



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

APRIL 11, 2017

10:00 A.M.

**COUNCIL CHAMBERS
FORT VERMILION, AB**

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, April 11, 2017
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 March 29, 2017 Regular Council Meeting	7
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		b) Danny Friesen – Variance Request for Layer Hen Barn (1:00 p.m.)	19
		c) James Rosenberger, James Rosenberger – 01-SUB-17 Sewer Easement Request on Plan 142 5000, Block 5, Lot 2 (2:30 p.m.)	
		d)	
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**NEXT MEETING
DATES:**

19. a) Committee of the Whole Meeting
April 25, 2017
10:00 a.m.
Fort Vermilion Council Chambers
- b) Regular Council Meeting
April 26, 2017
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the April 11, 2017 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the April 11, 2017, Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved Council Meetings minutes are posted on the County website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the April 11, 2017, Regular Council Meeting be adopted as presented.

Author: C. Gabriel Reviewed by: CG CAO: _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, March 29, 2017
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve
Lisa Wardley	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor (arrived at 10:28 a.m.)
Josh Knelsen	Councillor
Walter Sarapuk	Councillor (arrived at 10:14 a.m.)
Ray Toews	Councillor (joined the meeting via teleconference at 10:03 a.m. and left the meeting at 10:54 a.m.)

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Byron Peters	Director of Planning & Development
Doug Munn	Director of Community Services
Fred Wiebe	Director of Utilities
Louise Flooren	Acting Director of Finance
Reuben Friesen	Finance Controller
Carol Gabriel	Director of Legislative & Support Services/Recording Secretary
Jessica Ruskowsky	Executive Assistant to the CAO

ALSO PRESENT: Members of the Public and the Media
Grade 6 Students – Buffalo Head Prairie School

Minutes of the Regular Council meeting for Mackenzie County held on March 29, 2017 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:00 a.m.

Mrs. Daphne Peters' grade six class from Buffalo Head Prairie

School was present to observe the Council meeting.

The students held an election for the position of Junior Reeve. Trenton Fehr was elected the Junior Reeve and took a seat next to the Reeve.

AGENDA:

2. a) Adoption of Agenda

MOTION 17-03-202

MOVED by Councillor Braun

That the agenda be approved with the following additions or changes:

- 3. a) Minutes of the March 14, 2017 Regular Council Meeting – tabled to later in the meeting
- 5. d) Northwest Species at Risk Committee Meeting Minutes
- 9. e) Fort Vermilion Land Exchange

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

5. a) Council Committee Reports

MOTION 17-03-203

MOVED by Councillor Driedger

That the Council committee reports be received for information.

CARRIED

5. b) Municipal Planning Commission Meeting Minutes

MOTION 17-03-204

MOVED by Deputy Reeve Wardley

That the Municipal Planning Commission meeting minutes of March 16, 2017 be received for information.

CARRIED

5. c) Agricultural Service Board Meeting Minutes

MOTION 17-03-205

MOVED by Reeve Neufeld

That the Agricultural Service Board meeting minutes of March 16, 2017 be received for information.

CARRIED

Councillor Sarapuk joined the meeting at 10:14 a.m.

5. d) Northwest Species at Risk Committee Meeting Minutes (ADDITION)

MOTION 17-03-206
Requires Unanimous

MOVED by Councillor Knelsen

That the Northwest Species at Risk Committee meeting minutes of March 7, 2016 and stakeholder invitations be received for information.

CARRIED UNANIMOUSLY

GENERAL REPORTS: 6. a) None

PUBLIC HEARINGS: 8. a) None

ADMINISTRATION: 9. b) **Natural Gas Supply Issues – Letter Sending Status**

MOTION 17-03-207 **MOVED** by Councillor Driedger

That administration proceeds with sending the letters to Gas Alberta and the Minister of Energy, as discussed, requesting assistance in locating the issues with our natural gas shortage and work with suppliers and distributors to resolve the problems.

CARRIED

ADMINISTRATION: 9. a) **RCMP Trailer Purchase**

MOTION 17-03-208 **MOVED** by Councillor Bateman
Requires 2/3

That the budget for the purchase of the Fort Vermilion RCMP cargo trailer remain at the current budget amount of \$5,000.

DEFEATED

MOTION 17-03-209 **MOVED** by Councillor Toews
Requires 2/3

That the budget be amended to include an additional \$1,650.00 towards the purchase of the Fort Vermilion RCMP cargo trailer, as presented, for their safety trailer program with funding coming from the General Operating Reserve.

CARRIED

Councillor Jorgensen joined the meeting at 10:28 a.m.

DELEGATIONS:

4. a) Grade 6 Class – Buffalo Head Prairie School

The grade six students were given an opportunity to present questions to Council.

1. What made you want to be a Councillor?
To help make decisions, provide input and shape the community for our families and other residents. To have an impact on what happens in our area.
2. Have you ever decided to build a bridge?
The County is advocating for a bridge. We meet with Ministers in Edmonton and have discussions with various levels of government to build a bridge. We have not been successful; however the provincial government is working on a replacement or new ferry. The cost to build a bridge is approximately \$130 million dollars. Highway 697 is a provincial road, not a municipal road, so it would have to be funded by the provincial government. Council encouraged the students to send letters to their MLA requesting a bridge.
3. Why doesn't La Crete have a police station?
The RCMP does not have offices everywhere. They have three detachments in our area, Fort Vermilion, High Level, and Chateh. They do however have a sub-office located in our La Crete County office and provide services for claims reporting, etc.
4. Do you have a debate when you're running for Council?
Yes there are candidate public forums held prior to elections. October 2017 is the next municipal election.
5. Are they building a ski hill at the Buffalo Head hills?
A Committee is working on it. Bryon Peters indicated that he is a volunteer on the Committee and provided an update. The Committee is working on obtaining leases from the government and now have official committee status. They are hoping that the hill will be ready to use by next winter. However there will be no lift or lodge yet.

The Regional Economic Development Initiative (REDI) completed the Buffalo Head Ski Hill Business Plan and

this report is the basis for the Committee to help get grant funding. The hill will be close to the Buffalo Head Prairie School.

Councillor Jorgensen pointed out to the students that most of the topics they identified have costs associated to it (for example: bridge, RCMP, ski hill) and that Council has to debate all these issues.

Reeve Neufeld recessed the meeting at 10:40 a.m. and reconvened the meeting at 10:48 a.m.

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the March 14, 2017, Regular Council Meeting

MOTION 17-03-210

MOVED by Councillor Driedger

That the minutes of the March 14, 2017, Regular Council Meeting be adopted as presented.

CARRIED

MOTION 17-03-211

MOVED by Councillor Toews

That Motion 17-03-195 be rescinded.

MOTION 17-03-195

MOVED by Councillor Toews

That Mackenzie County accepts the existing infrastructure currently servicing Lot 2, Block 5, Plan 142 5000 in its current condition, subject to applicable easements being obtained.

CARRIED

Councillor Toews lost connection to the meeting at 10:54 a.m.

CARRIED

MOTION 17-03-212

MOVED by Councillor Braun

That administration bring back additional information, to the next meeting, on the sewer easement request on Plan 142 5000, Block 5, Lot 2 regarding the condition of the current lines in order for the County to assume responsibility and that all associated costs be borne by the developer.

CARRIED

ADMINISTRATION:

9. c) Caribou Update

MOTION 17-03-213

MOVED by Councillor Knelsen

That the caribou update be received for information.

CARRIED

ADMINISTRATION:

9. d) Council Meeting Dates – October 2017

MOTION 17-03-214

Requires Unanimous

MOVED by Deputy Reeve Wardley

That the Council Organizational Meeting scheduled for October 24, 2017 be changed to October 23, 2017.

CARRIED

MOTION 17-03-215

Requires Unanimous

MOVED by Councillor Braun

That the Regular Council Meeting scheduled for October 25, 2017 be changed to October 24, 2017.

CARRIED

Reeve Neufeld recessed the meeting at 11:30 a.m. and reconvened the meeting at 11:36 a.m.

ADMINISTRATION:

9. e) Fort Vermilion Land Exchange (ADDITION)

MOTION 17-03-216

MOVED by Councillor Bateman

That Council move in-camera at 11:38 a.m.

CARRIED

MOTION 17-03-217

MOVED by Councillor Sarapuk

That Council move out of camera at 11:49 a.m.

CARRIED

MOTION 17-03-218

Requires Unanimous

MOVED by Councillor Driedger

That the Fort Vermilion land exchange be received for information.

CARRIED

**AGRICULTURE
SERVICES:**

10. a) None

**COMMUNITY
SERVICES:**

**11. a) Fort Vermilion Recreation Board Ice Plant Upgrade –
Awarding of Tender**

MOTION 17-03-219

MOVED by Councillor Bateman

That the vote on the awarding of the Fort Vermilion Recreation Board Ice Plant Upgrade project be TABLED to later in the meeting for more information.

CARRIED

Reeve Neufeld recessed the meeting at 12:06 p.m. and reconvened the meeting at 12:52 p.m.

MOTION 17-03-220

MOVED by Deputy Reeve Wardley

That the vote on the awarding of the Fort Vermilion Recreation Board Ice Plant Upgrade project be brought back onto the table.

CARRIED

MOTION 17-03-221
Requires 2/3

MOVED by Councillor Jorgensen

That the Fort Vermilion Recreation Board Ice Plant Upgrade Project be awarded to Code Red Refrigeration & HVAC Services Ltd. for a sum of \$876,265.00 (excluding GST) with \$510,000 to come from Mackenzie County 2017 approved budget, \$480,000 from Canada 150 Grant (WEDC) and \$10,000 from the Fort Vermilion Recreation Board.

CARRIED

**COMMUNITY
SERVICES:**

11. b) Wadlin Lake Purchase – PLS 160031

MOTION 17-03-222
Requires 2/3

MOVED by Deputy Reeve Wardley

That the budget be amended to include \$15,000 for the Wadlin Lake Land Purchase project, for the purpose of completing the land survey, with funding coming from the Parks & Recreation Reserve and that administration move forward with completing the survey and that administration bring back costs relating to First Nations Consultation prior to initiating the consultation process.

CARRIED

FINANCE:

12. a) Short Term Borrowing Bylaws

MOTION 17-03-223

Requires 2/3

MOVED by Councillor Bateman

That second reading be given to Bylaw 1060-17 being the Short Term Borrowing bylaw for the Fort Vermilion Recreation Board Ice Plant Upgrade.

CARRIED

MOTION 17-03-224

Requires 2/3

MOVED by Councillor Knelsen

That third reading be given to Bylaw 1060-17 being the Short Term Borrowing bylaw for the Fort Vermilion Recreation Board Ice Plant Upgrade.

CARRIED

MOTION 17-03-225

Requires 2/3

MOVED by Councillor Braun

That second reading be given to Bylaw 1061-17 being the Short Term Borrowing bylaw for the Bridges to New Lands – Range Road 180 project.

CARRIED

MOTION 17-03-226

Requires 2/3

MOVED by Deputy Reeve Wardley

That third reading be given to Bylaw 1061-17 being the Short Term Borrowing bylaw for the Bridges to New Lands – Range Road 180 project.

CARRIED

MOTION 17-03-227

Requires 2/3

MOVED by Councillor Bateman

That second reading be given to Bylaw 1062-17 being the Short Term Borrowing bylaw for the Bridges to New Lands – Township Road 1020 project.

CARRIED

MOTION 17-03-228

Requires 2/3

MOVED by Councillor Driedger

That third reading be given to Bylaw 1062-17 being the Short Term Borrowing bylaw for the Bridges to New Lands – Township Road 1020 project.

CARRIED

OPERATIONS: 13. a) **Repairing Light Poles – Hamlet of La Crete**

MOTION 17-03-229 **MOVED** by Deputy Reeve Wardley

That the repair of light poles in the Hamlet of La Crete be brought to the April 2017 budget discussions in the amount of \$50,000.

CARRIED

PLANNING & DEVELOPMENT: 14. a) **La Crete Community Streetscape Implementation Committee – Member at Large Appointment**

MOTION 17-03-230 **MOVED** by Deputy Reeve Wardley

That Rob Dyck be appointed to the La Crete Community Streetscape Implementation Committee.

CARRIED

UTILITIES: 15. a) **None**

INFORMATION: 16. a) **Information/Correspondence**

MOTION 17-03-231 **MOVED** by Councillor Sarapuk

That the information/correspondence items be received for information.

CARRIED

IN-CAMERA SESSION: 17. **In-Camera Session**

MOTION 17-03-232 **MOVED** by Councillor Sarapuk

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 1:33 p.m.

17. a) Legal

17. a) Labour

17. a) Land
- Sale of County Property

CARRIED

MOTION 17-03-233 **MOVED** by Councillor Bateman

That Council move out of camera at 1:50 p.m.

CARRIED

Reeve Neufeld recessed the meeting at 1:50 p.m. and reconvened the meeting at 2:03 p.m.

TENDERS:

7. a) Request for Proposal – Fire Truck Tanker

MOTION 17-03-234 **MOVED** by Councillor Knelsen

That the proposals for the Fire Truck Tanker be opened.

CARRIED

Proposals Received

Fort Garry Fire Trucks	\$399,999.00
Rocky Mountain Phoenix	\$376,585.00

MOTION 17-03-235 **MOVED** by Councillor Sarapuk

That the Fire Truck Tanker proposals be reviewed by administration with a recommendation to be brought back to Council for awarding.

CARRIED

IN-CAMERA: **17. c) Land – Sale of County Property**

MOTION 17-03-236 **MOVED** by Councillor Sarapuk

That the sale of County property update be received for information.

CARRIED

MOTION 17-03-237 **MOVED** by Councillor Bateman

That the CAO be authorized to review and pay incumbency pay for individuals in the Acting CAO and Acting Directors roles.

CARRIED

NOTICE OF MOTION: 18. a) None

NEXT MEETING DATES: 19. a) **Regular Council Meeting**
April 11, 2017
10:00 a.m.
Fort Vermilion Council Chambers

b) **Committee of the Whole Meeting**
April 25, 2017
10:00 a.m.
Fort Vermilion Council Chambers

c) **Regular Council Meeting**
April 26, 2017
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) **Adjournment**

MOTION 17-03-238 **MOVED** by Councillor Jorgensen

That the council meeting be adjourned at 2:19 p.m.

CARRIED

These minutes will be presented to Council for approval on April 11, 2017.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Danny Friesen – Variance Request for Layer Hen Barn

BACKGROUND / PROPOSAL:

See attached letter from Danny Friesen regarding a variance request for the Layer Hen Barn.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

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

To Whom it May Concern at Mackenzie County
Fort Vermilion AB.

I Danny and Tara Friesen of Fort Vermilion Alberta.
Are asking for a Variance to our Layer Hen Barn
We Constructed in 2016.

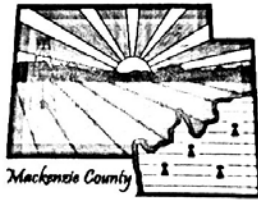
At the Time when I talked to Lianne we went
over the Neary Set Backs from property lines and
all was good.

A couple weeks later Caitlyn called and informed
me we needed a Development Permit as this was now
going to be a Confined feeding Operation, so we bought
the Development Permit and Moved Ahead. Now when
we go to get an NRCB Permit we find out we need
a variance from the County of roughly 40% from a

Hamlet or Indian Reserve. (Note: the Animal waste is hauled twice
a week to compost at another site before being spread on organic
land)

Thanks again for all the Help the County has assisted me
So far in this first Venture of a Highly Ventilated
Enriched Colony Layer Hen Barn. Attached is the letter
the County sent on my behalf 3 Years ago to bring
a Value Added Agricultural Venture to Our Region.

Sincerely Danny + Tara Friesen



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
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www.mackenziecounty.com
office@mackenziecounty.com

July 15, 2014

Egg Farmers of Alberta
#101, 90 Freeport Boulevard N.E.,
Calgary, AB, T3J 5J9

Dear Sir/Madam:

**RE: APPLICATIONS FROM MACKENZIE COUNTY RESIDENTS: DANNY
FRIESEN, TARA WARKENTIN, RODNEY & BROOKLYN FRIESEN**

This letter is in support of the egg quota applications submitted by our local ratepayers Danny Friesen, Tara Warkentin, and Rodney & Brooklyn Friesen.

Mackenzie County is the last agricultural frontier in Alberta and the most northern agricultural district in the Country. Diversification of our agricultural products is paramount to successful economic growth of our Region.

Mackenzie County farmers are some of the leading producers of various grains in Alberta. A portion of grains would not have to be transported south and would be utilized in the egg production business, if the egg operation is approved. This venture will also create future jobs in our district.

On behalf of Mackenzie County and the Agricultural Service Board, I strongly encourage you to consider providing this opportunity to willing people of our Northern Alberta area.

I can be contacted on my cell at (780) 841-1806 or please contact our Chief Administrative Officer, Joulia Whittleton, at (780) 927-3718.

Yours truly,

Bill Neufeld
Reeve

Egg Farmers of Alberta
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July 15, 2014

c: Hon. Dave Hancock, Premier of Alberta
Hon. Verlyn Olson, QC, Minister of Agriculture and Rural Development
Mackenzie County Council
Joe Peters, Chair, Mackenzie County Agricultural Service Board
Joulia Whittleton, Chief Administrative Officer
Danny Friesen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Doug Munn, Director of Community Services
Title:	Community Services Committee Meeting Minutes

BACKGROUND / PROPOSAL:

Unapproved minutes of the March 27, 2017 Community Services Committee Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the unapproved minutes of the March 27, 2017 Community Services Committee Meeting be received for information.

Author: J. Batt Reviewed by: D Munn CAO: _____

**MACKENZIE COUNTY
Community Services Committee Meeting**

**March 27, 2017
1:00 PM**

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

MINUTES

- PRESENT:** Lisa Wardley Deputy Reeve/Chair
Peter Braun Councillor/Vice Chair
Josh Knelsen Councillor
Ray Toews Councillor
Bill Neufeld Reeve
- ALSO PRESENT:** Len Racher Chief Administrative Officer
Doug Munn Director of Community Services
Jennifer Batt Public Works Administrative Officer /
Recording Secretary
- ABSENT** Ray Toews Councillor
- CALL TO ORDER:** 1. **Call to Order: 1:03 p.m.**
Chair Wardley called the meeting to order.
- AGENDA:** 2. **Adoption of Agenda**
- MOTION CS-17-03-001** **MOVED by Councillor Knelsen**
That the agenda be approved as presented.
- CARRIED**
- NEW BUSINESS:**
- MINUTES:** 4. **Minutes of the November 24, 2016 meeting**
- MOTION CS-17-03-002** **MOVED by Reeve Neufeld**
That minutes of the November 24, 2016 Community Services Committee meeting be accepted as presented.
- CARRIED**
5. a. **La Crete Ferry Campground**
- MOTION CS-17-03-003** **MOVED by Councillor Braun**

That the La Crete Ferry Campground report be received for information.

CARRIED

6. a. **Water Line for Ball Diamonds – La Crete**

MOTION CS-17-03-004

MOVED by Councillor Braun

That the La Crete ball diamonds water line report be received for information.

CARRIED

6. b. **Cell Service Report – Machesis Lake & Wadlin Lake**

MOTION CS-17-03-005

MOVED by Reeve Neufeld

That the cell service report for Machesis Lake and Wadlin Lake be received for information.

CARRIED

MOTION CS-17-03-006

MOVED by Councillor Knelsen

That administration follows up with Telus regarding capital plans for the Northern region.

CARRIED

Ratepayer Abe Driedger entered the meeting room at 1:37 pm

6. c. **Wadlin Lake Update**

MOTION CS-17-03-007

MOVED by Councillor Knelsen

That administration brings cost estimates to purchase Wadlin Lake to the next Community Services Committee meeting.

CARRIED

MOTION CS-17-03-008

MOVED by Councillor Braun

That administration brings cost estimates for a 10 year and 25 year lease renewal for Wadlin Lake to the next Community Services Committee meeting.

CARRIED

6. d. **Bridge Campground Archeological Study**

MOTION CS-17-03-009

MOVED by Reeve Neufeld

That the Bridge Campground expansion archeological report be received for information.

CARRIED

Clinton Edwards with the Fort Vermilion Recreation Board entered the meeting room at 1:45 pm.

6. e. Hutch Lake Campground

MOTION CS-17-03-010

MOVED by Councillor Braun

That administration continue to work with Alberta Environment and Parks in amending the day use recreation lease to overnight camping, and in obtaining Temporary Field Authorization, and easements required to install power to the caretakers site and overflow parking area at Hutch Lake.

CARRIED

MOTION CS-17-03-011

MOVED by Councillor Knelsen

That administration brings cost estimates to purchase Hutch Lake to the next Community Services Committee meeting.

CARRIED

Deputy Reeve Wardley recessed the meeting at 1:53 p.m. and reconvened the meeting at 2:02 p.m.

TENDER:

3. a. Fort Vermilion Recreation Centre- Ice Plant Replacement

MOTION CS-17-03-012

MOVED by Councillor Braun

That the Fort Vermilion Recreation Centre- Ice Plant Replacement tenders be opened.

CIMCO Refrigeration a Division of Toromont Industries Ltd.

\$1,081,799.00

Code Red Refrigeration and HVAC Services

\$ 876,265.00

CARRIED

MOTION CS-17-03-013

MOVED by Councillor Braun

That administration reviews the Fort Vermilion Recreation Centre- Ice Plant Replacement tenders, and a recommendation be brought to the March 29th, 2017 Council meeting for awarding.

CARRIED

Clinton Edwards and Abe Driedger left the meeting.

6. f. DA Thomas Park Benches

MOVED by Reeve

MOTION CS-17-03-014

That the DA Thomas Park benches report be received for information.

CARRIED

6. g. Playground Equipment 2017

MOTION CS-17-03-015

MOVED by Councillor Knelsen

That administration tenders all 2017 budgeted playground equipment projects on one tender.

CARRIED

MOTION CS-17-03-016

MOVED by Councillor Braun

That administration proceeds with the construction of 2 picnic shelters at Knelsen Park as shown in Figure 1.

CARRIED

6. h. Policy Review – RESV08 Recreation and Parks Reserve

MOTION CS-17-03-017

MOVED by Councillor Knelsen

That the Community Services Committee recommends to Council to amend Policy - RESV08 Recreation and Parks Reserve as presented.

CARRIED

6. i. Peace Officer Application Requirements

MOTION CS-17-03-018

MOVED by Councillor Braun

That the Peace Officer application requirements report be received for information.

CARRIED

6. j. Action List

MOTION CS-17-03-019

MOVED by Councillor Knelsen

That the Action List be received for information.

CARRIED

NEXT MEETING DATE: 9. a. The next Community Service Committee Meeting be scheduled for 1:00 pm May 3rd, 2017 in Fort Vermilion.

ADJOURNMENT:

MOVED by Reeve Neufeld

MOTION CS-17-03-020

Meeting was adjourned at 2:43 p.m.

CARRIED

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Byron Peters, Director of Planning & Development
Title:	Land Stewardship Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the March 17, 2017 Land Stewardship Committee are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the Land Stewardship Committee meeting minutes of March 17, 2017 be received for information.

Author: H.Gavin Reviewed by: B.Peters CAO: L.Racher

MACKENZIE COUNTY
Land Stewardship Committee Meeting

Mackenzie County Office
La Crete, AB

Friday, March 17, 2017 at 9:00 a.m.

PRESENT:	Joe Peters	Chair, LSC Member
	Jacquie Bateman	Councilor, LSC Member
	John W. Driedger	Councilor, LSC Member
	Eric Jorgensen	Councilor, LSC Member (via teleconference) (joined at 9:04 a.m.)
	Josh Knelsen	Councilor, LSC Member
	Bill Neufeld	Reeve (joined at 9:11 a.m.)
	Mike Alsterlund	LSC Member
	Ernie Dyck	LSC Member
	Anthony Peters	LSC Member
	REGRETS:	Michelle Farris
George Fehr		LSC Member
Wally Olorenshaw		Mayor, LSC Member, Town of Rainbow Lake
Melody Wolansky		LSC Member, Town of High Level
ADMINISTRATION:	Byron Peters	Director of Planning and Development
	Hayley Gavin	Planner
	Caitlin Smith	Development Officer/Recording Secretary

MOTION

1. Call to Order

Joe Peters called the meeting to order at 9:02 a.m.

2. Adoption of Agenda

LSC-17-03-007

MOVED by Josh Knelsen

That the agenda be adopted as presented.

CARRIED

Eric Jorgensen joined the meeting at 9:04 a.m. via teleconference.

3. Adoption of the Minutes

LSC-17-03-008

MOVED by Jacquie Bateman

That the minutes of the January 20, 2017 Land Stewardship Committee Meeting be adopted as presented.

CARRIED

4. Business Related to Previous Minutes

Mike Alsterlund would like to discuss Item 4. Delegation: The Solar Guys Presentation from the January 20, 2017 meeting. Mike would like a myopic view of the solar energy, the potential monetary gain to the investors, the breakeven point after investing, the value of the investment, and the estimated years of use of a solar panel system.

Committee Members suggest that Mike contact The Solar Guys for more information.

Bill Neufeld joined the meeting at 9:11 a.m.

a. Historical Climate Data

Administration to confirm the correct unit of measure for the average precipitation column.

LSC-17-03-009

MOVED by John W Driedger

That administration collect the data that represents the average precipitation, and growing degree days from April – October for the last 20 years in the following locations:

- Tompkins
- La Crete
- Fort Vermilion
- Rocky Lane
- High Level

CARRIED

Joe Peters recessed the meeting at 9:37 a.m. and reconvened the meeting at 9:46 a.m.

5. Alberta's Standing Committee on Economic Future

Byron Peters and Hayley Gavin gave an overview of the paper

that was submitted on behalf of Mackenzie County and the presentation that was made in Edmonton on February 22, 2017 for the Economic Future Committee.

6. Delegate: Agroforestry and Woodlot Extension Society

Jeff Renton with the Agroforestry and Woodlot Extension Society joined at 10:07 a.m. via teleconference and began his presentation.

Jeff left the meeting at 11:01 a.m.

Joe Peters recessed the meeting at 11:13 a.m. and reconvened the meeting at 11:20 a.m.

LSC-17-03-010

MOVED by Josh Knelsen

That the Agroforestry and Woodlot Extension Society presentation be received for information.

CARRIED

7. NEXT MEETING DATES

❖ Monday, May 1, 2017 at 9:00 a.m. in Fort Vermilion

8. ADJOURNMENT

LSC-17-03-011

MOVED by Josh Knelsen

That the Land Stewardship Committee Meeting be adjourned at 11:43 a.m.

CARRIED

These minutes were adopted this 1st day of May, 2017.

Joe Peters, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Louise Flooren, Acting Director of Finance
Title:	Finance Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the March 1, 2017 and March 27, 2017 Finance Committee meetings are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Finance Committee minutes are posted on DocuShare.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Finance Committee unapproved meeting minutes of March 1, 2017 and March 27, 2017 be received for information.

Author: J.V. Batt Reviewed by: _____ CAO: Len Racher

**MACKENZIE COUNTY
FINANCE COMMITTEE MEETING**

**March 1, 2017
10:00am**

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

PRESENT: Peter F. Braun Councillor- Chair
Lisa Wardley Deputy Reeve – Vice Chair
Bill Neufeld Reeve, Ex Officio
Jacquie Bateman Councillor
Josh Knelsen Councillor

ADMINISTRATION: Len Racher Chief Administrative Officer
Rueben Friesen Finance Controller
Carol Gabriel Director of Legislative and Support Service
Louise Flooren Acting Director of Finance/HR Coordinator
Jannelle Batt Finance Officer/ Recording Secretary

CALL TO ORDER: 1. a) Call to Order

Councillor Braun, Chair called the meeting to order at 10:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION FC-17-03-015 MOVED by Deputy Reeve Wardley

That the agenda be approved as presented.

CARRIED

MINUTES FROM PREVIOUS MEETING: 3. a) Minutes of the January 12, 2017 Finance Committee Meeting

MOTION FC-17-03-016 MOVED by Deputy Reeve Wardley

That the minutes of the January 12, 2017 Finance Committee meeting be approved as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES: 4. a) None

DELEGATIONS: 5. a) None

BUSINESS: 6. a) Review Reserve Policies

MOTION FC-17-03-017 **MOVED** by Councillor Bateman

That all Reserve Policies be amended as discussed and brought to the next Council Meeting for approval.

CARRIED

6. b) Review Policy ADM002 – Vehicle Usage

MOTION FC-17-03-018 **MOVED** by Deputy Reeve Wardley

That Policy ADM002 Vehicle Usage be amended as suggested, and that Policy ADM001 Vehicle Maintenance and Operation, and Policy ADM032 Employee Expense Reimbursement be brought to the next Managers Meeting for review.

CARRIED

6. c) Advertising Analysis

MOTION FC-17-03-019 **MOVED** by Deputy Reeve Wardley

That the Finance Committee recommends to Council for the purchase of One Print Subscription per Household, as well as continue to advertise in The Big Deal Bulletin.

CARRIED

6. d) Vision Credit Union - Update

MOTION FC-17-03-020 **MOVED** by Reeve Neufeld

That Administration continues to look into investment options with Vision Credit Union.

CARRIED

6. e) Review Policy FIN026 – TCA Accounting Practices

MOTION FC-17-03-021

MOVED by Councillor Knelson

That recommended changes to Policy FIN026 Tangible Capital Asset Accounting be presented to Council

CARRIED

6. f) Grant Application Amendments for Policies FIN032, FIN033, FIN034

MOTION FC-17-013-022

MOVED by Councillor Bateman

That Administration develops internal procedures for the following; Grant Applications, Journal Entries, and Stale Dated Cheque record keeping.

CARRIED

6. g) MasterCard Points Balance

MOTION FC-17-03-023

MOVED by Reeve Neufeld

That Administration redeems the full balance of the accumulated MasterCard points as per Policy FIN028 Credit Card Policy.

CARRIED

6. h) CAO Expense Claims

MOTION FC-17-03-024

MOVED by Deputy Reeve Wardley

That the CAO Expense Claims be approved as presented.

CARRIED

6. i) Councillor Honorariums and Expense Claims

MOTION FC-17-03-025

MOVED by Reeve Neufeld

That the Councillor Honorariums and Expense Claims from December 2016 to January 2017 be received for information.

CARRIED

6. j) Members at Large Expense Claims

MOTION FC-17-03-026

MOVED by Deputy Reeve Wardley

That the December 2016 to February 2017 Members at Large Expense Claims be received for information.

CARRIED

6. k) Cheque Lists

MOTION FC-17-03-027

MOVED by Deputy Reeve Wardley

That the cheque lists for January 13, 2017 – March 1, 2017 be received for information.

CARRIED

6. l) MasterCard Statements

MOTION FC-17-03-028

MOVED by Deputy Reeve Wardley

That the MasterCard Statement for January 2017 be received for information.

CARRIED

6. m) Quarterly Fuel Report

MOTION FC-17-03-029

MOVED by Councillor Knelson

That the Quarterly Fuel Report for quarter 4 of 2016 be received for information.

CARRIED

**ADDITIONS TO
AGENDA:**

8. a) None

**NEXT MEETING
DATE:**

**9. a) March 27, 2017 at 10:00 a.m.
Fort Vermilion Corporate Office**

ADJOURNMENT:

10. a) Adjournment

MOTION FC-17-03-030

MOVED by Reeve Neufeld

That the Finance Committee meeting be adjourned at 1:55 p.m.

CARRIED

These minutes were approved by the Finance Committee on _____.

Peter Braun
Chair, Councillor

I s
Len Racher
Chief Administrative Officer

DRAFT

**MACKENZIE COUNTY
FINANCE COMMITTEE MEETING**

**March 27, 2017
10:05 am**

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

PRESENT: Peter F. Braun Councillor- Chair
Lisa Wardley Deputy Reeve – Vice Chair
Bill Neufeld Reeve, Ex Officio
Jacquie Bateman Councillor
Josh Knelsen Councillor

ADMINISTRATION: Len Racher Chief Administrative Officer
Carol Gabriel Director of Legislative and Support Services
Louise Flooren Acting Director of Finance/HR Coordinator
Jannelle Batt Finance Officer/ Recording Secretary

CALL TO ORDER: 1. a) Call to Order

Councillor Braun, Chair called the meeting to order at 10:05 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION FC-17-03-031 MOVED by Deputy Reeve Wardley

That the agenda be approved with the following additions

- 6. g) Assessment
- 7. a) Labour

CARRIED

MINUTES FROM PREVIOUS MEETING: 3. a) Minutes of the March 1, 2017 Finance Committee Meeting

MOTION FC-17-03-032 MOVED by Deputy Reeve Wardley

That the minutes of the March 1, 2017 Finance Committee meeting be approved as presented.

CARRIED

**BUSINESS ARISING
FROM PREVIOUS
MINUTES:**

4. a) **None**

DELEGATIONS:

5. a) **None**

BUSINESS:

6. a) **Investment Report**

MOTION FC-17-03-033

MOVED by Councillor Knelson

That the Investment Report ending December 31, 2016 and Feb 28, 2017 be received for information and that administration adjust the format as discussed. That the Finance Committee recommends to Council for the closure of the USD account that was opened in 2007 as per Motion 07-11-1022.

CARRIED

6. b) **CAO Expense Claims**

MOTION FC-17-03-034

MOVED by Deputy Reeve Wardley

That the CAO Expense Claims be approved as presented.

CARRIED

6. c) **Councillor Honorariums and Expense Claims**

MOTION FC-17-03-035

MOVED by Councillor Bateman

That the Councillor Honorariums and Expense Claims from February 2017 be received for information.

CARRIED

6. d) **Members at Large Expense Claims**

MOTION FC-17-03-036

MOVED by Deputy Reeve Wardley

That the January and February 2017 Members at Large Expense Claims be received for information and that administration is to ensure that the current Board Committee Members Expense Claim Form 2017 is to be used going forward.

CARRIED

6. e) Cheque Lists

MOTION FC-17-03-037 **MOVED** by Councillor Bateman

That the cheque lists for March 2, 2017 – March 27, 2017 be received for information.

CARRIED

6. f) MasterCard Statements

MOTION FC-17-03-038 **MOVED** by Reeve Neufeld

That the MasterCard Statement for February 2017 be received for information.

CARRIED

6. g) Assessment

MOTION FC-17-03-039 **MOVED** by Deputy Reeve Wardley

That administration is to look into alternative assessment and taxation review options.

CARRIED

IN-CAMERA

7. a) Labour

MOTION FC-17-03-040 **MOVED** by Deputy Reeve Wardley

That the Finance Committee move in-camera at 11:55 pm to discuss labour.

CARRIED

MOTION FC-17-03-041 **MOVED** by Deputy Reeve Wardley

That the Finance Committee move out of camera at 12:20 pm.

CARRIED

**ADDITIONS TO
AGENDA:**

8. a) None

**NEXT MEETING
DATE:**

9. a) April 24, 2017 at 1:00 p.m.
Fort Vermilion Corporate Office

ADJOURNMENT:

10. a) Adjournment

MOTION FC-17-03-042

MOVED by Councillor Knelson

That the Finance Committee meeting be adjourned at 12:25
p.m.

CARRIED

These minutes were approved by the Finance Committee on _____.

Peter Braun
Chair, Councillor

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	CAO Report

BACKGROUND / PROPOSAL:

The CAO and Director reports for March 2017 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 report for March 2017 be received for information.

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

MONTHLY REPORT OF THE CHIEF ADMINISTRATIVE OFFICER TO COUNCIL

Len Racher, CAO

For the month of March

Date	Comments
March Meetings	6 th Public Works Committee Meeting 6 th Managers Meeting 7 th Tompkins Crossing Committee Meeting 14 th Regular Council Meeting 16 th Agricultural Service Board Meeting 16 th Municipal Emergency Agreement Discussion with Fort Vermilion School Division 27 th Finance Committee Meeting 27 th Community Services Committee Meeting 28 th Committee of the Whole Meeting 29 th Regular Council Meeting 30 th High Level Regional Spring Wildfire Meeting 31 st JH&S Committee Meeting
Beginning of April Meetings	3 rd Emergency Management Meeting with Social Services 3 rd Annual Mutual Aid Meeting with Alberta Agriculture and Forestry Michelle Shesterniak 3 rd Managers Meeting 5 th Meeting with Alberta Transportation, Minister Brian Mason and his staff about the Blue Hills Bridges Applications 5 th Meeting with Alberta Environment and Parks Executive Director Operations Division Peace River Darcy Beach and staff to discuss the expired and cancelled commercial leases at Bistcho Lake 5-7 th LGAA Conference in Red Deer Alberta
March 20-22	At the AAMD&C Spring Convention we had numerous meetings that included: ARMAA Meeting with Municipal Affairs Mayors and Reeves meeting Meeting with the Minister of Agriculture & Forestry Alberta Transportation Staff Meeting with Minister of Environment & Parks Meeting with RCMP "K" Division MPE Engineering Dinner
March 30	High Level Regional Spring Wildfire Meeting Excellent meeting put on by Agriculture and Forestry out of High Level focusing on coordinating the different stakeholders in the event of an

MONTHLY REPORT OF THE CHIEF ADMINISTRATIVE OFFICER TO COUNCIL
 Len Racher, CAO

emergency with their focus on wildfire. Alberta Agriculture and Forestry briefed the room on how they assess wildfires and how they operate including what they are trained to do and not do (such as evacuations). An open discussion was encouraged with everyone there including CN Rail, Alberta Gas, High Level Fire crew, RCMP, Town of High Level, Mackenzie County, and multiple surrounding Indigenous communities spokespeople.

April 3 Emergency Management meeting with Social Services involved: Great meeting hosted by the County to discuss and understand the role of FCSS in an emergency situation. They explained past issues in plans such as an evacuation and how they have structured to resolve them. The discussion helped everyone involved understand how and who to contact the FCSS team and the multiple processes that take place to activate evacuations. Linda from the Dene Tha' gave us excellent feedback from the first nation's perspective, as well as contacts in emergency situations. It was another great step in involving our Indigenous partners in planning.

Other	Comments
Sawmills/Forestry meetings for Road Use Agreements	<p>Attempts to put together summer log hauling and Road Use Agreements with sawmills/forestry has been successful. The request for the road use agreements through the mills has been well received and the mills are looking at restructuring to accommodate this request.</p> <p>La Crete Sawmills is currently in practice. We met with Fred Radersma of Norbord on March 15 and he has his team working on summer log haul plans to submit to us. We are still attempting to meet with Tolko to discuss the changes we are requesting.</p>
Grants and Funding	<p>Staff has been instructed to watch for any grants or funding options that become available especially if they are suitable to any of the council priority projects. Fred is actively pursuing a grant funding option that may be a possible way to bring water to the north side of the river. With the recent provincial and federal budgets being released, we are attentively waiting for the various program applications to become available.</p>

MONTHLY REPORT OF THE CHIEF ADMINISTRATIVE OFFICER TO COUNCIL
Len Racher, CAO

Condemned building removal at MARA Experimental Farm in Fort Vermilion	After research on grants and funding to remove the hazardous materials (asbestos) from the condemned office building at the MARA Experimental farm, there is no money in regards to demolition. Programs that were explored included the Residential and Commercial green building upgrades, but there was no money allocated to the removal of hazardous materials. I have turned this file over to Doug to remediate asbestos in the building so it may be demolished at a later date.
Sandbags	We have secured both full and empty sandbags. Should residents need them, we have a supply on hand. We have also secured a local supplier to fill our needs if we require more.
Director of Finance	Interviewed multiple candidates through the month of March looking for a suitable Director of Finance. Excited to announce Karen Huff has accepted the position with a start date of April 10, 2017.

Respectfully,

Len Racher
Chief Administrative Officer

MONTHLY REPORT TO THE CAO

For the Month of March

From: David Fehr
Director of Operations

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Road use agreements with the local mills	ongoing	Have met with Norbord and they are willing to work with the county on setting up all road use agreements. I have also talked to mills close to La Crete and they are also willing to sign an MOU that they will take all road use agreements.
Ice Bridge	closed	Ice bridge closed for the season due to safety concerns. A hole formed beside the East approach that had the potential to destabilize the approach.
Road use Agreements	ongoing	As all road use agreements expire on March 31, we are assessing all the roads that had an agreement for damage.
Meander River gravel pit	ongoing	The application is still in First Nations Consultations.
Gravel Agreement	done	Have signed agreement with Unity Sand and Gravel for 3000 m3 for the 2017 season.

Projects	Timeline	Comments
Blue Hills new Bridges	ongoing	Engineering phase almost complete Native consultations complete with no opposition to the bridges.
New Road Infrastructure	ongoing	With the consultations complete we are moving forward to the application process for the roads that will need to be built to the new bridges at Blue Hills.

Line Painting	ongoing	Tender forms are out
Crack Sealing	Ongoing	Tender forms are out

Respectfully,

David Fehr

Director of Operations

REPORT TO CAO
 March, 2017

From: Grant Smith
 Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Trans Corridor Meeting	2017	There is a Trans Corridor meeting scheduled for April 13 th in High Level. Topics of discussion are Weed Identification, Weed Control methods and Weed Control on Provincial Highways.
ASB Resolution	2017	The ASB submitted an emergent resolution to the 2017 Provincial ASB Conference: Eradication of Bovine Tuberculosis and Brucellosis Prevalent in Bison within and Surrounding Wood Buffalo National Park. The resolution passed at 94%.
Ag Fair & Tradeshow	2017	2017 Ag Fair dates are August 11 th & 12 th . A meeting was held on March 1 st . Greg Newman was selected as chair of the committee. The next meeting is scheduled for April 5 th .
Wolf Bounty	2017	We've received 192 carcasses as of April 5 th . Carcasses have been received from High Level, Zama, Meander River, Buffalo Head Prairie, Blue Hills and Jean D'or Prairie.
Shelterbelt Program	2017	The ASB passed a motion to implement a Shelterbelt Program as a service to area ratepayers. Orders are accepted at the Fort Vermilion office, seedlings will be distributed at the end of May. This will be a continuous program.
Pipe Rental	March, 2017	The Irrigation Pipe was rented to Little Red River Cree Nation (Jean D'or) on March 6 th - 17 th . As a result of the extreme cold weather at this time, a total of 32 pipes were damaged due to freezing. We were also unable to recover two pieces of rubber flex hose and two aluminum fittings. Alberta Ag & Forestry

		has delivered a replacement pump & pipe. They will inspect the pipe and forward an invoice for damages. An invoice will be submitted to LRR for damages upon receiving from AA&F. The 2017 water pumping program begins April 1 st .
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Capital Projects

Projects	Timeline	Comments
Fort Vermilion Erosion Repair (Rosenberger)	Summer 2017	RFP's were issued to local contractors, the opening date is April 25 th , 2017. Commencement date will be June 1 st , 2017.
Buffalo Head/Steephill Flood Control Project	2017	Final design is complete and is being submitted to Alberta Environment for approval under the Water Act. Construction is to commence in summer of 2017.

Personnel Update:

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Other Comments:

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MONTHLY REPORT TO THE CAO

For the Month of March 2017

From: Doug Munn
Director of Community Services

Program/Activity/Project	Timeline	Comments
Bylaw Services	Ongoing	<ul style="list-style-type: none"> • Picked up 3 dogs from Fort Vermilion. • Responded to four call in concerns regarding dogs at large in Fort Vermilion. • Continued patrols for dogs in Fort Vermilion and at Rocky Lane School and La Crete. • Continued monitoring of waste pickup regarding over filling. • Resolved bylaw concern regarding commercial vehicle parking in the residential area in La Crete. • Loaned out our cat trap twice to ratepayers in La Crete. • Preparing mapping for cleanup orders.
Health and Safety	Ongoing	Held OH&S Meeting in March. An internal audit has been completed and we are waiting for the official results. Continue to improve the Health and Safety Program.
Peace Officer	Ongoing	<p>Still have some details to provide to the Solicitor General before the PO program is approved.</p> <p>We are negotiating with the Town of Rainbow Lake to extend our Peace Officer Enforcement Service Agreement so that service can be provided until the P.O. is approved by the Province.</p>
Fire Department	March	<p>Fort Fire 2 - MCR 1 - Fire Alarm</p> <p>La Crete Fire 4 - MCR 2 - Fire Alarms 1 - MVC</p>

Fire Department Training	Ongoing	Regular practices held. La Crete & FV & Zama Completed theory portion of the 1001/472 fire/hazmat training, with the practical scheduled for May & June.
Campgrounds – Hutch, Machesis, Wadlin	May	Opening dates for campgrounds are planned for May 12, 2017
Emergency Management	March/April	Held several meetings to discuss emergency management. <ul style="list-style-type: none"> - Forestry Regional Spring Meeting - Regional Emergency Social Services

Capital Projects

FV Artificial Ice Plant	March	Administration is meeting with the successful bid on April 5, 2017 to close the contract for construction of the ice plant.
Airport Pole Building – F.V.	March	Mackenzie Builders completed construction of a 30x80 pole building at the Fort Vermilion airport for tractor and airport sweeper storage
FV Bridge Campsite	Ongoing	We are continuing the process of applying for the lease, however there are a few road closures that need to occur before application for lease can be made
Fire Truck Tender	Feb/March	Administration is in the process of analyzing all bids and expect a recommendation for the April 26/17 Council meeting.
Rocky Lane WTS	Ongoing	Application for lease has been submitted to AEP

Personnel Update:

No issues.

Other Comments:

Community Services Director planning to be on vacation April 18 to 21/17.

MONTHLY REPORT TO THE CAO

For the month of March, 2017

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. Province has initiated the process internally, and it is mentioned in the AEP Business Plan
Community Infrastructure Master Plans	Q2 2017	Final copies of all drafts have been received. First draft of offsite levies received. Offsite levy discussion will be taken to council once we are confident with the calculations and methodology used.

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Community Investment Readiness package	Q1 2017	REDI is purchasing the Townfolio web portal for each of the member municipalities. Our info will be available from Townfolio and as an extension from our website.
Economic Development Strategy	ongoing	Have been focusing on broadband, and also on other opportunities that align with provincial grant opportunities. Provided letter of support for both CCI and Arrow for final mile grant. Working on ag fair/ag week. Had internal complications with business license invoices, so they were delayed by 6 weeks.
Streetscape	Ongoing	Meetings with local committees are ongoing. Establishing direction and priorities.

Capital Projects

Projects	Timeline	Comments
Rural Addressing	Q2 2017	Sign installation is substantially complete, but there are 170 signs that still need to be installed. Information has been sent to Telus/911 in order for the system to 'go live'.
Land Use Bylaw review	2016-17	Third draft will be provided prior to April 13 th . Planning to advertise the LUB at the LC spring tradeshow; working on ad/article for the Echo/Pioneer. Received extension for FireSmart grant, as project is behind the original schedule.
Airport Planning	2016-17	Will be reviewing the AVPA this summer, installing the AWOS, and determining other priorities to ensure the longevity of the airports.

Personnel Update:

Nothing new to report.

Other Comments:

Had a dozen or so meetings in Edmonton and Ottawa, primarily related to caribou, with Lisa, Eric and Crystal.

Also met with Canada Post – they were familiar with our issues, non-committal to anything, but were willing to look into Blue Hills.

Met with Infrastructure Canada – their primary message was that if the province approves a project, they will commit their portion of the funding. They also stressed that we need to prioritize our projects.

Development has been quite busy this year, especially on the residential side.

Caribou is addressed under its own update.

REPORT TO THE CAO

For the Month of March, 2017

From: Louise Flooren
Acting Director of Finance

Meetings Attended:

- 2017-03-01 – Attended Finance Committee Meeting
- 2017-03-14 – Attended Council Meeting
- 2017-03-19 – Attended the AAMDC Convention
- 2017-03-27 – Attended the Finance Committee Meeting
- 2017-03-31 – Attended the Joint Health & Safety Meeting

Finance Committee Meeting:

- Reporting structure to committee and council are being reviewed and revised, reports will be presented soon.
- Investment Reports were reviewed by Council.
- RFD's are being presented to Council as per the committee recommendations.
- Terms of Reference for the Finance Committee are being utilized.

Budget

- Finance is in the process of preparing the final 2017 budget package.
- New reporting system for the operating and capital budgets are being implemented and reviewed.

Personnel Update:

- Director of Finance position will be filled by Karen Huff on April 10, 2017.
- Finance Officer (maternity leave) expected return to work date is April 21, 2017.
- Casual Finance Clerk has been an asset to our department completing multiple tasks required.

Miscellaneous:

- Daily, weekly and monthly financial duties are being completed by Finance Staff.
- Weekly meetings are being held within the finance department.
- Taxation/Assessment Clerk has been preparing for the upcoming tax season.
- Finance Controller is working on the new Management Reporter system.

REPORT TO THE CAO

For the Month of March, 2017

From: Carol Gabriel
Director of Legislative & Support Services

Meetings Attended

- 2017-03-01 Attended the Finance Committee Meeting
- 2017-03-03 Administrative Training Session
- 2017-03-06 Managers Meeting
- 2017-03-09 Attended the Composite Assessment Review Board Hearing in the Clerk's role
- 2017-03-14 Attended Council meeting
- 2017-03-19 Travel to Edmonton to attend the AAMDC Spring Convention from March 20 – 22, 2017
 - Attended various meetings during the week including Diana McQueen (consultant), Alberta Transportation staff, Deputy Minister of Health, and the RCMP "K" Division.
- 2017-03-27 Attended the Finance Committee Meeting
- 2017-03-27 Attended the Mackenzie Regional Charity Golf meeting in High Level
- 2017-03-27 Attended the Committee of the Whole Meeting
- 2017-03-28 Attended Council meeting
- 2017-03-31 Attended the Joint Health & Safety Committee meeting to discuss the incentive program.
- Various other individual or departmental meetings.

Council

- Preparing for various meetings of Council.
- Received confirmation from Tom Burton for Mackenzie County to host the AAMDC Zone meeting in August in conjunction with our agricultural fair. The Fort Vermilion Community Complex has been booked for the meeting.

Assessment Appeals

- Various communications and preparation for Merit Hearing rescheduled for March 9, 2017. Attended the hearing and issued the Board's decision on the appeal.
- Various communications and preparation for Merit Hearing which was rescheduled for May 15 & 16, 2017.

Bylaws/Policies/Reports/Publications:

- Assisting the finance department with the amendments to the reserve policies and the tax rate bylaw.

- Work has begun for the preparation of the 2016 Annual Report. The deadline for departments to submit their year-end reports is April 28, 2017. The Annual Report is presented annually at the ratepayer meetings.
- Prepared the March-April issue of the County Image for release in the first week of April.

Citizen Engagement:

- Various postings on the County's website and Facebook page regarding Request for Proposals, Tenders, development permits, meetings, etc.

Human Resources:

- HR Coordinator is continuing to assist the Finance Department due to existing vacancy in the department.
- Summer/Seasonal positions have been advertised.

Records Management:

- Implemented the shredding services by Iron Mountain. Bins arrived in early March with service once a month to both the Fort Vermilion office and the La Crete office. Shredding is completed on site on a monthly basis.

Information Technology:

- Met with IT Manager to discuss the work plan for the 2017 IT projects.

Events:

- Preparation for promoting Canada 150 and the 9th Annual Mackenzie Regional Charity Golf Tournament in September.
- A Golf Committee meeting was held on March 27th in High Level. Myself and Doug are sitting on this Committee on behalf of Mackenzie County.
- Planning for the 2017 annual ratepayer meetings. Discussion has been held with all department heads regarding department information booths, etc.

Miscellaneous:

- Ongoing updates to the County website
- Ongoing updates to the County Facebook page regarding upcoming events, etc.
- Ongoing form review and updating.
- Preparing for various meetings, including council, finance committee, etc.
- Travel and meeting coordination.
- Assisting other departments as required.
- Plus much, much more 😊

MONTHLY REPORT TO THE CAO

For the Month of March 2017

From: Fred Wiebe
Director of Utilities

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Sept/17	
Strategic Priorities		

Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Nov/17	Completed 6 services in 2016.
Rural Potable Water Infrastructure	Jun/17	Trades are currently working at both sites. Truckfill pad is poured in BHP and base prep in FV. Commissioning for BHP is scheduled for beginning of May which will be followed by FV within a month after.
LC- Paving Raw Water Fill	Jun/17	Done in conjunction with 94 th ave road improvement. Delayed until 2017.
FV- Paving FV WTP	Jun/17	Done in conjunction with the street improvements in FV. Delayed until 2017.
LC,FV,ZA- Exhaust Thimbles	Apr/17	Contractor has about 90% complete.
FV- 49 th Ave Water Re-servicing	Sept/17	2 services are complete to ensure property owner is not delayed this year or early next year with his mobile home setup. Will complete in 2017.
FV 50 th Street Water Extension	Sep/17	Preparing contracts and final drawing updates to go to tender.

LC – Well #4	Sept/17	As a part of our approval, we have completed GWUDI assessment on our wells and have submitted memo to AEP. Well #4 to be drilled in spring 2017.
LC – Sanitary Sewer Expansion	Oct/17	WSP has been engaged to complete the expansion study and will be holding a start-up meeting within next few weeks.
FV – Storage Work	Aug/17	Be completed in summer.
LC – Hydrant Replacement	Oct/17	Will be requesting quotations.
FV – Re-route Raw Water Truckfill	Sept/17	Wait for truckfill outside hamlet to be complete.
FV- Main Lift Station Grinder	Nov/17	Quotations required.

Personnel Update:

--

Other Comments:

We are currently looking at working with and assisting Beaver First Nations in their operators training program. They currently have 2 water plant operators in training and asked if they could firstly get tours of our plants and secondly if they could spend a few weeks shadowing our operators and learning from them as well as our systems.

A 100 million dollar announcement was released by the province recently for working with Federal Government in providing treated water supply to First Nations with boil water advisories. Currently there are little details as to what qualifies, but we are making contacts and trying to see if there are opportunities. I have had contact with Alberta Transportation in regards to seeing if there is a possibility for installing a waterline on the bridge to cross the peace river. The initial discussions are that they will review and discuss our plan and they provide us with what assessments would be required for this to proceed further at which point we would need to review the feasibility of this. Contacts have also been made with Indigenous and Northern Affairs Canada to discuss possible options with potable water north of Fort Vermilion.

Respectfully submitted,

Fred Wiebe
 Director of Utilities
 Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Dave Fehr, Director of Operations
Title:	Crack Filling – Request for Quotation

BACKGROUND / PROPOSAL:

Administration advertised the 'Crack Filling - Request for Quotation' on Alberta Purchasing Connection, in the Big Deal Bulletin, the Echo / Pioneer and Mackenzie County Website.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2017 Operating Budget 32 & 33, total of \$91,700

SUSTAINABILITY PLAN:

COMMUNICATION:

Successful bidder will be notified and APC will be updated.

Author: S Wheeler Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Crack Filling - Request for Quotation submissions be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That the 2017 Crack Filling contract be awarded to the lowest qualified bidder while staying within budget.

Author: S Wheeler Reviewed by: _____ CAO: _____

Request For Quotation – Crack Filling 2017

7. SCHEDULE OF LOCATIONS

The streets / locations listed below are to receive Crack Filling:

LOCATION	TOTAL KM
La Crete	
Hamlet of La Crete, North & South Accesses, Heritage Road	36.5
County Office Parking Lot	Lump Sum
Northern Lights Recreation Parking Lot	Lump Sum
Walking Trails	Actual Cracks Measured 3.027
La Crete Airport	Lump Sum
Blumenort Access	1.5
<i>Highway 88 Connector</i>	28
Fort Vermilion	
Hamlet of Fort Vermilion	16
County Office Parking Lot	Lump Sum
Fort Vermilion Airport	Lump Sum
High Level Rural	
Golf Course Road	.5
Heliport Road	1.4
Zama	
Aspen Drive	1.7
Bearpaw Crescent	.7
Tower Road & Zama Access Road	17



2017 Crack Filling RFQ

BIDDER	SUB TOTAL BID NO GST

Opened by: _____

Witnessed by: _____



2017 Crack Filling RFQ

BIDDER	SUB TOTAL BID NO GST

Opened by: _____

Witnessed by: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Dave Fehr, Director of Operations
Title:	Line Painting – Request for Quotation

BACKGROUND / PROPOSAL:

Administration advertised the 'Line Painting - Request for Quotation' on Alberta Purchasing Connection, in the Big Deal Bulletin, the Echo / Pioneer and Mackenzie County Website.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2017 Operating Budget 32 & 33, total of \$102,000

SUSTAINABILITY PLAN:

COMMUNICATION:

Successful bidder will be notified and APC will be updated.

Author: S Wheeler Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Line Painting - Request for Quotation submissions be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That the 2017 Line Painting contract be awarded to the lowest qualified bidder while staying within budget.

Author: S Wheeler Reviewed by: _____ CAO: _____

Request For Quotation – Line Painting 2017

7. SCHEDULE OF LOCATIONS

The streets / locations listed below are to receive Line Painting:

LOCATION	Dot Yellow	Solid Yellow	Dot White	Solid White
La Crete				
Hamlet of La Crete & North & South Accesses	10,000m	24,500m	6,000m	17,400m
Curbs		160m		
Standard Crosswalks	→	→	→	2
Standard with Stop Bar	→	→	→	13
Ladder Crosswalks	→	→	→	14
Ladder with Stop Bar	→	→	→	17
Ladder Thermoplastic	→	→	→	1
Stop Bars	→	→	→	70
Blumenort Access				
	825m	350m		2,000m
<i>Highway 88 Connector</i>	22km			27km x 2
<i>DOUBLE Yellow Solid & Dotted</i>	3.284km	2.237km		
<i>Stop Bars</i>				2
Fort Vermilion				
Hamlet of Fort Vermilion	2,600m	13,300m		17,000m
Ladder Crosswalks	→	→	→	25
Stop Bars	→	→	→	22
Fort Vermilion Airport		400m x 15cm		7,200m x 15cm #s 08 & 26
Rocky Lane				
Ladder Crosswalks	→	→	→	2
Heliport Road				
	1,085m	630m		2,800m
Zama				
Zama Access and Hamlet	13,600m	1,400m		39,600m
Double Yellow Solid & Dotted		2,400m		



2017 Line Painting RFQ

BIDDER	SUB TOTAL BID NO GST

Opened by: _____

Witnessed by: _____



2017 Line Painting RFQ

BIDDER	SUB TOTAL BID NO GST

Opened by: _____

Witnessed by: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	First Nations Consultation Session

BACKGROUND / PROPOSAL:

Members of the Alberta Association of Municipal Districts & Counties have been invited to First Nations consultation sessions. Alberta Indigenous Relations is meeting with municipal stakeholders and are hosting consultation sessions in Calgary and Edmonton.

The Edmonton session is being held on Wednesday, April 26, 2017. Please see attached for more information.

As April 26th is a scheduled regular council meeting date, administration is recommending moving it to Monday, April 24th.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the following Councillors be authorized to attend the First Nations Consultation Session in Edmonton on April 26, 2017.

-
-
-
-

Simple Majority Requires 2/3 Requires Unanimous

That the April 26, 2017 Regular Council meeting be changed to Monday, April 24, 2017.

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

From: [Kim Heyman](#)
To: [Kim Heyman](#)
Subject: Two full day consultation sessions on the Government of Alberta's Policy on Consultation with First Nations on Land and Natural Resource Management, 2013 (Policy) and associated Guidelines.
Date: March-31-17 3:04:42 PM
Attachments: [image001.png](#)
[First Nations Consultation.pdf](#)

Dear Mayor Reeves and CAO's; The Honourable Richard Feehan, Minister of Indigenous Relations has set up two full day consultation sessions for municipal and industry stakeholders on the Policy on Consultation with First Nations on Land and Natural Resource Management and the associated guidelines. Attached please find a letter from Minister Feehan addressed to President Kemmere, extending the invitation to our members. The full day sessions will be held in Calgary on April 24th and in Edmonton on April 26th. For further details please refer to the attached letter. Also I have attached below, web links to the policy under review and the associated guidelines for your reference. Please don't hesitate to call if you have any questions. Many thanks,
<http://indigenous.alberta.ca/documents/GoAPolicy-FNConsultation-2013.pdf>

http://indigenous.alberta.ca/documents/First_Nations_Consultation_Guidelines_LNRD.pdf

Kim Heyman

Director of Advocacy & Communications
AAMDC - Alberta Association of Municipal Districts and Counties
2510 Sparrow Drive, Nisku, AB T9E 8N5
P: (780) 955.4079
C: (780) 691-6380

kim@aamdc.com | <http://aamdc.com>



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ALBERTA
INDIGENOUS RELATIONS

Office of the Minister

39178

Mr. Al Kemmere
President
Alberta Association of Municipal Districts and Counties
2510 Sparrow Drive
Nisku, Alberta
T9E 8N5

Dear Mr. Kemmere:

Further to my February 23, 2017 letter, thank you for your continued participation in the renewal of the *Government of Alberta's Policy on Consultation with First Nations on Land and Natural Resource Management, 2013 (Policy)* and associated Guidelines.

We are now ready to meet with industry and municipal stakeholders, a crucial step to ensure our Policy renewal leads to a consultation process that meets the needs of all parties.

I am therefore pleased to invite you to attend a full-day engagement session in either Edmonton or Calgary. Please kindly extend this invitation to your members.

- The Calgary session will be hosted on April 24, 2017 at McDougall Centre, 455 - 6 Street SW from 8:30 a.m. to 4:00 p.m.
- The Edmonton session will be hosted on April 26, 2017 in the Capital View Room, 2nd Floor Federal Building, 9820 - 107 Street from 8:30 a.m. to 4:00 p.m.

I will be present in the morning of both sessions from 9:00 a.m. to 12:00 p.m. to discuss important topics arising from the renewal with you. These sessions will be identical, and have facilitated sector-specific breakout sessions in the afternoon to enable meaningful and focused dialogue. Please RSVP your session choice to Mr. Godlove Suh, Manager Consultation Policy and Program Evaluation, at godlove.suh@gov.ab.ca by April 13, 2017. Refreshments will be provided, with lunch available at nearby restaurants.

.../2

Mr. Al Kemmere
Page Two

Once again, as part of continuous improvement to the consultation process, the goal of the renewal is to address some of the issues and concerns that First Nations, as well as industry and other stakeholders have raised since the release of the Policy in August 2013. Alberta is also exploring options to enhance the consultation capacity of First Nations through an Enhanced Consultation Capacity Initiative to replace the recently repealed *Aboriginal Consultation Levy Act* (i.e., Bill 22). In order to fully understand the issues stakeholders have raised, I do not want to limit industry and municipal involvement to these engagement sessions in Edmonton and Calgary. I therefore invite you once again to provide written submissions regarding the current consultation process and any suggested approaches to enhancing the consultation capacity needs of First Nations.

If you have further questions related to the First Nations Consultation Policy renewal, please contact Mr. Godlove Suh in my ministry. For the Enhanced Consultation Capacity Initiative, please contact Mr. Adam Schneidmiller, Manager, Consultation Capacity, at adam.schneidmiller@gov.ab.ca or 780-638-4580.

Once again, thank you for your support and participation in this important initiative. I look forward to hearing your valuable thoughts on improvements to the consultation process in Alberta in either Calgary on April 24, 2017, or Edmonton on April 26, 2017.

Sincerely,



Richard Feehan
Minister of Indigenous Relations





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Advertising

BACKGROUND / PROPOSAL:

Administration was requested by the Finance Committee to complete an analysis of the current advertising costs and the possibility of running a full page of advertising each week in the local newspaper. Below is a summary of those costs.

2016 Advertising Costs (Local only – does not include external advertising for recruitment, etc.)

Mackenzie Report	\$18,745
Big Deal Bulletin	\$ 3,500
County Image	\$ 2,400 (postage) \$ 700 (Xerox printing) \$ 1,100 (Paper) \$ 4,200 Total plus staff time
Total 2016 Advertising Costs	\$26,445

On March 1, 2017 the Finance Committee recommended that Council consider the following:

6. c) Advertising Analysis

MOTION FC-17-03-019

MOVED by Deputy Reeve Wardley

That the Finance Committee recommends to Council for the purchase of One Print Subscription per Household, as well as continue to advertise in The Big Deal Bulletin.

CARRIED

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

OPTIONS & BENEFITS:

The Echo-Pioneer has provided the following costs for full page advertising in their newspaper as well as the cost of advertising with the purchase of one print subscription for each household.

Full Page Advertisement	<p>\$937.44 (plus GST) per week \$48,724 (plus GST) per year</p> <p>Additional advertising required will be at their regular rates.</p>
<p>Purchase of One Print Subscription per Household (includes a full page advertisement free)</p> <p>(Regular subscription rate is \$34.00 plus GST.)</p>	<p>\$17.00 (plus GST) x 3567 Total Private Dwelling Units <i>(as per 2016 Federal Census)</i></p> <p>\$60,639 (plus GST) per year</p> <p><i>Costs may vary depending on the actual number of dwelling units. The first year costs may be reduced as many residents already have paid subscriptions.</i></p> <p>Additional advertising required will be at their regular rates.</p>

Currently the following quantities of the County Image are printed:

La Crete	1,750
Fort Vermilion	400
Zama	120
Buffalo Head Prairie	120
Total Mackenzie County	2,390
High Level	1,500
Rainbow Lake	100
Grand Total	3,990

Some conditions apply should we consider the purchase of the household print subscriptions:

- Minimum three year contract.
- One year notice to cancel.
- Additional advertising space required would be at their regular rates.
- Advertising must be received by noon on Thursdays.
- No charge for households already paying for a subscription in the first year.
- Note that the County would not have editorial influence as a result of household subscription purchase.

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

Additionally, the current method of publishing the County Image would cease. However, an e-newsletter is also an option to communicate with the public.

The County of Northern Lights, Municipal District of Peace, and the Town of Manning offer this service to their residents.

COSTS & SOURCE OF FUNDING:

	Budget	Expenses
2014		\$43,806
2015		\$36,407
2016	\$63,220	\$30,471
2017	\$56,270	

Projected costs for 2017 are:

Purchase of One Print Subscription per Household (includes a full page advertisement free)	\$60,639
Additional advertising required (including advertising over and above the free one page advertisement, external advertising costs for recruitment, etc., event specific advertising, etc.)	\$5,000
Big Deal Bulletin	\$3,500
Projected Total	\$69,139

Additional funds would be required in 2017 to implement this method of advertising.

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Tri-Council Meeting – Agenda Items

BACKGROUND / PROPOSAL:

The next Tri-Council meeting is scheduled for Wednesday, May 3, 2017. A copy of the previous meeting minutes are attached for reference.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the following agenda items be added to the Tri-Council meeting agenda for May 3, 2017:

-
-
-
-

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



TRI COUNCIL MEETING MINUTES

Wednesday, February 1, 2017
6:00 p.m.

Town of High Level Council Chambers High Level, Alberta

Mackenzie County (HOST):

Bill Neufeld	Reeve
Lisa Wardley	Deputy Reeve
Jacquie Bateman	Councillor
John W. Driedger	Councillor
Len Racher	Chief Administrative Officer
Carol Gabriel	Director of Legislative & Support Services/ Recording Secretary
Byron Peters	Director of Planning and Development

Town of High Level:

Crystal McAteer	Mayor
Chris MacLeod	Deputy Mayor
Ellis Forest	Councillor
Jacy Rapke	Councillor
Scott Chandler	Councillor
Mike Morgan	Councillor
Boyd Langford	Councillor
Rodney Schmidt	Interim Chief Administrative Officer

Town of Rainbow Lake:

Michelle Farris	Deputy Mayor
Dan Fletcher	Chief Administrative Officer
Karen Huff	Chief Financial Officer
Susie Dziwenka	Project Officer

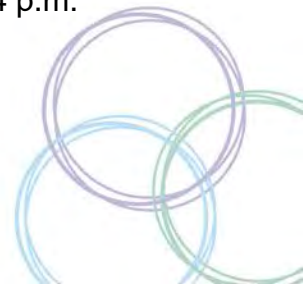
Guests:

Christina Seidel, Executive Director Recycling Council of Alberta
Bruce Underhay, Manager, Mackenzie Regional Waste
Management Commission
Evan Gardner, Constituency Assistant, MLA Debbie Jabbour
L & P Disposal (for Alberta Recycling presentation)

Minutes of the Tri-Council meeting held on February 1, 2017 in the Town of High Level Council Chambers.

CALL TO ORDER: 1.1 Call to Order

Reeve Neufeld (MC) called the meeting to order at 6:04 p.m.



DECLARATION OF QUORUM: Mackenzie County and the Town of Rainbow Lake declared quorum.

AGENDA: **2.1 Adoption of Agenda**

MOTION 01-17 **MOVED** by Councillor Forest (HL)

That the agenda be approved with the following additions:
7.6 Assessment Services

CARRIED BY CONSENSUS

ADOPTION OF PREVIOUS MINUTES: **3.1 Minutes of the November 2, 2017 Tri-Council Meeting**

MOTION 02-17 **MOVED** by Deputy Reeve Wardley (MC)

That the minutes of the November 2, 2017 Tri-Council meeting be adopted as presented.

CARRIED BY CONSENSUS

BUSINESS ARISING: **4.1 None**

DELEGATIONS: **5.1 Alberta Recycling – Recycling Council of Alberta
Christina Seidel, Executive Director**

Presentation by the Recycling Council of Alberta.

Recess from 7:05 p.m. to 7:15 p.m.

OLD BUSINESS: **6.1 None**

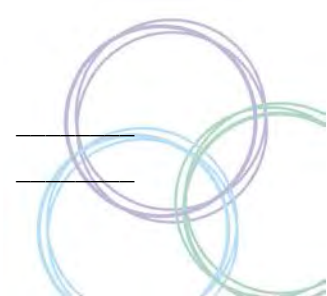
NEW BUSINESS: **7.1 Boreal Housing Foundation**

Discussion regarding the building lease negotiations, reduction in services by Alberta Health Services, and update on the High Level Lodge project.

MOTION 03-17 **MOVED** by Councillor Driedger (MC)

That the Boreal Housing Foundation update be received for information.

CARRIED BY CONSENSUS



NEW BUSINESS: 7.2 Species at Risk Committee – Terms of Reference

MOTION 04-17 **MOVED** by Councillor Forest (HL)

That the Northwest Species at Risk Committee terms of reference be received for information.

CARRIED BY CONSENSUS

NEW BUSINESS: 7.3 Natural Gas Situation

MOTION 05-17 **MOVED** by Deputy Mayor MacLeod (HL)

That the Northern Lights Gas Co-op, Alta Gas, and Trans Canada be invited to attend the next Tri-Council meeting to discuss the natural gas concerns and solutions for the region.

CARRIED BY CONSENSUS

NEW BUSINESS: 7.4 Northern Transportation Routes

Item tabled to the next meeting.

NEW BUSINESS: 7.5 Regional Grant Opportunities
a. ACP/IC: Alberta Community Partnership Grant – Intermunicipal Collaboration Component Update

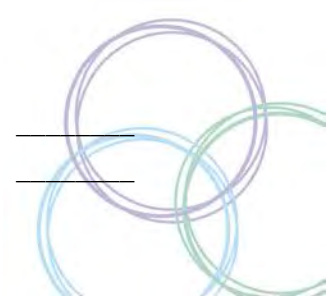
Update by Byron Peters. An application was submitted under the Alberta Community Partnership Grant for the “Cumulative Effects Assessment for Northwest Alberta”. Application was submitted under the Intermunicipal Collaboration component including Mackenzie County, Town of High Level, Town of Rainbow Lake, and the County of Northern Lights.

MOTION 06-17 **MOVED** by Mayor McAteer (HL)

That the regional grant opportunities be received for information.

CARRIED BY CONSENSUS

NEW BUSINESS: 7.5 Regional Grant Opportunities
b. CARES: Community and Regional Economic Support Grant – Investment Opportunity Marketplace



ADJOURNMENT

10.0 Adjournment

MOTION 10-17

MOVED by Councillor Driedger (MC)

That the Tri-Council meeting be adjourned at 8:20 p.m.

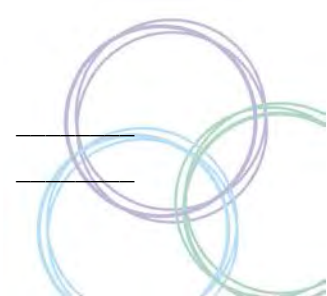
CARRIED BY CONSENSUS

These minutes will be presented to the Tri-Council for approval on May 3, 2017.

Mackenzie County

Town of High Level

Town of Rainbow Lake





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	FCM's Legal Defense Fund

BACKGROUND / PROPOSAL:

See attached information regarding the Federation of Canadian Municipalities (FCM) legal defense fund.

The FCM's Legal Defense Fund has been fully depleted and they are requesting municipalities to help restore the long-term health of the Fund. A voluntary invoice was sent to Mackenzie County in the amount of \$263.89 (based on a per capita amount).

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

For discussion.

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

From: [FCM Communiqué](#)
To: [Len Racher](#)
Subject: FCM's Legal Defense Fund
Date: March-27-17 2:35:23 PM

March 27, 2017



Dear Len Racher,

Recently you received a voluntary invoice in regards to FCM's Legal Defense Fund. However, it's come to our attention that some offices did not receive the background information on the Fund that accompanied the invoice and was addressed to your council.

In 1997, FCM established a Legal Defense Fund to cover the legal costs of defending municipal jurisdiction over rights-of-way management. Since then, the scope of the Fund has evolved and is now an essential tool in advancing the national legal interests of municipalities in a broad range of cases that have implications for the municipal sector.

After years of activity, the Fund has been fully depleted. To ensure that FCM is able to continue defending the national legal interests of the municipal sector, we have established a long-term strategy to recapitalize the Fund on an annual basis — beginning with an immediate call for voluntary member contributions. This is why you received an invoice.

While voluntary, we strongly encourage members to contribute. For more information on the Fund, how it's used and how it benefits your municipality, please visit our [website](#). If you still have questions, please email info@fcm.ca.

Thank you in advance for your immediate and ongoing support of FCM's Legal Defense Fund.

Debbie Miller
Manager, Corporate Communications and Membership

Find us:



This is a publication of the Federation of Canadian Municipalities ©2016.

March 17, 2017

Dear Mayor and Members of Council,

For the past 20 years, FCM's Legal Defense Fund has been a critical tool in defending the national legal interests of Canada's municipalities. When a member calls on FCM to intervene in a court case of national importance, it's the Legal Defense Fund that makes this support possible. The Fund has been instrumental in setting important legal precedents on a number of issues that are of crucial importance to all municipalities. These include rights-of-way management, payments in lieu of taxes, environmental protection as well as the constitutional ability of municipalities to exercise their legislative powers.

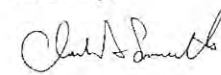
After years of activity, FCM's Legal Defense Fund has been fully depleted. Now we need municipalities like the Mackenzie County to help restore the long-term health of the Fund.

A robust Legal Defense Fund is more important than ever. As courts — particularly the Supreme Court — become more strict with regard to the number of intervening parties they will allow in any given case, FCM is consistently recognized as the sole municipal intervener in cases with national implications. That means the Fund is the most certain and cost-effective way of protecting municipal legal rights in bodies such as the Courts of Appeal (provincial and federal), the Supreme Court of Canada and administrative bodies like the CRTC. While the Fund is used specifically for costs incurred directly by FCM, its influence in setting national legal precedents benefits every municipality in Canada. A recapitalized Fund will enable FCM to continue its longstanding efforts to maintain adequate municipal control over local rights-of-way and to maximize cost-recovery — while also bringing the municipal voice to a broad range of legal issues. What's more, it will support a growing demand for FCM to seek out proactive legal opinions on emerging policy issues, such as marijuana legalization. This will help provide all municipalities with the best legal advice available at a fraction of the cost, while contributing to the development of a united municipal response on national issues.

FCM has established a long-term strategy to recapitalize the Legal Defense Fund annually — beginning with an immediate call for contributions to cover ongoing legal costs. While support is voluntary, we strongly encourage members to contribute. FCM's Board of Directors has established a set contribution formula of 2 cents per capita. Enclosed is a voluntary invoice that indicates the Mackenzie County's proposed contribution for this year. This amount can be changed based on your budgetary situation. Starting next fall, municipalities will be invited to make an annual voluntary contribution to the long-term viability of the Fund as part of FCM's yearly membership drive.

All of us have a role to play in advancing the legal interests of Canada's municipalities. Thank you in advance for your immediate and ongoing support of the Legal Defense Fund. For more information, visit the membership page at fcm.ca or email info@fcm.ca.

Sincerely,


Clark Somerville
FCM President

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MAR 27 2017

MACKENZIE COUNTY
FORT VERMILION OFFICE



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Président**
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Councillor
Regional Municipality of
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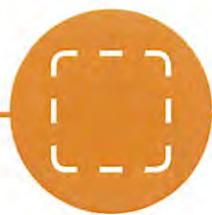
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FCM's Legal Defense Fund

A TRACK RECORD OF SUCCESS



CONSTITUTIONAL JURISDICTION OF MUNICIPALITIES

The 2001 decision by the Supreme Court of Canada in the *Spraytech v. Hudson* case, in which FCM intervened on behalf of the municipal sector, ushered in a new approach to how courts should interpret the legislative authority of municipal councils. In that case, the Supreme Court indicated that courts should show deference to the choices made by local elected officials, in this case the Town of Hudson, Quebec. The Court also indicated that municipal legislative authority should be interpreted broadly and that local rules could coexist with federal regulations. Since then, FCM has continued to play an active role, as intervener, in a number of cases where the basic ability of municipalities to use their legislative powers has been at stake. Recent examples include *Rogers v. Châteauguay*, *Windsor v. Canadian Transit Company* (both heard by the Supreme Court in 2016) and *Hamilton v. Canada Post* (Court of Appeal for Ontario in 2016).



RIGHTS-OF-WAY MANAGEMENT

The deregulation of the telecommunications sector in 1993 completely changed the ROW environment overnight. A number of new, commercially aggressive providers sought quick access to municipal ROWs to deploy their networks. Through its Technical Committee on ROWs (some 40 legal and technical experts from across the country), FCM has coordinated the municipal sector's response for 25 years: development of best practices, information sharing and active participation in a number of legal cases. FCM was the Appellant to the Federal Court of Appeal in the landmark *Ledcor* case that established the principle that municipalities have the right to recover all incremental costs related to telecommunications activity on their land. FCM also intervened in early cases such as the Edmonton LRT tunnels as well as recent precedent-setting cases: next-generation access agreements (CRTC decision in *Hamilton v. Bell*), the applicability of general ROW bylaws to federal undertakings (Court of Appeal for Ontario in *Hamilton v. Canada Post*) and the use of bylaws to grant "consent" under the *Telecommunications Act* (brought by Calgary and currently before the CRTC).



WHAT MUNICIPAL LEADERS ARE SAYING ABOUT THE LEGAL DEFENSE FUND:

"The FCM Legal Defense Fund has played a critical role in advancing municipalities' constitutional and legal interests. In 2012, FCM defended the sector's interests in our city's payments in lieu dispute before the Supreme Court of Canada with the federal government regarding the valuation of Halifax's Citadel Hill. After a successful Supreme Court decision, this case was successfully resolved in 2016. The Fund remains a key tool for bringing the national voice to legal disputes and in defending the municipal sector's collective interests."

Mayor Mike Savage,
City of Halifax, Nova Scotia

"Defending municipal jurisdiction in court is a tall task for municipalities to bear on their own – especially for smaller municipalities. That's why FCM's Legal Defense Fund is such a critical tool. A well-supported Fund is key to defending the legal interests of municipalities of all sizes. FCM is consistently recognized by the courts as the sole national representative of our sector in cases of national importance. We need to continue to support the Fund to ensure that FCM is able to intervene in precedent-setting cases that impact each and every one of us."

Councillor Lorne Olsvik,
Lac Ste. Anne County, Alberta

Le fonds de défense juridique de la FCM

DES SUCCÈS À LA MESURE DES DÉFIS MUNICIPAUX



POUVOIRS CONSTITUTIONNELS DES MUNICIPALITÉS

La décision de 2001 de la Cour suprême du Canada dans le litige *Spraytech c. Hudson*, dans lequel la FCM est intervenue au nom du secteur municipal, est venue changer le paradigme qui avait guidé jusque-là les tribunaux dans leur interprétation des pouvoirs de réglementation des conseils municipaux. Dans cette cause, la Cour suprême a indiqué que les tribunaux devaient respecter les choix des élus locaux, en l'occurrence ceux de la Ville d'Hudson, au Québec. La Cour a aussi indiqué que les pouvoirs de réglementation municipaux devaient être interprétés au sens large et que les règles locales pouvaient coexister avec les règlements fédéraux. Depuis, la FCM a vu à intervenir dans différents litiges remettant en question la capacité des municipalités d'exercer leurs pouvoirs de réglementation, dont récemment, dans *Rogers c. Châteauguay*, *Windsor c. Canadian Transit Company* (deux causes entendues par la Cour suprême en 2016) et dans *Hamilton c. Société canadienne des postes* (Cour d'appel de l'Ontario en 2016).



GESTION DES EMPRISES MUNICIPALES

La déréglementation du secteur des télécommunications en 1993 a complètement changé la donne pour les emprises municipales. De nombreux nouveaux fournisseurs déterminés à se tailler une place ont voulu avoir accès rapidement à ces emprises afin de déployer leurs réseaux. Depuis, la FCM a coordonné les démarches du secteur municipal par l'entremise de son comité technique sur les emprises municipales formé d'une quarantaine d'experts de partout au pays. Depuis près de 25 ans, la FCM assure le partage d'information et l'élaboration de pratiques exemplaires, en plus d'intervenir dans de nombreux litiges juridiques. La FCM a, entre autres, interjeté appel devant la Cour d'appel fédérale dans la cause *Ledcor* qui a permis d'établir le principe selon lequel les municipalités ont le droit de recouvrer les coûts additionnels liés aux activités des télécommunications sur leur territoire. La FCM est aussi intervenue dans des litiges antérieurs comme celui sur les tunnels de trains légers sur rail d'Edmonton et dans d'autres causes récentes qui ont fait jurisprudence : accords d'accès de prochaine génération (décision du CRTC dans *Hamilton c. Bell*), applicabilité des règlements municipaux généraux sur les emprises aux entreprises fédérales (Cour d'appel de l'Ontario dans *Hamilton c. Société canadienne des postes*) et recours aux règlements pour accorder une autorisation en vertu de la *Loi sur les télécommunications* (présentée par Calgary et actuellement examinée par le CRTC).



TÉMOIGNAGES D'ÉLUS MUNICIPAUX À PROPOS DU FONDS DE DÉFENSE JURIDIQUE

« Le fonds de défense juridique de la FCM a été indispensable dans les progrès réalisés par les municipalités au chapitre constitutionnel et juridique. En 2012, la FCM a défendu les intérêts de notre secteur dans le litige qui a opposé notre ville au gouvernement fédéral jusque devant la Cour suprême du Canada au sujet de l'évaluation de la colline de la Citadelle. La Cour nous a donné raison et cette décision a mené à une résolution fructueuse en 2016. Le fonds est et restera un outil précieux pour faire entendre la voix nationale des municipalités dans les conflits juridiques et défendre les intérêts collectifs du secteur municipal. »

Mike Savage,
Maire d'Halifax (N.-É.)

« Défendre les pouvoirs municipaux devant les tribunaux est extrêmement difficile, surtout lorsqu'il s'agit d'une petite municipalité. C'est pourquoi le fonds de défense juridique est si indispensable. En soutenant le fonds, les municipalités sont assurées que leurs intérêts juridiques seront bien défendus. La FCM est le seul interlocuteur qui est constamment reconnu par les tribunaux comme représentant du secteur municipal dans les litiges d'importance nationale. Nous devons continuer d'appuyer le fonds pour que la FCM soit en mesure d'intervenir dans des litiges qui créent des précédents dont les effets nous touchent tous. »

Lorne Olsvik,
Conseiller du comté de Lac Ste. Anne (Alb.)

Pour en apprendre davantage,
visitez la page Adhésion du fcm.ca.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Policy ASB013 Beaver Control

BACKGROUND / PROPOSAL:

The Agricultural Service Board (ASB) has established a Beaver Bounty at the rate of \$50.00/tail. Some beaver dams are located in remote areas that require a significant amount of labour (trapping) which often dictates several trips into these locations by the trapper. As a result, administration was requested to amend Policy ASB013 Beaver Control to include a day rate fee schedule.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

The ASB has budgeted \$75,000.00 in 2017 operating budget for Beaver Flood Control.

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That Policy ASB013 Beaver Control be amended as presented.

Author: _____ Reviewed by: CG CAO: _____

MACKENZIE COUNTY

Title	AGRICULTURE SERVICE BOARD – BEAVER CONTROL	Policy No.	ASB013
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Legislation Reference	Municipal Government Act, 5(b)
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Purpose To implement a Beaver control program.
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Policy Statement and Guidelines

It is the policy of Mackenzie County, under the direction of the Agricultural Service Board, to implement a Beaver Control Program.

The purpose of the program is to assist ratepayers experiencing flooding problems of roads, fields, or other situations caused by beaver flooding from unoccupied crown land or ditches under the authority of the Mackenzie County. (Unoccupied crown land does not include the bed and shore of watercourses flowing through private land).

This policy is under the authority of Mackenzie County Agricultural Service Board in conjunction with Alberta Fish and Wildlife. It is funded by Mackenzie County Agricultural Service Board.

Procedure

1. Once a written complaint is received, arrangements are made with the Agricultural Fieldman to investigate.
2. The priority given to complaints shall be:
 - a) Road flooding
 - b) Crop damage/Field flooding
 - c) Any other considerations that cause undue hardships will be handled at the discretion of the Agricultural Fieldman.
3. The Agricultural Fieldman will determine the most efficient method of removing the beaver dam(s). This will either be with excavation equipment or explosive blasting.
4. If a beaver dam located on privately owned land is causing or likely to cause damage to neighboring property, and the owner fails to undertake or authorize any action to prevent damage, Subsection 24 of the Wildlife Act – General Wildlife (Ministerial) Regulation shall apply.
5. If there is a complaint received on a grazing reserve, it shall be treated as occupied crown land and the complainant will be dealt with as per this policy.

6. It shall be the responsibility of the Mackenzie County Public Works Department to ensure that any culverts affected by beaver are cleaned.
7. All blasting will be done by a licensed operator with appropriate blasting certification and all blasting will follow all OH&S procedures.
8. Registered trapline holders and Fish and Wildlife will be notified if there are beaver dams on a registered trapline that are causing damage to private property.
9. The County will pay a bounty on beaver tails that were trapped on areas identified by the Agricultural Fieldman, this bounty will only be paid to Local Trappers Associations.
 - a) The Beaver Bounty is set at \$50 per tail on beaver tails trapped on areas identified by Agricultural Fieldman.

A day rate will be utilized at the discretion of the Agricultural Fieldman when beaver dams are located in remote areas that require repeated inspections by the trapper and as a result will require a lot of time and travel. Listed below is the fee schedule;

Fee Schedule	
Labour	\$250.00/day
ATV	\$50.00/day
Travel	\$1.00/km

- b) The Agricultural Fieldman will determine if the removal of beaver and dams is warranted. Upon determining that removal is warranted, the Local Trappers Association will be contacted to remove the beaver at the described location. The Agricultural Fieldman will inspect areas when appropriate.
- c) All beaver tails must be counted by the Agricultural Fieldman before payment is authorized.
- d) Legal Land Locations must accompany all beaver tail invoices.

The Agricultural Fieldman shall be responsible for policy compliance.

	Date	Resolution Number
Approved	March 30, 2001	016-01
Amended	April 22, 2004	04-27
Amended	February 5, 2014	ASB-14-02-005
Amended	March 27, 2015	ASB-15-03-27



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Policy ASB014 Pest Control

BACKGROUND / PROPOSAL:

The Agricultural Service Board (ASB) is recommending a revision of Policy ASB014 Pest Control, which removes items pertaining to the *Weed Control Act*, as a new Weed Control Policy has been drafted and is being presented for approval.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That Policy ASB014 Pest Control be amended as presented.

Author: _____ Reviewed by: CG CAO: _____

MACKENZIE COUNTY

Title	AGRICULTURAL SERVICE BOARD PEST CONTROL	Policy No:	ASB014
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Purpose

To protect land within the municipality from the negative impacts of pests (~~weeds~~, insects, **rats, crop diseases** and **livestock** diseases).

Policy Statement and Guidelines

Agricultural pests create burdens to the productivity of land.

The Agricultural Service Board has a duty to advise on and to help organize and direct pest control programs. Consideration is given to the potential impact of a pest on agricultural production, the environment, and the economic situation of the producers.

Definitions

1. For the purposes of pest ~~and weed~~ control, definitions are as follows:
 - ~~“restricted”, “noxious”, weeds, as defined in the Weed Control Act, and~~
 - “pests” and “nuisances”, as defined in the Agricultural Pests Act.

Education and Awareness

Emphasis is placed on education and awareness of pests and control options, particularly for new and emerging agricultural pest problems.

Specific responsibilities are assigned as follows:

- ASB members shall communicate with the municipal farm community and determine program direction,
- Agricultural Fieldman shall develop awareness of programs and issues, and
- Inspectors shall monitor fields and initiate contacts with producers.

Road Allowances

1. Landowners are responsible for spraying grasshoppers up to the centerline of the road allowance adjacent to their property.

Enforcement

1. Enforcement of pest ~~and weed~~ control will be at the discretion of the Agricultural Fieldman or designate.
- ~~2. The Agricultural Fieldman or designate is authorized to enforce weed control for noxious weeds on a visual basis as he notices them during his regular course of work.~~

~~2. The Agricultural Fieldman or designate is authorized to exercise zero tolerance for restricted weeds on a visual basis as he notices them during his regular course of work.~~

The Agricultural Fieldman shall be responsible for policy compliance.

	Date	Resolution Number
Approved	July 31, 2001	01-036
Amended	June 2, 2003	03-034
Amended	April 22, 2004	04-027
Amended	February 5, 2014	ASB-14-02-005



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Policy ASB021 Weed Control

BACKGROUND / PROPOSAL:

The Agricultural Service Board (ASB) has drafted a Weed Control Policy, to help improve the enforcement of the *Weed Control Act*.

A copy of the draft policy is attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That Policy ASB021 Weed Control be approved as presented.

Author: _____ Reviewed by: CG CAO: _____

MACKENZIE COUNTY

Title	AGRICULTURAL SERVICE BOARD WEED CONTROL	Policy No:	ASB021
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Purpose

To enforce the *Weed Control Act* and therefore prevent and control the establishment and/or spread of **Noxious** and **Prohibited Noxious** weeds.

Policy Statement and Guidelines

1. Objective:

To prevent and control the establishment and/or spread of **Noxious** and **Prohibited Noxious** weeds through responsible communication with landowners, occupants, industry stakeholders and members of the general public.

2. Definitions:

- 2.1. **Eradicate** means: destroy all parts of the plant, and render reproductive parts of the plant non-viable.
- 2.2. **Control** means: inhibit the growth or spread of the plant.
- 2.3. **Noxious Weeds and Prohibited Noxious Weeds** are as defined, all include all those weeds identified, under the *Weed Control Act* of Alberta (RSA 2008/W-5.1) and the *Weed Control Regulations* (19/2010), as amended from time to time. As well, **Noxious Weeds** and **Prohibited Noxious Weeds** shall include invasive species which have been elevated in status by municipal bylaw.

3. Procedures:

- 3.1. The Agricultural Service Board, at its discretion, appoints a sufficient number of inspectors to carry out the *Weed Control Act* and supply each inspector with identification in the form prescribed by the *Weed Control Regulations*.
- 3.2. The Weed Inspection Program will be conducted during the months of May to September; and will be carried out by the Agricultural Fieldman, and Weed Inspectors.
- 3.3. The Agricultural Fieldman will be responsible for enforcement of the *Weed Control Act*.
- 3.4. When a weed problem is found, every effort will be made to cooperate with the land owner to deal with the problem in an amicable manner. Only after verbal and written communication is made then a Weed Notice will be issued. Weed

Notices are to be issued at the discretion of the Agricultural Fieldman; as per **Appendix “A” Notice to Remedy Weed Problem.**

- 3.5. Weed Notices and all actions carried out before; after in accordance with the issuance thereof, must be in compliance with the current *Weed Control Act*, or related statutes of the Province of Alberta.
- 3.6. If remedial measures of the Weed Notice have not been complied with, the work may be carried out by the municipality or a private contractor (as hired by the municipality) and all associated fees are to be applied to the landowner and/or occupant.
- 3.7. If the landowner and/or occupant fail to pay the amount owing, the charges will be applied to the tax roll against the land in question by motion of the County Council.
- 3.8. All recipients of Weed Notices shall have the opportunity to appeal Weed Notices as per conditions set forth by the Agricultural Appeal Board.

	Date	Resolution Number
Approved		
Amended		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Doug Munn, Director of Community Services
Title:	Playground Equipment Tender

BACKGROUND / PROPOSAL:

In the 2017 Capital budget Council approved 4 projects for the purchase of playground equipment at various locations within the County.

During the March 27, 2017 Community Services Committee meeting, the following motion was made:

MOTION CS-17-03-015

That administration tenders all 2017 budgeted playground equipment projects on one tender.

CARRIED

On April 7, 2017 administration received a letter stating that Knelsen Sand & Gravel Ltd. has committed funding in the amount of \$45,000 towards the Playground Expansion project at Knelsen Parks. If approved, this would increase the budget to \$95,000 for this project. Included in this commitment letter, Knelsen Sand & Gravel Ltd. has also committed to the construction of 3 cement pads to be used to place the shelters on at a value of \$5,000 (in-kind contribution). A copy of the letter is attached.

When advertising for proposals, administration will not be choosing a specific playground piece, but giving a broad scope and age specific style of equipment that would be suitable for the park. The proposal package will be created so as to get the best, and most suitable playground equipment available while remaining within budget for each park.

As Parks & Playgrounds fall under the Community Services Committees Terms of Reference, administration is recommending that these playground tenders be opened during a Community Services meeting, and a recommendation be brought to the following Council for awarding.

Author: J Batt **Reviewed by:** D Munn **CAO:** _____

OPTIONS & BENEFITS:

1. That the playground tenders be opened during a Community Services Committee meeting:

Advantages

- Committee members are aware of which playground equipment structures are recommended for each applicable location, and make a recommendation to Council for awarding

Disadvantages

- Potentially delaying awarding of tender

2. Open and award playground tenders during Council meeting:

Advantages

- Council as a whole can choose the best option for all parks and playgrounds

Disadvantages

- Potentially of being a long tender awarding, if multiple similar tenders are received
- Difficult for Council to review all proposals as a group

COSTS & SOURCE OF FUNDING:

The 2017 Capital Budget includes a total of \$140,000 for the purchase of playground equipment.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Administration to advertise tenders on the APC website, and by contacting previous playground equipment suppliers.

Author: J Batt Reviewed by: D Munn CAO: _____

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the \$50,000 Playground Expansion project at Knelsen Park be increased to \$95,000 in the 2017 Capital Budget, with \$45,000 in funding coming from a donation from Knelsen Sand & Gravel Ltd.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County accepts the \$5,000 donation in kind from Knelsen Sand & Gravel Ltd. for the shelter project at Knelsen Park.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That the Community Services Committee be authorized to open the Playground Equipment Tenders, and bring a recommendation to Council for awarding.

Author: J Batt Reviewed by: D Munn CAO: _____



KNELSEN SAND & GRAVEL LTD

Box 125, 10005 100 Street
La Crete, Alberta T0H 2H0
Office: (780) 928-3935
Fax: (780) 928-3656
Email: lcoffice@knelsen.com

March 31, 2017

Councilor Peter Braun
Mackenzie County
P.O. Box 640
Fort Vermilion, AB
T0H 1N0

Re: Knelsen Park – Funding Commitment

Dear Councilor Braun,

Further to our meeting on March 30th, 2017, Knelsen commits to provide funding for up to 50% of the improvements for the “Knelsen” park project. The anticipated costs for this project are between \$90,000.00 and \$100,000.00. Knelsen will fulfil its commitment by constructing 3 concrete pads that will be used to place shelters on at a value of \$5000.00. We will provide the balance of the 50% commitment, up to \$45,000.00 in cash, for improvements and additions to playground equipment and grounds.

Regards,

Raymond Knelsen

RECEIVED
APR 7 2017

MACKENZIE COUNTY
FORT VERMILION OFFICE



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Bylaw 1064-17 2017 Tax Rate Bylaw

BACKGROUND / PROPOSAL:

According to the *Municipal Government Act* Division 2, each Council must set the tax rates and pass a property tax bylaw annually, subsequent to the budget approval for that year.

A copy of the bylaw will be presented on meeting day.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That first reading be given to Bylaw 1064-17 being the 2017 Tax Rate bylaw for Mackenzie County.

Author: J. Phillips Reviewed by: C. Gabriel CAO: L. Racher



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Louise Flooren, Acting Director of Finance
Title:	Bylaw 1065-17 Tax Penalties Bylaw

BACKGROUND / PROPOSAL:

At the February 14, 2017 Council meeting administration was requested to bring back the tax penalties bylaw for review.

MOTION 17-02-109

MOVED by Councillor Knelsen

That the Tax Penalty Bylaw be brought back for review and that administration draft a policy regarding tax payment notifications.

CARRIED

On September 24, 2013 administration presented the following amendment to the tax penalties bylaw:

Based on Administration's review of a sample of penalty bylaws, the Finance Committee recommended the following tax penalty structure at their August 8, 2013 meeting:

Current taxes	July 1	Six per cent (6%)
Current taxes	Sept. 1	Nine per cent (9%)
Current taxes	Nov. 1	Twelve per cent (12%)
Tax arrears	January 1	Twelve per cent (12%)

Penalties for the current year's taxes owing are levied on the base amount of taxes, only; whereas, penalties for taxes in arrears (all years) are levied on the total amount of taxes and penalties levied to date and outstanding as of January 1.

Author: J. Phillips/C. Gabriel Reviewed by: _____ CAO: _____

Administration also recommended the removal of language referring to due dates that fall on weekends or holidays, and therefore:

- current taxes are due on the last business day of June; and,
- penalties would be levied as at, and would accrue from, July 1, September 1, November 1, and January 1.

It appears that the intent of the proposed changes in 2013 was that the penalties were to be applied on current taxes only for July 1st, September 1st, and November 1st; however this change was never implemented by administration.

The current practice has been as follows:

- July 1 penalty is imposed on only current levy amount outstanding and
- September 1, November 1 and January 1 the penalty is imposed on all amounts outstanding current and in arrears on tax roll.

Therefore, administration is recommending the following amendments to provide clarification to the intent of the 2013 recommended changes to impose a penalty on current taxes only and the January 1st penalty to be imposed on taxes in arrears for all amounts outstanding

- c) Taxes or any portion of the current tax year thereof that remain unpaid after the due date shown on the tax notice shall have late penalties imposed on the dates and at the rates specified below:

Current Taxes	July 1	Six per cent (6%)
Current Taxes	September 1	Nine per cent (9%)
Current Taxes	November 1	Twelve per cent (12%)

4. Penalties for tax arrears are levied on the total amount of taxes and penalties outstanding to date. Tax Arrears or any portion thereof that remain unpaid shall have late payment penalties imposed on the date and at the rate specified below:

Tax Arrears	January 1	Twelve per cent (12%)
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Attached is an example that shows the impact of the current practice vs the correct practice.

OPTIONS & BENEFITS:

To provide clarification for the imposition of penalties for non-payment of taxes and tax arrears in accordance with the Municipal Government Act.

Author: J. Phillips/C. Gabriel Reviewed by: _____ CAO: _____

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1065-17 being the tax penalties bylaw for Mackenzie County.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1065-17 being the tax penalties bylaw for Mackenzie County.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third reading of Bylaw 1065-17 being the tax penalties bylaw for Mackenzie County at this meeting.

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1065-17 being the tax penalties bylaw for Mackenzie County.

Author: J. Phillips/C. Gabriel Reviewed by: _____ CAO: _____

BYLAW NO. ~~917-13~~ 1065-17

A BYLAW OF
MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA

TO IMPOSE PENALTIES FOR NONPAYMENT OF
TAXES AND TAX ARREARS

WHEREAS, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, Sections 344, 345, and 346 and amendments thereto, Council may pass a bylaw to establish the penalties on taxation.

NOW THEREFORE, pursuant to provisions contained in the Municipal Government Act, the Council of Mackenzie County in the province of Alberta, duly assembled, hereby enacts the following:

1. Definitions:

- a) ~~“Tax Year”~~ **“Current Year”** means taxes imposed in the current year plus any penalties imposed in that current year. ~~the annual period in which taxes are imposed, commencing with January 1 and ending with December 31.~~
- b) ~~“Tax” or “Taxes”~~ means taxes imposed in the cu including taxes resulting from the enactment of a Supplementary Assessment Bylaw.
- c) ~~“Tax Arrears”~~ means all taxes which remain unpaid after December 31 **of the current year**. ~~any Tax Year, and includes all penalties levied on Taxes that remain unpaid after December 31 of the year in which they are imposed.~~

2. Taxes shall be due and payable on the last business day of June.

3. Late Payment Penalties:

- a) Taxes paid after the due date shown on the tax notice shall be subject to penalties imposed in accordance with this Bylaw.
- b) Items added to the tax roll are deemed for all purposes, including the purpose of applying penalties on outstanding taxes, to be taxes imposed from the date they are added to the tax roll.
- c) Taxes or any portion **of the current tax year** thereof that remain unpaid after the due date shown on the tax notice shall have late penalties imposed on the dates and at the rates specified below:

Current Taxes	July 1	Six per cent (6%)
Current Taxes	September 1	Nine per cent (9%)
Current Taxes	November 1	Twelve per cent (12%)

4. Penalties for tax arrears are levied on the total amount of taxes and penalties outstanding to date. ~~Tax Arrears or any portion thereof that remain unpaid shall have late payment penalties imposed on the date and at the rate specified below:~~

Tax Arrears	January 1	Twelve per cent (12%)
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5. That any penalty imposed under the terms of this Bylaw forms a part of the Tax in respect of which it is imposed.
6. Mackenzie County considers Canada Post, or any financial institution agreeing to collect taxes in the same light as an agent, and any tax payment forwarded by mail and postmarked on or before any specified penalty date, or marked by the financial institution as having been paid at the financial institution or before any specified penalty date, shall be deemed to have been received prior to the said penalty date.
7. This Bylaw shall come into force upon third and final reading ~~starting with the 2014 taxation year.~~
8. This Bylaw shall be known as the Tax Penalties Bylaw.
9. ~~That Bylaw No. 518/05 is hereby rescinded.~~ This Bylaw shall repeal and replace Bylaw 917-13.

READ a first time this ~~10th day of September, 2013.~~

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

READ a third time and finally passed this ~~24th day of September, 2013.~~

Bill Neufeld
Reeve

~~Joulia Whittleton~~

Len Racher
Chief Administrative Officer

NON-RESIDENTIAL EXAMPLE

CURRENT PRACTICE

2015 BALANCE		\$10,000.00		
2016 LEVY		\$187,582.72		
JUL 1	6%	\$11,254.97	\$208,837.69	PENALTY IMPOSED ON CURRENT YEAR TAXES
SEP 1	9%	\$18,795.40	\$227,633.18	PENALTY IMPOSED ON TOTAL BALANCE
NOV 1	12%	\$27,315.99	\$254,949.29	PENALTY IMPOSED ON TOTAL BALANCE
JAN 1	12%	\$30,593.90	\$285,543.31	PENALTY IMPOSED ON TOTAL ARREARS BALANCE

CORRECTED PRACTICE

2015 BALANCE		\$10,000.00		
2016 LEVY		\$187,582.72		
JUL 1	6%	\$11,254.97	\$198,837.69	PENALTY IMPOSED ON CURRENT YEAR TAXES
SEP 1	9%	\$17,895.40	\$216,733.18	PENALTY IMPOSED ON CURRENT YEAR TAXES AND CURRENT YEAR PENALTIES
NOV 1	12%	\$26,007.99	\$242,741.29	PENALTY IMPOSED ON CURRENT YEAR TAXES AND CURRENT YEAR PENALTIES
JAN 1	12%	\$30,328.96	\$283,070.37	PENALTY IMPOSED ON TOTAL ARREARS BALANCE
		DIFFERENCE	\$2,472.94	

RESIDENTIAL EXAMPLE

CURRENT PRACTICE

2015 BALANCE		\$5,000.00		
2016 LEVY		\$2,512.42		
JUL 1	6%	\$150.75	\$7663.17	PENALTY IMPOSED ON CURRENT YEAR TAXES
SEP 1	9%	\$689.69	\$8352.95	PENALTY IMPOSED ON TOTAL BALANCE
NOV 1	12%	\$1,002.36	\$9,355.31	PENALTY IMPOSED ON TOTAL BALANCE
JAN 1	12%	\$1,122.64	\$10,477.95	PENALTY IMPOSED ON TOTAL ARREARS BALANCE

CORRECTED PRACTICE

2015 BALANCE		\$5,000.00		
2016 LEVY		\$2,512.42		
JUL 1	6%	\$150.75	\$2663.17	PENALTY IMPOSED ON CURRENT YEAR TAXES
SEP 1	9%	\$239.69	\$2902.95	PENALTY IMPOSED ON CURRENT YEAR TAXES AND CURRENT YEAR PENALTIES
NOV 1	12%	\$348.35	\$3251.42	PENALTY IMPOSED ON CURRENT YEAR TAXES AND CURRENT YEAR PENALTIES
JAN 1	12%	\$990.17	\$9241.59	PENALTY IMPOSED ON TOTAL ARREARS BALANCE
		DIFFERENCE	\$1,236.36	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Louise Flooren, Acting Director of Finance
Title:	Policy FIN032 Tax Penalty Notification

BACKGROUND / PROPOSAL:

At the February 14, 2017 Council meeting administration was requested to draft a policy regarding the notification process to ratepayers for outstanding tax notifications.

MOTION 17-02-109 **MOVED** by Councillor Knelsen

That the Tax Penalty Bylaw be brought back for review and that administration draft a policy regarding tax payment notifications.

CARRIED

A copy of the draft policy is attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Author: J. Phillips/C. Gabriel Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy FIN032 Tax Penalty Notification be approved as presented.

Author: J. Phillips/C. Gabriel Reviewed by: _____ CAO: _____

Mackenzie County

Title	Tax Penalty Notification Policy	Policy No:	FIN032
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Legislation Reference	N/A
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Purpose

To promote and encourage the timely payment of property taxes, and notify customers of delinquent accounts.

Guidelines/Procedures:

1. Tax penalties are applied on all tax rolls with an outstanding balance according to Mackenzie County's Tax Penalties Bylaw.
2. Upon applying a penalty, a written notification shall be issued to the property owner no later than two weeks of the imposed penalty date.
3. Penalty notification letters will not be issued if the outstanding balance is less than \$10.00.
4. The Director of Finance shall be responsible for monitoring compliance with this policy.

	Date	Resolution Number
Approved		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council meeting
Meeting Date:	April 11, 2017
Presented By:	Louise Flooren, Acting Director of Finance
Title:	Policy RESV08 Recreation and Parks Reserve

BACKGROUND / PROPOSAL:

At the March 1, 2017 Finance Committee meeting, the following motion was made;

MOTION FC-17-03-017

MOVED by Councillor Bateman

That all Reserve Policies be amended as discussed and brought to the next Council Meeting for approval.

CARRIED

The Finance committee had requested that the Community Services Committee review *Policy - RESV08 Recreation and Parks Reserve*, and bring any recommended changes to Council for approval.

During the March 27, 2017 Community Services Committee meeting, *RESV08 Recreation and Parks Reserve Policy* was reviewed, and the following motion was made;

MOTION CS-17-01-017

MOVED by Councillor Knelsen

That the Community Services Committee recommends to Council to amend Policy - RESV08 Recreation and Parks Reserve as presented.

CARRIED

The amended *RESV08 Recreation and Parks Reserve Policy* is been attached for review.

Author: J Batt **Reviewed by:** D. Munn & L. Flooren **CAO:** Len Racher

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Approved policies are posted on Mackenzie County's website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy RESV08 Recreation and Parks Reserve be amended as presented.

Author: J Batt Reviewed by: D. Munn & L. Flooren CAO: Len Racher

Municipal District of Mackenzie No. 23 Mackenzie County

Title	Recreation and Parks Reserve	Policy No.	RESV08
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Account Code	62-712
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<p>Purpose</p> <p>To establish a recreation and parks reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to fund capital items such as playground equipment, small storage facilities, campground equipment and materials and fencing cost related to leases or the acquisition of park lands.</p>
--

Targeted Minimum Balance:	\$100,000
---------------------------	-----------

Targeted Maximum Balance:	\$250,000
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<p>Funding</p> <p>\$50,000 per year should be budgeted as a contribution to this reserve.</p>

Targeted Annual Contribution:	\$50,000
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Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD County.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD County council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
Approved	06-Jun-01	01-320
Amended	02-Dec-05	05-650
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Louise Flooren, Acting Director of Finance
Title:	ATB US Dollar Savings Account Closure

BACKGROUND / PROPOSAL:

A US funds sub-account was opened with ATB Financial on November 16, 2007 to redeem a US Draft that was intended for a Capital Project for the fire department that was then cancelled.

MOTION 07-11-1022
Requires 2/3

MOVED by Councillor Toews

That the Chief Administrative Officer be authorized to open a US funds sub-account under the existing County’s bank account with the ATB Financial for the purpose of depositing the unused \$205,000 US draft including permission to term-deposit the funds as per the Municipal Government Act.

CARRIED

Since the opening of this US Dollar account, it has been used infrequently since 2008, and has been earning \$0.02 interest monthly with a current balance of \$570.74.

The Finance Committee is recommending closure of the account.

MOTION FC-17-03-033

MOVED by Councillor Knelsen

That the Investment Report ending December 31, 2016 and Feb 28, 2017 be received for information and that administration adjust the format as discussed. That the Finance Committee recommends to Council for the closure of the USD account that was opened in 2007 as per

Author: J.V. Batt **Review Date:** Louise Flooren **CAO** Len Racher

Motion 07-11-1022.

CARRIED

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration be authorized to close the US Dollar Sub-Account with ATB Financial and transfer the remaining amount of \$570.74 USD to the County's chequing account with ATB Financial.

Author: J.V. Batt **Review Date:** Louise Flooren **CAO** Len Racher



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Dave Fehr, Director of Operations
Title:	Sand & Salt Shelter – Fort Vermilion

BACKGROUND / PROPOSAL:

At the August 24, 2016 Council meeting tenders were opened for ‘Supply and Construct Wooden Post Frame Sand Shed’. Tenders were received and the following motions were made:

MOTION 16-08-607

MOVED by Councillor Braun

That the Supply and Construct Wooden Post Frame Sand Shed tenders be opened.

CARRIED

Tenders Received

	<i>Total</i>
Square D Carpentry	\$231,827.00
Alpine Builders	\$271,200.00 (80’x120’)
Alpine Builders	\$242,774.00 (60’x120’)

MOTION 16-08-608

MOVED by Councillor Braun

That administration be authorized to negotiate with the lowest qualified bidder for the Supply and Construct Wooden Post Frame Sand Shed and bring it back to the next meeting.

CARRIED

Administration, at that time, reviewed the submissions and found Alpine Builders to be the qualified proponent.

On September 13, 2016 the ‘Supply and Construct Wooden Post Frame Sand Shed’ was brought back to Council for scope changes to stay within the \$200,000 budget.

Author: S Wheeler Reviewed by: _____ CAO: _____

Changes were:

Administration met with Alpine Builders to discuss options to bring the construction project within budget. The following items are proposed;

- lower roof height from 24' to 20'
- eliminate 2 overhead doors on the side of the building
- install 1 sliding door on the side of the building
- eliminate 1 man door
- extend the completion date to August 31, 2017
- Proposal cost lowered to \$200,000

The following motion was made:

MOTION 16-09-655 MOVED by Councillor Braun

That the Supply and Construct Wooden Post Frame Sand Shed be awarded to the lowest qualified bidder while remaining in budget.

CARRIED

Most recently, upon review of projects, Administration has learned that some of the items eliminated last year simply will not do for proper function of the building. More importantly, will result in the building not meeting Safety Codes requirements.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Currently, 2017 Capital Budget 6-32-30-57 FV-Sand & Salt Shelter (CF) \$200,000.

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the budget be amended to include an additional \$35,000 for the FV – Sand & Salt Shelter (CF) with funding coming from the General Capital Reserve for a total project budget of \$235,000.

Author: S Wheeler Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 1063-17 Partial Road Closure at Fort Vermilion Truck Fill Station Plan 112 0425, Block 2, Lot 1 (Fort Vermilion Rural)

BACKGROUND / PROPOSAL:

In 2011 Mackenzie County purchased 4.32 acres (1.75 hectares) of land from SE 14-108-13-W5M for a truck fill station. This subdivision is located south of the Hamlet of Fort Vermilion on the corner of RGE RD 131 and TWP RD 1082, shown on Mackenzie County's landownership map as the Rodeo Grounds Road.

The truck fill site contains two separate titles which causes legal issues with ownership and setback requirements. The majority of the site is within Plan 112 0425, Block 1, Lot 2 which is owned by Mackenzie County, while the other portion is part of Road Plan 3884PX.

The part of Road Plan 3884PX that Mackenzie County is requesting to close is where there use to be a 90 degree curve going to the rodeo grounds. Several years ago, this curve was replaced with a T intersection, however the survey plan for this road was not amended to reflect the change. The curved portion of the road remained on title.

The area of closure contains approximately 1.70 acres (0.686 hectares) in which the County will consolidate into Plan 112 0425, Block 1, Lot 2 (Fort Vermilion Truck Fill Site) after receiving approval from the Minister of Transportation. This consolidation will increase the truck fill site from 4.32 acres (1.75 hectares) to 6.02 acres (2.44 hectares) and remove the property line from within the lot.

Not all of the closed road plan will be consolidated into the truck fill site. A small portion containing 0.03 acres (0.112 hectares) will be consolidated back into the quarter section from which it came from, as it is outside the area owned by Mackenzie County. (See Schedule "B"). On Schedule "B", Area 'B' labeled in blue will be consolidated back into the quarter section. Area 'A' labeled in red will be consolidated into Lot 2, Block 1, Plan 112 0425 (the truck fill site).

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

OPTIONS & BENEFITS:

The Planning Department has no concerns with this proposal as it will clean up the unused portion of Road Plan 3884PX and creates a single lot for the Fort Vermilion Truck Fill Station.

COSTS & SOURCE OF FUNDING:

Funding for this closure and consolidation will come out of the Rural Potable Water Infrastructure Project.

SUSTAINABILITY PLAN:

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

COMMUNICATION:

The bylaw will be advertised as per Municipal Government Act requirements as well as all adjacent landowners

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1063-17 being a Road Closure Bylaw to close a portion of Road Plan 3884PX for the purpose of consolidation, subject to public hearing input.

Author: _____ Reviewed by: _____ CAO: _____

BYLAW NO. 1063-17
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

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

WHEREAS, Council of Mackenzie County has determined that a portion of Road Plan 3884PX as outlined on Plan 172 _____ attached hereto, be subject to a road closure, and

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

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of consolidation, that portion of Road Plan 3884PX described as follows, subject to the rights of access granted by other legislation or regulations:

Area 'A' Plan 172 _____

Area 'B' Plan 172 _____

As outlined on Plan 172 _____

READ a first time this _____ day of _____, 2017.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer

PUBLIC HEARING held this _____ day of _____, 2017.

APPROVED this _____ day of _____, 2017.

Minister of Transportation

Approval valid for _____ months.

READ a second time this ____ day of _____, 2017.

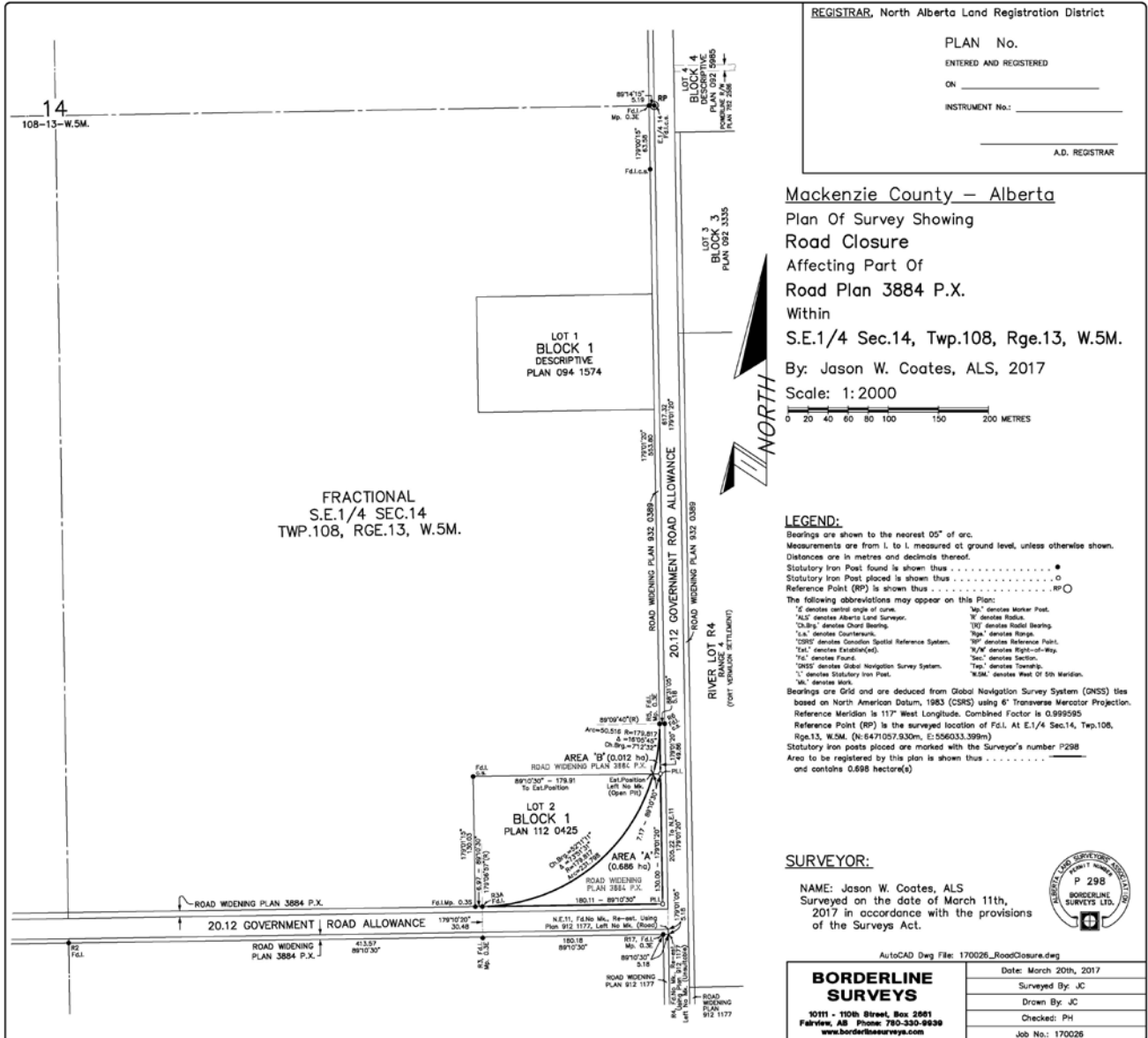
READ a third time and finally passed this ____ day of _____, 2017.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer

BYLAW No. 1063-17

Plan 172



REGISTRAR, North Alberta Land Registration District
 PLAN No. _____
 ENTERED AND REGISTERED
 ON _____
 INSTRUMENT No.: _____
 A.D. REGISTRAR

Mackenzie County – Alberta
 Plan Of Survey Showing
 Road Closure
 Affecting Part Of
 Road Plan 3884 P.X.
 Within
 S.E.1/4 Sec.14, Twp.108, Rge.13, W.5M.
 By: Jason W. Coates, ALS, 2017
 Scale: 1:2000

LEGEND:
 Bearings are shown to the nearest 05" of arc.
 Measurements are from L. to L. measured at ground level, unless otherwise shown.
 Distances are in metres and decimata thereof.
 Statutory Iron Post found is shown thus *
 Statutory Iron Post placed is shown thus O
 Reference Point (RP) is shown thus RP O
 The following abbreviations may appear on this Plan:
 "C" denotes central angle of curve.
 "A.L.S." denotes Alberta Land Surveyor.
 "Ch.Bg." denotes Chord Bearing.
 "C.S." denotes Counter-slope.
 "C.S.R.S." denotes Canadian Spatial Reference System.
 "Est." denotes Estimation.
 "F.L." denotes Found.
 "GNSS" denotes Global Navigation Survey System.
 "I." denotes Statutory Iron Post.
 "M." denotes Mark.
 "M.P." denotes Marker Post.
 "R." denotes Radius.
 "R.B." denotes Radial Bearing.
 "S.Bg." denotes Scribe Bearing.
 "S.C." denotes Section.
 "S.P." denotes Station Point.
 "S.W." denotes Right-of-Way.
 "T." denotes Township.
 "T.M." denotes Feet Of 5th Meridian.
 "W." denotes Work.
 Bearings are Grid and are deduced from Global Navigation Survey System (GNSS) ties based on North American Datum, 1983 (NAD83) using 6° Transverse Mercator Projection. Reference Meridian is 117° West Longitude. Combined Factor is 0.999565. Reference Point (RP) is the surveyed location of F.G.L. At E.1/4 Sec.14, Twp.108, Rge.13, W.5M. (N: 6471057.930m, E: 556033.399m). Statutory Iron posts placed are marked with the Surveyor's number P298. Area to be registered by this plan is shown thus and contains 0.688 hectare(s).

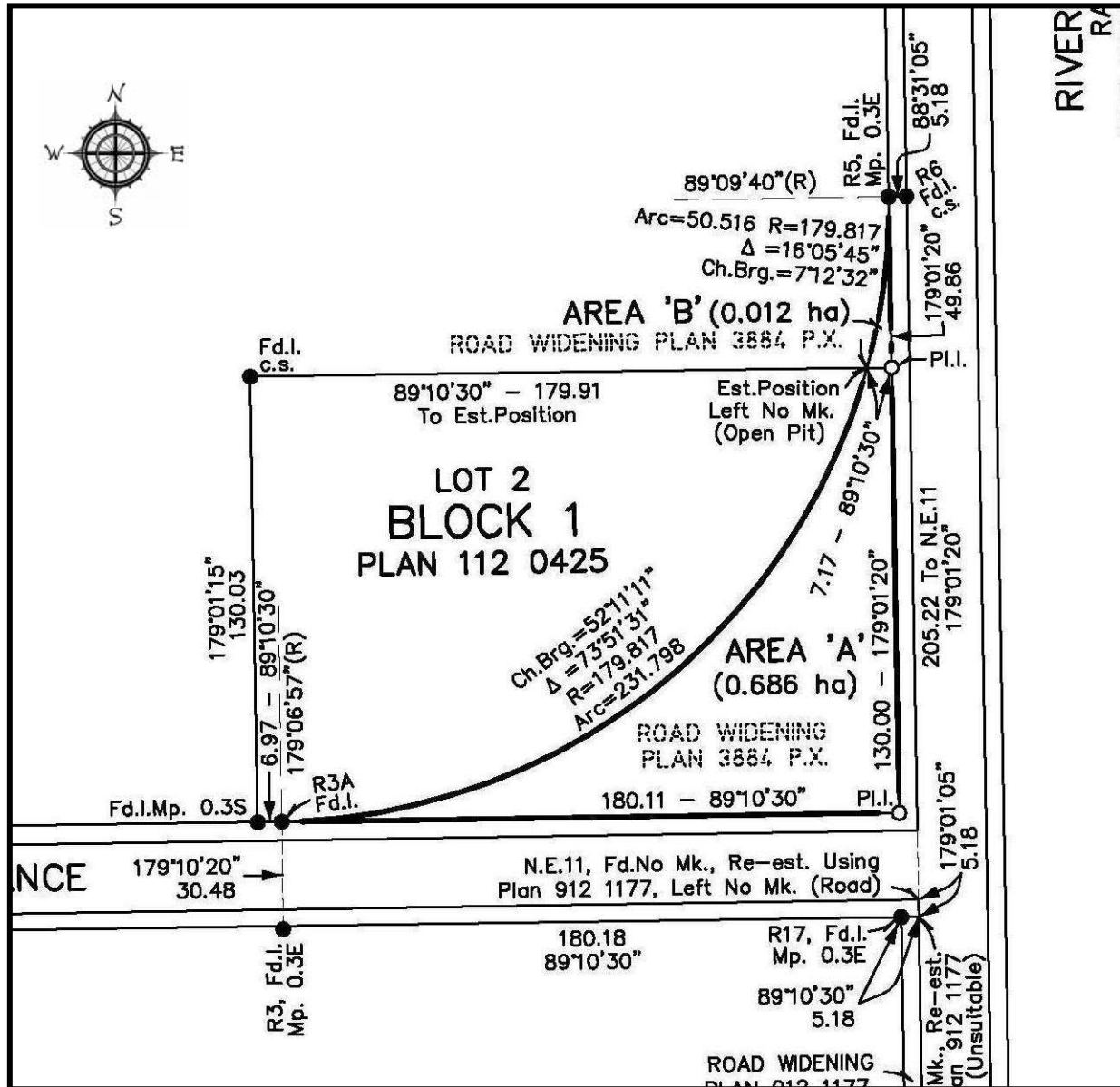
SURVEYOR:
 NAME: Jason W. Coates, ALS
 Surveyed on the date of March 11th,
 2017 in accordance with the provisions
 of the Surveys Act.



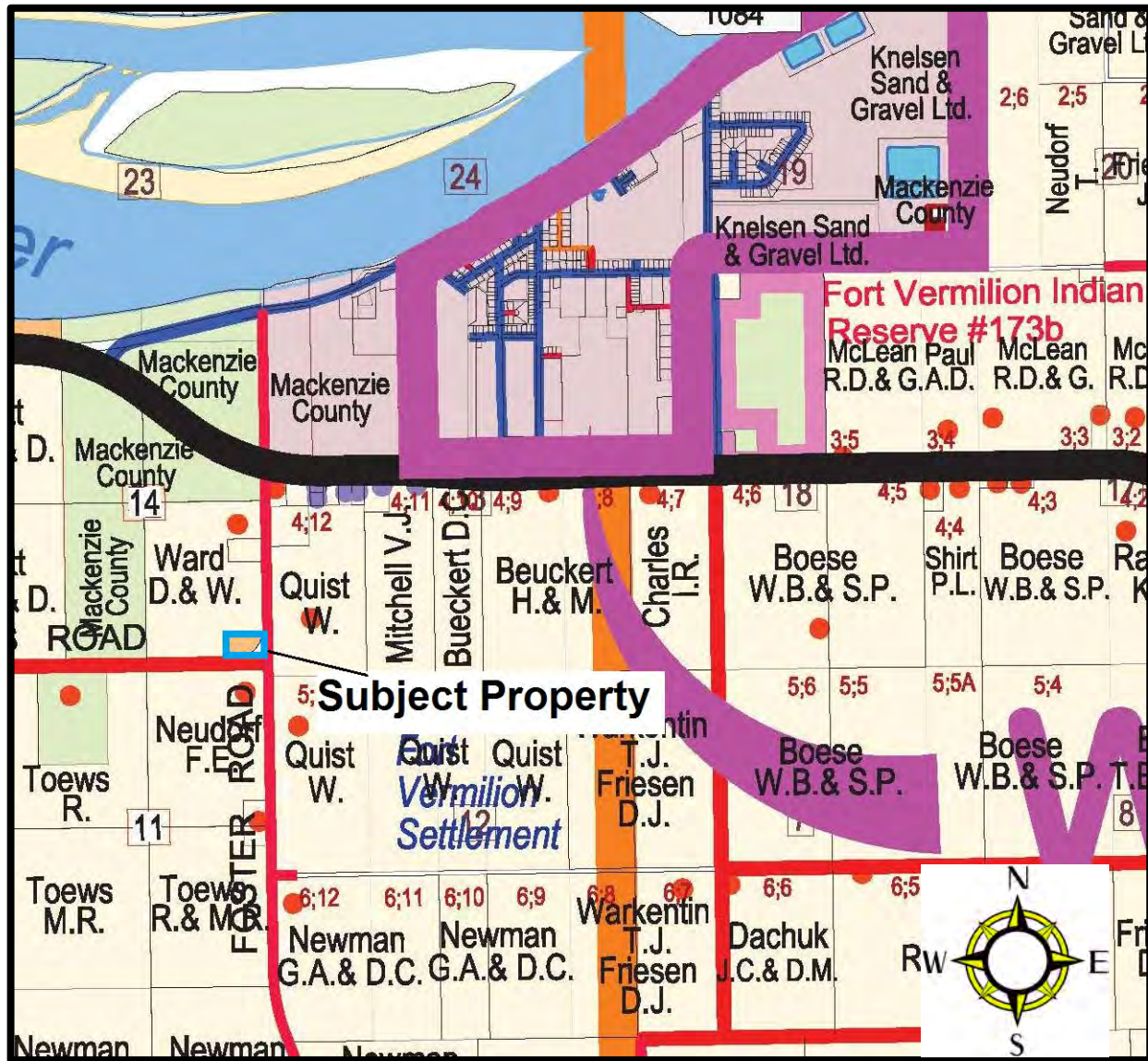
AutoCAD Dwg File: 170026_RoadClosure.dwg	Date: March 20th, 2017
BORDERLINE SURVEYS	Surveyed By: JC
10111 - 110th Street, Box 2861 Fairview, AB Phone: 780-330-9839 www.borderlinesurveys.com	Drawn By: JC
	Checked: PH
	Job No.: 170026

BYLAW No. 1063-17

Plan 172 _____
 Detailed Drawing Showing Areas of Closure



BYLAW AMENDMENT APPLICATION



File No. Bylaw 1063-17

NOT TO SCALE

Disclaimer

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



Mackenzie County

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the \$18,227 from the La Crete Main Street Beautification be reallocated to the La Crete Streetscape Implementation Committee budget.

Author: A.O'Rourke Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Byron Peters, Director of Planning and Development
Title:	Regional Safety Codes Discussion

BACKGROUND / PROPOSAL:

Mackenzie Municipal Services Agency (MMSA) arranged a meeting to discuss regional safety codes services in the northwest and possible options to develop a regional Safety Code services delivery model.

Safety Code administration attended the meeting which featured presentations by Municipal Affairs and Robert Renschler, from the County of Grande Prairie.

The regional safety code service would consist of northern municipalities, towns, First Nation reserves, and the Metis Settlement. There will be further discussion and more information regarding this proposal in the coming months.

OPTIONS & BENEFITS:

Mackenzie County has the opportunity to participate in the creation of the safety code service, if so is the municipality interested and what would the conditions of participation be?

COSTS & SOURCE OF FUNDING:

Costs to attend discussion meetings are minimal. The proposed changes to safety code service could be at an additional cost.

SUSTAINABILITY PLAN:

Not applicable.

Author: Tracey Weller **Reviewed by:** Byron Peters **CAO:** _____

COMMUNICATION:

None required at this time.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration continue to attend the upcoming Regional Safety Code discussions to receive more information on this initiative.

Author: Tracey Weller **Reviewed by:** Byron Peters **CAO:** _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Byron Peters, Director of Planning and Development
Title:	Fort Vermilion Airport Name Change and Fly In Event

BACKGROUND / PROPOSAL:

On October 11, 2016 Mackenzie County Council passed Motion 16-10-726:

“That Mackenzie County proceeds with an application to change the name of the Fort Vermilion Airport, which respectively recognizes Wilfrid Reid “Wop” May and his efforts during his January 1929 mercy flight from Edmonton to Fort Vermilion.”

Administration has sent a request to NAV Canada to begin the name change process and has been in contact with Wop May’s son, Denny May. Denny was pleased to hear about the name change in recognition of his father’s efforts, and would like to attend to unveil the new signage at the re-naming event.

The Fort Vermilion and Area Board of Trade are satisfied with the name change in recognition of Wop May’s 1929 mercy flight. At their AGM on April 4, 2017, the Chair, Vice Chair and Secretary Treasurer committed to contributing towards the name change and the event. The Board are willing to provide a concession stand – equipped with drinks, snacks, a large cake, ceremonial effects (such as balloons for release) and an additional sign; providing an historic overview of Wop May’s efforts.

Jake Fehr of Nor-Alta Aviation would also like to hold a Fly-In BBQ this summer, originally at the La Crete airport; however, the intention is to coincide the Fly-In with the re-naming event at the Fort Vermilion airport. A Fly-In is a pre-arranged gathering of aircraft, pilots and passengers for recreational and social purposes. Jake is willing to provide some assistance and resources, such as fuel at a discounted rate and a BBQ for visiting pilots, and the use of his hanger. Bill Boese of Fort Vermilion and George (Junior) Zacharias of La Crete have also offered their assistance.

The proposed date for the Fly-In and re-naming event is Saturday, July 15, 2017 at 2 pm.

Author: HG Reviewed by: BP CAO: LR

Administration is unable to obtain accurate quotations from local businesses at the time of this Request for Decision; due to circumstances beyond our control. Nonetheless, we have been able to provide a 'high-end' estimation, based upon other signage projects (i.e. Streetscape Design) currently underway. Any unused allocated funds will be returned to the applicable budget.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Signage: \$3,000 (Approx)

1. Steel/Wood Fabrication: \$2,500
2. Aluminum Composite: \$500
3. Installation: County Staff

Event Advertisements: \$804.97 (Approx)

1. Big Deal Bulletin 1 Issue: \$210
2. Echo Pioneer: \$244.97
3. Posters: \$150
4. Canadian Owners and Pilots Association: \$200

Event: \$2,000 (Approx)

1. Re-paint Airport Terminal (Summer Student)
2. Back-Drop/Aircraft Banner(s) and Ribbon (Unveiling Ceremony)
3. Other Activities (For Children)
4. Additional Food and Beverages
5. Additional Seating and Tables (Jake Fehr will be able to provide some)
6. Staff Time (Voluntary)
7. Safety (Increased Aircraft Volume and Potential for Aircraft Lawn Parking?)
8. Elevated Platform for Speech/Unveiling Ceremony

There are sufficient funds in the Airport Development Capital budget to cover the signage and event related costs, and the Planning Department's budget has sufficient funds to cover the event advertising costs.

SUSTAINABILITY PLAN:

Not Applicable

Author: HG Reviewed by: BP CAO: LR

COMMUNICATION:

Through the four avenues of communication described above.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County supports the community of Fort Vermilion as they publically recognize the name change of Fort Vermilion Airport to Wop May Memorial Airport; by financially and voluntarily contributing towards this summer's re-naming event.

Author: HG Reviewed by: BP CAO: LR



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Fred Wiebe, Director of Utilities
Title:	Bylaw 1058-17 being a bylaw to Rescind Bylaw 904-13 – Local Improvement Bylaw – Water and Sewer Extension on 43 Avenue and a portion of 50 Street in the Hamlet of Fort Vermilion

BACKGROUND / PROPOSAL:

In 2013 Mackenzie Council established Bylaw 904-13 - Local Improvement Bylaw – Water and Sewer Extension on 43 Avenue and a portion of 50 Street in the Hamlet of Fort Vermilion being a bylaw that authorizes the Council of Mackenzie County to impose a local improvement tax for Water and Sewer Extension on 43 Avenue and a portion of 50 Street for Plan 762 1591, Lots 1, 2 & 4, Block A and Plan 942 3306, Lot 5 & 6, Block A and Plan 580KS, Lot N in the Hamlet of Fort Vermilion.

The local improvement tax was never imposed, no taxes were collected pursuant to the bylaw, and the entire cost of construction was paid by the County. Therefore, Council has requested the repeal of Bylaw 904-13.

On January 23, 2017 the first reading for Bylaw 1058-17 was given to rescind Bylaw 904-13:

MOTION 17-01-072 **MOVED** by Councillor Bateman

That first reading be given to Bylaw 1058-17 being a bylaw to rescind Bylaw 904-13 - Local Improvement Bylaw – Water and Sewer Extension on 43 Avenue and a portion of 50 Street in the Hamlet of Fort Vermilion.

CARRIED.

Author: S. Martens Reviewed by: F. Wiebe CAO: _____

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

The bylaw was advertised as per Municipal Government Act requirements prior to second and third reading.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1058-17 being a bylaw to rescind Bylaw 904-13 - Local Improvement Bylaw – Water and Sewer Extension on 43 Avenue and a portion of 50 Street in the Hamlet of Fort Vermilion.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1058-17 being a bylaw to rescind Bylaw 904-13 - Local Improvement Bylaw – Water and Sewer Extension on 43 Avenue and a portion of 50 Street in the Hamlet of Fort Vermilion.

Author: S.Martens Reviewed by: F. Wiebe CAO: _____

**BYLAW NO. 1058-17
MACKENZIE COUNTY**

**A BYLAW OF MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,
TO REPEAL BYLAW NO. 904-13**

WHEREAS, Mackenzie County enacted Bylaw No. 904-13 to authorize the imposition of a local improvement tax for a Water and Sewer Extension on 43 Avenue and a portion of 50 Street for Plan 762 1591, Lots 1, 2 & 4, Block A and Plan 942 3306, Lot 5 & 6, Block A and Plan 580KS, Lot N in the Hamlet of Fort Vermilion;

AND WHEREAS, the local improvement tax that was authorized by Bylaw No. 904-13 has not been imposed, and no taxes have been collected by Mackenzie County pursuant to Bylaw No. 904-13;

AND WHEREAS, the project referred to in Bylaw No. 904-13 has, instead, been paid for, in its entirety, by Mackenzie County;

AND WHEREAS, the local improvement tax authorized by Bylaw No. 904-13 is no longer required;

AND WHEREAS, the Council of Mackenzie County considers it desirable to repeal Bylaw No. 904-13;

AND WHEREAS, section 191 of the *Municipal Government Act*, RSA 2000, c M-26, as amended, provides the Mackenzie County with the authority to repeal a bylaw;

AND WHEREAS, Mackenzie County has advertised its intention to consider this repealing Bylaw, pursuant to the requirements of the *Municipal Government Act*, RSA 2000, c M-26, as amended;

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

Repeal

1. That Bylaw No. 904-13 is hereby repealed.

Effective Date

2. This bylaw takes effect upon being passed.

READ a first time this 23rd day of January, 2017.

READ a second time this ___ day of _____, 2017.

READ a third time this ____ day of _____, 2017.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer

BYLAW NO. 904-13

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

This bylaw authorizes the Council of MACKENZIE COUNTY to impose a local improvement tax for Water and Sewer Extension on 43 Avenue and a portion of 50 Street for Plan 762 1591, Lots 1, 2 & 4, Block A and Plan 942 3306, Lot 5 & 6, Block A and Plan 580KS, Lot N in the Hamlet of Fort Vermilion.

WHEREAS, the Council of Mackenzie County in the Province of Alberta has deemed it advisable to charge a local improvement charge for construction of Water and Sewer Extension on 43 Avenue and a portion of 50 Street for Plan 762 1591, Lots 1, 2 & 4, Block A and Plan 942 3306, Lot 5 & 6, Block A and Plan 580KS, Lot N in the Hamlet of Fort Vermilion; and

WHEREAS, the Council of Mackenzie County in the Province of Alberta, duly assembled, has decided to issue a Bylaw pursuant to Section 397 of the Municipal Government Act to authorize a local improvement tax levy to pay for the Water and Sewer Extension on 43 Avenue and a portion of 50 Street for Plan 762 1591, Lots 1, 2 & 4, Block A and Plan 942 3306, Lot 5 & 6, Block A and Plan 580KS, Lot N in the Hamlet of Fort Vermilion; and

WHEREAS, the Local Improvement Plan has been prepared and the required notice of the project given to benefiting owners in accordance with the attached Schedule "A" and Schedule "B" and no sufficient objection to the construction of Water and Sewer Extension on 43 Avenue and a portion of 50 Street for Plan 762 1591, Lots 1, 2 & 4, Block A and Plan 942 3306, Lot 5 & 6, Block A and Plan 580KS, Lot N in the Hamlet of Fort Vermilion; and

WHEREAS, plans and specifications have been prepared and the estimated sum of Two Hundred Fifty-Four Thousand Four Hundred Fifty-Five Dollars and Fifty-Two Cents (\$254,455.52) is required to construct the Water and Sewer Extension on 43 Avenue and a portion of 50 Street for Plan 762 1591, Lots 1, 2 & 4, Block A and Plan 942 3306, Lot 5 & 6, Block A and Plan 580KS, Lot N in the Hamlet of Fort Vermilion. The said project is subject to the local improvement charge of which 70% will be paid by Mackenzie County and 30% will be collected by way of local improvement assessment as follows:

Mackenzie County	\$178,118.86	70%
Benefiting Owners	\$76,336.66	30%
<hr/>		
Total Cost	\$254,455.52	100%

WHEREAS, all required approvals for the project have been obtained and the project is in compliance with all Acts and Regulations of the Province of Alberta.

NOW, THEREFORE, THE COUNCIL OF MACKENZIE COUNTY DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. That for the purpose of completing Water and Sewer Extension on 43 Avenue and a portion of 50 Street for Plan 762 1591, Lots 1, 2 & 4, Block A and Plan 942 3306, Lot 5 & 6, Block A and Plan 580KS, Lot N in the Hamlet of Fort Vermilion as a local improvement project, the sum of Seventy-Six Thousand Three Hundred Thirty-Six Dollars and Sixty-Six Cents (\$76,336.66) be collected by way of annual, uniform local improvement tax rate assessed against the benefiting owners as provided in Schedule A attached.
2. The local improvement tax will be collected for Ten (10) years and the total amount levied annually against the benefiting owners is Eight Thousand Seven Hundred Sixty-Eight Dollars and Seventeen Cents (\$8,768.17).
3. The net amount levied under the bylaw shall be applied only to the local improvement project specified by this bylaw.
4. This bylaw shall come into force and take effect upon receiving third and final reading thereof.

READ a first time this 28th day of May, 2013.

READ a second time this 16th day of July, 2013.

READ a third time and finally passed this 16th day of July, 2013.

(original signed)

Bill Neufeld
Reeve

(original signed)

Joulia Whittleton
Chief Administrative Officer

BYLAW NO. 904-13

SCHEDULE A

Water And Sewer Extension on 43 Avenue and a portion of 50 Street
 in the Hamlet of Fort Vermilion.

Lot	Block	Plan	Front	Rear	Average
4	A	7621591	57.93	100.54	79.24
1	A	7621591	35.22	36.58	35.90
2	A	7621591	21.34	21.34	21.34
5	A	9423306	19.19	18.92	19.06
6	A	9423306	26.44	26.37	26.41
N		9423306	102.75	102.75	102.75

284.69

Total Assessable Frontage (meters)	284.69
Total Assessment per Front Meter of Frontage	\$268.14
Annual Unit Rate Per Front Meter of Frontage to be payable for a period of 10 years calculated at 2.128%	\$30.80
Total Yearly Assessment Against All Above Properties	\$8,768.17



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Fred Wiebe, Director of Utilities
Title:	01-SUB-17 Sewer Easement Request on Plan 142 5000, Block 5, Lot 2

BACKGROUND / PROPOSAL:

On March 2, 2017 a subdivision application was presented to the Municipal Planning Commission for a decision. The MPC made the following two motions concerning this application. Those being:

MPC-17-03-021 MOVED by Erick Carter

That the Municipal Planning Commission recommend to Council to accept the easement offer made by the developer, subject to the review of the existing sewer line and that all cost associated to infrastructure improvement be paid for by the County.

CARRIED

MPC-17-03-022 MOVED by Beth Kappelar

That this item be TABLED until Council makes a decision regarding the easement.

CARRIED

At the March 14, 2017 Council meeting it was moved to accept the existing infrastructure in its current condition:

Author: F. Wiebe Reviewed by: _____ CAO LR

**PLANNING &
DEVELOPMENT:**

**14. a) 01-SUB-17 Sewer Easement Request on Plan 142
5000, Block 5, Lot 2**

Reeve Neufeld left the meeting at 1:48 p.m. and turned over the chair to Deputy Reeve Wardley.

MOTION 17-03-195

MOVED by Councillor Toews

That Mackenzie County accepts the existing infrastructure currently servicing Lot 2, Block 5, Plan 142 5000 in its current condition, subject to applicable easements being obtained.

CARRIED

This motion was rescinded at the March 29, 2017 meeting and it was also requested that administration bring back additional information regarding the subdivision request.

The Planning Department has received an urban subdivision application for within the Hamlet of Fort Vermilion. The proposal is to separate the existing residence on the north end from the remainder of the lot. The subdivision request itself does not cause concern with the planning department; the issue is with an existing main sewer line that is located approximately 16.8 meters (55.7 feet) within the property.

Administration has been working with the developer to obtain easements so that the sewer line and manhole can be relocated to the front of the property adjacent to the road allowance, as the county does not like to cross private land in order to gain access to the infrastructure. This is to be done at the developer's expense.

Agreements have been signed for two utility easements: one for across the frontage of the property, and the other is for the existing line running diagonally between two lots on the east side of 45th Street.

Although these easements are agreed upon by the land owner, the applicant is requesting that in order to speed up the subdivision process (so that they can obtain title ASAP), save money and keep the majority of the old mature trees, that the County accept the existing sewer main where it is and they will provide all the appropriate easement requirements. The developers did have the sewer line going east/west across 45th street inspected by video camera as requested by the Utility department and proved to show no major sags and that it's constructed of PVC materials. The construction of this portion of sewer line and manhole are acceptable to Mackenzie County. The portion of sewer line south of manhole and cleanout located on Plan 142 5000, Block 5, Lot 2 had apparently been inspected but not submitted to the County until March 31, 2017. Review of this portion of sewer line shows that it is also built with PVC material, has no sags or cracks and overall is in good condition. It does only extend south approximately 36 meters from the manhole on the proposed sub-divided property at which point it reduces to 100mm (4") which would not be acceptable size as a main line to collect additional services.

Author: F. Wiebe Reviewed by: CAO LR

Should the County accept the developer's request to leave the line where it is, and obtain the appropriate easements, without the developer upgrading this portion. Then the cost of upgrade/replacement of this line will become the County's in the future.

OPTIONS & BENEFITS:

Option #1:

That the developer be required to connect a new main sewer line along 45 street from the proposed sub-divided Lot 2, Block 5, Plan 142 5000 to the sewer trunk main south of the proposed sub-divided property. This option is the most preferred option due to its complete abandonment of sewer mains on private property.

Advantages: This would ultimately clean up the entire sewer infrastructure with eliminating or minimizing easements required. Minimum depth of cover would be easily achieved.

Disadvantages: Cost may be prohibitive to the developer to only sub-divide a portion of his property.

Option #2:

That the developer be required to install new sewer infrastructure within the 45 Street road allowance or within easement directly adjacent to the road allowance.

This option would still require the easements on the properties east of 45 Street. This option could also be completed in whole up to the south portion of the balance of the sub-division or could be done in phases as each portion gets sub-divided. If the cost is too great for the developer, the County could accept the new infrastructure along 45 Street up to the south property line of the proposed sub-division whereat the balance of the lot could then tie into.

Advantages: This option keeps the majority of the sewer main on or near county road allowance for easier access for maintenance. It also does not restrict future development of the properties. If it is installed in phases, it ensures an option for future development tie in's for the balance of the sub-division.

Disadvantages: If installing the sewer line in easement adjacent to roadway, tree removal would need to occur unless directional drilling is used.

Option #3:

- a) Secure easement with a direct North/South alignment on entire property including the proposed portion as well as the balance. Administration

recommends that if this option is pursued that the sewer infrastructure be upgraded starting where the sewer decreases in size to 100mm (4").

- b) Securing easement with the alignment on the south remaining balance of the sub-division be aligned adjacent to the road allowance or within road allowance.

Advantages:

The main advantages are in the developer's favor where costs can be saved for him and minimal disturbance is caused.

Disadvantages:

Should the County accept the developer's request to leave the line where it is, and obtain the appropriate easements, without the developer upgrading this portion. Then the cost of upgrade/replacement of this line will become the County's in the future. The reduced size of 4" is a concern and should not be accepted as County's collection system to accept multiple properties due to higher chance of blockages and lower collection volume. This will also restrict the developer or future developers from developing due to the minimum setback and then possibly this easement even further onto property. This would put any building 24.3 meters (75 feet) back (including the 5 feet setback from easement)from the front property line.

Option #4:

Secure easement on the proposed sub-division only and ensure that the easement reflects that the new sub-division sewer main will accept sewer from the south balance sewer service. If this option is pursued, it would be in the County's best interest to make the new sub-divided portion help pay for a future sewer main in the roadway.

Advantages:

This would be the quickest option in allowing the developer to proceed with the easement without necessarily committing to any longer term plan. All of the options mentioned could still be pursued at a later date.

Disadvantages:

It does not require to upfront the installation of a longer term more viable option of having the sewer mains installed within county road allowance (or adjacent to road allowance).

COSTS & SOURCE OF FUNDING:

Estimated costs for different options will be handed out at the meeting as more time was required to obtain estimates.

Author: F. Wiebe Reviewed by: _____ CAO LR

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

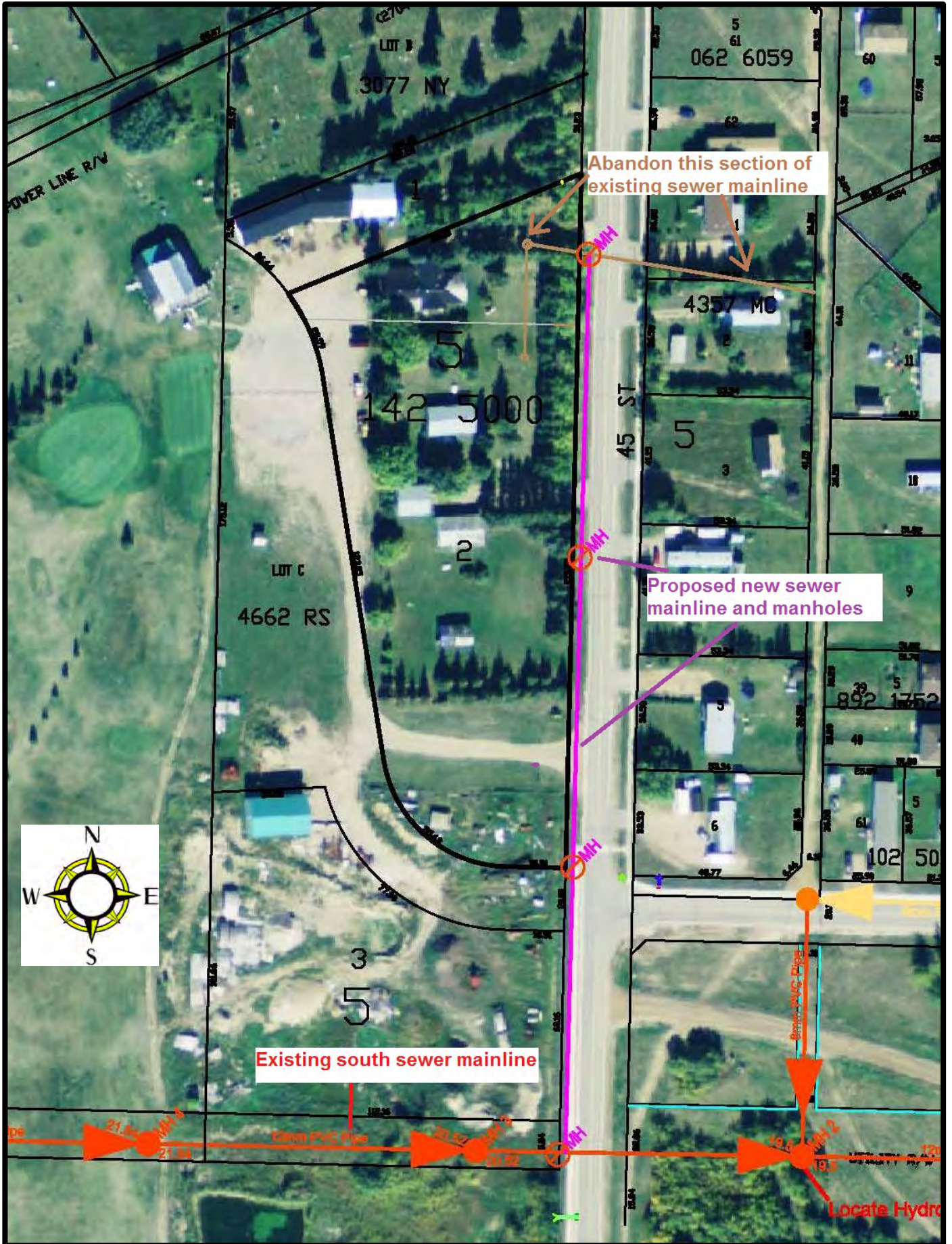
RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

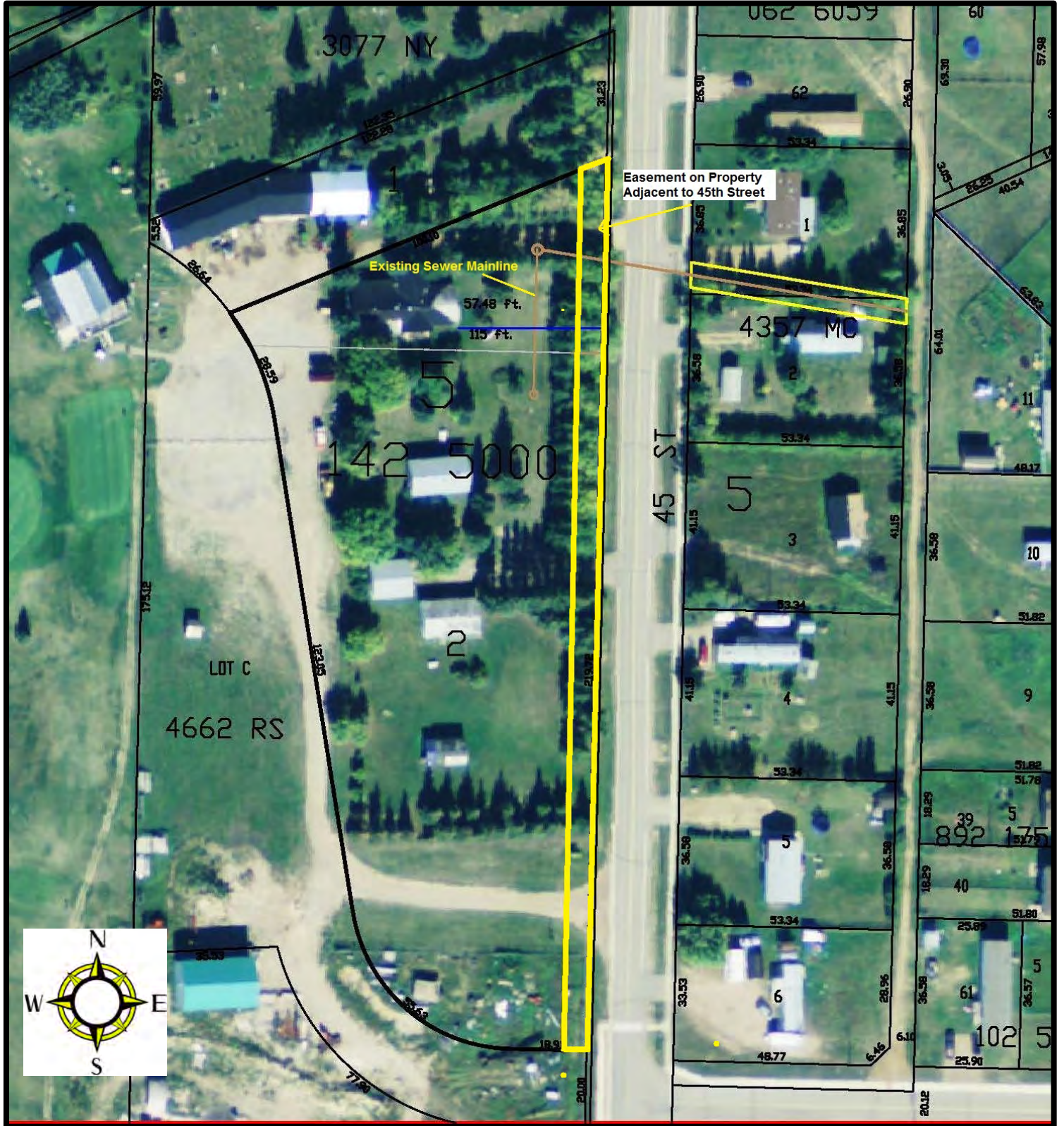
That the developer be required to connect a new main sewer line along 45 street from the proposed sub-divided Lot 2, Block 5, Plan 142 5000 to the sewer trunk main south of the proposed sub-divided property.

Author: F. Wiebe Reviewed by: _____ CAO LR

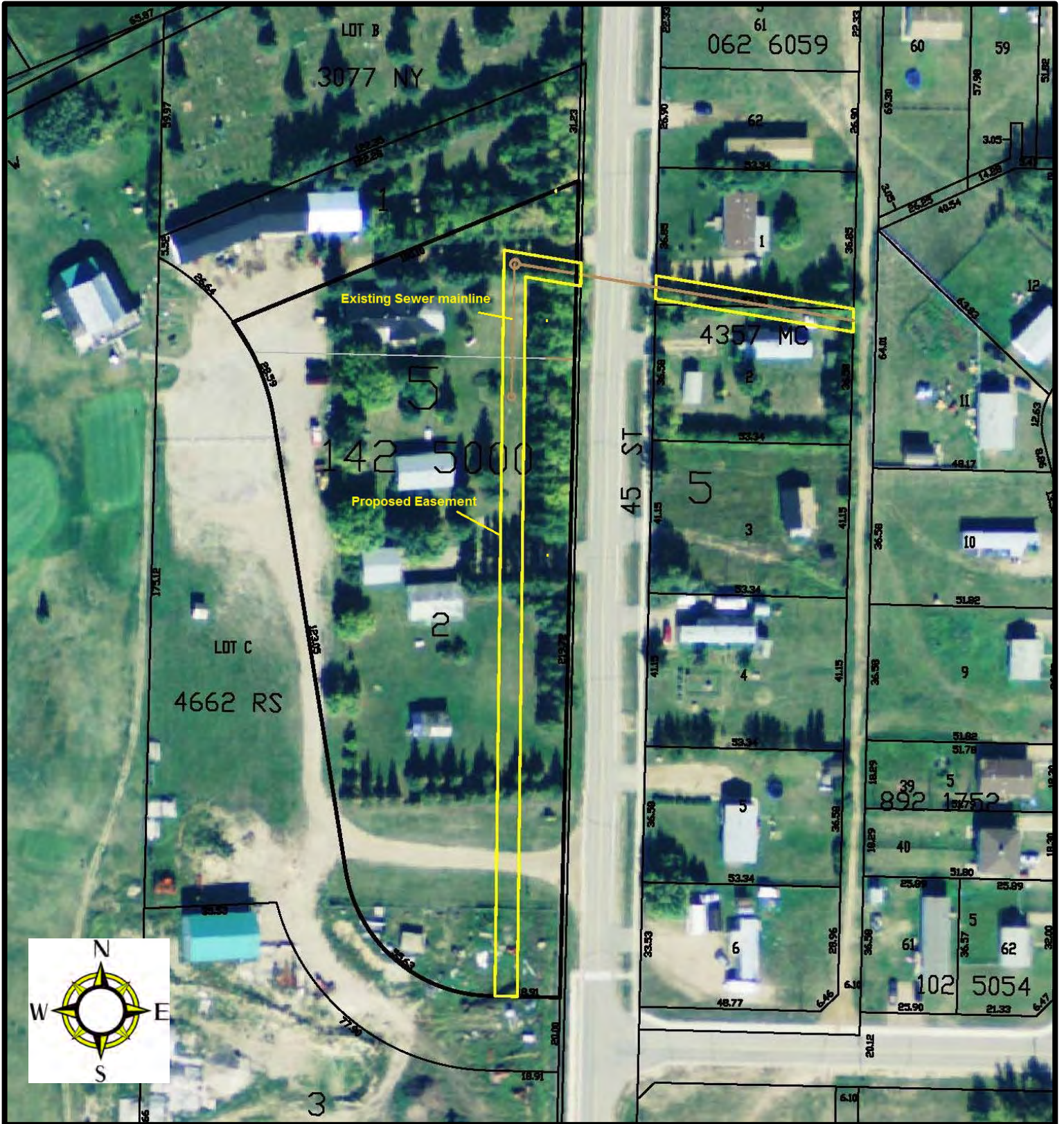
OPTION 1



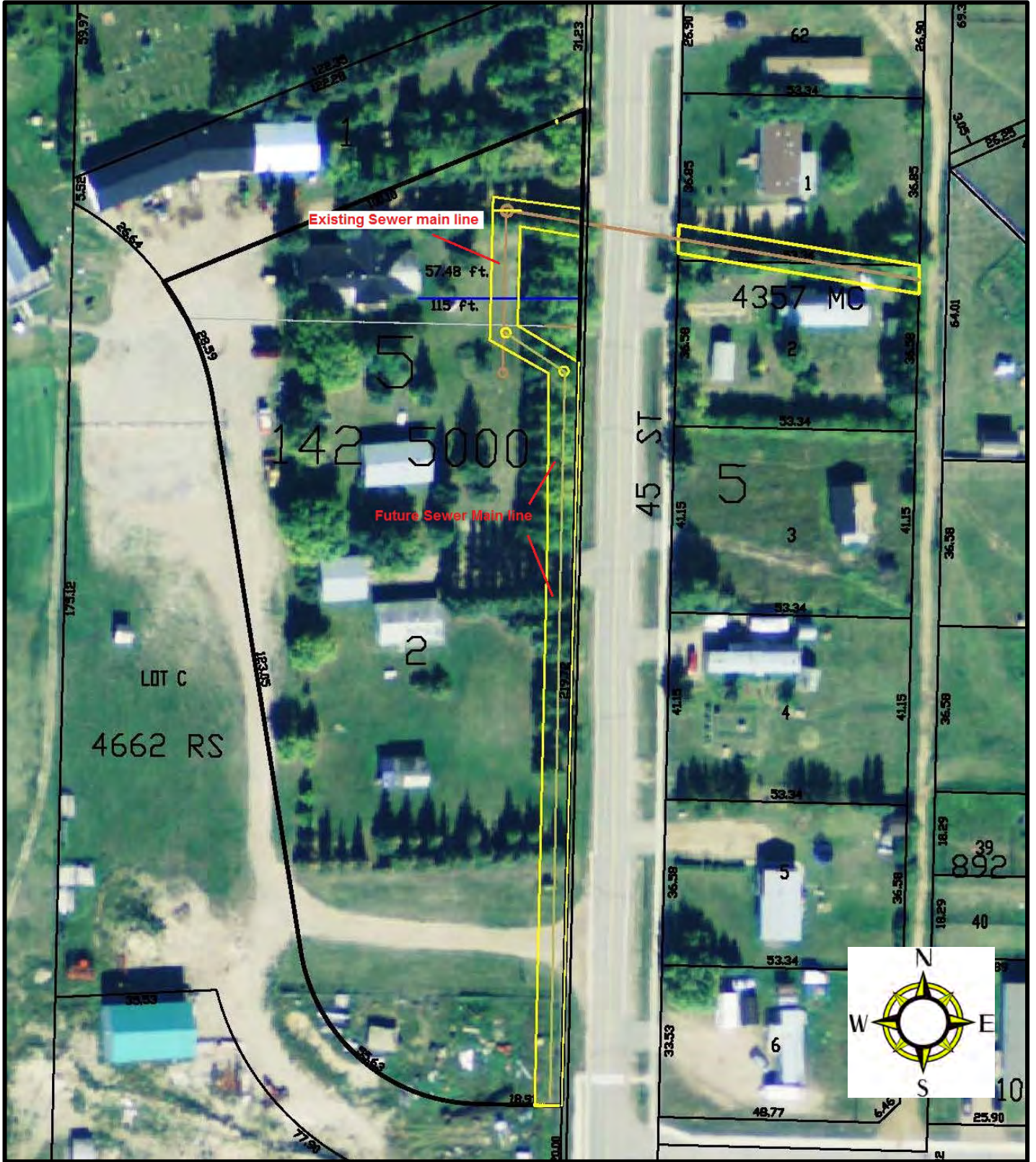
OPTION 2



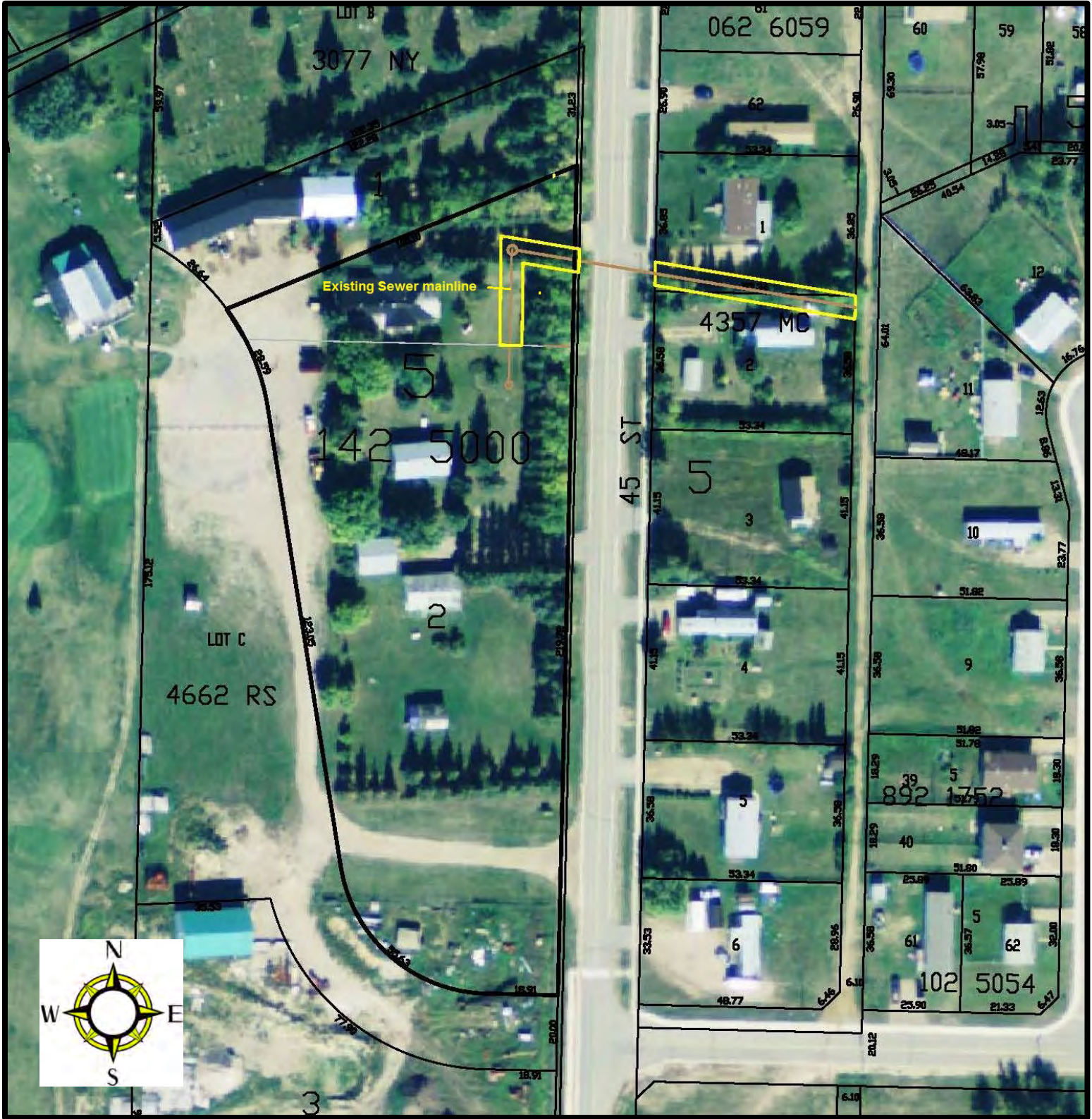
OPTION 3a



OPTION 3b



OPTION 4





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Correspondence – Alberta Municipal Affairs (Alberta Community Partnership Program – Cumulative Effects Assessment Project)
- Correspondence – Workers’ Compensation Board (National Day of Mourning)
- Correspondence – Prime Minister of Canada (Alberta Jobs Taskforce)
- Correspondence – Office of the Prime Minister (Alberta Jobs Taskforce)
- Correspondence – Alberta Transportation (Intersection Safety Issue Upgrade)
- Correspondence – Northern Alberta Development Council (Letter of Support)
- Correspondence – Service Alberta (Rural Broadband)
- Correspondence – Minister of Energy (Natural Gas Shortage)
- Correspondence – Gas Alberta Inc. (Natural Gas Shortage)
- Correspondence – Town of High Level (High Level Airport Runway)
- Correspondence – Alberta Seniors and Housing (Minister’s Seniors Service Awards)
- Correspondence – Alberta Environment & Parks (La Crete Community Environmental Project)
- Correspondence – Alberta Environment & Parks River Forecasting (Fprt Vermilion Peace River Spring Break-up)
- High Level Forests Public Advisory Committee Meeting Minutes
- Boreal Housing Foundation Meeting Minutes
- Fort Vermilion Recreation Board Meeting Minutes
- Invitation to Attend Peace River Regional District Board Meeting
- Forest Industry Open House and Information Sessions

Author: CG Reviewed by: CG CAO: _____

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. Gabriel Reviewed by: CG CAO: _____



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR88776

March 14, 2017

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

RECEIVED
MAR 23 2017

MACKENZIE COUNTY
FORT VERMILION OFFICE

Dear Reeve Neufeld,

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbors, we help to build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that Mackenzie County has been approved for a grant of \$200,000 under the Intermunicipal Collaboration component in support of your Cumulative Effects Assessment project.

Alberta Environment and Parks request to be contacted as you undertake the study. Please contact Dave Hervieux, Regional Resource Manager at dave.hervieux@gov.ab.ca or toll free at 310-0000, then 780-538-5618.

The conditional grant agreement will be mailed shortly to your chief administrative officer to obtain the appropriate signatures.

The provincial government looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to please send invitations for these milestone events to my office. If you would like to discuss possible events and activities to recognize your ACP achievements, please contact Municipal Affairs Communications, toll-free at 310-0000, then 780-427-8862, or at acp.grants@gov.ab.ca.

... /2

Reeve Bill Neufeld

- 2 -

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,



Hon. Shaye Anderson
Minister of Municipal Affairs

cc: Honourable Danielle Larivee, MLA, Lesser Slave Lake
Debbie Jabbour, MLA, Peace River
Mayor Crystal McAteer, Town of High Level
Mayor Wally Olorenshaw, Town of Rainbow Lake
Reeve Cheryl Anderson, County of Northern Lights
Lenard Racher, Chief Administrative Officer, Mackenzie County
Rodney Schmidt, Acting Chief Administrative Officer, Town of High Level
Karen Huff, Acting Chief Administrative Officer, Town of Rainbow Lake
Theresa Van Oort, Chief Administrative Officer, County of Northern Lights

Corporate Communications

9925 - 107 Street
PO Box 2415
Edmonton, Alberta T5J 2S5

Tel: (780) 498-8680
Fax: (780) 498-7875
WCB website: www.wcb.ab.ca



March 20, 2017

Dear Mayors, Reeves and Councillors:

RE: April 28 - National Day of Mourning

On April 28, we all come together to remember the workers who were killed, injured or disabled at work.

In 2016, we lost 144 women and men to workplace injury or illness in Alberta.

To remember them, we have developed a memorial poster (enclosed) in recognition of the day. This poster will appear at workplaces, public places and in ceremonies across the province as a remembrance and a tribute to the workers killed or injured on the job, and a reminder that we need to work together to make workplaces safer.

We have also included a small vinyl sticker to provide a tangible reminder of the significance of April 28. If you are interested in distributing them to visitors, we would be happy to provide you with a supply.

We ask that you display the poster and use it in any events marking Day of Mourning.

If you have any questions, need stickers or additional posters, please contact Dina DaSilva, WCB Corporate Communications at 780-498-8616 or dina.dasilva@wcb.ab.ca.

We will be lowering our flags to half-mast on April 28. We invite you to join us in marking this important day by doing the same.

Respectfully,

A handwritten signature in black ink that reads "Dayna Therien".

Dayna Therien
Director of Corporate Communications
WCB-Alberta

Encl.



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

March 21, 2017

The Right Honourable Justin Trudeau, P.C., M.P., B.A., B.Ed.
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON. K1A 0A2

The Honourable William Francis Morneau
Minister of Finance
Department of Finance Canada
90 Elgin Street
Ottawa, ON. K1A 0G5

Dear Prime Minister and Minister:

**RE: RECOMMENDATIONS FROM THE ALBERTA JOBS TASKFORCE
REPORT INCLUDED IN THE 2017 BUDGET**

Mackenzie County Council supports the 11 recommendations put forth by the Alberta Jobs Taskforce Report, an Alberta-made plan for job creation. On March 14, 2017, Council passed a motion requesting a letter be sent to the Prime Minister and the Minister of Finance requesting assurance that the Budget 2017 incorporates the 11 recommendations in the Alberta Jobs Taskforce Report.

Respectfully,

Bill Neufeld
Reeve
Mackenzie County

- c. Debbie Jabbour, MLA Peace River
Arnold Viersen, M.P. Peace River – Westlock
Chris Warkentin, M.P. Grande Prairie – Mackenzie
Mackenzie County Council

Jessica Ruskowsky

From: Prime Minister/Premier Ministre <PM@pm.gc.ca>
Sent: Wednesday, April 5, 2017 2:01 PM
To: Jessica Ruskowsky
Cc: William Morneau, P.C.,M.P.
Subject: Office of the Prime Minister / Cabinet du Premier ministre
Attachments: 2017-03-21_Prime_Minister_-_Budget_2017_Considerations.pdf

Dear Mr. Neufeld:

On behalf of the Right Honourable Justin Trudeau, Prime Minister of Canada, I would like to acknowledge receipt of your correspondence regarding recommendations from the Alberta Jobs Taskforce Report.

Please be assured that your comments, offered on behalf of the Mackenzie County Council, have been carefully reviewed. As you likely know, matters relating to Budget 2017 fall more directly within the portfolio of the Honourable William Morneau, Minister of Finance, to whom I note you have also addressed your correspondence. While the Prime Minister appreciates being made aware of your comments, he will leave the matter to be considered by Minister Morneau.

Thank you for taking the time to write.

K. Black
Executive Correspondence Officer
Agent de correspondance
de la haute direction

>>> From : Jessica Ruskowsky jruskowsky@mackenziecounty.com Received : 22 Mar 2017 06:21:25 PM >>>

>>> Subject : Budget 2017 Considerations >>>>

Dear Prime Minister and Minister,

Attached is a letter sent from the Mackenzie County Council requesting assurance that the Budget 2017 incorporates the 11 recommendations published in the Alberta Jobs Taskforce Report.

Thank you,

Jessica

Jessica Ruskowsky, BAID | Executive Assistant to the CAO | Mackenzie County

PO Box 640, 4511-46 Ave. | Fort Vermilion | AB | T0H 1N0



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

March 24, 2017

Ryan Konowalyk, Regional Director
Alberta Transportation
Bag 900, Box 29
Peace River, AB. T8S 1T4

Dear Mr. Konowalyk:

RE: INTERSECTION SAFETY ISSUE UPGRADE

This letter is to request your assistance with intersections that provide a safety concern in our community. The County office and our councillors have received many complaints about the visibility of the intersection and the truck traffic that are merging or turning. This particular intersection is located just outside the northwest corner of the Hamlet of La Crete. Highway 697 runs east/west, and at this intersection you may choose to continue west into the hamlet on 101 Ave, or turn south to continue on highway 697.

This intersection is a major route for many ratepayers and businesses. Local sawmills run their trucks over this route, school busses utilize this intersection as a part of multiple bus routes to get children to and from school, and the highway feeds the main traffic outlets from the Hamlet of La Crete. This excess of traffic on a highway intersection route adds to the safety concern of our ratepayers. It can be very difficult to turn off the highway or to get onto the highway with the lack of deceleration or acceleration space offered on the east/west stretch. During the winter months our daylight hours are very short and snowfall can be overwhelming, leading to reduced visibility at our intersections. The sun remains low enough to impair a driver's vision without any distinguishing markers of an intersection ahead. With no lighting at this major intersection, merging onto the highway becomes increasingly difficult.

The second intersection that poses a visibility issue is the turn off of highway 58 onto range road 151. This intersection services the area Rocky Lane, where the Rocky Lane Recreational Facility and the Rocky Lane School can be found. Not only does this intersection service the ratepayers of Rocky Lane, but also the residents of the Boyer First Nation Reserve. The visibility issues of this intersection stem from the adjacent gully where the incline does not give drivers

Ryan Konowalyk
Page 2
March 24, 2017

any indication of an upcoming range road. Illumination of this area would help ratepayers to locate the turn much easier, alleviating the hazard for other drivers and our large trucks from industry that use this highway as a main trucking route.

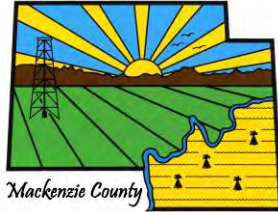
Your assistance in upgrading the attributes of these two intersections that make them a liability would be greatly appreciated. If you have any questions on either of these intersections our ratepayers struggle with please contact myself at (780) 841-9166, or email at lracher@mackenziecounty.com. I look forward to hearing from you.

Respectfully,



Len Racher
Chief Administrative Officer
Mackenzie County

c. Mackenzie County Council



Mackenzie County

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone (780) 927-3718 Fax (780) 927-4266
www.mackenziecounty.com

March 29, 2017

Debbie Jabbour, Chair
Northern Alberta Development Council
Bag 900 – 14
2nd Floor, Provincial Building
9621 – 96 Ave
Peace River, AB. T8S 1T4

Dear Ms. Jabbour,

RE: PETER BRAUN SUPPORT OF APPLICATION

It is the pleasure of the Mackenzie County Council to support Peter Braun's application to renew his seat on the Northern Alberta Development Council. As he currently sits on the Mackenzie County Council, I can speak to his commitment and enthusiasm as evidence he would be an asset to your Council at NADC.

Born and raised in La Crete Alberta, Mr. Braun calls this northern hamlet home and devotes his time to its growth. Involving himself in numerous community organizations makes his dedication obvious. The La Crete Minor Hockey League, the Youth Activity Center, and the La Crete Recreation Society all benefit from Mr. Braun's role on each their boards as they work on promoting the social growth of the community. He works alongside other board officials and community members to develop programs and services that offer a social and networking outlet for the residents of La Crete.

Not only does he pour his time into enhancing community based groups but he also takes his municipal leadership role as Councillor very seriously. His county committee participation includes the Agriculture Appeal Board, Assessment Review Board, Community Services, Sustainability, Finance, Public Works, and the Streetscape Committees. Engaging in community involvement as a Councillor, Mr. Braun represents our county on community committees such as the La Crete Community Adult Learning Council and on the Regional Economic Development Initiative group. Travelling to attend many conferences and

...2

Debbie Jabbour, Chair

Page 2

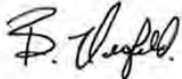
March 29, 2017

seminars representing Mackenzie County has provided Mr. Braun with invaluable experience in discussing northern affairs with other counties, councillors, and consulting with ministers for advice and concerns.

As a northern entrepreneur, Mr. Braun understands the background in building a successful business in a northern community. The success of his business relies on the development of relationships within the community and his firm grasp of how communities interact and grow. Not only does he maintain his own business, he was the manager of U.F.A. Petroleum and Chairman of the La Crete Co-op Board. The strength of northern communities is the first step to the strength of the north as a whole, and his personal investment into the business community acknowledges his passion to strengthen the north.

His leadership role as a Councillor at Mackenzie County, his grasp of business relationships, and his involvement in community organizations will be an invaluable resource to the NADC in their mission to advance northern development with partners in private and public organizations and other government agencies. I wholeheartedly endorse Peter Braun's candidacy as he reaches out to join another organization dedicated to strengthening northern Alberta. We recommend Peter Braun without reservation to sit on your council at the NADC. Thank you for your kind consideration. If you have any further questions or concerns, you may contact me at (780) 841-1806.

Sincerely,



Bill Neufeld

Reeve

Mackenzie County

- c. Mackenzie County Council
Len Racher Chief Administrative Officer, Mackenzie County



ALBERTA
SERVICE ALBERTA

*Office of the Minister
MLA, Calgary-Varsity*

AR31494

March 27, 2017

Reeve Bill Neufeld
Mackenzie County
PO Box 640
Fort Vermilion, Alberta TOH 1N0

RECEIVED
MAR 31 2017

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

Dear Reeve Neufeld:

As Minister of Service Alberta, I appreciate the opportunity to reach out to you personally about the work my ministry is undertaking with respect to SuperNet and the support of rural broadband in the province.

Our government understands the importance of maintaining vibrant and sustainable communities, and we know that community leaders like you believe that access to government services and quality internet are some of the keys. Keys to encouraging our youth to make a home in rural Alberta, retaining local skills and talent, attracting new industry and opportunity, and helping businesses to thrive. You have reached out to us about the importance of SuperNet and broadband through the recent Alberta Urban Municipalities Association (AUMA) and Association of Alberta Municipal Districts and Counties (AAMDC) surveys, fall conventions and resolutions, direct conversations with my department, and through correspondence with my colleagues in Cabinet. I thank you for the time you have taken to reach out, we have heard your concerns, and I can share that we are actively looking at how to provide support on these important issues.

Also recently, the Canadian Radio-television and Telecommunications Commission (CRTC) announced that broadband is a basic service that should be available to all Canadians, and both the federal government and CRTC are in varying stages of releasing broadband funding programs. We have spent time with both these groups, advocating on behalf of Albertans, and we support these important decisions. To that end, my department is already working with communities and Internet Service Providers (ISPs) across Alberta who are considering submitting applications for funding.

.../2

At the same time as many of you are looking into municipal solutions or partnerships to enable better internet for your rural residents, the current SuperNet operating agreement with Axia SuperNet Ltd. is expiring on June 30, 2018. While SuperNet is not the internet, and primarily connects public sector sites in the province; it is also one of the networks used by municipalities and ISPs to bring internet into rural Alberta. We need to take action, and considering the valuable stakeholder insights shared with us, our government has been looking at options for moving forward. Those key considerations, and some important background to help you understand SuperNet and the decisions we face, can be found on the attachment I have enclosed.

Our government values open communication and recognizes that many communities are making efforts to improve broadband at home. While this process unfolds and we confirm government's direction, we want to caution municipalities on signing long-term agreements with ISPs. The landscape and arrangements could change and we want to position you for success. If you are considering a municipal partnership or agreement with an ISP, please contact our SuperNet Secretariat toll-free for guidance. They can be reached at 1-888-777-4010.

The government will be discussing our approach for the future of SuperNet and potential rural broadband supports in early 2017, and we will ensure you are aware of those decisions.

Thank you for your continued efforts on behalf of the people of Alberta.

Sincerely,



Hon. Stephanie McLean
Minister of Service Alberta

Attachment – SuperNet Municipal Backgrounder

cc: Lenard Racher, Chief Administrative Officer, Mackenzie County

Honourable Deron Bilous, Minister of Economic Development and Trade

Honourable Shaye Anderson, Minister of Municipal Affairs

Tim Grant, Deputy Minister, Service Alberta

Stephen Bull, Assistant Deputy Minister, SuperNet Secretariat, Service Alberta

SUPERNET: THE WAY FORWARD AND MUNICIPALITIES

We know that community leaders and Albertans across the province believe that enabling broadband is key to ensuring vibrant and sustainable communities where businesses can thrive. We also know that many internet service providers (ISPs) in rural Alberta count on SuperNet today to deliver internet services to residents and businesses – and as we move forward – we’re working to ensure those services remain available to ISPs and municipalities alike.

On June 30th, 2018 the current SuperNet operating agreement with Axia SuperNet Ltd. expires. In light of the challenges facing SuperNet today, and considering the insights provided by our stakeholders - including municipalities - the Government of Alberta (GoA) has been reviewing options to move forward:

- ✓ Job 1 is ensuring service continuity for our indigenous offices, municipalities, public sector schools, hospitals, libraries and government facilities;
- ✓ While the GoA is not directly responsible for the delivery of internet services to rural Alberta, we must also continue to support ISPs who use the SuperNet today to deliver internet to Albertans, particularly in our rural and remote areas;
- ✓ We must examine ways to address the growing cost of SuperNet, while working to eliminate the issues and challenges raised to us by our many stakeholders;
- ✓ We must decide what role the new model for SuperNet should play in supporting rural broadband in Alberta, and what, if any, additional approaches should be considered to advance rural internet in the province – now and into the future; and
- ✓ We need to achieve these goals within our existing budget.

WHAT IS SUPERNET?

SuperNet is not the internet. It is a network of fibre optic cables, wireless towers, and electronics whose primary purpose is to digitally connect over 3,300 of our province’s hospitals, libraries, schools, government offices, and many municipal and indigenous offices, in 429 communities. SuperNet is also used by many independent ISPs to provide Albertans and businesses in your municipalities with access to the internet.

Like every network, SuperNet has evolved. It started 15 years ago with the GoA making an investment of \$193 million to construct and own a digital network to bring 402 rural and remote communities into the connected world. At that same time, Bell Canada (Bell) stepped up with \$102 million to enhance their existing network covering 27 urban centres within the province. The rural and urban networks became the SuperNet, and made Alberta the most connected province in the country.

In 2005, as SuperNet moved from construction into operations, the ownership arrangements and contracts for SuperNet were changed. Bell had invested more than \$300 million into completing the build of the rural network, and the GoA decided to give away ownership of that infrastructure, to Bell, in exchange for 10-years of free maintenance. Axia SuperNet Ltd. was also contracted to operate SuperNet.

The GoA now holds rights to use Bell’s fibre and wireless infrastructure until 2045. From 2005 to 2015 maintenance of the Bell-owned infrastructure came at no cost to the GoA. As of 2015 the GoA now faces annual maintenance costs of over \$15 million and will have spent more than \$300 million, in maintenance fees alone, before having the opportunity in 2035 to purchase only the aged rural infrastructure for \$1.

As a result of the 2005 change in SuperNet ownership, increasing maintenance costs, and ongoing challenges with today’s SuperNet model, we face some difficult decisions in paving the way forward.

WHO CAN I CONTACT WITH QUESTIONS?

The GoA will continue to work with all municipalities to ensure we maintain clear and open communication regarding SuperNet as we move forward.

All general inquiries should be directed to the SuperNet Secretariat and Rural Broadband Line: (Toll-Free) 1-888-777-4010.



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

March 29, 2017

The Honourable Margaret McCuaig-Boyd
Minister of Energy
408 Legislature Building
10800 – 97 Avenue
Edmonton, AB.
T5K 2B6

Dear Minister:

RE: NATURAL GAS SHORTAGE IN NORTHERN ALBERTA

This past winter residents within Mackenzie County were faced with a significant issue that affected both critical infrastructure and the health and wellbeing of a large portion of our population. The most significant of these issues occurred on December 8, 2016, when County administration was notified that natural gas demand had depleted available capacity. This specific event occurred during some of the coldest weather in our region and had a specific impact to all community infrastructure inclusive of hospitals, schools, long term care facilities, senior's lodges, and the community as a whole. Some residences, at the furthest reaches of the distribution line, lost all natural gas resulting in seeking alternative heating sources for their homes.

Additionally, the economic impact to businesses was also significant, as mitigation efforts saw many large high demand corporations shutting down operations to ensure that the critical infrastructure could support community and vulnerable populations during the event, while awaiting the shipment of natural gas via commercial transport trucks.

This was not an isolated incident. There have been similar incidents in previous years, as well as another occurrence later that December. If the extreme weather had continued the impact to our region could have been devastating.

Additionally, the issue of privately-owned pipelines being abandoned was recently discussed at the Alberta Association of Municipal Districts & Counties

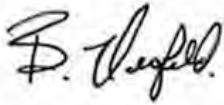
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Minister of Energy
Page 2
March 29, 2017

convention in March 2017. These abandonments can leave rural municipalities and co-ops faced with additional costs and uncertainties of supplying ratepayers with natural gas.

We respectfully request your assistance in identifying the issue with our shortage on natural gas, and working with us and our suppliers and distributors to resolve the situation. If you require more information please feel free to contact me at (780) 841-1806 or our Chief Administrative Officer, Len Racher, at (780) 927-3718 or by email to lracher@mackenziecounty.com.

Sincerely,



Bill Neufeld
Reeve

c: Debbie Jabbour, MLA Peace River
Dave Symon, President & CEO, Gas Alberta Inc.
Mackenzie County Council
Len Racher, Chief Administrative Officer, Mackenzie County



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

March 29, 2017

Mr. Dave Symon
President and CEO
Gas Alberta Inc.
Suite 205, 120 Country Hills Landing NW
Calgary, AB
T3K 5P3

Dear Mr. Symon:

RE: NATURAL GAS SHORTAGE IN NORTHERN ALBERTA

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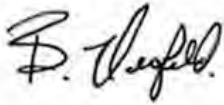
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Gas Alberta Inc.
Page 2
March 29, 2017

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Sincerely,



Bill Neufeld
Reeve

c: Hon. Margaret McCuaig-Boyd, Minister of Energy
Debbie Jabbour, MLA Peace River
Mackenzie County Council
Len Racher, Chief Administrative Officer, Mackenzie County



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

March 29, 2017

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

Dear Reeve Neufeld:

On behalf of the Town of High Level, I would like to thank Mackenzie County for providing the March 17, 2017 letter of support of the High Level Airport Runway (ACAP funding) to the Honourable Marc Garneau, Minister of Transport.

We received a letter on March 21, 2017 from Transport Canada to advise that due to the high demand of funding requests, our project has been placed on a reserve list and will be considered for 2018-2019 funding.

Yours truly,

Crystal McAteer
Mayor

Cc: Town of High Level Council

RECEIVED
APR 7 2017

MACKENZIE COUNTY
FORT VERMILION OFFICE

Gateway To The South



ALBERTA
SENIORS AND HOUSING

*Office of the Minister
MLA, Edmonton-Riverview*

AR 42404

March 30, 2017

Dear Seniors Serving Organization:

Each year the Minister's Seniors Service Awards recognize the important volunteer work that individuals and organizations provide to assist seniors in Alberta. To date this program has honoured 128 recipients. This year, the Alice Modin Award is being introduced to recognize a senior who has provided long-term volunteer service to their community, promotes volunteerism, or whose volunteer efforts have had a provincial impact. Alice Modin was instrumental in spearheading Seniors' Week in Alberta more than 30 years ago, and was a lifelong community volunteer.

Attached is a poster and nomination booklet for the 2017 Minister's Seniors Service Awards. Please consider nominating volunteers in your community and help us promote the awards by displaying the poster and spreading the word. The deadline for nominations is May 19, 2017.

All nominees will be recognized at community celebrations taking place across Alberta this summer, and award recipients will be recognized at a ceremony in the fall. Additional information on the community events will be available in the spring.

Please visit my ministry website at www.seniors-housing.alberta.ca for more information or email seniorsinformation@gov.ab.ca to request additional nomination packages.

Thank you for supporting seniors in Alberta.

Sincerely,

Lori Sigurdson
Minister of Seniors and Housing

Attachments

RECEIVED
APR 7 2017

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

March 31, 2017

Len Racher
Chief Administrative Officer
Mackenzie County
PO Box 640
Fort Vermillion Alberta T0H 1N0
lracher@mackenziecounty.com

Dear Mr. Racher:

Thank you for your letter dated February 1, 2017, proposing a project you plan to finance with the grant to be allocated for a La Crete community environmental project as a result of La Crete Sawmills Ltd.'s Certificate of Variance to operate their beehive burner. Alberta Environment and Parks has reviewed your proposal relative to the requirements specified in our letter dated August 12, 2016, and have determined that the proposed project is not considered an environmental project specific to enhancements of air, water or land quality.

To receive the grant allocated for a La Crete community environmental project, please submit a proposal to the department with detailed information on the specific environmental project proposed to finance with this grant, and how it would be of benefit to the residents of the Hamlet of La Crete with respect to air, water and land quality.


The proposal should include at a minimum:

1. the nature, type and scope of the project;
2. a detailed project description including any engineering/technical specifications, parameters, output capacity/size/volume, etc.;
3. a list of anticipated environmental benefits or outcomes as a result of the project;
4. an anticipated schedule and total cost of the project; and
5. who will benefit from the project.

A grant agreement will be prepared and funding disbursed after the proposal from Mackenzie County is reviewed and accepted by the department.

If you have any questions, please contact me in Grande Prairie by telephone at 780-833-4375 or by email at okey.obiajulu@gov.ab.ca.

Sincerely,



Okey Obiajulu
Approvals Manager

cc: Reeve Bill Neufeld, Mackenzie County
David Fehr, Director of Operations, Mackenzie County
Neil Calder, Alberta Environment and Parks

RECEIVED
APR 7 2017

MACKENZIE COUNTY
FORT VERMILION OFFICE

Jessica Ruskowsky

From: Jessica Ruskowsky
Sent: Wednesday, April 5, 2017 5:43 PM
To: AEP RFC Ice Peace
Cc: Stefan Emmer; AEP RFC Ice
Subject: Re: Fort Vermilion Peace River Spring Break-up

Good Afternoon Stefan,

This is great information. I hope this will help ease the minds of our residents to know there are reports being issued and you are in contact with emergency managers in Fort Vermilion in the instance they could be at risk. I appreciate you explaining your process and what you are watching for this spring. I really appreciate the prompt and thorough response!

Thank you,
Jessica

Jessica Ruskowsky, BAID | Executive Assistant to the CAO | Mackenzie County
PO Box 640, 4511-46 Ave. | Fort Vermilion | AB | T0H 1N0
Direct: [780.927.3719 ext. 2538](tel:780.927.3719) | Main Line: [780.927.3718](tel:780.927.3718)
Toll Free: [1.877.927.0677](tel:1.877.927.0677) | Cell: [780.821.3417](tel:780.821.3417)
www.mackenziecounty.com

On Apr 5, 2017, at 4:42 PM, AEP RFC Ice Peace <AEP.RFCIcePeace@gov.ab.ca> wrote:

Hello Jessica,

As breakup on the Peace River progresses, the River Forecast Centre will be monitoring the position and rate of retreat of the ice front. There are water level gauges at Sunny Valley, Carcajou and Fort Vermillion, as well as a few ground observers along the northern reaches to assist us. This year we have scheduled satellite images of the northern Peace River as well, which will hopefully help us with the tracking as well.

We usually talk about two different mechanisms for breakup of the Peace River. The first mechanism is a thermal breakup. When the Peace breaks up thermally, warm water from upstream slowly melts through the retreating ice cover. Breakup is relatively slow, predictable, and is unlikely to cause high water levels.

The second mechanism is a mechanical breakup. In this case, breakup is driven by increasing flows (usually from spring melt), breaking up the ice cover and pushing it downstream. Mechanical breakup is characterised by large chunks of ice running downstream, increasing water levels during breakup, and a rapidly retreating ice front, moving at a speed that is more difficult to predict. These conditions have the potential to form ice jams. Spring of 2014 is a good example of what a mechanical breakup in Fort Vermillion might look like.

So what are things looking for Fort Vermillion right now? So far, breakup on the Peace River has been thermal. The ice has been retreating at a relatively slow and predictable speed of around 15 km/day. We're expecting to see it in Sunny Valley tomorrow sometime. As the ice cover retreats northward, breakup usually becomes a mix of thermal and mechanical. Eventually the warm weather degrades the ice so much that it simply cannot hold itself in place - so it starts to run. Water levels have fallen by around 2 m in Fort Vermillion since the record

levels at freeze-up, but they are still very high for this season. This is a factor that increases the chances of having high water levels at breakup. Working against this are a few factors: breakup this year has been thermal so far, and is happening earlier than usual. This means that warm water is going to be melting things in order from upstream to downstream while the overall degradation of the cover caused by the sun is a little bit weaker (so it will be less likely to all let go at once). In addition, snow cover is close to a record low in the Peace River basin. This means that there is not much runoff to kick off a mechanical breakup, or to push running ice downstream.

It's hard to know what the interplay of these factors will be when the ice front arrives in Fort Vermillion. We will continue to post reports as we get new data in, and we will be liaising directly with emergency managers in Fort Vermillion as the ice front starts to get close in order to provide them with the most up to date information. Advisories and reports are available to the public on our Alberta Rivers app, as well as on our new website: <https://rivers.alberta.ca/>. (You can see the reports by clicking those 3 lines at the top right of the page, and selecting 'Ice Observation Reports'.

Hopefully this answers some of your questions, but let me know if there is anything else I can clarify!

Stefan Emmer

-----Original Message-----

From: Jessica Ruskowsky [<mailto:jruskowsky@mackenziecounty.com>]

Sent: Tuesday, April 04, 2017 3:19 PM

To: AEP RFC Ice Peace

Cc: Len Racher

Subject: Fort Vermilion Peace River Spring Break-up

Good Afternoon Stefan,

Our residents in Fort Vermilion are having some concerns about the water levels of the Peace River, ice break up, and flooding potential in their hamlet. Do you suspect any flooding in Fort Vermilion this spring? Can you provide any information on the alert systems or who and how people are notified if the community is at risk?

Thank you,
Jessica

Jessica Ruskowsky, BAID | Executive Assistant to the CAO | Mackenzie County PO Box 640, 4511-46 Ave. | Fort Vermilion | AB | T0H 1N0

Direct: 780.927.3719 ext. 2538<<tel:780.927.3719;2538>> | Main Line: 780.927.3718<<tel:780.927.3718>> Toll

Free: 1.877.927.0677<<tel:1.877.927.0677>> | Cell: 780.821.3417<<tel:780.821.3417>>

www.mackenziecounty.com<<http://www.mackenziecounty.com>>

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**HIGH LEVEL FORESTS
PUBLIC ADVISORY COMMITTEE
MINUTES**

Tuesday, March 21, 2017, 2017
5pm, High Level Seniors Center

PRESENT:

Allen Plantinga (Tolko)	Marissa Green (Norbord)
Boyd Langford (Member of Public)	Paul Ebert (Agriculture & Forestry)
Chris Mitchell (Town of Rainbow Lake)	Jackie Bateman (MacKenzie County)
Cheryl Ernst (High Level & District Chamber of Commerce)	Evan Gardner (Peace River Constituency)
Aaron Doepel (LaCrete Sawmills)	David Gillespie (Tolko)
Melanie Plantinga (Tolko)	Mike Morgan (Town of High Level)
John Peters (Silvacom)	Adam Marshall (Silvacom)

INFORMATION SENT:

Baptiste Metchooyeah (Dene Tha')	Exact Harvesting
Bernie Doerksen (LaCrete Polar Cats)	Fort Vermilion Heritage Center
Marnie Suitor (Peerless Trout First Nation)	Christine Malhmann (Agriculture & Forestry)
Carol Gabriel (Mackenzie County)	Fred Radersma (Norbord)
Barry Toker (Watt Mountain Wanderers)	Keith Badger (Netaskinan Development)
Jon McQuinn (Norbord)	Kieran Broderick (Beaver First Nation)
Claude Duval (Watt Mnt Wanderers)	Lindee Dumas (LRRCN)
Connie Martel (Dene Tha')	Terry Jessiman (Agriculture & Forestry)
Cory Ferguson (Paddle Prairie Metis Settlement)	Marilee Cranna Toews (Hungry Bend Sandhills Society)
Crystal McAteer (Town of High Level)	Paddle Prairie Metis Settlement
Dan Coombs (Agriculture & Forestry)	Sugu Thuraisamy (LRRF)
Dan Fletcher (Town of Rainbow Lake)	Treetech
Terry Batt (Trapper's Association)	Tracey Laboucan (Lubicon Lake Nation)
Brent Holick (LaCrete Polar Cats)	Walter Sarapuk (MacKenzie County)
Mike Cardinal (Tallcree First Nation)	Tristina Macek (N'Deh Ltd. Partnership)
Matt Marcone (Echo Pioneer)	Stanley Salopree (NPTC)
Harvey Sewpagaham (LRRCN)	

CALL TO ORDER 5:45pm

1. WELCOME & INTRODUCTIONS

2. ROUND TABLE

3. OLD BUSINESS

3.1 Environmental monitoring of burner –

There is ambient air monitoring being conducted through, 7 sites located around town. The Government instructed where the monitoring sites were to be located. Has there been an audit? No, but there have been no non-conformances detected in the monitoring. The consumption of the hog pile is a little bit behind. Tolko is hoping to catch up. The variance permit expires in September. Tolko is optimistic that the hog pile can be consumed by the end of June. They had hoped to have the pile cleaned up by the end of May. Tolko is working with DMI and LaCrete Sawmills to find ways to dispose of future hog production.

Softwood lumber – Tolko has completed it's submissions.

4. NEW BUSINESS

4.1 Detailed Forest Management Plan 2016 – post plan submission update – Adam Marshall (Silvacom)

Adam Marshall presented a list of comments received from the Government of Alberta Agriculture and Forestry in response to the submission of the 2016 Forest Management Plan. These comments are being dealt with and the plan is being prepared for resubmission.

What happens if a tenure holder does not harvest it's allocation? It can sit without being harvested.

How long until submission of the next Forest Management Plan? 10 years The next submission will be due for 2026. Following the conclusion of this project work will be done on updating the forest inventory prior to starting the next FMP.

The presentation is available upon request.

4.2 Landuse - John Peters (Silvacom)

Who decides when reclaimed lands must be planted (reforested)? After a reclamation certificate is issued to meet the government standard the FMA holders can make the decision to treat it further and plant it, but it may never be replanted. The standard on the reclamation certificate may have the requirement

for woody vegetation. The standards to meet reclamation certificate have changed depending upon the age of the disposition.

How long does it usually take to process a landuse application? When Silvacom receives applications they have a turnaround of approximately 5 days for application receipt & analysis, issue approval to applicant. Some landuse allocations have been taking as much as 3 years, within the government department responsible.

Are FMA holders able to make the condition that reclamation be to regeneration standards? No, tenure holders can work with the companies to make small changes like, location of pipelines but the standards are provincially set.

If there is an alternate access route there may be recommendation that the alternate route may be used. The government does look to see that there is discussion or attempts to lessen linear disturbance to minimize wildlife impacts. Trying to use same corridors to gain access to areas in the same year for different companies or over multiple years.

Locally there have been barriers to using some of the current openings because companies are trying to get reclamation certificates. Different users and government departments are trying to work together for the best interests of all.

5. **NEXT MEETING - Tuesday April 25th , 2017 – Gordon Stenhouse – Grizzly Bear Research Program**
6. **MEETING ADJOURNED – 7:15pm**

Boreal Housing Foundation

Regular Board Meeting February 23, 2017 – 10:00 A.M. Fireside Room – Heimstaed Lodge

In Attendance: George Friesen–Chair - joined via Teleconference 10:07 am
John W Driedger – joined via teleconference 9:55 am
Peter H. Wieler
Michelle Farris
Crystal McAteer
Ray Toews – Vice Chair joined via teleconference 9:55 am
Paul Driedger
Wally Olorenshaw
Clark McAskile
Joe Pastion - Joined the meeting at 10:05 am

Missing: Trevor Mercredi
Gus Loonskin
Wanda Beland

Administration: Mary Mercredi, Chief Administrative Officer
Evelyn Peters, Executive Assistant
Barbara Spurgeon,

Vice Chair Ray Toews appointed Clark McAskile to chair the meeting.

Call to Order: Clark McAskile called the meeting to order at 10:00 am.

Agenda: **Approval of Agenda**

17-01 Moved by John W Driedger

That the agenda be approved as distributed

Carried

Clark McAskile welcomed the delegate Jeff Anderson,

Jeff Anderson, Chairman of Fort Vermilion Seniors & Elders Lodge Board #1788, gave a brief overview on the need and mission to have a Lodge built in Fort Vermilion.

17-02 Moved by Ray Toews

That Boreal Housing Foundation requisition the three municipalities for a Lodge in Fort Vermilion.

Defeated

17-03 Moved by Crystal McAteer

That Boreal Housing Foundation support the Fort Vermilion Assisted Living Facility in principle and concept, and work with them through the proper channels.

Carried

17-04 Moved by Wally Olorenshaw

That administration provides the last needs assessment done by the municipalities, as information to the delegation committee.

Carried

Minutes: January 5, 2017 Special Board Meeting

17-05 Moved by Crystal McAteer

That the January 5, 2017 special board meeting minutes be approved as distributed.

Carried

17-06 **January 26, 2017 Regular Board Meeting**

Moved by Michelle Farris

That the January 26, 2017 regular board meeting notes be approved as distributed.

Carried

High Level Facility

17-12 Moved by Paul Driedger

That a project liaison position be created and hired, to provide a link between Boreal Housing and the province for the construction of the High Level facility.

Carried

Organizational Chart

17-13 Moved by Michelle Farris

That the proposed organizational chart be approved as distributed.

Carried

Vehicle Allowance

17-14 Moved by Wally Olorenshaw

That a vehicle allowance of \$1,000.00 be given to the Housing Manager per month.

Carried

17-15 Moved by Peter Wieler

That the moving expenses for the Chief Administrative Officer be covered, up to \$1800.00.

Carried

Clark McAskile recessed the meeting at 12:21 pm.

George Friesen left the meeting at 12:21 pm

Ray Toews left the meeting at 12:21 pm

John W Driedger left the meeting at 12:21 pm

Ray Toews rejoined the meeting at 12:50 pm

Clark McAskile reconvened the meeting at 12:51 pm

Ministerial Order

17-16 Moved by Michelle Farris

That Ministerial Orders regarding the creation of Boreal Housing Foundation and the transfer of assets and liabilities from High Level Housing Authority and Mackenzie Housing Management Board be received for information.

Carried

Accommodation Standards

17-17 Moved by Paul Driedger

That results of the accommodation standards review be received for information.

Carried

Severance Package

17-18 Moved by Wally Olorenshaw

That the update on the Chief Administrative Officer severance package for High Level Housing Authority be received for information.

Carried

Reports:

CAO Report

17-19 Moved by Paul Driedger

That the Chief Administrative Officer report be received for information.

Carried

Financial Reports

Lodge Financial Reports – January 31, 2017

17-20

Moved by Peter Wieler

That the January 31, 2017 Lodge financial report be received for information.

Carried

High Level Lodge Reports – January 31, 2017

17-21

Moved by Michelle Farris

That the January 31, 2017 High Level Lodge financial report be received for information.

Carried

Assisted Care Financial Reports – January 31, 2017

17-22

Moved by Wally Olorenshaw

That the January 31, 2017 Assisted Care financial report be received for information.

Carried

Housing Financial Reports – January 31, 2017

17-23

Moved by Paul Driedger

That January 31, 2017 Housing financial report be received for information.

Carried

Arrears Report to January 31, 2017

17-24

Moved by Michelle Farris

That the January 31, 2017 arrears report be received for information.

Carried

High Level Report Update

17-25 Moved by Paul Driedger

That the High Level Project update be received for information.

Carried

Policies

17-26 Moved by Wally Olorenshaw

That Boreal Housing Foundation Governance Policy GOV-001, GOV-002, GOV-003, GOV-004, GOV-005, GOV-006, GOV-007, GOV-008, GOV-010, GOV-012, GOV-013, GOV-014, GOV-015, GOV-016, GOV-018, GOV-019, GOV-020, and GOV-021 be approved as presented.

Carried

17-27 Moved by Paul Driedger

That Mackenzie Housing Management policies GOV-001, GOV-002, GOV-003, GOV-004, GOV-005, GOV-006, GOV-007, GOV-008, GOV-010, GOV-012, GOV-013, GOV-014, GOV-015, GOV-016, GOV-018, GOV-019, GOV-020, and GOV-021 be rescinded effective immediately.

Carried

Charitable Status

17-28 Moved by Peter Wieler

That Administration proceed with the process to get the charitable status.

Carried

FOIP

17-29

Moved by Crystal McAteer

That Mary Mercredi be appointed as FOIP Coordinator effective immediately.

Carried

Information:

Information items

17-30

Moved by Joe Pastion

That the following be accepted for information.

-) Bank reconciliation for HLHA December 31, 2016
-) Bank reconciliation for MHM December 31, 2016
-) Bank reconciliation for BHF January 31, 2017
-) BHF Business License
-) Letter from the Minister

Carried

Next Meeting Date:

Regular Board Meeting – TBA
Fireside Room – Phase I Heimstaed Lodge

Adjournment:

Clark McAskile adjourned the meeting of February 23, 2017 at 1:38 pm.

Carried

Clark McAskile

Evelyn Peters
Executive Assistant

Boreal Housing Foundation

Regular Board Meeting

March 13, 2017 – 10:00 A.M.

Fireside Room – Heimstaed Lodge

In Attendance: George Friesen–Chair
John W Driedger
Peter H. Wieler
Michelle Farris
Crystal McAteer
Ray Toews – Vice Chair joined via teleconference 10:25 am
Paul Driedger
Wally Olorenshaw
Clark McAskile

Missing: Joe Pastion
Trevor Mercredi
Gus Loonskin
Wanda Beland

Administration: Mary Mercredi, Chief Administrative Officer
Evelyn Peters, Executive Assistant
Barbara Spurgeon,

Call to Order: Chair George Friesen called the meeting to order at 10:00 am.

Chair George Friesen called the meeting in camera

New Business: **Alberta Health Services Contract**
Discussed items

1. Do nothing, accept changes as presented in new contract
2. Alberta Health Services provide care to residents
3. Alberta Health Services pay and we provide care
4. Combination of the above

Next Meeting Date: Regular Board Meeting – March 27, 2017
Conference Room in High Level Office

Adjournment:

Chair George Friesen adjourned the meeting of March 13, 2017 at 1:48 pm.

Carried

Chair George Friesen

Evelyn Peters
Executive Assistant

Meeting Minutes

Fort Vermilion Recreation Board – April 26th, 2016

1. Call to Order @ 7:22pm
2. In attendance: Tamie McLean, Thomas Simpson, Chris Saovurd, Ilene Lizotte, Leah Lizotte, Cheryl Lizotte, Jed Randle, Kristin Wright.
3. Additions to Agenda
 - A. Gym equipment
 - B. AGM Date
4. Acceptance of Agenda: Thomas accepts the agenda.
5. Acceptance of Previous Minutes:
 - a. March 22nd, 2016 – Ilene approves the minutes.
6. Guests: Duane Lambert
 - Planning the Fort Mud Bog date set for August 27-28th, 2016;
 - Would like to host at a more permanent location. Duane will talk to Ron about this;
 - Also wondering if the FVRB would take over the event and he would be there to do the organization of it;
 - The FVRB will need to discuss this further.
7. Financial Statements: ***Ilene Lizotte makes a motion to approve the financial statements as presented. Kristin seconds. Motion carried.***
8. **Old Business:**
 - a. Rodeo Committee (Fundraising/Ag Fair Parade)**
 - Planning events following day of Mackenzie County Ag Fair;
 - Mackenzie County is asking the Rodeo Committee to organize a parade. Because the FVRB and Rodeo Committee organize the Canada Day parade they are unable to do the Ag Fair as well;
 - Have not yet found chutes or other equipment for the rodeo grounds.
 - b. Winter Carnival**
 - Concession was a success with approximately \$1000 raised;
 - The overall turnout was great for the curling bonspiel, draft hockey tournament, and kids activities;
 - Carnival events were rescheduled due to a seniors lodge meeting which made it confusing to many and no one showed up at the later time.
 - Recommended that we have our own advertising within the yard for future events.
 - c. FVRB Fundraising/Gaming License**
 - ***Ilene Lizotte makes a motion that we complete the AGLC Bingo License application to include raffles, pull tickets, and casino fundraising. Kristin Wright seconds the motion. Motion carried.***
 - d. Ice Plant Chiller Funds**
 - Funds are available through Mackenzie County.
 - e. Debit Machine**
 - The debit machine application has been submitted and should arrive within the week.

f. STEP/Canada Summer Job Grant Proposals

- The FVRB was declined for the STEP program due to not having enough funds;
- An information request deadline was missed with the Canada Summer Job Grant which automatically rejects our application.

g. River Break Up fundraiser

- The FVRB does not have a license to do this type of fundraiser.

h. Capital Projects

- Fencing allocation of \$3612 carried over. This project will need to be completed this year;
- We will check into repairing the fence only, not replacing;
- Wheelchair access allocation of \$15,750 carried and will need to be completed this year;
- Discussed possible ideas that would work and will ask Michael Smith to look into this and provide a quote as well as what would work best.

i. Playground Equipment

- Playground equipment ordered.

j. Kitchen Summer Hours

- Chris will look into concession earnings for the year (October 01 – April 30th);
- Debit machine transactions will need to match each event/area;
- Tabled until next meeting;
- Chris will also bring the report regarding concession earnings.

k. Ball Diamonds

- Three tender packages have been picked up;
- Project will start June 15th – August 15th;
- A special meeting will need to be scheduled to choose the successful tender.

l. Curling Rink Bathrooms

- *Kristin makes a motion to add the renovations of the both upstairs and downstairs bathrooms to the initial flooring renovation project. Thomas seconds the motion. Motion carried.*

9. New Business:

a. Air Conditioning in Gym

- Quotes were obtained to add air conditioning in the gym area;
- Foster's Fixit quoted \$11,480;
- NX-1 quoted \$4209. Warranty for 5 years from manufacturers and NX-1 will continue to look after his work after completed;
- *Ilene Lizotte makes a motion to approve the quote received from NX-1. Kristin seconds the motion. Motion carried.*

b. Skate Park

- a hilti drill bit is needed to finish the skate park addition. Michael Smith will do this and finish.

c. Aboriginal Day/Canada Day

- Aboriginal Day ideas discussed were to have the event after school, Indian Tacos for concession, ask the Fort Jiggers to perform and hire Drummers for Round Dance;
- Aboriginal Day planning tabled until next meeting;

- Canada Day activities discussed; parade, concession, and rodeo events;
- Canada Dar planning tabled until next meeting.

d. Splash Park

- Chris will prepare for start up;
- Water samples will be submitted next Tuesday.

e. Little League

- Coaches will need to get a Vulnerable Sector Check prior to starting;
- Coaches have been found for each level of Little League;
- No group has been organized for 16-18 year olds. We will collect registration forms and if there is enough interest and a coach available this age group will be added;
- \$10 registration fee which will include a Little League T-Shirt;
- T-shirts will be ordered once we have a better idea of registrations;
- The Brick Sports Central will be donating items such as ball gloves, cleats, bats, balls, batting helmets, etc. Leah will be picking these up in Edmonton.

f. Summer Projects

- Discussed with Managers Report.

g. Gym Equipment

- The gym is in need of a new treadmill. One treadmill stops unexpectedly which is dangerous to users. Chris will ask NX-1 to have a look at the treadmills for servicing prior to ordering a new one.
- Thomas makes a motion to purchase a new one under \$5000 if a new one is needed. Tamie seconds the motion. Motion carried.

h. AGM Date

- The AGM date will be set in four weeks which allows enough time for advertisement;
- May 24th, 2016 will be the next Annual General Meeting.

10. General Reports:

- a. Manager's Report; included summer project items.

11. Correspondence: None.

12. Next Meeting: May 24th, 2016 @ 7:00pm

13. In Camera:

14. Adjournment @ 8:45pm

Leanne Gottle
Jamie McLean

ANNUAL GENERAL MEETING MINUTES

Fort Vermilion Recreation Board – May 24th, 2016

1. Call to Order @ 7:53pm
2. In attendance: Thomas Simpson, Kristin Wright, Tamie McLean, Cheryl Lizotte, Leah Lizotte, Joyce Belcourt, Marty Judd, Heather Judd, Chris Savouard, Heather Batt, Darlene Flett, Louise Smith, Ricky Paul, Darren Nanooch, Wendy McLean,
3. Nomination for Chairman: Thomas nominates Kristin as Chair, Kristin accepts, all in favor.
4. Acceptance of Previous Annual General Meeting Minutes:
 - a. May 26, 2015 - Louise Smith accepts the minutes. Cheryl Lizotte seconds, all in favor.
5. Reports:
 - a. Chairman's Report
 - Read by Kristin on behalf of Tamie McLean. Tamie approves the report as read.
 - b. Manager's Report
 - Read by Kristin on behalf of Chris. Chris approves the report as read. Louise accepts the report.
6. Financials Report
 - a. Acceptance of Financial Report
 - Presented by Kristin Wright. Ricky accepts the 2015 Financials as presented. Heather Batt seconds. All in favor.
 - Louise Smith makes a motion that the Financial Audit for 2016 also be done by Daniel M. Ringrose, Chartered Accountant. Darlene Flett seconds the motion. Motion carried.

Elections of Office:

a. Treasurer – 2 Year Term

Darlene Flett nominates Heather Batt. Heather accepts.

No other nominations made. Nomination ceased.

Heather Batt accepts the position.

b. Director – 2 Year Term

Thomas Simpson nominates Ricky Paul. Ricky accepts the nomination;

Louise Smith nominates Joyce Belcourt. Joyce accepts the nomination;

Heather Batt nominates Darlene Flett. Darlene accepts the nomination;

Leah Lizotte nominates Wendy McLean. Wendy accepts the nomination;

Ricky Paul nominates Heather Judd. Heather accepts the nomination.

No other nominations made. Nominations ceased.

Ricky Paul wins vote by majority.

c. Director – 2 Year Term

- Heather Batt nominates Darlene Flett. Darlene accepts the nomination;
 - Ricky Paul nominates Heather Judd. Heather accepts the nomination.
 - Louise Smith nominates Joyce Belcourt. Joyce accepts the nomination;
 - Leah Lizotte nominates Wendy McLean. Wendy accepts the nomination;
- No other nominations made. Nominations ceased.

Darlene Flett wins by majority vote.

d. Director – 1 Year Term

- Louise Smith nominates Joyce Belcourt. Joyce accepts the nomination;
- Ricky Paul nominates Heather Judd. Heather accepts the nomination.
- Leah Lizotte nominates Wendy McLean. Wendy accepts the nomination;
- No other nominations made. Nominations ceased.

Heather Judd wins by majority vote.

e. President – 2 Year Term

- Cheryl Lizotte nominates Tamie McLean.
- No other nominations made. Nominations ceased.
- ***Tamie accepts the position.***

7. Membership Fees:

- Tamie McLean moves that membership fees be lowered to \$5.00. No one seconded
- **Louise Smith moves that membership fees stay at \$10.00. Thomas seconded. Carried.**

8. Honorariums:

- Discussion held;
- Ricky Paul makes a motion that we continue as a Board to not receive an honorarium. Kristin seconds the motion; 4 in favor.
- **Cheryl Lizotte makes a motion that only the Executive Board should receive an honorarium. Leah Lizotte seconds the motion; 10 in favor. Majority vote wins.**
- **Honorariums will remain the same at \$100/executive board member.**

9. Adjournment @ 8:31pm

Meeting Minutes

Fort Vermilion Recreation Board – May 24th, 2016

1. Call to Order @ 8:33pm
2. In attendance: Tamie McLean, Kristin Wright, Thomas Simpson, Cheryl Lizotte, Leah Lizotte, Darlene Flett, Heather Batt, Chris Saovurd, Heather Judd, Ricky Paul.
3. Additions to Agenda
 - A. Plug-ins (electrical);
 - B. Screen doors
 - C. Bike Rodeo
4. Acceptance of Agenda: Kristin accepts the agenda with additions.
5. Acceptance of Previous Minutes:
 - a. April 26th, 2016 – Cheryl accepts the minutes as presented. Thomas seconds. *Carried.*
6. Guests: Cheryl Lizotte
7. Financial Statements: ***Ricky Paul makes a motion to accept the financials as presented, Thomas seconds. Carried.***
 - ***Tamie makes a motion that Heather Batt replaces Kerri Meneen as signing authority for the FVRB along with Tamie, Kristin, and Leah to continue with signing authority. Thomas seconds the motion. Motion carried.***
8. Old Business:
 - a. Aboriginal Day**
 - Fort Vermilion Public School will be hosting their own activities during school hours;
 - John Laboucan will be demonstrating hand games at the school;
 - Fort Vermilion Recreation Board will host evening activities from 5:00pm – 8:00pm;
 - Dance group 'Fort Kids' will be asked to perform at the FVRB event (Tamie);
 - Hubert Alook will ask other drummers to accompany him for a cost of \$1000 (Kristin/Chris);
 - Cheryl (FVPS) will also ask Hubert if he's available to drum/sing at the school and cost share with the FVRB;
 - Indian Tacos will be served in concession (Tamie/Heather)
 - ***Kristin makes a motion to hire someone to make fry bread for the Indian tacos. Tamie seconds the motion. Motion carried.***
 - Lily Paul will be asked to make the fry bread.
 - Kristin will contact Sonya for arrangement of kid's games by FVSS organization.
 - b. Rodeo Ground concession booth**
 - A letter was received from the Public Health Inspector by Mackenzie County;

- A permit not obtained prior to building of concession booth;
- Thomas will take care of what is needed to move forward with concession booth.

c. Canada Summer Job Grant – 2 Summer Students

- The FVRB proposal for the Canada Summer Job grant was approved;
- Two (2) students will be hired as of July 4th; *JUNE 29, 2016*
- Proposal will be reviewed prior to posting to ensure all requirements are met;
- Leah will take care of posting and ensuring requirements are met.

d. Capital Projects:

Wheelchair Access/Bleachers:

- Received two different quotes from Peter Wieler and Michael Smith. Jed and Thomas will oversee what exactly we want quoted and ask them to resubmit.

e. Old Baseball Diamonds:

- Rodeo Committee will take the old fencing;
- Ricky Paul will help tear down fencing;
- Mackenzie County (Ron) will move the bleachers;
- June 6th will be the start date of tear down;
- Little League will be moved to St. Mary's ball diamonds.

f. Canada Day

- Jed and Verda Lambert will be asked to coordinate the Parade. The parade will start at the dock at 12pm and go up to the Rodeo Grounds;
- Parade winners will be announced at 2:00pm at Rodeo Grounds;
- 2:00pm – 4:00pm will consist of Concession and Games at the Rodeo Grounds;
- The Fort Vermilion Fire Department will be asked to bring a fire truck to spray as a water activity for the kids;
- Thomas will ask the Schartner family if they will bring their train as a ride on activity for the kids;
- Food Service vendors will be invited;
- 4:00pm – Rodeo events will start;
- Kristin will make the sign for advertisement;
- Tamie will advertise on FaceBook and in the local newspaper for June 01st;
- FVSS will also provide kids games and activities.

plinko-

g. Gazebos:

- Received two quotes:
- Peter Wieler \$9870 for two 18' gazebos with no benches;

- Michael Smith \$9975 for two 14' gazebos with benches.
- **Thomas makes a motion to approve Michael's quote. Kristin seconds the motion. Motion carried.**

h. **Mudbogs** – Tabled until next meeting.

9. New Business:

a. **Furniture for Curling Rink (Quotes)**

- It has been recommended that we purchase new furniture for the newly renovated Curling Rink lounge area;
- Bleachers have also been suggested for the downstairs curling rink area to allow better viewing access of games. It was decided that bleachers would be available for the center window and also have tables on each side of the bleachers;
- **Thomas makes a motion to hire Michael Smith to continue his work with the curling rink area and build bleachers. Tamie seconds the motion. Motion carried.**
- Chris will get quotes for furniture and bring to next meeting.

Michael suggested steel bleachers.

b. **Screen Doors**

- It has been suggested that the FVRB provide screen doors in the Hall area. Doors need to be opened during events because there is no air conditioning;
- Tabled.

c. **Plug-Ins (Electrical)**

- ✓ *done.* Chris will call an Electrician to have a look at the electrical work in the hall kitchen.

d. **Bike Rodeo**

- A possible Bike Rodeo could be organized as a community event in partnership with Alberta Health Services;
- Helmets are needed for this event;
- **Kristin will prepare a letter for donations;**
- Leah will contact The Brick Sport Central office to see if a donation can be made for the bike helmets;
- Can some helmets be donated by the FVRB? Will be discussed at the next meeting.

10. General Reports:

a. Manager's Report – Chris Saovurd

11. Correspondence: Letter from the Fort Vermilion Fire Department

12. Next Meeting: June 22, 2016 at 7:30pm

13. In Camera:

14. Adjournment @ 9:43pm

MEETING MINUTES
FORT VERMILION RECREATION BOARD – JUNE 22, 2016

1. Called to order @ 7:51 pm.
2. In Attendance: Tamie McLean, Kristen Wright, Leah Lizotte, Heather Batt, Darlene Flett, Thomas Simpson, Jed Randle
Regrets: Heather Judd, Ricky Paul, Ray Toews
3. Additions to agenda
 9. (f.) Old lumber in the yard
 9. (g.) Capital Projects 2017
 9. (h.) FCSS Shed at the back of complex
 9. (i.) Canada 150 GrantCorrection to 9. (d.) changed to Wheelchair Access from stands for arena.
4. Acceptance of Agenda: Jed accepts agenda with additions and correction.
5. Acceptance of Previous Minutes:
 - a. May 24, 2016 – Thomas approves minutes with the correction of summer employment start date to June 29th from July 4th, 2016.
6. Guests:
7. Financial Statements: Heather will check into straightening out the accounts (transferring funds to where they should be) and the outstanding cheques from 2015 and report back to us. ***Kristen approves financials, Tamie seconds. Carried.***
8. Old Business:
 - a. Bingo Bank Account: A separate bank account is required by the AGLC in order to receive a Bingo License. This account is to be used ONLY for bingo revenue and expenses. ***Heather Batt makes a motion that a separate bank account be opened for bingos only. Darlene seconds. All in favour. Carried.***
 - b. Canada Summer Jobs: Kristen has received 5 resumes so far. Keanu Lafferty, Evan Auger, Larry Noskiye, Rusty Moberly and Garrett Judd. Deadline is June 24,2016 and Leah and Tamie will do interviews next week. Successful candidates will start June 29,2016.
 - c. Capital Projects: Rodeo Grounds – 50% complete, Curling Rink Renovations – 100% complete, Gazebos – 100% complete, playground equipment – 75% complete. Ball Diamonds – 20% complete.
Waiting on quotes for fencing and fans in arena. Also the shack is to be moved from Outdoor Rink to Rodeo Grounds.
 - d. Playground equipment: The equipment is at County office and Tamie has been talking with Jennifer and Ron about where to place the new equipment. ***Thomas makes a motion that the new playground equipment be placed to the east of the existing equipment and if required, to remove the horseshoe pits and round dance arena.***
 - e. Canada Day: Rodeo Committee will be taking care of activities at the rodeo grounds for the day. Jed and Verda will take of the parade. Heather will ask Rocky Lane Ag Society if they want to do a concession or supper. Thomas made a motion to hire 2 bands, it was discussed

and Tamie made a motion that we only spend \$1500.00 for live entertainment. Thomas will talk to both bands on agreement for live music and the report back to the Board. **Tabled.**

- f. Rodeo Grounds:
Thomas makes a motion to move the stage from behind the complex to the rodeo grounds for dances/beer gardens, etc. Tamie seconds. Carried.
- g. Mud Bogs: **Tabled.**
- h. Screen Doors: Chris will purchase 2 snap doors for the back of the complex for when there are functions with the doors left open, to minimize the bugs.

9. New Business:

- a. Furniture for Curling Rink: Catalogues available to look at. **Tabled.**
- b. Swimming Lessons Worker: Rec Board has always hired an employee for 2 weeks in July to help with the supervision during swimming lessons. Due to the short time frame and no advertising, we will choose one of the applicants from the Summer Job posting.
- c. River Daze Bash: FCSS is holding one more River Daze to see if it is more successful. They went in the hole last year due to not as many donations. This will be the last year if it is not a success. Kristen made a motion that we should hold a River Daze Bash on Saturday, Aug 20,16. Chris informed us the hall is booked and paid for already for this date. Chris will confirm with renters and let us know.
- d. Wheelchair Access for bleachers: Jed and Thomas will come up with what we want and get quotes for next meeting. We would like this completed before next season starts.
- e. Summer Programs: Kristen said Chrissy Cameron would be interested in coaching soccer and ball hockey for the kids. Chris will coordinate with her and also keep the arena pad free of dust.
- f. Old Lumber in yard: Chris said Roseann Lizotte has enquired about the old wood that is out back. She is interested in it for crafts. It was decided that it is not in good shape and we would not use it for anything and she could take it.
- g. Capital Projects 2017: Start thinking about what we would like to see in next years budget. **Tabled.**
- h. FCSS Shed: Kristen said she would like Chris to go through the shed with Sonya and get rid of the garbage in there. This should be done before next meeting.
- i. Canada 150 Grant: The County will resubmit on our behalf for a new ice plant. The grant would be for \$500,000.00 and County would cover the balance, with the exception of our fundraising contribution.
Kristen makes a motion that Mackenzie County resubmit the Canada 150 Grant on FV Rec Boards behalf for the new ice plant. FV Rec Board will contribute \$10,000.00 in fundraising monies for this project. Heather Batt seconds. All in favour. Carried.

10. Manager's Report: Chris Saovurd

11. Correspondance:

12. Next meeting: August 9, 2016 @ 7:30pm.

13. In Camera:

14. Adjournment: 9:05pm.

Roseann Lizotte
Tamie McLean

Meeting Minutes

Fort Vermilion Recreation Board – September 20th, 2016

1. Call to Order @ 7:46pm
2. In attendance: Tamie McLean, Darlene Flett, Thomas Simpson, Jed Randle, Leah Lizotte, Ray Toews, Chris Savour, Heather Batt, Kristin Wright.
3. Additions to Agenda
 - A. County Rep Report (10b)
 - B. Winter Solstice (9h)
 - C. Volunteer Supper (9i)
 - D. Skate Shack (9e)
4. Acceptance of Agenda: Kristin Wright approves the agenda with additions.
5. Acceptance of Previous Minutes:
 - a. August 9th, 2016 – Kristin Wright approves the minutes as presented by Leah Lizotte.
6. Guests:
7. Financial Statements: Heather Batt presented.
8. Old Business:
 - a. Mudbog – New Location
 - Next years event will possibly be in partnership with the Rocky Lane Ag Society and be held in Rocky Lane.
 - b. River Daze
 - Suggested that we form a sub-committee for next years event and also advertise for more community involvement.
 - c. Furniture for Curling Rink (quotes)
 - Need bar stools with arms, tables and chairs;
 - Kristin will get pricing on furniture.
 - d. 2017 Budget
 - Due October 15th
 - Template given to each board member
 - Will need up to date financials
 - We will also need to submit a completion/progress report on 2016 projects.
 - Tamie, Heather, Kristin, Leah will all help with completing the budget details.
 - We will meet Oct 2nd at 1pm at CanWest office.
 - Capitol Projects:
 - \$20,000 - Hall Renovations (stage, kitchen supplies, bar window/slider, air conditioning (will get a quote from Marc Dachuk);
 - \$15,000 - Bathrooms in Arena Lobby

\$10,000 – Bleachers at Rodeo Grounds with a \$10,000 contribution from the Rodeo Committee.

\$20,000 – Additional gym equipment

\$20,000 – Netting to separate the ball diamonds from the Splash Park and Playground area for safety precautions.

Fire Pits added to area behind the arena

Additional gym space, clearing the old dressing rooms and adding elliptical, treadmills, cardio equipment to create more space in the gym.

e. Skate Shack

- Are we moving it to the rodeo grounds?
- Is it worth it to move for 2-3 events a year.
- Suggested we move it and use for a Seniors area/shade spot
- Can be moved for approximately \$1500

9. New Business:

a. Pond Hockey

- \$5000 estimated in the Fort Vermilion Minor Hockey bank account.
- \$1000 owed to Minor Hockey
- Outstanding balance owed to the FVRB by Minor Hockey organization will be paid. The FVRB will also take care of invoices owed to Hockey Alberta.
- Durwin Moberly will be coaching the Tom Thumbs – Atoms age group
- Kryssie Cameron will coach the Peewee – Midget group, she will also coach a girls only group.

b. Figure Skating

- Starts October 18th
- Will be advertised at Get To Know You Night
- \$450 to register per child which can be paid in two payments of \$225 each due in October and February. There will also be an opportunity to volunteer to offset the registration fees.
- There will be assistant coaches to be able to attend to different skating levels.
- Kryssie Cameron will be helping with the 3 year olds.

c. Rec Coordinator:

- Kristin will present to Mackenzie County Council on funding for a Rec Coordinator.
- She will attend the next meeting.
- We can possibly apply for grants to help with this need.

d. Curling:

- Kristin will speak to Matt, Carla, Ricky on forming a sub-committee
- They will decide on fees with a \$5.00 drop in fee on Fridays.
- Ice will be in at the beginning of November
- Free curling ice time to Fort Vermilion Public School student's and possibly Rocky Lane School

- Volunteers can run the bar to fundraise for figure skating fees.

e. Dances (Halloween)

- Halloween October 29th 2016, New Years Eve December 31, 2016, e River Daze July 22, 2017, we will determine prize amounts and schedule at next meeting.

f. Bingos

- Tabled until next meeting
- We are in the process of AGLC approval. Tamie is waiting for email reply.

g. Concession

- We need to decide whether to keep it or lease it out.
- If we lease it out, we need someone who is responsible and able to do their own ordering, financials, workers, etc.
- \$500/month – we'd make \$3000 which is what we made last year operating it.
- Open to Tender, highest bid not necessarily accepted with an October 14th deadline.
- Contractor will maintain the equipment, clean the lobby area, six month term, with a negotiation after the six month term to extend.

h. Winter Solstice

- Possibly held December 16th
- An idea suggested to replace Fort Vermilion's 'Midnight Madness'
- A community event with a bonfire, hotdogs, Santa Parade, Santa visit, Fireworks, Family Dance, Community Festival, Toboggan Race (down the hill in town and close off the road?).

i. Volunteer Supper

- November 22nd (date will need to be confirmed)
- Combined supper recognizing volunteers from the community organizations such as FVRB, FVSS, Trading Post, Rodeo Committee, Board of Trade, Fire Department, Library, Native Women, Friends of the Old Bay House, etc.
- Tabled.

10. General Reports:

a. Manager's Report

- Presented by Chris Savourd
- NLC is approved to use the Hall for their Talent Show
- RCMP can pay for the hall for their event and Chris will contact them.

b. County Rep Report

- Presented by Ray Toews

- Current review of insurance coverage by Mackenzie County. Listed as 1.3 million dollar value. Will make sure that it is updated to reflect current state with recent updates made to facility such as the fitness room and equipment.
- Streetscape of River Road in Fort Vermilion
- Possibly changing street numbers with street names
- Suggested that we rename the FVCCC to the Twidale Center in honor of Alpha Twidale.
- MARA wants the old court house to turn into a Tourist Stop
- Reports on the FVRB have been positive
- A possible recommendation to help with the FVCCC management is that Mackenzie County runs the arena staff and the FVRB takes care of the programming. If we wanted to do this, then La Crete would also have to change their operations (and they do not want to).

11. Correspondence:

- Letter from family and friends of Carolyn Moberly to waive fees for fundraiser
- Agreed amongst the FVRB that they can have the hall rental fee waived but will need to pay the damage deposit and pop fees.

12. Next Meeting: October 18th, 2016 at 7:30pm

13. In Camera:

14. Adjournment @ 10:39pm

James McLean
Chair

Meeting Minutes

Fort Vermilion Recreation Board – October 17th, 2016

1. Call to Order @ 7:36pm
2. In attendance: Heather Batt, Heather Judd, Jed Randle, Kristin Wright, Tamie McLean, Darlene Flett, Chris Savour, Thomas Simpson
3. Additions to Agenda
 - a.
 - b.
 - c.
4. Acceptance of Agenda:
5. Acceptance of Previous Minutes: Tabled
6. Guests: Ray Toews
7. Financial Statements: Thomas accepts as presented. Tamie seconds the acceptance.
8. Old Business:
 - a. Furniture for Curling Rink (Kristin-quotes)
 - We will set up what we currently have until we are able to purchase new furniture.
 - b. 2017 Budget
 - The 2017 budget was submitted on October 15th at 2pm.
 - c. Rec Coordinator
 - Tabled.
 - d. Curling
 - Nov 2nd tentative date for curling start date.
 - e. Halloween Dance
 - Meal prepared by Tamie and Rhonda Clarke (volunteer)
 - Door will be monitored by Darlene Flett
 - Liquor will be sold by Jed, Heather, Kristin, Thomas
 - Advertisement will be done by Kristin and Chris.
 - f. Bingo License
 - Honorariums will need to be cut to meet AGLC licensing requirements.
 - Changes will be made to the FVRB Policies.
 - g. Concession
 - Kristin will prepare advertisement for Tender
 - h. Figure Skating
 - Figure skating will be every Tuesday.
9. New Business:
 - a. Liquor License
 - FVRB to do all liquor licenses_____
 - b. Confidentiality
 - Motions made during meetings should be kept confidential.

- c. Ice Plant State
 - Everything is set up and good to go.
- d. Native Women
 - Refund from and event held in May 2016 \$280
- e. Rodeo Grounds
 - Use for future events will require a \$300 damage deposit
- f. Girls Hockey/Pond Hockey
 - Durwin Moberly will coach Tom Thumbs/Atoms/PeeWee groups
 - Kryssie Cameron will coach Bantam/Midget groups as well as Girls Hockey

10. General Reports:

- a. Manager's Report

11. Correspondence: Letter from Amber Smith

12. Next Meeting: November 22, 2016

13. In Camera:

14. Adjournment @ 9:16

*Jamie McLean
Deah Lott*

Special Meeting Minutes

Fort Vermilion Recreation Board – November 15th, 2016

1. Call to Order @ 8:30pm
2. In attendance: Kristin Wright, Tamie McLean, Leah Lizotte, Heather Batt, Heather Judd, Darlene Flett
3. Additions to Agenda
 - a.
4. Acceptance of Agenda: Darlene Flett accepts the agenda as presented.
5. Acceptance of Previous Minutes:
 - September 20th, 2016
6. Guests: Louise Smith, Ilene Lizotte
7. Financial Statements:
8. Old Business:
 - a. **Volunteer Supper**
 - Fort Vermilion Support Services will be hosting the Appreciation Volunteer Supper
 - b. **Winter Solstice**
 - To be held December 22nd;
 - Public Skating
 - Hot Chocolate
 - Staff will coordinate other events
 - c. **NYE Dance**
 - All local bands are booked;
 - If we are not able to hire a band it was suggested we have a Family Dance;
 - Also suggested we give the event to the Rodeo Committee;
 - *Heather Judd makes a motion to wait a week to see if we can hire a band. If we are not able to we will offer the NYE Fundraising event to the Rodeo Committee.*
 - d. **Bingo License**
 - **Tabled**
9. New Business:
 - a. **Bylaw Changes**
 - Tabled as there was not enough FVRB Membership in attendance to have quorum for necessary changes.
 - Tabled until November 22nd, 2016 at 7:30pm
 - b. **Hockey Jerseys**
 - The FVRB members were approached by Lorena Yellowknee for possible purchase of youth jerseys. The FVRB has no use for the jerseys at this time. We will let Lorena know we are not interested.

10. General Reports:

a. Manager's Report - Tabled

11. Correspondence: FVSS Christmas Adopt-A-Family Program

- Tamie makes a motion that the FVRB accommodates a small family for the adopt-a-family program.

12. Next Meeting: November 22, 2016 Special Bylaw Meeting

13. In Camera:

14. Adjournment @ 9:30pm

Jamie McLean
Leah Lott

Special Bylaw Meeting Minutes

Fort Vermilion Recreation Board – November 22nd, 2016

1. Call to Order @ 7:46pm
2. In attendance: Jed R, Darlene F, Joyce B, Louise S, Tamie M, Heather B, Darren N, Wendy M, Leah L, Kristin W, Clinton E, Heather J, Ricky P.
3. Regrets: Cheryl L, Marty J, Thomas S
4. Additions to Agenda
 - a. New Manager Introductions (Clinton Edwards)
5. Acceptance of Agenda: Darlene accepts the agenda as presented.

6. Guests:
7. Financial Statements:
8. Old Business:
 - a. Bylaw Changes

Tamie explained why we need to make changes to the current Bylaws, which is to meet the requirements of the Alberta Gaming and Liquor Commission for the Bingo license.

Changes will be made to:

Section 10 – Remuneration of Honorariums

- Honorariums to the Directors shall not be made.

Section 12 – Dissolution of the Board

- Description of dissolution process.

Section 7 – Board of Directors

- The Mackenzie County Representative shall not be a voting member but more of an advisory capacity.

Section 8 – Duties of Elected Directors

6 – Mackenzie County Representative – will be responsible for two-way communication between the Board of Directors and Mackenzie County Council administration.

Louise Smith makes a motion to accept the changes of the Bylaws as presented.

Heather Judd seconds the motion.

The Majority of the FVRB all in favor.

Motion carried.

- b. Tall Cree School Hockey
 - Tall Cree School skate time is scheduled on Wednesdays although it goes an hour into our Public Skating. They are willing to pay for that extra hour. We will let them know that we also have Shinny Hockey scheduled that they are able to join. We will wait for their response.
- c. New Years Eve Dance
 - There are no local bands for hire.
 - Heather Batt makes a motion to hire Much Music if they are available. Heather Batt seconds the motion.
 - After further discussion, we do not have enough volunteers to host the NYE Dance;
 - ***Kristin makes a motion to give the NYE Dance to the Rodeo Committee. If they decline, then the FVRB will continue with the event. Heather Judd seconds the motion. Motion married.***

9. New Business:

- a. New Manager Introductions/Report (Clinton Edwards)
 - Kristin introduced the new Manager, Clinton Edwards.
 - Clinton has done a walk through and the facility and has made recommendations for improvements.
 - ***Heather makes a motion to purchase a cash register from staples for the main lobby of the arena. Kristin seconds the motion. All in favor, motion carried.***
 - ***Kristin makes a motion to replace all mats in the hall entrance. Louise Smith seconds the motion. Majority all in favor, motion carried.***
 - ***Kristin makes a motion to purchase a new USB for the Fitness Centre door if we are unable to find the one we do have. Jed R seconds the motion. Majority all in favor, motion carried.***
 - ***Jed R makes a motion to purchase 12-15 recycling bins to put throughout the facility. Kristin W seconds the motion. Majority all in favor, motion carried.***
 - ***Kristin makes a motion to change the name on the FVRB credit card from Chris Savourd (previous Arena Manager) to Clinton Edwards who is the current Arena Manager. Heather Batt seconds the motion. Majority all in favor, motion carried.***
 - Clinton will purchase new office supplies.

b.

*Jamie McGlean
Leah Batt*

10. Correspondence:

11. Next Meeting: January 17th, 2017

12. In Camera:

13. Adjournment @ 8:58pm

Meeting Minutes
Fort Vermilion Recreation Board – February 21, 2017

1. Call to order @ 7:37 pm.
2. In Attendance: Kristen Wright, Darlene Flett, Heather Judd, Heather Batt, Tamie McLean, Clinton Edwards
3. Additions to Agenda
 - a. 9 (e) – Volunteer Supper
 - b. 9 (f) – Winter Carnival
4. Acceptance of Agenda: Kristen Wright (with additions)
5. Acceptance of Previous Minutes:
 - a. October 17, 2016 – approved by Heather Judd
 - b. Nov 09, 2016 – tabled
 - c. Nov 15, 2016 – approved by Kristen Wright
 - d. Nov 22, 2016 – approved by Heather Batt
6. Guests:
7. Financial Statements: as presented by Clinton. **Kristen Wright made a motion to close the Acct with no activity and transfer \$10,000 from fundraising into the operating account. Seconded by Heather Judd.**
8. Old Business:
 1. Bingo License – all is approved and received in the mail. We will be holding a \$3,000 Bingo on March 26, April 23, May 28 and June 21st. These will be Sunday evenings (except for the Aboriginal Day one on June 21st). The Grads will be doing the first concession, then Skating Club and then Rec Board for the last two.
9. New Business:
 - a. Donation Policy – tabled
 - b. Rental Rates – there was a bit of confusion as to what the rates were but all is sorted out and Clinton knows that he is to follow the guidelines in the Policies and Procedures Manual.
 - c. Capital Projects – We were approved for \$20,000 for Hall Repair, \$15,000 for washroom repair (by office) and rolled over \$10,000 for Rodeo Grounds. Clinton will get quotes for these projects.
 - d. Poker Nights – not legal
 - e. Volunteer Supper – **Kristen Wright made a motion that we partner with FVSS (50/50) and put on a Volunteer Supper in April during volunteer week. Seconded by Heather Judd.** December was not a good time to have it.
 - f. Winter Carnival – to be held March 11, 2017. Rangers will be running events and Kristen will ask FVSS to do kids games. Roseann will run concession and County will supply the logs and picnic tables.
10. General Reports:
 - a. Manager's Report – as attached
11. Correspondance:

12. Next Meeting: March 21, 2017
13. In Camera:
14. Adjournment @ 9:14 pm.

Jamie McLean
Leah Bott

Meeting Minutes

Fort Vermilion Recreation Board – March 21, 2017

1. Call to Order @ 7:44pm
2. In attendance: Darlene Flett, Leah Lizotte, Heather Batt, Tamie McLean, Kristin Wright, Clinton Edwards.
3. Additions to Agenda
 - a. Raffle Bank Account
 - b. Hiring
 - c. Customer Complaint
 - d. River Daze
 - e. Curling Bonspiel
 - f. Splash Park
4. Acceptance of Agenda: Heather accepts the Agenda with additions.
5. Acceptance of Previous Minutes:
 - November 09, 2016: Tabled.
 - January , 2017: Tabled.
 - February 21, 2017 Minutes: Kristin Wright accepts the minutes as presented.
6. Guests: No guests.
7. Financial Statements: Kristin Wright approves the financials as presented. Heather Batt seconds the approval. All in favor. Carried.
8. Old Business:
 - a. Bingo**
 - Dates for Bingo's have been selected and advertised;
 - Making arrangements for volunteers;
 - Verda Lambert has prepared the; house rules, games played and prize payout information for players.
 - There should be at least 100 people in attendance in order to break even considering payouts;
 - Tamie ordered new cards;
 - Darlene, Leah, Marilyn, Rhonda, Verda, Vera and Keith will be volunteering March 26th.
 - b. Donation Policy**
 - Examples of the different types of donations; cash donation from public, setting a max amount for discounts on hall rentals, fundraisers for kids (family dances), use of our liquor license and the liabilities involved.
 - *Kristin makes a motion that the FVRB will allow use of our liquor license only if we are available to work, FVRB is able to earn 50% of the sales, as well as given 30 day's notice (preferable prior to*

a FVRB meeting) so we are able to plan accordingly. Darlene Flett seconds the motion. All in favor, motion carried.

c. Winter Carnival Recap

- Overall the event went well and we are prepared to plan for next year's event;
- The Hand Games tournament was a success and we will also plan this activity for next year;
- We will also organize a Winter Carnival Princess Contest.

9. New Business:

a. Easter

- Scheduled for April 15th this year at 11:00am.
- FVRB will be involved and will come up with an activity.

b. Ice Break Up Fundraiser

- We are unable to start this activity due to not having a raffle license.
- Tamie will complete the application although it won't be available before we could have the Ice Break Up contest.

c. DiscoverE Science Camp

- Tabled.

d. Little League/Soccer

- Registered for Tim Hortons Youth Sports program for additional financial support to host these programs;
- Tabled until we have more information.

e. Aboriginal Day/Canada Day

- The FVRB will attend a planned meeting March 29th to coordinate both events in partnership with other organizations in Fort Vermilion.

f. Ice Plant

- *Kristin Wright makes a motion to allow Mackenzie County to approve Councils involvement in awarding the Tender on behalf of the Fort Vermilion Recreation Board. Darlene Flett seconds the motion. All in favor. Carried.*

g. Wedding Rentals

- When the facility grounds are being booked for weddings there would still be a fee associated to the booking of the event as there is still use of tables, chairs, and kitchen.
- It was agreed that a booking will be \$100 less the regular rate.

h. Raffle Bank Account

- As part of the requirements of having a raffle license, we are to have a separate account for the raffle activity.
- *Darlene Flett makes a motion to open a bank account specifically for the raffle license requirements. Kristin Wright seconds. All in favor, motion carried.*

i. Hiring:

Current Manager has done well with keeping support staff at 40 hours per week and it is noted that extra staff are needed during special events. We will hire a casual to help during weekend events.

J. Customer Complaint

- Customers need to follow a complaint process and act accordingly when verbally making a complaint.
- Suggestion box will be placed in a more visible area for customers.

K. River Daze

- Need to advertise for a committee although as a Board we can organize the event in which we will advertise for volunteers instead to support us that day.
- Tamie will make a poster and advertise for volunteers.

L. Curling Bonspiel

- FVRB will run the bar both Friday and Saturday night.

M. Splash Park

- Clinton will need to be trained to operate the splash park;
- Will also need an inspection done prior to opening;
- Tuesdays are water sample days;
- Will post a sign advertising hours of operations during the summer months.

10. General Reports:

- a. Manager's Report – See attached.

Kristin Wright makes a motion that once other quotes are received for the boiler pump repairs we will accept the lowest quote as we currently have one submission from RanWal for \$3200.

Tamie seconds the motion. All in favor. Carried.

11. Correspondence:

12. Next Meeting: April 18th, 2017 at 7:30pm

13. In Camera:

14. Adjournment @ 9:07pm



From: [Eric Jorgensen](#)
To: [Len Racher](#); [Council](#); [Byron Peters](#); [Hayley Gavin](#); [Bill Kostiw](#); [Carol Gabriel](#)
Subject: Fw: Invitation to Regional Board Meeting
Date: March-20-17 3:48:04 PM
Attachments: [Notice of 2017 RD Mtgs.pdf](#)

Sent from my BlackBerry 10 smartphone on the TELUS network.

From: Brenda Deliman <Brenda.Deliman@prrd.bc.ca>
Sent: Monday, March 20, 2017 2:36 PM
To: Christopher.Addison@gov.bc.ca; Eric Jorgensen
Cc: PRRD_Internal
Subject: Invitation to Regional Board Meeting

Good afternoon,

The Peace River Regional District Board would like to invite you to attend a future Board meeting to discuss concerns regarding the species at risk in the Wood Buffalo Reserve and northern BC. The 2017 Regional Board Meeting schedule has been attached for your review. If there is a date that is conducive to your schedule I would be more than happy to set up a presentation time for you.

Please don't hesitate to contact me if you have any questions or require further information.

Brenda Deliman | [Secretary of Legislative Services](#)

Direct: **250-784-3223** | brenda.deliman@prrd.bc.ca



PEACE RIVER REGIONAL DISTRICT | Box

810, 1981 Alaska Highway Avenue, Dawson Creek, BC V1G 4H8

Toll Free: (24 hrs): **1-800-670-7773** | Office: **250-784-3200** | Fax: **250-784-3200** | www.prrd.bc.ca



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PEACE RIVER REGIONAL DISTRICT

NOTICE OF 2017 BOARD MEETINGS

2017 Peace River Regional District Regular Board meetings are scheduled as follows, starting at 10 a.m., unless otherwise noted throughout the year.

DATE:

January 12 & 26
February 9
February 22 – Wednesday -
Committee of the Whole
February 23
March 9
March 23
April 13 & 27
May 11 & 25
June 8
June 22
July 13
July 27 – Outreach Meeting
August 10 & 24
September 7
September 21
October 12 & 26
November 9 & 23
December 8 - Friday

LOCATION:

Dawson Creek
Dawson Creek
Dawson Creek

Dawson Creek
Fort St. John
Taylor
Dawson Creek
Dawson Creek
Fort St. John
Dawson Creek
Dawson Creek
Charlie Lake
Dawson Creek
Fort St. John
Dawson Creek
Dawson Creek
Dawson Creek
Fort St. John

To view the meeting agendas please visit our website at www.prrd.bc.ca

Members of the public are welcome to attend

diverse. vast. abundant.

April 4, 2017

To Whom It May Concern:

RE: 2017 High Level Open House and Information Sessions

Tolko Industries Ltd., Norbord Inc., and La Crete Sawmills Ltd. would like to invite you to our annual Open House to seek your input and provide information of our proposed harvesting and reforestation activities. Company representatives will be available to answer questions regarding:

- General information about the forest industry and the companies
- The 2017 General Development Plan projecting the location of harvesting and hauling activities for the next 5-years
- The 2017 Stand Tending Plan identifying proposed herbicide and mechanical treatments within harvested blocks

Rainbow Lake Information Session

Rainbow Lake Arena and RecPlex (1 Atco Road, Rainbow Lake, Alberta)
Tuesday, May 9th, 2017
Held from 10:00am to 3:00pm

High Level Open House

Town of High Level Office (10511 - 103 Street, High Level, Alberta)
Wednesday, May 10th, 2017
BBQ and refreshments from 11:00am to 1:00pm
Open House held from 11:00am to 5:00pm

La Crete Information Session

La Crete Mackenzie County Sub-Office (9205 – 100 Street, La Crete, Alberta)
Thursday, May 11th, 2017
Held from 10:00am to 12:00pm

Fort Vermilion Information Session

Mackenzie County Corporate Office (4511 – 46 Avenue, Fort Vermillion, Alberta)
Thursday, May 11th, 2017
Held from 1:00pm to 3:00pm

The attached Overview Map provides the location of proposed activities, larger detailed maps will be available at the Open House, Information Sessions and at the company's offices. The Open House and Information Sessions are for informational purposes and are supplemental to notification and engagement with known stakeholders.

The companies will continue to support input provided through other forms of communication throughout the year. However, to meet submission requirements to Alberta Agriculture and Forestry the companies require input on the 2017 General Development Plan and the 2017 Stand Tending Pan prior to **May 22, 2017**.

Please feel free to forward this invitation and map to other interested parties as the Open House and Information Sessions are a good opportunity to discuss any questions, concerns or comments about the company's plans. If you are unable to attend, and would like to discuss questions, concerns or comments please contact the following to discuss:

Paul Hewitt, RPF
Operations Forester – Planning
Tolko Industries Ltd.
11401 - 92 Street
High Level, AB T0H 1Z0
(780) 926-8992
paul.hewitt@tolko.com

Aaron Doepel
Woodlands Manager
La Crete Sawmills Ltd.
Hwy 697 South, Box 1090
La Crete, Alberta T0H 2H0
(780) 928-2292
aarond@lacretesawmills.com

Tiffeny Olson
Planning Forester
Norbord Inc.
Hwy 35 South, Box 1856
High Level, Alberta T0H 1Z0
(780) 831-2520
Tiffeny.Olson@norbord.com



Forest Industry Open House & Information Sessions

Tolko Industries Ltd., Norbord Inc., and La Crete Sawmills Ltd. would like to invite you to our Open House to seek your input and provide information of our proposed harvesting and reforestation activities. Representatives will be available to answer questions regarding:

General information about the forest industry and the companies

The 2017 General Development Plan projecting the location of harvest & haul for the next 5-years

The 2017 Stand Tending Plan identifying proposed aerial herbicide treatments

High Level Open House

Town of High Level Office (10511-103 Street, High Level)

Wednesday, May 10th, 2017

BBQ & refreshments from 11:00am - 1:00pm

Open House held from 11:00am - 5:00pm

Rainbow Lake Information Session

Rainbow Lake Arena and RecPlex (1 Atco Road, Rainbow Lake)

Tuesday, May 9th, 2017

Held from 10:00am - 3:00pm (refreshments available)

LaCrete Information Session

LaCrete Mackenzie County Sub-Office (9205-100 Street, LaCrete)

Thursday, May 11th, 2017

Held from 10:00am-12:00pm (refreshments available)

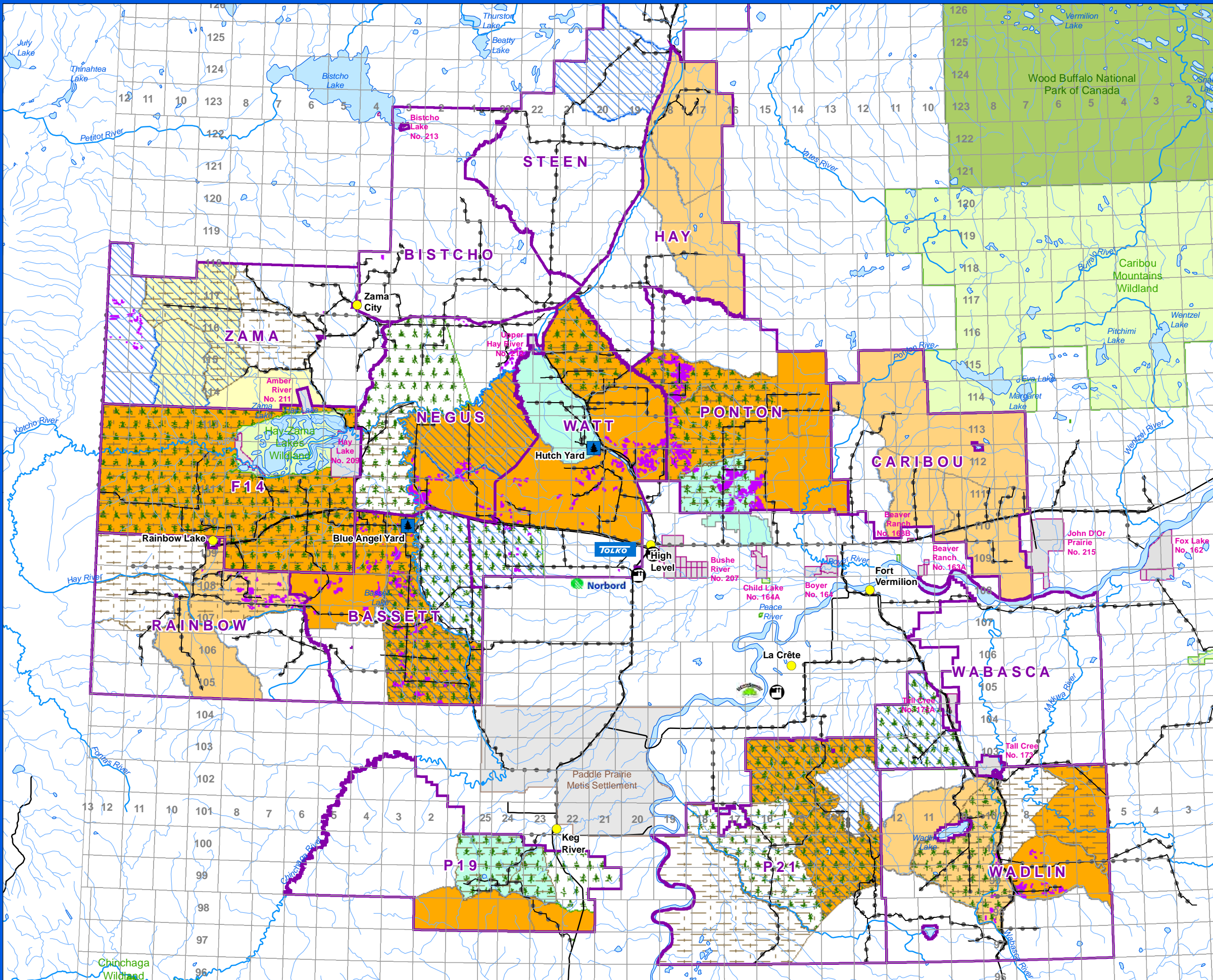
Fort Vermilion Information Session

Mackenzie County Corporate Office (4511-46 Avenue, Fort Vermilion)

Thursday, May 11th, 2017

Held from 1:00pm-3:00pm (refreshments available)





2017 - 2022 General Development Plan

Stakeholder Engagement Overview Map

F14, F26, P19, P21
Forest Management Units

**THIS MAP IS INTENDED FOR INFORMATIONAL PURPOSES
OPERATIONS AS DEPICTED ARE NOT APPROVED**

Base Features:

- Populated Areas
- Township Grid
- Major River
- Major Waterbodies
- First Nation Reserve / Metis Settlement
- Indian Reserve
- National Parks
- Provincial Park

**GDP Features:
(Proposed Activities)**

- Mill Site
- Tolko Processing Yard
- Norbord Processing Yard
- Tolko / La Crête / Norbord: Operating Areas
- Historic Haul Roads
- 2017 Stand Tending Blocks
- 2017/18 Debris Management
- 2017 Spring/Summer Tree Planting
- 2017/18 Site Prep Activities (Wildfire Restoration Program)
- 2017/18 Layout, Harvest and Haul, and/or Site Prep
- 2017/18 Hauling Activities Only
- 2017/18 Line Clearing; 2018/19 Layout, Harvest and Haul, and/or Site Prep
- 2017 Layout and/or Line Clearing for future harvest (2018-2022)

NOTE: Due to operational considerations there may be shifts between the 2017/18 and the 2018/19 timber year planned activities.

Map Created: 2017-04-04 | Created By: Jill Kubica
File: Open_House_GDP_Map_V1

TOLKO Industries Ltd - Woodlands Office
780.926.3781 | 11401 - 92nd Street | High Level, AB
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MAP VERSION: 1.0