches (data from EDRD)
- Prepare data layer with existing drainage patterns (data from EDRD)
- Prepare data layer of existing drainage patterns (data from County)
- Identify drainages (natural and constructed) where capacity is exceeded by normal run off event
- Identify existing water management problem areas (interview County officials)
- Identify alternative drainage improvements
- Prepare conceptual cost estimates

3.6 Links to Proposed New Roads

- Using DEM evaluate incorporating drainage into road borrow
- Identify alternative drainage improvements
- Prepare conceptual cost estimates

3.7 Deliverables

The consultant will be required to deliver the following:

- Results are to be documented in a report with and executive summary
- Mackenzie County to be provided with all digital results
- Training provided to the County

4 Project Tasks

5 Information Available

Maps

Drawings

Flood plain studies

6 Schedule

The target completion date for the project is 30 September 2012.

7 Contacts

Mackenzie County

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Alberta Environment and Sustainable Resource Development

Terry Sawchuk

Tel: 780.624.6239

Email: terry.sawchuk@gov.ab.ca

8 Other/Special Consideration

9

Evaluation Criteria

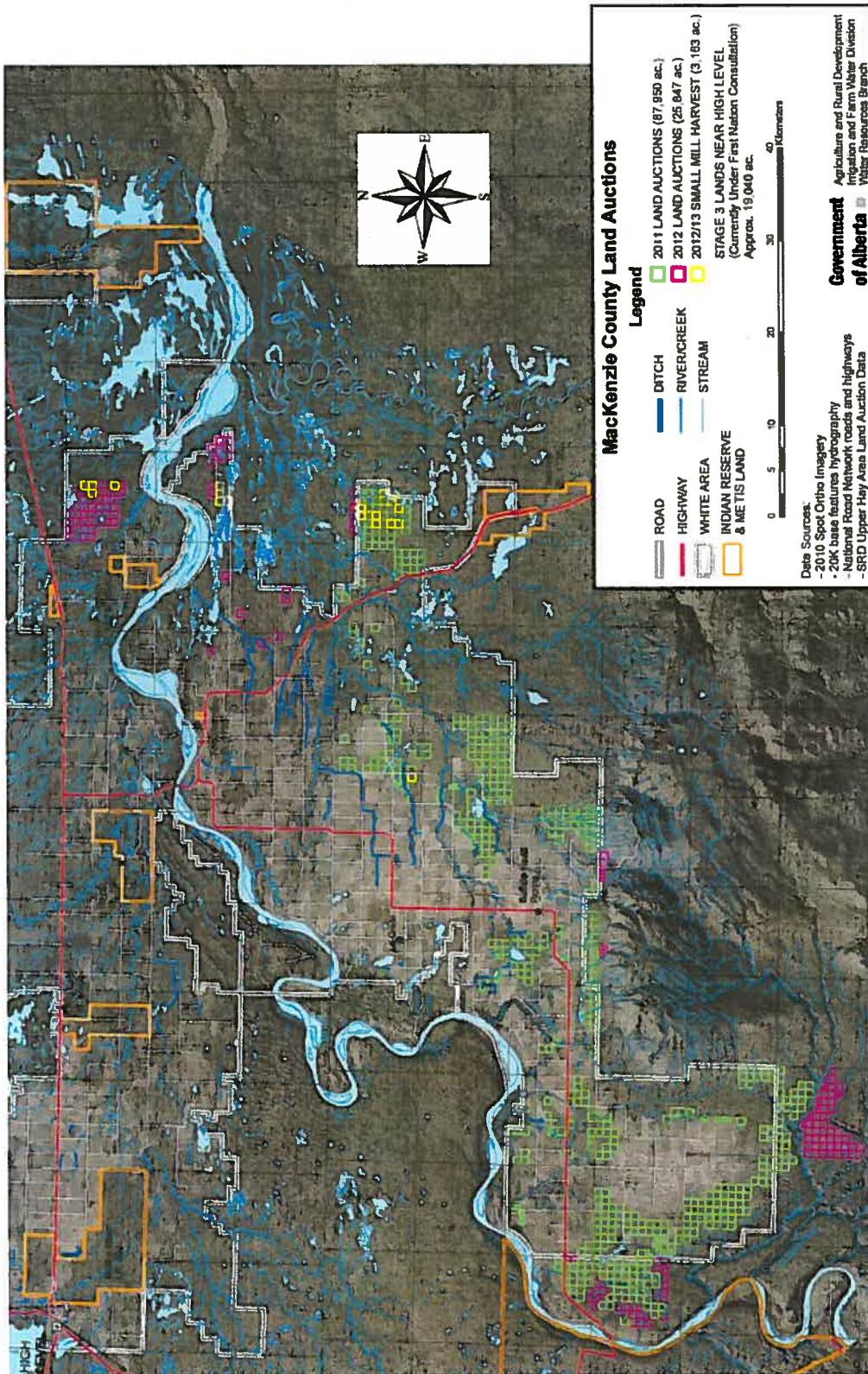
The factors which will influence the decision regarding a possible successful proponent are as follows (total up to 100 points):

- Prior experience of firm in conducting similar assignments (30 points).
- Prior experience of firm in engineering larger scale drainage projects (30 points).
- Proposed fees for services (30 points).
- Demonstrated ability of firm to meet the key components and timelines of the project (10 points).

Although the Mackenzie County intends to evaluate a firm's ability on the above criteria, the County reserves the right to weight the criteria as it sees fit and reserves the right to reject any or all of the proposals.

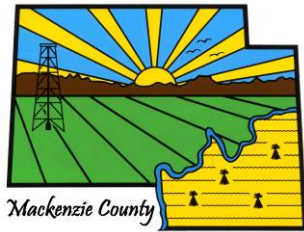
DRAFT

10 Mackenzie County Land Auctions Map



Company/Contact	Website
AECOM 200, 6807 Railway Street SE Calgary, AB T2H 2V6 Tel: 403-270-9280 Fax: 403-270-9196	www.aecom.com
All North Consultants Limited 203 – 10127, 121 Ave Grande Prairie, AB, T8V 8H9 Tel: 780-538-2070 Fax: 780-538-2079	www.allnorth.com
Amec-Earth and Environmental Edmonton 1 30-35 Boulder Boulevard Stony Plain, AB T7Z 1V6 Tel: 780-968-2832 Fax: 780-968-3423	www.amec.com Edmonton 2 5681 -70 Street Edmonton, AB T6B 3P6 Tel: 780-436-2152 Fax: 780-435-8425
DCL Siemens Engineering LTD #101, 10630 - 172 Street Edmonton, AB Canada T5S 1H8 Tel :780-486-2000 Fax: 780-486-9090	www.dclsiemens.com
Focus Engineering 8909 - 96 St Peace River, AB, T8S 1G8 Tel: 780-624-5631 Fax: 780-624-3732	www.focus.ca
Genivar 10308, 100 Street P.O. Box 349 La Crete, Alberta Canada T0H 2H0 Tel: 780-928-4461 Fax: 780-928-4465	www.genivar.com
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MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	William Kostiw, Director of Infrastructure Development & Government Relations
Title:	New Lands Access – Fish Bearing Streams (Little Buffalo) (Resolution 12-05-332 & 12-05-333)

BACKGROUND / PROPOSAL:

Over the past years, the ESRD agriculture land sales in remote areas created a need for new access roads. This need for roads means crossing several streams and sensitive wet areas in order to gain access. The County wishes to make every effort to work with developers, as well as ESRD and the federal regulatory bodies in developing drainage systems.

OPTIONS & BENEFITS:

The options are many, and Council wishes to investigate these options and costs. We have engaged a consulting firm that has worked extensively with DMI in the Blue Hills area, to assist with the process. At this time we have confirmed several fish bearing streams, including Little Buffalo.

On a cost/benefit analysis, it seems prohibitive for the County to proceed with any kind of permanent structure across Little Buffalo at this time. Perhaps as the area develops, and as Council allocates funding, a solution can be forthcoming.

Preliminary discussions have been held regarding an option to team up with DMI, and relocate their proposed crossing to better suit the County's overall access plan. This negotiation process will take several months if Council approves.

Further review of these streams may be incorporated into the overall Water Management Study, if and when we find the funds to proceed. (Separate RFD)

This whole access project needs more discussion, which is in the process both by our CAO and Council. The other option is to develop a more aggressive lobby strategy with the Provincial Ministers and the Premier.

Author: W. Kostiw **Reviewed by:** _____ **CAO** _____

Administration recommends holding off on further engineering specific to these crossings until the project is better defined, and we get more information on the Navigable Waters Act which is under review and change. (see attached news article)

Administration also recommends that either Council or administration pursue the possibilities of working with DMI, and perhaps other industry to realign the haul road south of Blue Hills.

COSTS & SOURCE OF FUNDING:

The cost to date is approximately \$10,000 which will come from our 2012 budget. This includes the cost of the overview document prepared by our consultant which is attached. The estimated costs for actual construction is millions.

RECOMMENDED ACTION:

For discussion.

Author: W. Kostiw Reviewed by: _____ CAO _____

UNNAMED TRIBUTARY ("LITTLE BUFFALO") TO THE PEACE RIVER

Final Draft

Revision: 0

Date: 13 September 2012

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APPENDICES

Appendix A	Little Buffalo Conceptual Bridge Plans
Appendix B	Aerial View of Little Buffalo Crossing
Appendix C	Map of Alignment Alternatives

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1 INTRODUCTION

Recent auctions of former Crown Lands within Mackenzie County will require that the County construct new access roads to facilitate landowner development. Part of this process involves accessing approximately 12 sections of land situated in Township 101, Range 17, and lying south of the drainage known locally as the Little Buffalo River.

These lands are located south of the south end of the Blue Hills Road, (Range Rd 181), and current access to the south side of the Little Buffalo is via approximately 16 km of winter road along LOC # 012169, a disposition held by Daishowa Marubeni International Ltd. (DMI). Current access across the Little Buffalo is winter only via the use of an ice bridge. Access to this crossing involves several other crossings that have no summer crossing structures installed.

On August 20, 2010¹⁷, William Kostiw, of Mackenzie County, requested that Allnorth Consultants investigate fisheries issues and permitting issues related to crossing the Little Buffalo with a permanent road as a first step in the process of providing year round access to these lands.

2 CROSSING DESCRIPTION

2.1 Location

Allnorth understands that the intended route to the crossing will begin at the south end of the Blue Hills Road and follow the current location of the DMI East Haul Road to Km 182.6, where it crosses the Little Buffalo at 04-24-101-17 W5M. A search of Allnorth's database confirmed that we had conducted a previous site visit to the Little Buffalo crossing for DMI in March of 2007. Allnorth was retained by DMI to conduct a winter survey of the crossing and to size a bridge structure for the site. DMI has granted permission for Allnorth to include these results in our report for Mackenzie County.

The Little Buffalo is a significant watercourse at the crossing location, having a wetted width of at least 10m at the time of the survey and an active channel width much wider than that. The terrain at the crossing site is generally level with dominant vegetation of mature Aspen, Poplar and Spruce. The crossing location is situated approximately 150m downstream from the confluence of a major tributary into the Little Buffalo and on a meandering reach of the river that will likely be subject to channel migration in high water events without installation of erosion protection measures.

2.2 Fisheries Issues and Permitting Requirements

Construction of a permanent bridge crossing at this location is governed by three authorities that ensure protection of fisheries, environment and public safety. These agencies are the Department of Fisheries and Oceans (DFO), Alberta Environment (AENV) and Transport Canada.

2.2.1 Department of Fisheries and Oceans

This federal department is responsible for protecting fish and fish habitat across Canada. Under the Fisheries Act, no one may carry out a work or undertaking that will cause the harmful alteration, disruption or destruction (HADD) of fish habitat unless it has been authorized by DFO. DFO has created

several Operational Statements to streamline the permitting process and if a project is in compliance with all the conditions in the Operational Statement then only a notification form is required to be submitted to DFO a minimum of 14 days prior to the start of the project. Given the location of the crossing is situated on a bend in the river, installation of riprap along the bank to or below the normal waterline may be required. If this is the case, then the works will not be in compliance with all the conditions of the applicable Operational Statement and a full application submission will be required. The application submission also requires the preparation of a detailed QAES (Qualified Aquatic Environment Specialist) report including an Environmental Management Plan outlining specific mitigation measures for the site to protect fish habitat and the environment.

2.2.2 Alberta Environment

Alberta Environment administers the Water Act. The Code of Practice for Watercourse Crossings (CoP) regulates activities under the Water Act that would normally require an approval by setting out standards and conditions to be met to ensure the activity minimizes the disturbance and impact on the environment and meets a "no net loss" objective. By complying with the standards and conditions established by the CoP, a specific activity does not require a formal approval under the Water Act; however, the owner/proponent is responsible for meeting all the requirements set out in the CoP and bears the responsibility for obtaining the appropriate information and advice from professionals in order to comply with the objectives standards and conditions of the CoP.

The little Buffalo crossing is deemed as a Class C water body on the CoP mapping with a restricted activity period for instream works falling between April 16th and July 15th. The class of a water body is based on the "sensitivity" of fish habitats and their known distribution. According to the Guide to the Code of Practice, a class C water body has "moderate sensitivity; habitat areas are sensitive enough to be damaged by unconfined or unrestricted activities within a water body; broadly distributed habitats supporting local fish species populations".

Instream works consist of any alteration to the bed or banks of a watercourse and would include the installation of riprap along the banks to prevent erosion of bridge abutments. There is a high likelihood that installation of riprap will be required at the bridge abutments and along a sharp bend, downstream in the river, which encroaches on the road approximately 180m south of the crossing. If this is the case, then the CoP notification for the bridge works will require the inclusion of a QAES report with an Environmental Management Plan and the downstream riprap would require an application for formal approval under the Water Act, also requiring attachment of the QAES report with Environmental Management Plan. It should be noted that the same QAES report may be used for all three application/notification submissions.

The environmental portion of the permitting process as noted above requires both a field and office component. To complete the reporting, the QAES personnel must first travel to the crossing to conduct a detailed site habitat assessment. This base information will then be used to prepare a report on the findings and complete an Environmental Management Plan outlining measures to protect fish and fish habitat during and following construction operations.

2.2.3 Transport Canada – Navigable Waters

Transport Canada administers the Navigable Waters Protection Act. A navigable waterway is defined as “any body of water capable of being navigated by floating vessels of any description for the purpose of transportation, commerce, or recreation”. The Act applies to the construction of any works built or placed in, on, over, under through or across any navigable water. Transport Canada has created exceptions to the Act for “Minor Works”, however the watercourse in question does not fall under the Minor Works category therefore an application to Transport Canada – Navigable Waters is required.

As part of the Transport Canada application process, the application will be screened for any conditions that may trigger the requirement for a Canadian Environmental Assessment Agency (CEAA) screening. We know, from Allnorth’s previous assessment of the site in 2007, that a bridge span in excess of 30m will be required at the site and consequently a CEAA screening will also be required for the proposed works.

Preparation of Transport Canada submissions and completion of the CEAA screening documents will require an engineering field assessment, combined with a detailed topographical site and channel survey. These works will be followed by completion of a hydrotechnical assessment and preparation of a general arrangement bridge plan to show proposed works and clearances below the structure. We have outlined a high level estimate, for budgeting purposes, of the costs to complete these permitting works and to install 36.6m Rapid Span style oilfield portable bridge on permanent foundations at the Little Buffalo site in Table 1 of section 2.4.

2.3 Access to Site

Allnorth discussions with DMI staff indicated that the section of the DMI East Haul Road that connects the Little Buffalo crossing with the south end of the Blue Hills Road is currently a winter access with no permanent crossing structures in place. Summer access to this site for survey and environmental evaluation would require either ATV or helicopter access.

Access via Quad may not be feasible due to another significant creek along the route at km 188, 13-34-101-17 W5M, and an Argo unit may be the only land based summer access alternative. One of our environmental colleagues had visited the 13-34 site a number of years ago and he was able to provide some photographs for reference (see photos 1 and 2). Recollections from that visit and a review of the photos indicated it was very flooded with a deep channel, making quad access an unlikely option. Further investigation at this site is required to determine the current channel configuration and crossing structure requirements.

At least two additional drainage channels are evident on the mapping along the DMI access to the west of the 13-34 site and a review of aerial images indicates that a third additional crossing is present. The specifics of these crossings is unclear from the mapping and aerial imagery, but they appear to be substantially smaller crossings than the 13-34 site. Further field investigation into these sites will also be required to determine appropriate drainage structures.



Photo 1 – View East to 13-34-101-17 W5M Crossing



Photo 2 – View West to 13-34-101-17 W5M Crossing

2.4 Little Buffalo Bridge Requirements

The general arrangement bridge plan prepared by Allnorth for DMI shows that in 2007, a 36.6m (120 foot) structure was required at the site to safely pass the 100 year flood flow event. A copy of the conceptual bridge plans has been attached to Appendix A of this report for reference and discussion. Photographs from the site visit are located below (see photos 3, to 6). These photographs clearly demonstrate that the site is much too large for a culvert installation.

Given the lapse of time since this survey was done and several significant flooding events that have taken place in that time, it is prudent that this site be re-surveyed to ensure accurate representation of the current banks and channel location. It is possible that the location of the channel has shifted significantly due to the site being located on a large bend in the river. In any event, the minimum structure to consider for preliminary budgeting purposes should have a span of 36.6m (120 feet). The following table offers a high level estimate of the overall project costs for crossing the Little Buffalo along the DMI alignment, including permitting, engineering and construction.

Table 1 Little Buffalo Bridge Crossing Cost Estimate

Cost Item	Estimated Cost	Comments
On site environmental assessment, prepare QAES report with environmental management plan, submissions to Alberta Environment and Department of Fisheries and Oceans.	\$10,500.00	Based on 2012 quote from Environmental Dynamics Inc.
Engineering site assessment, detailed topographical site and channel survey (travel, field work accommodations).	\$6,400.00	
Site plan, hydrotechnical assessment and general arrangement bridge plan.	\$2,500.00	
Detailed design and drafting of foundation and structure	\$5,500.00	
Transport Canada submission and CEAA screening *	\$7,500.00	Actual costs may vary depending upon specific requirements imposed following screening.
Supply and install Rapid Span style oilfield portable bridge Based upon driven pile permanent foundation and single span of 36.6m	\$300,000.00	High level estimate based upon discussion with Ruskin Construction Ltd (August 2012)
Field Engineering construction supervision and certification report	\$24,500.00	Based upon a construction project duration of not more than 14 days
Contingency of 20% for budgeting purposes	\$71,380.00	
Grand Total:	\$428,280.00	

* Note 1: CEAA screening estimated costs does not include consultation with stakeholders such as First Nations as may be required depending on conditions imposed by CEAA reviewer.

Note 2: All prices provided on a 2012 cost basis.

Note 3: Potential installation of downstream riprap not included in estimate.



Photo 3 – View Upstream from Little Buffalo Ice Bridge at 4-24-101-17 W5M (March, 2007)



Photo 4 - View Downstream from Little Buffalo Ice Bridge at 4-24-101-17 W5M (March, 2007)



Photo 5 – View North from Little Buffalo Ice Bridge at 4-24-101-17 W5M (March, 2007)



Photo 6 - View South from Little Buffalo Ice Bridge at 4-24-101-17 W5M (March, 2007)

3 OTHER DRAINAGES AND CONSTRUCTION CONSIDERATIONS

3.1 Minor Drainages

Construction of access to the lands south of the Little Buffalo will require crossing the multiple small drainages mentioned in section 2.3 in addition to another significant drainage at 13-34-101-17 W5M that is shown in photos 1 and 2. While all the smaller drainages will require assessment, they will probably be suitable for appropriately sized round pipe culvert installation unless Beaver issues are a major concern. The location of an access route across these drainages may not be a major construction cost issue, but further investigation in the field is required to assess structure requirements and prepare an accurate estimate of construction costs.

3.2 13-34-101-17 W5M Crossing

While the smaller drainages are unlikely to present a major construction cost, it is likely that a bridge may be required for the 13-34 crossing. Based upon recent discussions and a review of the photographs, it appears that this site will require a clear span bridge crossing that may be similar in size or possibly longer than that of the Little Buffalo site. This will have a significant impact upon construction costs for the project as the costs would be approximately the same as the total outlined in Table 1 for the Little Buffalo crossing.

3.3 Suitability of DMI Corridor as a Permanent Access Route

While the DMI corridor does provide access to auctioned lands on the south side of the Little Buffalo and other parcels in the vicinity, it is apparent that the crossing locations are not ideally located for construction and long term maintenance / stability of permanent crossing structures. The use of low lying flooded areas for winter only crossings is a good strategy because approach grades are typically very moderate and shallower slow moving water is easily frozen. These locations are not however well suited as permanent crossings as the bridge spans need to be longer and channels are often subject to significant migration and shifts.

The 13-34 crossing, in particular, is at one of the least desirable locations along the creek for a permanent crossing when considered from both a construction cost and maintenance cost perspective. The site is situated on a large flooded meandering loop and will require a bridge structure having a length in excess of 30m. The excessive meandering at the crossing combined with beaver activity makes this an unsuitable location for installation of a culvert type crossing. Selection of an alternate crossing location for this creek could result in a substantially shorter bridge structure with significant construction and maintenance cost savings.

The Little Buffalo crossing is situated on a bend in the river and is only 150m downstream from its confluence with a major tributary. Constructing a high grade road and permanent bridge at this location may lead to high maintenance costs and creation of environmental issues in the future. The bend in the river at this location will likely be a source of ongoing erosion and scour at the north abutment, should a bridge be installed at this site. The location of a significant upstream tributary so close to a crossing can lead to unpredictable effects related to extra inputs of debris and sediment. In

addition, at 180m south of the crossing (downstream), there is a tight bend in the river where the eroding bank is within 20m of the road (see aerial photograph of crossing area in Appendix B). Given the potential complications and long term issues at this crossing location, a search for an alternate location could prove very cost effective in the long term.

We currently have little information regarding the remaining smaller crossings, except that alternate alignment choices may enable reduction of the actual number of crossings required. The actual desired routing is a function of the overall access requirements and achieving a lowest overall cost access plan will require evaluation of the entire road network requirements.

3.4 Alignment Alternatives

Alignment option B, shown on the map in Appendix C, provides a much more direct access route across the Little Buffalo and to the north edge of auctioned lands lying to the south than the DMI corridor. The approximate length of this option is 8.5 km, saving nearly 8 km of road construction. In addition, the visible watercourse crossings are reduced to only one bridge across the Little Buffalo along a well defined straight reach of the channel. This eliminates the need for the potential bridge at 13-34 DMI crossing in addition to 3 or more other notable culvert type crossings and would represent a huge savings if the location of the route is deemed feasible. A field investigation to examine the corridor would enable a determination of the feasibility of this route and river crossing.

While the primary focus of this report is the Little Buffalo crossing and evaluating fisheries and permitting issues, it must be recognized that providing access to lands other than those south of the Little Buffalo may also be an important issue. Abandoning a good portion of the DMI corridor in favour of alignment option B does not provide access to the auctioned lands situated in the northeast corner of Township 101, Range 17 as the DMI corridor would. Alignment option C, on the alignment alternatives map, enables access to those lands while eliminating three notable culvert type crossings and reducing the bridge length required for the 13-34 DMI crossing by crossing further downstream along a straighter and narrower portion of the creek. Similar to option B, this alignment requires a field investigation to determine overall feasibility of the routing.

4 CONCLUSIONS

Providing year round access to auctioned lands lying south of the Little Buffalo River via the DMI access corridor will require significant investments in road construction, culverts and bridges in addition to the 36.6m bridge at the Little Buffalo crossing. The locations of the crossings along this route are not well suited for upgrading to permanent status due to excessive bridge spans, channel migration and associated environmental issues.

Preliminary analysis of mapping and aerial imagery shows that alternative alignments and crossing locations have potential to greatly reduce the distance and number of crossings required to access lands south of the Little Buffalo. It also appears that better alternatives exist for accessing lands north of Little Buffalo than upgrading the DMI corridor and its associated crossings.

An overall access needs assessment for all auctioned lands in the vicinity of the Little Buffalo is essential to evaluate which crossing and alignment options represent the lowest overall costs for accessing these lands. Regardless of the overall access requirements, it appears that selecting alignment and crossing options other than following the DMI corridor will offer significant construction and maintenance cost savings. Further investigations and environmental assessments of the crossings along the DMI route should not be undertaken until preliminary route feasibility investigations are completed for alternate alignments across the Little Buffalo.

5 RECOMMENDATIONS

An overall access needs assessment for all auctioned lands in the vicinity of the Little Buffalo is recommended to assist in evaluating which crossing and alignment options truly represent the lowest overall project costs.

We also recommend that, following the access needs assessment, field reconnaissance for alternate crossings and alignments be conducted to determine feasibility of options. We would suggest evaluating Options B and C as a minimum scope of work.

In consideration of the apparent unsuitability of much of the DMI corridor for the County's needs, Allnorth recommends that no detailed environmental reviews or developments of the crossings along the DMI route be undertaken until field reconnaissance and a comparative feasibility evaluation of the options is complete.

6 CLOSURE

We trust that this report is satisfactory for your needs at this time. Please feel free to call and discuss any questions you may have relating to this report and its recommendations.

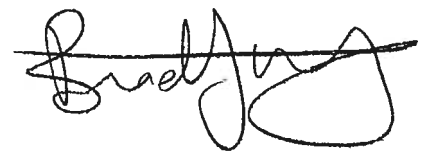
Yours Truly

Allnorth Consultants Limited

Reviewed By:



Thomas Anderson
Project Manager



W. Bradley Major
Division Manager

Appendix A Little Buffalo Conceptual Bridge Plans

PROVIDED FOR MACKENZIE
COUNTY INFORMATION ONLY

COURTESY OF
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INTERNATIONAL LTD.

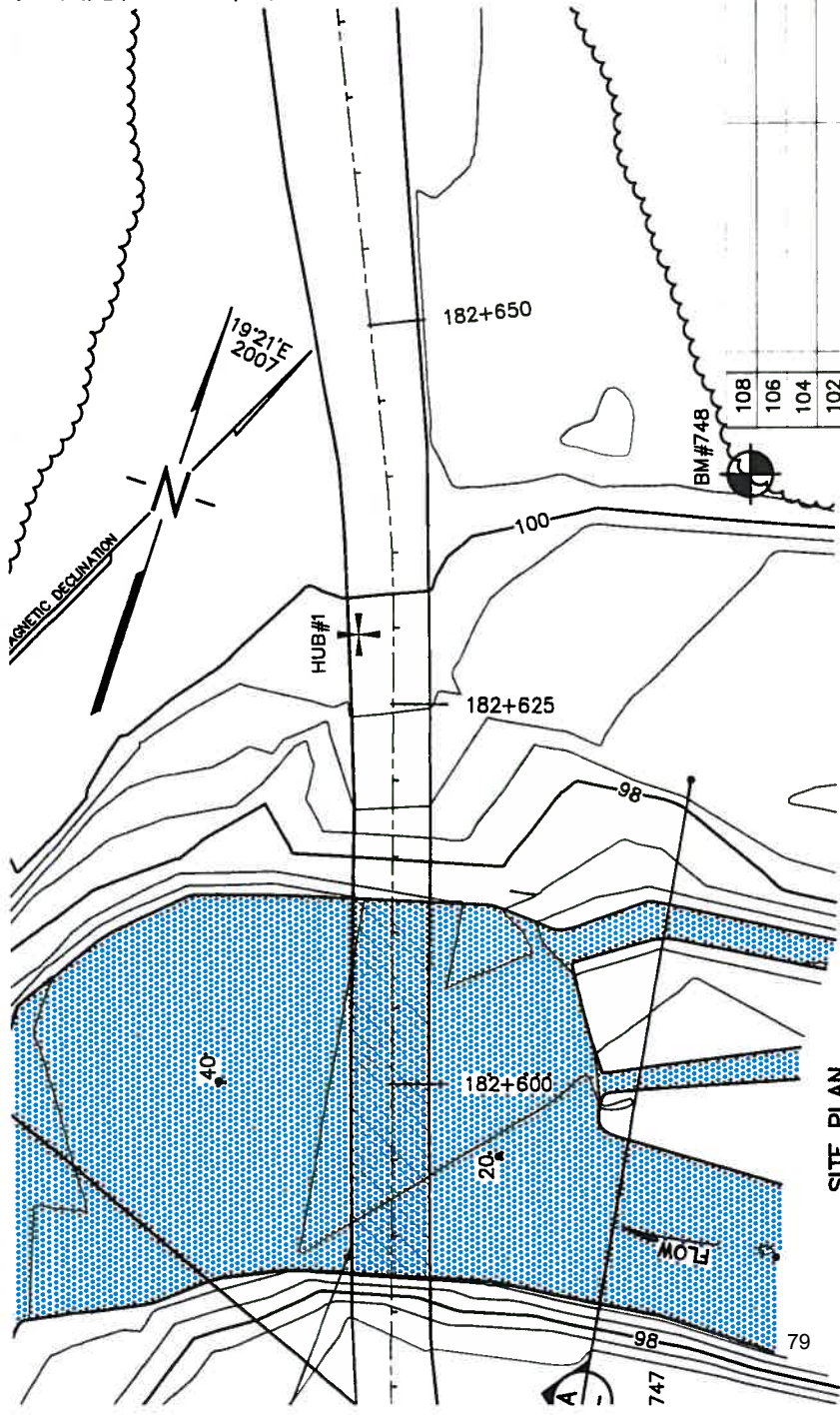
UNNAMED TRIBUTARY ("LITTLE BUFFALO")
TO THE PEACE RIVER
DMI HAUL ROAD
km. 182+600
04-24-101-17 W5M

CONCEPTUAL FOR
DISCUSSION

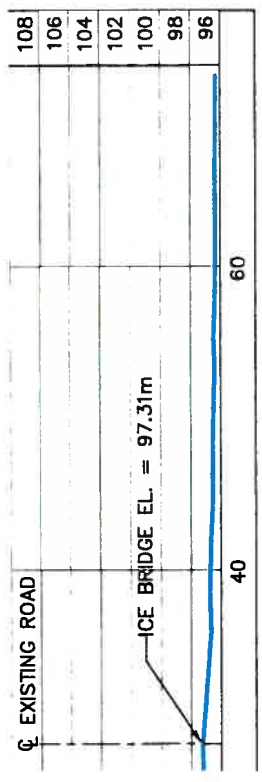
3. SITE SURVEYOR: K. COOK
4. SITE RODMAN: J. DAVIES
5. DOMINANT RIPARIAN DESCRIPTION: SPRUCE.
6. GPS COORDINATES: N 57°46'33" W 116°39'05" (NAD 83)
7. NO GEOTECHNICAL REPORT HAS BEEN COMPLETED TO DATE.
8. SUGGESTED BRIDGE STRUCTURE:
 - SPAN = 36.576m
 - MIN. UNDERSIDE SUPERSTRUCTURE EL. = 100.000m

HYDROTECHNICAL DATA:

- STREAM CLASSIFICATION = CLASS C
- DRAINAGE AREA = 430.7km²
- Q₁₀₀ DESIGN FLOW IS ESTIMATED @ 90m³/s
- Q₂ DESIGN FLOW IS ESTIMATED @ 17m³/s
- DESIGN VELOCITY IS ESTIMATED @ 2.2m/s

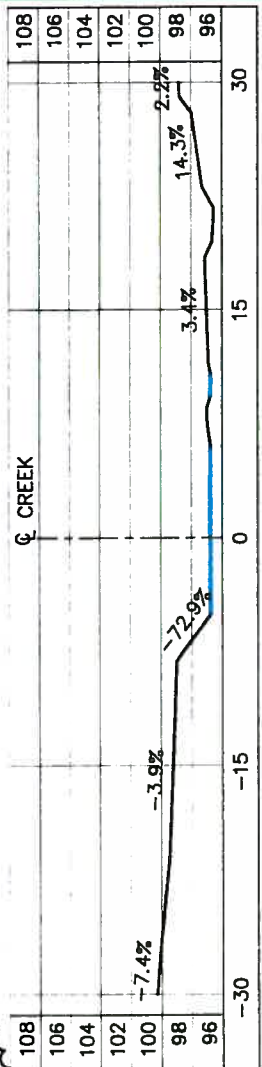


SITE PLAN
SCALE 1:500

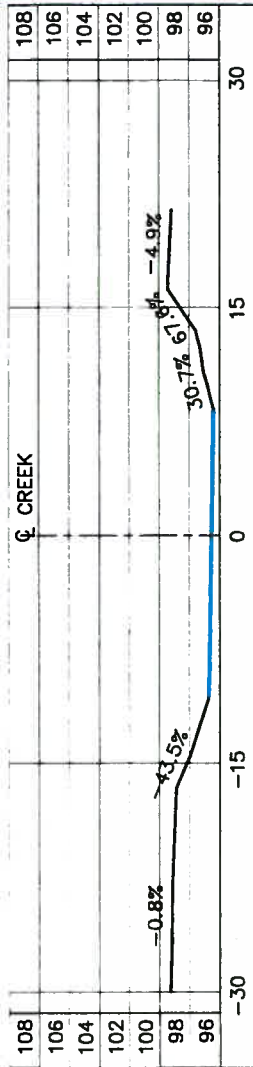


PROFILE A
SCALE 1:500

SECTION A
SCALE 1:500

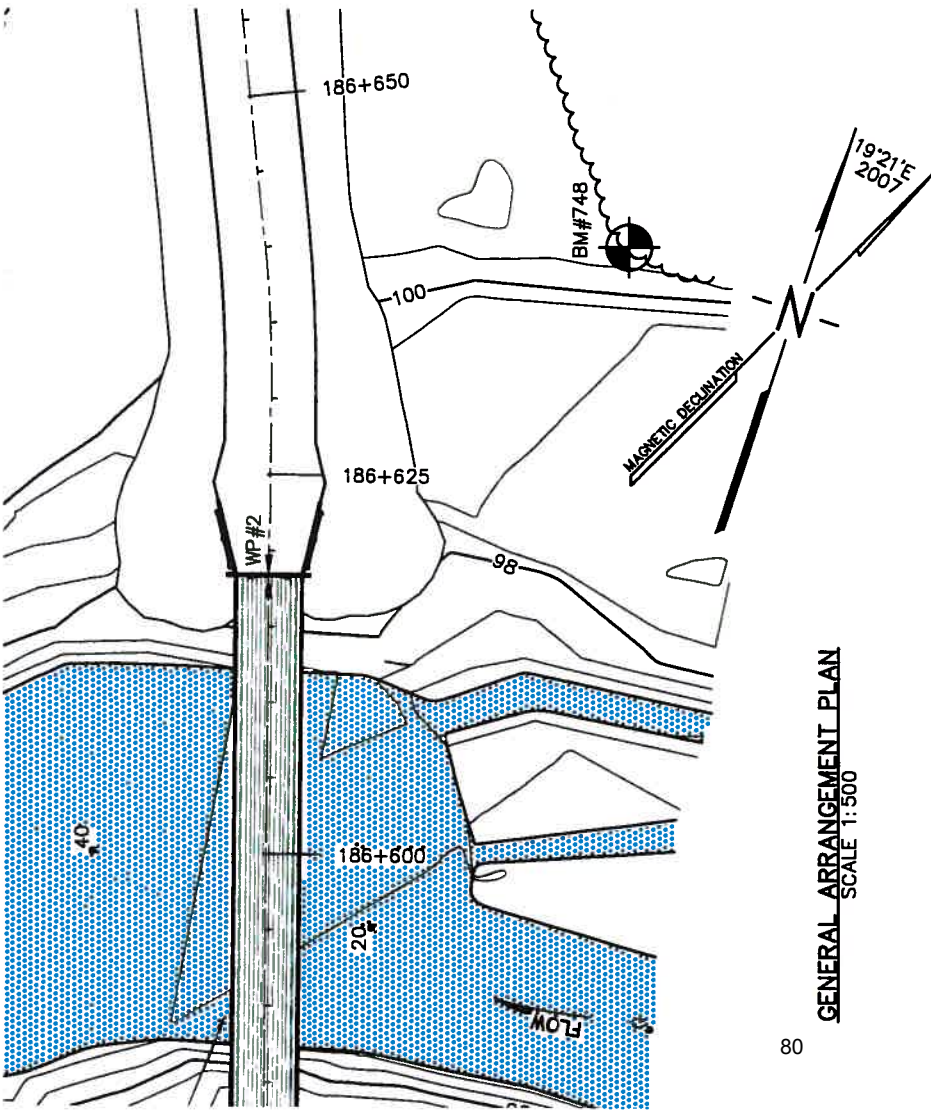


SECTION B
SCALE 1:500

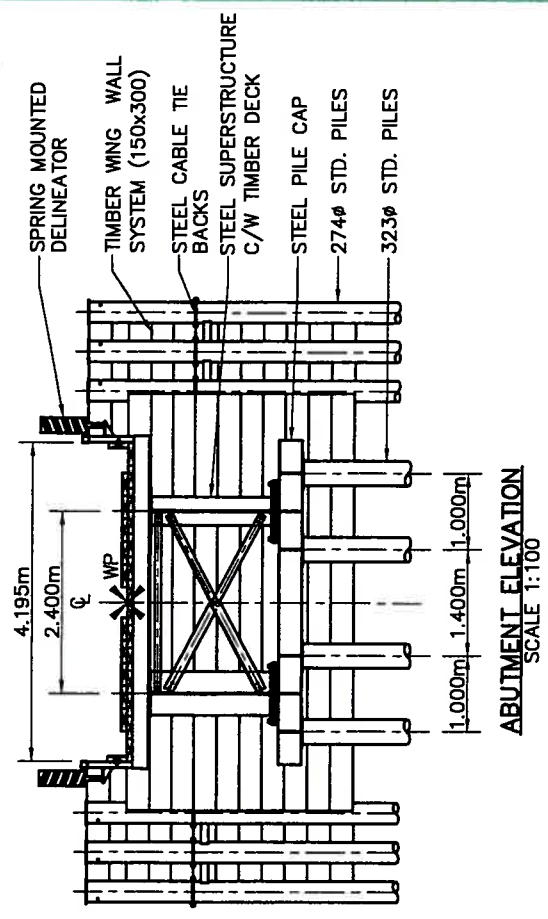


108					
106					
104					
102					
100					
98					
96					

Q₁₀₀ ELEV. = 98.5m



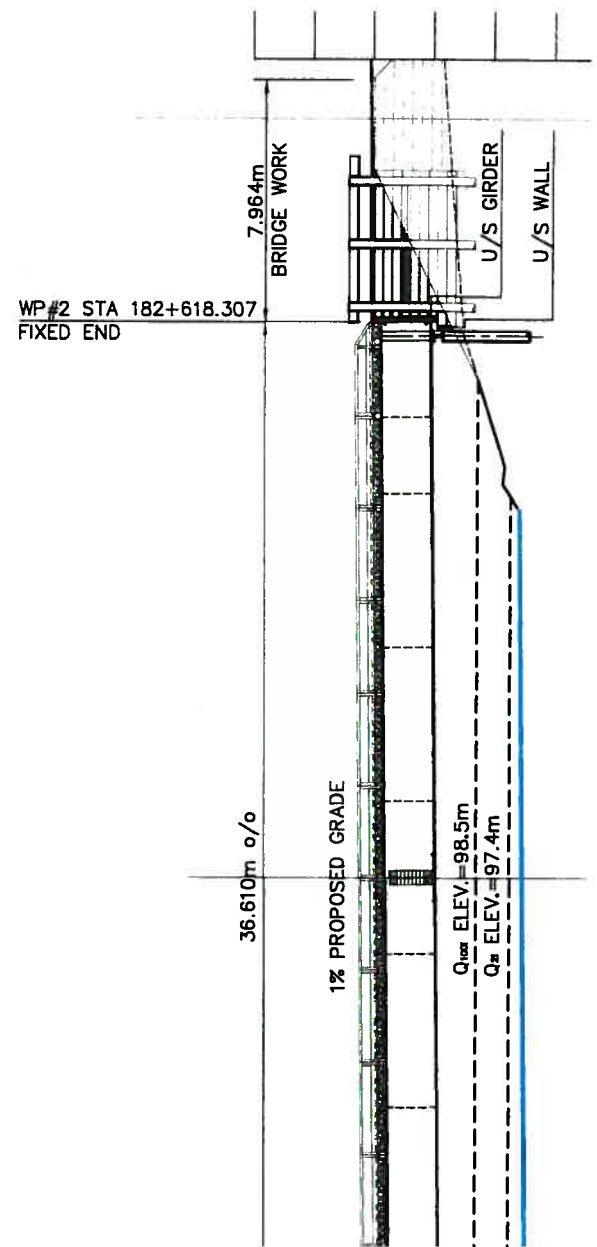
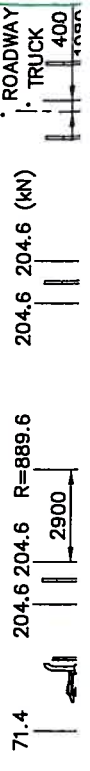
FLARE DETAIL
SCALE 1:1000



ON SITE SPECIFICATIONS:

1. NON-WOVEN FILTER FABRIC TO BE PLACED OVER EXCAVATION TO HAVE A MINIMUM MULLEN BURST STRENGTH OF 2500kPa.
2. THE CONTRACTOR IS TO CONTACT THE ENGINEER PRIOR TO PILE DRIVING WITH A LIST OF EQUIPMENT TO BE USED TO FACILITATE BEARING CALCULATIONS. PILE DRIVING SHALL BE SUPERVISED BY THE ENGINEER TO CONFIRM BEARING REQUIREMENTS.
3. BACKFILL OF APPROACHES SHALL GENERALLY CONFORM TO THE LINES SHOWN ON THE DRAWINGS AND SHALL BE PLACED IN LIFTS NOT EXCEEDING 305mm THICK, COMPACTED TO 95% STANDARD PROCTOR DENSITY. MATERIAL SHALL BE CLEAN, FREE STAINING, WELL GRADED GRANULAR FILL OF 75mm MAXIMUM SIZE. LIFTS SHALL ALTERNATE BOTH WAYS @ EACH END OF THE BRIDGE TO ENSURE MINIMAL MOVEMENT. USE LIGHT MECHANICAL TAMPERS ONLY.
4. ALL EXPOSED MINERAL SOILS MUST BE SEEDED USING RECLAMATION GRASS SEED MIXTURE AND COVERED WITH STRAW MULCH.

LOADING DIAGRAM L-100 OFF HIGHWAY G.V.W. = 90 680kg.
DESIGN IN ACCORDANCE WITH CAN/CSA-S6-00 WITH MODIFIED LOADING AS FOLLOWS:



Appendix B Aerial View of Little Buffalo Crossing

24



- Legend**
- ATS - Township Grid
 - ATS Lines
 - AIs/AND
 - Surveyed TopRigs
 - Unsurveyed TopRigs
 - Surveyed Sbc
 - Unsurveyed Sbc
 - Surveyed Oa
 - Unsurveyed Oa
 - PLA
 - MSL
 - M/LMLP
 - EZE/VE
 - RDE
 - FRO RRD RDS
 - SMC
 - PL
 - SML

82



1:5,000

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Plotted by J.Reed
22.AUG.2012

Appendix C Map of Alignment Alternatives

Issue Scoping and Project Synthesis – Brief Report to the MPWA
Board of Directors – Sept 7, 2012



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	William Kostiw, Director of Infrastructure Development & Government Relations
Title:	Resource Road Funding Applications

BACKGROUND / PROPOSAL:

The County applies for Resource Road funding every year as per Council approval. We are currently developing funding applications for the Highway 88 Connector and Zama City access. These applications got a little “muddy” because of the recent unprecedented wet snow fall, but will get submitted by the November 30th deadline.

OPTIONS & BENEFITS:

There are several options for Council to review for both projects.

Highway 88 Connector:

We could try and complete the balance of the road (17 km) next year in one contract **or** divide it into base paving the portion immediately east of Foster Road (11 km), and the re-grading, base, and paving the last 6 km as separate applications.

Assuming we get \$3M from Alberta Transportation and we budget \$3M this should get the next 11 km of base paving complete in 2013. The County would then have to budget approximately \$5M to complete the last 6 kilometers. This would likely have to be additional money, if we want to complete all of Highway 88 Connector in 2013.

If Council considered delaying the last portion on the Highway 88 Connector until the next eligible grant program, it could likely be completed in 2015.

We have been verbally advised that we will not be eligible for both gravel supply and Resource Road funding for the project.

Author: W. Kostiw **Reviewed by:** _____ **CAO** _____

GENIVAR has been instructed to draft two applications (one for each portion) for discussion with Council. The drafts will be ready for review during the AAMD&C convention. Administration recommends meeting with GENIVAR at this time to review the drafts in order to have the application ready by the deadline of November 30th.

Zama Access:

The Zama access grant application will be for the \$3M and the County will have to budget for our portion of \$3M.

We don't anticipate getting both projects approved and should continue to explore all other avenues to get these roads paved.

COSTS & SOURCE OF FUNDING:

These projects will need to be budgeted for in 2013 as Council sees fit. It is estimated that the minimum funding for Resource Roads in 2013 would be \$3M. If all is approved, it could be as high as \$12M for the County. Of course the projects would be more viable if we could attract some industry funding, which may be too delicate to touch.

RECOMMENDED ACTION:

Motion1:

That Council meets with Genivar to review the draft Resource Road applications, discuss options, and strategies during the AAMD&C Convention in November.

Motion2:

That Council continues lobbying to have the Zama Access and Highway 88 Connector roads designated as primary highways.

Provinces' spending 'unsustainable': study

Canada not immune from debt crisis: report

By GORDON ISFELD

OTTAWA • The tough debt lessons being learned in Europe can also be applied to a confederation such as Canada, where government spending is becoming increasingly unsustainable, according to a study released Thursday.

"Canadians may be too complacent if they think that the debt crisis wracking Europe cannot happen here," says Marc Joffe, author of the re-

port prepared for the Ottawa-based Macdonald-Laurier Institute.

Mr. Joffe, principal consultant at Public Sector Credit Solutions in San Francisco, said public finances in several provinces "are unsustainable, raising the specter of debt crises, damaged credit ratings and federal bailouts if corrective steps are not taken."

Economies of the provinces — and the country as a whole — will be hurt if steps are not taken to address these spending problems, he said.

"As recent events in the eurozone show, confederations of largely independent governing units contain a serious flaw: When an individual

member encounters fiscal distress, the union and its more financially stable members face pressure to bail it out," Mr. Joffe said.

Ontario and Alberta run the biggest risk in this scenario, the study shows. Least at risk is Quebec.

Provincial bond yields can reflect the chances of a bail out, the study says.

"In theory, interest rates on risky bonds are primarily a function of default probability, so most of the analysis focuses on estimating each province's risk of failing to service its bonded debt over the next 30 years," Mr. Joffe notes.

The study puts the yield threshold for a default at 25%. With near-term maturities, none of the provinces appears to be at risk. At the longer end of the spectrum, defaults become much more likely.

"Due to population aging, the provincial models forecast lower labour force participation, less economic growth and higher health spending in later years," the study says.

"Depending on how quickly interest rates revert to their post-World War II means, provinces are at risk of encountering solvency crises over the next 10 to 30 years if fiscal policies do not change."

Ontario would be the most vulnerable. The study calculates the province's bond yield would reach 42.9% over 20 years and 79.3% for 30 years. Alberta's yield would rise to 42.4% and 84.0%, respectively. Quebec's yield, meanwhile, would be 8.1% and 28.2%, respectively.

The study shows Ontario overall, is the most vulnerable because of its large annual deficits.

"Alberta has the most risk at the 30-year threshold as its annual deficits swing its net financial position from a surplus to a large debt. Alberta's risk is attributable to high deficits and the fact that its population is expected ... to age more rapidly than other provinces and because it is heavily exposed to volatile energy revenues."

While Quebec has the lowest probability of default, the risk is still almost one in three.

Residents of other provinces would have to "shoulder the costs of assisting the fiscally challenged government yet have no influence over its policies," Mr. Joffe said.

Financial Post

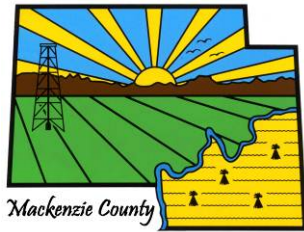
PROVINCIAL SOLVENCY

PROBABILITY OF DEFAULT

	IN 20 YEARS	IN 30 YEARS
British Columbia	14.1%	53.6%
Alberta	42.4%	84.0%
Saskatchewan	15.3%	47.6%
Manitoba	33.7%	66.7%
Ontario	42.9%	79.3%
Quebec	8.1%	28.2%
New Brunswick	23.4%	62.9%
Nova Scotia	17.5%	53.6%
Prince Edward Island	17.6%	57.1%
Newfoundland & Labrador	18.6%	50.2%

NET DEBT-TO-GDP

British Columbia	26.71%
Alberta	-8.22%
Saskatchewan	5.95%
Manitoba	23.66%
Ontario	35.02%
Quebec	43.88%
New Brunswick	32.19%
Nova Scotia	34.87%
Prince Edward Island	33.84%
Newfoundland & Labrador	28.84%
AVERAGE	26.71%



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	William Kostiw, Director of Infrastructure Development and Government Relations
Title:	Bill C-38 – Fisheries Act

BACKGROUND / PROPOSAL:

Council made a motion that a letter be written regarding Bill C – Fisheries Act (Resolution 12-07-490).

OPTIONS & BENEFITS:

Bill C-38 (Omnibus Bill C-45) is also being incorporated into the Navigation Protection Act which AAMD&C suggests is very onerous & convoluted.

The Federal Government is changing, or amending the Fisheries Act. It will likely become part of the new “Navigation Protection Act”. For construction of structures on most of our small streams, this regulatory responsibility will revert to the Province. (See attachment)

Options and benefits are yet to be determined.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Bill C-38 Fisheries Act update be received for information.

Author: W. Kostiw **Reviewed by:** _____ **CAO** _____

Jennifer Batt

From: Tasha Blumenthal <Tasha@aamdc.com>
Sent: Wednesday, October 24, 2012 3:20 PM
To: Bill Kostiw; Jennifer Batt
Cc: Darren Reedy
Subject: Bill C-38

Hi Bill & Jennifer,

As I mentioned, we have not delved into Bill C-38 which was passed by senate in June 2012. Bill C-38 is officially "an Act to implement certain provisions of the budget tabled in Parliament on March 29, 2012 and other measures". From my interpretation, after the government presents its annual budget, it must pass legislation that carries out the promised changes or initiatives. In theory, C-38 is that legislation. The *Navigable Waters Protection Act* was amended in part under Bill C-38 last spring by exempting pipelines and power lines, among other things, from the provisions of the law. It is very extensive being more than 400 pages and amending a number of pieces of legislation. Among other things, it changes environmental regulations, amends the Fisheries Act and employment insurance rules.

The Environmental Law Centre provided an extremely abbreviated synopsis of some of the issues included in Bill C-38: <http://www.elc.ab.ca/pages/InformationResources/BriefsSubmissions.aspx?id=1122>

Further, Omnibus Bill C-45 was introduced last week which is where you're hearing about navigable waters changes. Bill C-45 seeks to amend the *Navigable Waters Protection Act*, and giving it a new name, the *Navigation Protection Act*. The *Navigable Waters Protection Act* will be amended to reduce its scope. There will be a member bulletin in today's Contact e-newsletter regarding the amendments to the *Navigable Waters Protection Act* and I've cc'd Darren on this email to keep him in the loop as well. FCM also issued a news release last week regarding the *Navigable Waters Protection Act* amendments.

Bill C-45 is also extremely long (440+ pages) and there are a lot of articles being posted on it but here are a couple FYI:

- [Budget bill's pension changes to save \\$2.6B over 5 years](#)
- [Budget Implementation Bill to Be Studied by 9 Committees](#)

Hope that helps a little.

Thanks,

Tasha Blumenthal
Policy Analyst
AAMDC
2510 Sparrow Drive
Nisku, AB T9E 8N5
www.aamdc.com
direct 780.955.4094

The Federation of Canadian Municipalities applauded changes to the Navigable Waters Protection Act that clear away regulatory hurdles. The reforms, it said, will "make it more affordable to build basic infrastructure."

Critics, including aboriginal groups and environmentalists, were appalled.

The new act, rechristened the Navigation Protection Act, limits its scope to just 97 lakes and 62 rivers. There are almost 32,000 lakes in Canada larger than three square kilometres, according to Natural Resources Canada.

"In other words," said Green party leader Elizabeth May, "the minister of transport and the federal government will have nothing to say about dams, mines, bridges, highways — you name it — that obstruct and change the waterways of Canada unless they happen to be a listed waterway."

N.B.

4. Which country first developed silk?

Just The Facts!

- Armored knights raised their visors to identify themselves when they rode past royalty. This custom has evolved into the modern military salute.
- Firehouses have circular stairways because the engines were at one time pulled by horses. The horses were stabled on the ground floor, and figured out how to walk up straight staircases!
- Great Britain was the first country to issue postage stamps, so theirs are the only stamps in the world not to bear the name of the country of origin.
- The word "checkmate" comes from the Persian phrase "Shah Mat," meaning "the king is dead".
- Hawaii's Mauna Kea is the largest mountain on Earth: although partially submerged, it is 4,000 feet taller than Mount Everest.
- The human brain stops growing at age 18, and is 80% water. Your skin weighs twice as much as your brain. The storage capacity of the human brain is about 4 terabytes (4,000 gigabytes).
- The fingerprints of koala bears are virtually indistinguishable from those of humans, so much so that they could be confused at a crime scene.
- If done perfectly, any Rubik's Cube combination can be solved in 17 turns.
- The smallest dog in history was a tiny Yorkie from Blackburn, England. At two years of age and fully grown this little dude was an incredible 2.5 inches tall by 3.75 inches long! He weighed only 4 ounces! He was approximately the size of a matchbox!

- 16 - October 2012 - Freddy Home Edition

Oct 24

Requested info

From AAMD + C + Feds on details.

Should have more info soon.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council
Meeting Date:	October 30, 2012
Presented By:	Byron Peters, Director of Planning & Development
Title:	Direct Control District 41-SUB-12 Brenda May Friesen and Fibre-Pro Enterprises Ltd. Part of SE & SW 13-106-14-W5M & Plan 052 0937, BI 2, L 2 (La Crete Rural)

BACKGROUND / PROPOSAL:

Mackenzie County received a subdivision application to change the boundary lines of a Direct Control District. Since Council regulates all Direct Control Districts, the MPC only made a recommendation regarding the application.

Part of SE & SW 13-106-14-W5M, was rezoned from Agricultural to Direct Control in 2003, Bylaw 388-03, in order to accommodate the existing sawmill and future expansion.

The applicants are now proposing a boundary adjustment to square up the property lines of the Direct Control District parcel. This will also move the current property line away from the homestead and thus remove any future Industrial development taking place in close proximity to the existing home and yard (currently the landowner does not intend to start any new operations on the land).

Municipal Reserve is not required for the proposed subdivision as it is a boundary adjustment and not the creation of a new lot, nor is the boundary adjustment going to significantly increase or decrease the original lot size.

As per the Municipal Government Act, all adjacent landowners were notified of the proposed subdivision application, and are given an opportunity to voice any comments or concerns. The Planning Department did receive a written response from a neighboring landowner. (Letter is attached)

Author: Liane Lambert,
Development Officer

Reviewed by: _____

CAO _____

The application was presented to the Municipal Planning Commission (MPC) at their October 11, 2012 meeting where the following motions were made:

That the Municipal Planning Commission's recommendation to Council be for the APPROVAL of Subdivision Boundary Adjustment 41-SUB-12 in the name of Brenda May Friesen and Fibre-Pro Enterprises Ltd. on SE 13-106-14-W5M and Plan 052 0937, Block 2, Lot 2 be APPROVED with the following conditions

1. *This approval is for a subdivision boundary adjustment, adding 0.64 ha (1.58 hectares) to Plan 052 0937, Block 2, Lot 2 and reducing the remainder of the quarter by 1.83 acre (0.74 hectare) maintaining a total of 128.69 acres (52.08 hectares) in total.*
2. *Applicant/developer shall enter into 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 on both quarters in accordance with Mackenzie County standards at the developer's expense.*
 - c) *All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.*
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - 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) *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.*

Author: Liane Lambert,
Development Officer

Reviewed by: _____

CAO _____

OPTIONS & BENEFITS:

As this Boundary Adjustment has no affect on the size or the location of the existing development, the Planning Department has no issues or concerns with this proposed request.

Costs and Source of Funding

All costs will be borne by the applicant.

RECOMMENDED ACTIONS:

That the Municipal Planning Commission's recommendation to Council be for the APPROVAL of Subdivision Boundary Adjustment 41-SUB-12 in the name of Brenda May Friesen and Fibre-Pro Enterprises Ltd. on SE 13-106-14-W5M and Plan 052 0937, Block 2, Lot 2 be APPROVED with the following conditions

1. This approval is for a subdivision boundary adjustment, adding 0.64 ha (1.58 hectares) to Plan 052 0937, Block 2, Lot 2 and reducing the remained of the quarter by 1.83 acre (0.74 hectare) maintaining a total of 128.69 acres (52.08 hectares) in total.
2. Applicant/developer shall enter into 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 on both quarters in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - 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.

Author: Liane Lambert,
Development Officer

Reviewed by: _____

CAO

- g) 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.

Author: Liane Lambert,
Development Officer

Reviewed by:

CAO

8.1 DIRECT CONTROL “DC”

The purpose of this LAND USE DISTRICT is to provide for Direct Control of DEVELOPMENT in areas of special character or circumstance or where deemed necessary by COUNCIL.

<p>A. USES</p> <p>a) ADULT ENTERTAINMENT BUSINESS b) FUNERAL HOME c) LIQUOR STORE d) PAWN SHOP e) All uses that require approval from the Alberta Gaming and Liquor Commission, with the exception of occasional licences not exceeding 72 hours f) Any other use and ACCESSORY use deemed necessary by COUNCIL</p>
--

B. DEVELOPMENT REGULATIONS

- (a) DEVELOPMENT standards will be established at the discretion of COUNCIL having regard to the nature of the proposed land use and may include, but is not restricted to, the following: LOT and FLOOR AREA, DEVELOPMENT setbacks, design, character and appearance of buildings, access and parking.
- (b) When making a decision on a DEVELOPMENT PERMIT application, COUNCIL shall take into account the compatibility of the proposed land use with surrounding land uses and the character of the community.
- (c) A Direct Control District shall not be located within 152.4 m (500 feet) of a CHURCH, education institution, PARK, DAY CARE FACILITY, or PUBLIC USE unless otherwise approved by COUNCIL.
- (d) There shall be no appeal allowed to the Subdivision and Development Appeal Board on decisions made by Council on application for proposed development on lands zoned Direct Control District.

C. REQUIREMENTS

- (a) All site requirements shall be at the discretion of COUNCIL, based upon a site plan which is submitted as part of a DEVELOPMENT PERMIT application.
- (b) All DEVELOPMENT shall conform to the spirit and intent of the MUNICIPAL DEVELOPMENT PLAN.
- (c) COUNCIL may refer to other sections of this BYLAW to determine requirements for specific types of proposed land uses on property zoned under this LAND USE DISTRICT.

Author: Liane Lambert,
Development Officer

Reviewed by: _____

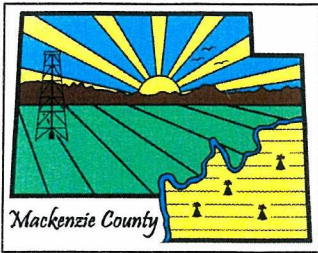
CAO _____

- (d) COUNCIL may decide on other requirements as are necessary, having regard to the nature of the proposed DEVELOPMENT.
- (e) COUNCIL shall approve all applications for principal uses on property zoned under this LAND USE DISTRICT. DEVELOPMENT proposals for secondary or ancillary uses may be delegated to the Development Authority at COUNCIL's discretion.

Author: Liane Lambert,
Development Officer

Reviewed by:

CAO



Mackenzie County

P.O. Box 1690, La Crete, AB T0H 2H0
 Phone: (780) 928-3983 Fax: (780) 928-3636

SUBDIVISION APPLICATION

FOR OFFICIAL USE ONLY

Date of Acceptance of Application: ___ / ___ / ___ File No.: 41-SUB-12 Fee Submitted: _____

THIS FORM IS TO BE COMPLETED IN FULL WHEREVER APPLICABLE BY THE REGISTERED OWNER OF THE LAND THAT IS THE SUBJECT OF THE APPLICATION OR BY A PERSON AUTHORIZED TO ACT ON THE REGISTERED OWNER'S BEHALF.

BRENDA MAY FRIESEN AND FIBRE-PRO ENTERPRISES LTD.
 NAME OF REGISTERED LANDOWNER

Box 778 LaCrete AB
 ADDRESS

Home Cell
780-928-2988 780-926-0048
 PHONE NUMBER (S)

 NAME OF AGENT (authorized to act on behalf of the registered landowner, if any)

 ADDRESS

 PHONE NUMBER (S)
112 3040, B3, L3

LAND DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

LEGAL LAND DESCRIPTION: All/Part of SE SW 1/4 sec 13 Twp 106 Range 14 West of 5 Meridian
 Being all/part of Lot 2 Block 2 Plan 0520937 Certificate of Title No. 112091710

CURRENT PARCEL SIZE: 52.1 ha AREA TO BE SUBDIVIDED: 23.30 NO. OF LOTS: 2

AREA OF THE ABOVE PARCEL OF LAND TO BE SUBDIVIDED: 52.1 Hectares 128.7 Acres

MUNICIPAL ADDRESS (CIVIC), IF APPLICABLE: _____

LOCATION OF LAND TO BE SUBDIVIDED

IS THE LAND SITUATED IMMEDIATELY ADJACENT TO THE MUNICIPAL BOUNDARY? YES ___ NO X

IF YES, THE ADJOINING MUNICIPALITY IS _____

IS THE LAND SITUATED WITHIN 0.8 KILOMETERS (0.5 MILES) OF A RIGHT-OF-WAY OF A PROVINCIAL HIGHWAY? YES ___ NO X IF YES, THE HIGHWAY NUMBER IS _____

DOES THE PROPOSED PARCEL CONTAIN OR IS IT BOUNDED BY A RIVER, STREAM, LAKE, OR OTHER BODY OF WATER OR BY A DRAINAGE DITCH OR CANAL? YES ___ NO X

IF YES, STATE ITS' NAME: _____

IS THE PROPOSED PARCEL WITHIN 1.5 KMS (0.932 MILES) OF A SOUR GAS FACILITY? YES ___ NO X

EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED

EXISTING USE OF THE LAND: Rural Residential and Industrial

PROPOSED USE OF THE LAND: Same

LAND USE DESIGNATION AS CLASSIFIED IN THE LAND USE BYLAW: DC3 and A1

PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED

DESCRIBE TOPOGRAPHY OF THE LAND (flat, rolling, steep, mixed): flat

DESCRIBE VEGETATION AND WATER ON LAND (brush, shrubs, tree stands, woodlots, etc. - sloughs, creeks, etc.): Cultivated land small treed area

DESCRIBE SOIL TYPE (sandy, loam, clay, etc.): Loam with clay base

EXISTING BUILDINGS ON THE LAND TO BE SUBDIVIDED

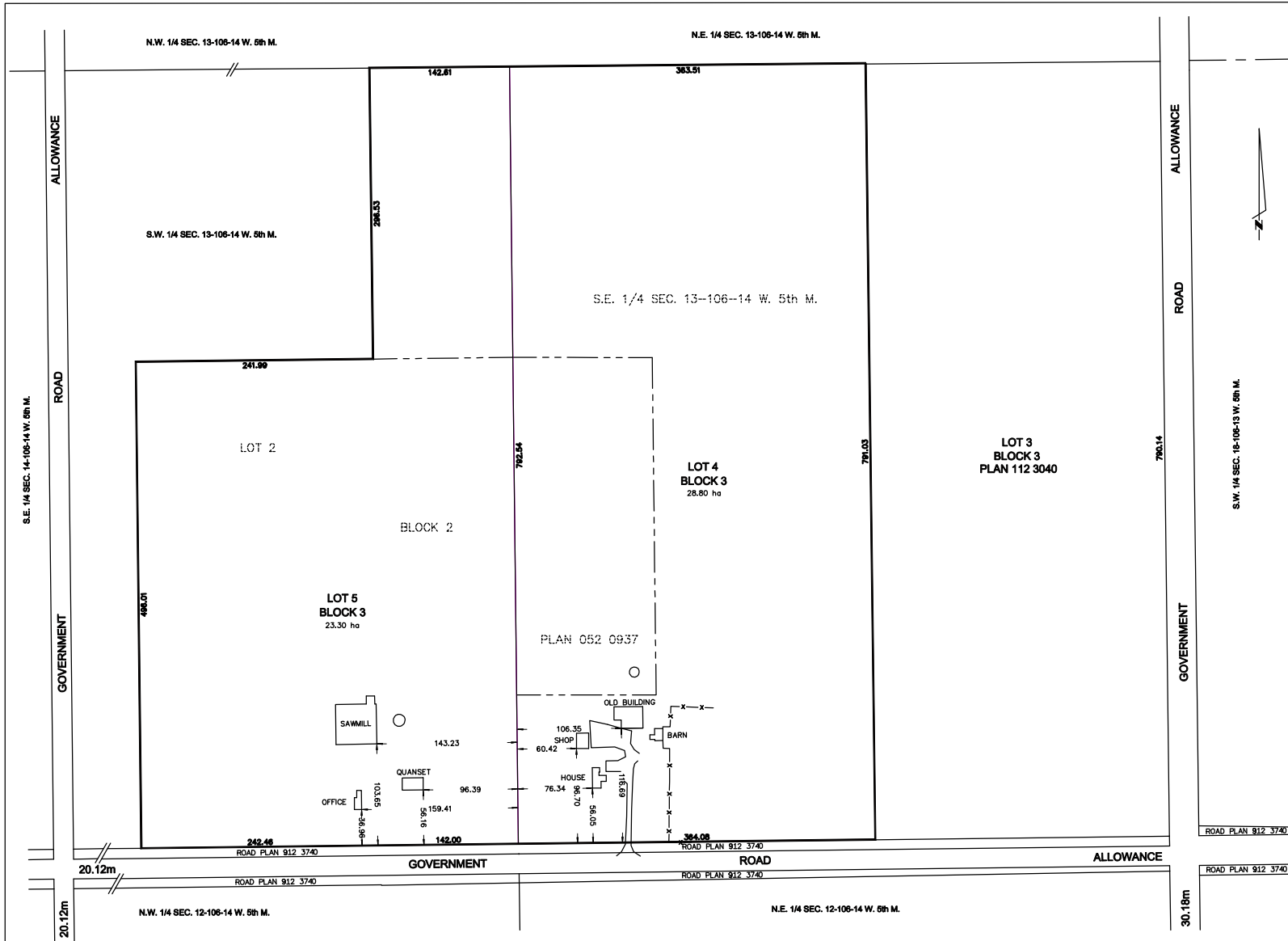
DESCRIBE ANY BUILDINGS AND STRUCTURES ON THE LAND: Saw mill, offices
ancillary buildings

LIST BUILDINGS AND STRUCTURES TO BE DEMOLISHED OR MOVED: none

WATER AND SEWER SERVICES

TYPE OF WATER SUPPLY	EXISTING	PROPOSED
DUGOUT		
WELL		
CISTERN & HAULING	X	
MUNICIPAL SERVICE		
OTHER (PLEASE SPECIFY)		

TYPE OF SEWER DISPOSAL	EXISTING	PROPOSED
OPEN DISCHARGE/SEPTIC TANK		
SUB-SURFACE /SEPTIC TANK	X	
ABOVE GROUND/SEPTIC TANK		
SEWAGE LAGOON		
OUTDOOR PRIVY		
MUNICIPAL SERVICE		
OTHER (PLEASE SPECIFY)		



SURVEYOR:
WARREN BARLOW, A.L.S.

REGISTERED OWNERS:
BRENDA MAY FRIESEN

SUBDIVISION AUTHORITY
MACKENZIE COUNTY
FILE No. : _____

TENTATIVE PLAN
SHOWING PROPOSED
SUBDIVISION OF PARTS OF
LOT 3, BLOCK 3, PLAN 112 3040 AND
LOT 2, BLOCK 2, PLAN 052 0937
AND REMAINDER OF
S.E. 1/4 SEC. 13, TWP.106, RGE.14, W. 5 th M.

MACKENZIE COUNTY
ALBERTA

2012

0 20 40 100 200 metres

SCALE 1:2000

NOTES

4				
3				
2				
1	MAY 14, 2012	ORIGINAL	MB	WSB
No.	Date	Revision / Issued	By	App.

LEGEND:

- Distances are ground horizontal, one in metres and decimals thereof.
- Lands dealt with on this plan are bounded thus: _____ containing an area of: 52.08 ha.

ABBREVIATIONS:

- ha indicates hectare.
- M. indicates Meridian or Mound.
- N., E., S., & W. indicates North, East, South & West.
- Rge. indicates Range.
- Sec. indicates Section.
- Twp. indicates Township.

BARLOW SURVEYING

PH: (780) 828-4800
(780) 828-4800
FAX: (780) 828-4801

DRAWN : MB
CHECKED : WSB
MAY 14, 2012
JOB No. 122-121
DWG No. 122-121

Bulle 304, 10015-101 Ave., Box 190, La Creche, AB, T0H 2H0

1
1
082 2164

SW13 106-14-5

Proposed Adjusted Parcel

SE13 106-14-5

Remainder of Quarter

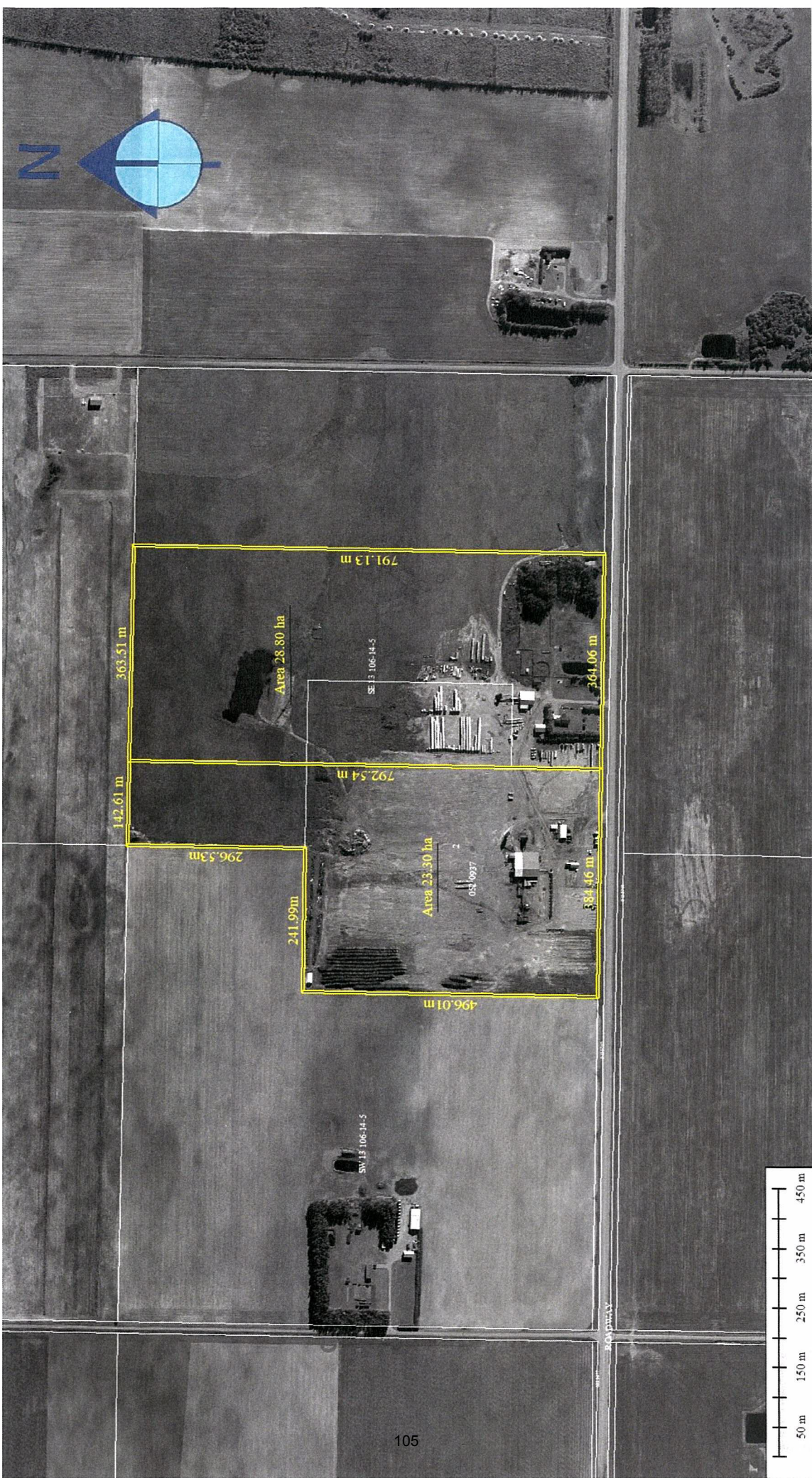
3
3
112 3040

2
2
052 0937

912 3140

912 3140

112 3040



September 22, 2012

Subdivision & Development Appeal Board Clerk
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1W0

Re: Application for Subdivision No: 41-Sub-12
(SE-13-106-14-W5M) + (SW-13-106-14-W5M)

To Whom this may concern:

As an adjacent landowner, I am objecting this application for subdivision as there is no information or explanation as to what this application is about. The site plan and area map don't indicate what the subdivision will be used for.

Name of Appellant: ABE P. KRAHN
Box 535,
La Crete AB.
T0H 2H0
780 928-2138



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Byron Peters, Director of Planning & Development
Title:	Development Statistics Report 2012 - January to September and Comparison Chart

BACKGROUND / PROPOSAL:

Following is the Planning & Development statistics for 2012 (January to September).
The attached chart is a more detailed breakdown with comparisons from 2006 -2012.

Development Permit Applications

- 2012 Development Permits 260 permits

Residential Building Activity Report

- 2012 Building Activity 204 permits

Approved Subdivision Application Report

- 2012 Subdivisions 42 applications

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That the Development Statistics Report 2012 – January to September be received for information.

Author: Liane Lambert
Development Officer

Reviewed By: _____

CAO _____

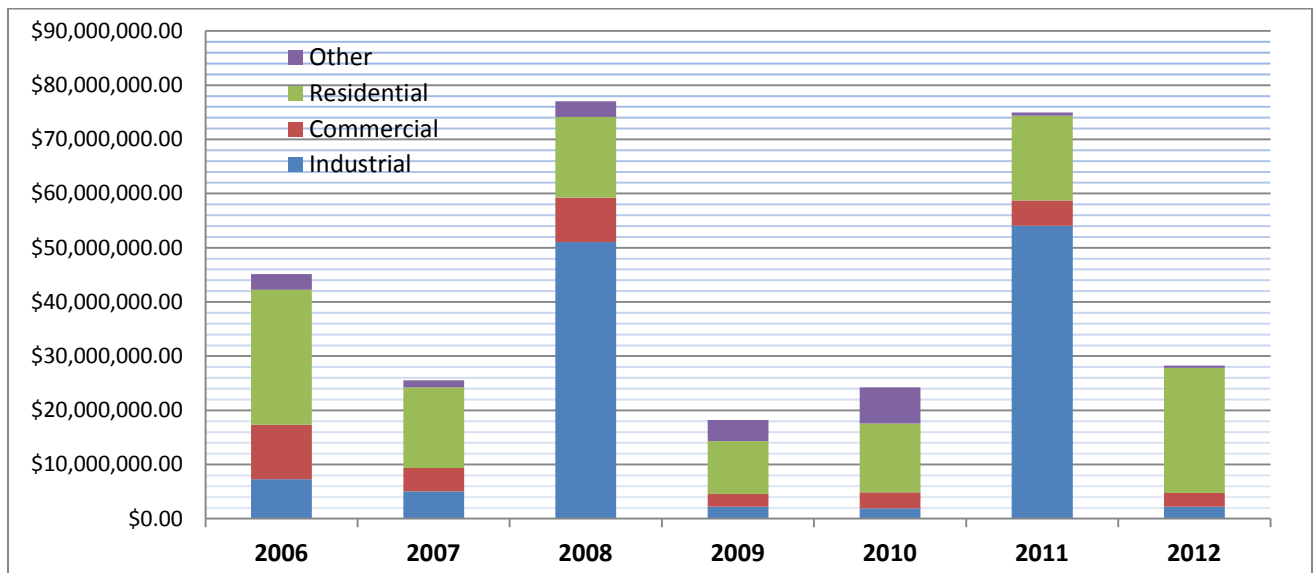
DEVELOPMENT STATISTICS January to September 2006 - 2012

Development applications by construction value

	2006	2007	2008*	2009	2010	2011*	2012
Industrial	\$7,286,000.00	\$5,047,300.00	\$51,072,000.00	\$2,210,000.00	\$1,921,000.00	\$54,065,000.00	\$2,204,000.00
Commercial	\$10,031,900.00	\$4,295,500.00	\$8,165,000.00	\$2,386,200.00	\$2,922,200.00	\$4,684,400.00	\$2,553,000.00
Residential	\$24,933,381.85	\$14,874,063.00	\$14,907,705.00	\$9,744,016.00	\$12,735,839.75	\$15,592,475.00	\$23,093,096.00
Other*	\$2,905,500.00	\$1,314,660.00	\$2,867,000.00	\$3,879,046.00	\$6,645,792.00	\$626,800.00	\$411,000.00
Total	\$45,156,781.85	\$25,531,523.00	\$77,011,705.00	\$18,219,262.00	\$24,224,831.75	\$74,968,675.00	\$28,261,096.00

Development applications by number of permits

	2006	2007	2008	2009	2010	2011	2012
Industrial	18	21	13	11	15	12	18
Commercial	48	33	43	46	51	36	27
Residential	180	178	172	158	161	190	204
Other*	9	28	17	16	20	11	11
Total	255	260	245	231	247	252	260

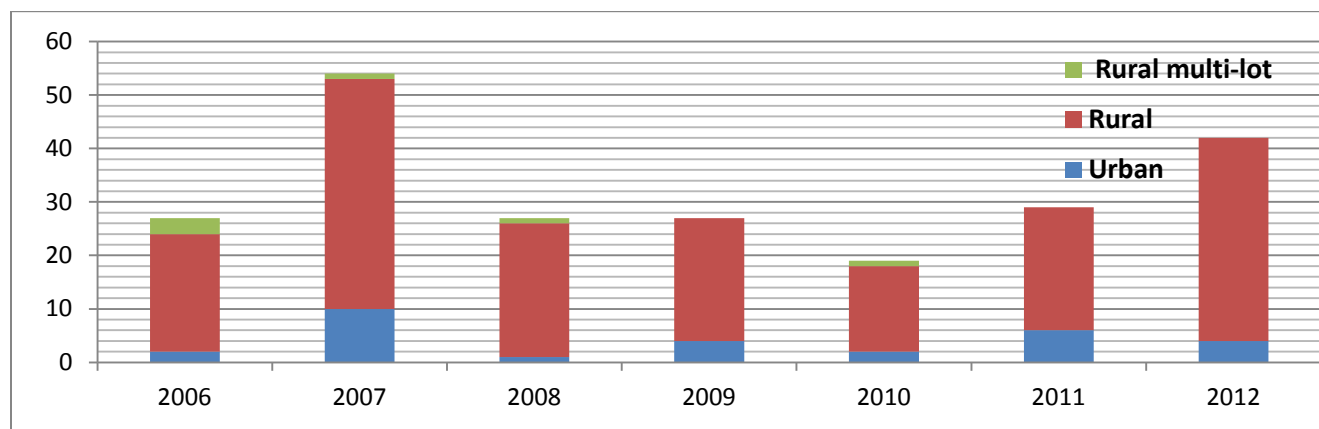


Residential Development by number of permits

	2006	2007	2008	2009	2010	2011	2012
Multi-Family Dwellings	35	27	19	19	2	4	3
Single Family Dwellings	56	40	51	55	52	47	76
Mobile Homes	221	211	180	172	43	53	34
Ancillary(Garages, Additions)	20	26	21	19	56	62	50
Others (Fences, Decks, Reno's)					22	12	41
Total	332	304	272	265	175	178	204

Subdivisions by number of applications

	<i>2006</i>	<i>2007</i>	<i>2008</i>	<i>2009</i>	<i>2010</i>	<i>2011</i>	<i>2012</i>
Urban	2	10	1	4	2	6	4
Rural	22	43	25	23	16	23	38
Rural Multi-lot	3	1	1	0	1	0	0
Total	27	54	27	27	19	29	42



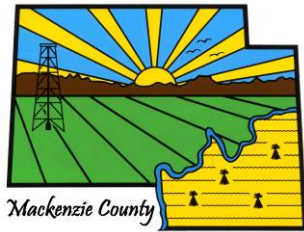
Subdivisions by lots or acres (rural)

	<i>2006</i>	<i>2007</i>	<i>2008</i>	<i>2009</i>	<i>2010</i>	<i>2011</i>	<i>2012</i>
Number of Lots	94	77	37	28	27	67	71
Rural in acres	254.74	571.02	257.46	288.15	179	300.28	435.07
Multi-rural in acres	101.14	9.04	42.58	00	0	0	0
Urban in acres	19.47	232.6	3.19	4.30	26.04	77.84	7.4
Total Acres	375.35	812.66	303.23	292.45	205.04	378.12	442.47

*Other – public use facilities and home based businesses

*2008 Industrial spike is due to the Mustus Lake Co-Gen plant

*2011 Industrial spike is due to a New Compressor Station in Ward 10



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Bylaw 876-12 Procedural Bylaw

BACKGROUND / PROPOSAL:

Council reviewed Bylaw 876-12 being the Procedural Bylaw for Mackenzie County at their Organizational meeting held on October 24, 2012. First reading of the Bylaw was given with a few amendments. The attached Bylaw reflects the changes made by Council and is being presented for second and third reading.

The following Policies were incorporated into the Procedural Bylaw and administration recommends that they be rescinded following third reading.

- Policy ADM008 Recording Devices at Meetings
- Policy ADM022 Two-Thirds Majority Vote
- Policy ADM034 Distribution of Draft Council Minutes
- Policy ADM039 Role of Alternate Members on Committees

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

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

RECOMMENDED ACTION:

Motion 1

That second reading be given to Bylaw 876-12 being the Procedural Bylaw for Mackenzie County.

Motion 2

That third and final reading be given to Bylaw 876-12 being the Procedural Bylaw for Mackenzie County.

Motion 3

That the following Policies be rescinded:

- Policy ADM008 Recording Devices at Meetings
- Policy ADM022 Two-Thirds Majority Vote
- Policy ADM034 Distribution of Draft Council Minutes
- Policy ADM039 Role of Alternate Members on Committees

Author: C. Gabriel Review by: _____ CAO _____

BYLAW NO. 876-12

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

**TO PROVIDE THE ORGANIZATIONAL AND PROCEDURAL MATTERS
OF COUNCIL, COUNCIL COMMITTEES AND COUNCILLORS**

WHEREAS, the Municipal Government Act, RSA 2000, c. M-26 provides for the establishment of Council committees and other bodies, procedure and conduct of Council, Council committees and other bodies established by Council and the conduct of Councillors and members of Council committees and other bodies established by Council; and

WHEREAS, the MGA provides for organizational and procedural matters of Council, Council committees and Councillors.

NOW THEREFORE, the Council of Mackenzie County, duly assembled, enacts as follows:

TITLE

1. This bylaw shall be cited as the "Procedural Bylaw".

DEFINITIONS

2. In this bylaw:
 - a. "Act" means the *Municipal Government Act*, RSA 2000, c.M-26, any regulations thereunder, and any amendments or successor legislation thereto;
 - b. "Administration" means the Chief Administrative Officer or an employee accountable to the CAO employed by the Municipality.
 - c. "Agenda" is the list of items and orders of business for any meeting of Council or a Council Committee;
 - d. "Chief Administrative Officer" (otherwise known as the "CAO") means the person appointed by Council into the position of CAO pursuant to the *Act*.
 - e. "Chairperson" means the person who presides at a Meeting, and, when in attendance at a Council Meeting, shall mean the Reeve.
 - f. "Corporate Office" means the office located at 4511-46 Avenue in the Hamlet of Fort Vermilion, Alberta.

- g. "Council Committee" means a committee, board, or other body established by Council under the Act;
- h. "Councillors" means a duly elected Member of Council, including the Reeve.
- i. "Deputy Reeve" means the Deputy Chief Elected Official or Councillor who is appointed by Council pursuant to the *Act* to act as Reeve in the absence or incapacity of the Reeve.
- j. "Ex-Officio" means a member of a Committee, by virtue of the right to hold a public office such as a Reeve, and has the right to make motions and vote.
- k. "In-Camera" means the portion of the meeting at which only members of Council and other persons designated by Council may attend.
- l. "Meeting" means an organizational, regular, or special meeting of Council or Committee.
- m. "Member" means a duly elected Member of Council or a duly appointed Member of a Committee.
- n. "Municipality" means Mackenzie County.
- o. "Public Hearing" means a meeting or portion of a meeting that council is required to hold under the *Act* or another enactment for the primary purpose of hearing submissions;
- p. "Reeve" means the Chief Elected Official for the Municipality pursuant to the Act.
- q. "Quorum" is the majority of all members, being fifty (50) percent plus one (1), unless Council provides otherwise in this bylaw.

APPLICATION

- 3. This Bylaw applies to all Council and Committee Meetings and shall be binding on all Councillors and Committee Members.
- 4. Notwithstanding Paragraph 3, where the Terms of Reference give Permission to a Committee to establish its own Meeting procedure, if there is a conflict between the Committee's established Meeting procedures and this Bylaw, that Committee's established Meeting procedures will have precedence over this Bylaw for the purposes of that Committee's Meetings.

INTERPRETATION

5. When any matter relating to Meeting procedures is not addressed in this Bylaw, the matter shall be decided by reference to the most current edition of Roberts Rules of Order, if applicable.
6. Procedure is a matter of interpretation by the Reeve or the Committee Chair.
7. In the event of a conflict between the provisions of this Bylaw and Roberts Rules of Order, the provisions of this Bylaw shall apply.
8. In the absence of any statutory obligation, any provision of this Bylaw may be waived by Special Resolution of the Members in attendance at the Meeting.
9. In all cases throughout this Bylaw, reference to “he” or “she” shall mean males and females equally.

ROLE OF THE REEVE

10. The Reeve, when present, shall preside as Chairperson over all Meetings of Council.
11. In the absence, incapacity, or inability, of the Reeve or Deputy Reeve to act, Council Members will elect from among themselves a Chairperson for the day to act as Reeve. This Member shall be referred to as “Acting Reeve” for the duration of that Meeting.
12. Unless otherwise provided in a bylaw, the Reeve shall be an ex-officio Member of all Committees.
13. The Reeve has all of the rights and privileges of other Committee Members.

ROLE OF THE CHAIRPERSON

14. The Chairperson shall preside over the conduct of the Meeting, including the preservation of good order and decorum, ruling on Points of Order, replying to Points of Procedure and deciding on all questions relating to the orderly procedure of the meeting, subject to an appeal by a Councillor from any ruling of the Chairperson.
15. The Chairperson shall make reasonable efforts, including the calling of a recess, to ensure all Councillors in attendance at a Meeting are present while a vote is

being taken, unless a Councillor is excused from voting in accordance with the Act or this Bylaw.

16. When the Chairperson wishes to make a motion he/she shall vacate the Chair and request the Vice-Chairperson to assume the Chair.
17. The Chairperson may invite Persons to come forward from the audience to speak with permission of Council if it is deemed to be within the best interests of the issue being discussed, the public, and the conduct of good business.

ROLE OF THE CHIEF ADMINISTRATIVE OFFICER (CAO)

18. The Chief Administrative Officer, in accordance with Sections 207 and 208 of the Act and in accordance with Bylaw 030/95, which created the position of the Chief Administrative Officer, is required to advise and inform Council in writing of its legislative responsibilities and ensure that the Municipality's policies and programs are implemented as well as to advise Council on the operation and affairs of the Municipality.

ORGANIZATIONAL MEETINGS

19. An Organizational Meeting of Council shall be held not later than two weeks after the third Monday in October each year.
20. The CAO or designate shall fix the time, date and place of the Organizational Meeting.
21. The CAO or designate shall advertise at least three weeks prior to the Organizational Meeting, inviting applications for Committee vacancies which will be required to be filled that year.
22. The Organizational Meeting Agenda shall be restricted to:
 - a. The election of the Reeve and Deputy Reeve annually;
 - b. The administration of the Oath of Office;
 - i. to the Reeve and Deputy Reeve annually
 - ii. to the entire Council following the municipal election
 - c. Review of honorariums and expense reimbursement;
 - d. Review of procedural bylaw;
 - e. The establishment of Council Committees and Boards;
 - f. The establishment of membership on Committees and Boards;
 - g. The establishment of regular Council meeting dates for the year;
 - h. Other business as required by the Act, or which Council or the CAO may direct.

23. At the Organizational Meeting the CAO shall:
 - a. Call the Meeting to Order;
 - b. Preside over the Meeting until the Reeve has been elected and has taken the Oaths of Office as Reeve.
24. In the event that only one nomination is received for the position of Reeve or Deputy Reeve, that nominee shall be declared elected by acclamation by the CAO.
25. Where there is more than one nomination for Reeve or Deputy Reeve, the CAO shall request that voting be done by secret ballot.
26. If, on the first ballot, no Councillor receives a clear majority of votes, the Council Member who received the least number of votes shall be dropped from the ballot and the second ballot shall be taken.
27. On subsequent ballots, a Council Member who receives the least number of votes shall be dropped from the ballot until a Councillor receives a clear majority.
28. **When there is a tie vote between two candidates, each candidate's name shall be written on a blank sheet of paper, of equal size and color, and deposited into a receptacle and someone shall be directed to withdraw one of the sheets. The candidate whose name appears on the sheet shall be considered to have one more vote than the other candidate.**
29. All Members of Council hold office from the beginning of the Organizational Meeting following the General Election until immediately before the beginning of the Organizational Meeting following the next General Election, in accordance with the *Local Authorities Election Act*.
30. The appointment of Councillors and Members at Large to Committees shall be for a term of one year, unless otherwise specified, and by secret ballot if a vote is required.

QUORUM

31. Quorum of Council is a majority of Councillors.
32. If quorum is not achieved within 30 minutes after the time the meeting was scheduled to begin, the CAO shall record the names of the members present, and the Council shall stand adjourned until the next regular or special meeting.

33. If at any time during a meeting the quorum is lost, the meeting shall be recessed and if quorum is not achieved again within 15 minutes, the meeting shall be deemed to be adjourned.

COMMITTEES

34. Council may, by resolution or by Bylaw, establish Committees as are necessary or advisable for the orderly and efficient handling of the affairs of the Municipality and establish the Terms of Reference and duration of a Committee.
35. All Committee appointments shall be reviewed annually at the Organizational Meeting, unless otherwise specified in this Bylaw or the Terms of Reference.
36. Each Committee shall elect one (1) of its Members to be the Chairperson unless Council designates.
37. A Special or Ad-hoc Committee may be appointed at any time by Council providing that a motion has been adopted specifying the matters, duration of the Committee, and Terms of Reference to be dealt with by the Committee.

ALTERNATE COMMITTEE MEMBERS

38. Council may appoint alternate committee members to ensure that proper representation and quorum is achieved.
39. Alternate representatives from Council may attend all committee meetings, except where legislation disallows. The alternate Council member may only vote at the committee meeting when the regular Council member is absent from the meeting.
40. Alternate members at large cannot attend committee meetings as a member of the committee unless a regular member at large is absent from the meeting. They cannot vote on matters of the committee unless a regular member at large is absent from the meeting.
41. Alternate committee members are eligible to receive the same training that their respective committee is authorized to attend.

REGULAR AND SPECIAL MEETINGS

42. The date and time of regular Council meetings shall be established by resolution at the Organizational Meeting or at any future Meeting of Council.

43. Regular meetings are generally held on the second Tuesday and the fourth Wednesday of the month, unless otherwise specified.
44. Regular meetings shall commence at 10:00 a.m. and shall be held in the Council Chambers located at the Municipality's Corporate Office, unless otherwise specified.
45. Council may, by resolution (**unanimous consent**), change the date, time and location of any of its Meetings.
46. All Meetings shall be open to members of the public, except for the In-Camera portions of the Meeting.
47. The CAO or designate will post a schedule of regular meetings in the front foyer of all municipal offices and on the Municipality's website.
48. If there are changes to the date and time of a regular meeting, the municipality must give at least twenty-four (24) hours' notice of the change to all members and post the notice in a public office. Posting a public notice in the front foyer of the municipal offices and on the Municipality's website is sufficient notice to the public if administration is unable to advertise the change in a local newspaper.
49. Council has the authority to move "In-Camera" pursuant to Section 197 (2) of the Act for the purposes of :
 - a. Protecting the Municipality, its operations, economic interests and delivery of its mandate from harm that could result from the release of certain information; and,
 - b. To comply with Division Two of Part One of the Freedom of Information and Protection of Privacy Act.
50. Matters which may be discussed "In-Camera" include the following:
 - a. Personnel matters;
 - b. Any information regarding contract negotiations;
 - c. Negotiations regarding acquisition, sale, lease or exchange of land;
 - d. Matters involving litigation, or the discussion of legal advice provided to the Municipality; and
 - e. Matters concerning RCMP investigations or confidential reporting; and
 - f. Any other item that may be considered a private matter under the Freedom of Information and Protection of Privacy Act.
51. The Reeve may call a special council meeting whenever he/she considers it appropriate to do so or if he/she receives a written request for the meeting, stating its purpose, from a majority of the Councillors, in accordance with Section 194 of the Act.

52. No business other than that stated in the notice shall be conducted at any Special Meeting of Council unless all the Members of Council are present at the Special Meeting and the Council agrees to deal with the matter in question.

CANCELLATION OF REGULAR AND SPECIAL MEETINGS

53. A Council Meeting may be cancelled:
- a. By resolution of a majority of Members at a previously held Meeting; or
 - b. With written consent of a majority of the Members and by providing not less than twenty-four (24) hours notice to Members and the public.

ELECTRONIC PARTICIPATION AT MEETINGS

54. Council members may attend a Council meeting by means of electronic communication. Acceptable alternatives include through the use of telephone (~~with the speaker on~~), ensuring that dialogue is available for both parties; through the use of a personal computer; or other means as technology advances.
55. A Council Member must advise the CAO or designate at least one (1) day in advance of their intention to participate through electronic communications.
56. A Council Member may attend regular or special Council Meetings by means of electronic communication to a maximum of three (3) times per calendar year, unless otherwise approved by Council resolution.
57. A Council Member attending a meeting via electronic communications is deemed to be present at the meeting for whatever period of time the connection via electronic communications remains active and will be recorded in the minutes as being present via electronic communication.
- 58. A Council Member attending a meeting via electronic communications must declare if any other persons are present in the room.**
59. When a vote is called, Council Members attending the meeting by means of electronic communications shall be asked to state their vote only after all other Council Members have cast their votes by a show of hands.
60. When a Council Member attends an "In-Camera" session, **via electronic communication**, they will be required to confirm that they have attended the "In-Camera" session alone in keeping with the definition in this Bylaw of "In-Camera", by providing a statutory declaration or affidavit sworn or declared before the CAO or Commissioner for Oaths prior to the next regular Council meeting.

COUNCIL AGENDA

61. The agenda for each regular and special Meeting shall be organized by the CAO and compiled together with copies of all pertinent correspondence, statements, and reports provided to each member of Council at least two (2) working days prior to each regular meeting.
62. Any member of Council, administration or any other person wishing to have an item of business placed on the agenda, shall make the submission to the CAO or designate not later than seven (7) calendar days prior to the scheduled Council meeting date. The submission shall contain adequate information to the satisfaction of the CAO to enable Council to deal with the matter.
63. Additions placed on the agenda at the Meeting shall be discouraged however an addition may be made to the agenda with a simple majority consent of the Members present. Actions resulting from the agenda additions require unanimous consent given by those Members present. Exceptions to actions requiring unanimous consent are a tabling motion or that the agenda item be received as information.
64. Documentation for “In-Camera” items shall be distributed at the Council Meeting and must be returned to the CAO immediately after the Meeting. Large volume documentation may be distributed to Council prior to the Meeting.
65. The agenda shall list the order of business, as determined by the CAO, in consultation with the Reeve.

MEETING MINUTES OF COUNCIL

66. The CAO or designate shall ensure that all Council Meeting minutes are recorded in the English language, without note or comment.
67. The CAO or designate shall ensure that the draft/unapproved Minutes of each Council Meeting be distributed to each Member of Council and administration within a reasonable amount of time after the holding of the Meeting.
68. A Councillor may make a motion requesting that the Minutes be amended to correct an inaccuracy or omission. However, the CAO or designate shall be advised of the challenge to the Minutes at least 24 hours before the Council Meeting at which the Minutes are to be officially adopted.

69. Only minor changes may be made to correct errors in grammar, spelling, and punctuation or to correct the omission of a word necessary to the meaning or continuity of a sentence; but no change shall be allowed which would alter or affect, in a material way, the actual decision made by Council.
70. Draft/unapproved Council Meeting Minutes ~~may~~ **will** be made available to the public and media upon request.
71. The minutes of each Council Meeting shall be presented to Council for adoption at the next regular Meeting.
72. Adopted minutes of Council shall be made available at all municipal offices and posted on the Municipality's website.

PROCEEDINGS

73. The Reeve or presiding officer, shall preserve order and decorum and shall decide order of questions.
74. Every member wishing to speak to a question or resolution shall address himself to the Reeve or presiding officer.
75. A resolution submitted to Council does not require a seconder.
76. A motion may be withdrawn by the mover at any time before voting.
77. The following motions are not debatable:
 - a. Adjournment
 - b. Take a recess
 - c. Question or privilege
 - d. Point of order
 - e. Limit debate on the matter before council
 - f. Division of a question
 - g. Table the matter to another meeting
78. When a resolution has been made and is being considered by Council, no other resolution may be made and accepted, except:
 - a. To amend the motion;
 - b. To refer the main motion to committee of the whole, administration, a council committee or some other person or group for consideration;
 - c. To postpone consideration of the main motion; or
 - d. To table the motion.

79. After any question is finally put to vote by the Reeve or other presiding officer, no member shall speak to the question, nor shall any other resolution be made until after the result of the vote has been declared.
80. Voting on all matters shall be done by raising of the hand in such a clear manner that they may be easily counted by the presiding officer.
81. Every member of Council attending a Council meeting must vote on a matter put to vote at the meeting unless the Councillor is required or permitted to abstain from voting.
82. If there is an equal number of votes for and against a resolution or bylaw, the resolution or bylaw is defeated.
83. When it is requested that a vote be recorded, the minutes must show the names of the Councillors present and whether each Councillor voted for and against a resolution or bylaw or abstained. A request for a recorded vote must be made before the vote is called.
84. Council shall hear all delegations who have brought their items onto the agenda in the order in which they are placed on the agenda or the order may be changed by consensus of members present. All rules of Council in this Bylaw shall apply to each and every member of the delegation. Delegations shall have fifteen (15) minutes for presentation.
85. Any matter of meeting conduct that is not provided for in this Bylaw shall be determined in accordance with the current *Robert's "Rules of Order, Newly Revised"*.

DEBATE OF RESOLUTIONS

86. A member may ask a question, stated concisely, of the previous speaker to explain any part of the previous speaker's remarks.
87. A member may ask questions of the CAO or administration to obtain information relating to a report presented to Council or to any clause contained therein, at the commencement of the debate on the report or on the clause.
88. When it is a member's turn to speak during debate, before speaking he/she may ask questions of the CAO, or administration in order to obtain information relating to the report or clause in question.
89. Any member may require the question or resolution under discussion to be read at any time during the debate but not so as to interrupt a member while speaking.

90. When the resolution has been declared as having been put to a vote, no member shall debate further on the question or speak any words except to request that the resolution be read aloud.
91. The Reeve or presiding officer shall determine when a resolution is to be put to a vote.

MOTIONS OUT OF ORDER

92. It is the duty of the Chair to determine what motions are amendments to motions that are in order subject to challenge by a Member, and decline to put a motion deemed to be out of order.
93. The Chair shall advise the Members that a motion is out of order and cite the applicable rule or authority without further comment.
94. The Chair may refuse to accept a motion to refer, that has the effect of defeating the motion to which it refers, e.g. time constraints.
95. The following motions are out of order:
 - a. A motion, similar to a motion voted on in the previous six (6) months, without reconsidering the original motion;
 - b. A motion contrary to law or a previous motion;
 - c. A motion similar to an item which has been tabled;
 - d. A motion to reconsider a motion to reconsider;
 - e. A motion referring an item to a Committee, if the final report of the Committee is complete; and
 - f. A motion which is out of scope of Council business.

RECONSIDERING AND RESCINDING A MOTION

96. A Member wishing to reconsider, alter or rescind a motion already passed, or an action taken at a previous Meeting and when the matter does not appear on the Agenda, shall bring the matter forward by a Notice of Motion, which shall:
 - a. Be considered at a Council Meeting;
 - b. Specify the Meeting proposed to bring the matter to; and
 - c. Indicate, in the substantive portion of the motion, the action which is proposed to be taken on the matter.
97. Notwithstanding the above, if Notice of Motion was not given, the requirement for Notice may be waived on a Two-Thirds vote.

98. Notwithstanding the other provisions of this section, no motion made or action taken shall be reconsidered unless:
- a. It is a motion made or an action taken at the same Meeting; or
 - b. It is a motion made or an action taken at a Meeting held six (6) months or more before its reconsideration; or
 - c. Approval for reconsideration of a motion made or an action taken less than six (6) months earlier is given by a Two-Thirds vote prior to reconsideration.
99. A Member who voted with the prevailing side may move to reconsider a motion only at the same meeting or during any continuation of the meeting at which it was decided.
100. The following motions cannot be reconsidered:
- a. A motion which created a contractual liability or obligation, shall not be reconsidered, altered, varied, revoked, rescinded or replaced except to the extent that it does not attempt to avoid or interfere with the liability or obligation;
 - b. A motion to adjourn;
 - c. A motion to close nominations;
 - d. A request for division of a question;
 - e. A point of order, a point of privilege or a point of information;
 - f. A motion to recess;
 - g. A motion to suspend the Procedural Bylaw;
 - h. A motion to lift from the table;
 - i. A motion to bring forward; and
 - j. Motion to adopt the agenda.
101. A motion to reconsider or rescind is debatable only when the motion being reconsidered is debatable.

NOTICE OF MOTION

102. A notice of motion may be given at any council meeting, but may not be dealt with at that meeting.
103. A notice of motion shall be given verbally and in writing to all members of council present. A copy of such notice of motion shall be given to the CAO upon adjournment of the meeting at which the notice is given.
104. Every notice of motion shall precisely specify the entire content of the motion to be considered, and shall be on the agenda for the next regular meeting of Council unless otherwise specified.

PECUNIARY INTEREST

105. When a Member has a pecuniary interest in a matter before Council, a Council Committee or any other body, board, commission, committee or agency to which the Member is appointed as a representative of the Council, the Member shall, if present:
- a. Disclose the general nature of the pecuniary interest prior to any discussion on the matter;
 - b. Abstain from any discussion and voting on any question relating to the matter;
 - c. Leave the room in which the meeting is being held until discussion and voting on the matter are concluded; if required;
 - d. If the matter with respect to which the Member has a pecuniary interest is the payment of an account for which funds have previously been committed, it is not necessary for the Councillor to leave the room; and
 - e. If the matter with respect to which the Member has a pecuniary interest is a question on which the Member as a tax payer, an elector or an owner has a right to be heard by the Council;
 - i. It is not necessary for the Member to leave the room; and
 - ii. The Member may exercise the right to be heard in the same manner as a person who is not a Member.

BYLAWS

106. The CAO must review the form of each proposed bylaw to ensure that it is consistent with the form of bylaw that Council may adopt from time to time.
107. Each proposed bylaw must include:
- a. The bylaw number assigned to it by the CAO or designate; and
 - b. A concise title.
108. Where a Bylaw is presented to Council for enactment, the CAO or designate shall cause the number and short title of the Bylaw to appear on the Agenda.
109. The CAO must make available a copy of the bylaw to each Councillor before the first reading of the bylaw.
110. A Bylaw shall be introduced for first reading by a motion that the Bylaw, specifying its number and short title, be read a first time.
111. When a Bylaw is subject to a Public Hearing, a Council, without amendment or debate, shall vote on the motion for first reading of a Bylaw and the setting of a public hearing date in accordance with the applicable form of notice. A Member

- may ask a question or questions concerning the bylaw provided that such questions are to clarify the intent, purpose or objective of the bylaw, and do not indicate the Member's opinion for or against the bylaw.
112. After the holding of the required public hearing, a bylaw shall be introduced for second reading by a motion that it be read a second time specifying the number of the bylaw.
 113. After a motion for second reading of the bylaw has been presented, Council may:
 - a. Debate the substance of the bylaw; and
 - b. Propose and consider amendments to the bylaw.
 114. A proposed amendment shall be put to a vote and if carried, shall be considered as having been incorporated into the bylaw at second reading.
 115. When all amendments have been accepted or rejected the motion for second reading of the bylaw shall be voted on.
 116. A bylaw shall not be given more than two readings at one meeting unless the Members present at the meeting unanimously agree that the bylaw may be presented for third reading at the same meeting at which it received two readings, provided that Council is not prohibited from giving more than two readings to a bylaw at one meeting by any valid enactment.
 117. When Council unanimously agrees that a bylaw may be presented for third reading at a meeting at which it has received two readings, the third reading requires no greater majority of affirmative votes to pass the bylaw than if it has received third reading at a subsequent meeting.
 118. A bylaw shall be adopted when a majority of the Members present vote in favour of third reading, provided that any applicable provincial statute does not require a greater majority.
 119. A bylaw, which has been defeated at any stage, may be subject to a motion to reconsider in accordance with the provisions of this Bylaw.
 120. A bylaw is passed and comes into effect when it has received third and final reading and has been signed by the Reeve and CAO, unless otherwise provided by statute.
 121. After passage, a bylaw shall be impressed with the corporate seal.

CODE OF ETHICS

122. The proper operation of democratic local government requires that elected officials be independent, impartial and duly responsible to the people. To this end it is imperative that:
 - a. Government decisions and policy be made through the proper channels of government structure.
 - b. Public office not be used for personal gain.
 - c. The public have confidence in the integrity of its government.
123. Accordingly, it is the purpose of these guidelines of conduct to outline certain basic rules for Mackenzie County Council so that they may carry out their duties with impartiality and equality of services to all, recognizing that the basic functions of elected local government officials are, at all times, services to their community and the public.
124. To further these objectives, certain ethical principles should govern the conduct of Mackenzie County Council in order that they shall maintain the highest standards of conduct in public office and faithfully discharge the duties of office without fear or favour.
125. Councillors shall:
 - a. Govern their conduct in accordance with the requirements and obligations set out in the municipal legislation of the Province of Alberta and as specified in this Bylaw.
 - b. Not use confidential information for personal profit of themselves or any other person.
 - c. Not communicate confidential information to anyone not entitled to receive the applicable confidential information.
 - d. Not use their position to secure special privileges, favours, or exemptions for themselves or any other person.
 - e. Preserve the integrity and impartiality of Council.
 - f. For a period of twelve (12) months after leaving office, abide by the ethical standards of conduct listed above, except those related to confidential information which shall apply in perpetuity.
 - g. Not assume that any unethical activities (not covered by or specifically prohibited by these ethical guidelines of conduct, or by any legislation) will be condoned.

CONDUCT OF MEMBERS

126. No Member shall:
 - a. Use offensive language, inappropriate actions or unparliamentary language in or against Council or against any Member of Council or any administration or any member of the public;

- b. Speak disrespectfully of any member of the Royal Family, the Governor General, the Lieutenant Governor of any Province, Council, any municipality, an Member or any official or employee of the Municipality;
 - c. Engage in private conversations while in the Council Meeting or use personal electronic devices including cellular phones, media players, etc. in any manner that disrupts the Member speaking or interrupts the business of Council;
 - d. Leave his/her seat or make noise or disturbance while a vote is being taken and until the result of the vote is announced;
 - e. Speak on any subject other than the subject under debate;
 - f. Not interrupt the speaker, except on a point of order;
 - g. Where a matter has been discussed "In-Camera", and where the matter remains confidential, disclose a confidential matter or the substance of deliberations at an in-camera session, except to the extent that Council has previously released or disclosed the matter in public. All information, documentation or deliberations received, reviewed or provided in an in-camera session is confidential. Members of Council shall not release, reproduce, copy or make public any information or material considered at an in-camera session, or discuss the content of such a meeting with persons other than members of Council or relevant staff members, prior to it being reported in public by Council;
 - h. Criticize any decision of Council except for the purpose of moving that the question be reconsidered;
 - i. Contravene the rules of Council or a decision of the Chair or of Council on questions of order or practice or upon the interpretation of the rules of Council. In case a Member persists in any such contravention, after having been called to order by the Chair, the Chair shall not recognize that Member, except for the purpose of receiving an apology from the Member tendered at that Meeting or any subsequent Meeting.
127. Members of the public during a Meeting shall:
- a. Address the Members of Council or Committee at the permission of the Chair;
 - b. Maintain order and remain quiet;
 - c. Not applaud nor otherwise interrupt a speech or action of the Members or other Person addressing the Members.
128. The Chair may cause to be expelled and excluded from any Meeting any person who creates any disturbance during a meeting or who, in the opinion of the Chair, has been guilty of improper conduct and for that purpose the Chair may direct that such a person be removed by a Peace Officer.

TWO-THIRDS MAJORITY VOTE

129. Order in Council No. 54/201 establishing Mackenzie County as a Specialized Municipality, requires a Two-Thirds (2/3) majority vote for the following:
- a. Procedural Bylaw
 - b. Council Remuneration Bylaw
 - i. A simple majority vote is required when authorized Councillors to attend a seminar, convention, workshop, or any other function that Councillors may attend for reimbursement of expenses.
 - c. All issues regarding property taxes
 - d. A bylaw to change the number of Councillors, the boundaries of wards or the method of electing a Chief Elected Officer.
 - i. A simple majority vote is required when electing a Chief Elected Officer in the manner prescribed in this Bylaw.
 - e. The appointment or termination of the Chief Administrative Officer; however, any direction given to the CAO shall be done by a simple majority vote.
 - f. A resolution for the adoption and amendment of the budget.
 - g. Any other matter designated by Council within this Bylaw.

RECORDING DEVICES AT MEETINGS

130. The CAO may authorize the use of any mechanical or electronic means of recording proceedings of Council and Council Committee meetings necessary to assist with the preparation of an accurate set of minutes. Any such recording will be erased or destroyed after the Council or Council Committee meeting has approved the minutes.
131. No person shall, unless a Two-Thirds majority consent of Council is given, record the proceedings of Council through tape recorder, video camera, or other devices.

REPEAL AND COMING INTO FORCE

132. Bylaw No. 841-11 and all amendments thereto are hereby repealed.
133. This Bylaw shall come into effect upon receiving third and final reading.

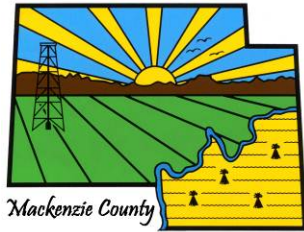
READ a first time this 24th day of October, 2012.

READ a second time this _____ day of _____, 2012.

READ a third time and finally passed this _____ day of _____, 2012.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Bylaw 877-12 Honorariums & Expense Reimbursements for Councillors and Approved Committee Members

BACKGROUND / PROPOSAL:

The honorariums and expense reimbursement bylaw was presented to Council at their annual organizational meeting for review and discussion.

The following amendments to the Bylaw were made at the October 24, 2012 organizational Council meeting:

- A Deputy Reeve monthly honorarium category was added with the rate set at \$750.00.
- Monthly honorariums were increased by \$150.00 effective January 1, 2013.
- The words “via landline” was removed from Section 13. (a).

The amended Bylaw is attached and is being presented for second and third reading.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

RECOMMENDED ACTION:

Motion 1 (requires 2/3)

That second reading be given to Bylaw 877-12 being the Honorariums & Expense Reimbursements Bylaw for Mackenzie County.

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

Motion 2 (requires 2/3)

That third and final reading be given to Bylaw 877-12 being the Honorariums & Expense Reimbursements Bylaw for Mackenzie County.

Author: _____ Review Date: _____ CAO _____

BYLAW NO. 877-12

**BEING A BY-LAW OF THE
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA**

**TO PROVIDE FOR HONORARIUMS AND RELATED EXPENSE
REIMBURSEMENT FOR COUNCILLORS
AND APPROVED COMMITTEE MEMBERS**

WHEREAS, the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, 2000, hereinafter referred to as the "M.G.A." provides for decisions of council to be made by resolution or bylaw, and

WHEREAS, the council is desirous of establishing compensation of Councillors and approved committee members for their meeting time and their out of pocket expenses while on official municipal business,

NOW THEREFORE, the Council of Mackenzie County, duly assembled, enacts as follows:

HONORARIUMS

1. Monthly honorariums shall be paid to each Councillor for their time spent conducting the daily local business of the municipality as follows:

- | | |
|------------------|--------------------|
| (a) Reeve | \$900.00 per month |
| (b) Deputy Reeve | \$750.00 per month |
| (c) Councillor | \$600.00 per month |

Effective January 1, 2013 the monthly honorariums shall be as follows:

- | | |
|------------------|---------------------|
| (a) Reeve | \$1050.00 per month |
| (b) Deputy Reeve | \$ 900.00 per month |
| (c) Councillor | \$ 750.00 per month |

2. Councillors in attendance at council meetings, approved council committee meetings, seminars and conventions shall be paid according to the following rates plus mileage and meal allowance, where applicable. A maximum of two meetings may be claimed per day.

- (a) Council Meeting/Special Council Meetings \$300.00
 - (b) Committee Meeting/Seminars/Conventions \$200.00
3. Members-at-large appointed to approved council committees shall be paid \$150.00 per day when in attendance at approved council committee meetings, seminars and conventions, plus mileage and meal allowance, where applicable. When two or more meetings are attended in one day, a total of \$225 (1.5 per diems) shall be paid.
 4. Travel time to and from any council meeting, approved council committee meeting, seminar and/or convention shall be paid mileage and meal allowance, where applicable. Councillors driving to a seminar/convention shall be paid \$200.00 for one travel day there and one travel day back. Only one per diem per day shall be allowed.
 5. A monthly communication allowance shall be paid
 - (a) an internet access allowance of \$75, and
 - (b) a personal computer allowance of \$50, if applicable, and
 - (c) a telephone allowance of \$60 for Councillors, and
 - (d) a telephone allowance of \$100 for the Reeve.

TRANSPORTATION EXPENSES

6. Mileage shall be paid at the current non-taxable rate (as per Canada Revenue Agency Appendix B – CRA Kilometric Rates) for each kilometer travelled by each Councillor and member-at-large who is travelling with their personal vehicle on business of the municipality or its committees. Such mileage shall be calculated from the place of residence of the Councillor or member-at-large to the place of the meeting and return. In addition, such mileage allowance shall apply to any approved convention or seminar.
7. Taxi fares, automobile rental, parking charges and public transportation fares will be reimbursed upon presentation of a receipt.

REIMBURSEMENT FOR ACCOMMODATIONS AND MEALS

8. Where a Councillor or committee member is required to travel on municipal business and overnight accommodation away from his/her regular place of

residence is necessary, he/she may claim in respect of the time spent on travel status

- (a) Either
 - (i) reimbursement of the cost of accommodation in a hotel, motel, guest-house, inn or other similar establishment, on a receipt submitted with the municipal expense account form, or
 - (ii) an allowance of \$50.00 per night
 - (b) in respect of each breakfast, lunch, or dinner, either
 - (i) reimbursement of the cost of the meal, excluding alcoholic beverages, and of an amount equal to the amount of the gratuity paid on the meal to a maximum of 15% of the cost of the meal as shown on the receipt, or
 - (ii) the appropriate meal allowance, without receipt, as follows:
 - breakfast - \$15 including GST
(if time of departure is prior to 7:30 a.m.)
 - lunch - \$15 including GST
(if time of return is after 1:00 p.m.)
 - dinner - \$25.00 including GST
(if time of return is after 6:30 p.m.)
9. Meal claims will be calculated based on reasonable travel times to get to and return from meeting commencement and conclusion times.
10. A Councillor may claim reasonable government networking expenses while representing the County without prior approval. Reimbursement of these expenses will require approval by the Finance Committee based on the submission of actual receipts.
11. A Councillor and committee member may claim
- (a) an allowance for personal expenses for each full 24-hour period on travel status (as per the Canada Revenue Agency Appendix C – Meals and Allowances 1.2 Incidental Expense Allowance).
 - (b) reasonable telephone expenses on County business.

BENEFITS

12. A group benefits package shall be made available to each Councillor at 50% of the cost of the benefit premiums.

SIGNING AUTHORITY

13. Administration shall have the authority to verify and sign the Reeve and Councillor expense claims and honorariums under the following conditions:
 - (a) Councillors have attended Council meetings in person or by teleconference.
 - (b) Workshops, conferences, conventions that have been approved by Council prior to submission of expense claim.
 - (c) Attendance at Committee meetings or Task Force meetings will be in accordance with the bylaws or Terms of Reference of that committee or task force.
14. In the event that a discrepancy is noted on an expense or honorarium claim, Administration shall forward the claim to Council for final decision.
15. Council members will supply their expense claims and honorariums within 60 days after the incurrence of the expenditure. After this time, the expense claims will not be paid, unless there are special circumstances.
16. Council members will submit their December expense claim and honorarium by January 31 of the following year in order to expedite the closing of the year-end accounts.
17. No expenses other than those listed in this bylaw may be claimed.
18. This bylaw shall come into effect the day that it is passed and rescinds Bylaw 786-10 and all amendments made thereto.

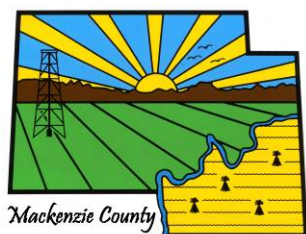
First Reading given on the 24th day of October, 2012.

Second Reading given on the _____ day of _____, 2012.

Third Reading and Assent given on the _____ day of _____, 2012.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Town of High Level Request for 2013 Capital Projects Funding

BACKGROUND / PROPOSAL:

Mackenzie County and the Town of High Level entered into a Regional Service Sharing Agreement. Under the agreement, and in addition to substantial contribution towards the Town's operations, the County agreed to provide funding towards capital projects as follows:

- Fire Services – 50%
- Recreation Services – 20%
- Airport – 30%

OPTIONS & BENEFITS:

Please see the attached letter.

Please note that the agreement is due for review in 2013. The Finance Committee has met with a committee of the Town and will provide a report on the negotiations in-camera.

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

That a letter be sent to the Town of High Level accepting the proposed 2013 projects as qualifying projects for funding under the agreement and requesting to provide the final list of approved projects to be undertaken in 2013 as soon as the Town's 2013 budget is balanced and approved by Council.

Author: J. Whittleton **Review Date:** _____ **CAO** _____



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

October 12, 2012

Mackenzie County
Box 640
Fort Vermilion AB T0H 1N0

Emailed Oct. 12/12 jwhittleton@mackenziecounty.com
Original Mailed

Attn: Ms. Joulia Whittleton, CAO

Re: 2013 Capital Projects

Dear Ms. Whittleton:

Pursuant to the Regional Service Sharing Agreement, the Town is forwarding the proposed 2013 capital projects for recreation, airport and fire services for the County's consideration and response. The proposed projects are:

Arena Expansion and Upgrades

This project is to expand and upgrade the High Level Sports Complex. The expansion includes five new dressing rooms to meet current codes and increase usability. The upgrades include installing an elevator to the second floor hall for better accessibility and converting two dressing rooms into public washrooms. The current washrooms no longer meets building code requirements and are inadequate in size for current and future usage. This project was forwarded to the County last year but postponed by the Town due to the tenders being received over the budget amount. The budget cost for this project is \$3,925,500 with the funding being proposed at \$3,140,400 from the Town of High Level and \$785,100 from Mackenzie County.

Arena Dehumidifier System

This project is to replace and upgrade the dehumidifiers at the Sports Complex. The Town has increased service in the facility by installing the ice in August which has resulted in humidity levels which cannot be handled by the current system. The cost of the project is \$75,000 with the proposed funding allocation being \$60,000 from the Town and \$15,000 from the County. This project was also forwarded to the County last year but was postponed.

Gateway To The South

1 of 3

Olympia Replacement

This project is to replace the Olympia ice resurfer at the High Level Sports Complex. The existing resurfer has reached its lifespan and is due to be replaced. The cost of the unit is \$140,000 with the County portion being \$28,000.

Outdoor Rink

This project is to construct a new outdoor ice rink which involves a new concrete pad, boards and lighting. The project is valued at \$388,000 with the County portion being \$77,600.

Centennial Park

The Town has developed a plan to add several amenities to Centennial Park including an expanded toboggan hill, paved pathways, new playground structures, gazebo and several other features. The Town has applied for a Federal grant for this project for the amount of \$250,000. The project will be in two phases with phase 1 starting in 2013 with a cost of \$750,000. The County's contribution would be \$150,000 subject to any adjustment if the grant is received.

Fire Hall Paving

This project is to pave the current gravel parking areas of the Fire Hall to improve accessibility and reduce maintenance costs. The cost of this project is \$275,000 with the funding allocation being \$137,500 from each municipality. This project was scheduled for 2012 but was postponed due to construction of the RCMP Detachment on the adjacent lot.

Mask Fit Testing System

This project is to acquire a mask fit testing system. Under OH&S, firefighters are required to be tested to ensure proper fitting of the breathing apparatus. This is very costly using outside contractors and would be beneficial to both municipalities to have this system. The system costs \$11,000 which would be divided equally between the Town and County as per the agreement.

Airport Taxiway

This project is to remove the existing failing asphalt/sub-base on the taxiway in front of the hangers and install a new sub-base and pavement.

The project cost is \$411,300 with the County contributing \$123,390 of this sum.

Water Service

The Town is undertaking a raw water upgrade by installing a new raw water line from the north reservoir, upgrading the north reservoir pumps and installing a new water metering station at Footner in accordance to the water diversion licence.

The cost of these three projects are; \$2,639,000 for the raw water line; \$835,500 for the pumps and \$14,700 for the meter station. Pursuant to Article 9.8 of the agreement, the percentage of water the Town currently supplies to County users is 0.04% of the total plant output. This equates to a contribution to these projects of \$1,395.68.

The Town trusts the County will find the above projects in compliance to the agreement and within the definitions of capital expenditures for each respective area. If you have any questions or wish to meet and discuss the projects, please do not hesitate to call me.

The Town appreciates your continued cooperation and looks forward to your response by December 1, 2012 as per the agreement.

Sincerely,



Dean Krause, CPT, CLGM
Chief Administrative Officer
Town of High Level

cc:

Town Council



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Zama Recreation Board – Capital Expenses

BACKGROUND / PROPOSAL:

2012 Capital Budget includes \$75,000 (\$19,000 for 2012 and \$56,000 carried forward from 2011) towards Zama Recreation Board capital expenses.

OPTIONS & BENEFITS:

Council approved the following amounts towards capital expenses of the Board:

2010	\$40,000
2011	\$56,000
2012	\$19,000
TOTAL	\$115,000

Please note that 2012 budget represents the unclaimed amount from 2011 (carried forward) and the new approved request for \$19,000.

Administration carries forward the unclaimed capital expenses amounts for all Recreation Boards. In the case of Zama Recreation Board, no claim was submitted for 2010 and the full amount of \$40,000 was carried forward. December 31, 2010 balance of the Zama Recreation Board’s Reserve is \$52,148 (includes \$40,000 from 2010).

Zama Recreation Board has submitted their capital expenses as approved by Council in 2010 and are now seeking reimbursement.

Administration recommends amending the 2012 budget by allocating the previously carried forward funds towards the Board’s claim.

Author: J. Whittleton **Review Date:** _____ **CAO** _____

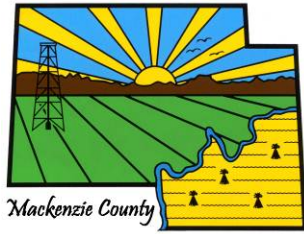
COSTS & SOURCE OF FUNDING:

Recreation Reserve - Zama

RECOMMENDED ACTION: (requires 2/3)

That the 2012 Budget be amended by including an additional \$40,000 towards Zama Recreational Board capital expenses for the projects as approved in the 2010 budget with funding coming from the Recreation Reserve – Zama.

Author: J. Whittleton Review Date: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
Presented By:	Alison Kilpatrick, Director of Corporate Services
Title:	Financial Report – September 30, 2012

BACKGROUND / PROPOSAL:

Finance department provides financial reports to Council as per policy.

OPTIONS & BENEFITS:

Please review the following financial reports for the period ended September 30, 2012:

- Investment Report
- Operating Statement
- Projects Progress Report

COSTS & SOURCE OF FUNDING:

NA

RECOMMENDED ACTION:

That the financial reports for the period ended September 30, 2012 be accepted for information.

Author: P. Tian Review Date: _____ CAO _____

Investment Report for September 2012

Chequing Account on Sep. 30, 2012

Bank account balance 5,200,615

Investment Values on Sep 30, 2012

Short term investments (EMO-0377-A) 20,847,223
 Short term T-Bill (1044265-26) 233,350
 Long term investments (EMO-0374-A) 4,734,742
25,815,315

These balances include
'market value changes'.

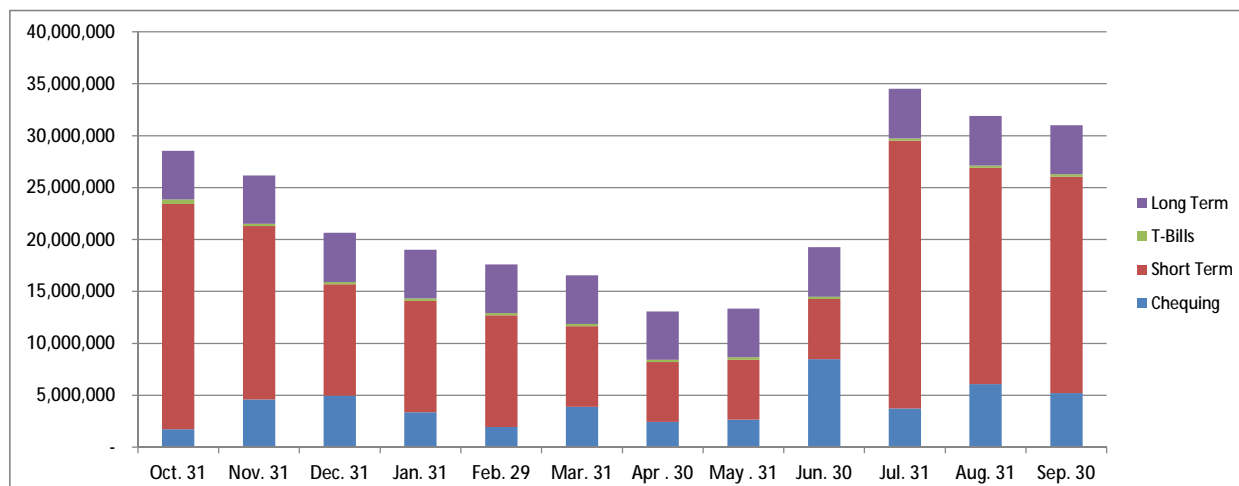
Revenues

	<i>Total</i>	<i>Short Term</i>	<i>Long Term</i>
Interest received	262,638	137,429	125,209
Interest accrued	46,482	0	46,482
	309,120	137,429	171,691
Market value changes	(82,271)	n/a	(82,271)
Interest received, chequing account	36,286	36,286	n/a
Grand total revenues before investment manager fees	263,135	173,715	89,420
Deduct: investment manager fees for investments	-17,258	-4,918	-12,340
Grand total revenues after investment manager fees	245,877	168,797	77,079

Note: The monthly investment reports for September 2012 have not been received. The interest income for EMO-0377 & EMO-0374 and the market value change for EMO-0374 for September 2012 were estimated based on the Portfolio Evaluation Reports as of Sep 30, 2012.

Balances in the Various Accounts - Last 12 Months

	Chequing	Short Term	T-Bills	Long Term	Total
Oct. 31	1,743,367	21,671,035	431,980	4,687,186	28,533,568
Nov. 31	4,593,708	16,695,743	232,183	4,634,626	26,156,261
Dec. 31	4,960,346	10,715,760	232,302	4,729,599	20,638,007
Jan. 31	3,372,860	10,725,874	232,420	4,700,349	19,031,503
Feb. 29	1,957,148	10,738,223	232,531	4,678,861	17,606,764
Mar. 31	3,895,524	7,752,071	232,649	4,666,929	16,547,173
Apr. 30	2,434,491	5,759,186	232,764	4,653,003	13,079,444
May. 31	2,653,232	5,766,432	232,883	4,684,900	13,337,446
Jun. 30	8,492,171	5,773,900	232,998	4,761,953	19,261,021
Jul. 31	3,735,746	25,789,539	233,116	4,764,915	34,523,317
Aug. 31	6,073,562	20,822,984	233,235	4,765,339	31,895,121
Sep. 30	5,200,615	20,847,223	233,350	4,734,742	31,015,930



**MACKENZIE COUNTY
STATEMENT OF OPERATIONS**

September 30, 2012

	2011 Actual	2012 Actual	2012	\$ Remaining	% Remaining
	Total	Total	Budget		
OPERATIONAL REVENUES					
Property taxes	29,509,060	30,086,953	30,093,261	6,308	0%
User fees and sales of goods	2,327,164	2,515,827	3,204,882	689,055	22%
Government transfers	1,296,307	757,693	1,414,325	656,632	46%
Investment income (operating)	422,701	254,795	346,500	91,705	26%
Penalties and costs on taxes	115,552	150,352	115,000	(35,352)	-31%
Licenses, permits and fines	354,142	386,632	255,880	(130,752)	-51%
Rentals	74,858	58,660	61,211	2,551	4%
Insurance proceeds	8,729	-	-	-	
Development levies	10,437	32,847	-	(32,847)	
Municipal reserve revenue	24,601	33,250	-	(33,250)	
Sale of non-TCA equipment	1,500	1,778	-	(1,778)	
Other	345,352	355,797	220,000	(135,797)	-62%
Total operating revenues	34,490,403	34,634,584	35,711,059	1,076,475	3%
OPERATIONAL EXPENSES					
Legislative	669,581	427,031	675,209	248,178	37%
Administration	4,590,964	3,344,195	5,302,847	1,958,652	37%
Protective services	960,786	2,205,047	1,547,832	(657,215)	-42%
Transportation	12,881,821	5,195,308	14,866,344	9,671,036	65%
Water, sewer, solid waste disposal	3,933,057	1,821,523	4,832,689	3,011,166	62%
Public health and welfare (FCSS)	622,969	653,986	671,041	17,055	3%
Planning, development, agriculture	1,564,630	1,264,869	2,254,807	989,938	44%
Recreation and culture	1,470,713	1,203,978	1,813,438	609,460	34%
School requisitions	6,295,112	3,076,350	6,157,364	3,081,014	50%
Lodge requisitions	719,088	291,715	291,715	-	
Non-TCA projects	341,735	129,743	766,114	636,371	83%
Total operating expenses	34,050,456	19,613,745	39,179,400	19,565,655	50%
Excess (deficiency) before other	439,946	15,020,839	(3,468,341)	(18,489,180)	533%
CAPITAL REVENUES					
Government transfers for capital	2,193,446	3,688,433	12,116,720	8,428,287	70%
Other revenue for capital	1,498,632	148,185	625,000	476,815	76%
Proceeds from sale of TCA assets	1,003,616	629,345	634,001	4,656	1%
	4,695,694	4,465,963	13,375,721	8,909,758	67%
EXCESS (DEFICIENCY) - PSAB Model	5,135,640	19,486,803	9,907,380	(9,579,423)	-97%
Convert to local government model					
Remove non-cash transactions	6,540,031	-	8,651,973	8,651,973	100%
Remove revenue for capital projects	(4,695,694)	(4,465,963)	(13,375,721)	(8,909,758)	67%
Long term debt principle	2,032,234	1,013,119	2,421,974	1,408,855	58%
Transfers to/from reserves	4,897,743	-	2,761,658	2,761,658	100%
EXCESS (DEFICIENCY) - LG Model	50,000	14,007,720	-	(14,007,720)	

Mackenzie County
Summary of All Units
For the Nine Months Ending September 30, 2012

	<u>2011 Actual</u>	<u>2012 Actual</u>	<u>2012</u>	<u>\$ Remaining</u>	<u>% Remaining</u>
	<u>Total</u>	<u>Total</u>	<u>Budget</u>		
OPERATING REVENUES					
100-Taxation	29,249,181	29,859,366	29,847,076	(12,290)	0%
124-Frontage	247,129	227,587	272,549	44,962	16%
420-Sales of goods and services	303,843	380,899	223,135	(157,764)	-71%
421-Sale of water - metered	1,522,444	1,598,060	2,333,142	735,082	32%
422-Sale of water - bulk	500,878	536,869	648,605	111,736	17%
424-Sale of land	13,922	63,764	-	(63,764)	
510-Penalties on taxes	115,552	150,352	115,000	(35,352)	-31%
511-Penalties of AR and utilities	35,870	31,321	30,000	(1,321)	-4%
520-Licenses and permits	11,704	18,051	12,600	(5,451)	-43%
521-Offsite levy	10,437	32,847	-	(32,847)	
522-Municipal reserve revenue	24,601	33,250	-	(33,250)	
526-Safety code permits	263,848	301,011	185,000	(116,011)	-63%
525-Subdivision fees	37,586	43,449	25,000	(18,449)	-74%
530-Fines	29,836	11,909	25,880	13,971	54%
531-Safety code fees	11,168	12,212	7,400	(4,812)	-65%
550-Interest revenue	422,701	217,388	346,500	129,112	37%
551-Market value changes	-	37,408	-	(37,408)	
560-Rental and lease revenue	74,858	58,660	61,211	2,551	4%
570-Insurance proceeds	8,729	-	-	-	
592-Well drilling revenue	22,903	95,470	15,000	(80,470)	-536%
597-Other revenue	182,468	133,918	175,000	41,082	23%
598-Community aggregate levy	90,189	31,324	-	(31,324)	
630-Sale of non-TCA equipment	1,500	1,778	-	(1,778)	
840-Provincial grants	1,296,307	757,693	1,414,325	656,632	46%
990-Over/under tax collections	12,750	-	(26,364)	(26,364)	100%
TOTAL REVENUE	34,490,403	34,634,584	35,711,059	1,076,475	3%
OPERATING EXPENSES					
110-Wages and salaries	4,436,777	3,686,150	5,961,874	2,275,724	38%
132-Benefits	803,760	685,565	1,129,676	444,111	39%
136-WCB contributions	46,075	19,440	41,094	21,654	53%
142-Recruiting	17,653	9,416	10,000	584	6%
150-Isolation cost	57,009	32,760	66,000	33,240	50%
151-Honoraria	548,907	374,936	518,400	143,464	28%
211-Travel and subsistence	292,020	316,189	293,758	(22,431)	-8%
212-Promotional expense	15,163	22,752	45,806	23,054	50%
214-Memberships & conference fees	94,517	90,051	116,635	26,584	23%
215-Freight	94,534	78,347	109,950	31,603	29%
216-Postage	22,130	26,128	37,050	10,922	29%
217-Telephone	165,370	107,401	159,822	52,421	33%
221-Advertising	61,461	51,002	60,040	9,038	15%
223-Subscriptions and publications	3,932	3,090	7,922	4,832	61%
231-Audit fee	54,690	49,250	56,000	6,750	12%
232-Legal fee	124,423	82,998	95,000	12,002	13%
233-Engineering consulting	88,981	48,241	101,000	52,759	52%
235-Professional fee	1,317,904	2,296,657	1,425,534	(871,123)	-61%
236-Enhanced policing fee	282,846	163,460	340,000	176,540	52%
239-Training and education	50,008	31,638	129,450	97,812	76%
242-Computer programming	41,992	14,902	48,360	33,458	69%
251-Repair & maintenance - bridges	174,036	40,211	507,000	466,789	92%
252-Repair & maintenance - buildings	151,369	103,933	204,225	100,292	49%
253-Repair & maintenance - equipment	244,211	148,947	385,710	236,763	61%
255-Repair & maintenance - vehicles	100,413	80,349	89,250	8,901	10%
258-Contract graders	105,911	71,190	160,000	88,810	56%
259-Repair & maintenance - structural	948,792	790,575	1,697,320	906,745	53%
261-Ice bridge construction	83,365	59,899	120,000	60,101	50%
262-Rental - building and land	36,933	14,003	15,450	1,447	9%
263-Rental - vehicle and equipment	98,143	48,219	81,878	33,659	41%
266-Communications	68,041	52,555	77,760	25,205	32%
271-Licenses and permits	8,753	10,604	12,039	1,435	12%
272-Damage claims	1,000	-	5,000	5,000	100%
273-Taxes	13,382	990	15,000	14,010	93%
274-Insurance	241,106	-	273,110	273,110	100%
342-Assessor fees	252,483	173,994	234,520	60,526	26%
290-Election cost	-	-	1,500	1,500	100%
511-Goods and supplies	723,152	651,045	916,379	265,334	29%
521-Fuel and oil	719,646	492,755	657,940	165,185	25%
531-Chemicals and salt	215,575	140,320	325,450	185,130	57%
532-Dust control	328,956	353,998	390,800	36,802	9%

	2011 Actual	2012 Actual	2012	\$ Remaining	% Remaining
	Total	Total	Budget		
533-Grader blades	153,301	26,832	150,000	123,168	82%
534-Gravel (apply; supply and apply)	1,957,622	965,503	1,124,700	159,197	14%
535-Gravel reclamation cost	621,903	-	50,000	50,000	100%
543-Natural gas	102,962	63,026	145,440	82,414	57%
544-Electrical power	549,748	480,715	557,900	77,185	14%
710-Grants to local governments	1,598,790	1,292,700	2,006,600	713,900	36%
735-Grants to other organizations	1,498,132	1,601,482	1,565,356	(36,126)	-2%
747-School requisition	6,295,112	3,076,350	6,157,364	3,081,014	50%
750-Lodge requisition	719,088	291,715	291,715	-	0%
800-Emergency Expenses	2,062	-	-	-	-
810-Interest and service charges	32,418	31,773	27,000	(4,773)	-18%
831-Interest - long term debt	484,236	222,667	691,036	468,369	68%
921-Bad debt expense	(1,119)	-	10,500	10,500	100%
922-Tax cancellation/write-off	11,732	7,279	60,000	52,721	88%
992-Cost of land sold	7,286	-	-	-	-
993-NBV value of disposed TCA	1,094,979	-	166,696	166,696	100%
994-Change in inventory	(956,123)	-	729,314	729,314	100%
995-Depreciation of TCA	6,401,174	-	7,755,963	7,755,963	100%
TOTAL	33,708,721	19,484,002	38,413,286	18,929,284	49%
Non-TCA projects	341,735	129,743	766,114	636,371	83%
TOTAL EXPENSES	34,050,456	19,613,745	39,179,400	19,565,655	50%
EXCESS (DEFICIENCY)	439,946	15,020,839	(3,468,341)	(18,489,180)	533%
OTHER					
830-Federal transfers for capital	103,235	-	-	-	-
840-Provincial transfers for capital	2,090,211	3,688,433	12,116,720	8,428,287	70%
570-Insurance Proceeds	31,000	-	-	-	-
575-Contributed TCA	1,442,832	-	-	-	-
597-Other capital revenue	24,800	148,185	625,000	476,815	76%
630-Proceeds of sold TCA asset	1,003,616	629,345	634,001	4,656	1%
	4,695,694	4,465,963	13,375,721	8,909,758	67%
EXCESS (DEFICIENCY) - PS MODEL	5,135,640	19,486,803	9,907,380	(9,579,423)	-97%
CONVERT TO LG INCOME STATEMENT					
Remove non-cash transactions associated with PSAB changes					
993-NBV value of disposed TCA	1,094,979	-	166,696	166,696	100%
994-Change in inventory	(956,123)	-	729,314	729,314	100%
995-Amortization of TCA	6,401,174	-	7,755,963	7,755,963	100%
Remove TCA revenues					
Total of OTHER per above	(4,695,694)	(4,465,963)	(13,375,721)	(8,909,758)	67%
Add LTD principle paid					
832-Principle Payments	2,032,234	1,013,119	2,421,974	1,408,855	58%
Add/Deduct LG model TF to/from reserves					
930-Contributions from Operating Reserve	(157,190)	-	(258,162)	(258,162)	100%
940-Contribution from Capital Reserve	(26,452)	-	-	-	-
762-Contribution to Capital (funding TCA projects)	528,231	-	732,830	732,830	100%
763-Contribution to Capital Reserves	3,407,328	-	2,186,990	2,186,990	100%
764-Contribution to Operating Reserves	1,145,826	-	100,000	100,000	100%
EXCESS (DEFICIENCY) - LG MODEL	50,000	14,007,720	-	(14,007,720)	

Project Name	Total costs	Costs in prior years	Costs in current year up to Sept 30, 2012	2012 Budget	2012 Budget Remaining on Sept 30, 2012	Status Update on Sept 30, 2012	Percentage of Completion (%)
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Administration Department

ZA-Distance Communication & Training (CF)	4,269	-	4,269	10,000	5,731	In progress	
FV Building Alarm System (CF)	6,161	-	6,161	13,128	6,967	In progress	
Zama Paving Corenerstone/Library Parking Lot (was postponed in 2011)	-	-	-	300,000	300,000	Will be done in conjunction with Zama access paving	
Office Roof Repair in Fort Vermilion	-	-	-	150,000	150,000	The project will be completed Fall of 2012.	0%
Virtual City Hall (CF)	15,585	15,585	-	4,415	4,415	In progress	
Office Parking Lot & Salt&Sand Pad Paving in Fort Vermilion	181,817	-	181,817	180,000	(1,817)	The project is currently in progress, and it will be completed by end of May 2012.	50%
Two Vans replacement	54,460	-	54,460	60,000	5,540	Completed	
CAO Vehicle	40,865	-	40,865	47,000	6,135	Completed	
Landscaping at Fort Vermilion Office	21,754	-	21,754	25,000	3,246	The project will be started in June 2012.	0%
Electronic Records Management System	20,190	-	20,190	100,000	79,810	In progress - Xerox unit was purchased.	
Xerox Replacement for Fort Vermilion Office	65,105	-	65,105	65,000	(105)	Completed	
Building Maintenance Truck, Cargo Trailer	42,838	-	42,838	55,000	12,162	Completed	100%
Land Purchases from AB SRD (CF)	42,623	53	42,570	174,948	132,378	An offer was received from ESRD was signed. We are waiting for ESRD's responses.	
County's CAO House Capital Repairs (CF)	72,267	70,024	2,243	15,000	12,757	In progress	
<i>Total department 12</i>			482,272	1,199,491	717,219		

Fire Department

Command Truck for Fort Vermilion	40,998	-	40,998	40,000	(998)	Completed	100%
Tompkins Fire Hall Construction (CF)	559,452	548,776	10,676	17,755	7,079	Telus landline is being installed.	10%
Fire Dispatch System (CF)	9,574	-	9,574	81,370	71,796	In progress	10%
Tompkins Fire Hall Landscaping	15,425	-	15,425	20,000	4,575	In progress	10%
LC-Furniture/Fixtures for Blue Hills Fire hall (CF)	31,188	29,068	2,120	10,932	8,812	In progress	80%
LC - Fire Tanker (CF)	318,364	-	318,364	316,347	(2,017)	To be delivered end of May 2012	90%
Fire Hall Roof Repair in Fort Vermilion (re-shingling)	7,421	-	7,421	40,000	32,579	The roof repair was done.	5%
<i>Total department 23</i>			404,578	526,404	121,826		

Bylaw Enforcement Department

Bylaw Enforcement Officer Truck	30,192	-	30,192	31,000	808	Completed	100%
Safety Officer Truck	30,982	-	30,982	31,000	18	Completed	100%

Project Name	Total costs	Costs in prior years	Costs in current year up to Sept 30, 2012	2012 Budget	2012 Budget Remaining on Sept 30, 2012	Status Update on Sept 30, 2012	Percentage of Completion (%)
Director of Community & Protective Services Truck	30,992	-	30,992	31,000	8	Completed	100%
<i>Total department 26</i>			92,167	93,000	833		

Transportation Department

Grader Replacement Program (three graders: units 2126, 2127, 2119)	1,062,687	-	1,062,687	1,070,961	8,274	Completed	
15' Mower & Arm (New for La Crete)	44,925	-	44,925	50,000	5,075	Was delivered on August 11, 2012	
Truck for PW Department (replacement of units 1844 & 1532)	87,447	-	87,447	90,001	2,554	Completed	
La Crete 101 Street Pave to Rural Standard & 103rd Avenue (Engineering)	-	-	-	100,014	100,014	In Progress	
La Crete 94th Avenue Recap (Engineering)	-	-	-	47,330	47,330	In Progress	
Fort Vermilion Paving Overlay (53rd Street) & (48th Ave) (Engineering)	-	-	-	128,935	128,935	Focus is being engaged. In progress.	
Zama Aspen Drive Pave to Rural Standard (Engineering)	-	-	-	42,412	42,412	Focus is being engaged. In progress.	
Road Construction Requests	130,758	-	130,758	230,000	99,242	In Progress	
Transmission Flusher Pump/Cleaner (La Crete)	4,630	-	4,630	5,500	870	On order	
Bridge Rebuild (BF 81336)	11,708	-	11,708	390,000	378,292	Posponed to 2013	
Underhood Air Compressor for Service Truck in Fort Vermilion	7,900	-	7,900	8,000	100	Completed	
Salt & Sand Shelter for Fort Vermilion	25,025	-	25,025	20,000	(5,025)	Completed	
Pressure Washer System - Upgrades for Fort Vermilion	-	-	-	5,000	5,000		
Picker for Service Truck for Fort Vermilion	11,700	-	11,700	12,000	300	Completed	
Zama Bearspaw Crescent (CF)	511,261	511,261	-	15,633	15,633		
Sander Plow Truck Equipment for Zama	164,627	-	164,627	165,000	373	Ordered. Expected delivery is at end of August.	
Bridge Rebuild (BF 76279 & 76506)	325,878	-	325,878	311,343	(14,535)	Completed	
Zama Utility & Power (p:e Relocations)				62,456	62,456		
Hamlet of Zama Entrance Beautification Project (CF)	-	-	-	10,000	10,000	In Progress	
AJA Friesen Road Reconstruction (CF)	1,680,594	1,505,192	175,402	194,727	19,325	Final cleanup and Registration in Progress	
Zama Access Road (Paving) (CF)	144,694	-	144,694	6,000,000	5,855,306	Project was tendered and awarded. In Progress.	
Highway 88 Connector (Phase I Paving) (CF)	368,021	20,572	347,449	7,807,000	7,459,551	In Progress	
<i>Total department 32</i>			2,544,830	16,766,312	14,221,482		

Airport Department

La Crete Airport Development (CF)	2,679,117	2,659,396	19,721	35,085	15,364	In progress	30%
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Project Name	Total costs	Costs in prior years	Costs in current year up to Sept 30, 2012	2012 Budget	2012 Budget Remaining on Sept 30, 2012	Status Update on Sept 30, 2012	Percentage of Completion (%)
Fort Vermilion Airport Development (CF)	1,358,019	1,351,590	6,429	28,016	21,587	In progress	30%
Airport Drainage Ditch at La Crete Airport	-	-	-	10,000	10,000	In review	0%
Airport Instrument Approach at La Crete Airport	-	-	-	50,000	50,000	In review	50%
<i>Total department 33</i>			26,150	123,101	96,951		

Water Treatment & Distribution Department

Truck for La Crete (new addition to the fleet)	34,182	-	34,182	35,000	818	Completed	
Steps for Reservoir in La Crete	-	-	-	7,000	7,000	Has not been started	
Wolfe Lake Water Point Building Replacement	-	-	-	16,000	16,000	Has not been started	
Raw Water Reservoir Cleaning and/or Aeration System Improvement in Fort Vermilion	20,329	-	20,329	300,000	279,671	In Progress	
Replacement of Chlorine Gas Equipment & Analyzer in Fort Vermilion	-	-	-	15,000	15,000	Investigating options	
Truck for Fort Vermilion (replacement of unit1126)	34,950	-	34,950	36,000	1,050	Completed	
Land Purchase (lot next to FV WTP)	35,000	-	35,000	35,000	-	Completed	
Zama Water Treatment Plant Upgrades (Distribution System Updates)	-	-	-	50,000	50,000	In Progress	
LC-Hydrant Replace Program (CF)	97,524	55,510	42,014	44,490	2,476	Completed	
FV WTP - Capacity & Expansion Assessment (CF)	204	-	204	50,000	49,796	In Progress	
Rural Water - Phase I	118,216	-	118,216	300,000	181,784	In Progress	
Rural Water - Pumping Station	-	-	-	450,000	450,000	A meeting was schedules with engineers.	
Rural Water - Phase II	5,357	-	5,357	290,376	285,019	In Progress	
<i>Total department 41</i>			290,252	1,628,866	1,338,614		

Sewer Disposal Department

Lagoon Upgrade in La Crete	176,443	-	176,443	4,396,353	4,219,910	In Progress	
ZA-S-Curve Sewer Services (East Side) (CF)	2,544	2,544	-	-	-	Rebudget in 2013	
<i>Total department 42</i>			176,443	4,396,353	4,219,910		

Solid Waste Disposal

Bin Replacement	-	-	-	38,700	38,700	Most bins have been received, and we are waiting for additional three bins.	80%
Land Purchase (NW 11-104-17-W5) (Tompkins Waste Transfer Station) (CF)	36,000	-	36,000	39,000	3,000	In Progress, Waiting for SRD	30%
<i>Total department 43</i>			36,000	77,700	41,700		

Project Name	Total costs	Costs in prior years	Costs in current year up to Sept 30, 2012	2012 Budget	2012 Budget Remaining on Sept 30, 2012	Status Update on Sept 30, 2012	Percentage of Completion (%)
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Agricultural Services Department

High Level Rural Drainage Phase II & Phase III	43,609	-	43,609	841,000	797,391	Tender Awarded. Construction to commence August 29th, 2012. Completion Date October 31st, 2012	10%
<i>Total department 63</i>			43,609	841,000	797,391		

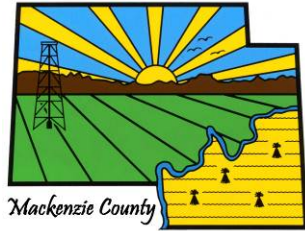
Recreation Department

Fort Vermilion Recreation Board (CF)	104,309	38,059	66,250	217,941	151,691	CIMCO is working on the ice plant.	
La Crete Recreation Board (CF)	250,706	220,321	30,385	88,500	58,115		
Recreation Facility- Grounds Improvements	-	-	-	432,520	432,520		
Zama Recreation Board (CF)	71,429	-	71,429	75,000	3,571		
<i>Total department 71</i>			168,064	813,961	645,897		

Parks & Playgrounds Department

ZA-Park Landscaping (CF)	7,054	7,054	-	2,946	2,946	In Progress	
Bobcat for La Crete (new addition)	34,695	-	34,695	35,000	305	Unit has been ordered.	10%
Water Spray Park (Fort Vermilion) (CF)	-	-	-	130,000	130,000	FV Recreation Board applied for.	
Zero Turn Mower & Tiller for Fort Vermilion	15,795	-	15,795	18,300	2,505	The mower was purchased, and we are waiting for delivery of Tiller.	80%
Zero Turn Mower for La Crete	11,876	-	11,876	15,000	3,124	Completed	100%
Dump Trailer for Fort Vermilion	14,000	-	14,000	15,000	1,000	Completed	100%
La Crete Arena Walkway	2,462	-	2,462	15,000	12,538	Walkway has been surveyed, and we are waiting for title documents.	30%
RV Dump - Hutch Lake (CF)	-	-	-	6,600	6,600	In review.	
La Crete - Water Spray Park (CF)	-	-	-	120,000	120,000	Playground is being assembled.	
Hutch Lake - Shelter & Playground Equipment (CF)	38,152	36,461	1,691	3,539	1,848	Interior to be finished	80%
Hutch Lake - Stairs (CF)	16,100	17,791	(1,691)	2,749	4,440	In review.	80%
<i>Total department 72</i>			78,828	364,134	285,306		

TOTAL 2012 Capital Projects	4,343,193	26,830,322	22,487,129
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MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	October 30, 2012
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.

- Fort Vermilion RCMP Report
- Alternate Transportation Services for Seniors - Rural Alberta Pilot Project
- La Crete Chamber of Commerce – Census Request
- Minister’s Awards for Excellence and Innovation in Public Library Service
- Lobby Government Effectively
- La Crete Recreation Board Meeting Minutes
- Fort Vermilion Support Services Meeting Minutes
- Mighty Peace Watershed Alliance Survey
-
-
-
-
-
-

RECOMMENDED ACTION:

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

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

Royal Canadian Mounted Police

Enhanced Policing Report

Month End Report for September 2012:

During this reporting period the Fort Vermilion Detachment received a total of **387** calls for service. **133** of these calls for service were received and investigated in *La Crete*.

- 2 - Assault
- 4 - 911 hang up.
- 4 - Items lost/found.
- 2 - Assistance to other agency./ General Public
- 2 - Child Welfare Act.
- 7 - Intersection related traffic violations.
- 16 - Speeding violations.
- 8 - Seatbelt violations.
- 2 - Off Highway Vehicle violation.
- 12 - Other Moving traffic violations.
- 3 - Other Non-moving traffic violation.
- 2 - Liquor Act.
- 1 - Disturbing the Peace.
- 5 - Mischiefs.
- 1 - Controlled Drugs and Substances Act (Trafficking).

47 = Total Traffic Infractions (Provincial)(Not accidents & not criminal code)

18 = Total Criminal Code Offences

Month End Report for September 2012

The RCMP Mackenzie County Enhance Position Member, Cst. Crawford, worked a total of 112 hours this month dedicated to the La Crete area. Cst. Maitre worked a total of 98 hours in La Crete or on La Crete related matters. One of our Enhance Position Members was away for one week for court priorities and the other on vacation for 4 days and 5 days for training in Edmonton.

Both La Crete Enhanced members and Provincial members actively patrolled La Crete and the County for traffic infractions. A number of media releases were sent out in regards to property crime and criminal code charges and investigations.

It should be noted that Cst. Allen seized a significant amount of marijuana from a residence during this month and that his involvement was that of a Provincial member. This contributed to a significant amount of time to deal with this occurrence.

Another significant incident, in the month of September, is the seizure of firearms from a vehicle by Cst. Crawford.

Cst. Greene and Cst. Rondeau contributed a significant amount of time to making patrols in the area, issuing violation tickets and responding to calls.

Other members working in La Crete area, during the month of September, were Cpl. Viers and Cst. Temporal.

T.R. Love S/Sgt.

Fort Vermilion RCMP

Carol Gabriel

From: MeghanLinsdell@med.ualberta.ca
Sent: Monday, October 22, 2012 4:08 PM
To: Carol Gabriel
Subject: Request for Proposal - Alternate Transportation for Seniors

Dear Reeve Neufeld,

Request for Proposal
Alternate Transportation Services for Seniors - Rural Alberta Pilot Project

Alberta's population is aging and it is anticipated this will increase the demand for alternate transportation services, particularly among seniors in rural areas. The Medically At-Risk Driver (MARD) Centre is inviting proposals from interested Alberta rural community organizations, rural municipalities, counties, or municipal districts to partner with MARD to develop and implement a sustainable model of alternate transportation for seniors and people with mobility issues in a rural area in Alberta. This pilot project is expected to begin in February 2013.

Applicants will be required to fill out the application form and provide a detailed budget of their pilot project. For further details please see the RFP description. The description and application form are available at www.mard.ualberta.ca and can be found on the right of the webpage. If you are aware of any other parties who may be interested in this RFP, please feel free to forward this email to them. All applications are due by December 21, 2012 at 1530 hours (3:30pm) with the final funding decision announced January 14, 2013. Applications can be sent electronically or by mail. Please direct any questions about the project to:

Meghan Linsdell
Research Co-ordinator
The Medically At-Risk Driver Centre
University of Alberta
Tel: 780-492-5892
Email: meghan.linsdell@ualberta.ca
www.mard.ualberta.ca

Thank you for your consideration. We look forward to hearing from you.

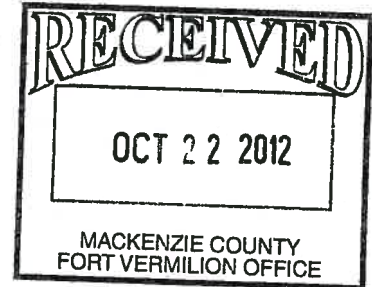
Meghan Linsdell



La Crete & Area Chamber of Commerce
P.O. Box 1088, La Crete, AB T0H 2H0
Phone (780) 928-2278 Fax (780) 928-2234
LaCreteChamber.com

October 15, 2012

Mackenzie County Reeve & Council
P.O. Box 640
4511-46 Avenue
Fort Vermilion, Alberta
T0H 1N0



Dear Reeve, CAO and Council,

LETTER OF REQUEST

On September 18, 2012 we held a La Crete & Area Chamber of Commerce public meeting at our board room. The issue of ward realignment was an agenda item brought forward by some of our local Chamber business membership. With a healthy discussion around the table it was concluded that we need to start with an up to date census. With the most recent Mackenzie County census not being accepted the question was where do we go for the most recent and accurate numbers. With the Federal Government having completed a census in 2011 for the Mackenzie County, we are requesting that County request information from Stats Canada on a ward by ward population count from the Federal Government numbers.

We appreciate your time and attention to this matter.

Sincerely,

Andrew Fehr
La Crete & Area Chamber of Commerce, President



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister

AR56450

September 24, 2012

Ms. Beth Kappelar
Chairperson, Mackenzie County Library Board
Box 640
Fort Vermilion, AB T0H 1N0



Dear Ms. Kappelar:

I am pleased to invite the Mackenzie County Library Board to provide submissions for the fourth annual Minister's Awards for Excellence and Innovation in Public Library Service. These awards formally recognize great services at public libraries and promote knowledge sharing within Alberta's library community.

In 2012, I was pleased to recognize Edmonton Public Library, Strathcona County Library, Rocky Mountain House Public Library, and Cold Lake Public Library. These awards were given for their aboriginal services, bookmobile, preserving local history and teen tech program. The next awards will be presented at the Alberta Library Conference in Jasper in April 2013.

There are two Public Library Service awards in each category of Excellence and Innovation for 2013:

Excellence in public library service, in a library serving a population of:

- less than 15,000
- 15,000 or more

Innovation in public library service, in a library serving a population of:

- less than 15,000
- 15,000 or more

Submission forms and additional details are available on the Public Library Services Branch website at www.albertalibraries.ca, and click on the Minister's Awards link. The submission deadline is February 15, 2013.

.../2

Alberta ■

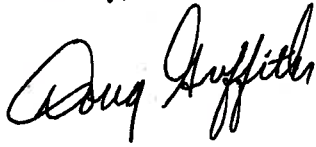
Ms. Beth Kappelar
Page 2

If you have any questions on the awards program, please contact Karen Petch, Branch Information Co-ordinator, at the Public Library Services Branch, toll-free at 310-0000, then 780-427-9709, or by email at libraries@gov.ab.ca.

Winners will be notified at the end of March 2013 and formally announced at the Alberta Library Conference in Jasper (April 25-28, 2013).

Thank you for your work in ensuring public libraries are part of strong communities across Alberta. I look forward to hearing and celebrating your stories.

Sincerely,



Doug Griffiths
Minister

copy: Frank Oberle, MLA
Peace River

Reeve Bill Neufeld
Mackenzie County

Carol Gabriel

From: Media Release <newsforyou@shaw.ca>
Sent: Saturday, October 20, 2012 6:05 PM
To: Carol Gabriel
Subject: MacEwan University - Lobby Government Effectively

Dear Colleague,

Would you like to upgrade your advocacy skills and learn more about the formal practice of **lobbying**? Canada's only University level seminar on lobbying features the who, why, what, where and when of government relations, and time is running out to register.

This one-day seminar serves both as a refresher and a boot camp for those who want to have *more impact when speaking to government*. It has been taken by leaders of industry, lawyers, **municipal councillors and administrators, mayors**, school trustees, non-profit executives [charities, sports, arts and health care] and business leaders.

November 16, 2012 8:30 a.m. – 4:30 p.m. Register at 780-497-5207.

MacEwan University asks participants to evaluate the seminar. Look what they said:

- 75% said the seminar exceeded expectations
- 87% rated the instructor as exceeding expectations
- 100% said the instructor's preparedness exceeded expectations

"As a town councillor, I will be more prepared to lobby. I am more aware of how the provincial government works." 2012 participant

Outstanding value at \$366.45. Register today.

LOBBY GOVERNMENT EFFECTIVELY

What's different about Premier Alison Redford's government? What do those differences mean to municipalities?

How will Progressive Conservative legislation be affected by the growth of the Wildrose Party?

How do constituents negotiate with an Opposition MLA, when they are used to dealing with a government member?

Take Canada's only seminar in lobbying and discover how to improve your message, target your communication plan and put pressure on government.

Register at 780-497-5207

Maurice spoke at this year's AUMA conference and got positive reviews on his session on Advocating for your Municipality. *Experience counts!*

School of Business

MACÉWAN

Lobby Government

Effectively

If you're talking to government, you are lobbying. Through organized promotion of a particular viewpoint, you can effect legislative change, fine-tune regulatory regimes, and craft new laws. Designed for non-profits, business, labour and industry, you learn the what, who, how, why and when of lobbying. In addition, the eight determinants of success and three critical mistakes are presented. Current and past local lobbying activities are reviewed, and you will have the opportunity to work on your own lobbying ideas in this workshop/seminar. The focus of this seminar is Alberta's provincial government.

November 16, 2012 8:30 a.m. – 4:30 p.m.

City Centre Campus

Course Number: PRDV-0855 B151 \$366.45

Presenter: Maurice Fritze

Maurice has been a communications professional for over 20 years consulting with boards of Directors of over 25 diverse organizations. As a registered lobbyist, he has researched and created strategies to drive legislative and/or regulatory change. He has also organized and led grass-roots lobbying campaigns for political action committees and community groups, targeting elected and senior government officials up to the Premier level. Maurice is the recipient of the 1992 Governor General's Commemorative Medal, and has been recognized by the Alberta Justice Minister for over 100 mediations at Provincial Court.

Maurice is a dynamic presenter and is well respected for his strategic thinking, insight, patience, diplomacy and exceptional interpersonal skills in navigating sensitive situations.

To register: 780.497.5207

www.macewan.ca

or in person at any campus



www.MacEwan.ca/business/ce

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
SEPTEMBER 19, 2012**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Abe Fehr, President
Darlene Bergen, Secretary-Treasurer
Simon Wiebe, Director
Wendy Morris, Director
George Derksen, Director
Peter F. Braun, MD Rep
Philip Doerksen, Arena Manager
Lori Bergen, Bookkeeper/Administrative Assistant

Absent: George Fehr, Director
John Zacharias, Director

Call to Order: Chair Fehr called the meeting to order at 5:40 p.m.

Approval of Agenda

1. Peter Braun moved to accept the Agenda as amended.
8.8 County Budget CARRIED

Approval of Previous Meeting's Minutes

1. Simon Wiebe moved to accept the August 16, 2012 Regular Meeting Minutes as presented. CARRIED

Business from the Minutes

1. Waiting to hear on CIIP grant. Will hear by the beginning of November.
2. A ball game is being planned for Sunday. A work bee is being held there on Friday.

Review of Action Sheet

1. Reviewed items for information only.

Financial Report

1. Reviewed financial reports.
2. George Derksen moved to accept the Financials as presented. CARRIED

Manager's Report – Philip Doerksen

1. Manager's Report was reviewed for information. Philip and Jeff were on vacation in August. Jeff Unruh began on September 3rd.
2. Wendy Morris moved to accept the Manager's Report as presented. CARRIED

New Business

- 8.1 Tracey Siemens – Curling – Tracey is willing to sit on the Board as Curling Rep. She will also be running junior curling this year.
- Darlene Bergen moved to accept Tracey Siemens as Curling Rep. on the Board to replace Terry Tosh. **CARRIED**
- 8.2 Senior Hockey – There are a lot of guys that want to rent the ice on a weekly basis. Simon will talk to guys from last year’s senior teams to determine if there will be a senior hockey league or not.
- 8.3 BHP Skate Shack & Boards – Been approached by some community members about the BHP skate shack and boards. Philip can take care of some maintenance issues on the boards. The community members are willing to do some fundraising for a new skate shack. Philip will contact them and work out a price for this project.
- 8.4 Outdoor Rink Contracts – Ad was submitted yesterday. October 10th deadline.
- 8.5 Signing Authority – Chair Fehr called for nominations for the position of Vice-Chair:
- Abe Fehr nominated Simon Wiebe who was appointed by acclimation. Simon accepts the position by acclimation.
- 8.6 Lease Agreement Renewals – Renewal agreements for YAC, the Jungle Gym and La Crete Minor Hockey were discussed.
- 8.7 Jungle Gym – Suzanne Fisher @7:00 p.m. – request from the Jungle Gym to write off July, August and September rent.
- Simon Wiebe moved that we write off the Jungle Gym’s rent for July, August and September of 2012 on a one-time basis. **CARRIED**
- 8.8 County Budget – Budget must be submitted by October 15th Budget meeting of Executive on October 9th at 6 p.m.

George Derksen moved to go in camera at 7:41 p.m.

Wendy Morris moved to go out of camera at 7:51 p.m.

Abe Fehr moved that the meeting be adjourned at 7:52 p.m.

Next Meeting: October 11, 2012

Fort Vermilion Support Services Society
Annual General Meeting Minutes
April 30, 2012

Attendance

Present: Monica Smith, Nina Reid, Cheryl Mercredi, Rebecca Penner, Jaimie Selwah, Donna Guitard

By Telephone: Tamie McLean

Regrets:

1.0 Call to order

Donna called the meeting to order at 5:12 p.m.

2.0 Bylaw Review

3.0 Elections

3.1 Chairperson

Monica Smith nominated Nina Reid for the position of Chairperson. Nina declined.

Nina Reid nominated Monica Smith for the position of Chairperson. Cheryl seconds the motion.

Monica Smith accepts and is chairperson by acclamation.

3.2 Vice-Chairperson

Cheryl Mercredi nominated Nina Reid. Nina declined

Nina Reid nominated Cheryl Mercredi. Monica Smith seconds the motion.

Cheryl accepts and is vice chairperson by acclamation.

3.3 Secretary

Cheryl nominated Jaime Selwah. Jaime declined.

Donna nominated Nina Reid. Cheryl seconds the motion.

Nina accepts and is Secretary by acclamation.

3.4 Director

Cheryl nominated Tamie McLean. Seconded by Monica Smith. Called Tamie via telephone and Tamie accepted the director position.

3.5 Director

Cheryl nominated Jaime Selwah. Nina Reid seconds the motion. Jaime accepted.

3.6 Director

Cheryl nominated Rebecca Penner. Monica Smith seconds the motion. Rebecca accepted.

4.0 Cheryl makes a motion for Donna Guitard to be removed from the signing authority at the bank and Nina Reid to be added. Monica seconds the motion.

All in favor.

CARRIED

5.0 Adjournment

Lance moves to adjourn at 5:31 p.m.

Fort Vermilion Support Services Board Meeting
Minutes for April 30, 2012
FVSS Office Fort Vermilion, AB
5:00pm

Attendance

Present: Monica smith, Glenda Auger, Nina Reid, Odell Flett, Cheryl Mercredi, Jaime Selwah, Rebecca Penner

1.0 Call to order at 5:31pm

2.0 Approval of Agenda

Cheryl motions to approve agenda; Nina seconds the motion; all in favor

3.0 Approval of Minutes

Nina motions to approve minutes

4.0 Business Arising

4.1 Insurance

Glenda received letters and forms from the county to apply to lower our premiums. Cheryl makes a motion to apply to lower our insurance premiums; Jaime seconds; all in favor

4.2 Community Gardens meeting

Only a few people attended the meeting so it was rescheduled for May 2, 2012. Advertisements have gone out and Glenda will make back pack ads for school children to take home.

5.0 Financial Report

5.1 March

We will continue to use a chartered accountant for another year for Glenda to feel comfortable with the books. We will then revisit the topic. Cheryl motions to approve the financial report; Nina seconds; all in favor.

6.0 Monthly Report

Cheryl motions to approve the monthly report; Jaime seconds; all in favor.

7.0 Committee Updates

7.1 Glenda met with Kaitlyn Niksic and Garth Marten from Alberta Health and are planning to have a Health Fair. Date to be decided.

7.2 The community initiatives grant

The Grant was approved. NECAL is willing to help in two ways: 1) purchasing a 4-H cookbook for each participant; and 2) donating up to \$2400 to get the kitchens and workshops advertised and started.

7.3 Swimming lessons

Rec. Board is going to cover travel expenses. Allen Clark has volunteered to drive the bus.

7.4 Program Coordinator

Nancy Erb was hired and the children are really enjoying her.

7.5 New horizon Grant Application

Applied to hire someone as a senior's coordinator; came back
Declined.

8.0 New Business

8.1 Children's Festival

Moved to September as opposed to August.

8.2 Helmet Safety

Helmet Safety and Bike Rodeo to held at St. Mary's school in June.
39 helmets to give away from Alberta Health services.

8.3 Seniors Week June 4th – 10th

8.4 Jail and Bail fundraiser June 1st

**8.5 Regional FVSS Meeting in La Crete on May 10th – 11th Glenda
and Nancy will both be attending; office will be closed both days.**

**8.6 Al Hogan is the Director of Emergency Services. Glenda will be in
contact with him.**

9.0 Adjournment

6:40pm

**Fort Vermilion Support Services Board Meeting
Minutes for March 17, 2012
FVSS Office Fort Vermilion, AB
5:00p.m.**

Attendance

Present: Nina Reid, Glenda Auger, Cindy Johnson, Donna Guitard, Monica Smith, Odell Flett

Regrets: Cheryl Mercredi

Guest: Ena Simpson (Rec Board regarding swimming lessons)

1.0 Call to Order

- Donna calls meeting to order at 5:05 p.m.

2.0

Approval of Agenda

Monica adds the addition of 4.2-Easter Hunt to the Agenda

Cindy motions to approve the agenda; Monica seconds the motion; all in favour

CARRIED

3.0 Approval of Minutes

Monica motions to approve minutes; Nina seconds the approval; all in favour

CARRIED

4.0 Business Arising

4.1 Swimming Lessons

- The lessons are to be scheduled for the beginning of the summer
- The Rec Board will pay for the expenses of the lessons such as the bus, and the two employees who will supervise taking the children to the lessons
- Ena approached Mackenzie County regarding a waiver that the parents need to sign (the parents are responsible not FVSS or the Rec Board for the kids)
- FVSS will help with advertising, signup sheets (the administration part of it)
- The issue of finding a bus driver was brought up and this will have to be looked into and worked out when an individual can be found
- It was stressed that as soon as this is given the go ahead, Glenda will have to call the pool and book in spots for the lessons immediately so as to secure Fort's place
- The cost to families would be only the cost of the swimming lessons as the Rec Board will be covering the cost of the bus
- Glenda will call the pool and put out a registration deadline; advertising for registrations will be done in April
- If the pool insists we pay now FVSS will pay up front and collect from the families at a later time
- It was suggested that we hire the bus driver and a supervisor as opposed to two supervisors
- The School Division will have to be contacted to see about the cost of a driver

-It was clarified that the Rec Board will provide the financial part of the swimming lessons and FVSS will do the administrative part

MOTION:

That the Rec Board and FVSS go ahead with the swimming lessons for the summer of 2012
Nina makes the motion that the swimming lessons be approved with FVSS's role being administrative and the Rec Board's role as being the financial partner; Cindy seconds the motion-ALL IN FAVOUR

CARRIED

4.2 The Easter Hunt

- The date of the Easter Hunt is April 7, 2012
- Donation letters were already sent out and getting responses from La Crete Businesses
- It is capped at 25 families
- Need volunteers to help with the event

5.0 Financial Report

5.1 January/February Financial Reports

Monica motions to approve the Financial Report; Nina seconds; all in favour

6.0 Monthly Report

6.1 January/February Monthly Reports

At this point the Director's Conference was discussed; Glenda had looked into the cost for her to attend and it would be \$2776.57 (airfare, hotel, conference). It was decided, and Glenda was fine with the decision, that the conference will not be a go ahead this year.

Cindy motions to approve the monthly reports; Nina seconds; all in favour

CARRIED

7.0 Committee Updates

7.1 Casual Position

- Nancy Erb is the new casual worker

7.2 We are unable to host a Winter Fest type event this year; there was not enough interest from partnering organizations to run the event

- Will try again next year

7.3 STEP Grant

- Did not submit the STEP grant application for a summer student

7.4 Community Initiatives Grant

- This is the partnership with NECAL

8.0 New Business

8.1 Spring Director's Conference March 27-30 in Lethbridge

As decided above, Glenda will not be attending the conference

8.2 Hiring of Another Part-Time Person

-As of lately it has been quite busy at FVSS and the need for another part-time worker was brought up

-There are a few issues that will be discussed later in-camera

8.3 Annual General Meeting

-The AGM is set for Monday April 16, 2012

8.4 Letter to RCMP regarding Helmet Safety

-tabled until April

8.5 Volunteer Appreciation-set date

-This will take place on May 14; meeting will be at 5:00 and the BBQ at 6:00

8.6 Health Fair

-A meeting is in the works to set a date for this event

-It will be at the complex and geared for all ages

Note: Ena and Odell left before the meeting went into camera

At this point the meeting went in-camera (6:20)

Out of camera (6:51)

MOTION:

To approach Nancy for an addition of 10 tentative more hours a week for her until the end of April

Cindy makes the motion; Monica seconds; All in Favour

CARRIED

9.0 Adjournment

Next Meeting will be April 16, 2012 at 5:00

Donna adjourns meeting at 7:00

**Fort Vermilion Support Services Board Meeting
Minutes for January 16, 2012
FVSS Office Fort Vermilion, AB
5:00p.m.**

Attendance

Present: Nina Reid, Glenda Auger, Cindy Johnson, Donna Guitard, Cheryl Mercredi, Monica Smith

Absent: Odell Flett

Note: Odell phoned in at 5:49pm

1.0 Call to Order

Donna calls meeting to order at 5:02 p.m.

2.0

Approval of Agenda

Cheryl motions to approve the agenda; Nina seconds the motion; all in favour

CARRIED

3.0 Approval of Minutes

Cheryl motions to approve minutes; Cindy seconds the approval; all in favour

CARRIED

4.0 Business Arising

4.1 Fax/Photocopying expense of \$607.00

The correct amount is now on the budget (303.50) as Parent Link was charged twice my mistake.

5.0 Financial Report

5.1 October, November, December Financial Reports

-October-added in the agenda and printed off to clarify the Rec Board money

-November-the total was \$1083; from this came the money for the hall rental and other expenses

Cindy motions to approve the Financial Report; Monica seconds; all in favour

CARRIED

5.2 As of today we still have \$12,478.14

6.0 Monthly Report

6.1

November

-Cindy motions to approve; Cheryl seconds; all in favour

CARRIED

December

-Discussed upcoming events; Family Day might plan a free skate day at the complex; also wish to do a winter carnival in March, must have a meeting with other organizations to discuss this and see who would be willing to help out.

Cheryl motions to approve; Nina seconds; all in favour

CARRIED

7.0 Committee Updates

7.1 Rogers Cell Contract-Contract is ended

7.2 Casual Position Interviews-Received four resumes must now set up times for interviews; once Glenda has the interview times set, she will contact Donna and Cheryl

NOTE: at this point in the meeting, 5:49 Odell phoned in

7.3 Collective Kitchen Grant Application-Application is submitted; should know if application is approved sometime in March.

7.4 Signing Authority-Signing Authority is completed.

8.0 New Business

8.1 Summer Temporary Employment Program-STEP Grant Application (Deadline to submit is February 28th, 2012) Glenda will submit this application

Nina makes a motion for Glenda to apply; Cheryl seconds; all in favour

CARRIED

8.2 Parent Works Conference-March???

-discussed the idea of doing a winter carnival instead of a parent conference

-December 22 is the last day FVSS will be open; closed December 23-January 2

9.0 Adjournment

Next Meeting will be February 27th, 2012 at 5:00p.m.

Donna adjourns meeting at 6:02

**Fort Vermilion Support Services Board Meeting
Minutes for November 21, 2011
FVSS Office Fort Vermilion, AB
5:00p.m.**

Attendance

Present: Nina Reid, Glenda Auger, Cindy Johnson, Donna Guitard, Cheryl Mercredi,

Regrets: Monica Smith

Absent: Odell Flett

1.0 Call to Order

Donna calls meeting to order at 5:07p.m.

2.0

Approval of Agenda

Nina approves the agenda; Cindy seconds the motion; all in favour

CARRIED

3.0 Approval of Minutes

Cheryl approves minutes; Cindy seconds the approval; all in favour

CARRIED

4.0 Business Arising

4.1 Signing authority

Monica went to the bank today and the papers are still not ready; Glenda went to check as well, but it is something on the banks end not our end

4.2 Letter to RCMP Re; Helmet Safety

Table this issue until March

4.3 Phone Bill Clarification

Glenda clarified that the phone bill was for two months

4.4 Fundraising Clarification

The Rec Board paid FVSS and the money was put into the fundraising section

5.0 Financial Report

5.1 October Financial Statement

-Glenda is still working on the financial statement

- Fax/Photocopying \$607.00; \$303.00 came from Parent Link for their yearly payment; Glenda will find out where the other \$300.00 came from

-Glenda is not using the cell provided by FVSS, she is using her own as the need arises thus Cheryl suggested that we cancel the FVSS cell phone and put some money towards a travel expense for Glenda

Cheryl motions to approve the October Financial Report; Cindy seconds; all in favour

CARRIED

5.2 As of today we still have \$

6.0 Monthly Report

6.1 October Financial Statement

- Arts and Craft Bazaar; over 300 people attended; the concession which the legion was responsible for was not up to par as there was not much variety nor enough products to sell; suggestions will be given for those who take on the concession next time
- Boxes for Christmas hampers for food donations were taken to First Town, and the drug store; St. Mary's and the Legion will also help out
- Cindy motions to approve; Cheryl seconds; all in favour

CARRIED

7.0 Committee Updates

None to report

8.0 New Business

8.1 Midnight Madness Scheduled for December 2nd

- FVSS attended the meeting and all businesses are involved in midnight madness; FVSS is helping organize the event and having a bonfire and hot chocolate beside FVSS; this is all through the Board of Trade which Martin heads

8.2 Casual Position Interviews

- received 3 resumes thus far, decided it would be best to re-run the advertisement

8.3 Seniors Benefits Presentation/AISH Applications Training in HL

- Both attended this workshop

8.4 Rogers Cell Phone Contract

- Glenda found out the contract ends in March; suggested by all to add a space for cell expense on the financial report

Cheryl makes a motion to buyout the contract; Nina seconds; all in favour

CARRIED

Cheryl makes a motion to have a cell phone expense of \$40.00 per month and if it is more Glenda will let the board know; Nina seconds; all in favour

CARRIED

8.5 Collective Kitchens Grant Application

- Carrie Dempke has approached FVSS to partner in a collective kitchen; application for grant must be submitted by December 15th and if approved could start as soon as March

8.6 Christmas Holidays

- December 22 is the last day FVSS will be open; closed December 23-January 2

8.7 Christmas Party

- the Christmas party for the Board will be on Monday, December 12th; maybe order food; time will be 6:00 and a Chinese Gift Exchange will take place for those who want to participate- \$20.00 limit

9.0 Adjournment

Donna adjourns meeting at 5:55

Next meeting will take place on January 16th at 5:00 pm at the FVSS Office

Carol Gabriel

From: Rhonda Clarke-Gauthier, ED MPWA <rhonda.mpwa@serbnet.com>
Sent: Friday, October 19, 2012 3:08 PM
To: rhonda.mpwa@serbnet.com
Subject: Mighty Peace Watershed Alliance Survey
Attachments: Mighty Peace Watershed Full Workbook - Oct. 1.pdf.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Residents and Stakeholders of the Peace Watershed,

Greetings on behalf of the Mighty Peace Watershed Alliance (MPWA)– the designated WPAC (Watershed Planning and Advisory Council) for the Peace River Watershed. You have received this email because you have been identified as someone who may have valuable information for the MPWA or possibly have asked to be placed on our email listing in the past.

The MPWA is busy gathering information needed to complete a 'State of the Watershed' Assessment Report for the Peace. We commissioned 4 projects over the past year that helped us gather some of the science that is necessary to gain an understanding of the Peace Watershed. Now the MPWA is hosting a number of open houses across this vast area of our watershed to gather further information that residents and stakeholders have. We hope you have participated in one of the many open houses, if not please go to our website to find a location that is close to you. (We would appreciate hearing your opinion about the water and the watershed – the uses, issues, challenges, concerns, possibilities, etc.)

In a continued effort to engage as many people as possible (everyone who lives, works, and plays in the watershed), we are asking you to provide feedback through a survey. Access to the survey is as follows:

Go to our website www.mightypeacewatershedalliance.org and **click on the link to survey monkey** – this survey can be used by individuals and is a quick and easy survey format.

**Please forward this email to everyone(family, friends, colleagues, etc.) who you believe has an interest in the Peace River Watershed. Your assistance in distributing this information is greatly appreciated.

If you have any questions about the MPWA and the work we are doing please contact me.

Rhonda Clarke-Gauthier, P.Ag.

Executive Director

Mighty Peace Watershed Alliance

Box 217, McLennan, AB T0H 2L0

780-324-3355 office

780-837-0354 cell

Email: rhonda.mpwa@serbnet.com

NOTE: Please let me know if you would prefer to not receive email information regarding MPWA



Mighty Peace Watershed Alliance

Talking about Our Watershed

A Discussion Guide



Guide Purpose

Population growth and economic development can increase our demand for water and impact our water resources. Periods of extended drought or climate change can further exacerbate water issues. For these reasons, Alberta's *Water for Life*¹ strategy looks at how we can better manage water on a watershed basis and achieve the strategy's three goals:

- safe, secure drinking water supplies,
- healthy aquatic ecosystems, and
- reliable, quality supplies for a sustainable economy.

A **Watershed** is an area of land that catches precipitation and drains into a body of water, such as a marsh, stream, river or lake.

In the Peace River watershed, work to achieve these goals is being led by the multi-sector Mighty Peace Watershed Alliance (MPWA). To learn more about drinking water, water supply and aquatic health in the Peace watershed, the MPWA recently commissioned four technical reports (see these reports online at <http://www.mightypeacewatershedalliance.org/reports>).

Now, the MPWA would like to hear from you! What can **YOU** tell us about your drinking water, the health of your favorite waterbody or groundwater aquifer and the security of your water supply? Are there water issues, challenges, concerns or possibilities you would like to share with us? If you live, work or play in the Peace watershed, we encourage you to read the topics below and then share your thoughts and experiences. Your input will be used to guide the MPWA in its future work to achieve its vision *that the Peace is a healthy, sustainable watershed that supports our social, environmental and economic objectives*.

We invite you to read through the sections below and respond to each question by filling in the text boxes before saving the file under a new name and emailing it to prowell@shaw.ca. Alternatively, you can print the file, fill it in, and mail it to the address below:

Petra Rowell, Survey Compiler
Mighty Peace Watershed Alliance
Phone: 780-910-0749
Email: prowell@shaw.ca
#4 Morgan Crescent, St. Albert, AB, T8N 2E2

¹ For more on the Government of Alberta's *Water for Life* strategy, see <http://www.waterforlife.alberta.ca>.

INTRODUCTION

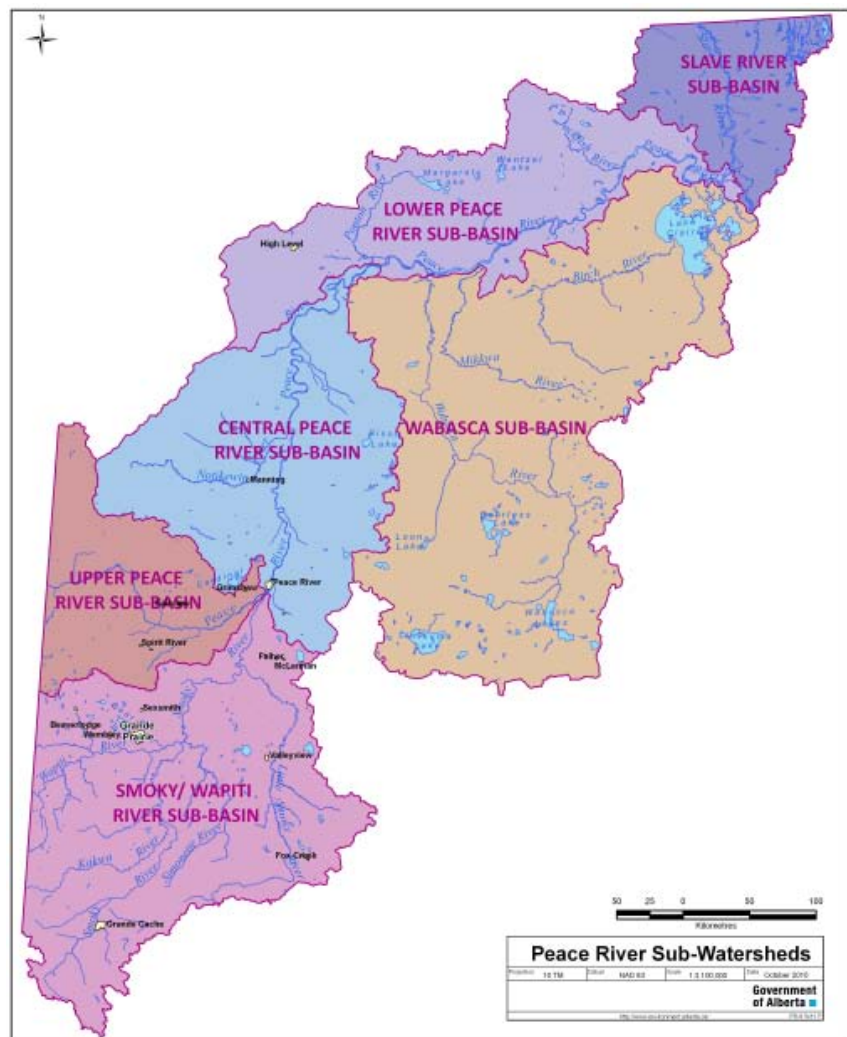
The Peace River is about 1,923 kilometres (km) in length and stretches from the head of the Finlay River, located in British Columbia, to Lake Athabasca in northeastern Alberta. The Peace watershed drains an area of approximately 302,500 square kilometres (km²), of which 60% (182,500 km²) is in Alberta. This watershed covers about 28% of the landmass of Alberta.

There are six sub-basins in the Peace watershed (see map below) including three along the mainstem of the Peace River (upper, central and lower), one for the Slave River, and two for the major tributaries (Smoky/Wapiti and Wabasca).

In 2006, approximately 136,800 people lived in the Alberta portion of the Peace River Watershed. This represents about 4% of the Alberta population.

People living in the Smoky/Wapiti sub-basin, which includes the City of Grande Prairie, account for two out of three people living in the Alberta portion of the Peace watershed.

Many people in the watershed are engaged in resource-based activities. Agriculture, oil and gas, forestry, mining and other activities occur throughout the watershed. Industries such as oil and gas development, mining and agricultural expansion are likely to occur in the future.



DISCUSSION TOPIC #1 – SAFE, SECURE DRINKING WATER

Water For Life Outcome: Albertans Will Be Assured Their Drinking Water Is Safe.

The majority of residents of the Peace River watershed have good access to treated water suitable for drinking and other household uses. That is, 59 regulated water treatment facilities provide treated water to 57 communities with a combined population of 102,749 (or 64% of the population of the Peace watershed).²

It is more difficult to describe the drinking water of the remainder of the population in the Peace watershed. These individuals may purchase and haul treated drinking water from a municipal system in a nearby community and store it in a cistern. Alternatively, they may draw it from a private source such as a groundwater well or dugout. It is unknown if individuals with private systems filter or treat their drinking water, or if they get it tested regularly.

With the Peace being the largest river in Alberta, it is assumed that drinking water supply is readily available. However, few communities withdraw water from the main stem of the river with the exception of the Town of Peace River, Fairview, Northern Sunrise County, Nampa, Fox Lake and Fort Vermilion (less than 10% of the population). The remaining 54 communities draw their water from smaller tributaries (e.g. the Wapiti, Little Smoky, etc), groundwater aquifers (e.g. Grimshaw Gravels Aquifer) and lakes (e.g. Cadotte Lake, Footner Lake, etc).

While the long term outlook for drinking water supply is generally good, some issues are arising. The City of Grande Prairie has experienced rapid growth in the last decade and will require additional water supply in the near future. Valleyview and several other communities that draw from the Little Smoky have restrictions on their licences and may seek new sources in the future. For several small communities that draw their water from groundwater aquifers, sustainable pumping rates may be unknown, making it difficult to predict the security of future supply.

Did you know? Private water well owners in Alberta are responsible for managing and maintaining their own water wells. The **Working Well** program provides well owners with the information and tools they need to properly care for their wells. For more information about this program, see

<http://environment.alberta.ca/01317.html>.

² Aquality Environmental Consulting Ltd. *State of Drinking Water in the Peace River Watershed*. Prepared for the Mighty Peace Watershed Alliance, March 2012. 130 pp.

QUESTIONS FOR DISCUSSION:

1. Do you know where your drinking water comes from (if it is a river or lake, please name this waterbody. Otherwise please indicate if your source is a dugout, private well, or municipal source)?
2. Do you think your drinking water is safe? Why or why not?
3. If you are an individual that draws your water from a private system (a stream, groundwater well or dugout), what method of treatment do you use and how often do you get your water tested?
4. Do you think your drinking water supply is secure (i.e. do you think your source will continue to provide water for the next 10 years? 25 years?)
5. If you are a municipality, First Nation or Métis Settlement, are you taking any steps to protect your drinking water source (prior to intake into a water treatment plant)?
6. What further research or actions do you think the MPWA should undertake to achieve this outcome of *safe, secure drinking water* in the Peace watershed?

DISCUSSION TOPIC #2 – HEALTHY AQUATIC ECOSYSTEMS

Water For Life Outcome: Albertans Will Be Assured That The Province's Aquatic Ecosystems Are Maintained And Protected.

Every body of water, be it a river, lake or wetland, supports an aquatic ecosystem. It is important that these ecosystems are healthy: that is, they are robust and resilient to change over time.

The biggest impact on the Peace River was the construction of the WAC Bennett Dam in the late 1960s. While the dam has changed the pattern of river flow, sedimentation patterns and possibly the frequency of flooding in the Peace-Athabasca Delta, it is unclear if these changes have affected the health of this aquatic ecosystem.

This watershed is also experiencing increased growth and intensification of urban development, agriculture, forestry, extraction and processing from mining and oil and gas operations, hydroelectric development and fisheries, along with increased linear features, such as roads and cutlines. An increase in land-use activities can have an impact on the health of aquatic ecosystems.

An **aquatic ecosystem** is an aquatic area where living and non-living elements of the environment interact. This includes the physical, chemical, and biological processes and characteristics of rivers, lakes, and wetlands and the plants and animals associated with them.

A **healthy aquatic ecosystem** is an aquatic environment that sustains its ecological structure, processes, functions, and resilience within its range of natural variability.

Over the past four decades, there have been a large number of aquatic ecosystem studies undertaken at various locations throughout the Peace River watershed. Charette *et al* indicated that there is good information about the water quality of the Peace main stem and Smoky-Wapiti sub-basin.³ Less is known about the other sub-basins and about sediment quality and non-fish biota. However, until a suite of aquatic ecosystem health indicators is chosen, it is difficult to assess what information we need and what is missing. A state of the watershed assessment and ongoing monitoring of aquatic ecosystem indicators will help us assess impacts in the future. In the meantime, sectors can take many actions now to lessen their impact.

³ CharettePellPoscente Environmental Corp and Hutchinson Environmental Sciences Ltd. *Aquatic Ecosystem Health of the Peace Watershed Project: final report June 2012*. Prepared for the Mighty Peace Watershed Alliance, June 2012. 102 pp.

QUESTIONS FOR DISCUSSION:

7. Aside from your source of drinking water, are there other water bodies (wetlands, lakes, streams or aquifers) in the Peace watershed that are important to you? (Please name up to 3.)

8. Thinking about these waterbodies, would you say their health is good or poor?

9. Have you noticed any changes in the health of waterbodies in your area over the past 10 years? If yes, what aspect of health do you think has changed (water quality; fish populations, shoreline health, etc.) and what do you think is causing this change?

10. If you represent a sector whose activity might impact the aquatic ecosystem health of a lake, stream, wetland or aquifer (e.g. industry, municipalities, recreational groups, etc), what actions are you taking to lessen your impact?

11. What further research or actions do you think the MPWA should undertake to ensure aquatic ecosystems remain healthy in the Peace watershed?

DISCUSSION TOPIC #3 - RELIABLE, QUALITY SUPPLIES FOR A SUSTAINABLE ECONOMY

Water For Life Outcome: Albertans Will Be Assured That Water Is Managed Effectively To Support Sustainable Economic Development.

Many Albertans assume that given the size of the Peace River, water supply is not an issue and agricultural, industrial and other growth opportunities abound in this watershed. And in general, with current allocations somewhat less than 1% of the Peace River average annual volume, water supply is not as big a concern as it is in the southern part of the province.

However, many users do not draw directly from the Peace River main stem. Instead, water is withdrawn from lakes, tributaries and aquifers throughout the watershed. Thus supply issues are very dependent on where you are in the watershed. Additionally, periods of prolonged drought or future climate change may exacerbate local water supply conditions.

Watercon Consulting *et al* reported that current water allocations (withdrawals for municipal, industrial, agricultural and other uses) in the Peace watershed are largely from surface water sources (89%) versus groundwater (11%) although this ratio will probably change with greater reliance on groundwater in the future.⁴ Of the total current surface water allocations, more than half are from the Smoky sub-basin. (Groundwater allocations are largely from the Smoky and Wabasca sub-basins.)

Commercial activities (coal, pulp and thermal) are they biggest holders of surface water licences (67%), followed by municipalities (19%), oil and gas (7%) and agriculture (5%). (The oil and gas sector holds more than 50% of all groundwater licences.) However, what a licensee is allocated, and what is actually diverted and consumed are two different stories. Many licensees are obligated to return much of their flow

Of all the sub-basins in the Peace watershed, the **Smoky-Wapiti Sub-basin** is currently the most highly impacted, with the largest population, the most water withdrawals and a host of cumulative impacts from a broad range of land-use activities that occur within its boundaries. Additionally, water use is predicted to increase in this basin by 26% by 2025. While much of the water withdrawn on this river is eventually returned, increased withdrawals could further exacerbate water quality and aquatic ecosystem health, particularly during periods of low flow or extended drought.

⁴ Watercon Consulting, Ellehoj Redmond Consulting, Aquality Environmental Consulting Ltd. and Duane McNaughton, P. Geol. *The Peace Watershed: Current and Future Water Use and Issues*. Prepared for the Mighty Peace Watershed Alliance, March 2012. 125 pp.

to the river (think treated municipal wastewater or pulp mill effluent), hence actual consumption is much less than licensed amounts.

Watercon *et al* predicts that water use will increase by 40% in the Peace watershed between now and 2025. The majority (61%) of this growth will be in industries involved in development of the oilsands and heavy oil deposits of the Central Peace and Wabasca sub-basins. Some population growth and agricultural intensification will also result in more water use in these sectors. Again, with current allocations adding up to less than 1% of the average annual flow of the Peace River, a 40% increase may not seem very large. However, this number should be further investigated to determine local impacts on the Central Peace and Wabasca sub-basins, where much of this growth will occur.

QUESTIONS FOR DISCUSSION:

12. Do you think the way we are currently managing water supply in the Peace watershed is effective? If not, why not? How would you improve it?

13. If you are representing a sector, do you feel your current water supply is of sufficient quality and quantity for your activity to be sustainable in the Peace watershed for the next 10 years? 25 years?

14. If you are a licensee, do you report your actual water use via the online reporting tool? If not, why not?

15. What further research or actions do you think the MPWA should undertake to ensure this outcome of *reliable, quality supplies for a sustainable economy* is achieved in the Peace watershed?

DISCUSSION TOPIC #4 - KNOWLEDGE AND RESEARCH

Water For Life Outcome - Albertans Will Have The Knowledge Needed To Achieve Safe Drinking Water, Efficient Water Use, And Healthy Watersheds.

The four technical reports commissioned by the MPWA identified information needs important to the MPWA. However, they did not assess people's knowledge about water or the Peace watershed. This workbook begins to assess this through engaging stakeholders and the public.

QUESTIONS FOR DISCUSSION:

16. Do you have enough information about the source, quality and security of your drinking water supply?

17. Do you have accurate/relevant information about your water use and what you can do to conserve it and/or use it more efficiently?

18. Do you have enough information about the health of the watershed or sub-basin where you live and what you can do to keep it healthy?

19. Is there other information lacking that the MPWA could collect to improve our knowledge about the Peace watershed?

DISCUSSION TOPIC #5 - PARTNERSHIPS

Water For Life Outcome: Citizens And Stakeholders Will Have Opportunities To Actively Participate In Watershed Management On A Provincial, Regional And Community Basis.

The MPWA was formed to give sectors and people living, working and playing in the Peace watershed an opportunity to participate in water management using a consensus and watershed-based approach.

Additionally, local stewardship groups are encouraged to address water issues at a local scale. These stewardship groups (e.g. West County, Clearhills Watershed Initiative, Heart River, Grimshaw Gravels, etc.) also provide opportunities for individuals and sectors to be involved at the local level.

And finally, many other sectors, research, environmental and other organizations are doing water-related work in the Peace watershed.

QUESTIONS FOR DISCUSSION:

20. Do you feel there are adequate opportunities for you to participate in watershed management activities in the Peace watershed? If not, why not?

21. What further research or actions do you think the MPWA should undertake to improve partnerships in the Peace watershed?

DISCUSSION TOPIC #6 WATER CONSERVATION, EFFICIENCY AND PRODUCTIVITY

Water For Life Outcome: Albertans Will Be Leaders In Conservation By Using Water Efficiently And Effectively.

Because of a fairly good water supply, water conservation, efficiency and productivity has not been a big focus in the Peace watershed (except in areas of shortage or periods of drought). However, it is a big focus of *Water for Life* which calls for all major water-using sectors to produce Water Conservation Efficiency and Productivity (CEP) plans.⁵

This planning effort has benefits for the Peace watershed as well. For example, the Forest Sector has developed a water CEP plan to reduce water use and improve efficiency in Alberta's seven pulp and paper mills, all located in the Peace and Athabasca watersheds. Individuals can do their part to reduce water consumption. Many municipalities now promote the use water-saving devices such as low flow toilets or shower heads.

QUESTIONS FOR DISCUSSION:

22. Do you think there is a need to conserve water in your area?

23. As an individual, sector or municipality, what are you doing to improve water conservation, efficiency or productivity?

24. What could the MPWA do to help you or others in the watershed improve water conservation efforts?

⁵ For more about these CEP plans, see <http://www.albertawatercouncil.ca/Projects/WaterConservationEfficiencyandProductivity/tabid/115/Default.aspx>

FINAL THOUGHTS

25. Is there anything more you would like to tell the MPWA about water issues, opportunities or challenges in the Peace watershed?
26. Which sub-basin do you live or work in (see the map on page 3)?
27. Which sector do you represent (a member of the public, academia, forestry, oil and gas, non-government organization, municipality, etc).

Thank you for completing this workbook!

If submitting electronically, please remember to save this document under a new name and email to prowell@shaw.ca. Alternatively, please print the document and mail to the address below.

Petra Rowell, Survey Compiler

Email: prowell@shaw.ca

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