



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

JANUARY 12, 2016

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB



STRATEGIC PRIORITIES CHART

COUNCIL PRIORITIES (Council/CAO)

NOW		ADVOCACY
<ol style="list-style-type: none"> 1. RATEPAYER ENGAGEMENT 2. REGIONAL RELATIONSHIPS 3. FISCAL RESPONSIBILITY 4. POTABLE WATER: Availability & Infrastructure 5. CAMPGROUNDS: Expansion and New Boat Docks 6. RECREATION CENTRES & ARENA UPGRADES 7. MASTER FLOOD CONTROL PLAN & FLOOD CONTROL SYSTEMS 8. TRANSPORTATION DEVELOPMENT 9. ECONOMIC DEVELOPMENT 10. INDUSTRY RELATIONS 		<input type="checkbox"/> <i>Provincial Government Relationships</i> <input type="checkbox"/> <i>Land Use</i> <input type="checkbox"/> <i>Health Services</i> <input type="checkbox"/> <i>La Crete Postal Service</i> <input type="checkbox"/> <i>Transportation Development</i>
		<p><u>Codes:</u> BOLD CAPITALS – Council NOW Priorities CAPITALS – Council NEXT Priorities <i>Italics</i> – Advocacy Regular Title Case – Operational Strategies * See Monthly Capital Projects Progress Report</p>

OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER (Joulia)			
<ol style="list-style-type: none"> 1. RATEPAYER ENGAGEMENT – Citizen Engagement Policy 2. REGIONAL RELATIONSHIPS – Regional Sustainability Plan Phase II (RFP) 3. REGIONAL RELATIONSHIPS – Rainbow Lake Agreement 4. FISCAL RESPONSIBILITY – non-traditional municipal revenue streams 	Sept. Oct. Nov. Nov.	<input type="checkbox"/> <i>La Crete Library – Lease Agreement</i> <input type="checkbox"/> <i>AUPE Negotiations – internal review of the agreement</i> <input type="checkbox"/> Regional Emergency Planning – Risk & Self-Assessment <input type="checkbox"/> Municipal Climate Resilience Workshop <input type="checkbox"/> <i>Connectivity with NPTC</i>	Oct. Dec. Nov. Nov. Nov.
ECONOMIC DEVELOPMENT (Joulia/Byron)		AGRICULTURAL SERVICES (Grant)	
<ol style="list-style-type: none"> 1. ECONOMIC DEVELOPMENT – Establish Action Plan (Award RFP) 2. TRANSPORTATION DEVELOPMENT – Meet Ministers (P5/Zama, RBLK/Hwy 58) 3. INDUSTRY RELATIONS – Meet Industry Partners 	Sept. Nov.	<ol style="list-style-type: none"> 1. MASTER FLOOD CONTROL PLAN – Provincial Endorsement 2. Emergency Livestock Response Plan 3. _____ <input type="checkbox"/> Easements for Existing Drainage Channel 	Oct. Oct.
COMMUNITY SERVICES (Ron/Len)		PUBLIC WORKS* (Ron/Len)	
<ol style="list-style-type: none"> 1. CAMPGROUNDS – build roads in expansion area 2. RECREATION CENTRES & ARENA UPGRADES – Assessment 3. COR Certificate – Self Audit Review <input type="checkbox"/> Dock expansion plan for campgrounds 	Nov. Dec. Dec.	<ol style="list-style-type: none"> 1. Review Alternate Dust Control Products 2. Review 105 St. Closure (LC) 3. Finalize Meander River Gravel Pit Transfer <input type="checkbox"/> Hamlet 3 Year Upgrading Plan – Review & Update <input type="checkbox"/> Engineering Services Procurement RFP <input type="checkbox"/> Utility Laneway/Back Alley Policy 	Dec. Dec. Dec. Dec. Dec.
PLANNING & DEVELOPMENT (Byron)		LEGISLATIVE SERVICES (Carol)	
<ol style="list-style-type: none"> 1. Infrastructure Master Plans 2. LC & FV Design Guide – Award RFP 3. _____ <input type="checkbox"/> Land Use Framework <input type="checkbox"/> LC & FV Airports – Infrastructure Review 	Oct. Sept. 2016	<ol style="list-style-type: none"> 1. Website “Content” Review & Update 2. Filing/Records Management Procedures 3. _____ <input type="checkbox"/> Human Resource Policy Review <input type="checkbox"/> Communication Plan 	Dec Dec
FINANCE (Mark)		ENVIRONMENTAL (Fred)	
<ol style="list-style-type: none"> 1. FISCAL RESPONSIBILITY – Mill Rate Discussion & Policy 2. <i>AUPE Negotiations (calculations)</i> 3. Multi-year capital plan 	Nov. Nov. Dec.	<ol style="list-style-type: none"> 1. FV Frozen Services Plan 2. Hamlet Easement Strategy 3. _____ 	Nov. Dec.

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, January 12, 2016
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 December 8, 2015 Regular Council Meeting	7
		b) Minutes of the December 21, 2015 Special Council (Budget) Meeting	21
DELEGATIONS:	4.	a) Peter Schellenberg (Country Grill) b)	
GENERAL REPORTS:	5.	a) CAO Report	31
		b) Tompkins Crossing Committee Meeting Minutes – April 28, 2015	47
		c)	
		d)	
TENDERS:	6.	a) b)	
PUBLIC HEARINGS:		Public hearings are scheduled for 1:15 p.m.	
	7.	a)	

		b)		
COMMUNITY SERVICES:	8.	a)		
		b)		
UTILITIES:	9.	a)	Utility Accounts	51
		b)		
		c)		
OPERATIONS:	10.	a)	Review PW004 - Winter Road Maintenance/Snow Plowing Indicator Policy & PW005 – Road Maintenance Policy	57
		b)	Motor Grader Purchase	69
		c)	2015 Blue Hills Erosion Project Payment	83
		d)		
		e)		
PLANNING & DEVELOPMENT:	11.	a)	Bylaw 1012-16 Land Use Bylaw Amendment to Amend the Definition of Garden Suite and Add Provisions	85
		b)	Bylaw 1013-16 Land Use Bylaw Amendment to Add Definition of Park Model and Include It As a Permitted Use in the Country Recreational District	89
		c)	Land Stewardship Committee – Terms of Reference	93
		d)	Draft 4 Step Community Sustainability Plan	99
		e)		
		f)		
FINANCE:	12.	a)	Financial Reports – January 1 to November 30, 2015	165
		b)		

		c)		
ADMINISTRATION:	13.	a)	February 24, 2016 Regular Council Meeting Date	175
		b)	Enhanced Protection for Farm and Ranch Workers Act Regulations	177
		c)	2016 Growing the North Conference	179
		d)	Town of High Level – Capital Projects Request	181
		e)	STARS – Request for Funding	191
		f)	Farm Tech Conference	193
		g)		
		h)		
INFORMATION / CORRESPONDENCE:	14.	a)	Information/Correspondence	195
IN CAMERA SESSION:	15.	a)	Legal <ul style="list-style-type: none">•	
		b)	Labour <ul style="list-style-type: none">• AUPE Negotiations	
		c)	Land <ul style="list-style-type: none">•	
NOTICE OF MOTION:	16.		Notices of Motion	
NEXT MEETING DATES:	17.	a)	Committee of the Whole Meeting Friday, January 29, 2016 10:00 a.m. Fort Vermilion Council Chambers	
		b)	Regular Council Meeting Friday, January 29, 2016 1:00 p.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	18.	a)	Adjournment	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the December 8, 2015 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the December 8, 2015 Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved council meetings are posted on the County website.

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the minutes of the December 8, 2015, Regular Council Meeting be adopted as presented.

Author: C. Simpson Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, December 8, 2015
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve (left the meeting at 2:15 p.m.)
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Ricky Paul	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

Joulia Whittleton	Chief Administrative Officer
Ron Pelensky	Director of Community Services & Operations
Len Racher	Director of Facilities & Operations (South)
Byron Peters	Director of Planning & Development
Mark Schonken	Interim Director of Finance
Fred Wiebe	Manager of Utilities
Carol Gabriel	Manager of Legislative and Support Services/Recording Secretary

ALSO PRESENT: Members of the public and the media.

Minutes of the Regular Council meeting for Mackenzie County held on December 8, 2015 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

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

AGENDA: 2. a) Adoption of Agenda

MOTION 15-12-912 MOVED by Councillor Braun

That the agenda be approved with the following additions:

- 4. b) S/Sgt. Jeff Simpson, RCMP
- 4. c) Delegation – John Zacharias, JL Waste Management
- 13. f) Carbon Tax
- 15. c) Request to Purchase Land – NW 1-4, Section 6-109-19-W5M

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the November 25, 2015 Regular Council Meeting

MOTION 15-12-913

MOVED by Councillor Wardley

That the minutes of the November 25, 2015 Regular Council Meeting be adopted as distributed.

CARRIED

3. b) Minutes of the November 30, 2015 Special Council (Budget) Meeting

MOTION 15-12-914

MOVED by Deputy Reeve Sarapuk

That the minutes of the November 30, 2015 Special Council (Budget) Meeting be adopted as presented.

CARRIED

GENERAL REPORTS:

5. a) CAO Report

MOTION 15-12-915

MOVED by Councillor Wardley

That the CAO and Directors report for November 2015 be received for information.

CARRIED

5. b) Finance Committee Meeting Minutes

MOTION 15-12-916

MOVED by Councillor Braun

That the minutes of the February 11, 2015, May 6, 2015, July 31, 2015, and October 7, 2015 Finance Committee meetings be received for information.

CARRIED

5. c) Municipal Planning Commission Meeting Minutes

MOTION 15-12-917

MOVED by Councillor Wardley

That the Municipal Planning Commission meeting minutes of November 12, 2015 and November 24, 2015 be received for information.

CARRIED

PUBLIC HEARING:

7. a) None

COMMUNITY SERVICES:

8. a) None

UTILITIES:

9. a) None

MOTION 15-12-918

MOVED by Councillor Paul

That Council move in-camera at 10:38 a.m. to discuss the Waste Transfer Station hauling proposal awarding.

CARRIED

Councillor Bateman declared herself in conflict and left the meeting at 10:38 a.m.

MOTION 15-12-919

MOVED by Councillor Wardley

That Council move out of camera at 11:32 a.m.

CARRIED

Reeve Neufeld recessed the meeting at 11:33 a.m. and reconvened the meeting at 11:44 a.m.

15. a) Legal – Waste Transfer Station Hauling Contract

OPERATIONS:

10. a) Waste Transfer Station Hauling Proposal Awarding

MOTION 15-12-920

MOVED by Councillor Wardley

That administration negotiates and enters into a contract for the Waste Transfer Station Hauling with the best qualified proponent, L&P Disposals, as per the issued Request for Proposal and the

submitted proposal.

Councillor Driedger requested a recorded vote.

In Favor

Councillor Paul
Councillor Wardley
Reeve Neufeld
Deputy Reeve Sarapuk
Councillor Jorgensen

Opposed

Councillor Derksen
Councillor J. Driedger
Councillor Braun
Councillor Knelsen

CARRIED

DELEGATIONS:

4. c) John Zacharias, JL Waste Management (ADDITION)

The delegation was declined as a result of the legal letter received by Dentons Canada LLP on behalf of John Zacharias from JL Waste Management.

Councillor Bateman rejoined the meeting at 11:46 a.m.

4. c) S/Sgt. Brad Giles , RCMP (ADDITION)

MOTION 15-12-921

MOVED by Councillor Knelsen

That the RCMP update by S/Sgt. Brad Giles be received for information.

CARRIED

4. b) S/Sgt. Jeff Simpson, RCMP (ADDITION)

MOTION 15-12-922

MOVED by Councillor Wardley

That the School Resource Officer Program continue as initially rolled out and not be modified to include additional schools for the 2015-16 school year.

CARRIED

MOTION 15-12-923

MOVED by Deputy Reeve Sarapuk

That the RCMP update by S/Sgt. Jeff Simpson and Cst. Dean Hull regarding the School Resource Officer Program be received for information.

CARRIED

Reeve Neufeld recessed the meeting at 12:19 p.m. and reconvened the meeting at 1:02 p.m. with all members present except Councillor Jorgensen.

TENDERS: 6. a) Sale by Tender – Salt & Sand Structure

MOTION 15-12-924 MOVED by Councillor Braun

That the tenders for the Salt & Sand Structure be opened.

CARRIED

Councillor Jorgensen rejoined the meeting at 1:03 p.m.

Tenders Received:

Bid A	\$19,400.00
Bid B	\$ 5,500.00

MOTION 15-12-925 MOVED by Councillor Braun

That the Salt & Sand Structure be sold to the highest qualified bidder.

CARRIED

DELEGATIONS: 4. a) Benny & Jeannie Gerbrandt – Road Construction NE 34-105-15-W5M

MOTION 15-12-926 MOVED by Councillor Bateman

That the request to waive the road construction invoice for NE 34-105-15-W5M be denied due to the Off Site Levy Bylaw in place.

CARRIED

FINANCE: 12. c) Penalties on Tax Roll 084062

MOTION 15-12-927 MOVED by Councillor Jorgensen
Requires 2/3

That the request to waive penalties on Tax Roll 084062 in the amount of \$1,313.76 be approved.

CARRIED

MOTION 15-12-928

MOVED by Councillor Driedger

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 1:36 p.m.

- 15. a) Legal – Semi Annual Summary Report
- 15. a) Legal – Mackenzie Housing Management Board – Appointment of Members
- 15. b) Labour – AUPE Negotiations
- 15. b) Land – Request to Purchase Lands (NW 1-4, Section 6-109-19-W5M)

CARRIED

MOTION 15-12-929

MOVED by Councillor Wardley

That Council move out of camera at 2:15 p.m.

CARRIED

Reeve Neufeld left the meeting at 2:15 p.m. and turned over the chair to Deputy Reeve Sarapuk.

Deputy Reeve Sarapuk recessed the meeting at 2:15 p.m. and reconvened the meeting at 2:26 p.m.

15. a) Legal – Semi Annual Summary Report

MOTION 15-12-930

MOVED by Councillor Bateman

That the semi-annual legal summary report be received for information.

CARRIED

15. a) Legal – Mackenzie Housing Management Board – Appointment of Members

MOTION 15-12-931

MOVED by Councillor Wardley

That a letter be sent to the Mackenzie Housing Management Board as discussed regarding the appointment of members.

CARRIED

15. b) Labour – AUPE Negotiations

MOTION 15-12-932 **MOVED** by Councillor Braun

That the AUPE negotiations be tabled to the December 14, 2015 Special Council (Budget) Meeting.

CARRIED

15. b) Land – Request to Purchase Land (NW 1-4, Section 6-109-19-W5M)

MOTION 15-12-933 **MOVED** by Councillor Jorgensen

That the request to purchase land (NW 1-4, Section 6-109-19-W5M) be TABLED to the December 14, 2015 Special council (Budget) meeting.

CARRIED

**PLANNING &
DEVELOPMENT:**

11. a) Land Stewardship Committee

MOTION 15-12-934 **MOVED** by Councillor Jorgensen

That administration draft a Terms of Reference for the Land Stewardship Committee and bring it back to the next regular council meeting.

CARRIED

FINANCE:

12. a) Bylaw 1011-15 – Short Term Borrowing of Funds

MOTION 15-12-935 **MOVED** by Councillor Wardley
Requires 2/3

That first reading be given to Bylaw 1011-15, being a bylaw authorizing the short-term borrowing of funds.

CARRIED

MOTION 15-12-936 **MOVED** by Councillor Bateman
Requires 2/3

That second reading be given to Bylaw 1011-15, being a bylaw authorizing the short-term borrowing of funds.

CARRIED

MOTION 15-12-937
Requires Unanimous

MOVED by Councillor Braun

That consideration be given to go to third reading of Bylaw 1011-15, being a bylaw authorizing the short-term borrowing of funds.

CARRIED UNANIMOUSLY

MOTION 15-12-938
Requires 2/3

MOVED by Councillor Jorgensen

That third reading be given to Bylaw 1011-15, being a bylaw authorizing the short-term borrowing of funds.

CARRIED

12. b) Request to Waive Minimum Tax Rolls

MOTION 15-12-939
Requires 2/3

MOVED by Councillor Driedger

That the remaining balances payable in Grants in Lieu of Property Taxes in the amount of \$100.00 on roll 208329, \$267.31 on roll 197559, and \$19.96 on roll 077126 be written off.

CARRIED

ADMINISTRATION:

13. a) Appointment of Members-at-Large to County Boards and Committees

MOTION 15-12-940

MOVED by Councillor Braun

That the following Members at Large be appointed to the Subdivision & Development Appeal Board and the Inter-Municipal Subdivision & Development Appeal Board for a one year term ending October 2016.

- Wally Schroeder
- Joe Froese

CARRIED

MOTION 15-12-941

MOVED by Councillor Knelsen

That the following Members at Large be appointed to the Subdivision & Development Appeal Board for a one year term ending October 2016.

- Jerry Chomiak

CARRIED

MOTION 15-12-942 **MOVED** by Councillor Braun

That the Member-at-Large positions be re-advertised for the following Boards/Committees:

- Assessment Review Board

CARRIED

13. b) Regional Sustainability Study Phase II –Request for Proposals

MOTION 15-12-943 **MOVED** by Councillor Wardley
Requires 2/3

That Mackenzie County supports awarding the second phase of the Regional Sustainability Study to Western Management Consulting at a cost of \$64,210 and contributing up to \$1,733 from the General Operating Reserve to cover its share of the shortfall if not covered by the Province.

CARRIED

13. c) Brazeau County – Statement on Bill 6

MOTION 15-12-944 **MOVED** by Councillor Bateman

That an official statement be sent to the Premier expressing Mackenzie County's opposition to Bill 6 Enhanced Protection for Farm and Ranch Workers Act.

CARRIED

13. d) Fort Vermilion Area Board of Trade – Request to Change Fort Vermilion Airport Designator

MOTION 15-12-945 **MOVED** by Councillor Paul

That administration investigate the possibility of renaming the Fort Vermilion Airport designator from CEZ4 to CWOP as requested by the Fort Vermilion Board of Trade.

CARRIED

13. e) Letter of Support – Jubilee Park Committee (La Crete & Area Chamber of Commerce)

MOTION 15-12-946 **MOVED** by Councillor Driedger

That a letter of support be provided to the La Crete Chamber of Commerce to be used to apply for grant monies from the Community Facility Enhancement Program.

CARRIED

13. f) Carbon Tax (ADDITION)

MOTION 15-12-947
Requires Unanimous

MOVED by Councillor Bateman

That a letter be sent to the Premier in opposition to the implementation of carbon tax and its effects on rural northern Alberta and copy to Alberta Association of Municipal Districts and Counties.

CARRIED UNANIMOUSLY

**INFORMATION/
CORRESPONDENCE:**

14. a) Information/Correspondence

MOTION 15-12-948

MOVED by Councillor Wardley

That a response be sent to the November 24, 2015 letter from the Minister of Environment and Parks regarding managing disease risk bison.

CARRIED

MOTION 15-12-949

MOVED by Councillor Driedger

That the information/correspondence items be received for information.

CARRIED

Deputy Reeve Sarapuk recessed the meeting at 3:29 p.m. and reconvened the meeting at 3:45 p.m.

MOTION 15-12-950

MOVED by Councillor Wardley

That Council move in-camera at 3:45 p.m. to discuss council/administration protocol.

CARRIED

MOTION 15-12-951

MOVED by Councillor Jorgensen

That Council move out of camera at 4:06 p.m.

CARRIED

TENDERS:

6. a) Sale by Tender – Salt & Sand Structure

MOTION 15-12-952
Requires 2/3

MOVED by Councillor Braun

That the Salt & Sand Structure be awarded to Mackenzie Custom Builders with funding coming from the General Operating Budget.

CARRIED

15. b) Labour – Council/Administration Protocol

MOTION 15-12-953

MOVED by Councillor Knelsen

That a two hour Council/Administration Protocol session be included on the December 21, 2015 Special Council (Budget) meeting agenda at 2:00 p.m.

CARRIED

NOTICE OF MOTION:

16. a) None

**NEXT MEETING
DATES:**

- 17.**
- a) Special Council (Budget) Meeting
Monday, December 14, 2015
10:00 a.m.
Fort Vermilion Council Chambers
 - b) Special Council (Budget) Meeting
Monday, December 21, 2015
10:00 a.m.
Fort Vermilion Council Chambers
 - c) Special Council (Budget) Meeting
Monday, January 11, 2016
10:00 a.m.
Fort Vermilion Council Chambers
 - d) Regular Council Meeting
Tuesday, January 12, 2016
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 18. a) Adjournment

MOTION 15-12-954 MOVED by Councillor Jorgensen

That the council meeting be adjourned at 4:11 p.m.

CARRIED

These minutes will be presented to Council for approval on January 12, 2016.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the December 21, 2015 Special Council (Budget Meeting) Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the December 21, 2015 Special Council (Budget) Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved council meetings are posted on the County website.

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the minutes of the December 21, 2015, Special Council (Budget) Meeting be adopted as presented.

Author: C. Simpson Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
SPECIAL COUNCIL MEETING**

**December 21, 2015
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve (left the meeting at 2:45 p.m.)
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Ricky Paul	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

Jouliia Whittleton	Chief Administrative Officer
Ron Pelensky	Director of Community Services & Operations
Len Racher	Director of Facilities & Operations (South)
Byron Peters	Director of Planning & Development
Fred Wiebe	Manager of Utilities
Peng Tian	Finance Controller
Grant Smith	Agricultural Fieldman
Carol Gabriel	Manager of Legislative & Support Services/Recording Secretary
Alexandra Codispodi	Municipal Intern

ALSO PRESENT: Members of the public.

Minutes of the Special Council meeting for Mackenzie County held on December 21, 2015 in the Council Chambers at the Fort Vermilion County Office.

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

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

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

MOTION 15-12-968 **MOVED** by Councillor Bateman

That the agenda be approved with the following additions:

- 5. f) Generator Installation Cost – La Crete Office
- 5. g) Organizational Chart
- 5. h) Bill 6 Community Meeting
- 5. i) AUMA Symposium on Linear Property Taxation

CARRIED

**MINUTES FROM
PREVIOUS MEETING:**

**3. a) December 14, 2015 Special Council (Budget) Meeting
Minutes**

MOTION 15-12-969

MOVED by Councillor Wardley

That the December 14, 2015 Special council (budget) meeting minutes be APPROVED as presented.

CARRIED

DELEGATIONS:

4. a) None

BUSINESS:

**5. a) Policy FIN025 Purchasing Authority Directive and
Tendering Process**

MOTION 15-12-970

MOVED by Councillor Wardley

That Policy FIN025 Purchasing Authority Directive and Tendering Process be APPROVED with the following amendments:

COR/SECOR required:

- When the County can transfer prime responsibility for a project to a Contractor as defined in OH&S Act;
- When the project is considered high hazard (i.e. blasting) and no internal expertise exists (no task specific procedure/safe work practice to guide and/or a hazards assessment cannot be adequately achieved due to lack of internal expertise relative to the task)

COR/SECOR may not be required:

- Consulting services;
- Services received from contractors/suppliers on their premises;
- Equipment paid hourly from the County hired equipment list (companies with COR/SECOR receive 80% per for road builders rate, non-certified contractors received 70% road builders rate, see PW018 Hiring of Private Equipment Policy);
- Certified trades services.

The COR/SECOR exemption may be granted to a contractor under the following conditions (all must be satisfied):

- The County is the sole employer of the contractor for the duration of the contract's term.
- There are no employees working for the holder of the contract with the County (although an occasional substitute is permitted but must be granted by the County on a case by case basis).
- The individual's services under a contract are limited to labour services, and no or limited specialized equipment provided under the contract.

That all current contracts be grandfathered until their expiry.

CARRIED

5. b) Radio Network Agreement – Town of Rainbow Lake Request

MOTION 15-12-971

MOVED by Councillor Wardley

That administration enter into an agreement with the Town of Rainbow Lake to utilize the current radio network, subject to any additional equipment/set up costs be paid by the Town of Rainbow Lake.

CARRIED

Reeve Neufeld recessed the meeting at 11:14 a.m. and reconvened the meeting at 11:27

5. c) Budget Amendment – Pressure Sealer Purchase

MOTION 15-12-972

Requires 2/3

MOVED by Councillor Wardley

That the 2015 budget be amended to include the purchase of a pressure sealer in the amount of \$8,500 with funds coming from the General Capital Reserve.

CARRIED

5. d) Peace Officer Position

MOTION 15-12-973

MOVED by Councillor Bateman

That Mackenzie County hires a full time Peace Officer in 2016 and terminates the enforcement services contract with the Town of Rainbow Lake.

CARRIED

5. e) Rural Waterline & Truckfills Project

MOTION 15-12-974

MOVED by Councillor Knelsen

That administration be authorized to proceed as follows:

- Direct MPE Engineering to continue its preliminary engineering of the Rural Water Line and Truckfills project;
- That the Buffalo Head Truckfill shall be constructed near Buffalo Head as per the attached drawing (parcels 1, 2 or 3) with the waterline constructed along the route as discussed (Range Road 150);
- Direct MPE Engineering to proceed with clearing and grubbing tender preparation;
- That the landowners be approached for determining the exact location of the Buffalo Head Truckfill and the results of the negotiations be brought to January 27 council meeting.

CARRIED

Reeve Neufeld recessed the meeting at 12:04 p.m. and reconvened the meeting at 12:36 p.m.

5. f) 2016 Operating & Capital Budget

Review of funding to Recreational Boards, FCSS groups and library services.

Review of Grants to Other Organizations 2016 funding requests.

Councillor Derksen declared himself in conflict and stepped out of the room at 1:50 p.m. for the discussion regarding the funding request from the Field of Dreams Stampede. Councillor Derksen rejoined the meeting at 1:51 p.m.

Reeve Neufeld recessed the meeting at 2:08 p.m. and reconvened the meeting at 2:20 p.m.

MOTION 15-12-975
Requires 2/3

MOVED by Councillor Braun

That the Generator Installation cost – La Crete Office be added to

the 2016 Capital Budget in the amount of \$28,000 and that administration request three quotes as per the purchasing policy.

CARRIED

MOTION 15-12-976

Requires 2/3

MOVED by Deputy Reeve Sarapuk

That the 2016 operating and capital budget be APPROVED as revised.

CARRIED

MOTION 15-12-977

Requires 2/3

MOVED by Councillor Braun

That fifty percent (50%) of the operating funding for the local Recreation Boards, local FCSS boards, and the Mackenzie Library Board be released.

CARRIED

5. g) Organizational Chart

MOTION 15-12-978

MOVED by Deputy Reeve Sarapuk

That the organizational chart be APPROVED as amended.

CARRIED

5. h) Bill 6 Community Meeting

MOTION 15-12-979

MOVED by Deputy Reeve Sarapuk

That the written response to MLA Debbie Jabbour regarding the Bill 6 community meeting be sent as amended.

CARRIED

Deputy Reeve Sarapuk left the meeting at 2:45 p.m.

MOTION 15-12-980

MOVED by Councillor Jorgensen

That the regulations discussion regarding Bill 6 be added to next Council meeting agenda.

CARRIED

5. i) AUMA Symposium on Linear Property Taxation

MOTION 15-12-981

MOVED by Councillor Wardley

That the Reeve and/or designate be authorized to attend the AUMA Symposium on Linear Property Taxation on January 27, 2016 in Leduc.

CARRIED

MOTION 15-12-982

Requires Unanimous

MOVED by Councillor Braun

That the January 27, 2016 Committee of the Whole and Regular Council meeting be changed to Monday, January 25, 2016.

DEFEATED

MOTION 15-12-983

Requires Unanimous

MOVED by Councillor Wardley

That the January 27, 2016 Committee of the Whole and Regular Council meeting be changed to Friday, January 29, 2016.

CARRIED UNANIMOUSLY

MOTION 15-12-984

MOVED by Councillor Jorgensen

That Council move in-camera at 2:55 p.m. to discuss:

- Request to Purchase Land (NW 1-4, Section 6-109-19-W5M)
- Conflict of Interest – Legal Opinion Letter
- Communication Protocol Session

CARRIED

Councillor Bateman stepped out of the room at 3:24 p.m. for the discussion regarding the conflict of interest – legal opinion letter.

Councillor Jorgensen stepped out of the meeting at 3:35 p.m.

Councillor Bateman rejoined the meeting at 3:37 p.m.

MOTION 15-12-985

MOVED by Councillor Wardley

That Council move out of camera at 3:37 p.m.

CARRIED

IN CAMERA SESSION:

6. a) Request to Purchase Land (NW 1-4, Section 6-109-19-

W5M)

MOTION 15-12-986 **MOVED** by Councillor Braun

That administration be authorized to enter into negotiations for the request to purchase land (NW 1-4, Section 6-109-19-W5M).

CARRIED

IN CAMERA SESSION: **6. c) Communication Protocol Session**

MOTION 15-12-987 **MOVED** by Councillor Paul

That the Communication Protocol Session be TABLED to January 7, 2016.

CARRIED

NEXT MEETING DATE: **7. a) Next Meeting Date**

MOTION 15-12-988 **MOVED** by Councillor Braun

That the January 11, 2016 Special Council (Budget) Meeting be CANCELLED.

CARRIED

Councillor Bateman declared herself in conflict and stepped out of the meeting at 3:38 p.m.

IN CAMERA SESSION: **6. b) Conflict of Interest – Legal Opinion Letter**

MOTION 15-12-989 **MOVED** by Councillor Wardley

That having considered confidential legal advice from the County solicitor's in-camera, Council resolves that Councillor Bateman did not have a disqualifying pecuniary interest in the moving and voting on the repeal of Policy PW014.

CARRIED

Councillor Jorgensen and Councillor Bateman rejoined the meeting at 3:39 p.m.

ADJOURNMENT: **8. a) Adjournment**

MOTION 15-12-990

MOVED by Councillor Braun

That the Special Council Budget meeting be adjourned at 3:39 p.m.

CARRIED

These minutes will be presented to Council for approval on January 12, 2016.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	CAO Report

BACKGROUND / PROPOSAL:

The CAO and directors reports are attached for information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the CAO and Directors report for December 2015 be received for information.

Author: C. Simpson Reviewed by: _____ CAO: JW

Mackenzie County

Monthly CAO Report to Council

Mackenzie County will begin this New Year with enthusiasm and feel we are well prepared to face whatever challenges may come our way. Christmas holidays have passed with the only unfortunate issue being that the ice bridge was closed due to warmer than usual weather. Our PW departments worked as per their established schedules and have done a great job monitoring the roads conditions, and keeping our travels safe.

As we look forward to the New Year, I am confident we have a strong municipal team, who has positive attitudes and the professionalism to continue to provide excellent services to our ratepayers.

Although the month of December went by quickly and with all of the excitement of the Christmas holidays, a few things were accomplished:

- 2016 operating and capital budget was approved on December 21.
- Surface Water Management open house was held.
- A meeting was held with La Crete Library Society regarding the building renovations and a lease.
- The Regional emergency management initiative has moved ahead with the first drafts of the bylaws being reviewed.
- Mackenzie County Emergency Management Agency meeting was held.
- Climate Resiliency workshop was held and we are waiting for the draft action plan from the facilitators.

Please review the attached Directors reports and we will be happy to answer your questions. Happy New Year!

Respectfully submitted,

Joulia Whittleton

MONTHLY REPORT TO THE CAO

For the month of December 2015

From: Ron Pelensky
 Director of Community Services and Operations

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Regular winter road maintenance. Repaired Wing on Grader, Gear box on small winter sander broken, Installed GPS on 1 graders
Dogs	Ongoing	Completed animal control in Fort Vermilion, La Crete and Rocky Lane. Picked up two dog from Fort Vermilion area Responded to several animal control complaints in La Crete
Bylaw	Ongoing	Responded to two Hamlet Garbage complaints. Responded to new snow plow indicator complaints. Attended La Crete Fireworks meeting
Emergency/Disaster Service	Ongoing	Attended a Regional meeting on Dec 9
Health and Safety	Ongoing	December 16, Joint health and safety meeting. Completed 3 formal work site inspections
Peace Officer	Ongoing	Patrolled La Crete three separate weekends in December. Issued 25 tickets and 27 warnings tickets \$7207.00 in fines issued
Fire Department	October	Fort Vermilion responded to 1 Medical Assist, 1 Structure Fire La Crete responded to 3 Medical Assists, 3 Motor vehicle collision, 1 Structure Fire, 1 FV assist, 4 Fire Alarms Zama no calls

Fire Department Training	Ongoing	Regular practices held
Zama Public Works	Ongoing	Regular Winter maintenance

Capital Projects

Projects	Timeline	Comments
High Level to Ainsworth Rural Waterline	December	Town of High Level and Mackenzie County waterline is 99% complete. Completed last inspection and noted issue with a stop and drain valve (repair will be done in the summer)
Gravel Crushing	December	Completed crushing program.
Zama Shower unit	December	Shower unit is built, and is placed. Waiting for coin operating machine.
Road Regraveling Project	December	Project is complete
Gravel Truck with Trailer	December	Purchased a Kenworth truck and belly dump trailer
Hutch Lake Campground Expansion	December	8 new sites were created, road and sites are graveled. Worked with Tolko and High Level School to build 8 tables
FV 48 st and 47 Ave Paving	December	Contract awarded to Knelsen Sand & Gravel Project is complete
Rocky Lane Paving	December	Contract awarded to Knelsen Sand & Gravel Beaver First Nation removed the Asphalt Project is Complete
Purchase 3 Graders	December	Graders were purchased from Finning Project is Complete
Meander River Genetic site road improvements	December	Road upgraded, waiting for ESRD to take over the road

Replacement Bridge file culvert 75117 (on Store Rd)	December	Tender awarded to Northern Road Builders Project is Complete
Fire Department Radios	December	New Radios are in place. Relocated the tower from Tomkins to Buffalo Head tower. Waiting for new pagers as the last ones did not work properly
Fire Department Training yard	December	Training cans purchased Training yard landscaped, Graveling planned
Bridge Campsite expansion	December	Small section of road survey complete. Alberta Culture and Tourism has requested a archaeological survey of the area

Personnel Update:

One grader operator position off on long term disability. All other positions are filled

Other Comments:

Administration investigated the cost of taking waste to Long Lake Regional Landfill \$120/tonne for non resident (their resident rate would be \$55/tonne) plus the additional 2 to 4 hours of trucking

MONTHLY REPORT TO THE CAO

For the month of December, 2015

From: Byron Peters
Director of Planning & Development

Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Waiting for province to initiate the actual LUF process for the LPRP. Current rumour says it will begin in early 2016.
Community Infrastructure Master Plans	Winter 2016	Final drafts have been reviewed, working with consultant to update some key figures that somewhat skew the overall picture. Otherwise the documents are well done. Beginning work on offsite levies. Consultant promises these will be completed before he retires.
La Crete & Fort Vermilion Design Guidelines & Economic Development Strategy	May 2016	Ec dev phone interviews ongoing. Website and community board feedback ongoing. Draft What We Heard report has been received. Proceeding with advisory committees as approved by council. Next community visits & open houses will be from February 22 - 26

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Community Investment Readiness package	Spring 2016	Information has been added to the website. REDI is completing profiles, and we plan to create portfolios after REDI has completed current project. REDI has had hiccups, delaying the start of our work.

Capital Projects

Projects	Timeline	Comments
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Rural Addressing	2016	Project currently shut down for winter.
Aerial Photos	2016	Imagery will be acquired during the summer months.
Land Use Bylaw review	2016	Planning to have the RFP awarded in May, for work to begin immediately after streetscape project is complete.
Airport Planning	2016	WSP is currently finishing up some preliminary work. After that is complete will assess how to best move forward with detailed planning/implementation.

Personnel Update:

All current positions are filled. Beginning the process to recruit a certified planner, but not anticipating the position to be filled until spring.

Other Comments:

The property boundary dispute by the KSG pit in Fort Vermilion is being reviewed by the Boundary Panel, and we are awaiting their findings prior to taking any other steps on the issue.

The land purchase request for lands south of High Level was amended to exclude all lands west of Hwy 35. We originally requested 5 quarters, this amendment will reduce our application by about 160 acres. This change was to allow the application to proceed in a (somewhat) timely manner, by only dealing with lands that have already had extensive First Nations consultations completed.

Will be making a deliberate effort to push our consultant to get the Infrastructure Plans completed this winter. The project has exceeded every timeline multiple times over. The final drafts were all reviewed a couple months ago, with detailed comments to the consultant about items to revise. The next receipt of these documents should be the copies that are presented to Council for approval, which will begin the offsite levy process. This will include an open house with developers for their input.

Enjoyed the Christmas break, and will be taking another break sometime this month to welcome another little junior into my family.

MONTHLY REPORT TO THE CAO

For the Month of December 2015

From: Len Racher
Director of Facilities and Operations (South)

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Ice blading roads
Roads to New Lands	Ongoing	- This is an ongoing venture as we have a number of roads at various stages of construction.
Strategic Priorities	Ongoing	Tender for the new Salt shed is being drafted. Salt shed frame was removed off site. Mackenzie Builders met with me on Dec.10/15 we went over his plan to remove Salt Shed. I turned the site over to him that afternoon. We rented a Zoom Boom 45foot for 9 hrs. from Alpine Builders for him to use to take down rafters over our Salt storage block building inside salt shed. This enabled us to leave this structure in place and not move it. Mackenzie Builders then took over the rental and paid for its use to lower the rest of the structure. The complete structure was removed from site in two and a half days. A Work Site Hazard Assessment sheet was given to me. All employees of Mackenzie Builders used fall arrest harnesses as described by OHS. Ice Bridge was opened to 5 tons as of Jan.4/16 at 5pm.
2016 Budget	Ongoing	Developing new budget

Capital Projects

Projects	Timeline	Comments
BF 78103 Employee hiring	Ongoing	. We are entering into negotiations with land owners to build a road to the lands and eliminate this bridge. We are interviewed candidates for the equipment operator position and hired a qualified operator.
Various work	Ongoing	Snow was removed from LaCrete for the first time this year the cost was approximately \$ 20k Ice Bridge still open water

Personnel Update:

Going to see the grand kids and great grandson over xmas in Dawson Creek. I'm giving them a book on how to change diapers because in 10 years it's going to be there turn practicing on me.

Other Comments:

Respectfully,

Len Racher
 Director of Facilities and Operations (South)

Facility Maintenance Report December 2015

-Review hazard assessment documents for the library. (ATB building) It was indicated that there was a possibility that some ceiling tiles may contain asbestos. A sample of the ceiling tiles in question was sent to a lab for testing. Results came back confirming that no asbestos was found.

Check periodically to ensure building is secure

Repair furnace in library

-FV office- replace dishwasher in staff room, existing dishwasher failed to clean dishes properly.

Repair front desk countertop nosing

-La Crete office-camera conduit to exterior termination point. Conduit will be used for generator hookup

-FV EMS base- replace ceiling tiles in kitchen/entrance.

-La Crete EMS base-investigate low water pressure in ambulance bay, increased water line size to gain more pressure.

-Zama-install water meter at a residence

Install sewer vent extensions on mobile homes

-Repair/replace lights- FV water treatment plant, rocky lane water point, LC shop LC office etc.

In Progress: sign up a few buildings for the MCCAC program

Collect GPS coordinates for buildings as requested by the insurance company for cheaper premiums

Cornie Wiebe

MONTHLY REPORT TO THE CAO

For the month of December, 2016

From: Grant Smith, Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
A Drainage Open House was held in La Crete on December 14 th with speakers from AEP discussing the approval process and the Alberta Wetland Policy. Approximately 70 ratepayers attended.		Good information distributed, good question and answer period.
Weed warning letters have been sent out to ratepayers who are not practicing satisfactory weed control.	2016	Weed notices will be issued in spring of 2016 to ensure control measures are implemented.

Capital Projects

Projects	Timeline	Comments
Buffalo Head/Steephill Surface Water Management project.	Ongoing	We are still awaiting AEP approval to proceed.
Blue Hills Erosion Repair	2015	This project was awarded to Northern Road Builders for \$187,000 on August 26 th . Completion date is October 31 st . Project is complete. Final payment will be issued pending council approval of additional costs.
Flood Control Channel Repairs	2015	All Flood control channel repairs have been completed.

Personnel Update:

Other Comments:

REPORT TO THE CAO

For December 2015

From: Alexandra Codispodi
Municipal Intern

Department: Planning & Development

- Proposed amendments to several elements of the Land Use Bylaw.
- Attended an Urban Aboriginal Strategy session at the Native Friendship Centre in High Level to discuss priorities and methods of assisting aboriginal communities with living off of reserves and in urban centres.
- Completed and approved a development permit.
- Attended a REDI meeting.
- Attended the surface water management open house where the County's drainage plan, Alberta wetlands policies and soil erosion was discussed.
- Attended the climate resilience express session where a plan was developed to manage the negative effects of climate change within Mackenzie County.
- Wrote and presented RFD's for the Municipal Planning Commission.
- Edited the goals and strategies for the County's sustainability plan.
- Reviewed a subdivision application and was involved in the approval process.

MONTHLY REPORT TO THE CAO

For the Month of December 2015

From: Fred Wiebe
Manager of Utilities

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Sept/15	- Complete
Strategic Priorities	1.Ongoing 2.Ongoing	1. FV Frozen Services Plan 2. Hamlet Easement Strategy

Capital Projects

Projects	Timeline	Comments
Comprehensive Water Study	Complete	Complete. Report was forwarded to Planning and Development to include in their planning documents.
FV- Lights Replacement	Complete	Lights installed June 12/15.
Master Meters	Ongoing	About 60 master meters remaining in FV and less than 25 remaining in LC.
FV- Gas Meter Guards	Complete	Complete.
LC-Filter Media Replacement	Complete	Media install is complete. Monitoring media levels to ensure media loss isn't more than acceptable amounts.
LC- North Point Lift Station Fence	Complete	Complete.
FV- Hydrant Replacement	July/16	Hydrants are installed. Clean up completed with trench settlements to be repaired in 2016 along with final landscaping and seeding.
ZA- SCADA Computer Replacement	Complete	Complete. Installed and working well.

ZA- Well Reclamation	Complete	Work is complete. Report has been sent to Alberta Environment.
FV-Frozen Water Service Repairs	Ongoing	Planning public meeting with affected residents for February 1/16.
FV-Raw Water Truckfill Upgrade	April/16	Need to send out for new estimates on revised scope of work.
LC-Raw Water Truckfill Upgrade	Jan/16	Contractors arriving Jan 7/16 and should be completed within the month.
Generators for WTP's	Complete	Generators were installed, commissioned and tested at all 3 locations in February/15.
LC- Lagoon Upgrade	Oct/16	Some seeding to be completed in spring 2016 and 1 year inspection to occur in fall 2016.
ZA-FV Sewer Flusher	Complete	Flusher shipping damage is repaired and is fully operational.
LC- Main Lift Station Repair/Upgrade	Feb/16	Request for quotes were sent out and work has been awarded to Ranwal Plumbing. Targeting end of January/16 weather permitting.
LC- Sanitary Sewer Main Upgrade	Oct/16	Getting agreements signed by residents and re-tendering in early 2016.
LC-Lift Station Grinder	Complete	Complete.
FV- 49 th Ave Sewer Repair	Complete	Complete.
FV- 48 th Ave Water Services	Oct/16	Services installed with asphalt and landscaping to be completed in 2016.
Rural Potable Water Infrastructure	Ongoing	Start-up meeting with MPE Siemens on Dec 1/15, with initial designing to follow.
FV- Dechlorination	April/16	ATAP held onsite startup meeting and are moving project forward.

Personnel Update:

Our last remaining summer GML in La Crete completed his last day in the end of November.

Other Comments:

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Respectfully submitted,

Fred Wiebe
Manager of Utilities
Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Len Racher – Director of Facilities & Operations (South)
Title:	Tompkins Crossing Committee Meeting Minutes – April 28, 2015

BACKGROUND / PROPOSAL:

The adopted minutes of the April 28, 2015 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the Tompkins Crossing Committee meeting minutes of April 28, 2015 be received for information.

Author: S Wheeler Reviewed by: _____ CAO: JW

MACKENZIE COUNTY
Tompkins Crossing Committee
Wednesday April 28, 2015
2:30pm
Council Chambers Fort Vermilion, Alberta

PRESENT: Bill Neufeld Reeve
 Josh Knelsen Chair
 John W. Driedger Councilor
 Peter Braun Councilor

REGRETS:

ADMINISTRATION: Joulia Whittleton CAO
 Len Racher Director of Facilities & Operations (South)
 John Martens Lead Hand
 Madison Dyck PW Admin Assist./Recording Secretary

ALSO PRESENT: Rommel Directo Alberta Transportation
 Paul Catt Alberta Transportation
 Philip Krahn PHK Herefords (Subcontractor)

CALL TO ORDER: 1. a) Call to Order

Chair Knelsen called the meeting to order at 2:42pm

AGENDA: 2. a) Adoption of Agenda

MOTION TC-15-04-011 MOVED by Councilor Driedger

That the agenda be approved as amended.

5. a) Philip Krahn Reimbursement

CARRIED

MINUTES: 3. a) Adoption of Minutes from March 3, 2015

MOTION TC-15-04-012 MOVED by Reeve Neufeld

That the minutes from March 3, 2015 be adopted as presented.

CARRIED

NEW BUSINESS: 4. a) Historical Data

MOTION TC-15-04-013 MOVED by Reeve Neufeld

That the Historical Data be received for information.

CARRIED

4. b) Season in Review – Discussion

- *Lack of communication was a concern from AT. Mackenzie County was in the process of hiring a new Director. This will not be an issue in the coming season of 2015-2016.*
- *Commercial Vehicle Enforcement did weight checks for us at top of hill, as well as caught overloads crossing on two occasions.*
- *A discussion about having collected piles of snow on each end of ice bridge for if/when approaches need to be built higher preventing vehicles from spinning out.*
- *A discussion took place about having a contingency fund for emergency work that may be necessary throughout the season.*

ADDITIONS:

5. a) PHK Herefords Reimbursement

MOTION TC-15-04-014

MOVED by Councilor Driedger

That, considering the extra 190 hours worked on the skidsteer due to fluctuating water levels throughout the season, Mackenzie County will reimburse PHK Herefords a total of \$6000.

CARRIED

NEXT MEETING:

6. a) At the call of the Chair

ADJOURNMENT:

7. a) Adjournment

MOTION TC-15-04-015

MOVED by Councillor Driedger

That the meeting be adjourned at 4:01pm

CARRIED

These minutes were adopted at December 2, 2015 meeting.

Josh Knelsen, Chair

**Len Racher,
Director of Facilities &
Operations (South)**



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Fred Wiebe, Manager of Utilities
Title:	Utility Accounts

BACKGROUND / PROPOSAL:

Through the replacement of meter registers with the new master meter registers, our utility operators have come across 2 meters that are active in using water but had no utility account. One account is Country Grill in La Crete and the other is the Frontier Veterinary Clinic in Fort Vermilion.

Country Grill:

- Started renting from Business Center Ltd. in 2004 and had their own utility account.
- Mackenzie Regional Emergency Services (MRES) moved into the unit beside Country Grill (same building) and the utility account for Country Grill was disconnected and the MRES account was started on July 1, 2005.
- Due to the building having only 1 address, the utility account will have been switched instead of introduced as a second account for the same address.
- Country Grill paid for correct meter from November 22, 2004 to July 1, 2005.
- From July 1, 2005 to December 1, 2009 Country Grill had no water/sewer account. Due to them being renters, they assumed the landlord was paying for the water/sewer after MRES moved into their unit.
- December 1, 2009 to present, Country Grill has paid for the water that was used in the part of the building that was metered as MRES but now was metering only bathrooms.
- On December 1, 2009 Country Grill started their own account as they had become owners of the building. They did renovations to incorporate the entire building as their restaurant. The owners informed me that they contacted multiple staff multiple times to inform that there should be 2 meter readings/accounts and at one point had even been told it had been taken care of.

Author: F. Wiebe Reviewed by: _____ CAO: JW

- From July 1, 2005 to November 27, 2015 the meter in the original portion of the Country Grill restaurant had not been read/billed totaling 19,341 m³ of unbilled water.

In summary, due to there not being 2 assigned civic addresses or unit numbers for the 2 units in the building caused an assumption that there was only 1 water meter for the one address.

Frontier Veterinary Clinic:

- Searching through our records, it appears that the mobile home at the current Frontier Veterinary Clinic location was put into place on September 30, 1990 and was the property of then Improvement District #23.
- January 1, 2004 Mackenzie County sold the mobile home at 4406-46th street to Frontier Veterinary Clinic but no utility account was ever created.
- Between September 30, 1990 and November 25, 2015 there was 2828m³ used (if the meter started at 0). There are no records of any reads other than the final read that was taken in November 2015.

Both accounts have been setup as of December 1, 2015 and are being charged as per the fee schedule bylaw.

There are preventative measures that Mackenzie County now has in place which should alleviate similar incidents from reoccurring in the future.

Firstly, our planning and development department has improved the addressing system through their permitting process. Civic addresses are now assigned when the development permit is approved which, in the Country Grill case, would've identified 2 separate units for the building.

Secondly, the master meter registers that have been installed allow us to have our own reading system via radio drive by reads. We are working with Master Meter to create a report that would summarize all the "orphan reads" (meters not attached to an account). This will flag meters that are in the community but not associated with an account every month when our staff do the meter reads. Investigation into the meters can then occur to see where it belongs.

OPTIONS & BENEFITS:

Option #1:

That the property owners should pay for all charges dating back to when accounts should have been initiated.

Option #2:

That the property owners pay a portion of the charges between the initial time the accounts should've started up to December 2015 when the accounts were setup. (Recommend min of two years)

Author: F. Wiebe Reviewed by: _____ CAO: JW

Option #3:

That the property owners not be charged for any water/sewer prior to December 2015 account setup.

COSTS & SOURCE OF FUNDING:

Total lost revenue on each account is as follows:

Country Grill: \$64,952.74

Veterinary Clinic: \$8,230.01

Additional information on the cost breakdowns is attached.

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

Both property owners have been informed about the utility account issues and the accounts were started as of December 1, 2015.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: F. Wiebe Reviewed by: _____ CAO: JW

COUNTRY GRILL UTILITIES

July 1, 2005 – November 25, 2015
19341m³ – 125 months – Average 154.7m³/month

July 1, 2005 – January 1, 2009 (42 months) – Bylaw 472/04

Fixed Rate	\$14.00 x 42	\$588.00
Water Rate	\$1.878 x (154.7 x 42) 6497.4	\$12,202.12
Sewer Rate	\$12,790.12 x 0.335	<u>\$4,284.69</u>
		\$17,074.81

January 1, 2009 – January 1, 2010 (12 months) – Bylaw 690/08

Fixed Rate	\$14.56 x 12	\$174.72
Water Rate	\$1.95312 x (154.7 x 12) 1856.4	\$3,625.77
Sewer Rate	\$3,800.49 x 0.335	<u>\$1,273.16</u>
		\$5,073.65

January 1, 2010 – February 1, 2011 (13 months) – Bylaw 745/09

Fixed Rate	\$15.73 x 13	\$204.49
Water Rate	\$2.13 x (154.7 x 13) 2011.1	\$4,283.64
Sewer Rate	\$4,488.13 x 0.335	<u>\$1,503.52</u>
		\$5,991.65

February 1, 2011 – February 1, 2012 (12 months) – Bylaw 790/10

Fixed Rate	\$15.73 x 12	\$188.76
Water Rate	\$2.43 x (154.7 x 12) 1856.4	\$4,511.05
Sewer Rate	\$4,699.81 x 0.335	<u>\$1,574.44</u>
		\$6,274.25

February 1, 2012 – March 1, 2012 (1 months) – Bylaw 850/12

Fixed Rate	\$30.67 x 1	\$30.67
Water Rate	\$2.43 x (154.7 x 1) 154.7	\$375.92
Sewer Rate	\$406.59 x 0.335	<u>\$136.21</u>
		\$542.80

March 1, 2012 – March 1, 2014 (24 months) – Bylaw 850/12

Fixed Rate	\$28.76 x 24	\$690.24
Water Rate	\$3.20 x (154.7 x 24) 3712.8	\$11,880.96
Sewer Rate	\$12,571.20 x 0.26	<u>\$3,268.51</u>
		\$15,839.71

March 1, 2014 – November 25, 2015 (21 months) – Bylaw 937/14

Fixed Rate	\$68.56 x 21	\$1,439.76
Water Rate	\$3.18 x 3252.2 (remainder owing)	\$10,342.00
Sewer Rate	3252.2 x 0.73	<u>\$2,374.11</u>
		\$14,155.87

TOTAL - \$64,952.74

FORT VERMILION VET UTILITIES

October 1, 1990 – November 12, 2015

2828m³ – 301.5 months – Average 9.38m³/month

- Mackenzie County owned Mobile Home from October 1, 1990 – January 1, 2004.
 - o 159 months – 9.38m³ monthly average = **1491.42m³**

January 1, 2004 – March 1, 2005 (14 months) – Bylaw 402/03

Fixed Rate	\$20.00 x 14	\$280.00
Water Rate	\$0.5727 x (9.38 x 14) 131.32	\$75.21
Sewer Rate	\$355.21 x 0.4613	<u>\$163.86</u>
		\$519.07

March 1, 2005 – January 1, 2009 (46 months) – Bylaw 472/04

Fixed Rate	\$14.00 x 46	\$644.00
Water Rate	\$1.878 x (9.38 x 46) 431.48	\$810.32
Sewer Rate	\$1,454.32 x 0.335	<u>\$487.20</u>
		\$1,941.52

January 1, 2009 – January 1, 2010 (12 months) – Bylaw 690/08

Fixed Rate	\$14.56 x 12	\$174.72
Water Rate	\$1.95312 x (9.38 x 12) 112.56	\$219.84
Sewer Rate	\$394.56 x 0.335	<u>\$132.18</u>
		\$526.74

January 1, 2010 – February 1, 2011 (13 months) – Bylaw 745/09

Fixed Rate	\$15.73 x 13	\$204.49
Water Rate	\$2.13 x (9.38 x 13) 121.94	\$259.73
Sewer Rate	\$464.22 x 0.335	<u>\$155.51</u>
		\$619.73

February 1, 2011 – February 1, 2012 (12 months) – Bylaw 790/10

Fixed Rate	\$15.73 x 12	\$188.76
Water Rate	\$2.43 x (9.38 x 12) 112.56	\$273.52
Sewer Rate	\$462.28 x 0.335	<u>\$154.86</u>
		\$617.14

February 1, 2012 – March 1, 2012 (1 months) – Bylaw 850/12

Fixed Rate	\$30.67 x 1	\$30.67
Water Rate	\$2.43 x (9.38 x 1) 9.38	\$22.79
Sewer Rate	\$53.46 x 0.335	<u>\$17.91</u>
		\$71.37

March 1, 2012 – March 1, 2014 (24 months) – Bylaw 850/12

Fixed Rate	\$28.76 x 24	\$690.24
Water Rate	\$3.20 x (9.38 x 24) 225.12	\$720.38
Sewer Rate	\$1,410.62 x 0.26	<u>\$366.76</u>
		\$1,777.38

March 1, 2014 – November 15, 2015 (20.5 months) – Bylaw 937/14

Fixed Rate	\$68.56 x 20.5	\$1,405.48
Water Rate	\$3.18 x 192.22 (remainder owing)	\$611.26
Sewer Rate	192.22 x 0.73	<u>\$140.32</u>
		\$2,157.06

TOTAL - \$8,230.01



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Ron Pelensky, Director of Community Services and Operations
Title:	Review PW004 - Winter Road Maintenance/Snow Plowing Indicator Policy & PW005 - Road Maintenance Policy

BACKGROUND / PROPOSAL:

As per a councilor’s request, attached please find Policy PW004 - Winter Road Maintenance/Snow Plowing Indicator & Policy PW005 – Road Maintenance for review and discussion.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

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

For discussion.

Author: _____ Reviewed by: _____ CAO: JW

Mackenzie County

Title	WINTER ROAD MAINTENANCE/SNOW PLOWING INDICATOR 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 indicator and have signed the snowplowing 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 designate is responsible for dispatching winter maintenance equipment in accordance with this policy.

The 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 (public and private)
- 5) Collector roads/Hamlet streets
- 6) Local roads
- 7) Public sidewalks and walkways
- 8) Winter maintenance of rural private residential driveways
- 9) Other miscellaneous duties

Hamlet Snow Removal:

Generally, plowing of snow should only be undertaken when snow accumulates to a minimum of ten (10) cm of snow.

Rural Standard Areas (Ditches) Includes Hamlet Country Residential – Snow should be plowed into the ditch area, and windrows created on driveways as a result of this operation should be removed using County resources.

Urban Standard Areas (Curb & Gutter)

The following procedures should be used:

1. Snow may be left on the street until the packed snow reaches 3-4 inches, at which time the snow should be windrowed to the middle of the street and hauled away.
2. Snow may be plowed to the non sidewalk side of the street when able and practical to do so, and windrows created on driveways as a result of this operation should be removed using County resources.
3. The removal and hauling of snow from within the Hamlet boundaries to a designated snow dump area should take place at the discretion of the CAO or designate when deemed necessary.

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

Rural Snow Removal: (Includes Rural Country Residential)

Generally, grading of snow should only be undertaken when snow accumulates to a minimum of ten (10) cm of snow.

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

Excess snow should 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.

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

Negotiations for stockpiling snow on private property should 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.

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

Rural Private Residential Maintenance Operations/Sale of Rural Snowplowing Indicators

- Mackenzie County provides for snowplowing of rural residential driveways through the sale of snowplowing Indicators.
- The snowplowing Indicator is to be purchased at a fee established by Council and set out in the Fee Schedule By-law.
- An Indicator is intended to provide resident with ONE pass in and ONE pass out (most direct route to the residence) when present. When the Indicator is present the snowplowing will be to a maximum of ¼ mile (400 meters) or 15 minutes of snow clearing, whichever is less.
- The cost of the snowplowing service each time the Indicator is present is a fee set out in the Fee Schedule Bylaw, and will be invoiced monthly to the owner of the indicator.
- Any rural resident residing within the boundaries of Mackenzie County shall be allowed to purchase a snowplowing Indicator if the resident enters into a standard Snowplowing 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 snowplowing Indicator.
- The snowplowing Indicator 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 area, owner must call County office to request this service specifically.

Rural Snowplowing Indicators for Senior Citizens and/or Handicapped Persons

Mackenzie County recognizes that the snowplowing of rural residential accesses may be cost prohibitive to Senior Citizens and/or Handicapped Persons. Therefore, Mackenzie County will provide qualified rural Senior Citizens and/or Handicapped Persons with snowplowing services of their rural residential driveways at no cost and/or as identified in the Fee Schedule Bylaw. Receiving the senior and/or handicap snowplowing services is subject to entering into the Senior and/or Handicapped Snowplowing Agreement (Appendix B).

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 Snowplowing 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 Senior and/or Handicapped Snowplowing Agreement shall not qualify when a person, other than the spouse, resides on the property that is over the age of 18 and/or under the defined age of a senior.
- Senior and/or handicapped residents shall provide proof as to their senior and/or handicapped status.
- A Senior/Handicapped Indicator 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 (400 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 snowplowing Indicator if the resident enters into a Senior Citizen and/or Handicapped Person Snowplowing Agreement

(Appendix B) releasing the County of Mackenzie, its employees, and agents, from any liability arising from the snowplow operation.

- The snowplowing Indicator shall be placed visibly at the end of the driveway to signify the residents request for snow clearing.

	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
Amended	11-Dec-12	12-12-836
Amended	26-Aug-15	15-08-576

RURAL RESIDENTIAL SNOWPLOWING 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) (Tax Roll #)

(Telephone Number) (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 AND IN ACCORDANCE WITH Public Works Policy PW004.
- (2) (a) The Owner hereby agrees to pay to Mackenzie County the sum-of Fifteen Dollars (\$15.00) + G.S.T. for the Snowplowing Indicator ("hereinafter referred to as the Indicator ").
(b) The Owner hereby agrees that the Indicator purchased will belong to the Owner and he/she will be invoiced each time the snow is removed from their driveway at the cost of Twenty Dollars (\$20.00) + G.S.T. for each service when the Indicator is present.
(c) The Owner hereby agrees that the maximum length of driveway to be snowplowed is 1/4 mile (400 meters) or 15 minutes whichever is lesser (most direct route to the residence) each time the Indicator is present, subject to other snowplowing/operational priorities. For icepicking the maximum length is 50 feet, Owner must call County office to request this service specifically.
- (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 may return the Indicator sign, however shall not be entitled to a refund for any purchased Indicator.
- (8) Mackenzie County reserves the right to transfer any outstanding unpaid Snow Plowing Services to the property owners tax rolls.

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

SIGNED in the presence of:

MACKENZIE COUNTY STAFF

OWNER

INDICATOR #

CUSTOMER #

DIRECTOR

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.

Municipal District of Mackenzie No. 23

Title	ROAD MAINTENANCE	Policy No:	PW005
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Legislation Reference	Municipal Government Act, Section 18 and 532 (1)
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Purpose

To establish maintenance standards for municipal roads.

Policy Statement and Guidelines

As determined by the Superintendent of Road Operations or Designate:

Hard surfaced roads shall be patched, crack-sealed and line painted. Roads shall be resurfaced in accordance with the municipality's long range and annual road programs.

Gravel surfaces shall be graded and repaired and an annual gravelling program will be carried out in accordance with the Road Gravelling Policy.

Winter grading operations shall be in accordance with the Winter Maintenance Policy.

Signage shall be installed in accordance with generally accepted engineering standards. The "Uniform Traffic Control Devices for Canada" shall be used as a guide.

Inspections shall be carried out as follows:

- bridges and major culverts (4 foot diameter or greater): at least once annually
- secondary highways: staff shall watch for and report any instances of deteriorated road conditions to ensure freedom from hazardous situations.
- local roads: during routine grader blading operations
- signage: staff shall watch for and report any instances where signage has been damaged or removed.

The Chief Administrative Officer is authorized to approve all routine maintenance operations within the approved budget.

	Date	Resolution Number
Approved	Dec 18/98	98-390
Amended		
Amended		

“J. Maine” (Signed)
Chief Administrative Officer

“B. Bateman” (Signed)
Chief Elected Official



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Motor Graders Purchase

BACKGROUND / PROPOSAL:

The approved 2016 Capital budget includes the purchase of three replacement graders for a budget amount of \$1,416,000.

Administration has received quotes from Finning as per the National Joint Powers Alliance (NJPA) Canada program, which is AAMD&C's initiative.

The County has one grader that is near its maximum hours to be eligible for the guaranteed buyback. Administration would like to replace this unit to take advantage of the buyback plan. Finning has a grader that was ordered by another company but not purchased. It is available, should the County wishes to buy it. It is currently located in southern Alberta. The grader is a 2015 160M AWD with a price of \$468,091 and a guaranteed buyback term of 4 years or 7500 hours for \$215,000.

New grader price	468,091
Unit 2135 buy back -	<u>160,644</u>
Total cost	307,447

The second unit requiring replacement will cost \$471,411 and must be ordered with delivery being the second week of June. This grader will be a 2016 160M AWD with a guaranteed Buy Back term of 4 years or 7500 hours for \$215,000.

New grader price	471,411
Unit 2136 buy back -	<u>160,644</u>
Total cost	310,767

Author: S Wheeler **Reviewed by:** Len Racher **CAO** JW

The third unit requiring replacement will cost \$438,204 and must be ordered with the delivery being the second week of June. This grader will be a 2016 140M AWD with a guaranteed Buy Back term of 4 years or 7500 hours for \$202,000.

New grader price	438,204
Unit 2134 buy back -	160,644
Total cost	277,560

OPTIONS & BENEFITS:

That administration purchases the 3 graders from Finning through AAMD&C/NJPA partnership.

Benefit:

The County can receive good pricing for equipment required, without going through the regular tender process.

COSTS & SOURCE OF FUNDING:

2016 Capital Budget \$1,416,000

COMMUNICATION:

NA

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration be authorized to enter into the agreement through the National Joint Powers Alliance (AAMD&C) with Finning to purchase two CAT 160M and one Cat 140M graders for a total of \$1,377,706 less the buyback of \$481,932.

Author: S Wheeler Reviewed by: Len Racher CAO JW

ABOUT US

Contract Purchasing



Working cooperatively...
TOGETHER

THE AAMDC AND NJPA

The AAMDC and NJPA, as like-structured organizations, have constructed a formal arrangement. This will allow AAMDC members to access NJPA's capital purchasing programs including CAT. These contracts are tendered regularly by the NJPA on the member's behalf.

NJPA's PURPOSE: The general purpose of NJPA is to serve our member agencies by facilitating a national municipal contracting alliance. Our goal is to provide our members with requested programs and services that are created, coordinated and delivered through a cooperative effort between NJPA and our member agencies. **NJPA is a national organization that creates a business and service relationship alliance between buyers and suppliers.** Appropriate levels of membership are offered to government, education and all non-profit agencies nationwide and in Canada. Member agencies are responsible for interpreting their own purchasing laws and recognizing NJPA as having satisfied their own competitive bidding and contracting requirements.

NJPA's MEMBER COMMITMENT: NJPA is committed to serving you, our member agency, through a continuous effort to meet your present and future needs. Our goals are highlighted by our desire to provide valued national contract purchasing solutions. We will strive to identify and meet your needs in a measurable, cost-effective manner. We will research the industry with regard to our members' common needs, and as a result deliver to you the opportunity to purchase the very best products, equipment and services through nationally leveraged contracts offering our members the lowest possible contract price. We are only able to do this as we work together to develop business and member agency relationships, creating a unified purchasing alliance.

We look forward to working closely with you and your agency, listening to your needs and interests and responding by providing valued national and international contract solutions.

NJPA's VENDOR COMMITMENT: NJPA awarded contract vendors can expect only the highest level of integrity, business practices and ethics. Our commitment to you will reflect our very best efforts to embrace and grow our relationship through common goals and respect. Our partnership will demonstrate open and honest communication, and our actions will represent the foundation of who NJPA is as an organization and how our employees represent the mission of NJPA. We will focus on our contracting process and procedures to ensure the level of consistency necessary to exceed the overall contracting and procurement expectations of our member agencies and vendors.

Your decision to respond to an NJPA national solicitation resulting in an awarded NJPA contract will be something you can be proud of. It will become a critical element in your company's success. Your NJPA contract will advance your commitment to effectively do business with government and education agencies nationwide through competitively bid and awarded contracts.

On behalf of the NJPA Board and our staff, we are committed to earning your trust and respect as a valued contract solution for our member agencies across the U.S. and Canada.

SERVICE IS OUR STANDARD

As a unit of government, NJPA exists for the singular purpose of providing valued services to our member agencies. We engage our membership throughout our procurement process in an effort to stay in tune to their individual needs and interests. Members are encouraged to give us input and express their views on everything we do on their behalf. This includes which products and equipment to bid for, the process we use, how to evaluate, and finally, how our members judge the value of our contracts. We are driven to provide efficient public service through our national cooperative purchasing programs. Our common needs and the desire to serve your agencies will lead our efforts as we face the challenges of the procurement, business and industry communities both now and in the future.

FREQUENTLY ASKED QUESTIONS

Q. WHO IS NJPA?

A. NJPA is a public corporation or agency serving as a municipal contracting agency for government and education agencies. NJPA serves member agencies under the legislative authority established and granted by Minnesota Statute 123A.21 (see specific statutory references on pages 4-5). All NJPA employees are public employees whom are required to pay into Public Employment Retirement Association (PERA) through payroll deduction. NJPA employees have the same employment status as employees of NJPA government and education member agencies.

Q. WHAT IS NJPA'S PRIMARY PURPOSE?

A. Among other areas of serving members, NJPA creates national cooperative contract purchasing solutions on behalf of its member agencies which include all government, education and non-profit agencies in Canada. These cooperative contract opportunities offer both time and money savings for their users by consolidating the efforts of numerous individually prepared solicitations to one national, cooperatively shared process. This process leverages the aggregation of volume from members nationwide.

Q. WHO IS ELIGIBLE FOR NJPA MEMBERSHIP?

A. Any AAMDC member is eligible to participate in the program.

Q. HOW IS NJPA GOVERNED?

A. Similar to the AAMDC, the NJPA is governed by a Board of Directors. The eight-member board is comprised of publicly elected governing officials; including school board, city council members and county commissioners from Region Five in Minnesota.

Q. HOW CAN WE JOIN AND PARTICIPATE IN NJPA AND ITS CONTRACTS AND SERVICES?

A. As a member of the AAMDC there is no application process. Participating members are non-voting members of NJPA and are able to enter into Joint Powers Agreements. Non-profit organizations, non-public schools and other similar entities may join NJPA through an associate membership.

Q. DOES NJPA HAVE A PROFESSIONAL PUBLIC PURCHASING BOARD OF ADVISORS?

A. Yes. At this point, all current members are a part of our Board of Advisors. NJPA also has multiple member advisory committees that specialize in various membership verticals. These verticals include our general membership represented by procurement professionals from our government and education agencies and others, such as fleet departments, food service departments, park and recreation departments and public utility departments.

Q. WHAT ARE THE ADVANTAGES OF BEING A MEMBER OF NJPA?

A. • The competitive bidding and contract process is completed and satisfied on behalf of your agency. • National aggregation of product and equipment demand and volume resulting in aggressive and competitive pricing. • Choice of equipment, products and services is offered under awarded contracts featuring the highest quality solutions from industry-leading and nationally acclaimed vendors. • Members enjoy a broad range of exceptional product and equipment selections complimented by substantial time savings and multiple other related benefits for participating agencies. • NJPA contract solutions offer choice with the ability to continue to perform your own competitive bidding process if you choose to do so.

NJPA strives to exceed our members' needs and expectations. Our contracting process mirrors our members' process. In creating a contract pathway through a unified and commonly embraced contracting process, NJPA contracts are accepted by the highest level of government and education agencies across the country. NJPA increases our members' comfort by conducting complete financial audits of our organization annually through an independent auditor with the results submitted to the State of Minnesota as required by state law.

Q. AS NJPA MEMBERS, ARE WE STILL ABLE TO BUY FROM OTHER CONTRACTS?

A. Yes. This is a non-binding purchasing tool. All NJPA membership and contracts are non-exclusive with no obligation to purchase and are contracts of choice by our member agencies.

Q. CAN MY PUBLIC AGENCY USE NJPA CONTRACTS WITHOUT ISSUING OUR OWN SOLICITATION?

A. The AAMDC has filed a notice of planned procurement. Barring any significant challenges each AAMDC member will be included. There will be a minimal process before you may adopt the contract, to ensure approval in your marketplace. It will be the responsibility of each municipality to ensure their compliance.

Q. HOW CAN I OBTAIN COPIES OF THE LEGAL DOCUMENTATION ASSOCIATED WITH EACH CONTRACT?

A. Related contract and competitive bid process documentation is available on the NJPA website under each individual vendors' page or by request. Once on a vendor page, there is a tab titled "Contract Documentation" where these documents can be reviewed. Please follow the instructions under each vendor's "Pricing" tab to access pricing for specific contracts. Due to pricing complexity, most pricing is not located on the website and is available upon request in compliance with MN Data Practices. Procurement files are also available upon request.

Q. WHO SHOULD I CONTACT WITH QUESTIONS ABOUT THIS PROGRAM?

A. Carolyn Boyle
Manager of Client Relations
AAMDC - Alberta Association of Municipal Districts and Counties
P: 780.955.8401
C: 780.863.7174
Email: carolyn.boyle@aamdc.com



OUR 11-STEP PROCUREMENT PROCESS

1) IDENTIFY MEMBER NEED

NJPA pursues member participation and conducts research through our member advisory committees represented by various verticals. This is also carried out at numerous national trade shows; we take the opportunity to not only display our current offerings, but also listen to our members' needs in an effort to refine our current and future product and service offerings.

2) RESEARCH SOLUTIONS AVAILABLE IN THE MARKET PLACE

Constant research helps us develop the best approach for each offering. Some industries lend themselves to a manufacturer's response because that manufacturer provides a complete industry solution through their authorized dealers. Other industries lend themselves to a distributor response because they are able to provide the most complete industry solutions through the large number of manufacturers they represent.

3) REQUEST PERMISSION FROM THE NJPA BOARD OF DIRECTORS

After establishing the existence of both a viable need and a viable NJPA style solution, permission from the publicly elected NJPA Board of Directors is sought and must be granted to officially begin the development of the bid and overall procurement process.

4) DRAFT A SOLICITATION, PUBLIC ADVERTISEMENT AND NOTICE

Our bid document is our cornerstone of cooperative contract purchasing. The consistency of that bid document and its response forms and evaluation criteria are some of our greatest assets. NJPA advertises each RFP:

- in the print and online versions of the Minneapolis Star Tribune;
- in the online version of the USA Today;
- at least once in Oregon and Utah in the Daily Journal of Commerce and the Salt Lake News, respectively;
- on the NJPA website (NJPAcoop.org);
- on NoticeToBidders.com, and other appropriate e-commerce sites such as bidsync.com, onvia.com, publicpurchase.com, MERX.com, and biddingo.com; and
- by notifying state procurement departments in each state for possible re-posting of solicitation within their systems at their discretion.
- In the future: APC and Canadian MERX.com

5) CONDUCT A PRE-PROPOSAL CONFERENCE FOLLOWED BY RECEIPT OF PROPOSERS' RESPONSES

Proposers are typically given 5-6 weeks from the start of the RFP advertisement to respond to the RFP. A Pre-Proposal Conference is conducted to answer questions and the PowerPoint slides used are sent to all who requested the RFP. An addendum may also be issued if there are any items covered beyond RFP content clarifications in the conference, and such items are deemed material by NJPA. NJPA uses an atomic clock to electronically time and date stamp all Proposals immediately upon receipt in NJPA's Staples, MN office. Proposals are later opened and read aloud by a Bids and Contracts department employee at the time, date, and place specified in the RFP.

6) EVALUATE PROPOSERS' RESPONSES

Evaluation begins at the bid opening by determining the "responsiveness" of each bid. "Level One Responsiveness" includes:

- Timely submission
 - Original signatures on appropriate documents
 - Liability insurance verification
 - Pricing document
 - Responses provided to all form questions
 - Required electronic and physical copy.
- "Level Two Responsiveness" is the evaluation of the response according to the evaluation criteria provided in the RFP and documented on the "Overall Evaluation and Criteria" (Form G) by the Proposal Evaluation Committee. It establishes a weighted scoring method and provides for an optional Cost Comparison. This point-based system is used as a part of the final scoring and awarded vendor determination. For future Canadian bids AAMDC will be on the proposal evaluation committee.

PROCUREMENT PROCESS

Evaluating proposers' responses, continued:

Our typical RFP's intent is to invite the widest variety of products and services within the scope of a tender to create a national contract that provides the greatest range of utility to the widest array of NJPA members. We specifically invite bidders to define their products and services not only by industry standard terms, but also in terms of the latest technological advances and applicability/utility to our members. NJPA believes the perceived procurement value of a proposal to NJPA and its members includes, but is not limited to:

- Conformance to RFP's intent, scope and specifications
- Competitive pricing strategies
- Ability to sell and service NJPA members nationally
- Financial strength, experience and success in the industry/marketplace
- References from past customers and prior experience with NJPA
- A clear, concise, aggressive and effective marketing plan
- Value Adds: related products, services and technological advances; green; WMBE and/or SBE status; ability to sell and service Canada and other International countries
- Financing options and detailed payment terms
- Warranty, product and service responsibility
- Identification of depth, breadth and quality of equipment, products and service offerings

7) PROVIDE RECOMMENDATIONS TO THE NJPA BOARD

The recommendations of the Proposal Evaluation Committee are presented to the NJPA Board of Directors for final review and possible award. The NJPA Board has the final authority to issue or deny a procurement contract.

8) AWARD VENDOR/S

Upon approval by the NJPA Board, the recommended vendor is awarded a four-year contract term with one additional one-year renewal/extension at the discretion of NJPA. The Bids and Contracts Department emails Notices of Award and Non-Award to vendors.

9) POST APPROVED CONTRACT DOCUMENTS

A complete procurement file is organized and posted on our website for review by our members, it includes: the bid, competitive bidding and evaluation process and contract documentation.

10) DEVELOP AND IMPLEMENT A JOINT MARKETING PLAN WITH AWARDED VENDOR/S

NJPA works with both the vendor and member to educate on the benefits and uses of an awarded contract. We work with the awarded vendor(s) to educate and energize their sales and service teams.

NJPA advertises awarded contracts in select national publications; produces a full-color, hard copy "Contract Directory"; maintains a website offering of the contract solutions; exhibits with vendor partners in numerous national and regional trade shows; and provides break-out meetings at trade shows presenting information on contract purchasing and cooperative opportunities available through NJPA.

11) REVIEW AND MAINTAIN OUR CONTRACT THROUGHOUT ITS TERM

Contracts are periodically reviewed for their effectiveness. NJPA contracts are written with four-year terms with a fifth year option. As a result, NJPA provides a simple, structured, well-documented procurement contract in an effort to create a seamless process for all of its member procurement needs. It is important to stress that NJPA does not eliminate member responsibility for following the bid process; but rather, provides a nationally pre-competed option so as not to duplicate the formal tender process.

JOIN



January 4th 2016

Attn: NJPA Canada

Detailed Pricing for the Mackenzie County Spec – 2016 Motor Grader Purchase enclosed.
I have included some details below regarding our Finning Caterpillar support system as well as details regarding our Guaranteed Buy Back Program.

Peace River Branch D12

-Consisting of 12 full shop bays 40 plus employees

Mackenzie Region Resident Employees

- Four local region employees Mike Petkus Account Manager High Level, Gord Banman Field Mechanic Lacrete, Andy Banman Field Mechanic Lacrete, Colin Wolfe Field Mechanic High Level

Parts Volumes and availability:

Peace River

\$1 Million valued in parts volume

Edmonton

\$73 Million valued in parts volume

Caterpillar Morton Illinois and Denver Parts Distribution

\$255 Million valued in parts volume

Below is detailed NJPA pricing on three 160M AWD units scheduled for 2016 delivery.

The build spec on these three are the same as the build spec on the three 160M AWD's delivered in 2015.

The first grader D9G01362 is due back at 7500 hours which currently it is sitting at 7100 hours.

We do have a new 2015 160M AWD that we could have prepped and delivered for early February

The other two machines due back at 7500 or May 25 2016 will be factory orders and would be looking at a mid June delivery. We would honor the guaranteed buy back amount even though would be delivering two months past term.

(1) 2015 160M AWD	\$ 468,091 with a
Guaranteed Buy Back term 4 year or 7500 hours	\$ 215,000
Machines prepped to standard Mackenzie County Prep	
Delivery second week in February	
This machine will have proper winter oils installed	

(1) 2016 160M AWD	\$471,411 with a
Guaranteed Buy Back term 4 year or 7500 hours	\$ 215,000
Machines prepped to standard Mackenzie County Prep	
Delivery second week in June	
These machines will have summer oils installed.	

(1) 2016 140M AWD	\$438,204 with a
Guaranteed Buy Back term 4 year or 7500 hours	\$ 202,000
Machines prepped to standard Mackenzie County Prep	
Delivery second week in June	
These machines will have summer oils installed.	

This prices includes the below options

Mackenzie County Configuration

Rear View Camera with LCD

And Advanced Joy Sticks

Base plus 6 hydraulics

WB Mastless Snow wing Ripper Mount

Multi Shank Ripper

External Slope meter

Bluetooth

Whelen Beacon with lift

Sky Clone precleaner

Warranty is 60 months or 7500 hrs

Below are options that Mackenzie County chose to install themselves on the 2015 purchase are are not included in the above build spec. I added line (3) which is a non cat more economical option for installing LED's.

1.Blade lift accumulators	\$3657
2.Replace 12 external working lighst with Cat LEDs	\$6029
3.Replace 12 external working lights with Rigid LEDs	\$2431
4.24 volt power port in cab	\$693
5.Upgrade to rear Fenderco Fenders	\$800

Guaranteed Buy Back gives you the options too:

- Keep the machine
- Sell it to Finning for a minimum of the buy back amount
- Trade it in for any machine to Finning
- Sell it (by tender, auction, consignment or advertise locally)

A couple of points that differentiate a guaranteed buy back from a guaranteed trade are that with a guaranteed buy back we the dealership will honor that value even if you don't replace your machine with a Caterpillar. You are not obligated to trade the machine into to Finning. The value of the replacement machine on a guaranteed trade can then be inflated because they don't have to honor the guaranteed trade price if a different supplier is awarded the tender. With a guaranteed trade the purchaser is challenged with calculating the true owning and operating cost because there is no guaranteed fixed amount.

Thank you for the opportunity to price our Caterpillar Motor Grader.

Mackenzie County has been involved with the M series since the product release and we as Finning appreciate the patience and support you have given us during this time. We hope that we have supplied enough support not only locally from our resident local employees but as well from a Peace River branch level. This past year we have added two more local resident mechanics two being situated in Lacrete and one in High Level to help to provide the level of service you need to be successful and to ensure that we continue our business partnership in the future.

If you have any questions or concerns in regards to our Product, Service or Parts feel free to call me anytime
(780) 841-7998

Thank you

Sincerely,

Mike Petkus
Customer Account Manager
High Level AB



Mobile (780) 841-7998
Fax (780) 926-3032



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Grant Smith, Agricultural Supervisor
Title:	2015 Blue Hills Erosion Project Payment

BACKGROUND / PROPOSAL:

Council approved \$275,000 in its 2015 Budget towards the Blue Hills Erosion repair. This was a one mile erosion repair project along range road 18-1 in the Blue Hills area. There was extensive soil erosion damage and washed out drop structures caused by spring runoff.

Request for Proposals were opened on August 26, 2015 in Fort Vermilion.

Three RFP's were received:

Northern Road Builders	\$187,175.00
Buffalo Head Ventures	\$70,109.00*
Outback Ventures	\$239,233.37

*Buffalo Head Ventures withdrew their bid immediately after opening.

Upon opening the RFP's Northern Road Builders was awarded the contract.

Construction was completed within the allotted time frame with satisfactory results.

There were two significant price overages:

- 1) Dirt Hauling of existing ditch banks that were hampering construction.

Dirt was hauled approximately 800 meters along construction route and disposed of in a dugout. Administration approved the extra work, as the price was still within budgeted amount. Total amount of extra work was \$20,000.00.

Author: Grant Smith Reviewed by: _____ CAO: JW

2) Total contract overage is \$34,450.00.

This was for Gabion Baskets and Heavy Rock Rip Rap. The Contractor has provided copies of haul cards which match totals provided. Administration was not notified of the extra materials used and did not issue approval and learned about this upon receiving an invoice as there was no daily checker on site representing the County.

OPTIONS & BENEFITS:

Option 1: That Council approves payment of \$221,625.00, including a payment for the materials used overage.

There is no way for the County to independently confirm the materials used in the project. That said, the County received and reviewed the haul tickets (upon request) which match the invoice provided. In our conversation with the NRB representative, we were advised that he learned of the overage in the materials used when the invoice was calculated.

It is not unusual for the actual material quantities to fluctuate on a project; however, the process of pre-approval by the county was not followed.

Option 2: That the original bid price of \$187,175.00 be paid to the contractor.

COSTS & SOURCE OF FUNDING:

County's budget for this project is \$275,000. Therefore, the County will be within the existing budget if Option 1 is selected.

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

NA

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous
For discussion

Author: Grant Smith Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Byron Peters, Director of Planning and Development
Title:	Bylaw 1012-16 Land Use Bylaw Amendment to Amend the Definition of Garden Suite and Add Provisions

BACKGROUND / PROPOSAL:

Mackenzie County administration has proposed to amend the definition of “garden suite” and include provisions for the use of garden suites in the Land Use Bylaw.

OPTIONS & BENEFITS:

This will further differentiate garden suites from secondary suites and avoid having more than one primary dwelling on one lot.

Bylaw ***-16 was presented to the Municipal Planning Commission at their December 17, 2015 meeting and the following motion was made:

MPC-15-12-221 MOVED by Jacquie Bateman

*That the Municipal Planning Commission recommendation to Council be to approve Bylaw ***-16 as amended.*

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

The Sustainability Plan does not directly address garden suites in the County. As such, the proposed land use bylaw amendment neither supports nor contradicts the Sustainability Plan.

Author: A Codispodi **Reviewed by:** BP **CAO:** JW

COMMUNICATION:

The bylaw amendment will be advertised as per MGA requirements.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1012-16, being a Land Use Bylaw amendment to clarify the use of garden suites, subject to public hearing input.

Author: A Codispodi Reviewed by: BP CAO: JW

BYLAW NO. 1012-16
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW
TO AMEND THE DEFINITION OF GARDEN SUITE
AND ADD PROVISIONS

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw by revising the definition of garden suite and adding provisions to the use of garden suites.

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

1. That the Mackenzie County Land Use Bylaw Section 3.3 be amended with the following addition:

“GARDEN SUITE” means a secondary DWELLING UNIT **detached from and located** on a parcel of land on which there is already a principal DWELLING UNIT located on the same YARD, accessible by the same driveway. A GARDEN SUITE is to only be ACCESSORY to the principal DWELLING UNIT.

2. That the Mackenzie County Land Use Bylaw Section 7.18 be revised to include:

7.18 DWELLING UNITS PER PARCEL

(c) The following provisions shall apply to a garden suite:

- i) Within the hamlet boundaries, a garden suite shall be designed to reasonably complement the existing primary dwelling on the site, as demonstrated by the roof pitch and exterior finishing being similar in design, colour and material.
- ii) The appearance and quality of the finishing materials of the garden suite shall reflect the fact that it is a dwelling unit.
- iii) Only one garden suite may be considered per lot.

- iv) A garden suite shall not be allowed on the same site containing a secondary suite.
- v) A garden suite may be attached to or be developed above a detached garage.
- vi) The maximum floor area for garden suites shall be 120 m².
- vii) The maximum distance between the garden suite and the primary dwelling shall be 100 m.
- viii) A garden suite is permitted to have a second level as long as the total floor area remains within the 120 m² limit.
- ix) The maximum height of a garden suite shall be no taller than that of the principal dwelling unit.
- x) The minimum side and front yard setbacks of the garden suite shall be same as the principle dwelling.

READ a first time this ____ day of _____, 2016.

PUBLIC HEARING held this ____ day of _____, 2016.

READ a second time this ____ day of _____, 2016.

READ a third time and finally passed this ____ day of _____, 2016.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 1013-16 Land Use Bylaw Amendment to add Park Models to the Country Recreational District

BACKGROUND / PROPOSAL:

Mackenzie County administration has proposed to add the definition of “park model” to the Land Use Bylaw and include it as a permitted use in the County’s Country Recreation land use district.

Bylaw ***-16 was presented to the Municipal Planning Commission at their December 17, 2015 meeting and the following motion was made:

MPC-15-12-222 MOVED by Jack Eccles

*That the Municipal Planning Commission recommendation to Council be that Bylaw ***-16 be approved as amended.*

OPTIONS & BENEFITS:

This allows for new forms of development to exist within the Country Recreation district while maintaining the recreational purpose of this district.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Author: A Codispodi **Reviewed by:** BP **CAO:** JW

The Sustainability Plan does not directly address recreation units in the County. As such, the proposed land use bylaw amendment neither supports nor contradicts the Sustainability Plan.

COMMUNICATION:

The bylaw amendment will be advertised as per MGA requirements.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1013-16, being a Land Use Bylaw amendment to add Park Models to the Country Recreational district, subject to public hearing input.

Author: A Codispodi Reviewed by: BP CAO: JW

BYLAW NO. 1013-16
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW
TO ADD PARK MODELS TO THE
COUNTRY RECREATIONAL DISTRICT

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw by adding the definition of park model.

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

1. That the Mackenzie County Land Use Bylaw Section 3.3 be amended with the following addition:

“**PARK MODEL**” means a recreational unit that is meant for seasonal use and conforms to the Canadian Standards Association standard Z-240 for Recreational Vehicles and the Alberta Building Code. A PARK MODEL may only be permitted if its appearance reasonably complements surrounding structures as demonstrated by the quality and exterior finishing being similar in design and materials.

2. That the Mackenzie County Land Use Bylaw Section 8.16 be revised to include park model as a permitted use as follows:

8.16 COUNTRY RECREATIONAL “CR” (Replaces former HLR)

The general purpose of this LAND USE DISTRICT is to permit the DEVELOPMENT of seasonal recreational areas in Mackenzie County. All DEVELOPMENTS shall conform to the relevant AREA STRUCTURE PLAN. This zoning is specific to recreational areas.

A. PERMITTED USES a) ANCILLARY BUILDING/SHED b) COTTAGE c) DECK, (including a DECK screen)	B. DISCRETIONARY USES a) GARAGE - DETACHED
--	--

enclosure, a DECK awning/canopy) for the recreation vehicle or COTTAGE d) YARD SITE DEVELOPMENT e) PARK MODEL	
---	--

READ a first time this _____ day of _____, 2016.

PUBLIC HEARING held this _____ day of _____, 2016.

READ a second time this _____ day of _____, 2016.

READ a third time and finally passed this _____ day of _____, 2016.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Byron Peters, Director of Planning & Development
Title:	Land Stewardship Committee – Terms of Reference

BACKGROUND / PROPOSAL:

At the December 8th Council meeting, a motion was passed for administration to create a Terms of Reference for a Land Stewardship Committee.

Attached is a Draft Terms of Reference for the Land Stewardship Committee.

It is becoming increasingly more important to consider cumulative effects of various resource sectors on the environment. The province has recognized this, and is in various stages of implementing an assortment of conventions to regulate the impact of human activity on the natural environment.

The County does not currently have any mechanism to ensure a holistic approach to industrial, agricultural or environmental sustainability. A committee with the knowledge base and mandate to consider all of these aspects would be an asset to the County.

OPTIONS & BENEFITS:

Creating a committee to look into and understand the applicable legislation and other conservation interests and how they impact the County would be beneficial for both Council and residents.

COSTS & SOURCE OF FUNDING:

Costs are based on four Councilors and 7 members at large, based on six meetings per year.

Honoraria \$200 x 11 x 6 = \$13,200

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

Travel & subsistence	\$4,000
Education/Training	\$4,000
Total	\$21,200

SUSTAINABILITY PLAN:

This is a major theme of the sustainability plan, which has about ten different goals that are directly applicable to the implementation of a holistic approach to land use, environmental, social and economic impacts.

COMMUNICATION:

As required; dependent on the direction provided.

Administration anticipates invitations will be sent to key representatives, along with a public invitation to County residents to participate on the committee.

An additional communications plan would be required for sharing information after the committee is formed.

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Land Stewardship Committee Terms of Reference be approved as presented.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That the following four Councilors be appointed to the Land Stewardship Committee:

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That the funding required for the Land Stewardship Committee be included in the final budget approval presented in April.

Author: BP Reviewed by: _____ CAO: JW

Land Stewardship Committee - Terms of Reference

Purpose:

To provide recommendations to Council regarding land stewardship practices. The Committee's primary role is to learn and understand the issues and impacts of current, pending and proposed legislation as it relates to land use, deriving strategies on how to mitigate the negative impacts on the County, and provide recommendations to Council on how to best address the issues.

Committee Structure:

The membership of the committee shall be comprised as follows: include four (4) Councilors and between five (5) and ten (10) members at large.

- Four (4) members of Council
- Five (5) to ten (10) members at large
- Chief Administrative Officer or designate
- Director of Planning & Development
- Agricultural Fieldman
- Others as required

The Councilors appointed to the Committee shall represent these existing committees:

- Agricultural Service Board
- Agricultural Land Use Planning Committee
- Municipal Planning Commission
- Community Sustainability Committee

The members at large shall ideally represent varying industries, interests and communities within the County.

The Committee will appoint its own Chair and Vice-Chair at the first Committee meeting held following Council's Organizational Meeting.

Quorum:

Any three (3) Councilors and an overall majority of members at large present at a meeting shall be considered a quorum. In order for the meeting to take place the Chief Administrative Officer or his/her designate must be present.

Term:

All members of the Committee will hold office for a one year period, with members being appointed at the Organizational Meeting in October of each year.

In the event of vacancy by death, resignation or from any other such cause except the expiration of the term of appointment, such vacancy shall be filled by an appointment by Council as soon as possible.

Authority:

The Committee shall report directly to the County Council on all matters including recommendations with the Committee's approved minutes being presented to Council on a regular basis.

Meeting Schedule:

The Committee shall meet as required in order to adequately address its Scope of Work in a timely manner.

General Responsibilities:

The Committee shall:

- Be familiar with the Alberta Land Stewardship Act and Regulation and how this impacts the County and/or its residents
- Be familiar with the Alberta Wetland Policy and how this impacts the County and/or its residents
- Be familiar with the Alberta Water Act and Regulation and how this impacts the County and/or its residents
- Be familiar with the Alberta Public Lands Act and Regulation and how this impacts the County and/or its residents
- Be familiar with the Species at Risk Act (SARA) and how this impacts the County and/or its residents
- Be familiar with the Mighty Peace Watershed Alliance, their mandate, and how this impacts the County and/or its residents
- Be familiar with the County's Municipal Development Plan, Community Sustainability Plan, Agricultural Service Board Business Plan
 - Utilize this familiarity to identify potential conflicts between provincial and/or federal regulations and County plans and priorities
 - Provide recommendations on whether to revise County plans to comply with provincial and/or federal requirements or to lobby for changes to provincial and/or federal documents

- During the creation of the Lower Peace Regional Plan (LPRP) stay abreast the progress and be informed of potential implications on the County
- Liaise with various industry groups (ie. forestry, oil & gas, farming) to inform them of potential issues and to gather their perspective on issues
- Seek to understand the provincial cumulative effects management framework and how this is likely to impact the County
- Provide recommendations for educational type sessions that would be beneficial for local residents and/or industries as they relate to land use
- Be generally knowledgeable about provincial and federal legislation as it relates to land use and become a local subject matter expert on the relevant issues

Approved External Activities:

- Regional meetings with industry and/or provincial representatives

(created 2016-01-12)



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Byron Peters, Director of Planning & Development
Title:	Community Sustainability Plan

BACKGROUND / PROPOSAL:

The Community Sustainability Committee together with administration has been working on updating and condensing the Community Sustainability Plan over the past year and a half or so.

Attached is a copy of the newly updated Community Sustainability Plan. Note that Appendix A and B of the documents include the Executive Summary and the condensed Goals & Strategies. The organization of the document remains unchanged along with some of the text, but it has been extensively edited with information both added and removed.

The Goals and Strategies are the basis of the document, and the most time was allocated to ensure that these reflect the current challenges that need to be overcome in the coming years. The rest of the text provides background information and context to support the Goals and Strategies.

OPTIONS & BENEFITS:

Approving the updated Community Sustainability Plan will provide both Council and staff with a current document indicating the high level goals for the County. This document should provide the basis for all of Council's current priorities.

COSTS & SOURCE OF FUNDING:

There are no specific costs associated with approving the sustainability plan. Many items within the plan come with associated costs, but these would be discussed

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

independently at the time of creating a detailed plan on how to address the particular goal.

SUSTAINABILITY PLAN:

This is to approve an updated version of the sustainability plan, which will allow administration to better ensure that future requests to Council are evaluated with an up to date document that reflects Council's current priorities.

COMMUNICATION:

It should be noted that the Community Sustainability Committee opted not to complete a public consultation process as part of this plan update. This is primarily due to the amount of information that would need to be communicated in order to receive informed feedback from the public. This would be a time intensive process for staff and community members.

This does, however, contradict Policy ADM056, which states that a new or amended Community Sustainability Plan requires collaboration, which means to partner with the public during the decision making process by obtaining direct advice and using it to implement the decision.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

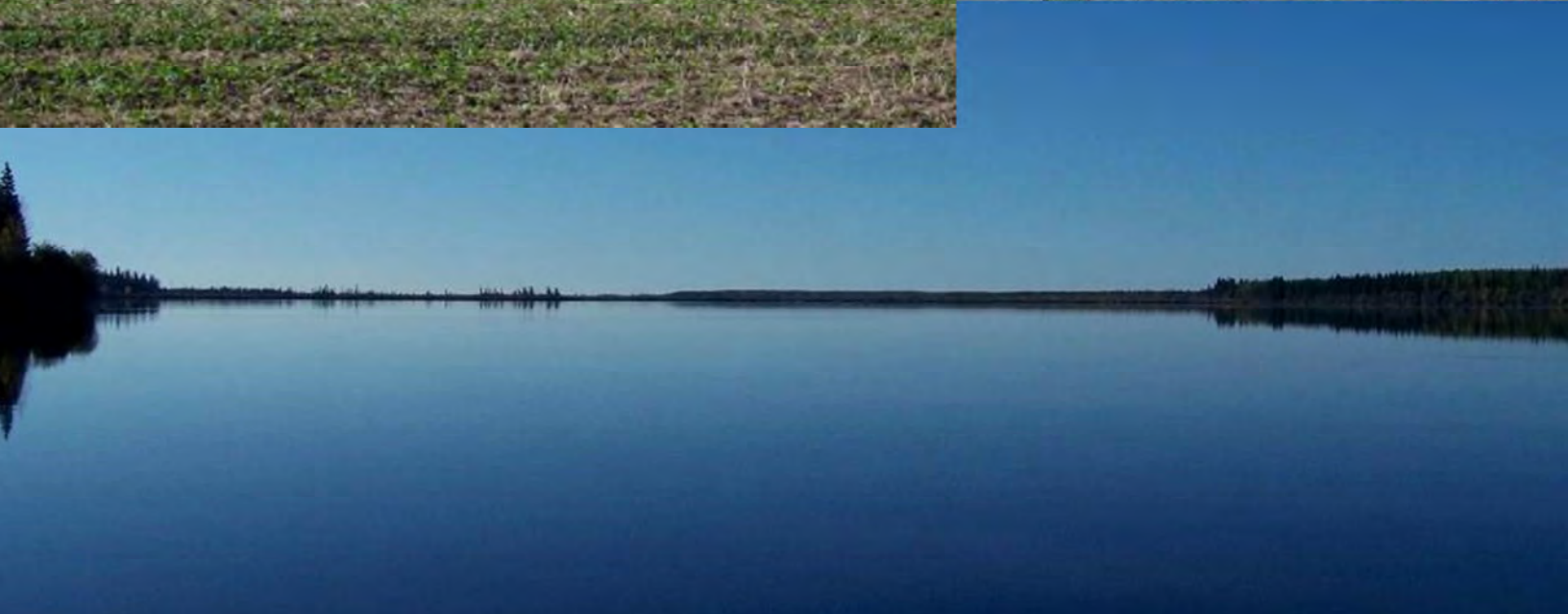
That the Community Sustainability Plan be approved as presented.

Author: BP Reviewed by: _____ CAO: JW

Mackenzie County Sustainability Plan



Mackenzie County



The preparation of this updated sustainable community plan was carried out by administration and members of Mackenzie County Community Sustainable Committee. Approved January, 2016.

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Introduction

Mackenzie County's elected Council resolved to undertake the development of a long-term sustainability plan as a means to:

- Address its challenge with rapid changes in regional economic growth patterns and their impact on the municipality's long-term sustainability.
- Provide the County with a viable structured road-map for collaborative long-term planning and decision-making based on community input.
- Improve County residents' quality of life.

The County's **Community Sustainability Plan** is a specific type of strategic plan. It outlines the strategies necessary to build a strong economy that protects environmental integrity and contributes to strong social cohesion in this culturally diverse municipal jurisdiction. The strength of these variables is considered fundamental components of a sustainable community.

The primary challenge facing the County is the question of whether it needs or even wants to change. If so, what needs to change and how? These questions are at the heart of *community sustainability* and will be fully explored in the plan. The benefit of such a plan is that it seeks to ensure that incremental decisions about allocation of resources are linked and contemplate the community's long-term viability and sustainability.

The 4 Step Community Sustainability Plan was initially completed in 2010 and thoroughly reviewed and updated in 2015.

An Executive Summary of this report is available in [Appendix A](#). The entire **Community Sustainability Plan** with its associated goals and strategies is available in [Appendix B](#).

Approach

A Council Committee was re-established to review the Community Sustainability Plan 2010 and county staff was tasked with editing and updating changes.

VISION, OBJECTIVE AND PRINCIPLES FOR THE SUSTAINABILITY PLAN

The Alberta Urban Municipalities Association defines sustainability in its broadest terms as: *living in a way that meets our needs without undermining the ability of our children and our children's children to meet their needs.*

A Municipal Sustainability Plan's purpose is:

- To project a picture of what the community expects to look like in the future.
- To plan the means to achieve that future.

Unlike other planning documents that focus on specific projects and programs a sustainability plan addresses each of the major influences that build a community. Plans for specific projects and programs are all strategies to achieve the overall sustainability plan. These multiple influences can be summarized in terms of their capacity to influence sustainability in four domains:

- Economic Viability
- Environmental Integrity
- Social Cohesion and Cultural Vibrancy
- Sustainability of Community Infrastructure

Although cultural values appear to vary significantly, a common link between communities was most evident:

A community can only be sustained if its residents have access to the resources that sustain a quality family life.

Even though family values may be defined differently in each community, the priority focus on family life is consistent throughout the County.

Based on discussions with residents during the public meetings, the following vision has been adopted:

Vision

Mackenzie County is a community of diverse people and cultures who share a common desire to live in an environment that embraces the northern spirit and where family, friends, and faith are the cornerstones of their lives.

The word *family* in this context is focused on multi-generational units. Besides today's varying types of nuclear family, it includes parents whose children have left home as well as seniors. Mackenzie's *diverse communities* are characterized by significant differences in cultural values and in the nature of their respective economic base. While the vision is a long-term standard against which actions can be measured, the Strategic Priorities chart and Economic Development Strategy will be utilized to address the immediate conditions and goals.

Objective

Mackenzie County's objective is to cultivate social, cultural and economic links between the County's various communities so that they unite residents and stakeholders in the achievement of the County's vision.

The overall focus of Mackenzie's sustainability plan then, is to develop strategies to strengthen relations between communities that will strengthen the County's capacity to make its decisions and to move forward with its initiatives. At the same time, it is essential to maintain the elements that make up the County's unique character.

The County's diversity can be summarized as follows: The residents of the La Crete area focus on productivity. Fort Vermilion residents focus on a quality of lifestyle that is difficult to find elsewhere. The long-term residents of Zama City strive to ensure the long term viability and growth of their community. The region's citizens are vigilant about maintaining their cultural integrity while recognizing that they must better understand and appreciate diverse societies within the County.

As indicated earlier, what links the long-term residents of all of these communities at the social level is their focus on raising families. What links them at an economic level is their enterprising spirits. The geography of isolation and distance is what links them at an environmental level. There are certainly other common links that have yet to be identified. The importance of these links cannot be understated.

Principles That Shape Mackenzie's Sustainability Plan

Four principles serve as the foundation upon which Mackenzie's plan was built: autonomy, cohesion, pride, and change management. These principles are composed of several essential elements to ensure their success.

Local Autonomy is needed in County hamlets and settlements because of their diversity of cultures and functions. Local freedom and flexibility provides a forum to take advantage of creative opportunities that face limited encumbrances from regulation. It is also provided by a municipal regulatory framework that is specific to northern conditions.

Optimal local autonomy with equal opportunities provides for the unique cultural, environmental, and economic flavour of each of the County's communities.

This means that local post-secondary education will provide opportunities for the residents to learn skills locally that can be applied locally. It also means that local hiring and training will permit the north to increase its labour self-sufficiency in the unskilled, skilled and professional sectors.

County Cohesion requires that geographic distances be bridged to strengthen relationships both within and outside of municipal boundaries. The County could act as a catalyst for this effort by establishing community communication centres in County facilities. These could provide opportunities to learn and to share information both within and particularly between communities.

Managing Change

- Moderate yet sufficient population growth will preserve the culture and character of County communities. At the same time, it will permit under-served communities to reach the critical population mass necessary to sustain essential services such as educational facilities, daily postal, grocery and fuel needs.
- The County's capacity to absorb natural population growth will reinforce the potential for families to age together.
- Moderate and centralized commercial development in under-served areas will create a synergy between businesses that will optimize business sustainability.
- Municipal policy on development density will preserve residents' enjoyment of wide open spaces.
- Moderate change will permit renewal but will not interrupt the small-town atmosphere and the northern spirit inherent in County communities.

Community Pride is about efforts taken to create a positive experience for residents in, and visitors to the community. First impressions are so important, a physically appealing community is essential in sending the message that residents care about their community. Taking steps to strengthen community pride creates the incentive to attend to community maintenance, cleanliness, and aesthetic appeal.

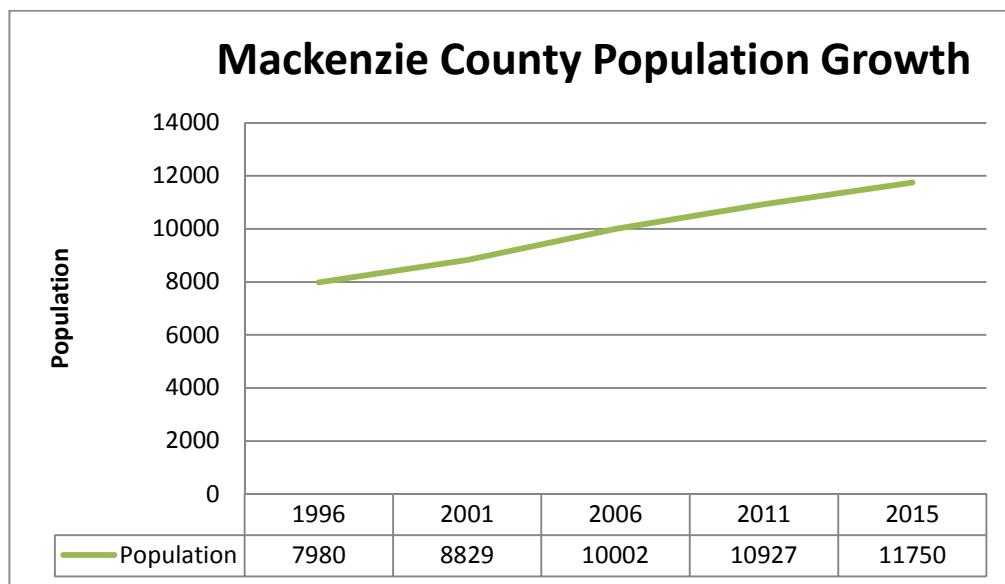
The County demonstrates its commitment to local autonomy, management of change, County cohesion and community pride by making any necessary changes to the bylaws, policies and daily practices of its staff. This in turn, motivates residents to act on these principles, to live by them and to plan their individual lives and businesses accordingly, knowing that the County will support these principles.

The County’s economy is rooted in the resource sector; the economy tends to react quickly to somewhat volatile trends in the global resource sector. Strengthening the County’s economy is a high priority and is the first step in Mackenzie County’s **Community Sustainability Plan**.

COUNTY PROFILE

Located in the northwestern corner of the province, bordering British Columbia, Northwest Territories and Wood Buffalo National Park; Mackenzie County comprises over 12 per cent of Alberta’s landmass which is approximately 80,500 square km. Larger than three of Canada’s east-coast provinces or any other Alberta municipality, the County’s residents are clustered in widely separated geographic areas. Two incorporated Towns and three hamlets are stretched east-west across the County. In addition, there are 18 First Nations communities spread throughout the County. Most of which are located within 100 km of one of the County’s main thoroughfares. Several of these latter communities are not directly accessible by road.

The 2015 official municipal population was 11,750.



The population encompassed by its geographic boundaries however, would include those in the communities below, for a total population of 27,214.

- The incorporated Town of High Level – 3823 (2015)
- The incorporated Town of Rainbow Lake – 938 (2015)
- Federally designated First Nations communities – 10,703 (2015)
 - Beaver First Nation (1061)
 - Tallcree (1302)
 - Little Red River Cree Nation (5354)
 - Dene Tha (2986)

Aboriginal Affairs and Northern Development Canada 2015 Registered Population

The region is served by three highways:

- Highway 35 runs through the west side of the region from north to south,
- Highway 58 runs east and west through the County,
- Highway 88 runs south out of the eastern side of the County.

Highway 697 and the Zama Access Road connect our hamlets to the rest of the transportation network.

CN rail has one line that runs north-south nearly the full length of Highway 35 within County boundaries.

The County's general aviation airports are in Fort Vermilion and La Crete. Charter flights are available to La Crete, Fort Vermilion and Zama (Apache strip) and regular scheduled flights are offered at the High Level and Rainbow Lake airports.

Hamlet of La Crete

The Hamlet of La Crete and the surrounding area is a young and rapidly-growing community of pioneers who are predominantly of the Mennonite faith. The first Mennonite settlers arrived in the late 1930's, and they have built a vibrant agricultural and commercial community whose residents' first language increasingly tends to be English rather than the traditional Low German. Keeping the young people in the community is a high priority. Recent efforts to add more than 130 thousand acres of new agricultural land will hopefully encourage many of them to stay. Many residents travel out of the community to work.

La Crete is a traditional society where major decisions can be made and implemented by community leaders very quickly. The culture is deeply family-oriented. The average family size has been significantly larger than the national or provincial average. The availability and quality of local health services is a particular concern. According to residents, 270 births took place in 2009, all of which were delivered outside of the community.

La Crete residents want to grow their community as a means to strengthen their culture and values.

Tompkins/Blue Hills/Buffalo Head Prairie

These rural areas are located south of La Crete, and refer to a public facility (ie. school, church) that the rural residents would specify as the base of their community. Provincial land sales continued for many years, promoting the growth of the area. The programs that the province had at the time were very supportive of young farmers wishing to begin homesteads. This attracted a group of young, ambitious Mennonites, who continue to grow their farms and community. The language of daily interaction is a combination of Low German and English. Residents here also value community growth.

Blue Hills is considered its own community with a public school, general store, fire hall, and several churches. Blue Hills is located about 70 km from La Crete and is primarily a farming region of more than 120,000 acres, however nearly all of their commerce takes place in La Crete. A post office and general store are available in Buffalo Head Prairie, 25 minutes from Blue Hills, but most Blue Hills residents choose to drive to La Crete for their needs because of the additional services available.

Hamlet of Fort Vermilion

The Hamlet of Fort Vermilion is the County seat and hosts a number of government-related services (e.g., school board, hospital, RCMP, provincial court). The hospital serves a catchment area that includes the area from Blue Hills to Rocky Lane and approximately 13 First Nations communities in the eastern portion of the County.

Fort Vermilion residents are very satisfied with the lifestyles within their community and are not keenly interested in aggressive economic growth. While modest growth would be acceptable, the lifestyle and the character of the community should not change. This is partially attributable to the heritage of the community, which is the oldest European community in Alberta, founded in 1788.

Rocky Lane

Rocky Lane is a rural area west of Highway 88 near the First Nations community of Boyer. Settled primarily by Ukrainians in the early 20th century, it is an agricultural community with a diverse Caucasian population.

Although there are no commercial services provided in the community, there is a public school offering classes from kindergarten through grade 12, which also includes

the accredited Rocky Acres program. A recreational hall built by the community opened in 2010. It has space for events, a riding arena, and houses a ski rental shop to support the high-quality, cross-country ski trail network in the area. Residents travel to High Level (30 minutes) or Fort Vermilion (15 minutes) for services.

Hamlet of Zama City

The Hamlet of Zama is located towards the northwest corner of the County, and finds its primary role in the region as a small hub for the natural resources sector. Zama is surrounded by active oil and gas fields, which encompass more than 8000 sq. km, and also plays a role in servicing the forestry sector during the winter months. Although the permanent population is small, they are staunchly devoted to their community and warmly welcome the many transient workers that frequent the camps in the area. As is typically the case with a small community, services are limited but the basic necessities are available within the community. The community also has a beautiful public library and meeting space, large community hall, outdoor rink, fishing pond and other quaint features that leave a lasting impression.

County Challenges

Distance to market and deficient transportation infrastructure is the single greatest challenge that the County and its residents face. The distance between settlements and populated areas challenges the County's ability to provide public services. The distance between communities challenges the development of a County-wide perspective on meeting their needs. The County's distance from markets presents challenges to taking advantage of economic development opportunities and to attract people with needed skills.

Travel time between communities and the sheer size of the County are certainly challenges. The distance to larger centres and the expensive air service to the region is a bigger challenge for most of the population. Special medical appointments routinely become a two or three day trip, as do meetings for the business community. This aggregate lost productivity has an impact on the local business community.

The County must put mechanisms in place to compensate for travel times between communities and to destinations beyond its borders. In order to do so, the County and the province must make significant infrastructure investments to ensure the improvement and effective maintenance of all modes of transportation.

The second major challenge is to build a County-wide identity and perspective.

Residents' affinities are drawn to the hamlet that is in close proximity to where they

live. They are fiercely protective of that community. In and of itself, this identification with their hamlet is admirable. It does present a challenge however, when it interferes with the need to address broader County interests, especially those that affect the County's long-term sustainability. It will be important for the County to raise residents' awareness of how individual hamlets' interests affect County sustainability and why such sustainability is important to the hamlet.

The County's sustainability is inextricably linked to local attitudes. Residents, community leaders and opinion setters must understand that achieving sustainability is not possible without building bridges between contrasting attitudes.

County Opportunities

The region has always been inhabited by people groups that enjoy a challenge and that want to make a better life. From the early fur traders that established the first European settlement in Alberta, to the indigenous groups, to the Ukrainian and Mennonite settlers afterwards, they all moved to the region in hope of a better life, and knowing that if they worked hard enough they would succeed. This work ethic still largely exists, and fosters an incredibly strong sense of community pride throughout the region.

Strong sense of place is very apparent throughout the County, and it is this characteristic that distinguishes the County from most other places. This has allowed the region to grow and prosper at a time when many other rural regions are faltering. The young demographic and high birthrate across the County also means a growing local work force, which will hopefully fill the need for more professionals (doctors, lawyers, dentists, etc.) in the area.

The abundance of forested land and agriculture provide many bio-industrial opportunities, many of which have yet to be capitalized upon. These opportunities, along with the entrepreneurial spirit and sense of place, bode well for the County moving forward.

The County has a large mixed farm base in excess of 650,000 acres that has remained profitable over the decades despite the apparent challenges of farming in the north. Climatic factors means that we consistently grow higher quality grains and oilseeds than any other jurisdiction in North America. The potential that this provides is nearly limitless. Adding value to the raw product by way of constructing de-hulling and crushing facilities would place our agricultural community in an enviable position.

The County, like most of Alberta, has copiousness amounts of untapped oil & gas reserves. In the coming years the extraction of these resources is likely to increase, further positioning the County favorably for financial sustainability.

Vast areas of virtually untouched and unexplored pristine habitat are located within the County, including Caribou Mountains Wildland Provincial Park (Alberta's biggest). The County also borders the largest national park in Canada, being Wood Buffalo National Park. Embracing and promoting this strong connection with the environment also presents many new tourism opportunities for the area.

ECONOMIC SUSTAINABILITY

A consistently thriving, local economy:

- Makes new and diverse jobs and training opportunities available.
- Attracts and maintains an adequate and stable workforce to meet the needs of the commercial and institutional sectors.
- Makes quality land and buildings available to support healthy economic activity and change.
- Provides for the creation and diversification of businesses and industries.
- Builds a strong business community that is well-connected with the wider economy.

Mackenzie County's economy is founded on the extraction of natural resources (oil, gas, and potential for diamonds), agriculture and forestry. There is also significant potential to expand tourism in the region in partnership with Mackenzie Frontier Tourist Association. To ensure the County's long-term economic sustainability, Council must take measures to close the distance between business and their markets.

For this reason, a discussion of transportation infrastructure will precede the discussion of the County's primary industries, their challenges and gaps. Discussions of the oil and gas, agriculture, and forest sectors underline the reality that cutting edge innovations and new opportunities are carving a new future for the County's economy. Making sound plans for building the necessary infrastructure to expand the tourist industry can only enhance that future. To sustain County growth it must develop and apply sound strategies to manage it and to work with the school and health boards to address significant gaps in the health and post-secondary sectors.

Goal E1 That the Region's transportation system:

- Reduces travel time and increases safe, comfortable and efficient travel between its communities and between the County and major destinations beyond its borders.
- Provides an economically efficient access to business and industrial markets outside of County boundaries.

Strategy E1.1 Maintain a strong and consistent approach with Provincial and Federal governments and other parties (i.e. NADC, NTAC) to request the completion and upgrade of northern transportation corridors:

- To facilitate the safe and efficient movement of goods to, from and within the County.

- To strengthen economically, socially and environmentally sustainable opportunities for the movement of people, as well as agricultural and resource sector goods.

Transportation: Roads and Highways



Northern Alberta

The County is served by primary north-south and east-west highways that intersect at the Town of High Level. Highway 35 is the primary north-south route through the County. It connects the area to the Northwest Territories in the north and to Peace River, Grande Prairie and Edmonton in the south.

A second north-south, recently-paved route, Highway 88 runs 420 km from Highway 58 near Boyer and ends at Highway 2 near Slave Lake.

Highway 88

Goal E2 That Highway 88 be a fully-paved, ban free, year-round link between Highway 58 north of Fort Vermilion and Slave Lake.

Highway 88 provides a more efficient route than Highway 35 to north-central and

northwestern Alberta as well as the NWT. Forest product companies have indicated that it is a preferred route. Unlike Highway 43 near Whitecourt, it does not have steep grades. For this reason, it is one to two hours faster to High Level from Edmonton than Highway 35. This translates to less cost for motor carriers.

Now that Highway 88 is paved this will also assist County farmers trucking grain to markets in the Westlock/Edmonton area. During the winter season, it is used extensively by logging trucks, Super-B Trains hauling fuel and oil to the Northwest Territories (NWT), and trucks delivering supplies to oil and gas industry camps in the Zama and Rainbow Lake fields. Time and cost savings also apply for private and health-care-related travel.

With Highway 88 paved the area should be more attractive for potential developments, such as oil sands deposit southeast of Fort Vermilion and industrial corridor and highway development around Fort Vermilion.

Strategy E2.1 Encourage the development of Highway 88’s tourism and economic development potential.

Highway 58

Goal E3 That Highway 58 becomes a paved, two-lane highway with shoulders and passing lanes that extends from Fort Nelson through Garden River in Wood Buffalo National Park to Fort Smith.



Highway 58 runs east-west from Garden River in the east through High Level to Rainbow Lake in the west, ending approximately 20 km east of the Alberta/BC border.

The highway hosts large, heavy equipment and significant levels of traffic. The portion of highway from High Level west to Rainbow Lake was upgraded in 2011, significantly increasing the safety along the highway.

There have been discussions in the past about extending the highway 20 kilometers from Rainbow Lake to the BC border but Alberta has only been willing to do so if BC extends its road from Fort Nelson to make the connection. The BC government has not been willing to consider it because of fear that Fort Nelson would lose economic activity to Alberta.

The province of BC recently spent \$187 million to pave the Sierra Yoyo Desan road (SYD) from Fort Nelson into the new Horn River gas field at Cordova Embayment. This may have the potential to make the inter-provincial link road more attractive to BC.

The value of the link road can be found in the similarity of the Fort Nelson and Mackenzie economic markets. The lack of a road connecting the two areas actually prevents the development of a larger market area that could benefit both provinces and provide the broader region with a spur to achieve its economic potential.



A road connection into BC is a key to the long-term economic well-being of Rainbow Lake. Being totally dependent upon oil and gas, it is essentially at “the end of the road.” A connection to Fort Nelson would make the town a stop along a continuing road and would certainly facilitate new economic activity. (It) would also provide tourist and commercial traffic with an alternate route to the Yukon and Alaska.

Once Highway 58 is extended to the border, this would provide a shorter alternative into Northwestern BC from Edmonton than the current one along Highway 43 through Grande Prairie.

Strategy E3.1 Work with neighbouring First Nations and other parties to promote the link east to Fort Smith to the provincial, territories and federal governments.

Strategy E3.2 Work with relevant organizations and interested parties in northeastern BC to promote the link jointly with the two provincial governments.

Strategy E3.3 Work with the region's MLA, Alberta Transportation and regional stakeholders to assess the best alignment/route for connecting Highway 58 to BC's paved SYD road, while simultaneously identifying incentives for the corridor.

Strategy E3.4 Work with the federal government, NWT, First Nations and local residents to identify the best route to connect additional communities to Highway 58 at points east of Garden River and North to Fort Smith.

- Promote industry development in the region (resource sector or tourism).
- Creates alternate access to Fort Smith and many other northern communities.

Zama Access Road from Highway 35

Goal E4 That Zama Road becomes a paved secondary highway.

This road runs west from Highway 35 north of Meander River to Zama City. The wide gravel road is used primarily to transport oil and gas equipment into the Zama oil field during the winter season. It also provides Zama residents with access to various services and facilities.

An analysis of traffic volumes on the road suggests that its *Weighted Annual Average Daily Traffic* is almost 900 vehicles per day. This rate can be expected to increase in the coming years when enhanced oil recovery (EOR) activities begin. This will particularly be the case if the BC Horn River Gas field is extended into Alberta. Since the province's minimum criteria for paving a road is 200 vehicles per day, the road far exceeds the normal requirement.

Strategy E4.1 Work with stakeholders to encourage the province to designate Zama Road as a secondary highway and to pave it within a specific period of time.

Strategy E4.2 Lobby the province for additional funds and funding options.

Strategy E4.3 Complete a business case to help convince the province of this roads importance.

Highway 697, Tompkins Crossing and East Peace Resource Road

Goal E5 That the residents of Mackenzie County have paved access to:

- Highway 35 via a bridge that crosses the Peace River at Tompkins Landing with rail capability.

Currently the La Crete Ferry provides access to and from the South and West Peace Regions and Southern Alberta. Upgrading this crossing with a bridge is a long term priority for the region. Several saw mills and innumerable farmers use it to bring product to markets. It is also invaluable to residents to access a variety of medical, economic and social needs.

Each spring and fall the ferry/ice bridge is unpassable due to the river freeze up and breakup. Residents, farmers and other businesses face extra travel costs and travel time by having to drive north to cross the Peace River at Fort Vermilion. Residents and businesses must be able to plan their schedules around a dependable route.

The water levels on the Peace River also affect the reliability of the ferry crossing. When water levels are either too high or too low, the ferry is inoperable. These shutdowns typically come quickly and unannounced, and their duration is never predictable.

Between 2013 and 2015, an average of 239 vehicles used Highway 697 east of Highway 35 every day. (i.e., the only place to go is across the ferry) The ferry has carried an average of 42,837 vehicles per year.

The construction of a bridge over the river would significantly improve the transportation of goods in the region and provide efficient year-round access in and out of the area. The ferry landing area at Tompkins Landing is the preferred location for a bridge.

Strategy E5.1 Request that Northern Alberta Development Council assess the costs to utilize an alternate route when the river crossing at Tompkins Landing is unavailable against the benefit of a year-round bridge across the river.

Strategy E5.2 Work with the province to establish timely, reliable, year-round crossing across the Peace River at Tompkins Landing.

Strategy E5.3 Investigate opportunities and work with industry to generate interest

and momentum for constructing a dual purpose road and rail bridge across the Peace River at Tompkins Landing.

Goal E6 That Highway 697 is widened.

Strategy E6.1 Lobby the province to widen Highway 697.

LOC Road and Rights-of-Way

Goal E7 That the East Peace Resource Road from Blue Hills to Peace River be constructed to a two-lane gravel standard.

Strategy E7.1 Work with the province to establish a transportation corridor.

Strategy E7.2 Lobby the province and create partnerships with industry and neighboring municipalities to secure funding for the road construction.

Goal E8 That privately held industrial LOC roads become economically available for all potential users. Multiuse corridors should be established in strategic locations throughout the County. These corridors shall accommodate highways, railways, pipelines, powerlines and other linear infrastructure for both the public and private sectors. These corridors shall be established through an involved process, considering social, economic and environmental aspects.

Strategy E8.1 Lobby the province to revise the current regulations regarding user fees for privately held LOCs.

Strategy E8.2 Investigate the County's ability to acquire the LOCs and to operate the road as a public use road.

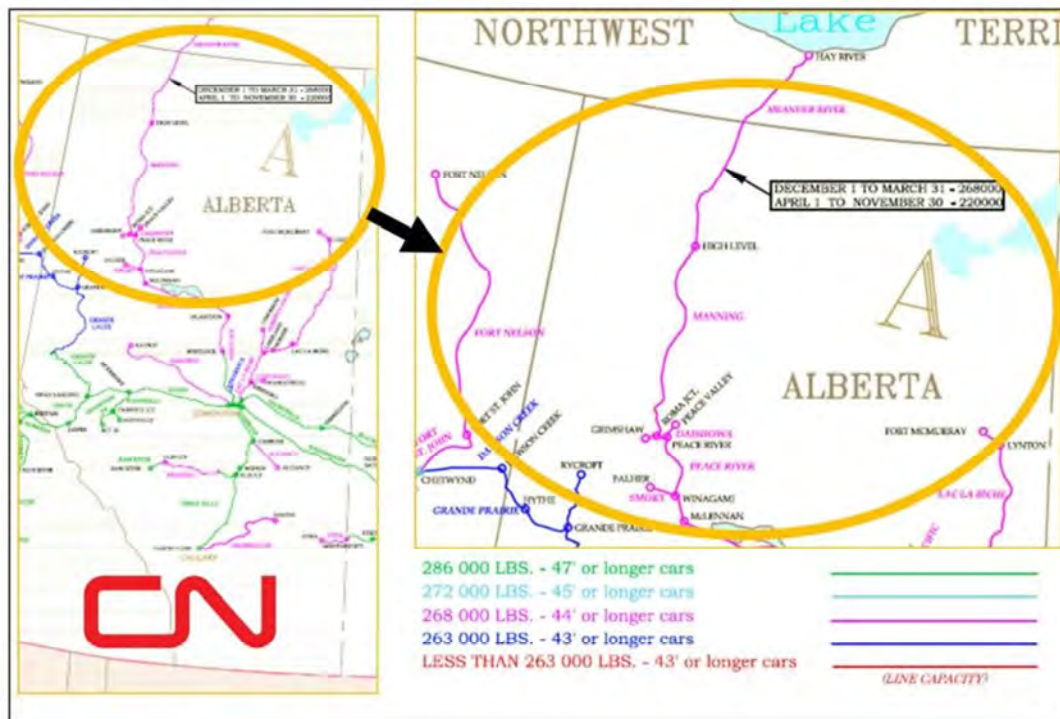
Strategy E8.3 Encourage multi-use LOC corridors to be shared between industries and to follow theoretical road allowances when possible.

Transportation: Rail

Goal E9 That County businesses and shippers:

- Are satisfied with communications and relationships with the company that provides rail service to Northern Alberta and Hay River.
- Have access to reliable rail service on a 268-lb – 44' or longer cars.
- Have access to a sufficient number of grain hopper cars that can be loaded to full mainline standard potential to keep costs down.
- Enjoy comparable service to that provided elsewhere on Alberta's mainline.

When CN Rail repurchased the Mackenzie Northern Railway in 2006, it created single railroad access from the County to a large portion of the North American continent, and access via a single interchange to the rest of Canada, the US and parts of Mexico. Sixty-five percent of the line's annual 31,000 carloads carry forest products and 20% carry grain to southern markets while 13% carry fuel to the Northwest Territories.



The mainline rail standard has not been upgraded since the line was constructed in the early 1960s which has been a cause for concern for many years. Shippers cannot load cars to their full mainline standard potential resulting in an inefficient use of equipment and increased costs for transportation. The inability of the Richardson grain terminal in High Level to secure the requested number of rail cars has also caused many delays in regards to shipping grain. The inability to secure cars has also delayed the potential expansion of the terminal.

The County routinely raises concerns about the following issues to both CN and the federal government through various channels:

- Car spotting/car supply problems and possible solutions.
- CN Rail internal and external communications improvements.
- Need for continued infrastructure maintenance and upgrading\balanced accountability for both CN Rail and rail users.
- Demurrage and ancillary charges.

- Monopoly pricing of freight rates.
- Division of NW Alberta into two shipping blocks for rail grain car allocation.
- Running rights.
- Lack of producer car availability.

Strategy E9.1 Work with the province to encourage CN to upgrade the line to a 286-lb rail standard.

Strategy E9.2 Lobby the federal government to revise the ownership and operating structure of railroads in Canada to allow dual running rights while allowing CN & CP to maintain ownership of track infrastructure.

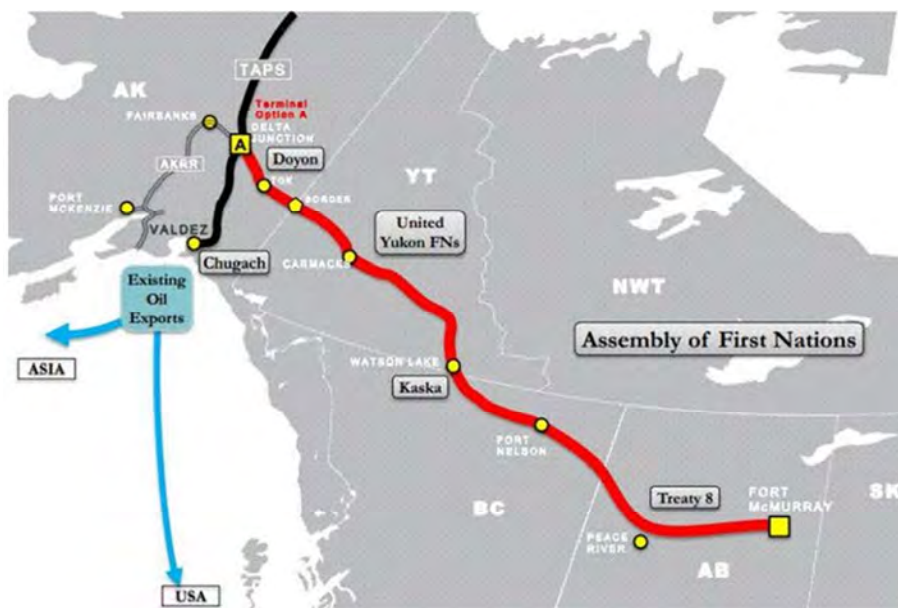
Goal E10 That the rail network in the region be expanded utilizing multi-use corridors:

- from High Level to Fort Nelson,
- from Highway 35 east to La Crete and Fort Vermilion (follow 697) and east to Fort McMurray.

Strategy E10.1 Encourage development of multi-use corridors that incorporate rail.

Strategy E10.2 Work with partners to lobby industry and government to create changes that will allow for a higher level of service.

Strategy E10.3 Encourage the G7G Railway Corp to realign their route to help meet local need for rail access.



Transportation: Air

Goal E11 That affordable scheduled air passenger services in Mackenzie region reduce the time needed to travel within and beyond County boundaries.

Strategy E11.1 Create a long term plan for the County's airports, anticipating future growth, and implementing restrictions now to ensure that future expansion can occur.

The County owns and operates two small airports; both Fort Vermilion and La Crete have municipal airports with paved strips. There are also paved municipal airports in Rainbow Lake and High Level, as well as a privately owned airstrip at the main Zama gas plant.

Fort Vermilion's airport is capable of handling an increase in traffic as economic conditions improve. Although the runway in La Crete has been upgraded, the airport's capacity is limited by the lack of an inclusive airport development plan, including restrictions on adjacent lands. It will be necessary for the County to impose the appropriate restrictions and/or purchase the surrounding property in the near term to avoid having to relocate the airport.

Strategy E11.2 That Mackenzie County implement a plan to protect existing airports.

Strategy E11.3 Ensure a long term agreement is in place between the County and the Zama gas plant for emergency services (Medevac).

Goal E12 Infrastructure to be sufficiently managed and maintained to allow for Medevac and other appropriate airport functions.

As a Medevac centre, lengthening the Fort Vermilion runway will enhance medical service in the County's east end as well as creating the potential for aviation-related economic activity. Zama City's population expands up to 5,000 for a significant portion of the year. The hamlet has no acute-care health service available to serve this *shadow* population and an authorized transportation option for rapid access to such service is critically needed.

Airports are an increasingly valuable part of northern transportation, especially for public services such as health care and professional services where time is critical. Without viable airports capable of all weather service, County residents may continue to be restricted in the level of service that they enjoy in comparison to other regions of the province.

Strategy E12.1 Continue to support a level of infrastructure for all weather airports in County communities.

Strategy E12.2 Promote air service providers to create services to, from and between the communities of the region and beyond the County by working with regional partners.

Strategy E12.3 Ensure a safe and accessible heliport is available in Zama.

Agriculture

Despite its location at 58.3° latitude, agriculture plays a very important role in the County's economy. Farming has a symbiotic relationship with logging, as many farmers are employed in logging during the winter months.

Early settlers established a farming community in the Fort Vermilion area in the early 1900's, with rapid expansion due to the settlement of the La Crete area in the late 1930's, and it has since grown to well over ten thousand people today. Working with MARA (Mackenzie Applied Research Association), the agricultural research station located at Fort Vermilion, local farmers have adapted traditional agricultural practices to the area's short growing season and its extra hours of summer sunlight each day, relative to the rest of the province.

The site at which MARA now resides was originally established in 1907 by Frederick S. Lawrence, and was named the Dominion Experimental Farm. Robert Jones was the first superintendent for the research station.

The site was a federally owned and run research station throughout most of its existence. In 2012 the County purchased the site from the federal government as the site was slated to be shut down. The County's intervention in keeping the site and committing to agricultural research in the region will help ensure that the regions farming community will continue to adapt and grow in the years to come.

The research centre has focused on several primary threads over the years which include:

- Adapting seed varieties to excel in our region
- Improving production practices
- Agricultural literacy, information, and education
- Annual field day

	2011	2006	% change 2006 to 2011	Share of Alberta - 2011
Number of Farms	626	647	-3.2%	1.4%
Total Acreage	550,419	530,641	3.70%	1.10%
Number of Farm Operators	879	820	7.20%	
Number of Employees	362	n/a		
Gross Farm Receipts (\$ Millions)	79.3	42.5	8.70%	0.70%

Census of Agriculture – Mackenzie Region

The sustainability of agriculture in the area depends on four factors:

- The adoption of sustainable agricultural practices to cultivate new lands acquired from the province’s Crown lands through a land exchange.
- The continued support of a northern research station to assist farmers to adapt traditionally effective agricultural practices to the northern climate and to the emerging changes in this climate in the coming decades.
- The expansion of agribusiness as a means to provide employment opportunities for young adults to find employment in the community rather than having to leave the area to find work.
- Innovative methods to reduce seasonal overland flooding while maintaining the water where it is needed.

Land Transfer

Goal E13 To complete the current land transfer and have the province create a policy for additional land transfers.

In 1997, the province requested that Mackenzie County return certain 136,320 acres of certain agricultural lands (white zone lands) so that these could be converted to lands protected by the Crown (green zone lands). These included areas such as agricultural lands bordering rivers and other environmentally sensitive areas. The County agreed to the transfer of land between the zone designations with the understanding that it was part of an “acre for acre land exchange.” In other words, since the County agreed to white zone transfer to green zone land, the County expected the province to transfer an equal amount of green zone land to the white zone agricultural designation. Negotiations are still slowly ongoing about which green zone lands the province will agree to transfer. An agreement has been reached on about 100,000 acres; however the rest remains tied up in land claims, negotiation and bureaucracy.

Over 100,000 acres of new agricultural lands were auctioned from 2010 to 2013. Given that considerable work will need to be done to convert these lands for agricultural use, it would be in the County’s best interest to encourage farmers to adopt sustainable agricultural practices for the conversion and ongoing cultivation of these lands

because:

- It will be of long-term benefit to farmers and agribusinesses.
- It will keep the door open for future such land zone transfers by demonstrating responsible land management to the provincial and the First Nations communities who have a growing voice in their eventual disposition.

Strategy E13.1 Continue to lobby the provincial government to develop a formal land expansion policy.

Strategy E13.2 Lobby the Federal and Provincial governments to strongly consider the negative socioeconomic impacts on our region of large scale conservation areas.

Agricultural Research

Goal E14 That Fort Vermilion hosts an applied research centre of excellence that focuses on human and technological adaptations to northern climates in four areas:



- Human ecology
- Sustainable resource management & development (especially agriculture)
- Energy production/distribution
- Information technologies

While the success of agriculture in such a northern climate is due primarily to the farmers' intent to make it work, their partnership with a local research station has made a significant contribution. The primary focus of MARA in Fort Vermilion is to adapt pertinent agricultural technologies to northern climates.

Our mission is to serve producers within our region by meeting the special needs that result from our unique climatic, geographic and soil conditions and to facilitate the transfer of Best Management Practices (BMPs) to producers on reducing production costs, marketing strategies, alternative practices and environmental sustainability.

Among tentative research trials and area educational activities targeted for 2015 are:

- Most suitable weed management practices
- Conventional vs Organic vs Intensive Farming
- Manure management
- Dugout water testing
- Flax, Hemp, and Tillage Radish trials
- Irrigation trials

Strategy E14.1 Explore options to establish an applied research centre of excellence in Fort Vermilion in collaboration with MARA whose interdisciplinary focus would be on adaptation to northern climates.

Strategy E14.2 Establish a research fund that would use accrued interest to grant funds for northern research projects.

Strategy E14.3 Encourage the County's Agricultural Services Board to work with the local agricultural societies and Mackenzie Applied Research Association to identify and implement sustainable agricultural practices.

Strategy E14.4 Explore and pursue opportunities to secure research funds for MARA/County.

Value Added Agriculture

Goal E15 That value added agricultural opportunities be pursued to ensure that sustainable employment opportunities are created and maintained within the County.

Area farmers could establish labour intensive agribusinesses that would provide employment and business opportunities for young people. Agribusiness products are marketed through marketing boards however, and are subject to regulations and controls that are not adapted to the unusual characteristics of farming at 58.3° latitude. La Crete's remote location leaves its farmers far from other farmers and out of the agricultural mainstream. This makes it most difficult to "get into the system."

Area farmers know their market and they know their constraints. Their challenge is to find ways to overcome the bureaucratic, regulatory and infrastructure constraints to become part of the system. This may involve the need for funding, for some adjustments to the bureaucracy, and possibly even for exemptions from certain regulations.

Provincial programs and initiatives such as Green Hectares, Alberta Innovates, and many others under Alberta Agriculture and Rural Development do provide information, support and various types of assistance. Distance to these facilities and markets, lack of existing business relationships in the sector, and general fear of the regulatory process are major stumbling blocks that need to be overcome before any local advancements will be seen.

Strategy E15.1 Work with partners to identify external sources of strategic expertise/assistance necessary to advocate for the establishment, distribution and sales of agri-businesses.

Strategy E15.2 Identify and promote establishment of local organizations that will be eligible to participate fully in provincial marketing boards as a means to distribute their products.

Strategy E15.3 Encourage the development of a local group that acquires and further shares knowledge on how to build value added businesses, marketing, certification, testing, etc. for the agricultural manufacturing/production industry.

Oil and Gas Production and Distribution

Goal E16 That non-renewable resource companies operating in Mackenzie County are able to make profits while minimizing their environmental footprint by:

- Operating to an acknowledged and/or legislated environmental standard.
- Optimizing the recovery or distribution of the resource with which they are working.
- Lobby for the government to create and enforce environmental remediation and restoration strategies when a site has been exhausted that will accelerate the recovery of the affected ecosystem (health, integrity and sustainability).

Revenues from the energy sector in Mackenzie County account for its largest source of tax revenues. The western portion of the County hosts two major oil fields. The field near the Town of Rainbow Lake (currently operated by Husky Oil):

- Manages active, light crude oil and gas wells.
- Has a 50% interest in and operates a large natural gas plant.
- Co-owns/operates a co-generation facility with ATCO Electric.

There are some 400 producing wells in the Zama oil field near the hamlet of Zama City and three gas plants (currently operated by Apache Canada).

The municipal assessment value for linear and machinery & equipment exceeded \$1.6 billion in 2015. The combined revenue from these sectors represents more than 68% of the County's tax revenue. Oil and gas activities and subsequent revenue are essential to Mackenzie County's sustainability given the current lack of diversification of the region's economy.

Fortunately, the oil fields hold a significant percentage of Alberta's total conventional oil capacity and have the potential to sustain the County's economy well into the next century, as new technologies come on line.

The sequestration of carbon from the oil extraction process will result in a significant

reduction of greenhouse gases in NE British Columbia over that period.

Strategy E16.1 Continue to advocate for enhanced oil recovery (EOR).

Strategy E16.2 Continue to advocate for the use of environmentally sustainable production and distribution practices in the County oil and gas fields.

Strategy E16.3 Lobby the province to support the maximum utilization of infrastructure of oil and gas leases prior to abandonment, allowing the sale of leases to junior oil & gas companies.

Strategy E16.4 Research the long-term prognosis for the life of the regional oil and gas field and identify a role that the County can play to support the industry to develop new technologies to increase the life of their field and to practice environmentally sustainable production and distribution.

Strategy E16.5 Remain informed and/or explore:

- The evolution of the plans for proposed Arctic pipelines including the Mackenzie Valley pipeline.
- Other exploration opportunities planned for the southern Northwest Territories.
- Their impact on the County's environment (e.g., need for roads/tributary lines).
- Barriers for economic development opportunities in the County.

To minimize their disruption to the environment, the provincial co-ordination must occur with the establishment of the infrastructure necessary to maintain the oil and gas pipeline(s).

Strategy E16.6 Lobby the province to regulate the co-ordination of plans for the establishment of new infrastructure being made by commercial, government and public service organizations in rural and wilderness areas.

Strategy E16.7 Promote a balanced and factual approach to protecting environmentally sensitive areas.

Strategy E16.8 Lobby the Federal and Provincial governments to strongly consider the negative socioeconomic impacts on our region of large scale conservation areas.

Forestry

Goal E17 That timber that has commercial value in Mackenzie County is harvested in a manner that is:

- Environmentally sustainable
- Financially feasible
- Optimally productive

Mackenzie’s geography offers a blend of flat, arable land with boreal forest. Approximately 24% of the County’s 1.9 million hectares is forested with mature timber. Norbord and Tolko Industries hold Alberta’s largest joint Forest Management Agreement (FMA) with an area of more than 3.5 million hectares (35,000 square km). Daishowa Marubeni International harvests the deciduous timber in that area as well. Tolko’s High Level site was successfully audited to the ISO 140001 International Environmental Management Standard in 2004 and continues to support the corporately held certification. The world’s largest single-line, continuous press operation producing Oriented Strand Board (OSB) and North America’s largest three-line sawmill are both operated in the County.

Changes in the forest industry in the past decade, in combination with the recent global recession, have certainly had their impact on the County. Ainsworth shut down its operations in late 2008 and reopened its doors in 2014 as Norbord. Tolko closed its site for several months in 2008-2009, but reopened and has been in production again ever since. La Crete Sawmills was able to stay open throughout the recession.

The County has recently created an Industrial Area Structure Plan for the lands surrounding the Norbord site, and has invested in the development by constructing a potable water line from High Level to Norbord. This line has the capacity to service new, future industry as well.

One opportunity that recently presented itself relates to the newly acquired Crown lands. The County could encourage farmers who have purchased the land to sell the lumber that they will clear from these properties to forest companies.

Additional information and map is included in [Appendix M](#).

Strategy E17.1 Promote efficient use of fiber/wood biomass.

Goal E18 Create a Sustainable Industry and Land Use Policy.

Strategy E18.1 Lobby the province to work with the federal government to amend the Species at Risk Act regarding habitat protection areas.

Strategy E18.2 Lobby the Federal and Provincial governments to strongly consider the negative socioeconomic impacts on our region of large scale conservation areas.

Strategy E18.3 Ensure that the County is consulted for the LPRP and in the creation of any and all Sustainable Industry and Land Use Policies that addresses natural items such as the protection of water and wildlife, development items such as FMA management and forest assessment, and requires joint use between various sectors such as agriculture, forestry and oil and gas.

Public Services

There are many social economic indicators worth highlighting that provide perspective to all of the topics covered in this section. All of the statistics in this section of the plan were obtained from *Alberta Health, Alberta Health Care – Community Profile: High Level Health Data and Summary (Version 2, March 2015)* as made available in [Appendix G](#).

Statistic – indicated as a percent of population, unless otherwise indicated.	Mackenzie Region	Alberta
Lone Parent families	16.5%	14.5%
First Nations/Inuit population	31.6%	34.0%
Low-income families	12.2%	10.7%
Average Family Income	\$ 78,708	\$ 116,232
Living in Owned Dwellings	57.2%	73.6%
Homes in need of Major Repairs	15.0%	7.0%
Don't speak English or French	3.6%	1.4%
Speak non-official language at home	45.8%	10.5%
No High School Diploma	52.7%	12.3%
College or University Certificate, Diploma, Degree	23.0%	51.7%
Birth rate (per 1000 population)	52.3	26.8
Fertility rate (per 1000 women 15 - 49 years)	101.4	52.1
Teen birth rate (per 1000 women 15 - 19 years)	65.3	17.4
Childhood Immunization Rates (by age 2) - DTaP-IPV-HiB	31.6%	74.3%
Childhood Immunization Rates (by age 2) - MMR	49.7%	85.7%

Public Services: Health Care

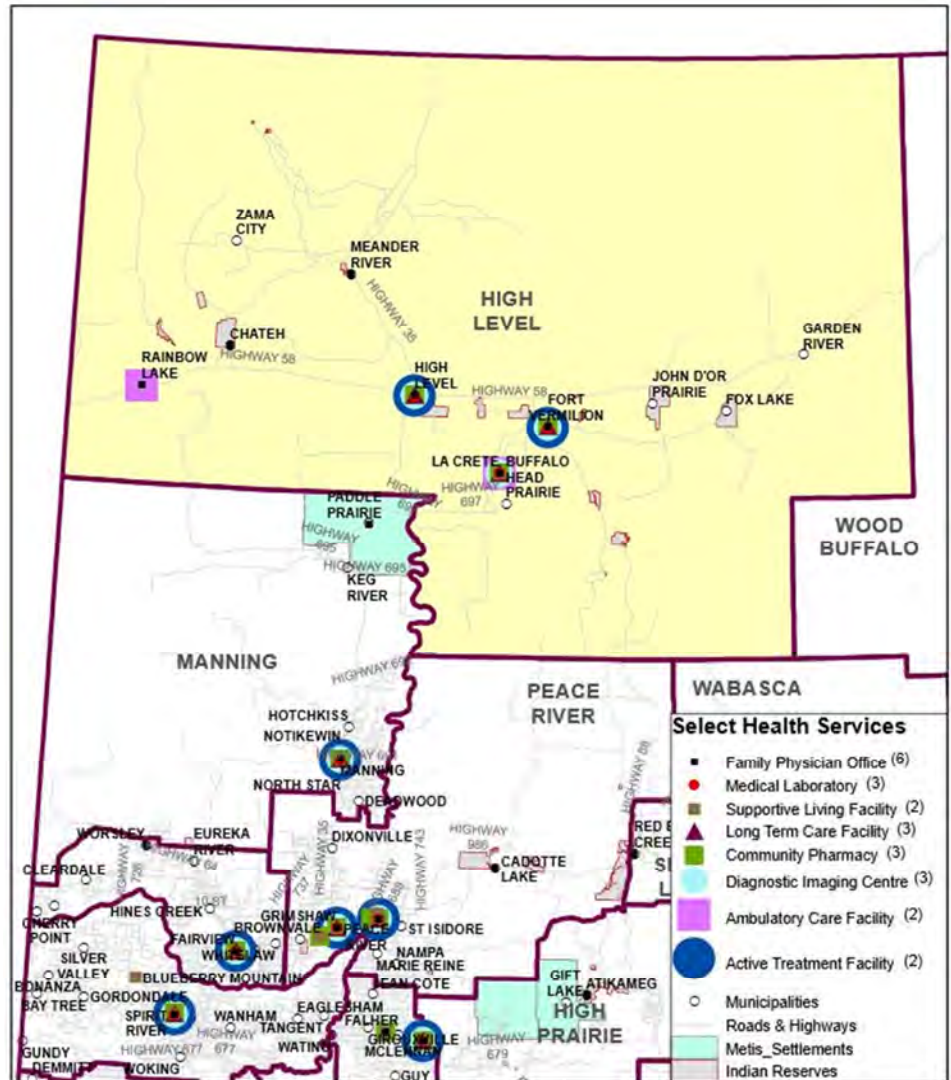
Goal E19 That the quality of and access to health services offered in the county is comparable to or exceeds those of other rural health regions in the province.

The Northwest Health Centre in High Level was opened in 2004, and is a hospital providing acute care and 10 continuing care beds. The hospital provides a wide range

of services to the region, from addiction counselling to diagnostic imaging to day surgeries to environmental public health.

St. Theresa Hospital is located in Fort Vermilion, and offers 26 acute care beds and 8 continuing care beds. The facility opened in 1983, and continues to offer a wide range of services, although in practice there are fewer services offered than what the province claims and that the staff are comfortable providing.

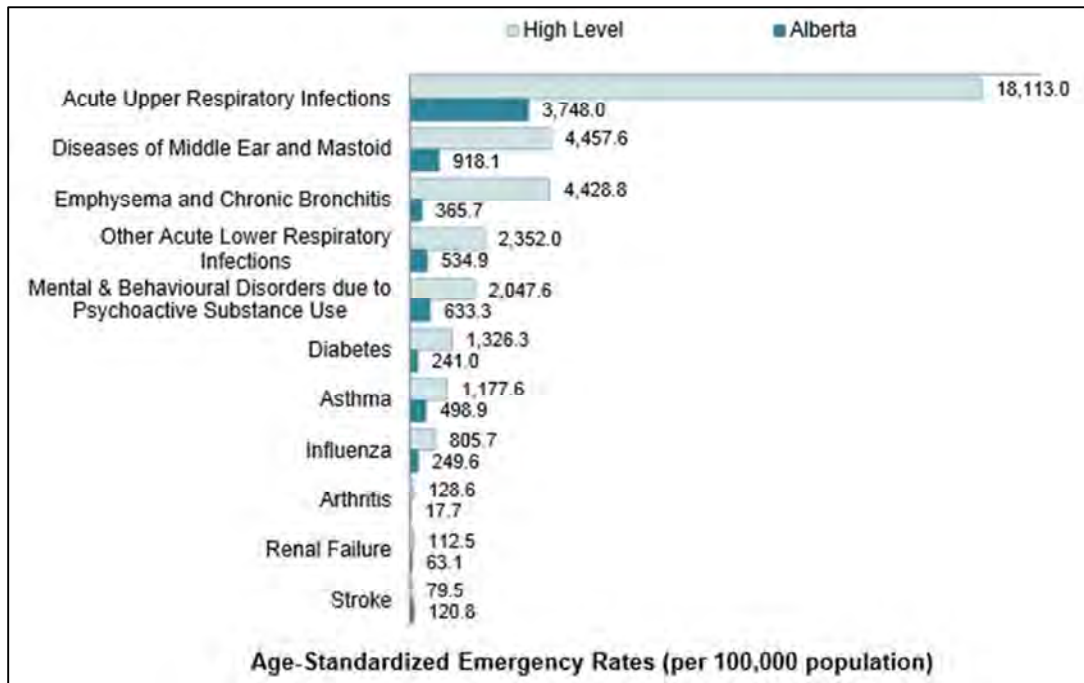
Many services have been consolidated to High Level over the years, leaving the St. Theresa hospital underutilized and understaffed in a handful of critical areas. Additionally, recruiting doctors to the St. Theresa Hospital to service Fort Vermilion and to work at the clinics in the surrounding communities is incredibly challenging.



The lack of doctors and other medical services in the County has caused a particular dependence on Medevac services. The provincial push to consolidate services and cut spending creates a contradicting reality in our region. It has been a struggle to keep the Medevac aircraft based in the region, yet the province continues to centralize services in urban centres outside our region, further cementing the need for reliable Medevac service.

25% of all inpatient separations were made outside the region, and nearly 22% of ambulatory care services were performed outside the region. This means that more than one in four hospital visits results in the patient needing to leave the region to get

the medical attention they need, which is 1.8 times higher than the provincial average.



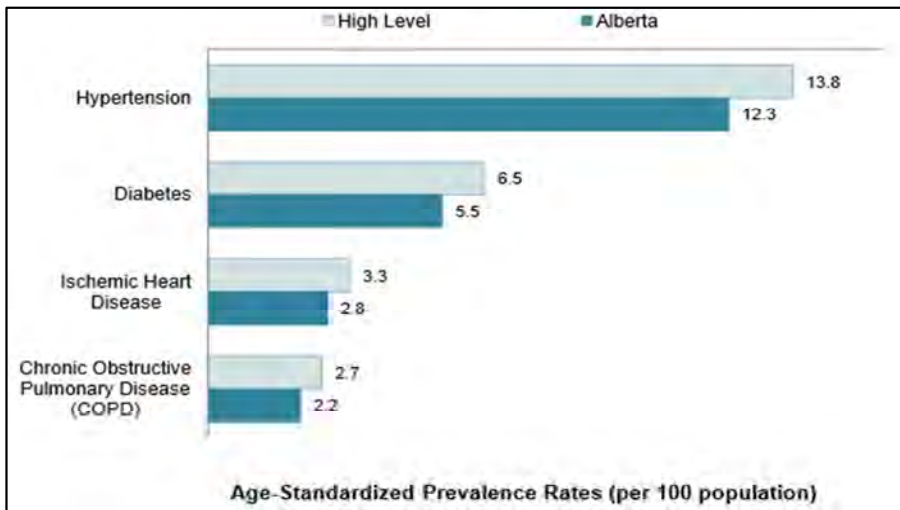
Strong leadership from a group with a genuine passion for improving the quality and availability of health across the entire region is needed. This is a role that the local Health Advisory Council is trying hard to succeed in, but is facing resistance at various levels.

Some health statistics from our region are alarming, and indicative of a fundamental problem in addressing basic health needs.

- Life expectancy is nearly four years less than provincial average – 76.8 years compared to 80.5 years.
- Semi-urgent and non-urgent emergency visits account for nearly 85% of all emergency room visits which is over 5 times the provincial average.
- Acute Upper Respiratory Infections are nearly 5 times more prevalent than the provincial average.
- The rate of mental and behavioural disorders is over 3 times the provincial average.
- Obesity rates of 27.4% compared to 19.3% for the province.
- Number of smokers is 21.5% compared to the provincial average of 15.2%.
- Rank between 35 and 48 of 132 Alberta regions for highest levels of Hypertension, Diabetes, Ischemic Heart Disease and Chronic Obstructive Pulmonary Disease.
- STI rates for: Chlamydia is nearly 3 times the provincial average; Gonorrhea is nearly 6 times the provincial average; Non-Gonococcal Urethritis is nearly 2

times the provincial average; Mucopurulent Cervicitis is over 2 times the provincial average.

The distance to medical facilities outside the region is also a barrier for residents. A specialist appointment typically means a trip to Edmonton or Grande Prairie as do many diagnostic imaging needs. Chronic diseases are nearly untreatable in the region, often requiring families to move to an urban centre for the treatment of a disease. These challenges place an unprecedented strain on families and individuals during a time when the additional stresses are certainly not needed.



Strategy E19.1 Ensure optimal use of existing facilities and resources.

Strategy E19.2 Work with community stakeholders to establish a strong voice with both the department of *Alberta Health and Wellness* and *Alberta Health Services* in order to ensure that ongoing provincial planning meets local health needs.

Strategy E19.3 Work towards the provision of Continuing Care and Health Services in each of the communities in the region by working with the applicable local and provincial agencies mandated to provide these services in the region.

Strategy E19.4 Work together with the provincial government to ensure residents have access to doctors and other medical resources for non-urgent medical needs.

The region is underserved by preventative and non-urgent health services such as dental, vision, chiropractic and physiotherapy. While there is access to these services in the region, access is limited which causes extended waits or additional travel to other nearby communities. In many cases this also leads to trips out of the region for these types of health services.

There is a University of Alberta Dental Outreach Clinic located in La Crete however provincial funding for the facility has recently proven unreliable. The clinic is vital to providing dental care to the community, especially the lower income demographic.

Strategy E19.5 Work with the province to provide additional services in the region to improve access to emergency care, dental, vision, chiropractic, physiotherapy, etc. services.

Public Services: Post-Secondary Education

Goal E20 That eventually residents can remain living in the County while pursuing post-secondary educational opportunities in the fields of service, technology and the trades.

To keep youth and young adults studying and employed locally, residents have prioritized the need for post-secondary opportunities to be offered in the region. Alberta Health Services has indicated that it would be feasible to make Health Care Aides and Licensed Practical Nurse programs available locally through remote and on-site courses using linked learning centres. Because of the cost of the technical diagnostic programs, it would be necessary to offer these in a more centralized location such as Grande Prairie in order to attract a sufficient number of students.

A centre for apprenticeship training could be offered in the County through a partnership between the school division and Northern Lakes College. This would target high-school graduates, adults and Registered Apprenticeship Program graduates.

It is inevitable that the region will not be able to provide post-secondary programs in all of its potential students' interest areas. For this reason, those involved in planning for post-secondary education in the region must consider what it would take to increase the attractiveness of distance-learning to regional residents. Obstacles faced by students involved in distance learning include:

- Loneliness
- The need for a structured study environment
- The need for relationships with others who are going through similar experiences
- The lack of understanding of how to apply a remote learning format to one's own learning style

Highly creative strategies are needed to address the reality that distance education must be a viable and attractive option for residents of remote communities.

Strategy E20.1 Advocate for equitable provincial post-secondary funding for the County that is based on recognition of the County's unique demographic profile.

Strategy E20.2 Identify and advocate for the implementation of strategies that would increase the attractiveness of distance learning in the region.

Strategy E20.3 Expand the availability and local awareness of high quality distance learning opportunities.

Strategy E20.4 Advocate for student housing and dormitories at current facilities.

Public Services: Telecommunications

Goal E21 That County residents and businesses have access to the most current telecommunication technologies to permit them to participate in global opportunities.

Telus, Rogers and Bell currently serve the region with cellular coverage and there are several internet providers; however, many of the internet options are slow, unreliable and relatively expensive.

Mackenzie County currently lacks internet speeds that are competitive with other regions in Alberta. NorthwesTel currently serves High Level with adequate internet speeds but their services do not currently expand into the County. Corridor Communications Inc. (CCI) does a respectable job serving the farmers and rural customers although there are still gaps in their service area as well.

Reliability of the internet and cellular service are both big concerns for the region. There is only one fiber optic line feeding most of northwest Alberta including the entire County.

NorthwesTel is the only service provider that has their primary infrastructure north of the County and does not rely on the fiber optic line that comes up from southern Alberta. This positions them uniquely as a possible alternative to the current service providers and offers opportunities for communications backup, especially in case of emergencies.

La Crete and Zama are particularly underserved by internet. It is difficult to obtain a new hardwired internet connection and the current upload and download speeds are also at the lowest end of the entire high speed service spectrum with no option to upgrade your service.

Cellular coverage while generally quite comprehensive considering both the County's population and area still has several gaps along both key transportation routes and First Nations settlements.

Power to the portion of the County located south of the river is only provided by one line. This highlights another vulnerability to telecommunications within this region. During long duration power outages (20+ hours) the backup batteries are insufficient to maintain cellular service for the duration of the outage. This then leads to the County needing to make large investments in communications equipment for their emergency personnel.

Given the size of our region and the distribution of the people within the region the availability of world-class telecommunications is essential to the growth of our region. Better connectivity supports all aspects of the region; medical, business, family, which increases the quality of life of the region.

Strategy E21.1 Encourage the existing internet service providers in the region to continue to upgrade their systems, both in terms of reliability and speed.

Strategy E21.2 Encourage existing cellular service providers to continue to expand their coverage areas along existing highway corridors and areas with First Nations peoples.

Strategy E21.3 Encourage existing cellular service providers to install better battery backup infrastructure at the towers that will allow for improved service during times of crisis.

Strategy E21.4 Lobby the province to invest in additional fiber optic infrastructure improvements in order to reduce the reliance on the existing infrastructure.

Strategy E21.5 Explore the possibility of other businesses such as Shaw, CCI, SIS, NorthwesTel, Axia, etc. expanding their service in the region to serve the hamlets within the County.

Strategy E21.6 Lobby government and telecommunications industry to increase cooperation between providers to allow greater network access, especially during emergencies.

Tourism

Goal E22 Mackenzie County accommodates a thriving tourist sector without compromising the natural environment that hosts it.

Tourism does not yet play a significant role in the County's economy but the region has potential for a strong tourist sector. In addition to the adjacent Caribou Mountains Wildland Provincial Park and Wood Buffalo National Park, the County is host to numerous provincial recreation areas, natural and wildland parks, day-use and

overnight campgrounds.

- Caribou River Natural Area*
- Child Lake Meadows Natural Area*
- Harper Creek Natural Area*
- Fort Vermilion Recreation Area
- Machesis Lake Recreation Area
- Rainbow Lake Recreation Area
- Hay-Zama Lakes Wildland Park*
- Hutch Lake Campground
- Wadlin Lake Campground
- Zama Community Park
- La Crete Ferry Campground & Day Use Area
- Buffalo Head Tower Day Use Area

* Asterisked areas do not have developed facilities.

There are a handful of local businesses that are utilizing our natural environment to draw tourists to the area. These businesses are primarily hunting outfitters and fishing lodges. There are additional remote lakes that could host fishing lodges and countless other opportunities also exist.

Existing facilities such as the horse camp at Machesis Lake, the current Wadlin Lake Campground expansion, and the La Crete ferry campground development utilized unique partnerships between the County, non-profits and the public to develop the facilities.

A site selection project has been completed that identified the Buffalo Head Hills as an ideal location for a downhill ski facility. No development has occurred to date but a group of volunteers are slowly working towards developing the facility.

To attract tourists two things are needed: product and access. Mackenzie County's primary product for tourism is its pristine wilderness, a significant portion of which is untouched by development of any kind. Most eco-tourists do not want to interrupt their dream holiday by stumbling across an oil well.

Fort Vermilion has the closest access to this type of wilderness to its north and east near the Caribou Mountains Wilderness Park and beyond it to the Wood Buffalo National Park.

The first steps in promoting this type of tourism would be for the County to:

- Designate an area with specific boundaries as a *zero-development area* in the

Municipal Development Plan.

- Put measures in place to protect its environmental integrity.

Thoughtful consideration of the long term socioeconomic benefits of protecting lands must be at the forefront of the decision making process as such a designation has long-term implications and cannot be made lightly.

Some opportunities that are worthy of consideration are:

- Designating the County as a Dark Sky Preserve
- Developing a York Boat tour
- Creating geo-caches and tenting facilities along the Peace River
- Developing a historical sites tour and history centre showcasing the First Nations, Ukrainian and Mennonite history
- Registering existing trails and creating new trails as part of Alberta's Wild Rose Trail System (www.albertatrailnet.com)

Additional opportunities are identified in Carcajou/ Mackenzie County Restoration Project available in [Appendix E](#).

Strategy E22.1 Work with Mackenzie Frontier Tourist Association to develop strategies to adapt County infrastructure and its natural environment in ways that will lay the groundwork for the development of an environmentally sustainable tourist sector (e.g., agricultural and/or eco-tourism).

Strategy E22.2 Assess whether the County's existing tourism facilities, businesses and industries are based on environmental values that are, or have the potential to be consistent with the establishment of a County-wide eco-tourist industry.

Strategy E22.3 Develop bylaws that outline environmental requirements for all tourist facilities and practices which operate in the County.

Strategy E22.4 Continue to partner with various local groups and provincial groups such as Alberta Trail Network to develop tourism and recreational infrastructure.

Business Climate & Growth

Goal E23 Mackenzie County's business communities can provide local products and services to meet consumer demand.

Running profitable businesses in Mackenzie County can be a considerable challenge. It is important to understand that the County's relatively small population is spread over a large area. This means that the target market for most types of small business can be

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very limited. In fact, with the inclusion of its First Nations' communities and the shadow population, Mackenzie County's market exceeds 27,000 people. A large proportion of the population has to travel considerable distance to reach each hamlet and therefore limit the amount of travel that they do.

This means that in order to succeed, local entrepreneurs must maintain a high degree of creativity on an ongoing basis to manage their operations.

Strategy E23.1 Consult with the County's business community to identify strategies that would strengthen the municipality's "open-for-business" attitude.

Strategy E23.2 Undertake an assessment to determine if and how the County may be of assistance or can provide support to businesses operating under County business licenses.

Strategy E23.3 Develop strategies to attract small and medium-sized enterprises that provide support to the County's existing businesses and industries.

Goal E24 Mackenzie County is an attractive destination for non-residents to visit or to decide to relocate, and remains an attractive home for County residents at all stages of their lives.

To promote growth in a remote area of the province it is essential to be able to convey the nature of the community's unique and most attractive qualities as articulately as possible. Given the unique identities of each of the County's hamlets however Mackenzie County itself has yet to develop a unique identity that distinguishes it from other rural Counties. Residents of each of the hamlets however perceive that their community as one that places a high value on family life. To compete, Mackenzie County must convey what is authentic, unique and special about its family orientation.

On the basis of its unique identity, Mackenzie County can build a marketing plan that authentically represents its vision. The greatest marketing resource available is the residents: people encouraging good friends to come and live here. They are the ones that can communicate what makes the area an attractive place to live. The friends in the 45-50 year old age group are not as likely to be in the market to move to a new community as the friends of those in the 25-35 year old group would be. They are often first-time home buyers and are beginning to raise families.

Between 2001 and 2006, communities in Mackenzie County grew an average of 11%. Between 2006 and 2011, the County's population growth rate was 9.3%. The Hamlet of La Crete and its surrounding rural area are growing much more rapidly than other areas of the County.

The average age of the population within the County is 22.6 years. For comparison, the average age in Alberta is 36.5 years and Canada is 40.6 years. This incredibly young demographic is a result of a high birth rate in the region. This demographic and high birthrate is a trend also observed in neighbouring First Nations communities.

A municipal census was completed in 2015, providing a detailed population and demographic breakdown of the hamlets and other areas within the County for the first time. As shown in [Appendix F](#).

It should be noted that it is imperative that the quality of service delivery in the County's health sector improve substantially in order to attract and sustain new residents. All County promotion plans and programs must factor this variable into all timing considerations for the implementation of strategic initiatives.

Strategy E24.1 Partner with regional organizations to develop relocation initiative strategies that promote living in the County; primarily through public endorsement aimed towards distant friends and family.

Strategy E24.2 Youth have sustainable employment opportunities that enable them to continue to live and work in the County.

Another strategy to promote the County is to initiate and support a *Buy Local* initiative. The first place to start is at home with residents that are producing products that appeal to the local population (e.g., fresh produce for a farmer's market in all three hamlets and other services that might meet resident's daily needs).

Strategy E24.3 Encourage the establishment of, promote and support *Buy Local* initiatives.

Goal E25 That Mackenzie County's workforce lives in the County with their children and families.

Zama City has developed with a more transient population base and fewer permanent residents than some of the other communities. Poor corporate and municipal policies and the remote location of the region led to this situation. Moving forward there are several strategies that could be applied to reverse the trend.

The County's risk involves making the financial investment necessary to provide municipal services that are initially disproportionate to the size of the population. The County has already invested by building the multiplex facility and renewing the water and sewer system.

There are several challenges that a developer wanting to invest in Zama would have to

overcome:

- The cost of developing land in Zama is higher than in other areas because of the high costs of housing labourers and of transporting supplies to the remote community.
- There is weak evidence that they would be able to recuperate their costs.

Strategy E25.1 Work with the Oil & Gas and the forestry sector to:

- Identify strategies to attract employees' families to relocate to Mackenzie County.
- Identify what their employees would expect before they would be willing to move their family to the County and determine whether the County or Apache are in a position to address these priorities.
- Develop a joint plan to address those needs and to promote family relocation.

Strategy E25.2 Identify and promote each hamlet's strengths in relation to fostering family-friendly environments.

Strategy E25.3 Encourage companies to adopt policies that hire locals and discourage transient workers.

Strategy E25.4 Develop a promotional program for relocation targeted at the employees/contract workers with families that are working in the natural resources industry.

Population growth requires responsible municipal management. Notwithstanding the perception that there is a great deal of land available in the region, it is essential that the County minimize the creeping sprawl of urban development.

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

Strategy E26.1 Infrastructure is adequate and there are plans in place to manage additional growth.

Strategy E26.2 Provide exceptional services that enhance the quality of life in County hamlets and existing rural areas as a means to dissuade residents and newcomers from moving to undeveloped areas to establish small lots or acreages.

Strategy E26.3 Take proactive measures to anticipate growth by preparing evidence-based plans for it.

Goal E27 That the County has reliable and comprehensive population data to make sound decisions and municipal plans.

Official population figures in Mackenzie County very likely underestimate the actual population for several reasons:

- The cultural history of counting First Nations peoples living off reserve in municipal jurisdictions.
- The number of immigrants to the area whose personal history includes poor experiences with official government interaction and who are fearful of being officially recognized by the governments under which they live.
- The presence of residents whose express purpose for moving to the region is to acquire and maintain anonymity.

The absence of accurate data gives rise to inaccurate estimates of the demand for services. Since these often require major capital investments, there are risks for both over and under estimates:

- Developing/maintaining services that are not financially sustainable resulting in tax revenues from the population that are insufficient to support them.
- Making investments to establish facilities and services that turn out to be insufficient to meet demand resulting in unanticipated major investments that must be made to meet the demand.

Strategy E27.1 Consult with remote, northern municipalities in other provinces to share strategies that address the difficulties in acquiring accurate municipal census data.

As mentioned earlier, the County has a significant shadow population. While First Nations communities are governments unto themselves as are the two Towns in the County, the latter communities provide a level of infrastructure and community services that are not yet available in First Nations communities. For this reason, some do use certain County services on a regular basis.

Thousands of seasonal oil and gas workers use County services for six months of the year (winter season) but are not present when censuses are mandated by legislation to be taken (April to June).

Strategy E27.2 Work with the province to develop a responsible yet equitable method to ensure the County's shadow population can be counted so that the true population can be recorded, enabling it to access its fair share of transfer payments.

Strategy E27.3 Undertake a timely municipal census during major population shifts.

One size does not fit all. Each of the three hamlets face different needs and have different opportunities. Each community requires a separate strategy requiring different levels of County intervention and support. Each community's goals must be validated and supported.

Goal E28 Mackenzie County's economy has the capacity to moderate the local impacts of dramatic economic ups and downturns in resource sector activities.

Mackenzie County's overall sustainability will be based on its capacity to adapt to changing conditions and to develop strategies to cope with the volatility inherent in a resource-based economy. Since the County does not have direct control over the global marketplace, measures must be considered to minimize the impact of the economy's peaks and valleys. Although a concerted effort continues to be made to attract new commercial activity, the County is limited in what it can actually do. A dedicated approach to ensuring that the County's overall infrastructure framework will meet its needs in the coming decades is essential. Growth pressure points tend to be in the areas of transportation, health and educational services.

Strategy E28.1 When making County growth projections for planning major capital expenditures, continue to use average *20-year growth rates* rather than using *current growth rates* that may not represent enduring growth patterns.

Strategy E28.2 The County will support efforts to diversify its economic base.

Fostering growth while strengthening the elements that make up its unique character will be an important element to strengthen the prognosis for the County's future.

Mackenzie County must cope with the implementation of potential major projects with very limited, if any, direct involvement in the timing of their implementation. These include:

- Diamond mining in the Buffalo Head Hills
- Other enhanced oil recovery projects
- The decades-long wait for the Mackenzie pipeline
- New initiatives for forestry by-products and for value-added agriculture

ENVIRONMENTAL SUSTAINABILITY

High quality natural and well-designed built environments:

- Create a sense of place.
- Are designed so that residents can live in ways that minimize negative environmental impact and that enhance positive impact.
- Protect and improve natural resources and biodiversity.
- Include local public and green spaces that are well-maintained and user-friendly, and that have facilities for people of all ages.
- Include an ongoing, efficient use of resources in the provision of services and in the built environment.
- Are of a size, scale, density, design and layout that complement the distinctive local character of the communities that make up the municipality.
- Have considered the needs of future generations in current decision-making processes and action plans.
- Contain buildings that are adaptable, durable, and in mixed-use patterns.

Natural Environment

Goal N1 Mackenzie County's river valleys are maintained in their natural state and are legislated to remain as such in perpetuity.

Strategy N1.1 Protect the natural state of Mackenzie County's river valleys with strongly worded municipal bylaws that control development.

Strategy N1.2 Develop municipal bylaws and policies to support continuing public access to the County's river valleys.

Strategy N1.3 Develop municipal policy to ensure that sound environmental protection, maintenance and utilization practices serve to preserve the health and safety of the valleys (especially sound practices to guide the development of any future roadways that must be built over a river).

Goal N2 Mackenzie County's environmentally sensitive land areas are well preserved.

Mackenzie County's natural environment consists of several types of land areas: agricultural lands, Crown lands, commercial private property, and residential private property. An environmentally sensitive area is one that may require special protection because of the:

- Landscape (e.g., wetlands, woodlands, valleylands, sand hills, wildlife corridors,

- natural heritage features)
- Wildlife (wildlife and fish habitats)
- Historical value

The federal government has protected Wood Buffalo National Park on Mackenzie County's eastern border and the province has protected the Caribou Mountains Wildland area in the form of a provincial park. Mackenzie County must:

- Decide whether it is necessary to protect any particular lands within its boundaries from surface and/or underground development.
- Clearly articulate the reasons for this protection to ensure that future councils will continue to protect the area(s) in question

The Provincial and Federal governments have also placed many other protective notations on the land, protecting a variety of natural areas and wildlife. Many of these areas are depicted below, as well as in [Appendix H](#). These protected areas currently affect about 75% of the County's land base with varying degrees of protective measures.

As discussed under the economic pillar topic on tourism, the County may choose to designate a wilderness area northeast of Fort Vermilion as one that will remain free from surface or underground development. The County should also decide if there are other areas under its jurisdiction that require the County:

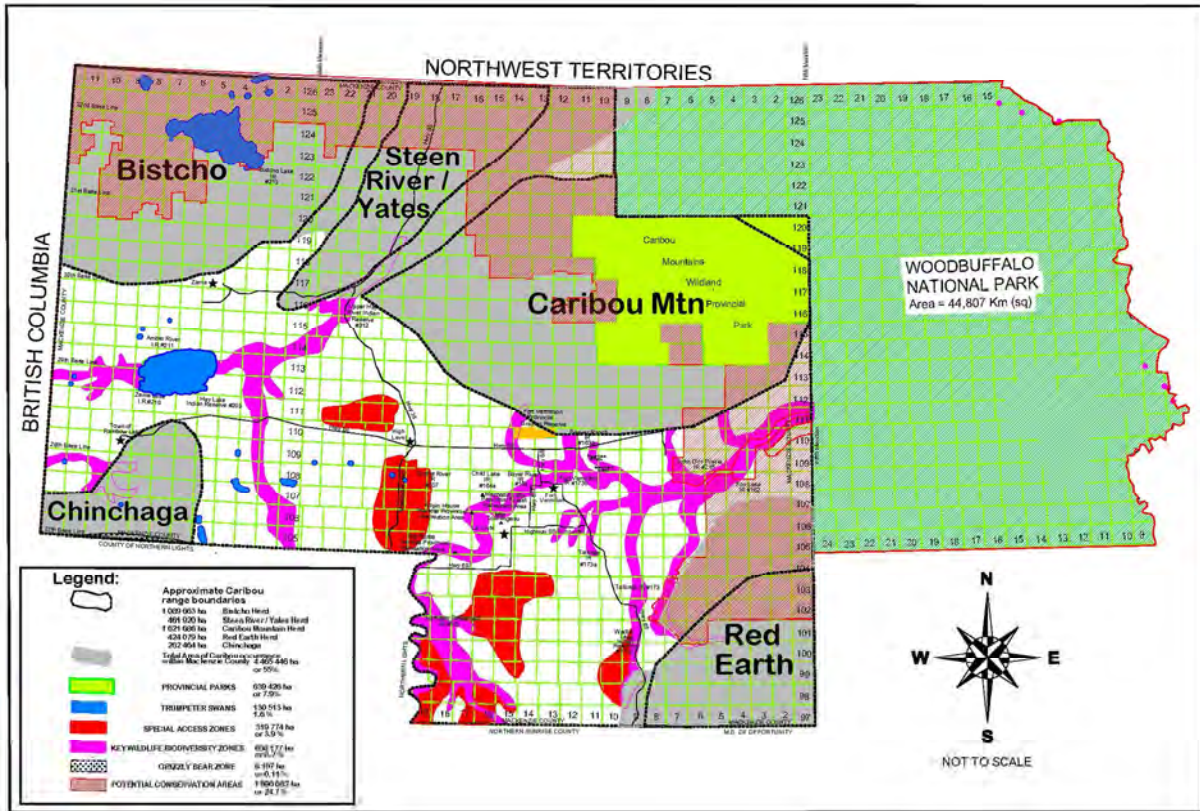
- To be aware of their somewhat sensitive nature for public education or future decision-making purposes.
- To monitor activity in the area.
- To take steps to protect the area.

Prior to designating additional lands as a wilderness area the County shall commission a socio-economic impact assessment. Should other governments wish to designate lands within the County as a protected area, the County shall strongly lobby that a socio-economic study be commissioned prior to any designation being placed.

The County shall also explore implementing policies and lobbying other levels of government and regulatory bodies to help ensure that natural resource exploitation is completed in a responsible manner. This effort shall focus on initiatives such as Enhanced Oil Recovery (EOR) and other innovations that maximize the economic return for industry while having little or no negative environmental impact.

Strategy N2.1 Identify and maintain an up-to-date inventory of Mackenzie County's environmentally sensitive land areas or ones that are at risk of becoming environmentally sensitive.

Strategy N2.2 If applicable, select land area(s) that the County wishes to protect from development and develop rationales and strong municipal policies/standards for their protection to ensure that sound environmental protection, maintenance and on- going utilization practices serve to preserve environmentally sensitive lands.



Built Environment

Goal N3 Optimal use is made of County farm land.

The County initially transferred over 136,000 acres of agricultural land in 1994 to the province for redesignation as Crown land in the green zone. Over 100,000 acres have been sold by the Province, since 2010, for agriculture purposes within the County as they have been fulfilling their portion of the land exchange. The County desires this type of agriculture land offering continue after the land exchange commitments have been fulfilled.

Working with the Province to establish a process for converting crown land into private agricultural land will help ensure long term viability for the regions agriculture sector.

Strategy N3.1 Ensure that the County's Land Use Bylaw and Municipal Development

Plan limit urban or non-agricultural development in unused lands that are best-suited for agriculture.

Strategy N3.2 Ensure that agricultural land expansion continues through private development and with land sales from the province.

Environmental Footprint

Once rail services are improved in Mackenzie County their increased use will reduce greenhouse gas emissions from trucks moving goods and services to markets. The strategy to address rail service is included earlier in this plan.

The County will seek to utilize alternative energy sources such as wind and solar to power small buildings and remote sites such as campground caretaker facilities.

Goal N4 County residents will consistently recycle a large majority of their bottles, paper, plastics, cardboard, and electronics.

Solid waste in Mackenzie County is managed by the Mackenzie Regional Waste Management Commission. Most recycling is handled through its transfer stations in Blue Hills, Buffalo Head Prairie, La Crete, Blumenort, Fort Vermilion, Rocky Lane, and Zama City. At these sites, residents can drop off:

- Tires
- Electronics
- Paint, antifreeze, oil, pesticides, propane tanks and household hazardous waste

Bottle depots are available in Fort Vermilion, High Level and La Crete.

Residents would appreciate a higher level of recycling available to them. Unfortunately, the costs of collection, facility construction, and transportation far exceed the revenues that can be recuperated from companies that purchase the material to be recycled. In addition, the distance of shipping to southern destinations has an environmental cost that may outweigh the benefit of recycling.

It is clear that paper, plastic, glass, cardboard and other standard recycling services available in urban settings must be considered a long-term goal as the means to do so is not yet evident.

Other northerly jurisdictions have had some success. The Northwest Territories announced a paper and cardboard initiative in 2009. The population there is about twice the size of the region served by the Mackenzie Regional Waste Commission and the NWT have a federal source for funding initiatives. Each northern situation tends to

be unique.

When Highway 58 is eventually extended to the BC border, the County could explore the feasibility of developing partnerships with northeastern BC, the NWT and Yukon as well as the Towns of High Level and Rainbow Lake to promote the establishment of facilities that could make use of recycled materials.

Strategy N4.1 Continue to monitor new developments in recycling technologies that would be economically feasible for use by the County.

Strategy N4.2 Work in collaboration with Mackenzie Regional Waste Management, community organizations and groups to strengthen local recycling initiatives.

SOCIAL AND CULTURAL SUSTAINABILITY

A socially sustainable community is one that is characterized by:

- A sense of community identity and belonging
- Social inclusiveness where all citizens have similar life opportunities
- Respectful engagement with people from different backgrounds
- Friendly, helpful behaviour in neighborhoods
- Opportunities for leisure, recreation, sport and social support activities
- Low levels of crime and anti-social behaviour
- Diversity and affordability of housing
- The availability of opportunities for artistic expression
- A strong sense of community heritage
- Community pride

A Sense of Place

Goal S1 Each County hamlet and rural area hosts a concentration of social, cultural and commercial activity in strategic locations.

Residents of any community need opportunities to meet and interact with others in a neutral way, one that builds relationships and more importantly trust.

A sense of place or place of assembly is one where numerous types of activity take place in a central area of the community and provide opportunities for residents to meet and interact. This is typically where the stores and businesses are but can also be centred by recreational facilities or features. Establishing or fostering the growth of a place of assembly in each hamlet is vital to the continued presence of a small town atmosphere and a family-friendly environment. It requires a certain concentration of activity, though:

- Diverse activities in a 1-2 square block area (the more there are, the more likely it will be to succeed as a place of assembly).
- Places for residents of all demographic characteristics to gather both in demographically distinct (e.g., youth) and in heterogeneously blended groups.
- Space designed to be people-friendly (e.g., has protected spaces to sit in the sun in comfort, is “senior friendly,”).

Such community hub should be active from at least 8:00 a.m. to 9:00 p.m. daily. This will trigger sufficient hourly activity consistently to draw new added-value commercial services that in turn will enhance the concentration of activity. While the intensity of

activity may vary throughout the day, the more diversity in the area's functions, the greater its use and viability will be and hence its value as a place to meet and interact with others in the community.

Strong community volunteer groups in each of the hamlets provide many of the cultural, social and recreational opportunities. Volunteering also creates a sense of ownership for the residents and has allowed for many facilities to be constructed and events to take place that otherwise would have been unattainable.

La Crete's Mennonite roots have led to the establishment of a strong sense of community in the hamlet. Its hub is located on both sides of 100 Street and the hamlet's layout is conducive to reinforcing the place of assembly that builds a sense of community. In 2012 the County took a big step forward towards reinforcing the need for a place of assembly in La Crete by re-zoning some residential properties to commercial. It's anticipated that this will build a more vibrant down town core. A streetscape and building design standard is currently under development for La Crete, which will further enhance the vitality of the area.

Fort Vermilion has no clearly defined area of community assembly at this time but the Community Cultural Centre with its recreational opportunities provides much social interaction. The area around the 50th Street and River Road intersection, and River Road as a whole, is ideally situated to become the place of assembly in Fort Vermilion. Situated along the banks of the Peace River, there is currently a mix of commercial services in the area which provides a good base from which to attract additional businesses. The Area Structure Plan for Fort Vermilion was revised in 2012, and it implemented several items to help facilitate this transition. Additionally, 2015 will see Fort Vermilion acquire a Heritage Design plan for the area, which will help to create a visually attractive neighborhood.

Zama City is a community founded by and dependent on the oil and gas industry. As is typical with the industry, a large portion of Zama's population is transient and lives in camps or rental accommodations. That said there is a strong core of residents in Zama City that strive to grow the community and provide a sense of place for the transient population. In keeping with the existing development, the 2012 ASP did not identify or attempt to create a traditional down town core. The Cornerstone Building and the campground currently provide the strongest core in Zama, and additional light commercial development around these areas would reinforce its role as Zama City's core.

Strategy S1.1 Implement policies that encourage cultural development in the core areas of the hamlets that foster social interaction with the residents in each hamlet.

Strategy S1.2 Promote recreational activity and opportunity within the County through future hamlet development plans.

Strategy S1.3 Implement policies that place stronger emphasis on commercial development in each hamlet, in conjunction with the County's hamlet development plans.

Strategy S1.4 Develop a community standards bylaw for residential and industrial properties.

Cultural Vibrancy and Inter-Cultural Relationships

Goal S2 The hamlets, rural areas and First Nations communities each have distinct and thriving cultures yet they are linked by common, broad economic and environmental conditions.

Strategy S2.1 Showcase the unique features of each of the County's cultures throughout the County's hamlets and populated rural areas.

County – First Nations Relations

Goal S3 Mackenzie County and the four First Nations located within its geographical boundaries share a common vision for the region, one that maintains cultural autonomy and that harmonizes economic pursuits.

In 1999, the province established a memorandum of understanding with the Little Red River Cree and Tallcree Nations giving them control of a large region of Crown land and resources within County boundaries. This has presented the County with numerous logistical and consultative challenges and the County has since taken numerous steps to try to understand how to work with the First Nations communities to address mutual interests.

Discussions between the County and its First Nations neighbors remain infrequent, but preliminary steps have been taken towards establishing a relationship. In early 2014 County council initiated a workshop, facilitated by FCM, to get to know our First Nations neighbors. There was a strong response from the Little Red River Cree Nation and while dialogue remains intermittent the relationship is growing. Prioritizing the relationship with First Nations leaders and people needs to occur before any meaningful results or agreements will be reached. All parties need to be willing to remove the lines in the sand that seem so prevalent in order to facilitate meaningful discussion.

Engage the assistance of a cultural interpreter or cultural mediator to:

- Deepen Councillors and staff members understanding of both the differences

between their own culture and that of others in the region.

- Teach key County participants basic skills in inter-cultural sensitivity.
- Act as an ongoing advisor for future negotiations as a means to mediate any misunderstandings that may arise due to cultural differences.
- Work with the County and First Nations Councillors to develop a protocol to manage inter-cultural communication and to resolve mutual concerns.

The County has been lobbying the province for the enhancement of health services. Its efforts would be significantly strengthened by evidence of a regional partnership where all voices are heard and have equal weight.

If Mackenzie County is to succeed in establishing a strong network of health services that address local needs, it will be imperative that these services be carefully designed to meet the cultural needs of the targeted service recipients including First Nations communities.

Strategy S3.1 Use a cultural interpreter to develop joint protocols with each First Nation to manage inter-cultural communication and to resolve mutual concerns.

Strategy S3.2 Identify and prioritize goals that are common to both the County and specific First Nations, and develop joint strategies to address them.

Strategy S3.3 Develop public awareness activities to assist residents to understand the reasons for, and how to welcome an increased number of members of another culture to their community activities.

Strategy S3.4 Invite the First Nations and Mennonite communities to create and display icons of their cultures in each County hamlet.

Strategy S3.5 Encourage local organizations to involve members of First Nations communities in the planning processes for local activities and events.

Strategy S3.6 Develop strategies to encourage all residents of the County to participate in public activities and events throughout the County, and to ensure they feel genuinely welcome during such experiences (e.g., local festivals, cultural, and recreational activities).

SUSTAINABILITY OF COMMUNITY INFRASTRUCTURE

Municipally-owned facilities and structures:

- Operate at optimal usage levels given the size of the population.
- Have the capacity to absorb growth.
- Are well-maintained on a schedule that maximizes life expectancy.
- Have accumulated reserve funds in place to ensure replacement when needed.
- Have replacement capital plans in place that take the needs of future generations into account.
- Attract and maintain an adequate, stable workforce to meet their needs.
- Have operating budgets that reflect staffing levels necessary to achieve their objectives.
- Are of a size, scale, density, design and layout that complement the distinctive local character of the communities that make up the municipality.
- Have considered the needs of future generations in current decision-making processes and action plans.
- Contain high-quality buildings that are adaptable, durable, and in mixed-use patterns.

There are many challenges to construct and maintain services and infrastructure in remote rural Alberta. Most residents within the region have embraced this challenge and dutifully volunteer and support many local initiatives, significantly reducing or eliminating the cost on government to provide amenities such as parks and recreational facilities.

Only municipal infrastructure is addressed in this section and it represents those facilities or *hard services* that are owned and operated by Mackenzie County (local roads, water and wastewater systems, parks, recreational facilities and County office spaces). Infrastructure for highway, rail and air transportation as well as power and telecommunications are outside of the County's jurisdiction. They are addressed under Economic Sustainability earlier in this report.

Goal C1 The capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

Strategy C1.1 Ensure that multi-year operating and capital plans are established and reviewed annually by Council.

Strategy C1.2 Ensure that administration has the appropriate tools and resources to continually assess and evaluate infrastructure capacity.

Strategy C1.3 Create and follow infrastructure plans that are created for the purpose of protecting current assets and that identify the anticipated demand for future infrastructure.

Recreational Infrastructure

Goal C2 Community parks, recreational facilities and community halls are available to each community consistent with local, cultural needs.

To assess the sustainability of the County's recreational facilities is complex. Each community has developed recreational facilities and programs suited to its particular community character and size.

The County should consider diversifying the recreational offerings by thinking creatively and developing multiple low cost recreational opportunities. Many recreational opportunities are available in the region however residents may need to initiate the opportunity rather than simply partake in an existing one.

One of the primary ways the County attempts to efficiently provide adequate recreational opportunities for the communities is by utilizing recreational boards. Zama's recreation is completely run by volunteers, while La Crete and Fort Vermilion have paid staff to help coordinate and run the facilities.

Perhaps it would be prudent for the County to explore additional opportunities to support recreational opportunities such as cross country skiing, cycling, soccer, baseball, mountain biking and skateboarding that have relatively low capital costs. The lack of recreational opportunities in many ways is only a perception, but the desire for two capital and operational intensive facilities persists; a swimming pool and a ski hill.

Strategy C2.1 Assess life expectancy for current recreational facilities and prepare long-term plans to ensure the timely availability of funds to address:

- Expected maintenance requirements during the typical life cycle of each facility.
- Facility upgrades or replacement.

Strategy C2.2 Undertake a financial and operational review of County recreational facilities and equipment to:

- Ensure adequacy of capital, operating funding and reserves.
- Identify opportunities for increased usage, increased revenues and decreased costs.
- Ensure optimal use of funds.

- Identify other efficiencies that could mitigate the size of the annual grant required from the County to operate the facilities.

Strategy C2.3 Establish and adhere to current policies that will ensure that residents of each hamlet have access to an attractive and well-managed community park site that:

- Is easily accessible,
- Reflects community values,
- Is linked to other parks in a manner that will eventually provide for a County-wide linked park system.

Goal C3 Enhance the existing campgrounds in Mackenzie County.

Strategy C3.1 Work with stakeholders to enhance and expand recreational opportunities.

Goal C4 Capital-intensive recreational facilities are designed with the goal of generating significant and consistent levels of tourism from outside of the region.

The Regional Economic Development Initiative for Northwestern Alberta (REDI) carried out a study in 2008 to assess the feasibility of a downhill ski facility in the region. Such a facility would be very attractive to local residents but these would not be able to support a privately owned facility or even one that is co-owned by the Municipality and a private operator. A tourism study carried out in 2009 suggests what a downhill ski facility could provide to the region. The County has attended a handful of events in hopes of attracting an investor for the ski facility but has been unsuccessful thus far. The more likely scenerio for a ski hill to be developed is that it be spear headed by a local volunteer group with support from the business community. In fact, there is a real reason to be optimistic that a ski hill will be operational by 2020, complete with a snowmobile trail network that will also be utilized for mountain biking during the summer.

Strategy C4.1 Encourage local volunteers to pursue the development of a downhill ski facility and commit to providing assistance.

A feasibility study has been completed for the *Buffalo Head* slopes site investigating if it could be designed to attract sufficient tourism to ensure financial viability of a downhill ski facility. Based on the financial information used it would not be viable but if development costs were reduced by harnessing the local business community it projects to be a viable development.

Utility Infrastructure

Goal C5 Mackenzie County continues to provide high quality utility services (water distribution and treatment as well as waste water collection and treatment) and ensures that they:

- Are available in each hamlet.
- Meet quality standards consistent with current national standards and demand.
- Are stable and reliable.
- Are each financially self-sustaining at both operational and capital levels.

The following lists demonstrate the existing utility services provided by the County or in the County:

County operated water treatment plants are located in:

- Fort Vermilion
- La Crete
- Zama City
- Rural Water line for residents between Fort Vermilion and La Crete, south of High Level, and to La Crete Sawmills

County operated rural water points can be found in:

- Rocky Lane
- Buffalo Head Prairie
- Wolfe Lake Water Point
- High Level Water Point
- Tompkins Water Point
- La Crete Water Point

Mackenzie County operates:

- Blue Hills Transfer Station
- Buffalo Head Prairie Transfer Station
- La Crete Transfer Station
- Blumenort Transfer Station
- Fort Vermilion Transfer Station
- Rocky Lane Transfer Station
- Zama Transfer Station

Natural Gas and electricity is provided by local enterprises.

An economic development study undertaken last year indicates that the County water supply, as well as treatment and distribution facilities are adequate to sustain moderate or even rapid growth in most communities. There are upgrade or expansion projects either planned or underway for those that are not.

The La Crete water treatment system for example currently treats ground water and may soon reach its capacity. The waterline between La Crete and Fort Vermilion provides options should the treatment plant reach capacity, however an engineered assessment is currently underway to accurately determine phasing options, timelines, and future plans. This study will be attached in [Appendix D](#).

The County has constructed a rural water line between La Crete and Fort Vermilion. The line currently services a handful of residences but is also serves as an emergency supply for each of the communities should a treatment facility fail.

Wastewater collection and treatment facilities are also adequate to sustain moderate or even rapid growth in most communities. A new treatment facility opened in Zama City in 2009 and the collection system in Fort Vermilion was upgraded in 1999. The lagoon in La Crete received a significant upgrade in 2015 that should provide capacity for an additional 20 years.

Mackenzie County is in the process of preparing master plans for potable water distribution, wastewater collection, stormwater management systems as well as an off-site levy review. It will:

- Provide an evaluation of the performance of County's existing systems
- Recommend system performance standards and upgrading criteria
- Identify system performance deficiencies
- Determine performance upgrading requirements complete with conceptual cost estimates
- Identify any revised growth projections and land use plans since the Municipal Development Plan was last updated
- Recommend upgrades and new infrastructure requirements to service future growth conditions

Strategy C5.1 Assess life expectancy for current facilities and prepare long-term plans to prepare for their replacement.

Strategy C5.2 Provide additional rural potable water truck fill sites so all residents reside within 35 minutes of potable water.

Infrastructure Risk

Goal C6 The risk of various types of damage to municipal infrastructure is minimized due to the availability of up-to-date risk assessments as well as up-to-date plans for managing each type of risk.

Strategy C6.1 Work with the province to determine the ice jam event flood levels for Fort Vermilion.

Strategy C6.2 Integrate FireSmart principles into all levels of the County's planning documents to ensure that all reasonable measures are taken to reduce the risk of forest fires devastating a community.

Goal C7 The risk associated with damage to local infrastructure comparable to the levels of infrastructure risk in other parts of the province.

Two types of risk will be addressed in this portion of the report. The first relates to the risk of damage to local infrastructure under various conditions. The second relates to the risk that a municipality must take when it must make growth projections to decide how many residents that a facility will serve over the course of its expected life.

Municipalities have been managing infrastructure risk for some time. The most important reason for this is that this type of risk has changed the way that risk is assessed. Traditionally, risk has been assessed on the basis of what has happened in the past, e.g., rate of highway accidents, historical frequency of floods (some every 10 years, every 50 years, every 100 years, every 300 years), historical rate of forest fires based on seasonal temperatures.

Fortunately, municipalities can predict and plan for certain types of environmental phenomena. These include increases and decreases in:

- Wind and water loads
- Energy and water demands
- Average seasonal temperatures
- Average seasonal precipitation
- A combination of the above

Measures that can be taken to reduce risk include the enhancement of emergency preparedness plans, annual inspections, improving GIS capacity, technical evaluations, and gathering information from stakeholders. Local farmers for example, could work with the Fort Vermilion research station to make plans for changes in farming practices necessary to address both an annual 3 degree Celcius increase and decrease in summer temperatures.

Strategy C7.1 Carry out full risk assessments of regional infrastructure every five years and update plans to mitigate identified risks (liability, property, errors and omissions, vehicle, and environmental assessments including those associated with hazardous goods and climate change).

Strategy C7.2 Work with regional partners on regional emergency disaster planning initiatives.

As mentioned earlier, the second type of risk that a municipality must take relates to the accuracy of growth projections when deciding how many residents that a facility will serve over the course of its expected life. When communities undergo periods of rapid growth, residents tend to expect the municipality to project the necessary size of new facilities on the basis of recent high growth rates. However, it is rare for a rapid growth rate to be sustained over time.

La Crete has grown in spurts throughout its history and if the trend continues planning properly will always be a challenge. Ensure that when using statistics for planning purposes, a minimum 5 year rate of growth shall be utilized.

Growth rates are an unknown factor when a municipality plans for the size of new facilities. What makes things even more difficult is that the cost of planning for increased size is not proportionate. For example, it may only cost 10% more to build for 25% more capacity. It can be very tempting to plan for higher capacity than is necessary, just in case.

Staffing

Goal C8 Mackenzie County's staffing complement keeps pace with the County's growing need for infrastructure and services.

Municipal Councils tend to expect that their municipalities are administered in the most efficient and cost-effective manner possible and they should expect nothing less. At the same time, they plan for new structures, programs and activities and sometimes are not aware of the burden that detailed planning places on existing staff.

Current staff that respond to today's programs cannot be expected to take on additional tasks to plan for major new projects.

Strategy C8.1 Continue to review staffing needs annually.

CONCLUSION

Plan Implementation and Evolution

Goal Z1 Mackenzie County has a well-organized, ongoing process to monitor the implementation of, and to assess the results of its sustainability plan.

To implement this plan, Council must make decisions that involve risk and that affect existing interests. To assure a healthy, long-term future for the County, Council must educate the community on the steps necessary for Council, residents and stakeholders to transform it. Mistakes may be made but taking risks are part of any successful community's evolution.

The Municipal Sustainability Plan presented in this report is a long-term plan for the community. This statement contains two critical components: a time frame and a guide. The plan proposed in this report will not be easy to implement and will take a very long time to complete. Council and community residents alike must remind themselves periodically that many of the strategies assume the establishment of a sound foundation. Laying foundations can be the most time-consuming element of implementing a plan whether it be in constructing buildings or in building communities. To implement the plan, Council must first establish its objective through the economic development strategy, medium-term, and long term objectives as established by Council. It will be necessary to articulate strategies in more detail, to set target dates, and to update the plan annually, as goals are met, reframed or delayed.

Councillors and residents must also understand that by its very nature, a plan cannot be rigidly adhered to. It must take into account changing conditions in the community as well as new opportunities or threats. As conditions change, the plan must be updated to accommodate these changes. For this reason, the plan should be considered as a guide to meet the vision rather than a legislated document that must be implemented in every detail.

It is essential however, to:

- Keep the vision and the long-term objectives as targets,
- Review the strategies needed to achieve them on a regular basis and
- Adjust them as necessary.

Steps that will be important to achieve the County's goals and vision are to establish a long-term calendar that indicates target dates for their achievement and to monitor the results of the strategies used to achieve the goals.

The calendar outlines dates for the achievement of each goal and for any short-term objectives developed to achieve the overall goal. It also includes dates for the completion of each strategy used to achieve the goal. Obstacles arise from time to time and the achievement of some targets may be delayed. The plan's calendar is then modified accordingly. This provides Council and ratepayers with an overall picture of what the steps are to meet each goal and when they can expect that they will be met.

Once the County has finalized its plan and its calendar, it will be necessary to develop "key performance indicators" or KPIs to measure progress on County goals. This will provide Council with the information it needs to monitor and evaluate the plan's implementation over time.

Strategy Z1.1 Develop a plan calendar.

Strategy Z1.2 Develop key performance indicators to measure progress on key County goals.

Strategy Z1.3 Schedule a dedicated item at each annual Council planning session to:

- Review the sustainability plan's key performance indicators,
- Update or amend any goals, strategies, key performance indicators and/or timelines as required.

Strategy Z1.4 Prepare a sustainability plan implementation report every two years and circulate it to residents.

In summary,

- Be prepared to take risks.
- Always keep the vision and the objectives in the foreground and be cautious about getting caught prematurely in detail.
- Educate the community on the steps necessary for Council, residents and stakeholders to transform the community.
- Expand on the plan with time frames.
- Use the plan as a guide, not as a law.
- All of Council's efforts should be directed toward the achievement of Council's objective at hand, whatever it may be, rather than spending too much time fleshing out details of Plan B before they are needed.
- Once hamlets' future core areas are identified, find ways to drive activity to those areas now.
- Make it easy and attractive to walk between business areas.
- Improve maintenance on main pedestrian routes.
- Keep store fronts active.

Using this Plan

To keep this Municipal Sustainability Plan off the shelf and in the minds of current and future Councillors, several steps can be taken to integrate it into ongoing decision-making processes. To ensure its implementation, a Municipal Plan must have life and must connect to Council's decision-making process. The assumption is that if the Municipal Sustainability Plan (MSP) is sufficiently comprehensive, it will serve as a guide for all Council decisions. The County can require that requests to Council for funding or for decisions can state explicitly the goal or strategy in the MSP that it addresses. When Council makes other types of decisions, the related goal or strategy in the MSP can be reflected in the relevant Council meeting minutes. MDPs, Area Structure Plans, Business Plans, Strategic Plans, Emergency Management Plans and other planning tools can all tie their goals and strategies explicitly to the County's MSP.

To facilitate this explicit linking process, a decision-making template can be developed. When requests for decisions are submitted to Council, the template would pose a series of questions about:

- Which sustainability step(s) will be addressed by the proposed action?
- Which specific goals and strategies will be addressed (referred to by a unique number identifier)?
- Measures to use to demonstrate the effectiveness of proposed actions.

Clearly, the plan included in this report does not cover all of the potential decisions that will be made by Council. It is up to the County then to take this plan and to modify it to meet needs not currently addressed in the plan. Only then can Council embrace the plan as its own.

Goal Z2 Councillors share a common vision for the directions that the County should take and the strategies to get there.

In conclusion, the obstacle to overall County sustainability that most urgently needs attention is the apparent tendency of decision-makers and community leaders to place local interests before County interests. In the long-term, local interests are at considerable risk if the County itself is not sustainable. Councillors in particular must learn to withstand the inevitable jealousies that arise when one region perceives that their needs are more important than those of another region. To ensure that the County's strongest communities thrive, its weakest ones must be strengthened. Council, community leaders, residents and stakeholders must work to increase the level of harmony amongst themselves in order to achieve this objective. To assist them to do so, Council must dedicate resources, time and commitment to navigate the cultural and attitudinal differences that arise while working to address County needs.

Strategy Z2.1 Undertake a systematic approach to sensitizing Councillors to the situations faced in other Councillors' jurisdictions by requesting that they make a sincere commitment to listen to what one another are saying and by requesting their participation in:

- At least 80% of expanded road tours,
- At least 80% of community meetings in other jurisdictions,
- At least 80% of targeted public social events in other jurisdictions.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Mark Schonken, Interim Director of Finance
Title:	Financial Reports – January 1 to November 30, 2015

BACKGROUND / PROPOSAL:

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

OPTIONS & BENEFITS:

Please review the following financial reports for the period January 1 – November 30, 2015:

- Investment Report
- Operating Statement
- Projects Progress Report
- Aged Receivables

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: S. Wiebe **Reviewed by:** _____ **CAO:** JW

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for the period January 1 – November 30, 2015, be accepted for information.

Author: S. Wiebe Reviewed by: _____ CAO: JW

Investment Report for November 2015

Chequing Account on November 30, 2015

Bank account balance 17,188,418

Investment Values on November 30, 2015

Short term investments (EM0-0377-A) 9,888,659
 Short term T-Bill (1044265-26) 237,417
 Long term investments (EM0-0374-A) 8,081,738
18,207,814

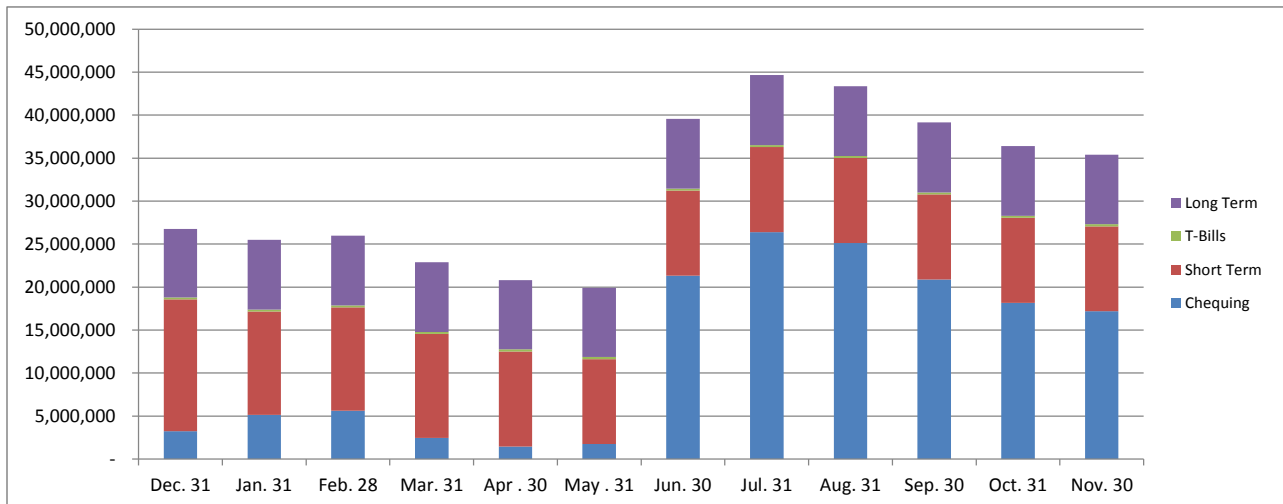
These balances include
'market value changes'.

Revenues

	Total	Short Term	Long Term
Interest received	270,046	103,205	166,842
Interest accrued	112,960	79,564	33,396
	383,006	182,768	200,238
Market value changes	-44,057		-19,253
Interest received, chequing account	133,533	133,533	
Grand total revenues before investment manager fees	472,483	316,301	180,985
Deduct: investment manager fees for investments	-29,583	-7,433	-22,150
Grand total revenues after investment manager fees	442,899	308,869	158,835

Balances in the Various Accounts - Last 12 Months

	Chequing	Short Term	T-Bills	Long Term	Total
Dec. 31	3,231,036	15,343,781	236,524	7,956,300	26,767,641
Jan. 31	5,136,862	12,022,221	236,644	8,118,449	25,514,177
Feb. 28	5,612,524	12,024,112	236,753	8,111,304	25,984,693
Mar. 31	2,480,618	12,071,129	236,874	8,099,842	22,888,463
Apr. 30	1,454,154	11,071,639	236,991	8,042,354	20,805,138
May 31	1,747,887	9,883,994	237,057	8,050,877	19,919,815
Jun. 30	21,333,638	9,885,575	237,122	8,105,383	39,561,718
Jul. 31	26,397,330	9,885,600	237,189	8,146,843	44,666,961
Aug. 31	25,123,788	9,886,627	237,255	8,118,107	43,365,777
Sep. 30	20,894,752	9,887,654	237,309	8,119,455	39,139,169
Oct. 31	18,167,602	9,887,630	237,364	8,099,481	36,392,078
Nov. 30	17,188,418	9,888,659	237,417	8,081,738	35,396,233



**MACKENZIE COUNTY
STATEMENT OF OPERATIONS**

November 30, 2015

	2014 Actual	2015 Actual	2015	\$ Variance	% Variance
	Total	Total	Budget		
OPERATIONAL REVENUES					
Property taxes	\$33,960,244	\$35,224,649	\$35,424,395	\$199,746	1%
User fees and sales of goods	\$4,317,992	\$4,116,400	\$4,558,590	\$442,190	10%
Government transfers	\$1,867,856	\$1,637,975	\$1,353,602	(\$284,373)	-21%
Investment income (operating)	\$422,686	\$472,486	\$350,000	(\$122,486)	-35%
Penalties and costs on taxes	\$444,838	\$1,050,286	\$250,000	(\$800,286)	-320%
Licenses, permits and fines	\$527,160	\$526,506	\$383,800	(\$142,706)	-37%
Rentals	\$124,928	\$135,887	\$77,831	(\$58,056)	-75%
Insurance proceeds	\$25,603	\$0	\$0	\$0	
Development levies	\$112,359	\$30,127	\$0	(\$30,127)	
Municipal reserve revenue	\$60,132	\$87,428	\$50,000	(\$37,428)	-75%
Sale of non-TCA equipment	\$76,982	\$7,746	\$0	(\$7,746)	
Other	\$482,106	\$286,324	\$347,425	\$61,101	18%
Total operating revenues	\$42,422,887	\$43,575,814	\$42,795,643	(\$780,171)	-2%
OPERATIONAL EXPENSES					
Legislative	\$616,185	\$444,711	\$781,734	\$337,023	43%
Administration	\$6,214,049	\$4,541,265	\$6,377,151	\$1,835,886	29%
Protective services	\$1,608,343	\$944,545	\$1,808,679	\$864,134	48%
Transportation	\$16,084,363	\$8,060,944	\$18,918,919	\$10,857,975	57%
Water, sewer, solid waste disposal	\$4,846,137	\$2,170,134	\$4,888,386	\$2,718,252	56%
Public health and welfare (FCSS)	\$693,797	\$625,089	\$721,841	\$96,752	13%
Planning, development	\$1,054,417	\$903,404	\$1,116,749	\$213,345	19%
Agriculture and veterinary	\$1,315,747	\$1,213,997	\$1,652,736	\$438,739	27%
Recreation and culture	\$2,009,584	\$1,518,164	\$2,200,034	\$681,870	31%
School requisitions	\$6,306,111	\$4,978,584	\$6,535,310	\$1,556,726	24%
Lodge requisitions	\$490,719	\$788,108	\$783,885	(\$4,223)	-1%
Non-TCA projects	\$379,279	\$979,682	\$2,094,122	\$1,114,440	53%
Total operating expenses	\$41,618,731	\$27,168,627	\$47,879,546	\$20,710,919	43%
Excess (deficiency) before other	\$804,156	\$16,407,186	(\$5,083,903)	(\$21,491,089)	423%
CAPITAL REVENUES					
Government transfers for capital	\$8,481,362	\$4,646,637	\$14,231,923	\$9,585,286	67%
Other revenue for capital	\$1,401,131	\$17,495	\$628,800	\$611,305	97%
Proceeds from sale of TCA assets	\$553,000	\$525,481	\$525,403	(\$78)	0%
	\$10,435,493	\$5,189,613	\$15,386,126	\$10,196,513	66%
EXCESS (DEFICIENCY) - PSAB Model	\$11,239,649	\$21,596,799	\$10,302,223	(\$11,294,576)	-110%
Convert to local government model					
Remove non-cash transactions	\$8,244,062	\$0	\$10,452,577	\$10,452,577	100%
Remove revenue for capital projects	(\$10,435,493)	(\$5,189,613)	(\$15,386,126)	(\$10,196,513)	66%
Long term debt principle	\$2,090,929	\$1,056,119	\$1,669,369	\$613,250	37%
Transfers to/from reserves	\$6,907,287	\$0	\$3,699,305	\$3,699,305	100%
EXCESS (DEFICIENCY) - LG Model	\$50,001	\$15,351,068	\$0	(\$15,351,068)	

Mackenzie County
Summary of All Units
For the Eleven Months Ending November 30, 2015

	2014 Actual	2015 Actual	2015	\$ Variance	% Variance
	Total	Total	Budget		
OPERATING REVENUES					
100-Taxation	\$33,718,682	\$35,026,542	\$35,153,924	\$127,382	0%
124-Frontage	\$354,997	\$198,106	\$270,471	\$72,365	27%
420-Sales of goods and services	\$732,370	\$513,998	\$623,595	\$109,597	18%
421-Sale of water - metered	\$2,715,197	\$2,756,598	\$3,011,440	\$254,842	8%
422-Sale of water - bulk	\$870,425	\$845,804	\$923,555	\$77,751	8%
424-Sale of land	\$45,956	\$1	\$0	(\$1)	
510-Penalties on taxes	\$444,838	\$1,050,286	\$250,000	(\$800,286)	-320%
511-Penalties of AR and utilities	\$49,657	\$55,191	\$40,000	(\$15,191)	-38%
520-Licenses and permits	\$49,296	\$44,640	\$32,800	(\$11,840)	-36%
521-Offsite levy	\$112,359	\$30,127	\$0	(\$30,127)	
522-Municipal reserve revenue	\$60,132	\$87,428	\$50,000	(\$37,428)	-75%
526-Safety code permits	\$369,776	\$334,170	\$275,000	(\$59,170)	-22%
525-Subdivision fees	\$55,162	\$55,612	\$30,000	(\$25,612)	-85%
530-Fines	\$38,974	\$78,656	\$36,000	(\$42,656)	-118%
531-Safety code fees	\$13,952	\$13,428	\$10,000	(\$3,428)	-34%
550-Interest revenue	\$533,261	\$477,373	\$350,000	(\$127,373)	-36%
551-Market value changes	(\$110,574)	(\$4,887)	\$0	\$4,887	
560-Rental and lease revenue	\$124,928	\$135,887	\$77,831	(\$58,056)	-75%
570-Insurance proceeds	\$25,603	\$0	\$0	\$0	
592-Well drilling revenue	\$103,826	\$11,114	\$50,000	\$38,886	78%
597-Other revenue	\$165,028	\$180,091	\$159,000	(\$21,091)	-13%
598-Community aggregate levy	\$92,623	\$13,390	\$75,000	\$61,610	82%
630-Sale of non-TCA equipment	\$76,982	\$7,746	\$0	(\$7,746)	
790-Tradeshaw Revenues	\$25,016	\$26,535	\$23,425	(\$3,110)	-13%
840-Provincial grants	\$1,867,856	\$1,637,975	\$1,353,602	(\$284,373)	-21%
890-Gain (Loss) Penny Rounding	\$0	\$2	\$0	(\$2)	
990-Over/under tax collections	(\$113,435)	\$0	\$0	\$0	
TOTAL REVENUE	\$42,422,887	\$43,575,814	\$42,795,643	(\$780,171)	-2%
OPERATING EXPENSES					
110-Wages and salaries	\$5,810,098	\$5,585,234	\$6,630,578	\$1,045,344	16%
132-Benefits	\$1,107,369	\$1,155,418	\$1,414,901	\$259,483	18%
136-WCB contributions	\$39,501	\$31,079	\$38,833	\$7,754	20%
142-Recruiting	\$10,306	\$12,848	\$20,000	\$7,152	36%
150-Isolation cost	\$66,438	\$61,461	\$78,000	\$16,539	21%
151-Honoraria	\$571,863	\$373,470	\$602,250	\$228,780	38%
211-Travel and subsistence	\$288,543	\$231,603	\$396,920	\$165,317	42%
212-Promotional expense	\$100,672	\$61,871	\$82,500	\$20,629	25%
214-Memberships & conference fees	\$99,553	\$98,128	\$137,618	\$39,490	29%
215-Freight	\$117,871	\$82,301	\$134,640	\$52,339	39%
216-Postage	\$52,064	\$40,948	\$45,800	\$4,852	11%
217-Telephone	\$128,213	\$104,031	\$131,454	\$27,423	21%
221-Advertising	\$43,806	\$32,572	\$63,850	\$31,278	49%
223-Subscriptions and publications	\$7,254	\$6,645	\$12,245	\$5,600	46%
231-Audit fee	\$116,650	\$75,950	\$72,000	(\$3,950)	-5%
232-Legal fee	\$50,814	\$7,447	\$73,000	\$65,553	90%
233-Engineering consulting	\$122,247	\$141,197	\$256,500	\$115,303	45%
235-Professional fee	\$1,535,390	\$1,357,924	\$1,721,364	\$363,440	21%
236-Enhanced policing fee	\$265,408	\$115,000	\$297,200	\$182,200	61%
239-Training and education	\$157,583	\$79,262	\$165,273	\$86,011	52%
242-Computer programming	\$78,337	\$75,401	\$98,428	\$23,027	23%
251-Repair & maintenance - bridges	\$26,536	\$198,183	\$838,500	\$640,317	76%
252-Repair & maintenance - buildings	\$150,824	\$112,388	\$158,320	\$45,932	29%
253-Repair & maintenance - equipment	\$339,438	\$350,392	\$379,870	\$29,478	8%
255-Repair & maintenance - vehicles	\$79,638	\$60,539	\$85,800	\$25,261	29%
258-Contract graders	\$144,000	\$91,278	\$150,840	\$59,562	39%
259-Repair & maintenance - structural	\$1,636,879	\$1,220,760	\$1,780,370	\$559,611	31%
261-Ice bridge construction	\$79,564	\$66,484	\$120,000	\$53,516	45%
262-Rental - building and land	\$30,085	\$28,745	\$32,210	\$3,465	11%
263-Rental - vehicle and equipment	\$56,286	\$47,144	\$60,045	\$12,901	21%
266-Communications	\$93,611	\$92,219	\$109,892	\$17,673	16%
271-Licenses and permits	\$4,118	\$404	\$8,300	\$7,896	95%

272-Damage claims	\$285	(\$10,755)	\$5,000	\$15,755	315%
273-Taxes	\$0	\$0	\$1,000	\$1,000	100%
274-Insurance	\$279,950	\$0	\$298,960	\$298,960	100%
342-Assessor fees	\$260,117	\$258,490	\$263,000	\$4,510	2%
290-Election cost	\$0	\$0	\$5,000	\$5,000	100%
511-Goods and supplies	\$786,446	\$609,576	\$893,803	\$284,227	32%
521-Fuel and oil	\$920,643	\$844,024	\$905,350	\$61,326	7%
531-Chemicals and salt	\$204,158	\$210,140	\$319,100	\$108,960	34%
532-Dust control	\$698,227	\$568,170	\$694,018	\$125,848	18%
533-Grader blades	\$123,534	\$126,827	\$137,500	\$10,673	8%
534-Gravel (apply; supply and apply)	\$2,767,176	\$1,346,867	\$2,369,955	\$1,023,088	43%
535-Gravel reclamation cost	\$132,375	\$0	\$0	\$0	
543-Natural gas	\$132,863	\$62,519	\$122,966	\$60,447	49%
544-Electrical power	\$597,395	\$551,370	\$846,392	\$295,022	35%
710-Grants to local governments	\$1,711,647	\$1,683,969	\$2,317,400	\$633,431	27%
735-Grants to other organizations	\$2,020,465	\$1,783,848	\$1,925,012	\$141,164	7%
747-School requisition	\$6,306,111	\$4,978,584	\$6,535,310	\$1,556,726	24%
750-Lodge requisition	\$490,719	\$788,108	\$783,885	(\$4,223)	-1%
810-Interest and service charges	\$39,831	\$26,818	\$36,000	\$9,182	26%
831-Interest - long term debt	\$687,927	\$358,377	\$621,195	\$262,818	42%
921-Bad debt expense	\$2,696	\$0	\$4,500	\$4,500	100%
922-Tax cancellation/write-off	\$1,402,310	\$3,686	\$50,000	\$46,314	93%
992-Cost of land sold	\$19,557	\$0	\$0	\$0	
993-NBV value of disposed TCA	\$771,676	\$0	\$315,993	\$315,993	100%
994-Change in inventory	(\$779,765)	\$0	\$1,197,655	\$1,197,655	100%
995-Depreciation of TCA	\$8,252,150	\$0	\$8,938,929	\$8,938,929	100%
TOTAL	\$41,239,452	\$26,188,946	\$45,785,424	\$19,596,478	43%
Non-TCA projects	\$379,279	\$979,682	\$2,094,122	\$1,114,440	53%
TOTAL EXPENSES	\$41,618,731	\$27,168,627	\$47,879,546	\$20,710,919	43%
EXCESS (DEFICIENCY)	\$804,156	\$16,407,186	(\$5,083,903)	(\$21,491,089)	423%
OTHER					
840-Provincial transfers for capital	\$8,481,362	\$4,646,637	\$14,231,923	\$9,585,286	67%
575-Contributed TCA	\$1,401,131	\$0	\$298,800	\$298,800	100%
597-Other capital revenue	\$0	\$17,495	\$330,000	\$312,505	95%
630-Proceeds of sold TCA asset	\$553,000	\$525,481	\$525,403	(\$78)	0%
	\$10,435,493	\$5,189,613	\$15,386,126	\$10,196,513	66%
EXCESS (DEFICIENCY) - PS MODEL	\$11,239,649	\$21,596,799	\$10,302,223	(\$11,294,576)	-110%
CONVERT TO LG INCOME STATEMENT					
Remove non-cash transactions associated with PSAB changes					
993-NBV value of disposed TCA	\$771,676	\$0	\$315,993	\$315,993	100%
994-Change in inventory	(\$779,765)	\$0	\$1,197,655	\$1,197,655	100%
995-Amortization of TCA	\$8,252,150	\$0	\$8,938,929	\$8,938,929	100%
Remove TCA revenues					
Total of OTHER per above	(\$10,435,493)	(\$5,189,613)	(\$15,386,126)	(\$10,196,513)	66%
Add LTD principle paid					
832-Principle Payments	\$2,090,929	\$1,056,119	\$1,669,369	\$613,250	37%
Add/Deduct LG model TF to/from reserves					
920-Contribution from Capital Reserve	(\$3,832)	\$0	\$0	\$0	
930-Contributions from Operating Reserve	(\$1,605,110)	\$0	(\$2,178,076)	(\$2,178,076)	100%
940-Contribution from Capital Reserve	(\$7,764)	\$0	(\$509,645)	(\$509,645)	100%
762-Contribution to Capital (funding TCA projects)	\$2,112,492	\$0	\$4,152,026	\$4,152,026	100%
763-Contribution to Capital Reserves	\$3,678,692	\$0	\$1,735,000	\$1,735,000	100%
764-Contribution to Operating Reserves	\$2,732,808	\$0	\$500,000	\$500,000	100%
EXCESS (DEFICIENCY) - LG MODEL	\$50,001	\$15,351,068	\$0	(\$15,351,068)	

Mackenzie County
Summary of All Units
For the Eleven Months Ending November 30, 2015

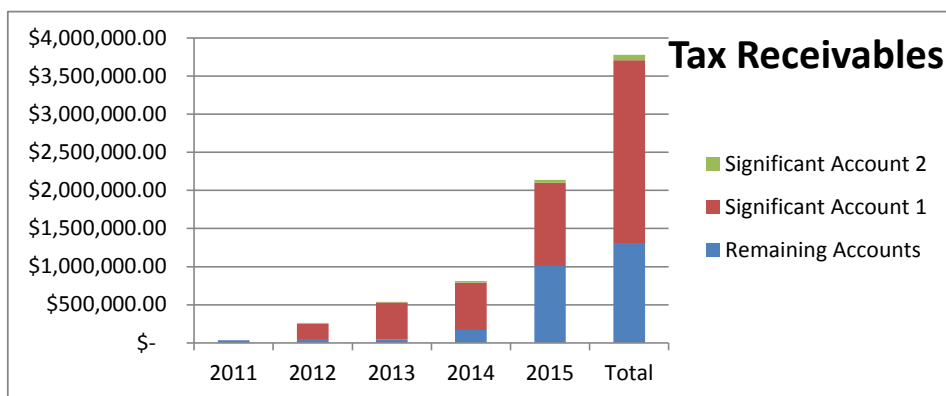
	2014 Actual	2015 Actual	2015	\$ Variance	% Variance
	Total	Total	Budget		
OPERATING REVENUES					
100-Taxation	\$33,718,682	\$35,026,542	\$35,153,924	\$127,382	0%
124-Frontage	\$354,997	\$198,106	\$270,471	\$72,365	27%
420-Sales of goods and services	\$732,370	\$513,998	\$623,595	\$109,597	18%
421-Sale of water - metered	\$2,715,197	\$2,756,598	\$3,011,440	\$254,842	8%
422-Sale of water - bulk	\$870,425	\$845,804	\$923,555	\$77,751	8%
424-Sale of land	\$45,956	\$1	\$0	(\$1)	
510-Penalties on taxes	\$444,838	\$1,050,286	\$250,000	(\$800,286)	-320%
511-Penalties of AR and utilities	\$49,657	\$55,191	\$40,000	(\$15,191)	-38%
520-Licenses and permits	\$49,296	\$44,640	\$32,800	(\$11,840)	-36%
521-Offsite levy	\$112,359	\$30,127	\$0	(\$30,127)	
522-Municipal reserve revenue	\$60,132	\$87,428	\$50,000	(\$37,428)	-75%
526-Safety code permits	\$369,776	\$334,170	\$275,000	(\$59,170)	-22%
525-Subdivision fees	\$55,162	\$55,612	\$30,000	(\$25,612)	-85%
530-Fines	\$38,974	\$78,656	\$36,000	(\$42,656)	-118%
531-Safety code fees	\$13,952	\$13,428	\$10,000	(\$3,428)	-34%
550-Interest revenue	\$533,261	\$477,373	\$350,000	(\$127,373)	-36%
551-Market value changes	(\$110,574)	(\$4,887)	\$0	\$4,887	
560-Rental and lease revenue	\$124,928	\$135,887	\$77,831	(\$58,056)	-75%
570-Insurance proceeds	\$25,603	\$0	\$0	\$0	
592-Well drilling revenue	\$103,826	\$11,114	\$50,000	\$38,886	78%
597-Other revenue	\$165,028	\$180,091	\$159,000	(\$21,091)	-13%
598-Community aggregate levy	\$92,623	\$13,390	\$75,000	\$61,610	82%
630-Sale of non-TCA equipment	\$76,982	\$7,746	\$0	(\$7,746)	
790-Tradeshaw Revenues	\$25,016	\$26,535	\$23,425	(\$3,110)	-13%
840-Provincial grants	\$1,867,856	\$1,637,975	\$1,353,602	(\$284,373)	-21%
890-Gain (Loss) Penny Rounding	\$0	\$2	\$0	(\$2)	
990-Over/under tax collections	(\$113,435)	\$0	\$0	\$0	
TOTAL REVENUE	\$42,422,887	\$43,575,814	\$42,795,643	(\$780,171)	-2%
OPERATING EXPENSES					
110-Wages and salaries	\$5,810,098	\$5,585,234	\$6,630,578	\$1,045,344	16%
132-Benefits	\$1,107,369	\$1,155,418	\$1,414,901	\$259,483	18%
136-WCB contributions	\$39,501	\$31,079	\$38,833	\$7,754	20%
142-Recruiting	\$10,306	\$12,848	\$20,000	\$7,152	36%
150-Isolation cost	\$66,438	\$61,461	\$78,000	\$16,539	21%
151-Honoraria	\$571,863	\$373,470	\$602,250	\$228,780	38%
211-Travel and subsistence	\$288,543	\$231,603	\$396,920	\$165,317	42%
212-Promotional expense	\$100,672	\$61,871	\$82,500	\$20,629	25%
214-Memberships & conference fees	\$99,553	\$98,128	\$137,618	\$39,490	29%
215-Freight	\$117,871	\$82,301	\$134,640	\$52,339	39%
216-Postage	\$52,064	\$40,948	\$45,800	\$4,852	11%
217-Telephone	\$128,213	\$104,031	\$131,454	\$27,423	21%
221-Advertising	\$43,806	\$32,572	\$63,850	\$31,278	49%
223-Subscriptions and publications	\$7,254	\$6,645	\$12,245	\$5,600	46%
231-Audit fee	\$116,650	\$75,950	\$72,000	(\$3,950)	-5%
232-Legal fee	\$50,814	\$7,447	\$73,000	\$65,553	90%
233-Engineering consulting	\$122,247	\$141,197	\$256,500	\$115,303	45%
235-Professional fee	\$1,535,390	\$1,357,924	\$1,721,364	\$363,440	21%
236-Enhanced policing fee	\$265,408	\$115,000	\$297,200	\$182,200	61%
239-Training and education	\$157,583	\$79,262	\$165,273	\$86,011	52%
242-Computer programming	\$78,337	\$75,401	\$98,428	\$23,027	23%
251-Repair & maintenance - bridges	\$26,536	\$198,183	\$838,500	\$640,317	76%
252-Repair & maintenance - buildings	\$150,824	\$112,388	\$158,320	\$45,932	29%
253-Repair & maintenance - equipment	\$339,438	\$350,392	\$379,870	\$29,478	8%
255-Repair & maintenance - vehicles	\$79,638	\$60,539	\$85,800	\$25,261	29%
258-Contract graders	\$144,000	\$91,278	\$150,840	\$59,562	39%
259-Repair & maintenance - structural	\$1,636,879	\$1,220,760	\$1,780,370	\$559,611	31%
261-Ice bridge construction	\$79,564	\$66,484	\$120,000	\$53,516	45%
262-Rental - building and land	\$30,085	\$28,745	\$32,210	\$3,465	11%
263-Rental - vehicle and equipment	\$56,286	\$47,144	\$60,045	\$12,901	21%
266-Communications	\$93,611	\$92,219	\$109,892	\$17,673	16%
271-Licenses and permits	\$4,118	\$404	\$8,300	\$7,896	95%

272-Damage claims	\$285	(\$10,755)	\$5,000	\$15,755	315%
273-Taxes	\$0	\$0	\$1,000	\$1,000	100%
274-Insurance	\$279,950	\$0	\$298,960	\$298,960	100%
342-Assessor fees	\$260,117	\$258,490	\$263,000	\$4,510	2%
290-Election cost	\$0	\$0	\$5,000	\$5,000	100%
511-Goods and supplies	\$786,446	\$609,576	\$893,803	\$284,227	32%
521-Fuel and oil	\$920,643	\$844,024	\$905,350	\$61,326	7%
531-Chemicals and salt	\$204,158	\$210,140	\$319,100	\$108,960	34%
532-Dust control	\$698,227	\$568,170	\$694,018	\$125,848	18%
533-Grader blades	\$123,534	\$126,827	\$137,500	\$10,673	8%
534-Gravel (apply; supply and apply)	\$2,767,176	\$1,346,867	\$2,369,955	\$1,023,088	43%
535-Gravel reclamation cost	\$132,375	\$0	\$0	\$0	
543-Natural gas	\$132,863	\$62,519	\$122,966	\$60,447	49%
544-Electrical power	\$597,395	\$551,370	\$846,392	\$295,022	35%
710-Grants to local governments	\$1,711,647	\$1,683,969	\$2,317,400	\$633,431	27%
735-Grants to other organizations	\$2,020,465	\$1,783,848	\$1,925,012	\$141,164	7%
747-School requisition	\$6,306,111	\$4,978,584	\$6,535,310	\$1,556,726	24%
750-Lodge requisition	\$490,719	\$788,108	\$783,885	(\$4,223)	-1%
810-Interest and service charges	\$39,831	\$26,818	\$36,000	\$9,182	26%
831-Interest - long term debt	\$687,927	\$358,377	\$621,195	\$262,818	42%
921-Bad debt expense	\$2,696	\$0	\$4,500	\$4,500	100%
922-Tax cancellation/write-off	\$1,402,310	\$3,686	\$50,000	\$46,314	93%
992-Cost of land sold	\$19,557	\$0	\$0	\$0	
993-NBV value of disposed TCA	\$771,676	\$0	\$315,993	\$315,993	100%
994-Change in inventory	(\$779,765)	\$0	\$1,197,655	\$1,197,655	100%
995-Depreciation of TCA	\$8,252,150	\$0	\$8,938,929	\$8,938,929	100%
TOTAL	\$41,239,452	\$26,188,946	\$45,785,424	\$19,596,478	43%
Non-TCA projects	\$379,279	\$979,682	\$2,094,122	\$1,114,440	53%
TOTAL EXPENSES	\$41,618,731	\$27,168,627	\$47,879,546	\$20,710,919	43%
EXCESS (DEFICIENCY)	\$804,156	\$16,407,186	(\$5,083,903)	(\$21,491,089)	423%
OTHER					
840-Provincial transfers for capital	\$8,481,362	\$4,646,637	\$14,231,923	\$9,585,286	67%
575-Contributed TCA	\$1,401,131	\$0	\$298,800	\$298,800	100%
597-Other capital revenue	\$0	\$17,495	\$330,000	\$312,505	95%
630-Proceeds of sold TCA asset	\$553,000	\$525,481	\$525,403	(\$78)	0%
	\$10,435,493	\$5,189,613	\$15,386,126	\$10,196,513	66%
EXCESS (DEFICIENCY) - PS MODEL	\$11,239,649	\$21,596,799	\$10,302,223	(\$11,294,576)	-110%
CONVERT TO LG INCOME STATEMENT					
Remove non-cash transactions associated with PSAB changes					
993-NBV value of disposed TCA	\$771,676	\$0	\$315,993	\$315,993	100%
994-Change in inventory	(\$779,765)	\$0	\$1,197,655	\$1,197,655	100%
995-Amortization of TCA	\$8,252,150	\$0	\$8,938,929	\$8,938,929	100%
Remove TCA revenues					
Total of OTHER per above	(\$10,435,493)	(\$5,189,613)	(\$15,386,126)	(\$10,196,513)	66%
Add LTD principle paid					
832-Principle Payments	\$2,090,929	\$1,056,119	\$1,669,369	\$613,250	37%
Add/Deduct LG model TF to/from reserves					
920-Contribution from Capital Reserve	(\$3,832)	\$0	\$0	\$0	
930-Contributions from Operating Reserve	(\$1,605,110)	\$0	(\$2,178,076)	(\$2,178,076)	100%
940-Contribution from Capital Reserve	(\$7,764)	\$0	(\$509,645)	(\$509,645)	100%
762-Contribution to Capital (funding TCA projects)	\$2,112,492	\$0	\$4,152,026	\$4,152,026	100%
763-Contribution to Capital Reserves	\$3,678,692	\$0	\$1,735,000	\$1,735,000	100%
764-Contribution to Operating Reserves	\$2,732,808	\$0	\$500,000	\$500,000	100%
EXCESS (DEFICIENCY) - LG MODEL	\$50,001	\$15,351,068	\$0	(\$15,351,068)	

November 2015 Aged Receivables

Tax Receivables

Year	Amount	Significant Account 1	Significant Account 2	Total Less Significant Accounts
2011	\$ 33,729.59	\$ -	\$ -	\$ 33,729.59
2012	\$ 260,392.27	\$ 213,176.03	\$ 7,038.09	\$ 40,178.15
2013	\$ 536,692.08	\$ 483,018.10	\$ 8,168.06	\$ 45,505.92
2014	\$ 809,863.82	\$ 622,586.87	\$ 19,072.56	\$ 168,204.39
2015	\$ 2,139,336.01	\$ 1,091,332.93	\$ 38,796.63	\$ 1,009,206.45
Total	\$ 3,780,013.77	\$ 2,410,113.93	\$ 73,075.34	\$ 1,296,824.50



Tax Receivables from Oil Companies

Company	Total
238568	\$ 7,195.13
009926	\$ 31,869.86
006970	\$ 50,431.71
004542	\$ 19,746.18
010109	\$ 11,391.88
	\$ 120,634.76

Utility Receivables

Current	\$ 255,612.52
Period 1	\$ 46,395.04
Period 2	\$ 23,031.97
Period 3	\$ 11,895.74
Period 4	\$ 26,879.90
Total	\$ 363,815.17

Trade Receivables

Current	\$ 133,400.61
30-60 days	\$ 63,608.52
90 days	\$ 32,403.48
91 and over	\$ 126,044.79
Balance	\$ 355,457.40



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	February 24, 2016 Regular Council Meeting

BACKGROUND / PROPOSAL:

Wednesday February 24, 2016 is a Regular Council Day. A request has been made to have the date changed to Monday, February 22, 2016.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the February 24, 2016 Regular Council Meeting be changed to Monday, February 22, 2016.

Author: C. Simpson Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Bill 6 – Enhanced Protection for Farm and Workers Act

BACKGROUND / PROPOSAL:

Attached is correspondence regarding the Bill 6 Farm and Ranch Workplace Legislation update.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C. Simpson Reviewed by: _____ CAO: _____

Farm and Ranch Workplace Legislation Update

The *Enhanced Protection for Farm and Ranch Workers Act* was passed December 10, 2015 and came into effect January 1, 2016. This legislation applies to Alberta farm and ranch producers with paid employees and excludes family members, including children. As of January 1, **changes that affect paid farm and ranch workers** include:

- The requirement for mandatory **Workers' Compensation Board (WCB) insurance coverage for paid workers**. Employers will have until April 30 to register with WCB and will also have the option to purchase insurance coverage for family members and unpaid workers.
- **Occupational Health & Safety (OHS) basic safety standards** being in effect. Employers must take reasonable steps to provide a safe and healthy workplace and workers will be able to refuse unsafe work that presents an imminent danger. OHS will be able to investigate serious injuries and fatalities. Detailed OHS technical standards specific to the farm and ranch industry will be developed or amended over the next 18 months.

The Government of Alberta has also announced that **consultations** will be held with farmers, ranchers and other stakeholders to design workplace regulations that reflect the unique nature of the farm and ranch industry. The consultations will focus on the following six tables:

1. Employment Standards Table
2. Labour Relations Table
3. OHS: General Safety Regulations
4. OHS: Best Practices for Safety within Existing Alberta Farming Operations
5. OHS: Unique Consideration in Alberta Farming Operations and the Interpretation of OHS Legislation
6. OHS: Relevant Technical Rules and the Education, Training Resources and Certification Required to implement Regulations

Chairs and members of these tables will be appointed in February 2016 with representatives being drawn from agricultural producer groups, municipal governments, agriculture service boards, labour, and individual producers and employees.

No formal timeline for consultations has been announced but the AAMDC will continue to monitor this issue and advise members of any developments. The Government of Alberta is continuing to accept written submissions at farmandranch@gov.ab.ca.

Enquiries may be directed to:

Tasha Blumenthal
Policy Analyst
780.955.4094

Kim Heyman
Director of Advocacy & Communications
780.955.4079



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Joulia Whittleton Chief Administrative Officer
Title:	2016 Growing the North Conference

BACKGROUND / PROPOSAL:

At the November 10, 2015 Council meeting, Council made a motion to sponsor the Growing the North Conference again this year.

The County will be a gold sponsor at a cost of \$5,000. Seven Councillors attended this conference last year.

OPTIONS & BENEFITS:

This level of sponsorship includes four complimentary registrations and an opportunity to showcase our municipality at the event.

COSTS & SOURCE OF FUNDING:

Registration Fees - \$249.00
 Honorariums, Travel/Subsistence and Lodging Costs for attendees (approximately \$1,800 per person)

SUSTAINABILITY PLAN:

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the following Councillors be authorized to attend the 2016 Growing the North Conference in Grande Prairie on February 17 – 18, 2016.

Author: _____ Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Town of High Level – Capital Projects Requests

BACKGROUND / PROPOSAL:

Mackenzie County and the Town of High Level entered into the Regional Services Sharing Agreement.

Under this agreement the County provides funding for some capital projects:

- Recreation – 20% of costs
- Airport – 30% of costs
- Fire Protection – 50% of costs

Under the agreement the Town must provide their proposed list of project(s) by November 15, 2015.

OPTIONS & BENEFITS:

Update on 2016 & 2017 capital projects

We received the following information from the Town (email from CAO):

Project name	2016 (per Dec. 29 2015 email)	2017 (per Dec. 29 2015 email)
FD – Provincial radio system	\$100,000	
FD – Command vehicle replacement		\$70,000
REC – Aquatic Centre– accessibility for persons with mobility challenges	\$12,000	
REC – Arena kitchen stove	\$15,000	
REC – Aquatic Centre – filtration system		\$50,000
REC – Aquatic Centre – sound system		\$15,000
REC - Sports Complex New Addition		\$4,000,000

Author: _____ Reviewed by: _____ CAO: JW

The Town of High Level has not finalized their budget so these are subject to change. Based on the above schedule, the County's contribution to capital is estimated at \$55,400. We also received a confirmation regarding the carried forward projects to 2016; the applicable funding will be carried forward to 2016.

Centennial Park Request

As Council may recall, the County did not pay all amounts invoiced by the Town for the Centennial Park costs and additional information was requested. A letter from the Mayor was received apologizing for miscommunications and advising the full reconciliation will be provided upon completion of the project and a request for funds will be made at that time.

Please see the attached correspondence.

Summary:

Project Phase	Total Cost	County's Share	Paid	Short	Payment requested
Phase I	\$922,218.14	\$184,443.63	\$149,999.52	\$34,444.11	No
Phase II	\$1,485,295.38	\$297,059.08	\$160,000.00	\$137,059.08	\$137,059.08

COSTS & SOURCE OF FUNDING:

The County included \$135,000 in 2015 budget towards this overage, subject to Council's approval.

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

NA

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That administration be authorized to release \$137,059.08 to the Town of High Level as part of the cost sharing for the Centennial Park project.

Author: _____ Reviewed by: _____ CAO: JW



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

November 26th, 2015

Attention: Joulia Whittleton
Chief Administrative Officer
Mackenzie County
4511-46 Avenue
Box 640, Fort Vermillion, AB T0H 1N0

Dear Ms. Whittleton,

RE: Centennial Park Phase I and II,

Thank you for your letter dated April 7th, 2015, regarding the Mackenzie County financial contributions. First and foremost, as a follow up to our Council's letter dated April 28th, 2015 (written by Mayor McAteer); on behalf of The Town of High Level office, I would like to personally apologize for the inconveniences we may have caused for you. We accept full responsibility for the miscommunication and I assure you we are taking the necessary steps to enhance the communication and relationship between the Town and the County. Thank you for your continued support; following is a brief statement in regards to the above noted project.

Centennial Park Phase I

The project deficiencies have been completed in 2015 and our final costs for Centennial Park Phase I are \$922,218.14, therefore the total cost for the county would be \$184,443.63 (20% of the final cost). However, because of the insufficient communication and lack of correspondence the total of \$149,999.52 was contributed from the County, Council's intent was not to bill the County for Phase I overages and therefore the difference of \$34,444.11 will not be billed to the County as directed by Council.

Centennial Park Phase II

Phase II was completed October of 2015; our final costs for Phase II are \$1,485,295.38, the total county contribution is calculated at \$297,059.08. In 2014 the county was invoiced for \$277,386.50 based on the actual 2014 expenses to date; however the County paid \$160,000 towards the invoice as per your letter dated April 7th, 2015; that due to the shortfall in communication and budgeted reasons the County would require a request for funding of additional costs. Our total overages in 2015 are \$98,362.88; bringing the County contribution to \$19,672.58.

Gateway To The South
Gateway to the South



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

Please consider this letter our request to have the additional costs of \$137,059.08 (\$117,386.50(2014 difference) and \$19,672.58) of the project funded as per the Regional Service Sharing Agreement. I look forward to building the relationship between the Town and County, your time and commitment is notably appreciated.

If you have any questions regarding this letter, please contact me at (780)821-4002

Sincerely,

Brittany Stahl
Director of Finance
Town of High Level

Enclosure:
2015 Invoice for Centennial Park Phase II
2015 County Contribution of Capital Projects Summary
Mayor's Letter- dated April 28th, 2015

CC: Town of High Level Council

Gateway To The South
Gateway to the South



TOWN OF
HIGH LEVEL

Town of High Level
10511 - 103rd Street
High Level, AB T0H 1Z0
Canada

Telephone: (780) 926-2201
Facsimile: (780) 926-2899
town@highlevel.ca
www.highlevel.ca

File: 0530 09

April 28, 2015

Bill Neufeld, Reeve
Mackenzie County
4511-45 Avenue
Box 640
Fort Vermilion, AB
T0H 1N0

RE: REGIONAL SHARING SERVICE AGREEMENT - CENTENNIAL PARK COST SHARING

Dear Reeve Neufeld:

Thank you for your letter dated April 7, 2015 (written by CAO Whittleton) regarding the Mackenzie County financial contributions to Centennial Park Phase One and Two, and for the discussion on April 21, 2015.

First and foremost, we would like to apologize for the confusion and lack of communication regarding the financial overruns for both phases of Centennial Park. The Regional Services Sharing Agreement is established in spirit of cooperation and collaboration. In the case of the Centennial Park overruns we have failed the essence of this agreement through lack of correspondence and communication with the Mackenzie County. The Town acknowledges these unintended oversights and apologizes.

After further review and discussion Council's intent was not to invoice Mackenzie County for Phase One overages and will not be requesting additional funds from the 2013 Capital Budget.

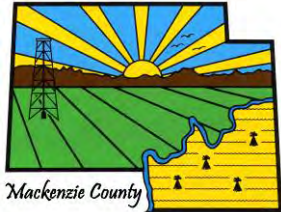
The Town will follow up with an appropriate request regarding the Centennial Park Phase Two 2014 overages that can be reviewed by the County Council.

Sincerely,

Crystal McAteer
Mayor

C: Town of High Level Council

Gateway To The South



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

April 7, 2015

Mr. Tom Derrick
Chief Administrative Officer
Town of High Level
10511-103rd Street
High Level, AB
T0H1Z0

Dear Tom:

**RE: REGIONAL SHARING SERVICE AGREEMENT – CENTENNIAL PARK
COST SHARING**

Thank you for your letter dated March 19, 2015 (written by Jenny Tu, Director of Finance) and your follow-up email on April 1, 2015.

Mackenzie County, as any other municipality, is restricted with cash and operates on approved budgets. Any changes in budgets (driven by higher tenders or change of scope) are debated in Council and a decision is made to either proceed with the project or to cancel it and not to award it due to budget constraints.

Phase 1

In 2012, the Town of High Level notified the County of the Centennial Park projects and provided an estimated cost of \$750,000 for Phase 1. The County's share was estimated at \$150,000 subject to any adjustment should a grant be received. The Town's letter dated November 15, 2013 stated "the initial phase of this project was completed in 2013". The County was invoiced for \$123,142 (paid) and no carry forward for this project was requested. The County was advised through the January 30, 2014 letter that the "Centennial Park project was not able to be completed in the 2013 year due to issues with the contractor and will be carried over to be completed with the second phase in 2014". The County

...2

carried over the remaining funds of \$26,858. The Town did not notify the County of changes in its budget for Phase 1.

Please note that the Town's January 20, 2015 letter identifies Phase 1 as a "work in progress" however not providing any explanation regarding cost increases and the reasons associated with these. Your March 19, 2015 letter now advises that "the landscaping portion of the Centennial Park increased the budget amount by \$403,075". Since the Town failed to notify the County about the estimated budget change by **35%** and the landscaping costs to which the County did not agree, the County believes that it should not be the County's responsibility to pay for cost overruns that are amounting to an estimated \$80,615 (20% of \$403,075).

A cheque in the amount of \$26,858 is being issued for Phase 1.

If the Town expects the County to continue cost sharing for Phase 1, a proper request to include the additional costs should be made that will be reviewed by the Mackenzie County Council in due course. Please note that there is no additional amount carried forward for Phase 1 as it was not approved by the County.

Phase 2

The County was notified of the Centennial Park Phase 2 in the Town's November 15, 2013 letter: "The project cost for phase two is \$800,000 with the County portion being \$160,000." The County budgeted in its 2014 budget accordingly. The Town's January 20, 2015 letter and documents indicate \$1,386,932.50 in actual 2014 costs. The Town's March 19, 2015 letter states that "the approved budget was \$800,000, the tender price came \$461,500 higher than budgeted, increased costs to \$1,261,500". The County has a few issues with this:

1. No notification and consideration for a budget amendment was given to Mackenzie County when the tender came over budget by nearly **58%**.
2. The actual 2014 costs is over the awarded costs by \$125,432.50 (which is an additional **10%** of the Town's revised budget).
3. The Town's letter states that Phase 2 is being carried forward with no indication of what the final costs for this Phase or the project overall may be.

A cheque for \$160,000 is being issued for Phase 2.

If the Town expects for the County to continue contributing to cost sharing for Phase 2 (an amount of which we cannot determine from the Town's prior correspondence), a proper request to include the additional Phase 2 costs should be made and will be reviewed by the Mackenzie County Council in due course.

Town of High Level
RSSA - Centennial Park Cost Sharing
Page 3
April 7, 2015

Please note that there is no additional amount carried forward for Phase 2 as it was not approved by the County.

Please note that the estimated total costs for Phases 1 and 2 are not defined in prior correspondence. Careful financial management is paramount for any municipality. While the Regional Service Sharing Agreement is established in the spirit of cooperation and collaboration, it, however, does not overwrite the financial principles of good budget management within the parameters of the Municipal Government Act. While some minor project overages could be anticipated (one to five percent of the total project costs), the good cooperative practice would have been to notify the County of the major projected cost increases at the time it happened.

If you need to discuss this further, please contact me at (780) 927-3718.

Sincerely,



Julia Whittleton
Chief Administrative Officer

c: Mackenzie County Council

	Budget as per Initial and Approved Request	Actual cost reported in 2014	Actual cost reported in 2015	Reported as	Project cost overrun (\$)	Project cost overrun (%)	County's Share	County's budget	Paid by the County (Cheque 238589)	To be paid by the County (April 2015)	Disputed 2014 costs due to lack of notification
2014 capital projects request											
Centennial Park (Phase 2)	\$800,000		\$1,386,933	Carried Forward?	\$586,933	73%	20%	\$160,000		\$160,000	-\$117,387
Hazmat Truck	\$325,000			Carried Forward			50%	\$162,500			
Fire Hall Ventilation System	\$80,000			Carried Forward			50%	\$40,000			
Runway Rehabilitation	\$250,000			Carried Forward			30%	\$75,000			
Phase 5 Fire Trainer	\$252,000		\$246,718	Completed			50%	\$126,000		\$123,359	
					\$586,933			\$563,500			
2013 capital projects request											
Centennial Park (Phase 1)	\$750,000	\$615,708	\$155,718	Carried Forward?			20%	\$150,000	\$123,142	\$26,858	-\$5,718
					-			\$150,000	\$123,142	\$310,217	-\$123,104



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	STARS – Request for Funding

BACKGROUND / PROPOSAL:

Please see the attached correspondence from STARS requesting funding.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C. Simpson Reviewed by: _____ CAO: JW

December 22, 2015

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

Dear Ms. Whittleton,

Re: Request for 2016 STARS Funding

Thank you to Mackenzie County Council and its residents for your continued commitment to STARS. We are truly grateful to the municipality for their leadership, dedication and steadfast support for STARS life-saving mission.

STARS is fortunate to have the united support of municipalities like Mackenzie County, who understand the needs of its residents. While the majority of municipalities are giving at \$2 per capita, it is most important that we achieve a united effort through the Municipal Initiative. By working together, we are making a difference and will continue saving lives.

In 2014, Alberta bases located in Calgary, Edmonton and Grande Prairie carried out 1,839 missions. We continue to see an increase in missions each year and this represents approximately a 9% increase from the previous year. Mackenzie County is an integral part of the reason why STARS is able to provide a vital service to Albertans. Thank you for recognizing STARS as a valued part of your protective service resources and helping us make a difference in many lives!

OUR REQUEST

- *We kindly request your consideration to support STARS through the Municipal Initiative with a symbolic per capita contribution of your choice for 2016*

We will be in touch in the New Year to coordinate a delegation date to bring council a Spring update.

Please do not hesitate to contact me directly @ 780-830-7006 or 780-512-6205 (cell), if I can be of further assistance. Thank you for being our partner in saving lives.

Sincerely,



Glenda Farnden
Senior Municipal Relations Liaison
STARS Foundation



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Farm Tech Conference

BACKGROUND / PROPOSAL:

For Discussion in regards to attendance for the Conference.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C. Simpson Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 12, 2016
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:

• 2015-12-21 Council Action List	
• 2015-12-04 Correspondence – Copy of letter regarding Bill 6 from Town of HL	
• 2015-12-04 Correspondence – RCMP – Holiday Wishes	
• 2015-12-07 Correspondence AMSC’s inaugural Stewardship Report	
• 2015-12-10 Correspondence - Agriculture and Forestry - Firesmart	
• 2015-12-14 Correspondence Alberta Municipal Affairs –Small Communities Fund	
• 2015-12-15 Correspondence – Alberta Agriculture and Forestry - Firesmart	
• 2015-12-16 Correspondence – The Alberta Order of Excellence	
• Correspondence – Alberta Energy Regulator	
• 2015-12-23 Correspondence Alberta Municipal Affairs – 2013 Provincial Mid-Size Gas Audit	
• Correspondence Region VI Metis Nation	
• Media Release Northern Lakes College Water and Watershed Programs	
• Mackenzie Municipal Services Agency Monitor	
• 2016 Alberta Onsite Wastewater Management Association Tradeshow	
• Innovations and Best Practices Seminar	
• Driving Innovations in Northern Alberta Agenda	
• Primary Care Connection	
• La Crete Recreation Board Meeting Minutes	
• Mackenzie Waste Regional Meeting Minutes	
• High Level Forest Public Advisory Committee Meeting Minutes	

Author: C. Simpson Reviewed by: _____ CAO: _____

- La Crete Chamber of Commerce AGM Agenda
- La Crete Chamber of Commerce AGM Poster
- Northern Alberta Water & Wastewater Stakeholders Group Meeting Minutes

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

Author: C. Simpson Reviewed by: _____ CAO: _____

Mackenzie County Action List as of December 21, 2015

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 27, 2013 Council Meeting			
13-02-121	That administration continue to work towards expanding the Fort Vermilion Bridge Campground recreational area by applying for a lease with Alberta Environment & Sustainable Resource Development that encompasses both existing and future area.	Ron	Application for lease in progress
May 28, 2013 Council Meeting			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	Joulia	In progress Letter sent to DM Rob Penny and meeting held
October 8, 2013 Council Meeting			
13-10-693	That administration be instructed to continue pursuing taking over the lease for the Meander North and Meander South gravel pits from Environment & Sustainable Resource Development (ESRD) and negotiate with ESRD to fund reclamation and survey costs.	Ron Mark	In progress Survey Completed FN Consultation - In Progress
October 30, 2013 Council Meeting			
13-10-833	That administration negotiate with the property owner for the mobile home encroaching into laneway.	Byron	Spring 2016
October 29, 2014 Council Meeting			
14-10-765	That the County move forward with the application for the acquisition of lands in Zama under PLS 080023 and that administration work with the government to pursue a land swap.	Don	In progress
January 13, 2015 Council Meeting			
15-01-023	That the park located in the Knelsen Subdivision in La Crete be named the "Knelsen Park" and that the 108 Street Park in La Crete be named "The Big Backyard Park".	Len Byron	Signs Arrived Waiting for install
January 30, 2015 Council Meeting			
15-01-050	That the report on the intersections Range Roads 14-5 and 17-2 and Highway 697 be received for information and that <u>administration prepare a list of non-conforming intersections on provincial highways.</u>	Ron Len	In progress
15-01-051	That the Public Works Committee review the collector roads within the County including condition of intersections.	Ron Len	PW Committee

Motion	Action Required	Action By	Status
15-01-054	That administration research swales in new developments.	Len Byron Trent	Presentation on traffic calming devices COW 2016-01-29
April 14, 2015 Council Meeting			
15-04-247	That administration budget in 2016, to hire a bridge consultant engineering firm to draft new road standards for the County, which allows for lower design criteria bridges and lower road classifications. This would allow the County to consider lower standard bridges and would reduce initial construction costs. This would include classifying all the roads in the County and restricting development or requiring the developer to upgrade roads where required.	Ron Len Trent	2016 Budget
May 27, 2015 Council Meeting			
15-05-398	That administration investigates the invested versus the non-invested option for street lighting.	Mark	Waiting for ATCO Proposal
June 10, 2015 Council Meeting			
15-06-411	That Mackenzie County participates with the First Nations and North Peace Tribal Council in the regional connectivity initiative and that the Reeve and Deputy Reeve or designate be authorized to attend meetings.	Joulia	In progress Update in CAO Report
15-06-444	That the La Crete Municipal Nursing Association request for partial closure of 105 th Street in the Hamlet of La Crete be referred to the Public Works Committee.	Len	2015-10-20 PW Committee Meeting Waiting for response from LCMNA
June 22, 2015 Council Meeting			
15-06-462	That a land use bylaw amendment be brought back to include a definition of panhandles and that developers be encouraged to use the road allowance in the interim.	Byron	In progress
July 29, 2015 Council Meeting			
15-07-531	That administration be authorized to negotiate a Mutual Aid Agreement with Tall Cree First Nation.	Joulia Carrie	In progress
August 26, 2015 Council Meeting			
15-08-565	That Mackenzie County cover the cost of the investigation survey for Plan 5999CL, Lot E with funding coming from the General Operating Budget.	Byron	Boundary Panel has agreed to an investigation into the issue and has agreed to cover the costs
15-08-566	That the County obtain a copy of the investigation survey for Plan 5999CL, Lot E and request that the responsible party reimburse the County for the cost of the investigation survey.	Byron	
15-08-599	That the Agricultural Service Board be requested to invite Garth Steidl from the Canadian Grain Commission to meet with local grain producers to discuss grain transportation issues.	Grant	In progress
15-08-604	That administration further review and bring back	Byron	Meet with Land Owner

Motion	Action Required	Action By	Status
	additional information regarding access issues on the Sand Hills Road.	Len	
September 30, 2015 Council Meeting			
15-09-650	That Mackenzie County requests the Registrar to cancel the existing Certificate of Title for the following parcels of land and issue new Certificates of Title in the name of Mackenzie County. <ul style="list-style-type: none"> Tax Roll 082443, 1030 Tower Road, Zama 	Mark	In progress
15-09-670	That administration be authorized to meet with representatives of Mackenzie Library Board and La Crete Library Society to negotiate the facility (future La Crete Public Library) leasing agreement within the general parameters and conditions as outlined in the draft agreement and that the final draft be presented to Council for ratification.	Joulia	Meeting 2016-01-05 In progress
October 13, 2015 Council Meeting			
15-10-693	That the 2015 municipal tax portion on roll 083837, legal SE17-108-12-05, be reduced to \$35.00 (minimum farmland tax) due to the fragmented parcel that was created during the Highway 88 construction.	Mark Peng	Follow-up
15-10-708	That the service road allowance along the north side of Plan 052 4622, Block 21, Lot 10 be sold to Frontier Auto at market value of \$115,000 per acre and that the East and West Utility Right-of-Ways be extended to the La Crete North Access Road.	Byron	In progress Waiting for survey documents
October 27, 2015 Organizational Council Meeting			
15-10-725	That a recommendation be made to the Tri-Council to abolish the Land Use Framework Ad Hoc Joint Committee and that all land use be dealt by Council as a whole.	Joulia	2016-01-28 Tri Council
October 27, 2015 Special Council (Budget) Meeting			
15-10-782	That the additional GIS/Inspections position be TABLED to the 2017 budget deliberations.	Joulia Mark	2017 Budget Deliberations
October 28, 2015 Council Meeting			
15-10-801	That administration draft a fireworks policy based on the following: The Municipality will, prior to issuing permission: <ul style="list-style-type: none"> Respecting the purchase, possession, handling, discharge, fire or set-off; obtain from the applicant written confirmation that the person: <ul style="list-style-type: none"> Will conduct activities in accordance with safe practices outlined in the Alberta Fire Code, Is of at least 18 years of age, and Respecting sales, obtain from the owner of the retail business, written confirmation that the business: <ul style="list-style-type: none"> Holds a valid municipal business license or confirmation of ownership of the business when the municipality does not require business to hold 	Ron Carrie	In Progress 2016-02-27

Motion	Action Required	Action By	Status
	such license, <ul style="list-style-type: none"> • Employees handling fireworks for sale are of at least 18 years of age, • Manufacturer's instructions are posted at the sales location and provided with each sale, • Record of each sale is retained for examination by the Fire SCO, and • Stores fireworks in conformance with Part 3 of the Alberta Fire Code 		
15-10-802	That administration and the Public Works Committee develop the hamlet utility corridors maps for each Hamlet with public input and bring these back for approval by Council as schedules to Policy PW040 Hamlet Utility Corridors and Back Alleys.	Ron Len Trent	In progress 2016-01-29
15-10-815	That a Request for Proposal be issued for the design build of the La Crete Salt & Sand shelter replacement.	Len	In progress 2016-01-29
15-10-827	That administration research hauling transfer station waste to Long Lake Regional Landfill.	Ron	
15-10-833	That final payment for the land agreement adjacent to the La Crete airport be paid upon submission of invoice and confirmation of completion.	Joulia Byron	Waiting for independent confirmation
November 10, 2015 Council Meeting			
15-11-851	That administration bring back Policy PW039 Rural Road, Access Construction and Surface Water Management with the intent that the tax base not be responsible for anything other than the first access and that the municipality have the ability to remove an access.	Len Ron	In progress
15-11-855	That the municipality commits to resolving the frozen water services in the Hamlet of Fort Vermilion over a period of three years and that administration hold an open house with affected landowners.	Fred	Open House 2016-02-01
15-11-856	That administration proceeds with completing the Fort Vermilion water service repairs on county property on a per service basis, while allowing the owner the option to continue repairs on private property at their own cost and that administration research payment options.	Fred	In progress
November 30, 2015 Special Council (Budget) Meeting			
15-11-907	That administration draft a policy regarding lagoon/sludge application on farmland.	Fred	In progress
December 8, 2015 Regular Council Meeting			
15-12-934	That administration draft a Terms of Reference for the Land Stewardship Committee and bring it back to the next regular council meeting.	Byron	2016-01-12
15-12-942	That the Member-at-Large positions be re-advertised for the following Boards/Committees:	Carol	

Motion	Action Required	Action By	Status
	<ul style="list-style-type: none"> Assessment Review Board 		
15-12-945	That administration investigate the possibility of renaming the Fort Vermilion Airport designator from CEZ4 to CWOP as requested by the Fort Vermilion Board of Trade.	Byron	In progress
15-12-948	That a response be sent to the November 24, 2015 letter from the Minister of Environment and Parks regarding managing disease risk bison.	Joulia	
December 14, 2015 Special Council (Budget) Meeting			
15-12-956	That the 2015 Fort Vermilion Cold Storage/Emergency Generator Building Project funds be redirected to the Fort Vermilion Shop Office Addition and that the additional shop bay be brought to the 2017 budget deliberations.	Ron	2017 Budget Deliberations
15-12-957	That the following specialized equipment be included in the 2016 budget and that administration bring forward an amendment to the Fee Scheduled Bylaw:	Ron	2016-01-29 Council Meeting
15-12-958	That a Notice of Motion be made to review the minimum tax for crown leased land vs. owned farm land at the budget discussion in April 2016.	Mark	2016-04-12
15-12-965	That the negotiating committee be authorized to proceed with AUPE negotiations as discussed.	Joulia	In progress
December 21, 2015 Special Council (Budget) Meeting			
15-12-971	That administration enter into an agreement with the Town of Rainbow Lake to utilize the current radio network, subject to any additional equipment/set up costs be paid by the Town of Rainbow Lake.	Ron	
15-12-973	That Mackenzie County hires a full time Peace Officer in 2016 and terminates the enforcement services contract with the Town of Rainbow Lake.	Ron Joulia	
15-12-974	That administration be authorized to proceed as follows: <ul style="list-style-type: none"> Direct MPE Engineering to continue its preliminary engineering of the Rural Water Line and Truckfills project; That the Buffalo Head Truckfill shall be constructed near Buffalo Head as per the attached drawing (parcels 1, 2 or 3) with the waterline constructed along the route as discussed (Range Road 150); Direct MPE Engineering to proceed with clearing and grubbing tender preparation; That the landowners be approached for determining the exact location of the Buffalo Head Truckfill and the results of the negotiations be brought to January 27 council meeting. 	Joulia Fred	2016-01-29
15-12-980	That the regulations discussion regarding Bill 6 be added to next Council meeting agenda.		2016-01-12 Council Meeting

Motion	Action Required	Action By	Status
15-12-986	That administration be authorized to enter into negotiations for the request to purchase land (NW 1-4, Section 6-109-19-W5M).	Joulia	In progress

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

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



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

File: 0430 PRE

December 4, 2015

Honourable Rachel Notley, M.L.A.
Premier of Alberta
307 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

BILL 6 ENHANCED PROTECTION FOR FARM AND RANCH WORKERS ACT

The Town of High Level Council are displeased with the Alberta government's lack of consultation for Bill 6 in the Mackenzie Region.

The closest consultation offered to our region is being held in the Town of Athabasca, at least a five hour drive. While there is an on-line survey to provide feedback, many of the regions farmers do not have internet.

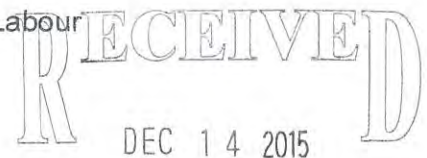
The citizens of our region have been forgotten.

The Town of High Level Council are open and look forward to a future consultation date in the Mackenzie Region.

Sincerely,

Mayor McAteer
Mayor

Cc. Mr. Chris Warkentin, M.P.
Hon. Lori Sigurdson, Minister of Jobs, Skills, Training and Labour
Hon. Oneil Carlier Minister of Agriculture and Forestry
Ms. Deborah Jabbour, M.L.A. Peace River
Town of High Level Council
Mackenzie County Council



Gateway To The South

MACKENZIE COUNTY
FORT VERMILION OFFICE



Royal Canadian
Mounted Police

Gendarmerie royale
du Canada

December 4, 2015

District Commander
Western Alberta District
Suite 101, 10605 West Side Drive
Grande Prairie, AB T8V 8E6

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

Dear Reeve Neufeld,

As another year passes us by, I want to share my sincere best wishes for the upcoming Holiday Season. Your support over this past year has been most appreciated and has led to many successful and positive accomplishments throughout Western Alberta District. The relationship we have built continues to grow and ensures we are working together to meet our mutual goal of building strong and safe communities.

All the best to you and your family, during the Holiday Season and throughout 2016!

Kindest Regards,

C/Supt. Brenda Lucki M.O.M.
District Commander
Western Alberta District

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DEC 11 2015

MACKENZIE COUNTY
FORT VERMILION OFFICE





December 7, 2015

Joulia Whittleton
CAO, Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0

Dear Ms. Whittleton:

I am very pleased to share AMSC's inaugural Stewardship Report with you. Whether you are currently an AMSC customer or not, we want to keep you informed of the due diligence practices routinely undertaken as part of our commitment to excellence in municipal customer service and care.

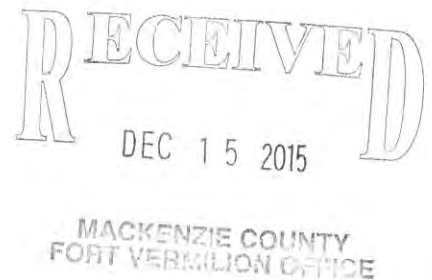
The enclosed report provides a comprehensive overview of the governance practices, compliances, and due diligence processes followed in all the lines of service operated by AMSC. I encourage you to share this report with any of your administrative team that has responsibility for procuring or managing municipal services.

As always, we invite your questions or your feedback on how we can better meet your needs.

Yours truly,

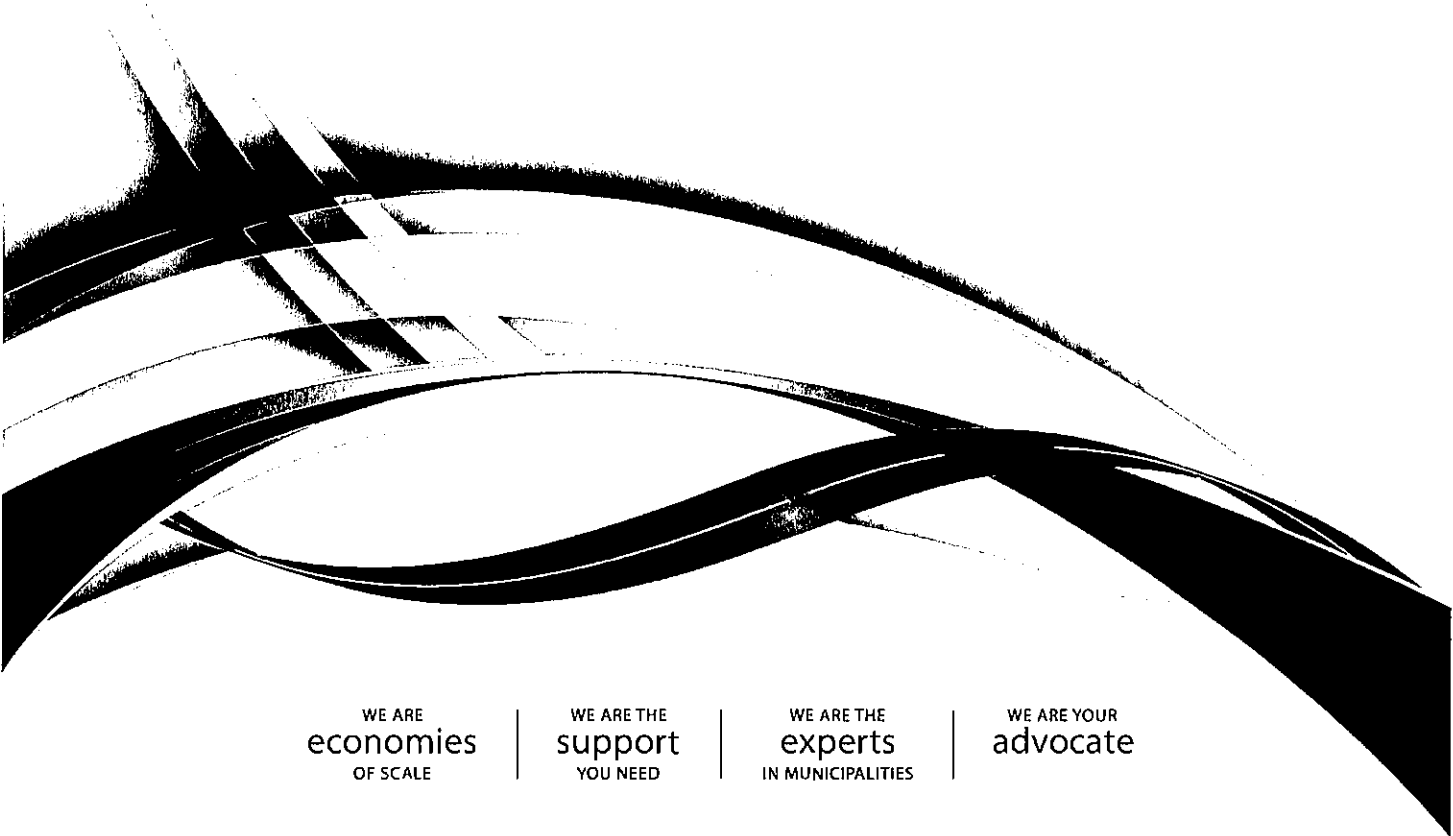
John McGowan, CMA, ICD.D
AUMA CEO

Enclosure





AMSC Stewardship Report 2015



WE ARE
economies
OF SCALE

WE ARE THE
support
YOU NEED

WE ARE THE
experts
IN MUNICIPALITIES

WE ARE YOUR
advocate

About this Report

This report provides a comprehensive overview of the governance practices, compliances, and due diligence processes followed in all the lines of services operated by the Alberta Municipal Services Corporation (AMSC). AMSC's corporate values includes accountability and transparency and for this reason we are providing you with a copy of this report.

The Alberta Municipal Services Corporation

AMSC was established on January 1, 2005 as a wholly-owned subsidiary of the Alberta Urban Municipalities Association (AUMA) to provide a higher level of customer service delivery to members. AMSC offers aggregated programs and services to municipalities and their employees including general insurance, risk services, employee benefits, retirement programs, utility services, and investment services. AMSC is committed to continuous improvement in the effectiveness and efficiency of service provision and works to develop new shared service offerings to municipalities, their employees, and associates where members have identified issues that could be resolved in an aggregated manner. Further, AMSC monitors and influences government legislation, programs, and policies that impact services in order to help keep municipalities aware of business trends and best practices that have the potential to improve local government.

AMSC Governance Overview

AMSC has adopted best practices corporate governance policies which guide its ongoing operations. The best practices include financially profitable businesses and investments; strong governance practices which align with the Canadian Coalition for Good Governance (CCGG) principles; and providing leadership on the five dimensions of sustainability (social, environmental, governance, cultural, financial).

AMSC is led by a Board of Governors which is appointed by the Shareholder, the AUMA. In keeping with contemporary good governance practices, AMSC has a Board of eleven governors, five of whom are independent. These independent governors are appointed based on required business competencies. The remaining six AMSC governors are members of the AUMA Board of Directors whose municipalities purchase AMSC services.

The AMSC Board of Governors is responsible for governing the corporation by adopting the strategic and business plans and budgets, adopting a communications policy, exploring and approving new business opportunities, identifying principal risks and adopting risk mitigation strategies, and participating in the annual performance appraisal of the Chief Executive Officer.

The AMSC Board receives recommendations and advice from a number of committees. The Governance Committee has a mandate to oversee the overall governance framework and review board policies and processes. The Audit and Finance Committee has a mandate to ensure the overall probity and integrity of financial systems and practices. The Investment Advisory Committee has a mandate to ensure that the internal investment funds are well managed and operate in compliance with Board approved policies and various government regulations.



AMSC Procurement Process

AMSC engages in regular and progressive procurement practices by using a competitive bidding process to select suppliers of goods and services required to deliver its programs and support service needs.

Compliance with Trade Agreements and Municipal Government Act

AMSC carefully monitors provincial legislation, regulations, and trade agreements. AMSC is considered to be a buying group under the New West Partnership Trading Agreement and has established processes and procedures to ensure that it is fully compliant with all relevant legislation, regulations, and trade agreements.

AMSC Due Diligence Overview

Employee Benefits: AMSC staff are appropriately licensed and certified to provide our customers with a high quality of expert advice and service in employee benefits. As part of overall plan governance, the employee benefit plans and supporting business partners are marketed through a competitive proposal process at least every 5 years. AMSC engages professional consultants with specialized expertise in employee benefits to annually review the benefits provided. The annual review encompasses the quality of services offered, competitive market pricing, plan designs, and plan sustainability. AMSC actively manages contractual arrangements and service delivery ensuring that partners are meeting or exceeding agreed upon expectations.

Retirement Services: The retirement services area consists of APEX (defined benefit), MuniSERP (supplementary executive retirement program), and capital accumulation plans (Alberta Communities Pension Plan, Group RRSP and TFSA). These retirement vehicles are managed in compliance with the relevant regulatory bodies, the *Income Tax Act*, the *Employment Pension Plans Act*, and licensed under the *Alberta Insurance Council*. As part of the support to the governance and administrative boards, the retirement services plans and supporting business partners are selected through a Request for Proposal process at least every 5 years. The retirement services governance and administrative boards are also appointed based on expertise in pension governance.

AMSC engages professional consultants with specialized expertise in retirement services to provide advice on the operation and sustainability of the programs. Reviews are done annually to ensure high quality services are being offered, competitive market pricing, and plan sustainability. AMSC has expert staff, including staff with *Associate Society of Actuaries* designations, who manage retirement programs and assist our customers. AMSC regularly meets with the Alberta Superintendent of Pensions to proactively monitor the pension environment. AMSC manages contractual arrangements and service delivery to ensure that partners are meeting or exceeding agreed upon expectations.

General Insurance: MUNIX is a member owned, driven, and governed insurance reciprocal which is licensed through the Alberta Superintendent of Insurance. MUNIX is subject to the Office of the Superintendent of Financial Institutions Guidelines as adopted by the Alberta Superintendent. MUNIX issues an annual report on Reinsurance Risk Management which was provided to the MUNIX Advisory Board. All insurance staff providing advice to members are licensed through the



Alberta Insurance Council. Through its Canadian and London, U.K. brokers, MUNIX and the AMSC Insurance Program approach insurance markets for the best coverage and pricing annually. In 2015, nearly all of the excess property insurance coverage was moved from domestic markets to Lloyd's of London markets to take advantage of better pricing and coverage.

Energy Aggregation Program: AMSC has staff with expertise in energy services. AMSC uses a three-part procurement process that includes: contact registration, bidder pre-qualification and firm-bid round. All three documents are posted on the Alberta Purchasing Connection. Bidders are prequalified based on criteria set out in Pre-Qualification documents prepared by AMSC. Firm-Bid documents are provided to all Pre-Qualified proponents. All Firm-Bid responses are sent to an *independent auditor* from KPMG. Based on criteria outlined in the Firm-Bid documents, AMSC awards the contract(s) to the highest scoring proponent(s). Upon completion of the Firm-Bid Round, KPMG provides AMSC with a *Specified Auditing Procedures Report* confirming no exceptions were identified or noted that impacted the award. Service Alberta has reviewed AMSC Energy procurement procedures and AMSC's energy aggregation process and has identified no concerns.

Investment Services: AMSC offers products that meet the unique needs of investors and allow them to direct reserve funds to professional investment management services in order to achieve greater potential investment returns, improved risk reduction through diversification and lower fees through economies of scale. The program is built on partnerships between AMSC's expert staff and a number of credible, successful organizations. These partnerships are formed only after rigorous due diligence, conducted on behalf of our members. AMSC has selected five world-class service providers that will provide investment expertise: Aon Hewitt, CIBC Wood Gundy, CIBC Mellon, Beutel Goodman and Alberta Investment Management Corporation (AIMCo).

The Investment Services program is approved under an Alberta Municipal Affairs regulation. Further it is registered with the Alberta Securities Commission. AMSC acts as the Chief Compliance Officer and the AMSC Board has been registered with the Commission. All registrations have been completed.

Contact Us

Should you require more information or have additional questions, please feel free to contact Steven Phipps, Executive Officer Corporate Governance at sphipp@suma.ca or at 310-AUMA.



2015 AMSC Stewardship Report

Board Governance	
Compliance with all Corporate Registry filing requirements	✓
Compliance with the Canadian Coalition for Good Governance principles	✓
Compliance with Freedom of Information and Protection of Privacy Act	✓
Annual review and update of strategic and business plans	✓
Annual report to members	✓
Annual audited financial statements completed	✓
Annual adoption of budget	✓
Annual joint meeting between the AMSC Board of Governors and the AUMA Board of Directors as shareholder	✓

Employee Benefits	
Alberta Insurance Council Licensing to act in Alberta as a Group Benefits Insurance Agent	✓
Licensing to act in the Yukon and Saskatchewan as a Group Benefits Insurance Agent	✓
Compliance with actuarial practice standard for health benefit plans	✓
Annual financial reports prepared by an actuarial consultant	✓
Annual employee benefits renewal report prepared by the underwriter and reviewed by the actuarial consultant	✓

Retirement Services	
APEX Governance Board acts as administrator for all retirement services programs, including the APEX Supplementary Pension Plan, Alberta Communities Pension Plan, MuniSERP, and Group RRSP and TFSA	✓
APEX Governance Board comprised of members with pension expertise	✓
Investment management policies approved	✓
Compliance with Capital Accumulation Plan	✓
APEX return filed with Alberta Superintendent of Pensions	✓
APEX schedule of expected contributions filed with Alberta Superintendent of Pensions	✓
APEX Actuarial Valuation filed as required regularly with the Alberta Superintendent of Pensions	✓



Alberta Communities Pension Plan return filed with Alberta Superintendent of Pensions	✓
Alberta Communities Pension Plan expected contributions filed with Alberta Superintendent of Pensions	✓
Annual MuniSERP Employer Actuarial reports finalized	✓

Investment Services (MuniFunds)	
Investments in compliance with the provisions of the Municipal Government Act	✓
AMSC registration as investment fund manager with Alberta Securities Commission	✓
AMSC staff and board members registration with Alberta Securities Commission	✓
Report quarterly to Alberta Securities Commission	✓
Prepared annual audited financial statements	✓
Obtained annual compliance certificates for money managers	✓

MUNIX and Insurance Services	
Alberta Insurance Council licensing to act as a general insurance agent approved	✓
Alberta Superintendent of Insurance licensing to act as an insurance reciprocal approved	✓
Annual presentations to insurance markets to ensure best price and coverage	✓
Regular procurement process for broker services, adjusting services and appraisal services to ensure best price and coverage	✓
Annual report provided to subscribers of MUNIX	✓
Annual reinsurance risk management report to MUNIX Advisory Board	✓
MUNIX audited financial statements filed with the Alberta Superintendent of Insurance	✓
MUNIX Advisory Board agendas and minutes filed regularly with the Alberta Superintendent of Insurance	✓

Energy Services	
Service Alberta licensing to act as a retailer	✓



December 10, 2015

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

Dear Reeve Neufeld:

Bill

I am pleased to inform you that Alberta Agriculture and Forestry has approved Mackenzie County's application for funding under the 2015-2016 FireSmart Community Grant program. The department will provide \$20,000 for each of your FireSmart planning projects in Fort Vermilion and La Crete, and \$50,000 for your bylaw review project for Mackenzie County.

Agriculture and Forestry is committed to supporting the development of FireSmart communities. The FireSmart Community Grant program allows provincial and municipal governments to work together to minimize the risk of wildfire to Albertans and their communities.

The importance of FireSmart initiatives was identified in the Flat Top Complex Wildfire Review Committee's 2012 report. The committee recommended enhanced fuel management treatments near communities at risk from wildfires. The committee's report is available at <http://wildfire.alberta.ca/wildfire-prevention-enforcement/wildfire-reviews/documents/FlatTopComplex-WildfireReviewCommittee-A-May18-2012.pdf>

I wish you success with your FireSmart project. Mr. Geoffrey Braid, Community Protection Specialist, will contact you to complete the processing of this grant.

Yours truly,



Bruce Mayer
Assistant Deputy Minister

cc: Debbie Jabbour, MLA
Peace River

Ron Pelensky, Director of Community Services & Operations
Mackenzie County

Byron Peters, Director of Planning & Development
Mackenzie County



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lesser Slave Lake*

AR82342

December 14, 2015

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

Dear Reeve Neufeld,

As a valued partner in building strong communities, and a recipient of funding under the Small Communities Fund (SCF), I am pleased to provide you with an update on the SCF support to your project.

Under Budget 2015, funding available this fiscal year has been increased to \$56 million, from the \$6 million previously announced. While total funding over the life of the program remains unchanged, the additional funds committed this year should help align funding with cash flows to the approved projects. We know this was a concern for some municipalities receiving SCF funding, and our government is pleased to address this with an increase in 2015/16.

For 2015/16, additional funding of \$950,549 has been approved for your Rural Potable Water Infrastructure project. This funding is in addition to the previous commitment of \$110,044. Your new total funding in 2015/16 is \$1,060,593.

Additional information on the SCF program, including payment of SCF funds and project recognition requirements, can be found in the SCF Program Guidelines – available at www.municipalaffairs.alberta.ca/smallcommunitiesfund.

.../2



MACKENZIE COUNTY
FORT VERMILION OFFICE

Attachment

Mackenzie County

Rural Potable Water Infrastructure (Project ID: CO-MACK-01) Funding

Total SCF Funding Amount Applied For	2015/16 Federal and Provincial SCF Allocation		
	Initial July 31, 2015 Allocation	Additional Allocation	Total Allocation
\$3,528,066	\$110,044	\$950,549	\$1,060,593

The maximum annual funding approval in subsequent years will be made in future Minister's Approval Letters, subject to the annual funding allocation approvals by the Alberta Legislature and the Parliament of Canada.

December 10, 2015

John Thurston, Forest Educator
Northern Lights Forest Education Society
PO Box 414
High Level, Alberta T0H 1Z0

Dear Mr. Thurston:

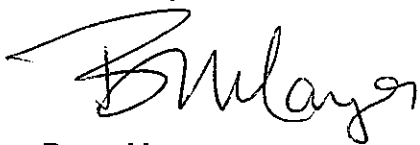
I am pleased to inform you that Alberta Agriculture and Forestry has approved the Northern Lights Forest Education Society's application for funding under the 2015-2016 FireSmart Community Grant program. The department will provide \$3,000 for your project.

Agriculture and Forestry is committed to supporting the development of FireSmart communities. The FireSmart Community Grant program allows provincial and municipal governments to work together to minimize the risk of wildfire to Albertans and their communities.

The importance of FireSmart initiatives was identified in the Flat Top Complex Wildfire Review Committee's 2012 report. The committee recommended enhanced fuel management treatments near communities at risk from wildfires. The committee's report is available at <http://wildfire.alberta.ca/wildfire-prevention-enforcement/wildfire-reviews/documents/FlatTopComplex-WildfireReviewCommittee-A-May18-2012.pdf>

I wish you success with your FireSmart project. Mr. Geoffrey Braid, Community Protection Specialist, will contact you to complete the processing of this grant.

Yours truly,



Bruce Mayer
Assistant Deputy Minister

cc: Honourable Danielle Larivee, MLA
Lesser Slave Lake

Debbie Jabbour, MLA
Peace River

Bill Neufeld, Reeve
Mackenzie County

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DEC 23 2015

MACKENZIE COUNTY
FORT VERMILION OFFICE



THE
ALBERTA
ORDER OF EXCELLENCE

December 16, 2015

Mr. Bill Neufeld
Mackenzie County
PO Box 640
Fort Vermilion Alberta T0H 1N0

Dear Mr. Neufeld,

On behalf of the Alberta Order of Excellence Council, I would like to invite you to nominate a deserving Albertan to become a member of the Alberta Order of Excellence.

The Alberta Order of Excellence is the highest honour that can be bestowed on a citizen of this province. I trust that you might know a special citizen who has made significant contributions to the lives of other Albertans and that deserves to be considered for this honour.

This remarkable Albertan must be a Canadian citizen, live in Alberta and have made a significant contribution provincially, nationally and/or internationally. For more information on the Alberta Order of Excellence and a nomination form, please visit our website at www.lieutenantgovernor.ab.ca/aoe. You may submit your nomination package by mail or online.

My term as Chair of the Alberta Order of Excellence Council is coming to an end on December 31, 2015. It is my hope that you know someone that could be considered for the 2016 Alberta Order of Excellence. The nomination deadline is February 15, 2016. If you have any questions please feel free to contact our Executive Director, Gayle Stannard, at 780-449-0517 or gaylest@telus.net.

Yours sincerely,

J. Angus Watt
Chair, The Alberta Order of Excellence

RECEIVED
DEC 23 2015

MACKENZIE COUNTY
FORT VERMILION OFFICE

Job

A Letter from the Chief Executive Officer of the Alberta Energy Regulator

I am writing to you because a representative of a petroleum company proposing development has recently approached you, and you may have questions. The company plans to apply to the Alberta Energy Regulator (AER) for an energy development (which may include a facility, a pipeline, or a well) on your lands or your neighbours' lands. The AER requires the company to either notify or personally consult you before obtaining a licence and provide you with information that may include the documents described below. When the AER does not require that the documents be provided, you may request them from the company.

AER Public Information Documents—These include this letter, the brochure *Understanding Oil and Gas Development in Alberta*, *EnerFAQs* publications *Proposed Oil and Gas Development: A Landowner's Guide*, *Expressing Your Concerns—How to File a Statement of Concern About an Energy Resource Project*, and other *EnerFAQs* publications related to energy development. These documents contain information about your rights and options, as well as the roles and responsibilities of the AER in the regulating energy development in Alberta and how we can help you.

Company's Information Package—This includes information about the proposed project so that you can understand the nature, scope, and potential impacts the proposed development may have on you and your family. You will be asked to bring forward any questions or concerns you may have and to go over the specifics of the proposed development with the company representative. The company is required to answer all reasonable questions posed by you.

I encourage you to carefully review the information provided and to meet with company representatives to discuss the proposed development. Discuss any measures that the company could put in place to reduce potential impacts, any existing alternatives to the proposal, and the overall future of the development proposed in your area.

If there are matters that cannot be resolved, the AER can provide you with more information on its **Alternative Dispute Resolution (ADR)** program, which includes AER facilitation and third-party mediation. Unresolved issues could ultimately result in the AER holding a public hearing to consider the application. If you have questions about our materials or our processes, please call the AER for assistance at the numbers listed on the back of this letter.

For more information about the AER and its regulations, visit our website at www.aer.ca.

Sincerely,

Jim Ellis
President and CEO

AER Field Centres and Contacts

Field Centres

- Bonnyville**
780-826-5352
- Drayton Valley**
780-542-5182
- Grande Prairie**
780-538-5138
- High Level**
780-926-5399
- Medicine Hat**
403-527-3385
- Midnapore**
403-297-8303
- Red Deer**
403-340-5454
- St. Albert**
780-460-3800
- Wainwright**
780-842-7570

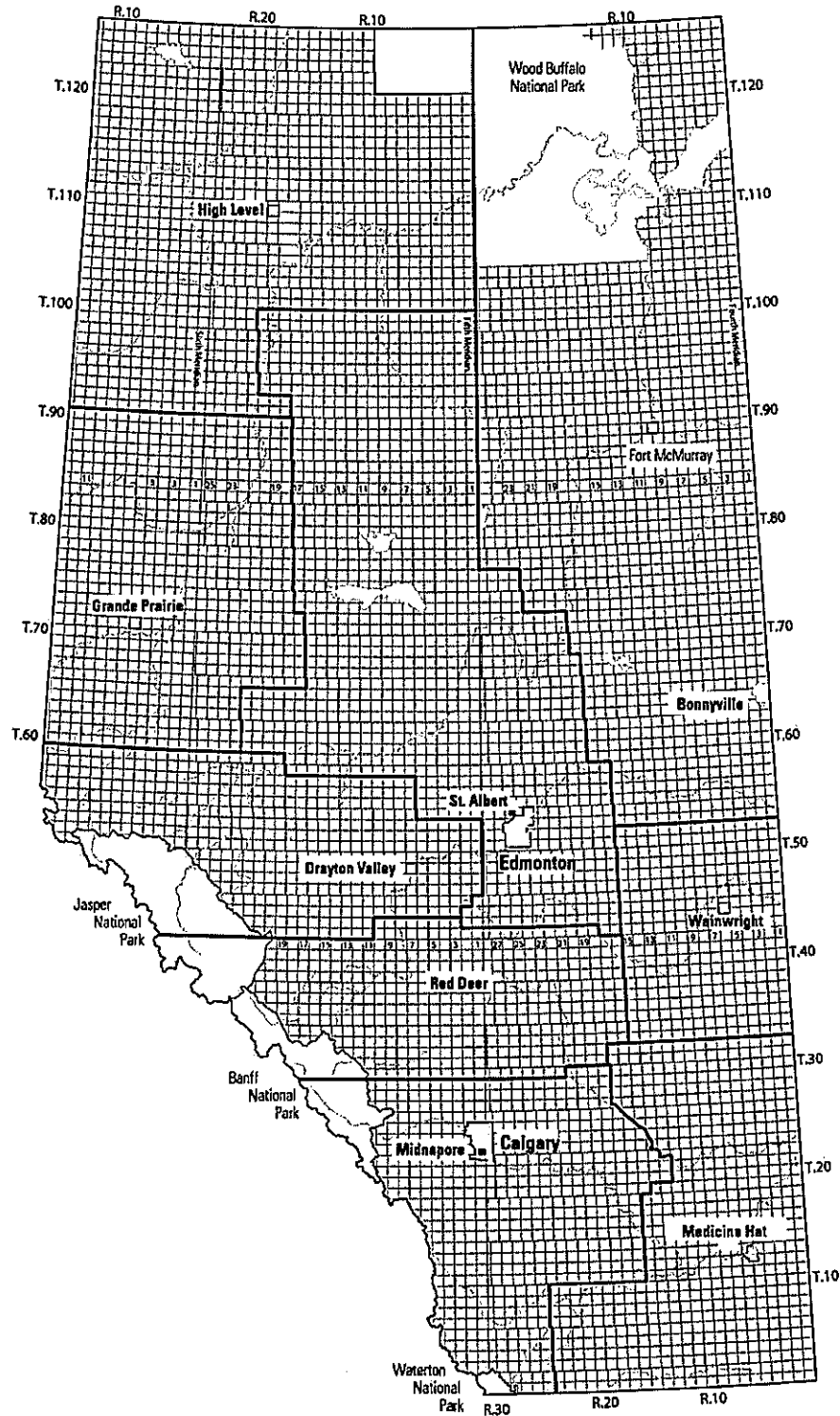
**Fort McMurray
Regional Office**
780-743-7214

Calgary Head Office
Customer Contact Centre
403-297-8311
1-855-297-8311
(toll free)

**Facilities Applications
Group**
403-297-4369

E-mail:
Directive56.help@aer.ca

**Alternative Dispute
Resolution Team**
1-855-297-8311



To call the above numbers toll free, dial 310-0000 and follow the prompts or ask the operator for the desired number.

December 23, 2015

File No. 02501-0505-DA

Ms. Joulia Whittleton, CAO
Mackenzie County
PO Box 640
FORT VERMILION AB T0H 1N0
jwhittleton@mackenziecounty.com

Dear Ms. Whittleton:

Re: Following up on the 2013 Provincial Mid-Size Oil & Gas Audit

In the fall of 2013 and spring of 2014 the Assessment Services Branch conducted a detailed audit involving 70 rural municipalities within the Province. The objective of the detailed assessment audit was to provide the Minister and the municipalities an unbiased opinion as to the quality of the oil and gas property assessments on the 2013 tax roll, and a review of practices and procedures used in the valuations.

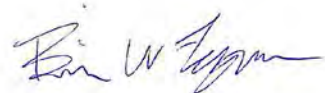
A copy of the report, including its findings and recommendations, was sent to your municipality on August 1, 2014. In addition, a letter dated October 16, 2015 was sent to your municipality advising you of the recommendation(s) that remained to be addressed and requested an action plan to deal with them.

We are pleased to inform you that we have received your action plan and it has been deemed a satisfactory course of action. We will be conducting a further follow up audit based on your action plan.

We thank you for your municipality's cooperation in this regard.

If you have questions or concerns, please contact Barrie Hosack 403-382-4482 or Verle Blazek 403-388-1295; toll free by dialing 310-0000 first.

Yours sincerely,



Brian Ferguson,
Director, Assessment Audit

cc: Randy Affolder, Assessor

Merry Christmas

Wishes from

Region VI Métis Nation

Sylvia Johnson, President

Carol Ridsdale, Vice President

Regional Council

Youth Moving Forward Project

Louise Cardinal, Office Manager

Robert McIlroy, Janitor

Warmest thoughts and best wishes for a wonderful Holiday and a Happy New Year. May peace, love and prosperity follow you always.

Thank you from all of us



Jub

RECEIVED
DEC 15 2015
MACKENZIE COUNTY
FORT VERMILION OFFICE

Region VI Regional Council

BOARD CONTACT LIST 2015

REGION VI METIS NATION	SYLVIA JOHNSON PRESIDENT	BOX 5327 PEACE RIVER T8S 1R9	WK : 780-624-4219 CELL : 780-618-7637 EMAIL : sjohnson@metis.org
REGION VI METIS NATION	CAROL RIDSDALE VICE PRESIDENT	BOX 5010 PEACE RIVER T8S 1R7	WK : 780-624-4219 CELL : 780-219-4254 EMAIL : cridsdale@metis.org
CADOTTE LAKE LOCAL #1994	WENDY GOULET PRESIDENT MELVIN CARIFELL VICE PRESIDENT	BOX 7382 PEACE RIVER T8S 1T1	CELL: 780-618-5589 EMAIL : wendygoulet3@gmail.com
GRANDE PRAIRIE LOCAL #1990	ANGIE CRERAR PRESIDENT BARBARA BURROUGHS VICE PRESIDENT	#320, 9804-100TH AVE GRANDE PRAIRIE T8V 0T8	WK: 780-538-9333 HM : 780-532-3603 CELL : 780-830-9303 EMAIL : metislocal1990@outlook.com
PEACE RIVER LOCAL #78	RUTH KIDDER PRESIDENT BRANDY MITCHELL VICE PRESIDENT	BOX 6606 PEACE RIVER T8S 1S4	WK: 780-624-3416 FX: 780-624-3409 CELL: 780-625-1520 EMAIL: aaws@telusplanet.net
VALLEYVIEW LOCAL #1929	DAVID SMITH PRESIDENT CLARA BOMAN VICE PRESIDENT	BOX 1932 VALLEYVIEW T0H 3N0	CELL: 780-524-9770 EMAIL: dnjsmith@telus.net
FAIRVIEW LOCAL	BARRY DIBB PRESIDENT KEVIN WATCHORN VICE PRESIDENT	BOX 588 FAIRVIEW, AB T0H 1L0	HM: 780-835-4471 CELL: 780-835-0480 EMAIL: barrybcfarms@gmail.com



REGION VI METIS NATION CHRISTMAS HOURS

Closed
December 21, 2015
to
January 3, 2016

will re-open regular hours
January 4, 2016



CHRISTMAS GREETINGS AND UPDATE FROM PRESIDENT SYLVIA JOHNSON

Dear Membership:

Thank you to everyone who has supported us another year has come to a close and we look forward to 2016. There was quite a few game changers this past year, the biggest one being our oil and gas industry down turn and the closing of the Shell Carmon Creek project. We appreciated our partnership with Shell Canada and are proud of the history we have with them. I will take this opportunity to thank them for their support and funding to our projects such as jigging, Northwest Aboriginal Workforce Program and Useful computers and look forward to working with them in the future.

Changes to all government, federally and provincially have given us some new outlooks and perspectives in our future. Right now it's a waiting game to see what happens. Congratulations to the Honorable Chris Warkentin, MP on his re-election success. For myself, I am now in a shared Ministerial with Dianne Scoville (Region 1 President) in the Ministry of Health, Children and Youth. This is a very big portfolio and I am excited to get started. I also want to take this opportunity to thank President Poitras for having the confidence in me to take this position on.

I would also like to thank the members who represented Region VI at the assembly in Edmonton and also at our Annual General Meeting. We appreciate your support and want to let you know that the MNA Assembly hosted by Region V will be at the Metis Crossing. This is on August 5th, 6th and 7th this year, so mark your calendars and prepare for the camp out.

Trans Canada Pipeline mapping, monitoring (field work) and traditional use studies for Wolverine, Otter Lake compressor stations, Valleyview Pipeline, Chinchaga, Boundary Line and Bear Canyon have been completed. Region VI and Locals from Peace River, Grande Prairie and Fairview are now working on Tower Birch Project along the BC border. Our Locals have received a substantial amount of community funding, this amount varies with their proximity to the pipeline. This also provided opportunity to our Elders and members to participate in the field work and mapping.

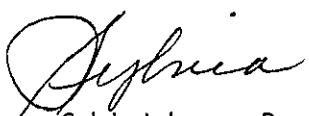
Barry Dibb, treasurer and board member of Bison Contracting attended the AGM. I also went out to DMI for a pizza lunch with the Bison employees on Metis Week. Thank you to Bill Downing, Amber Armstrong and Pam Knoblach for their thoughtfulness and organizing.

In the new year; updates will be emailed every two months to inform our people what the Region is doing. Please give us your email address. Look through this Newsletter to see the Youth Moving Forward program, VP Carol Ridsdale's update, our Metis week newspaper articles and don't forget to stop in, visit or phone. COFFEE IS ON!

Christmas is traditionally a time of celebration, but don't forget the people experiencing loneliness, isolation from friends and family, suffering from bereavement and separation; this feeling of loss and sadness can be especially hard at Christmas. The economic downturn will increase the pressure of Christmas stress, money problems and loss of jobs. So I ask you all to reach out this year to someone suffering and help make their Christmas a little brighter and happier.

MERRY CHRISTMAS to all our Elders, members, family and friends, partners, Locals and staff.

Thank You to all and to all a good night. HAPPY NEW YEAR


Sylvia Johnson, President

*Best Wishes
to all for Happy Holidays!*
2223

Happy Holidays 2015

As the year ends, we think about everything we are grateful for, our relationship with our community is one thing we value. I am thankful for the opportunity to serve you for another term. At Region VI we are very busy with our Youth Moving Forward program and are proud of it thus far. We just finished our Metis Week that ended with our youth learning to bead, it was amazing to see them learning their culture with such passion. Great progress has been made with our Metis Memberships since September and we have completed 223 new memberships. I would like to welcome all of our new MNA members to our great nation. I am very pleased to report as I have been appointed Co-Minister of Registry & Governance and I am happy to be working alongside Region 3 President, Co Minister Marlene Lanz. Region VI has been doing many membership drives: Cadotte Lake Metis Local, Grande Prairie Metis Local, Fairview Metis Local and many members come into Region VI office to complete their applications. When you bring in your Metis Card Membership application the supporting documents required are a Completed Family Tree (dating back to mid-1800's); Long Form Birth Certificate or Live Birth Registration or Short Form Birth Certificate along with Baptismal Certificate with legible church seal and officiates signature; current Photo Identification; Proof of permanent Residency in Alberta (minimum of 90 consecutive days).

Our Provincial Vice President Joe Pimlott has resigned his position from Metis Nation. This was a very tough decision for him he resigned because of family reasons, he wishes the MNA and Region VI members all the best. I wish him the very best, he will be missed at our Provincial Council table. Joe is a strong leader and advocate for our Metis People. He was our Louis Reil at many events. See you on the trail my friend.

Region VI is going to start emailing out updates so we are asking all members to update their current email address to 6region@telus.net or by calling us at (780) 624-4219.



Carol Ridsdale, Jean Whitford & Dennis Whitford. We had the pleasure of honoring Dennis and Jean at our Annual General Meeting on June 27, 2015 with Region VI Metis Jackets & Dennis with Diamond Willow Walking Stick.

Carol & Joe Pimlott aka Louis Reil at Stettler, AB. Metis Nation of Alberta 86th Annual General Assembly, August 9 & 10, 2014



I want to extend blessings and wish all of you a very Merry Christmas and All the best in the New Year. I look forward to the upcoming year working with Metis Members, Children and Youth and Families. I want to also acknowledge our Region VI President Sylvia Johnson, and our Metis Locals for all their hard work. And a shout out to the staff at Region VI office for all their hard work and dedication to Metis Nation. Our awesome Office Manager Louise Cardinal don't know what we would do without you. Thanks to our new Youth Coordinators Yvonne and Dione good job ladies.

Carol Ridsdale

Carol Ridsdale, Vice President Region VI Metis Nation of Alberta

Métis Week celebrates heritage and hope

By Logan Clow, Peace River Record-Gazette



Carol Risdale, left, and Sylvia Johnson, right, president of the Region IV Metis Nation of Alberta, make Ribbon of Life of Life ribbons during Métis Week (Nov. 15-21) at the Region IV office (9621, 90 Ave.) in Peace River, Alta, on Thursday, November 19, 2015. "The Ribbon of Life is a small craft that people can make and wear and it's got our Metis colours on the ribbon. The important colour is the colour of man is on the ribbon (red, white, yellow, black). There's the four colours of man and the lesson is there's no people on earth – everybody is equal, so none of these beads are higher up than any other one or lower than any other one. They all represent man and they're all equal,

Each year, Métis across the country celebrate Métis Week (Nov. 15-21).

Last week, the Region IV Métis Nation of Alberta, located on 90 Avenue, celebrated Métis Week with jigging, membership drives in Peace River, Grande Prairie and Fairview, beading workshops, an open house, school visits and a Métis fun night.

"We're proud to celebrate Métis Week. It's not only about the fact that we want to remember our past, but we also want to move with our future. We wanted to be recognized as one of the Aboriginal groups under the constitution – we're one of the three recognized, as a matter of fact... the Inuit, the First Nation and the Métis," said Sylvia Johnson, president of Region IV Métis Nation of Alberta.

"It's very important for our children to know that we are recognized (and) people understand that we are Métis."

Métis Week is to commemorate the death of Louis Riel, a political and spiritual leader of the Métis population at the Red River Colony, located in what is now known as Manitoba - a province in which is he also credited for founding.

In 1885, Riel was arrested, tried and executed. Riel is known for devoting and sacrificing his life in defending the rights of Métis people.

Almost 100 years after his death, in the 1982 constitution, under section 35, the Métis people became recognized as one of three distinct aboriginal peoples of Canada.

In the wake of the deadly terrorist attacks in Paris on Nov. 13, Johnson and her staff opted to do something differently for their Métis Week school visits last week.

"We knew we would be going into schools this week, we knew we would be talking to the children, so instead of just talking about Métis and who we are and what we are, we decided that we would make, with the children, the Ribbon of Life," said Johnson.

"The Ribbon of Life is a small craft that people can make and wear and it's got our Métis colours on the ribbon, but it doesn't have to be, but the important colour is that the colour of man is on the ribbon (red, white, yellow, black). There's the four colours of man and the lesson is that there's no people on earth – everybody is equal, so none of these beads are higher up than any other one or lower than any other one. They all represent man and they're all equal and that was the lesson children learned."

A Métis flag was also added to the flagpole above the Town of Peace River office to commemorate Métis Week.

Fairview hosts Metis Nation membership drive

By Joanne McQuarrie, Fairview Post



Joanne McQuarrie/Fairview Post Several people were in attendance at the Metis Nation of Alberta membership drive at the Dunvegan Inn & Suites in Fairview, on Wednesday, Nov. 18. A few of them were: Joanne Tolmie, intake officer for the Metis Nation; Sylvia Johnson, president, Metis Nation of Alberta Region 6; Dawn Darrington; Barry Dibb, president, Fairview Local; Carol Ridsdale, vice president, Metis Nation of Alberta Region 6; Eithon Watchorn; Chase Banner; Norman Banner; Kevin Watchorn, vice president, Fairview Local; Tera Watchorn; Jodielyn Watchorn; Jaden Watchorn. From 2 - 8 p.m. people brought in documentation to register with the Metis Nation of Alberta.

There was a steady stream of people at a membership drive hosted by the Metis Nation of Alberta on Nov. 18 at the Dunvegan Inn.

To register, people were asked to bring a completed family tree; long form birth certificate or live birth registration or short form birth certificate, along with a baptismal certificate; current photo identification and; proof of permanent residency in Alberta.

About the membership drive, Barry Dibb, president, Fairview Local, said, "It's awareness for youth, for everybody, including elders. It's so important."

Gesturing at people around a table filling out applications for membership, he said, "Look at what we're doing. Recognizing Metis is important. I know it's going to be something in the future. We've got to build from the ground up. There's a lot of benefits to having a Metis card. There's incentives, etc."

Sylvia Johnson, president, Metis Nation of Alberta Region 6, said, the Metis are, "one of three recognized aboriginal groups" including the Inuit and First Nation people.

At the membership drive, 'Ribbons of Life' were being crafted and given to visitors; they're made with "the four colors of man; white, black, red and yellow" Johnson said.

"The lesson is all people are equal," she noted and added, "the Ribbon of Life has been well-received in schools in the region".

"We Metis are still here, still strong," Johnson said. "We have the largest membership of aboriginal people across Canada." She talked about the Louis Riel rebellion in the 1800s.

Louis Riel was a political leader of the Metis people of the Canadian prairies, a politician, and a founder of the province of Manitoba. He led two resistance movements against the Canadian government and its first post-Confederation prime minister, John A. MacDonald.

Riel sought to preserve Metis rights and culture as their homelands in the Northwest moved under Canadian influence. Riel became a folk hero to the Francophones, the Catholic nationalists, the native rights movement and the New Left student movement.

In 1884 Riel was called upon by the Metis leaders in Saskatchewan to take their grievances to the Canadian government. Riel chose to organize a military resistance that escalated into a military confrontation, the North West Rebellion of 1885. He was arrested and convicted of high treason. Despite many protests and popular appeals, Prime Minister MacDonald decided to have him hung; his execution had a lasting negative effect on Canada. (Wikipedia)

"We don't celebrate his death; we celebrate his life," Johnson said.

Activities included flag flying at the Peace River town office; an open house at the Metis Nation Region 6 office; a Metis awareness table and Metis jigging at the River Drive Mall in Peace River; a membership drive in Grande Prairie as well as Fairview; Metis Fun Night in Peace River and a beading workshop last weekend in Peace River.

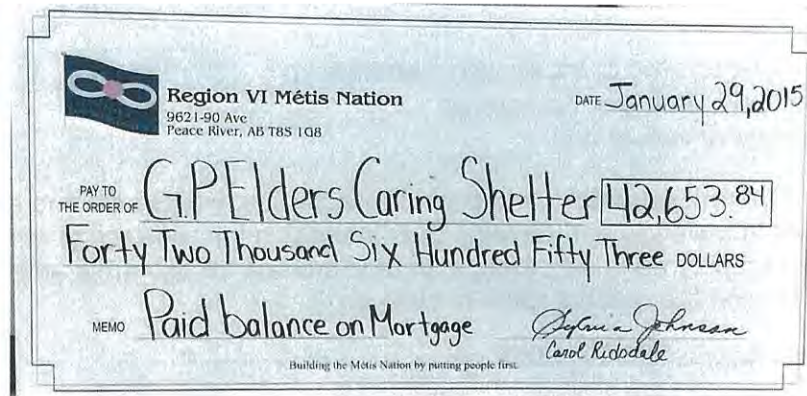
"Outside of Metis Week, we have a workshop happening in Fort Vermilion about employability," Ridsdale said.

Metis Local looking to build new shelter

By Sveltana Mlinarevic, Daily Herald-Tribune



Angie Crerar,
Grande Prairie Local #1990 President



Region VI Metis Nation presented the Elders Caring Shelter with a donation of \$42,653.84 to pay off the remainder of their Mortgage. They had a Mortgage burning Ceremony in February 2015.

The Grande Prairie Metis Nation of Alberta Local 1990 is looking to build a new shelter to house seniors 55 and older who are homeless in the community.

President Angie Crerar, Elder's Caring Shelter manager Benita Galandy, and vice-president Barb Burroughs made a presentation to the community living committee recently asking for help in writing proposals for grants and help in finding grant money for which the organization can apply.

"This is something we've been planing since we paid off our mortgage at the Elder's Caring Shelter in February 2014. We're looking for a deal here. We need some land. We're planning for a shelter for an aboriginal home rest. The shelter now has 16 beds, but we find that it's not meeting the needs," said Crerar.

She stressed the shelter isn't just a place for the homeless to sleep for the night, rather it offers a "holistic healing" approach to its clients where they get jobs skills and life skills as well as addictions counselling, with the hope of being re-integrated into the community. Crerar claims the shelter has a 50% success rate. There are currently 37 people on the shelter's waiting list.

"A lot of times people come to Grande Prairie to work and then they get here and there's no work and there's no place to stay. A lot of times older people are living with their kids and then they have children and they have no room for the grandparents, that's a big issue. Another issue is there are people with health issues that have actually gone off the street, gone to AADAC or gone to the hospital and then they are ready to work on their recovery, and another (place we get our clients is) Odyssey House," said Galandy.

Although the location of the new shelter has not been decided, the Local has drawn up blueprints that show a three-storey structure with offices and a boardroom in the ground floor, which can be leased, and living quarters on the second and third floors with 40 bedrooms, a kitchen, and common areas. The group estimates it will cost them between \$4 million to \$5 million to build. They are also open to locating into an existing building and renovating. The shelter will provide long-term accommodation and will not be licensed as transitional housing.

Crerar said the Local would like to have other aboriginal organizations and groups set-up shop in the new build so that it can be a "one stop place" for their clients.

The president added she will try and get federal funding for the project as the majority of the people in the shelter are products of the residential school system, either directly as residents or indirectly as descendants.

City staff have been directed by the committee to work with the Local in identifying how the municipality can help the organization develop a strategic plan for funding and/or a plan for the development of the new shelter, then report back.

The Metis Nation hopes to break ground on the project in three years.

“Youth Moving Forward is a Region VI Metis Nation initiative built on the firm belief that assisting our youth today ensures a viable future for tomorrow. By offering our youth as many opportunities as possible, we strive to build on our youths’ dreams. Youth Moving Forward will create options and break barriers for our youth to enter today’s growing economy.”

The program is for participants who reside in the Region VI territory:

- Ages 15 to 29
- Metis, self-declared or those with membership
- First Nations, status or non-status
- Inuit, status or non-status.

Youth Moving Forward organizes and promotes activities, workshops and events that will assist Aboriginal youth to learn skills, gain knowledge and develop their interest in the wide range of employment possibilities, skills to attain and advance in employment, information on landlord and tenant rights and responsibilities, information on how to start a business, and the cultural roots to build on.

Camp Artaban, August 23-25, 2015



Cultural activities, workshop, outdoor activities

Youth Moving Forward Camp, Grande Prairie, November 13 – 15, 2015



Cultural teachings, activities, tour of the STARS Ambulance site, Seven Generations Energy, tour of Philip J. Currie Dinosaur Museum. We would like to acknowledge and thank Winona Lafreniere, who organized and facilitated the two day event.

First Aid Training – October 8, 9, 2015, Cadotte Lake, Alberta

Class 7 Driver Education, October 17, 18, 2015, Northern Lakes College, Peace River

- Speaker with presentations on Impaired Driving and Distracted Driving.

2015 Dreamcatcher Conference, October 17, 2015, MacEwan University, Edmonton

- Partnership with Ground Level Youth Program

2015 Aboriginal Youth Career Fair, November 4, 2015, Belle Petroleum Centre, Peace River

- Partnership with Rupertsland Institute, Sagitawa Friendship Centre, Aboriginal Interagency Committee, Government of Alberta



Gym Night, 2 nights per month, Al Adair Rec Centre, Peace River

- Partnership with Ground Level Youth Program

2015 Halloween Night, October 30, 2015, Ground Level Youth Centre, Peace River

- Partnership with Ground Level Youth Program

Computer & Employability Training, October 12 – November 15, 2015, Cadotte Lake

- Partnership with Cadotte Lake Metis Local, Signative Consulting
- Computer skills, word processing, accounting programs for administrative positions

Metis Week 2015, November 12 – 18, 2015, Peace River

- Open House – November 12
- Mall Display – November 13
- Fun Night – November 16
- Beading Workshop – November 17, 18

Youth Moving Forward organized a Beading Workshop so participants can bead vamps for the Moccasin Making workshop to be held in December. Thank you to Tina Laboucan for facilitating that event.



Employability 3 Day Workshops, Various dates and locations

- Fort Vermilion, November 20 – 22, 2015
- High Level, November 25 – 27, 2015
- Valleyview, December 1 – 3, 2015
- Peace River, December 10 – 12, 2015
- Essential computer skills, resume and cover letter, Labour Standards, financial management, safety, personal growth and development, further education

Sagitawa Christmas Gathering, December 5, 2015, Misery Mountain Ski Chalet

- Partnership with Sagitawa Friendship Society and Region VI Metis Nation
- Snowshoeing and tobogganing, snowman contest, bannock on a stick, cultural games and crafts, Santa Claus.

Youth Moving Forward is developing further partnerships and workshops to offer information on culture, starting a business, employment skills, and housing, among others.

Youth Moving Forward is offered by Region VI Metis Nation through the Urban Partnerships Program. Dione Orr and Yvonne Buc drive the activities of Youth Moving Forward in its Peace River office located in West Peace at 10302 – 90 Avenue. Dione Orr has extensive experience, not only raising her children and grandchildren, but also in 8 years with Alberta Aboriginal Women's Society in affiliation with Native Women of Canada, and with the Aboriginal Workforce Project with Region VI Metis Nation. Yvonne Buc has extensive management experience in Aboriginal non-profit organizations, including Friendship Centres, Native Counselling Services, First Nations, and as an Employment Counsellor.



Dione Orr



Yvonne Buc



YOUTH MOVING FORWARD



Youth Moving Forward" is a Region VI Metis Nation initiative built on the firm belief that assisting our youth today ensures a viable future for tomorrow. By offering our youth as many opportunities as possible we strive to build on our youths' dreams. "Youth Moving Forward" will create options and break barriers for our youth to enter today's growing economy.

To participate, you must be:

- Metis
- First Nations
- Non-Status
- Inuit
- Ages 15 - 29
- Resident in Metis Region VI

The purpose of the program is to provide the opportunity to gain information and skills that will assist participants to plan for their economic future by goal setting, training for a job or career, entry into college or university programs or by starting a business of their own. The main goal is to reduce the barriers to successful entry into the economy.

The program offers workshops and information, but does not provide funding to individuals and groups, except through negotiated partnerships for program delivery.

Program Scope

Youth Moving Forward tries to erase barriers by presenting information to our participants in the following areas:

- Personal development
- Self awareness
- Healthy activities, food, lifestyles
- Traditional Parenting
- Traditional & Metis Dance
- Traditional & Metis Crafts
- Genealogy
- Housing
- Starting your own Business
- Entrepreneurship
- Education/ Training Information
- Apprenticeship
- Computer Skills
- Job Search Skills
- Industry/Business Tours
- Financial Planning
- Time Management
- Budgeting
- Cultural Awareness
- Safety Awareness
- Funding Sources

We welcome inquiries and requests from community groups for workshops in their area. Please contact our office to discuss what can be provided.



Contact Information:

Office Location:
10302 - 90 Avenue
Peace River

Mailing Address:
9621 - 90 Avenue
Peace River, AB T8S 1G8

Yvonne Buc
Program Manager
780-618-9990
Cell: 780-625-2027
region6mna@outlook.com

Dione Orr
Program Coordinator
780-618-9990
Cell: 780-618-0509
dione.orr@outlook.com



MEDIA RELEASE

For Immediate Release

NORTHERN LAKES COLLEGE WATER AND WASTEWATER PROGRAM PARTNERSHIP ANNOUNCED

November 9, 2015 (Slave Lake, Alberta) – An important issue facing Canadian communities, including first nation and metis settlements is management and stewardship of water and wastewater systems. It is each municipality's responsibility to ensure the continuous safe operation of its water and wastewater systems. In northern Alberta, communities are continuously searching for qualified individuals to fill the complex roles of water and wastewater treatment plant operators, water distribution system operators and wastewater collection system operators.

"Northern Lakes College is proud to announce that we will be continuing our development of innovative programming to serve northern communities," stated Ann Everatt, CEO and President, Northern Lakes College. "In partnership with ATAP Infrastructure Management Ltd. we are developing the water wastewater training program to address critical demand for training in Alberta. Northern Lakes College's water and wastewater treatment program will be a premiere training program, providing practical job readiness training."

The program will be delivered LIVE Online which will allow students to access the program from their home community and still continue working. Students will become proficient in learning the support systems and technical aspects of water and wastewater treatment, and water distribution and wastewater collection as they work through each module. Students will also have an opportunity to tour a treatment plant, conduct water tests and assist with day to day activities, putting into action their in-class learning. Completion of the program will provide students with the necessary knowledge to write the province's certification exam.

ATAP (Advanced Technology Applications) Infrastructure Management Ltd. is an affiliate of Associated Engineering Group of Companies. ATAP was incorporated to provide comprehensive and cost-effective operation, maintenance management and alternate project delivery services with a focus towards small water and wastewater systems.

ATAP's Grant Dixon, Operations and Management Specialist stated "by leveraging and combining the strengths of our two organizations, we are able to enhance our curriculum and training that will provide an exceptional learning path with practical career outcomes. Working in this industry can provide a very rewarding career for both men and women starting their careers, re-entering the workforce or considering a change in careers."

According to the Government of Alberta's ALIS website, there is expectation for a high number of positions coming available, in an industry where demand is already high as members of the baby boom generation retire over the next few years. In the past two years, over 40% of employers have recruited to this position, with almost 30% indicating difficulties in hiring. The website also indicated that the average wage for those employed in water and wastewater is \$29.11 an hour.

Northern Lakes College will be offering the program in September 2016, with registration opening August, 2016. For more information please contact Rachel Ouellette, Chair of Continuing Education and Corporate Training.



Left to right: Helder Afonso (Vice President and General Manager, Associated Engineering), Ann Everatt (President & CEO, Northern Lakes College) and Garry Drachenberg (Vice President, Water Solutions, Associated Engineering)

-30-

Northern Lakes College is a Comprehensive Community Institution offering certificate and diploma programs in Business, Health Sciences, Human Services, Technology, Trades, University Studies and Academic Upgrading. The College collaborates with Campus Alberta partners to offer degree completion opportunities throughout its service region, including a Bachelor of Education. Northern Lakes College also provides a wide variety of certificate programs through its Continuing Education and Corporate Training Department.

For media inquiries please contact:

Valerie Tradewell
Director, College Advancement
Northern Lakes College
780-849-8621



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WINTER 2015
Volume 24, Issue 12/15

ANNUAL SEMINAR 2015

By Kate Churchill

The MMSA annual seminar is an opportunity to increase regional awareness and education about issues related to planning and development in an effort to increase the standard of best practices in the region.

On October 23, 2015, MMSA hosted their annual seminar at the recently opened Chateau Nova Hotel on the West Hill in Peace River. The theme this year was *Beyond Beauty: The Practical Implications of Municipal Wetland Management and Landscape Architecture*. The presenters included Jay White from Aquality Environmental Consulting Ltd in the morning and Jennifer Jones and Chris Ulmer from Urban Systems Ltd. in the afternoon.

Jay White has been giving his "Water Bootcamp for Municipalities" presentation around the province for several years. He highlighted the important functions of wetlands such as water purification, flood buffering and water storage. He discussed how provincial and federal water and wetland regulations impact a municipality's legal liability and exposure to risk when it comes to altering wetland areas. He also discussed tools that can be used by municipalities to successfully manage wetlands. One tool is the riparian setback matrix model, which provides scientific and legally defensible development setbacks from environmentally sensitive areas.

Jennifer Jones, a landscape architect, and Chris Ulmer, a

community planner talked about the challenges and opportunities of place-making in small northern communities. They addressed the concepts behind high quality public spaces such as building to human scale, creating a sense of enclosure and providing safe linkages between destinations. They also discussed practical considerations when planning for landscaping in new developments, such as developing visual guidelines to support land use bylaw regulations.

The seminar was well attended by municipal staff, councilors and members of government and non-government organizations from around the region.



Jay White



Chris Ulmer & Jennifer Jones

Winners of the MMSA Vests:
Marlene Cobick
Stephanie Soucy

CHAIRMAN'S REMARKS

By Ron Longtin

As we are in the midst of preparations for the Christmas season and looking forward to spending time with family and friends, it is important to remember to give thanks for all our blessings. We as a region, and throughout the country are experiencing difficult economic times, but we must keep in mind that we do live in a great country and I believe that we have the strength and fortitude to overcome whatever is sent our way. By working together and respecting each other's beliefs, we can hopefully avoid some of the strife that is being experienced in other parts of the world.

On a lighter note, the Agency has enjoyed a very positive year in providing planning services to our

members. The staff have undertaken and successfully completed a number of major projects and are gearing up for another busy year in 2016. We have also just received notice that our application for the 2016-2018 planning internship has been approved. This has proven to be a very valuable asset to the Agency in terms of bringing in new planning staff.

In closing, a thank you to all our members for their continued support and I look forward to another successful year for the Agency. Best wishes to all for a Merry Christmas and a Happy and Prosperous New Year!

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MERRY CHRISTMAS

WELCOME NEW STAFF



Tom Deming

In July, **Thomas Deming** joined the MMSA as a Planning Technician. Tom is from Port Dover, Ontario. He has a Bachelor of Arts in Human Geography from Brock University and a Diploma in Urban and Regional Planning and GIS from Mohawk College.

Land Use Bylaw amendments. He also provides current planning advice to member municipalities.

Tom enjoys playing sports such as baseball, soccer and hockey.

As GIS Technologist, using GIS specific software, Hector will maintain and develop mapping projects for member municipalities and clients.

Hector is originally from Spain and lived in Nova Scotia prior to arriving in the Peace region. Out of the office, Hector likes cooking as well as swimming and playing soccer. He enjoys outdoor activities including hiking while looking for mushrooms.



Hector Perez

The Planning Technician is a newly created position at the MMSA. Tom works on both planning and GIS projects. His job includes the mapping portion of the statutory planning documents and

Hector Perez arrived on October 1 to work as a GIS Technologist. Hector holds a Bachelor Degree in Forestry Engineering and a Masters Degree in Geographic Information Technologies: GIS and Remote Sensing from the University of Extremadura in Spain.



Guest Staff Kanga Mody



PEACE RIVER: BUILDING DOWNTOWN BEAUTIFICATION MOMENTUM

By Alisha Mody

Building off of improvements based on design concepts to two vacant lots along Main Street in 2014, the Town of Peace River has undertaken further specific beautification projects along Main Street in 2015. These projects are based on the Town Council's direction and funds allocated in August 2015. Initial project components include:

Street Light Banners: sporting a modern design that plays off the Town's logo and the vision statement from the Municipal Development Plan. The street light banners were mounted in October 2015.

"Winter" Trees: 10-foot artificial evergreen trees with

lights were placed in the center median planters along Main Street in November and will remain in place until April to add greenery during the winter months.

Mural Art: a Town funded mural will be installed on a partnering business' wall along Main Street, after a steering committee-led location, artist and mural design process is completed. The mural is anticipated to be in place by the summer of 2016.

To build on these early public realm improvements, a 2016 to 2019 Downtown Beautification Plan will be prepared for Town Council early in the new year. The plan identifies further specific

improvements, allowing Council to incorporate the plan into their budgeting. Continual and consistent investment in the Downtown public realm will improve its vibrancy and sense of place over the long term.



BERWYN CN LANDS AREA STRUCTURE PLAN

By Havan Surat

The Berwyn CN Lands Area Structure Plan (ASP) was adopted by the Berwyn Village Council in October 2015. Although the project was started in 2012, it took a few years for the Council to adopt the final plan document due to changes in the Council’s vision and the withdrawal of development interest due to economic changes. The final plan inherits the original intention of locating mixed residential uses along with seniors housing and offers development flexibility based on market demands.

A “Village Green Square” is

to be located in the plan area to serve as a passive recreation space for Village residents, and acts as a focal point at the end of Main Street. Two pedestrian walkways are proposed as connections to the north side of the village. On the west side, one walkway connects 53rd Street to 52nd Street. The east side walkway connects 51st Street to the “Village Green Square” and the north end of Main Street.

The building density of development for the ASP area will be from low (single detached dwellings) to medium net density (semi-detached, row housing,

garden apartments and seniors dwellings from one to two storeys in height). This provides greater flexibility by encouraging a mix of residential uses and densities.

With the adoption of the ASP, the Village is anticipating the development of the plan area as directed in the CN Lands Area Structure Plan.



LAC CARDINAL INTERMUNICIPAL DEVELOPMENT PLAN: REGIONAL COOPERATION IN THE PEACE

By Elise Willison

The development of the Lac Cardinal Intermunicipal Development Plan (IDP) between the Village of Berwyn, the Town of Grimshaw, and the Municipal District of Peace No. 135 is nearing completion. The purpose of this legislative document is to define how the municipalities will work together in developing lands adjacent to their mutual borders.

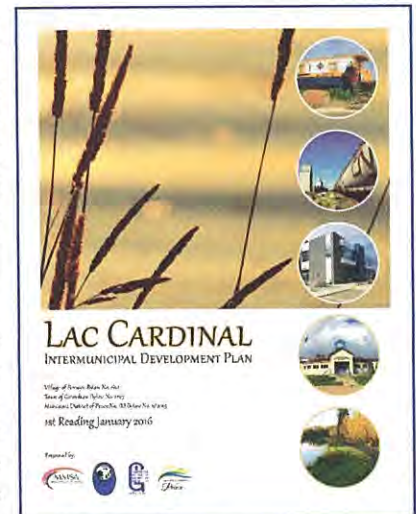
Processes within the IDP include the requirement to circulate and request comments for proposed development within the “urban fringe” areas adjacent to the urban communities; as well as referrals of proposals

that may affect the adjacent municipalities “outside the urban fringe” areas. These circulations provide the IDP municipalities an opportunity to discuss concerns and issues regarding proposed developments that would or may have an effect on existing or identified growth patterns in these areas.

An important aspect of the IDP is to ensure ongoing communication is encouraged to address concerns before they become disputes and to address disputes through negotiations to resolve issues. The IDP includes the process of developing an Intermunicipal Development Plan Committee (IDPC). The IDPC will meet at least once per year to review developments within the IDP

area to assess growth, and to determine if changes are needed to the IDP growth patterns and/or processes. It is intended that this Committee will not have any formal decision making powers related to development decisions. Its primary role is to provide an opportunity to meet and discuss issues of mutual interest.

The Village of Berwyn, the Town of Grimshaw and the Municipal District of Peace No. 135 have recently been working together to increase efficiencies through both a shared services review and a regional fire department study; and look forward to continued cooperation into the future. The IDP will contribute to this endeavour.





The Mackenzie Municipal Services Agency is a regional planning organization providing a full range of professional land use planning and related services to its 12 municipal members, the business community and the general public. The Agency also provides subdivision services to 17 municipalities in the region.

Check Out Our Website
www.mmsa.ca
 For Subdivision and Scholarship Application Packages



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Philip Rough, Municipal Planner philip@mmsa.ca	Brenda Taylor, Administrative Assistant info@mmsa.ca

MUNICIPALITY	REPRESENTATIVE	MUNICIPALITY	REPRESENTATIVE
Village of Berwyn	Ron Longtin	Town of Rainbow Lake	Boyd Langford
Village of Nampa	Ed Skrlík	Clear Hills County	Peter Frixel
Town of Falher	Donna Buchinski	M. D. of Fairview No. 136	Ray Skrepnek
Town of Grimshaw	Tanya Wearden	M. D. of Smoky River No. 130	Donald Dumont
Town of Manning	Brenda Kerr	M. D. of Peace No. 135	Sandra Eastman
Town of Peace River	Elaine Manzer	Northern Sunrise County	Garrett Tomlinson

AROUND THE REGION

NEW COMMITTEE MEMBERS

On December 4, 2015 the MMSA Board of Directors held their annual Organizational meeting. Elected to the **Executive Committee** are:

- Ron Longtin, Chair (Village of Berwyn)
- Elaine Manzer, Vice-Chair (Town of Peace River)
- Tanya Wearden, Member (Town of Grimshaw)
- Garrett Tomlinson, Member (Northern Sunrise County)
- Sandra Eastman, Member (M. D. of Peace No. 135)

The **ROBERT E. WALTER MEMORIAL SCHOLARSHIP Review Panel** members are:

- Ed Skrlík (Village of Nampa)
- Boyd Langford (Town of Rainbow Lake)
- Sandra Eastman (M. D. of Peace No. 135)

THANKS TO OUTGOING BOARD MEMBERS

- Sunni-Jeanne Walker represented the Town of Manning on the Board for 10 years.
- Charles Johnson represented Clear Hills County on the Board for 2 years.

STAFF GOODBYES:

In August, Audra Lindsey relocated to St. Albert joining the St. Albert Curling Club as ice maker.

NEW LOGO, NEW LOOK

This newsletter provides a sneak peek at the MMSA's new logo. Official launch is January 2016.

ROBERT E. WALTER MEMORIAL SCHOLARSHIP :

The recipient for 2015 is Skyler Braat from Fort Vermilion. Skyler was presented the scholarship on June 25 by Boyd Langford representing the Scholarship Review Panel.





2016 Convention & Trade Show

February 25 – 28, 2016
Grey Eagle Resort & Casino
Calgary, AB

Registration is now open!

The AOWMA is pleased to invite your attendance at the 18th Convention and Trade Show being held on February 25 – 28th 2016 at the beautiful Grey Eagle Resort and Casino in Calgary, AB.

The Convention and Trade Show will follow the same format as last year with a full day of presentations on Thursday, February 25, addressing the regulatory framework, changes to the SOP, enforcement and compliance and other issues that have a significant impact on our industry. Thursday's program will be followed in the afternoon and evening by the opening of the trade show. This should allow those unable to attend during the day, a chance to check out the trade show in the evening. During the trade show, visit the booths, meet the vendors and participate in the technical sessions provided. Gain a greater understanding of the products and services available in the onsite wastewater industry.

The trade show will reopen on Friday, February 26 and be available to delegates until the early afternoon. The trade show is free for all interested stakeholders, so please come out and support the industry suppliers and manufacturers. It is largely due to their participation and support that the association is able to host this event.

Once the trade show closes, the convention main plenary begins with educational and research presentations from industry experts. Delegates will learn about the newest innovations and research in the industry through a series of interesting presentations delivered throughout Friday afternoon and all day on Saturday. Following the convention, an education day featuring the Standard of Practice Update will be held. Please note: pre-registration will be required for this training offering as spaces are limited.

The convention schedule has been designed with flexibility in mind. Recognizing that some may not be able to attend the entire event due to work commitments or busy schedules, the opportunity for half day or full day registration is available.

The most important aspect of any event such as this is the opportunity to network with your fellow industry professionals. Networking is one of the most important features of any conference, so take advantage of the opportunity to share your challenges and successes with others and to learn from theirs. The exchange of information is invaluable!

A preliminary schedule of events is included in the convention brochure, however this is just the beginning! Over the next few weeks, updated information on the schedule of events will be made available through emails, mail outs and faxes, or check it out on our website at www.aowma.com.

We hope you will join us in Calgary!

Lesley Desjardins
Executive Director

Driving Innovation in Northern Alberta

REGISTER EARLY! SPACE IS LIMITED.

FEBRUARY 3, 2016 8:30AM-3:30PM
ATHABASCA MULTIPLEX
2 UNIVERSITY DRIVE ATHABASCA, ALBERTA

*Why is innovation important for economic resiliency?
Can innovative practices improve your business growth?*

Join us at the Innovation Resources and Best Practices Seminar

- The 7 types of innovation
- Innovation and Idea sources and generation
- Innovation networks
- Technical and business advisory services
- Financial assistance programs
- 4 simple steps to support a culture of innovation



Featuring experts from:

Go Productivity

The National Research Council (Industrial Research Assistance Program)

The Business Development Bank of Canada (BDC)

Alberta Innovates Technology Futures ... and more!

To Register: <https://www.eventbrite.com/e/opportunity-seminar-tickets-2011754211>

For more information email: nadc.council@gov.ab.ca

Discounted hotel rates available at Days Inn Athabasca & Super 8 hotel



Driving **Innovation** in Northern Alberta

February 3, 2016 8:30AM—3:30PM
Athabasca Multiplex, 2 University Drive, Athabasca, AB

AGENDA

8:30 am — Registration

Morning Sessions:

Go Productivity: Innovating for Productivity

Ken Chapman, Executive in Residence

Innovation is a critical component of all high performing companies and economies, including small businesses in Alberta. This session will provide an overview of the process and best practices for implementing innovation at the small business level.

National Research Council of Canada

Kasturi Narayanan and Rajeev Chadra, Industrial Technology Advisors

The NRC-Industrial Research Assistance Program provides technical and business advisory services and financial assistance to help Canadian small and medium-sized companies build their innovation capacity and create high-paying jobs. Firms helped by NRC-IRAP are better equipped to perform R&D, commercialize new products and services for global markets, and access new markets. Through its balance of services and funding, NRC-IRAP supports over 10,000 firms annually.

Alberta Innovates Technology Futures

Matt Cornall, Technology Development Advisor

The presentation by Matt Cornall will provide information on innovation, research and commercialization services delivering economic and social benefits to Alberta.

Rural Alberta Business Centre (Cold Lake)

Kathryn Hotte, Small Business Advisor

RABCs provide advice and information services to entrepreneurs, small business owners, and managers at all stages of the business life cycle from the start-up to expansion to succession planning, assisting them in making informed business decisions.

Community Futures (Lac La Biche)

Stephen Evans, General Manager

Community Futures offers a wide range of financial and business services from commercial loans, loan guarantees and equity financing up to \$150,000.00 to help start, purchase, and finance, modernize, refinance, or expand a business.

“At Community Futures Lac La Biche, we believe entrepreneurs are the backbone to our local economy.”

Continued...

Driving **Innovation** in Northern Alberta

February 3, 2016 8:30AM—3:30PM
Athabasca Multiplex, 2 University Drive, Athabasca, AB

Afternoon Sessions:

Olds Institute

Mitch Thompson, Executive Director

Mitch will discuss the benefits of infrastructure enabled economic development and innovative internet based solutions that are driving growth in Central Alberta and growing profits for local entrepreneurs. In today's business environment the internet will revolutionize the way we live and work. Mitch will share some of his observations and successes being accrued in Olds that can be duplicated in Northern Alberta.

Business Development Bank of Canada

Shannon Preus, Regional Manager, Corporate Relations & Partnerships

Innovation as a Driver for Growth and Success

Research conducted with Canadian entrepreneurs in a wide range of industries points to innovation as one of four key success factors in driving continued growth. Through innovation, companies can also implement successful diversification strategies which is another strong predictor of growth in small and medium sized enterprises. For many business owners, one of the challenges of innovation and growth is financing. In this session you will learn the four key success factors that lead to double digit growth for Canadian businesses as well as the importance of diversification. You will also have the opportunity to learn more about the financing options available to entrepreneurs.

Innovation Support Network, Lakeland College

Lorne MacGregor, Ph.D, Director, Applied Research & Commercialization

Mr. MacGregor will discuss the utility of innovation networks which are attuned to the needs and culture(s) of their clients. How an innovation support network should function and a brief overview of starting or growing such a network. Measures of success, and the timing of such measures, will be discussed in the context of the need for long-term sustained effort to truly create a culture of innovation.

Go Productivity — Wrap Up

Ken Chapman, Executive in Residence

Wrap up & Kick Starting Innovation

Summary of the conversation and key outcomes

Actionable steps to start a basic innovation program in your business

3:30 pm Closing Remarks

To register visit: www.nadc.ca/events-tools.asp

Discounted hotel rates available at: Days Inn Athabasca & Super 8 Hotel Quote "Innovation seminar" when booking

Outdoor gym opens in Camrose

Submitted by Colleen Lindholm, Camrose Primary Care Network

The City of Camrose is now home to a new outdoor gym, a highly anticipated community facility which opened earlier in the fall.

Together with community partners, the Camrose Primary Care Network (PCN) proudly held a grand opening celebration and welcomed community members and dignitaries to Jubilee Park to try out the new outdoor exercise equipment.

The Camrose Primary Care Network (PCN) identified that area residents were without an outdoor gym option, a no cost resource that a number of other Alberta communities have access to. Knowing that an active lifestyle plays a significant role in improving health and well-being, the PCN began to form ideas. The dream of an outdoor gym became a reality following months of planning and research by the PCN, the City of Camrose and the Camrose Healthy Lifestyle Coalition.

Grant funding from the Alberta Blue Cross Healthy Communities' Grant Program helped to purchase and install the outdoor gym equipment, and as the project moved forward, other community partners were able to offer additional financial support. "A key focus of our community involvements at Alberta Blue Cross is promoting health and wellness in communities across Alberta," says Brian Geislinger, Vice-President of Alberta Blue Cross. "This is a great project, and we're really pleased to support the Camrose Primary Care Network in providing innovative options to help Camrose residents keep active."

The outdoor gym is conveniently located next to a newly constructed playground as well as biking and walking trails. Consisting of exercise equipment to suit all needs the machines use the exerciser's own body weight for resistance. The equipment allows for a wide variety of flexibility, mobility, range-of-motion, cardio, and strengthening moves to provide a well-rounded workout.



Jessica Ryan/Camrose Canadian/Postmedia Network

Wetaskiwin-Camrose MLA Bruce Hinkley tests out equipment at the Camrose Outdoor Gym.

The importance of the project was reinforced by a number of public figures who, during the gym's grand opening celebration, encouraged the community to make use of the excellent outdoor resource. Now that additional programming plans are being finalized, the long term use of the facility has been confirmed, and the City of Camrose is committed to the maintenance of the area.

"The Camrose PCN physician and health care provider team is grateful to Alberta Blue Cross, the City of Camrose, the Camrose Healthy Lifestyle Coalition and the Camrose Rotary Daybreak Club for their support of this project," says Stacey Strlchuk, Camrose PCN Executive Director. "Having a free, accessible and easy to use outdoor community gym for our residents is important as we continue to work with our partners in encouraging active and healthy lifestyles."

To learn more about the Camrose Primary Care Network and its programs, visit www.camrosepcn.com.

42 PCNS IN ALBERTA
MORE PCNS IN DEVELOPMENT

3,300+ PHYSICIANS AND
HUNDREDS OF HEALTH CARE PROFESSIONALS
WORKING IN PCNS

3.3 million+ PATIENTS
CARED FOR BY PCN TEAMS

The weather outside is frightful, but indoor walking is so delightful!

Submitted by Marilyn Duncan-Webb, Bow Valley Primary Care Network

Frigid winds and ice underfoot are not a problem thanks to a new indoor walking program.

Launched by the Bow Valley Primary Care Network (PCN) in partnership with the Town of Canmore, the program encourages a social and supportive environment to keep area residents moving.

When it comes to walking – one of the most accessible, economical and straightforward forms of exercise – Canmore has an exciting indoor program to support year-round, safe, sociable walking.

The new 117-metre indoor walking lane at Canmore Recreation Centre is an expansive area with high ceilings and natural light that creates a comfortable atmosphere for walkers. Fast or slow, beginners or those who walk regularly, adults with varying fitness levels are all welcome. This simple indoor exercise, open to adult Bow Valley residents, requires no special equipment (apart from clean footwear) or membership fees.

The program is off to an encouraging start with a solid number of sign ups and will continue through the winter months. Participants can join the group on their own, with a partner or with friends. Too cold, too icy, too snowy, too windy is no longer an excuse not to get those daily steps in. "Walking is a great way to increase wellbeing," says the PCN's Active Living Consultant, Randi Lynn Rinaldi. "It can reduce blood pressure, help manage weight and even decrease stress. What's



Canmore has an exciting indoor program to support safe, sociable walking.

more, the social setting means that people encourage each other, making it easier to work towards the 10,000 steps per day recommended by Health Canada".

Volunteers play a key role in supporting the program. They offer encouragement and information, help build the social side of the program, and ensure the walking lane is used safely. At registration, participants receive a pedometer and resource package including instructions for online or paper tracking. "Another advantage of the Program is the ability to track not only individual steps and distances, but also to total up everyone's steps," Rinaldi continues. "A walking challenge is a

possibility for the future, for example, to a 'destination' anywhere in the world... perhaps to a sunny, beach location!"

Marg Szamosfalvi, Member Services Coordinator with the Town of Canmore adds, "We are excited to partner with the PCN and to see how the space can be used. Making the lane available is just one way of helping people live healthy, active lives. We hope the program will generate enthusiasm for making regular walking an ongoing part of our residents' daily lives, using this community facility."

For more information on this Bow Valley PCN program visit: www.bowvalleypcn.ca.

LA CRETE RECREATION SOCIETY
REGULAR MEETING
NOVEMBER 12, 2015

Northern Lights Recreation Centre
La Crete, Alberta

Present: Abe Fehr, President
Simon Wiebe, Vice President
Wendy Morris, Secretary-Treasurer
Shawn Wieler, Director
Ken Derksen, Director
Jeff Wiebe, Director
John Zacharias, Director
Peter F. Braun, County Rep
Philip Doerksen, Arena Manager

Absent: George Derksen, Director
Dave Schellenberg, Director

Call to Order: President Abe Fehr called the meeting to order at 6:01 p.m.

Approval of Agenda

1. Peter Braun moved to accept the agenda as presented.

CARRIED

Approval of Previous Meeting's Minutes

Shawn Wieler moved to accept the Oct 23 Regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Role of outdoor rink caretakers discussed.

Review of Action Sheet

1. Reviewed items.
2. Removed items that were completed.

Financial Report

1. Reviewed financials
Ken Derksen moved to accept financials as presented.

CARRIED

John Zacharias arrived at 6:20 p.m.

Manager's Report – Philip Doerksen

1. Ice and arena is busy.
2. Dates set for tournaments, bonspiel and figure skating carnival.
3. Hired caretaker for Bluehills arena.
4. Ice is made in curling rink, will be ready Monday.
5. Meeting Nov 19th for curling.
6. Nov 20-21 learn to curl weekend for adults and kids. Will be advertised in Big Deal Bulletin.
7. Bowling alley staffed and busy.
8. Sold a few more door wraps.
9. Ordered pop machine for minor hockey.

Simon Wiebe moved to accept the Manager's Report as amended.

CARRIED

New Business

There is no new business on agenda.

John Zacharias moved to go in camera at 6:35 p.m.

Jeff Wiebe moved to go out of camera at 6:46 p.m.

Wendy Morris moved that the meeting be adjourned at 6:47 p.m.

Next Meeting: December 10, 2015



Mackenzie Regional Waste Management Commission

Regular Meeting
Stardust, Olivier Room
10:00 a.m.
October 17, 2015

MINUTES

In Attendant	Peter Braun	Mackenzie County
	Michelle Farris	Town of Rainbow Lake
	Wally Olorenshaw	Town of Rainbow Lake
	Scott Chandler	Town of High Level
	Stephanie Milton	Town of High Level (Phone in)
Absent	Josh Knelsen	Mackenzie County
Staff:	Bruce Underhay	Manager

1. CALL TO ORDER

Chairman Scott Chandler called the meeting to order at 10:05 a.m.

2. ADDITIONS TO OR DELETIONS FROM THE AGENDA

3. ADOPTION OF AGENDA

Resolution #95-15

Moved by Wally olorenshaw
THAT the Agenda be adopted as presented
CARRIED

5. REPORTS

5.1 Manager's Report

Manager Bruce Underhay updated the Board on the current happenings.

Resolution #96-15

Moved by Michelle Farris
THAT the Manager's report be accepted for information
CARRIED

5.2 Financial Report

Resolution # 97-15

Moved by Stephanie Milton
THAT the Financial Report be accepted for information

CARRIED

6. ADOPTION OF MINUTES

- 6.1 Minutes of September 5, 2014** **Resolution #98-15**
Moved by Peter Braun
THAT the minutes of the September 12, 2015 Mackenzie Regional Waste Management Commission Regular Meeting be adopted as presented.
CARRIED

7. BUSINESS ARISING FROM THE MINUTES

- 7.1 Stormwater Management Tender** **Resolution #99-15**
Moved by Wally Olorenshaw
THAT the contract be awarded to MDP Oilfield Services
CARRIED
- 7.2 Class III Cell** **Resolution #100-15**
Moved by Michelle Farris
THAT the project be deferred to spring/summer 2016
CARRIED
- 7.3 Tri Council Motion** **Resolution #101-15**
Moved by Wally Olorenshaw
THAT the Manager send a letter to member Chief Administrative Officer's informing them of Commission's decision that voting model remain status quo based on information received from Municipal Affairs.
CARRIED
- 7.4 KBL Contract** **Resolution #102-15**
Moved by Peter Braun
THAT the Manager's report be accepted for information
CARRIED

8. NEW BUSINESS

- 8.1 Industrial Landfill at Zama** **Resolution #103-15**
Moved by Peter Braun
THAT the Manager meet with Apache personnel to inform them of the Commission's partnership with KBL for an STF and Industrial Cell at the Mackenzie Regional Landfill
CARRIED
- 8.2 2016 Draft Budget** **Resolution #104-15**
Moved by Wally Olorenshaw
THAT the member tipping fee rates be increased from \$49.25/tonne to \$60.00/tonne effective January 1, 2016
CARRIED

9. CORRESPONDENCE

Adjourn at 11:00am

Reconvene at 11:17am

10. NOTICE OF MOTION

Lunch recess at 11:40am

Reconvene at 11:55am

11. Next Meeting

11.1 November 21, 2015

12. IN-CAMERA ITEMS

12.1 Personnel Matter's

Resolution #105-15

Moved by Peter Braun

THAT the meeting goes in camera at 12:00 p.m.

CARRIED

Resolution #106-15

Moved by Michelle Farris

THAT the meeting comes out of camera at 12:50p.m.

CARRIED

Resolution #107-15

Moved by Peter Braun

THAT the meeting goes in camera at 12:00 p.m.

CARRIED

Resolution #108-15

THAT the Manager's performance evaluation be accepted as discussed.

CARRIED

13. ADJOURNMENT

Resolution #109-15

Moved by Michelle Farris

THAT the meeting be adjourned at 1:05 pm.

CARRIED

_____, Chairman



Mackenzie Regional Waste Management Commission

**Special Meeting
Olivier Room
5:30 p.m.
October 29, 2015**

MINUTES

In Attendance	John W. Dreidger	Mackenzie County
	Josh Knelsen	Mackenzie County
	Wally Olorenshaw	Town of Rainbow Lake
	Ellis Forest	Town of High Level
	Stephanie Milton	Town of High Level
Absent	Michelle Farris	Town of Rainbow Lake
Staff:	Bruce Underhay	Manager

1. CALL TO ORDER The Manager called the meeting to order at 5:33 p.m.

2. ADDITIONS TO OR DELETIONS FROM THE AGENDA

3. ADOPTION OF AGENDA **Resolution #110-15**
Moved by Ellis Forest
THAT the Agenda be adopted as presented
CARRIED

4. Delegations

5. Reports

5.1 Manager's Report

5.2 Financial Report

6. ADOPTION OF MINUTES

7. BUSINESS ARISING FROM THE MINUTES

8. NEW BUSINESS

**8.1 Election of Chairman
And vice Chairman**

Ellis Forest nominated Stephanie Milton for Chairperson
Councilor Milton accepted.
Councilor Milton was acclaimed as Chairperson

John Dreidger nominated Josh Knelsen as Vice Chairman
Josh Knelsen declined

Stephanie Milton nominated Wally Olorenshaw as Vice
Chairman
Wally Olorenshaw accepted

Wally Olorenshaw was acclaimed as Vice chairman

8.2 Signing Authority

Resolution #111-15

Moved by Wally Olorenshaw
THAT Ellis forest and John Dreidger have signing authority
CARRIED

9. CORRESPONDENCE

10. NOTICE OF MOTION

11. Next Meeting

November 21, 2015

12. IN-CAMERA ITEMS

12.1 Personnel Matter's

12.2 Finance Matter

13. ADJOURNMENT

Resolution #112-15

Moved by Ellis Forest
THAT the meeting be adjourned at 5:40p.m.
CARRIED

_____, Chairman



Mackenzie Regional Waste Management Commission

Special Meeting
Conference Call
5:00 p.m.
November 7, 2015

MINUTES

In Attendance	John W. Dreidger	Mackenzie County
	Josh Knelsen	Mackenzie County
	Wally Olorenshaw	Town of Rainbow Lake
	Ellis Forest	Town of High Level
	Stephanie Milton	Town of High Level
Absent	Michelle Farris	Town of Rainbow Lake
Staff:	Bruce Underhay	Manager

1. CALL TO ORDER The Chairperson called the meeting to order at 5:05 p.m.

2. ADDITIONS TO OR DELETIONS FROM THE AGENDA

3. ADOPTION OF AGENDA Resolution #113-15
Moved by Ellis Forest
THAT the Agenda be adopted as presented
CARRIED

4. Delegations

5. Reports

5.1 Manager's Report

5.2 Financial Report

6. ADOPTION OF MINUTES

6.1 October 17, 2015 Minutes **Resolution #114-15**
Moved by Josh Knelsen
THAT the minutes of the October 17, 2015 regular meeting of the Mackenzie Regional Waste Management Commission be Adopted as presented
CARRIED

**6.2 October 29, 2015
Special Meeting Minutes** **Resolution #115-15**
Moved by John W. Dreidger
THAT the minutes of the October 29, 2015 special meeting of the Mackenzie Regional Waste Management Commission be Adopted as presented
CARRIED

7. BUSINESS ARISING FROM THE MINUTES

8. NEW BUSINESS

8.1 Fudiciary Interest **Resolution #116-15**
Moved by Wally Olorenshaw
THAT the correspondence from Municipal Affairs be accepted for Information.
CARRIED

8.2 Tipping Fee Increase **Resolution #117-15**
Moved by Ellis Forest
THAT the Chairperson send a letter to member Chief Administrative Officer's that member Council's pass a motion Waiving the late notification of the tipping fee increase.
CARRIED

9. CORRESPONDENCE

10. NOTICE OF MOTION

11. Next Meeting

12. IN-CAMERA ITEMS

12.1 Personnel Matter's

12.2 Finance Matter

13. ADJOURNMENT

Resolution #118-15

Moved by Josh Knelsen

THAT the meeting be adjourned at 5:35p.m.

CARRIED

_____, Chairman



HIGH LEVEL FORESTS PUBLIC ADVISORY COMMITTEE

MINUTES

Tuesday, November 24, 2015

5pm, Town of High Level Office RM 110

PRESENT:

Tim Gauthier (Tolko)	John Thurston (Member of Public)
Cheryl Ernst (High Level & District Chamber of Commerce)	Boyd Langford (Town of Rainbow Lake)
Aaron Doepel (LCSM)	Melanie Plantinga (Tolko)
Barry Toker (Watt Mountain Wanderers)	Matt Marcone (The MacKenzie Report)
Paul Ebert (E&P)	Allen Plantinga (Tolko)
Trevor Lafreniere (Tolko)	Walter Sarapuk (MacKenzie County)
Ian Whitby (Presenter)	

INFORMATION SENT:

Fort Vermilion Heritage Center	Christine Malhmann (E&P)
Carol Gabriel (Mackenzie County)	Harvey Sewpagaham (LRRCN)
Paddle Prairie Metis Settlement	Lindee Dumas (LRRCN)
Conroy Sewepagaham (LRRCN)	Bernie Doerksen (LaCrete Polar Cats)
Keith Badger (Netaskinan Development)	Beverly Noskiye (Peerless Trout First Nation)
Crystal McAteer (Town of High Level)	Kieran Broderick (Beaver First Nation)
Baptiste Metchooyeah (Dene Tha')	Mike Cardinal (Tallcree First Nation)
Connie Martel (Dene Tha')	Fred Radersma (Norbord)
Wayne Auger (Lubicon Lake Nation)	Timberbound Construction
Exact Harvesting	Treetech
Margaret Carroll (High Level & District Chamber of Commerce)	Marilee Cranna Toews (Hungry Bend Sandhills Society)
Taylor Andersen (Norbord)	Jon McQuinn (LRRF)
Dave Beck (Norbord)	Sugu Thuraisamy (LRRF)
Claude Duval (Watt Mnt Wanderers)	Daniel Walton (NPTC)
Brent Holick (LaCrete Polar Cats)	Michael Morgan (Town of High Level)

1. CALL TO ORDER

5:34

Tim Gauthier – There will be a change to the PAC meeting structure. Allen Plantinga (Harvesting Superintendent, Tolko) will participate in all meetings.

2. Adoption of the Agenda

2.1. Amendments to Agenda

- Co-op gas cardlock.

3. Approval of Minutes (September 21st,)

John Thurston Moves acceptance of Minutes, Walter Sarapuk seconds motion.

3.1 “Blue Dot Program” – Aaron Doepel update

- Alberta Transportation has shown a willingness to work with the companies on this project, so long as the signs can be made to fit their requirements. Aaron brings forward one of their suggestions for signage. It would mean another investment from the companies to produce the signs. Alberta Transportation might help with sign maintenance.
 - ACTION ITEM – Allen will contact Norbord and inform them of the change in plans.
 - ACTION ITEM – The companies will discuss internally & collectively and decide if they still want to go proceed with the program. They will try to have a response prepared for the December 15th HLFAC Meeting.
 - ACTION ITEM – When a decision is made we will invite Ken Peters to attend a PAC meeting to discuss how the school division wishes to proceed.

3.2 Hauling Concern Phone Line

- Cards have been produced and have begun to be distributed.
 - ACTION ITEM John Thurston volunteers to give them to people in the community, particularly at the schools he visits.
 - ACTION ITEM Aaron Doepel will be passing them out to businesses etc. in the LaCrete Area.
 - ACTION ITEM Melanie will spread them around High Level.
 - ACTION ITEM Melanie will also contact the County of Mackenzie and see if they are willing/able to have them available to the public at the County Office.
 - ACTION ITEM We will also prepare an advertisement for the Echo Pioneer.

Thank you for the suggestions of distribution locations!

3.3 Debris at Cardlock

- Tolko has reminded their contractors where and when it is appropriate to clean debris from their trucks.
 - ACTION ITEM – Allen Plantinga will meet with the concerned cardlock manager.

3.4 Watt Mountain Wanderers.

- Tolko and the Watt Mountain Wanderers have been meeting to discuss past activities and current plans. In future how and when

would the club prefer to be contacted? The Watt Mountain Wanders meet year round. Plans and maps sent to them in the summer time would be good. Trevor requests that Tolko receive a response (via e-mail or phone) when they receive the plans so that the Planners know that they have the plans. Barry says that this can be done.

4 ROUND TABLE:

John Thurston – Why were all the documents printed when they were also e-mailed? Some of the printed documents were not e-mailed to the members before the meeting. The HLFAC will **NO LONGER** print copies of documents for the meetings. Members will print their own if they want a paper copy of something.

Matt Marcone - Are there any “Fire Smart” Programs ongoing in the area?

- ACTION ITEM Paul Ebert offers to discuss with Alberta Agriculture and Forestry and locate what projects are underway.

Tim Gauthier – If enough notice is given would members of the group be interested in visiting active bush operations? Harvesting, Satellite Yard Processing and hauling or tree planting? Is there interest in inviting guest speakers? Yes. With legislative changes being proposed by the Provincial Government it would be useful to hear from an expert on Carbon Storage and Climate Change. There is also interest in learning more about Wetlands.

- ACTION ITEM – Paul Ebert will help Tim Gauthier locate and contact a speaker. Possibly for a presentation in February or March. This may not be possible as these experts may be in high demand right now.
- ACTION ITEM – Paul & Tim will locate an expert on Government Wetlands policies. This topic may be on hold until the expected changes to Government of Alberta policies are rolled out.

5 NEW BUSINESS

5.1 Ian Whitby–Detailed Forest Management Plan (DFMP) Values, Objectives, Indicators and Targets (VOITs) and how they link to Operating Ground Rules (OGR)

- See documents
- Ian shared some examples of how the two documents relate and complement each other. The OGR help the supervisor in the field implement and evaluate if the VOITs are being met.
- OGR – What are they? Are they province wide? They are tailored for each area to meet the specific needs/concerns in that area. The companies are measured against the Upper Hay Regional Operating Ground Rules (UHROGR). They are based on a Provincial Template which is modified for the different regions. Does the Government monitor the company’s activities? 30% of all cutblocks have a Forestry Operations Monitoring Program (FOMP) inspection.
- ACTION ITEM – Melanie will forward a link to the online version of the UHROGR to the PAC members if they are interested.
- Many of the VOIT’s have been deemed acceptable by the planning group. The HLFAC and public are invited to review the VOITs. Comments and questions are welcome. If there are areas which require more focus please contact Tim Gauthier or

Adam Marshall. Melanie Plantinga is available to give you contact information or (upon request) forward the latest DRAFT version of the VOITs. VOITs can be added or amended.

5.2 Trevor Lafreniere – 2016 – 17 Harvesting Plans

- Trevor displayed a map showing where Tolko expects to be harvesting next year (2016-17 Timber Year). This would not begin until November/December 2016. He also brought a map indicating where lines will be opened for summer ground access. Those lines should be plowed open by March 2016.

6 NEXT MEETING – Tuesday, December 15, 2015 5PM High Level Seniors Center. Probable topic Silvacom Presentation Landuse Values on Landscape.

7 ADJOURNMENT - 7:50 pm

La Crete & Area Chamber of Commerce **Annual General Meeting**

February 26, 2016 at 6:00 PM

La Crete Heritage Centre

AGENDA

Doors Open - 5:00 PM

Call to Order - 6:00 PM

Approval of Agenda

Approval of Previous Minutes

Financial Report

Presidents Report

Supper - 6:30 PM

Board Elections

Awards

Guest Speakers

Honorable Arnold Viersen (MP)
Honorable Debbie Jabbour (MLA)
Eddie LeMoine - Keynote Speaker

Silent Auction - Announce Successful Bidders

Adjournment

La Crete & Area Chamber of Commerce

Annual General Meeting

Date: February 26, 2016

Doors Open: 5:00 PM

Meeting Starts: 6:00 PM

Location: La Crete Heritage Centre

Seats: \$40/person

Table of 8: \$300

Silent
Auction

Awards

Networking

Guest
Speaker

Network with Over
300 Individuals

Business & Community
Awards Presented

Supper

Guest Speaker: Eddie LeMoine

Author of: **Bring About What You Think About**

Also Sign up for his **Corporate Training**
“A Journey to Engagement”

- **Customized Training for all Levels of your Businesses Staff**

February 27, 10:00 AM - 12:00 PM

\$20/Chamber Member

\$50/Non Chamber Member

Purchase Seats:

Office: 780-928-2278 (Call in to choose your table)

Email: Admin@LaCreteChamber.com

Go to: LaCreteChamber.com/Events/2016 AGM for
Agenda & Seating Availability

**BRING ABOUT
WHAT YOU
THINK ABOUT**

Harness the Power of Your Mind and
Create the Life of Your Dreams

Eddie LeMoine



MINUTES
NORTHERN ALBERTA WATER & WASTEWATER STAKEHOLDERS GROUP
Thursday, December 10, 2015
Faust, AB

Attendees

Jillian Cormier, Alberta Municipal Services Corporation (AMSC) (AUMA)
Dan Rites, Alberta Water & Wastewater Operators Association (AWWOA)
Tracey Anderson, Aquatera
Jamie Giberson, Aspen Regional Water Services Commission
Grant Dixon, ATAP – Advanced Technology Applications
Lindsay Johnson, Edmonton Waste Management Centre of Excellence
Kevin Haines, Athabasca County
Robert Nygaard, Big Lakes County
Ian Willier, Big Lakes County
Marvin Doran, Birch Hills County
Jennifer Besinger, County of Grande Prairie
Bob Marshall, County of Grande Prairie
MJ Siebold, Lac La Biche County
Gary Siebold, Lac La Biche County
Ray Skrepnek, M.D. Fairview
Sandra Eastman, M.D. of Peace No. 135
Andre Trudeau, M.D. of Smoky River No. 130
Josh Knelsen, Mackenzie County
Fred Wiebe, Mackenzie County
Rachel Ouellette, Northern Lakes College
Dan Boisvert, Northern Sunrise County
Reuel Thomas, Portage College
Ken Titford, Saddle Hills County
Roger Loberg, Town of Beaverlodge
Brad Trimble, Town of Bonnyville
Mary Nelson, Town of Grande Cache
Keith Straub, Town of High Level

Advisory/Administration

Deborah Clarke, Northern Alberta Development Council
Kim Pinnock, Northern Alberta Development Council
Janis Simpkins, Northern Alberta Development Council

Welcome

Robert Nygaard, Big Lakes County councillor welcomed the WNC group to Faust.

Bob Marshall, Interim Chair, called the meeting to order at 10:05 a.m. Introductions were made.

Adoption of Agenda

The following amendments were made to the agenda:

Add: Announcement by Rachel Ouellette with Northern Lakes College and Grant Dixon with Advanced Technology Applications to agenda.

It was **MOVED** by Marin Doran **THAT** the agenda be accepted as amended.

CARRIED

Adoption of Minutes of the Wembley, October 22, 2015 meeting

It was **MOVED** by Roger Loberg **THAT** the minutes of the Wembley, October 22, 2015 meeting be accepted.

CARRIED

Review of Action List: Kim Pinnock, NADC

All Presentations made to the WNC will now be posted on the NADC website.

WNC brochure will be emailed to all members.

Bill S-8 information requested and forwarded to Bob Marshall for review.

Bob Marshall has contacted Environment in regards to a representative attending future meetings.

List of Operator Stats (June 2015) was supplied. Stats obtained by Alberta Environment and Parks.

Review of Membership:

WNC members and non-members that have not submitted a confirmation letter or confirmation email of appointment to coalition please submit.

Review of Training and Information Requests:

Sharing of water related information to members via email would continue after approval from chair.

Discussion surrounding presentation requests to WNC by outside organizations.

Marvin Doran **MOTIONED** to: "Allow current and any organization as a resource in a non-voting capacity not a sales call to present"

CARRIED

Discussion followed resulting in members agreeing that a presentation be submitted and reviewed by members prior to an invitation being extended; the motion made by Marvin Doran was rescinded.

CARRIED

Sandra Eastman **MOTIONED** to: "To vet each request and ensure it is relevant to WNC agenda or emerging issues, and include private delegation on an as needs basis as presenter or vetted by executive.

CARRIED

Review of WNC Needs Assessment Report: Kim Pinnock, NADC

No amendments.

Ray Skrepnek **MOTIONED** to accept the WNC Needs Assessment Report

CARRIED

Review of Strategic Planning Document: Kim Pinnock, NADC

Introduction, SWOT Analysis and The Plan were reviewed with no amendments.

Four priorities were reviewed and discussed:

Priority #1 Advocacy:

1.2.3

Add wastewater systems

Add (For Example: Water for Life etc.)

1.3.3

Remove water-related, add water and wastewater

Priority #2 Public Education:

2.1

Remove distribute water bottles carrying WNC messages

2.2.

Add and wastewater

Priority #3 Recruitment and Retention:

3.2

Add wastewater

3.3

Add wastewater

3.5

Add wastewater

Priority #4 Training:

4.1.3

Add wastewater

4.3

Change review to recommend

Remove See national trade certification for these positions

Sub-committees will be created made up of WNC voting and non-voting members. If you are interested in joining a specific committee please let Deborah know.

Bob Marshall, WNC chair will be a member on all of the committees in order to ensure no duplication. Sub-committees will select a chair, and those chairs will meet prior to the scheduled WNC meeting with WNC Chair and Vice-chair.

Each sub-committee will also be allocated discussion time during each agenda. NADC will participate in a one-time session with each chair/sub-chair of the subcommittees to assist only in the capacity of suggesting guidelines and templates.

Keith Straub **MOVED** that NADC send out email to all members asking for any changes to be submitted by January 15, 2016. Once changes complete, a call to ratify the strategic plan via online voting to be completed by January 29, 2016.

CARRIED

Presentation Topic: Source Water Protection Planning Workshop, Megan Graham, Mighty Peace Watershed Alliance

The presentation is to advise members half day Source Water Protection Plan Workshop held in Grande Prairie on October 30, 2015. The goal of the workshop was to have the municipalities and stakeholders learn the components of Source Water Protection Planning, in which there are six fundamental elements that help make a successful program.

The 6 elements are:

- Having a Vision for your Source Water Protection Plan
- Characterizing the Source water and Source Water Protection area
- Having Goals for your Source Water Protection Plan
- Creating an Action Plan
- Implementing the program created
- Having periodic evaluation and revision of your plan

Roundtable and Topics for Discussion

- Kim Pinnock advised that the NADC agreed at the December council to continue support to the WNC for an additional year.
- Members identified the potential that at some point a water protection plan could become mandatory for all communities.
- AWWOA identified that at March conference two northern operators will be identified with awards: Life award and Operator of the Year award.

DRAFT MINUTES- For Approval at April 7, 2016 Meeting

- Aquatera has announced Water Week North in Grande Prairie will take place October 18 – 20, 2016.
- Building a WNC presentation package to present would be a great tool to share. It was suggested that a model possibly be presented at the AWWOA Conference in March.
- Northern Lakes College will present at a future WNC meeting once all details surrounding the Water and Wastewater Program Partnership are finalized.
- Suggested that WNC promote themselves at the Growing the North Conference in February 2016 in Grande Prairie via a display and brochures.
- Janis Simpkins, NADC Executive Director announced that the WNC is mentioned in the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) presentation taking place in February 2016.

Presentation Topic: Water and Wastewater Operators – Growing your own, Alex Gordon, CAREERS Next Generation

The presentation is to advise members on the High School Dual Credit Program for Water & Wastewater Operations. The provincial dual credit strategy is to: Increase learner retention and completion rates, Increase participation in post-secondary programs and to assist youth to make connections to current and emerging labour markets.

Student selection application and selection consists of:

1. Student discuss interest/suitability with school's Program Coordinator
2. Complete the CAREERS Program Application
3. Student applications screened by the school and CAREERS
4. Participate in a successful interview with CAREERS and the Industry Sponsor
5. Upon acceptance, complete a post-secondary registration package

Current placements are in the Grande Prairie region. There are:

- 8 placements: Year I
- 4 High Schools: Beaverlodge, Spirit River, Charles Spencer, St. Joes
- 3 Communities: Grande Prairie, Beaverlodge, Spirit River
- 1 Employer: Aquatera

Presentation Ideas:

Election of Chair and Vice Chair positions:

Janis Simpkins opened Nominations for chair:

Ken Titford **Nominated** Bob Marshall as chair, Ray Skrepnek Seconded. Bob accepted.

A second call for nominations was made. None were heard.

A third call for nominations was made. None were heard.

DRAFT MINUTES- For Approval at April 7, 2016 Meeting

It was **MOVED** by Keith Straub THAT Nominations cease.

CARRIED

Janis Simpkins opened Nominations for vice-chair:

Robert Nygaard **Nominated** Ray Skrepnek as vice-chair, Marvin Doran Seconded. Ray accepted.

A second call for nominations was made. None were heard.

A third call for nominations was made. None were heard.

It was **MOVED** by Jennifer Besinger THAT Nominations cease.

CARRIED

Next Meeting

The next meeting will be hosted by Athabasca County and take place Thursday, April 7, 2016 in Athabasca.

Future meeting:

- June 2016 (location to be determined – La Crete expressed interest they would like to host)

Marvin Doran **MOVED** that the meeting adjourn at 1:50 p.m.

CARRIED