



**Mackenzie County**

# **REGULAR COUNCIL MEETING AGENDA**

**MAY 9, 2017**

**10:00 A.M.**

**COUNCIL CHAMBERS  
FORT VERMILION, AB**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, May 9, 2017  
10:00 a.m.**

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

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the April 26, 2017 Regular Council Meeting	7
<b>DELEGATIONS:</b>	4.	a) Ann Everatt, President/CEO – Northern Lakes College (10:15 a.m.)	
		b) Philip Doerksen, La Crete Recreation Board – Splash Park (10:30 a.m.)	17
		c) Randy Affolder, Alliance Assessment (1:15 p.m.)	
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<b>COUNCIL COMMITTEE REPORTS:</b>	5.	a) Council Committee Reports (verbal)	
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<b>PUBLIC HEARINGS:</b>	Public Hearings are scheduled for 1:00 p.m.			
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<b>ADMINISTRATION:</b>	9.	a)	2017 Trappers Rendezvous – Sponsorship Request	173
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		c)	Caribou Update (to be presented at the meeting)	
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<b>AGRICULTURE SERVICES:</b>	10.	a)		
		b)		
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		b)		



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<b>OPERATIONS:</b>	13.	a)	Policy PW009 Dust Control	181
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<b>IN CAMERA SESSION:</b>	17.	a)	Legal	
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		c)	Land <ul style="list-style-type: none"><li>• Land Negotiations</li></ul>	
<b>NOTICE OF MOTION:</b>	18.	a)		

**NEXT MEETING  
DATES:**

19. a) Regular Council Meeting  
May 24, 2017  
10:00 a.m.  
Fort Vermilion Council Chambers
- b) Regular Council Meeting  
June 13, 2017  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:**

20. a) Adjournment



Mackenzie County

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Carol Gabriel, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the April 26, 2017 Regular Council Meeting</b>

### **BACKGROUND / PROPOSAL:**

Minutes of the April 26, 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 26, 2017, Regular Council Meeting be adopted as presented.

Author: C. Gabriel      Reviewed by: CG      CAO: \_\_\_\_\_



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, April 26, 2017  
10:00 a.m.**

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

**PRESENT:** Bill Neufeld Reeve  
Lisa Wardley Deputy Reeve  
Jacquie Bateman Councillor  
Peter F. Braun Councillor  
Elmer Derksen Councillor  
John W. Driedger Councillor  
Eric Jorgensen Councillor (arrived at 11:26 a.m.)  
Josh Knelsen Councillor  
Ray Toews Councillor

**REGRETS:** Walter Sarapuk Councillor

**ADMINISTRATION:** Len Racher Chief Administrative Officer  
Byron Peters Director of Planning & Development  
Doug Munn Director of Community Services  
Fred Wiebe Director of Utilities  
Karen Huff Director of Finance  
Dave Fehr Director of Operations  
Grant Smith Agricultural Fieldman  
Jessica Ruskowsky Executive Assistant to the CAO/Recording Secretary

**ALSO PRESENT:** Members of the Public and the Media

Minutes of the Regular Council meeting for Mackenzie County held on April 26, 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.

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

**MOTION 17-04-292 MOVED** by Councillor Driedger

That the agenda be approved with the following additions or

\_\_\_\_\_  
\_\_\_\_\_

changes:

13. c) Traffic Signage

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the April 11, 2017 Regular Council Meeting**

**MOTION 17-04-293**

**MOVED** by Deputy Reeve Wardley

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

**CARRIED**

**MOTION 17-04-294**

**MOVED** by Deputy Reeve Wardley

That the discussion regarding the options for an additional sub-class under residential for lots too small to legally develop be tabled to the 12. b) agenda item.

**CARRIED**

**3. b) Minutes of the April 13, 2017 Special Council Meeting**

**MOTION 17-04-295**

**MOVED** by Councillor Braun

That the minutes of the April 13, 2017, Special Council Meeting be adopted as presented.

**CARRIED**

**TENDERS:**

**7. a) Fire Truck Tanker – Request for Proposal**

**MOTION 17-04-296**

Requires 2/3

**MOVED** by Councillor Knelsen

That the budget be amended to include an additional \$33,722 for the Fire Truck Tanker with funding coming from the Emergency Services Reserve.

**CARRIED**

**MOTION 17-04-297**

Requires 2/3

**MOVED** by Councillor Driedger

That the Fire Truck Tanker tender be awarded to Rocky Mountain Phoenix for the purchase of a Kenworth T880 Fire

\_\_\_\_\_  
\_\_\_\_\_

Truck in the amount of \$418,722.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**5. a) Council Committee Reports**

**MOTION 17-04-298**

**MOVED** by Councillor Toews

That the Council committee reports be received for information.

**CARRIED**

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

**MOTION 17-04-299**

**MOVED** by Councillor Toews

That the Public Works Committee unapproved minutes of April 10, 2017 be received for information.

**CARRIED**

**5. c) Municipal Planning Commission Meeting Minutes**

**MOTION 17-04-300**

**MOVED** by Councillor Driedger

That the Municipal Planning Commission meeting minutes of April 6, 2017 be received for information.

**CARRIED**

**ADMINISTRATION:**

**9. a) One to One Ratio of Regulation**

**MOTION 17-04-301**

**MOVED** by Councillor Toews

That the one to one ratio of regulation be considered for information.

**CARRIED**

**OPERATIONS:**

**13. a) Policy PW009 Dust Control**

**MOTION 17-04-302**

**MOVED** by Councillor Bateman

That Section 3 "Dust Control for Seniors" of Policy PW009 Dust Control be removed, and that the rest be amended as discussed

\_\_\_\_\_  
\_\_\_\_\_

and brought back to council for final approval.

**CARRIED**

**MOTION 17-04-303**

**MOVED** by Councillor Toews

That the Fee Schedule Bylaw be brought back to a future council meeting to deal with dust control.

**CARRIED**

**13. b) Administration Vehicle Replacement**

**MOTION 17-04-304**

Requires 2/3

**MOVED** by Councillor Bateman

That the budget be amended to include an additional \$4,000 for the purchase of the FV/LC – Administration Vehicles (2) with funding coming from the Vehicle & Equipment Reserve, bringing the total project budget to \$76,000.

**CARRIED**

Reeve Neufeld recessed the meeting at 11:00 a.m. and reconvened the meeting at 11:11 a.m.

**7. b) Flood Control Erosion Repair – Request for Proposal**

**MOTION 17-04-305**

**MOVED** by Councillor Knelsen

That the proposals for the Flood Control Erosion Repair project be opened.

**CARRIED**

<u>Bidder</u>	<u>Bid Price</u>
FineLine Services	\$ 172,980.00
Northern Road Builders	\$ 170,100.00
Outback Ventures	\$ 148,200.00

**MOTION 17-04-306**

**MOVED** by Councillor Bateman

That the Agricultural Service Board be authorized to review the proposals for the Flood Control Erosion Repair project and bring recommendation to the May 9, 2017 Council meeting.

**CARRIED**

\_\_\_\_\_  
\_\_\_\_\_



**9. b) Caribou Update**

**MOTION 17-04-307**

**MOVED** by Councillor Bateman

That the Caribou update be received for information.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**14. a) Northwest Species at Risk Funding Request**

**MOTION 17-04-308**

Requires 2/3

**MOVED** by Councillor Bateman

That the budget be amended to include an additional \$50,000 for the Caribou/Industry Protection Strategy, with funding coming from the General Operating Reserve.

**CARRIED**

Councillor Jorgensen arrived at 11:26 a.m.

**OPERATIONS:**

**13. c) Traffic Signage (ADDITION)**

**MOTION 17-04-309**

Requires Unanimous

**MOVED** by Councillor Toews

That administration looks into the costs and safety benefits of signage for the "stop ahead" and electronic radar speed display signs.

**DEFEATED**

**FINANCE:**

**12. a) 2017 Operating and Capital Budgets**

**MOTION 17-04-310**

Requires 2/3

**MOVED** by Councillor Bateman

That the 2017 Operating and Capital Budgets be approved as presented with the April 26, 2017 council meeting amendments.

**CARRIED**

**MOTION 17-04-311**

**MOVED** by Councillor Derksen

That administration discuss with Alberta Transportation to upgrade the Wolfe Lake east correction line intersection.

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
\_\_\_\_\_

Reeve Neufeld recessed the meeting at 11:53 a.m. and reconvened the meeting at 12:37 p.m. with all members present with the exception of Councillor Jorgensen.

**12. b) Bylaw 1064-17 2017 Tax Rate Bylaw**

**MOTION 17-04-312**  
Requires 2/3

**MOVED** by Councillor Driedger

That second reading be given to Bylaw 1064-17 being the 2017 Tax Rate Bylaw for Mackenzie County as amended.

**CARRIED**

**MOTION 17-04-313**  
Requires 2/3

**MOVED** by Councillor Braun

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

**CARRIED**

Councillor Jorgensen rejoined the meeting at 12:42 p.m.

**12. c) 2016 Audited Financial Statement and Financial Information Return (DRAFTS)**

**MOTION 17-04-314**  
Requires 2/3

**MOVED** by Councillor Braun

That the 2016 Audited Financial Statement and Financial Information Return be approved as presented.

**CARRIED**

**INFORMATION:**

**16. a) Information/Correspondence**

Councillor Jorgensen stepped out of the meeting at 1:05 p.m. and rejoined the meeting at 1:08 p.m.

**MOTION 17-04-315**

**MOVED** by Councillor Derksen

That the information/correspondence items be received for information.

**CARRIED**

**MOTION 17-04-316**

**MOVED** by Councillor Bateman

\_\_\_\_\_  
\_\_\_\_\_

That the Action List be brought back to each council meeting for review.

**CARRIED**

Reeve Neufeld recessed the meeting at 1:26 p.m. and reconvened the meeting at 1:35 p.m.

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

**MOTION 17-04-317 MOVED** by Councillor Braun

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 1:35 p.m.

- 17. a) Legal
- 17. a) Labour
- 17. a) Land
  - Gravel Negotiations

**CARRIED**

**MOTION 17-04-318 MOVED** by Councillor Driedger

That Council move out of camera at 1:44 p.m.

**CARRIED**

**17. c) Gravel Negotiations**

**MOTION 17-04-319 MOVED** by Councillor Knelsen

That administration proceed with the gravel negotiations as discussed.

**CARRIED**

**NOTICE OF MOTION: 18. a) None**

**NEXT MEETING  
DATES:**

- 19. a) **Regular Council Meeting**  
May 9, 2017  
10:00 a.m.  
Fort Vermilion Council Chambers
- b) **Regular Council Meeting**  
May 24, 2017  
10:00 a.m.

\_\_\_\_\_  
\_\_\_\_\_

Fort Vermilion Council Chambers

**ADJOURNMENT: 20. a) Adjournment**

**MOTION 17-04-320 MOVED** by Councillor Jorgensen

That the council meeting be adjourned at 1:45 p.m.

**CARRIED**

These minutes will be presented to Council for approval on May 9, 2017.

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Bill Neufeld  
Reeve

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Len Racher  
Chief Administrative Officer

UNAPPROVED

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>DELEGATION Philip Doerksen, La Crete Recreation Board</b>

## BACKGROUND / PROPOSAL:

The La Crete Recreation Board would like to discuss the following items with Council:

1. Splash Park (see attached proposal)
2. Dressing Room Addition/Lobby Renovation (see attached proposal)
3. Arena Parking Lot Asphalt

## 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: \_\_\_\_\_

# Northern lights recreation Centre

To council;

The La Crete recreation board would like to approach council for some additional funds to match a CFEP grant that we were successful in securing.

We were successful in acquiring \$175,000.00 CFEP grant, see letter in attached package.

Council approved \$100,000.00 for the dressing room addition along with some other smaller capital projects in the last budget season.

The dressing room addition was put on tender, there were five construction companies that submitted bids and however the lowest bid came in \$65,000.00 over budget.

The Rec board made a motion at the last board meeting to fund raise \$132,500.00 and asked me to approach council and ask to increase their portion to \$132,500.00 for the dressing room addition.

Here are some additional projects that we are pursuing with the grant money we had just received.

Cost break down of capital projects;

Projects	County Portion	Rec Board Portion	Totals
Dressing room addition	\$132,500.00	\$132,500.00	\$265,000.00
Lobby Renovation	\$175,000.00	\$175,000.00	\$350,000.00
Arena entrance	\$175,000.00		\$175,000.00
Totals	\$482,500.00	\$307,500.00	\$790,000.00

The Rec board is asking for a total amount of \$482,500. 00 from the County.

All prices except for the dressing room addition are estimates only and would have to be put out on tender.

Philip Doerksen  
Arena Manager

***La Crete Recreation Society***

*P.O. Box 29 La Crete AB T0H 2H0 10201-99 Avenue*

*P:(780) 928-3066 C:(780) 926-0503 F:(780) 928-3022*

[www.nlreccenter.com](http://www.nlreccenter.com)

[arenam@telus.net](mailto:arenam@telus.net)

NORTHERN LIGHTS REC. CENTER



# Splash Park Proposal



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](mailto:lcoffice@knelsen.com)

March 31, 2017

La Crete Recreation Board  
Philip Doerksen  
10201-99 Ave  
Box 29  
La Crete, AB T0H 2H0

Re: Spray Park Project

We commit to provide funding to complete the construction of a "Spray Park" located in Knelsen Park. We have been advised that the total cost for the project would not exceed \$340,000.00. Mackenzie County has advised that they have committed \$255,000.00 for this project leaving an \$85,000.00 shortfall. Our commitment would be to cover the shortfall for the current design up to a maximum of \$85,000.00.

Regards,

Raymond Knelsen

c.c. Peter Braun, Mackenzie County Councilor



## Splashpad Budget

	<b>Option 1</b>	<b>Option 2</b>
1 PlayQuest Equipement, Drawings, Alberta Health Submission	\$ 190,370.00	\$ <del>182,000.00</del>
2 PlayQuest Construction Costs	\$ 135,130.00	\$ <del>130,000.00</del>
3 Start Up Materials - Filter Sand, Test Kit, chemicals	\$ 2,000.00	\$ 2,000.00
4 Building construction	\$ 15,000.00	\$ 15,000.00
5 Sanitary service	\$ 1,500.00	\$ 1,500.00
6 Water line to building	\$ 2,500.00	\$ 2,500.00
7 Electricity to building & Install Panel	\$ 3,000.00	\$ 3,000.00
8 Landscaping	\$ 3,500.00	\$ 3,500.00
Total Estimated Cost without GST	\$ 353,000.00	\$ 339,500.00
Budget	\$ 340,000.00	\$ 340,001.00
Under (Over Budget)	\$ (13,000.00)	\$ 501.00

Water Management Option

**Option 1**

Water Management Option		Recirculating
Splashpad Area, sq.ft.		1,894
Design Flow Rate (GPM)		120
Operational days/year		90
Water usage per season (m3)		345
Water cost per season	\$	920
Annual Maintenance Costs (parts)	\$	1,000
Operating Staff (monitoring)	\$	5,400
Chemical Costs	\$	1,077
Electrical Service Costs	\$	645
<b>Total Annual Operating Cost</b>	<b>\$</b>	<b>9,041</b>

Hours per Season	600
Volume Sprayed per Season (gallons)	4309200
Fill volume (Gallons)	2000
Bather Run Off Gallons Per Day (estimate 1/4g/bather)	18.94464
Environmental Loss (Percentage of Sprayed Water)	2%
Overflow loss (Gallons)	2%
Winterization sewer loss (Gallons)	2000
Backwash (Gallons per month)	1000

**Splashpad Usage Estimate based on degree Days**

Note: Days per season = June 1 to September 30th - 92 days - 30 days of rain within season

Temperature F/C	Hours Per day	Days per Season	Hours of Use per Season
70-79 (21-26)	6	65	390
80-90 (27-31)	8	20	160
90-99 (32-37)	10	5	50
100+ (38+)	10	0	0
<b>Total</b>		90	600

Total Fresh Water Make up (gallons)	91242.94464
Total Fresh Water Make up (cubic meters)	345.39
Total Sanitary Waste Water (gallons)	29312.72727
Total Sanitary Waste Water (cubic meters)	110.96

Water meter cost per m3	\$2.10
Sewer cost per m3	\$1.75
<b>Total Cost per season</b>	<b>\$919.50</b>

**Total Combined Seasonal Operation Cost**

\$2,641.20

## WQMS Operating Cost Estimate

Typical Estimate is based on an operation season of 1000 hours or 10 user available hours per day over 100 days

### Daily Energy Costs Estimate (kilowatt hours)

	Amps	Voltage	Watts	Operating Hours	Kilowatt Hours	Average Electricity Cost per kWh
Vortex Controller	0.5	120	60	10	0.6	
Chemical Controller	0.5	120	60	10	0.6	
Chemical Pumps	1	120	120	5	0.6	
Feature Pump, 5 HP	14	208	4287.1722	0	0.00	
Filtration Pumps, 3 HP	9.5	208	2909.1525	24	69.82	
<b>Total kWh</b>					<b>71.62</b>	<b>\$ 0.10</b>
<b>Estimated Daily Energy Cost</b>						<b>\$ 7.16</b>
<b>Seasonal Energy cost</b>					<b>600 hrs</b>	<b>\$ 644.58</b>

#### Notes:

Single Phase Watts = Amps x Voltage

Three Phase Watts = (Amps x Voltage) x 3\*0.5 x .85PF

Kilowatt Hours = (Watts x Hours of operation)/1000

Approximate Operating Costs\* = Kilowatt hours x Average Cost per Kilowatt Hour

\* Does not include power factor penalty or demand charges which may be applicable in some areas

### Daily Chemical Consumption Estimate

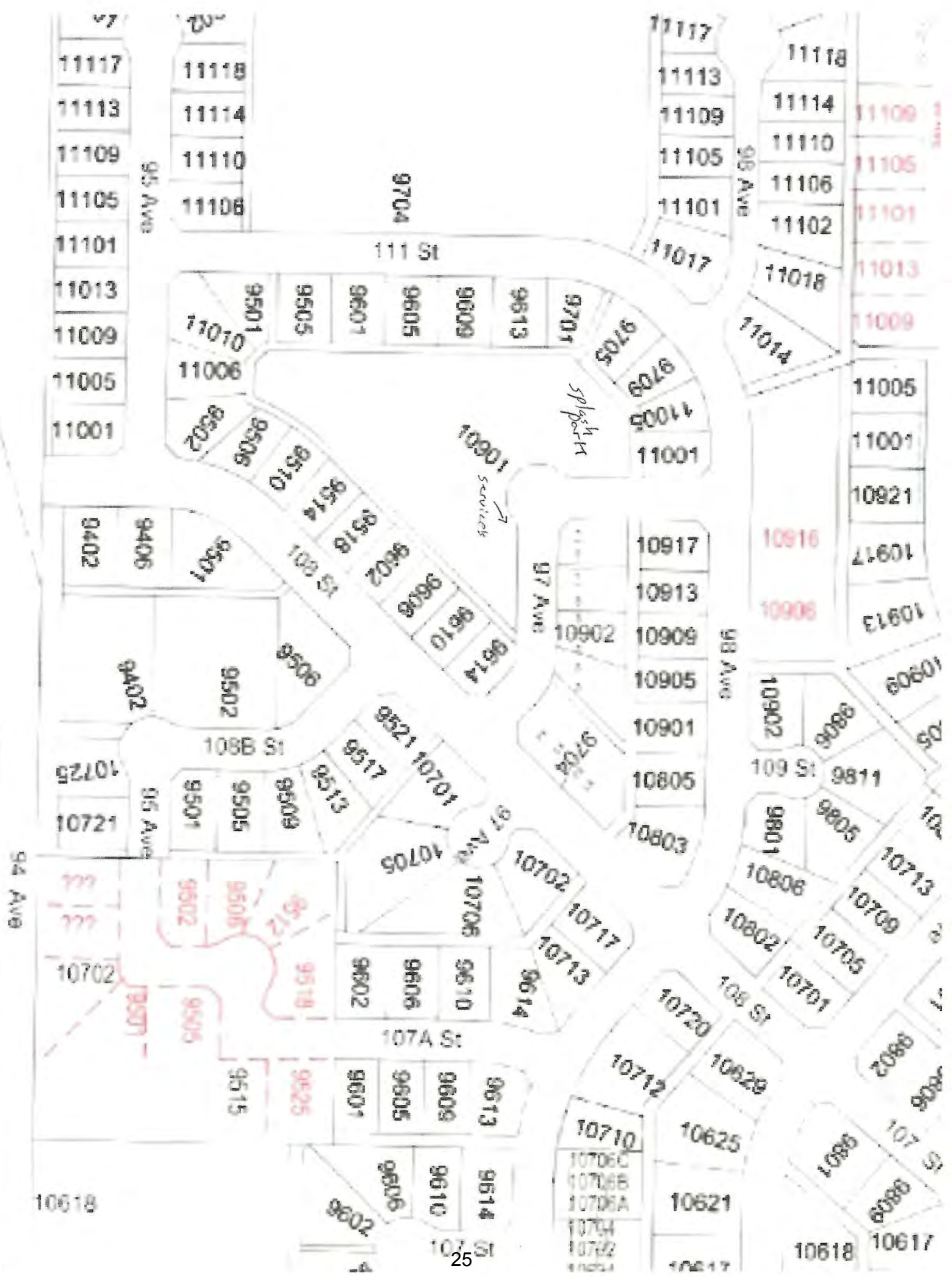
Due to varying operational conditions typical to a Splashpad installation, variables such as bather loading, and environmental debris (grass clippings, leaves, etc.) may increase chemical consumption.

Chemical Consumption Estimate	GPD	Season consumption	Cost per gallon
Chlorine (liquid) gallon per day	1	90 Gallons	\$6.67
Muriatic Acid gallon per day	0.6	54 Gallons	\$8.83
<b>Total Seasonal Cost</b>			<b>\$1,077.12</b>

### Make Up Water Consumption Estimate

WQMS Make Up Water Consumption	Imperial
Splashpad Area (sq.ft)	1894.464
Number of User per day	75.77856
Total Play product Flow	171
Average Sequence Flow Rate	119.7
Maximum Flow per hour	7182







***La Crete Recreation Society***

*P.O. Box 29 La Crete AB T0H 2H0 10201-99 Avenue  
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[www.nlreccenter.com](http://www.nlreccenter.com)  
[arenam@telus.net](mailto:arenam@telus.net)*

NORTHERN LIGHTS REC. CENTER



# **Dressing room & Lobby renovation Proposal**

A Project of this nature shall require the Engineer to prepare the design and drawings for the construction of the building and to provide the necessary specifications and details for the construction of the building. The Engineer shall be responsible for the design and drawings and shall not be responsible for the construction of the building. The Engineer shall not be responsible for the construction of the building.



**NORTHERN TRUSS**  
**DRAFTING & DESIGN**  
 1000 W. 10th St.  
 Suite 100  
 Anchorage, AK 99501  
 Tel: 907-562-8800  
 Fax: 907-562-8801  
 Email: info@northerntruss.com  
 Website: www.northerntruss.com

**CUSTOMER NAME**  
 Northern Lights Rec Center Addition

LA Crete JB  
 704-286  
 780-828-0503

**BLANK FILE #**  
 3168

**DRAWING TITLE**  
 East & South Elevations

**DATE**  
 8/19/2016

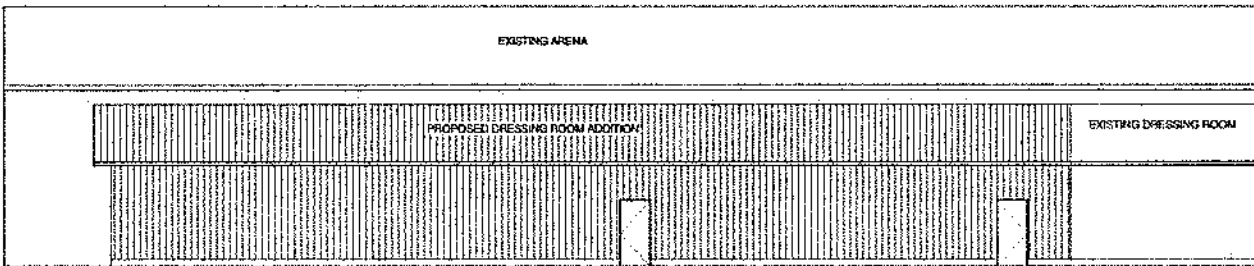
**SCALE**  
 As Noted

**NO.**  
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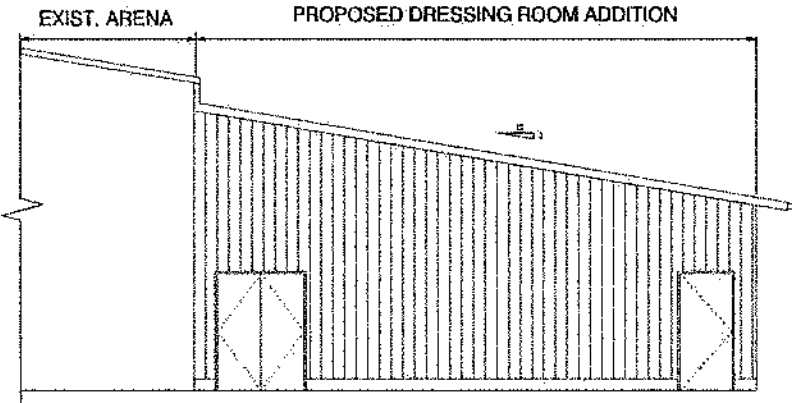
**DESIGNED BY**  
 Henry D.



**COMPILED BY**  
 Henry D.



East Elevation



South Elevation



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 Box 447, Littleton, CO 80120  
 www.northerntruss.com  
 Tel: 781-264-8800  
 Fax: 781-264-1172

**CUSTOMER NAME**  
 Northern Lights Rec. Center Addition  
 La Cre LAB  
 TM-2H5  
 780-926-0583

**DATE**  
 9/19/2016

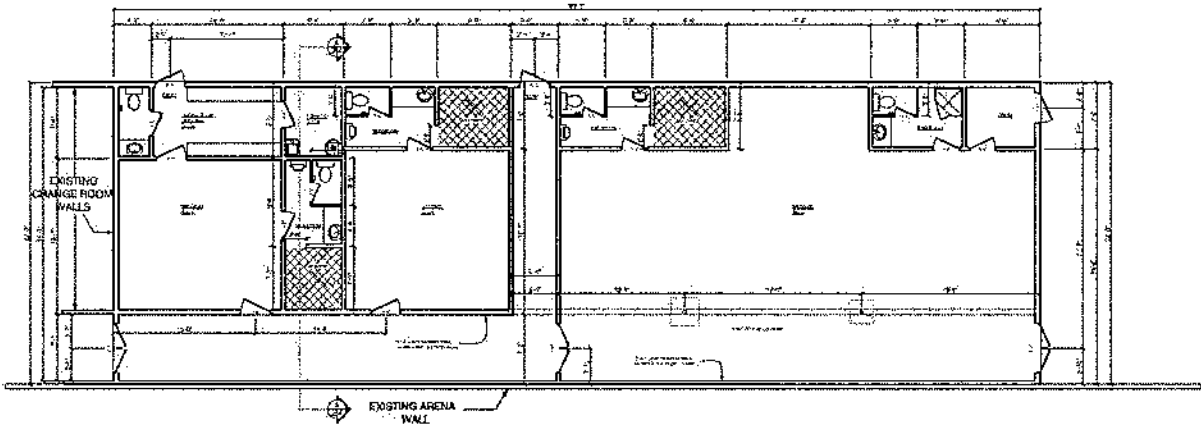
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**DESIGNED BY**  
 Harry D.

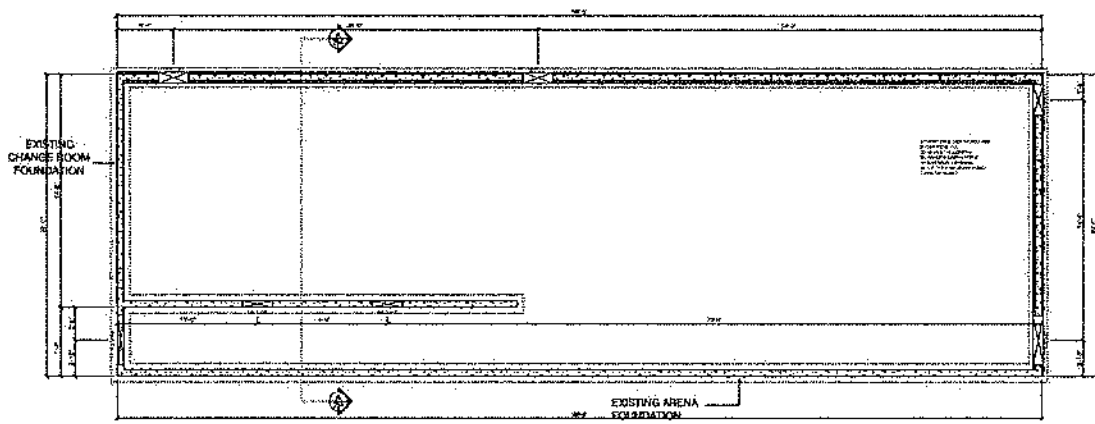
**SOFTWARE**  
 SOFTPLAN  
 ARCHITECTURAL DESIGN SOFTWARE

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Change Room Layout

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Foundation Plan



**NORTHERN TRUSS**  
**DRAFTING & DESIGN**  
 2018 S.B.  
 Box 447, La Grange, AB  
 T0H 2G0  
 www.northerntruss.com  
 Tel: 780-526-6662  
 Fax: 780-526-6744  
 Email: info@northerntruss.com  
 ntr@northerntruss.com

**CUSTOMER NAME**  
 Northern Lights Rec Center Addition  
  
 La Grange, AB  
 T0H 2G0  
 780-526-6662

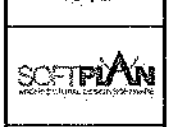
**ISSUED FOR:**  
  
**CLIENT:**  
 Foundation Plan

**DATE:**  
 9/18/2015

**SCALE:**  
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**NO:**  
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**DESIGNED BY:**  
 Henry G.



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**NORTHERN TRUSS**  
**DRAFTING & DESIGN**  
 1000 W. La Grange  
 La Grange, IL 60142  
 Tel: 708.266.6500  
 Fax: 708.266.6500

**CUSTOMER NAME**  
 Northern Truss Rec Center Addition

La Grange, IL  
 TDH-210  
 780-026-0503

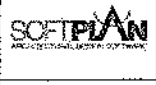
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**DRAWN BY**  
 Henry D.



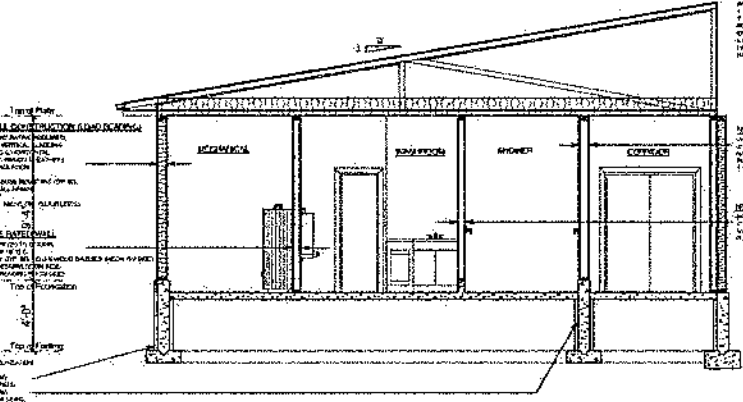
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**NEW ROOF ASSEMBLY CONSTRUCTION**  
 USE 1/2" THICK INSULATED  
 PRECAST CONCRETE SLABS ON BEAMS  
 WITH 2" POLYSTYRENE INSULATION  
 AND 1/2" GYP BOARD ON TOP.  
 BRIDGE PLATE OVER BEAMS  
 2" POLYSTYRENE INSULATION  
 1/2" GYP BOARD ON TOP  
 2" POLYSTYRENE INSULATION  
 1/2" GYP BOARD ON TOP

**NEW INTERIOR PARTITION WALL CONSTRUCTION**  
 5/8" GYP BOARD ON BOTH SIDES  
 2" POLYSTYRENE INSULATION  
 5/8" GYP BOARD ON BOTH SIDES  
 2" POLYSTYRENE INSULATION  
 5/8" GYP BOARD ON BOTH SIDES

**NEW INTERIOR PARTITION WALL CONSTRUCTION**  
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 5/8" GYP BOARD ON BOTH SIDES  
 2" POLYSTYRENE INSULATION  
 5/8" GYP BOARD ON BOTH SIDES



A  
 2/4

# Alpine Builders LTD

La Crete arena kitchen upgrade project 3

- develop plans and engineering \$8000
  - demolition \$25000
  - plumbing ground works, \$8000
  - concrete work \$15000
  - beams and columns to support 2<sup>nd</sup> floor \$25000
  - steel studding and Framing walls \$35000
  - rough in for heating, ventilation \$22000
  - rough in for electrical \$20000
  - fire suppression \$10000
  - drywall and paint \$25000
  - kitchen grade wall panel and plastic wall panel \$30000
  - doors \$12000
  - electrical fixtures \$10000
  - plumbing fixtures and heating \$20000
  - kitchen equipment \$60000
  - finishing and flooring installation, cabinets, counters \$50000
- Total \$375,000.00

# Alpine Builders LTD

La Crete arena lobby entry addition Reno project 2

Build 24'x12' entry

-develop plans and engineering \$6000

-ground works, floor drain, floor heat lines \$8000

-concrete work for foundation and floor \$15000

Framing 16' walls and roof \$45000

-rough in for heating, ventilation \$10000

-rough in for electrical \$8000

-exterior finishing \$20000

-drywall and paint \$5000

-plastic wall panel \$10000

-doors and windows \$30000

-electrical fixtures \$5000

-plumbing fixtures and heating air curtain for both doors \$3000

-finishing and flooring installation \$10000

Total \$175,000.00

-

# Alpine Builders LTD

La Crete arena lobby Reno project 1

Move washrooms back to the east side of building to create a larger lobby area

-develop plans and engineering \$6000

-demolition of existing washrooms, office, skate room \$40000

-ground works for plumbing \$8000

-concrete work \$10000

-beams and columns to support 2<sup>nd</sup> floor \$15000

-steel studding and framing of 2 washrooms and 2 offices \$20000

-rough in for plumbing, heating, ventilation \$27000

-rough in for electrical \$30000

-fire alarm changes \$3000

-drywall and paint \$23000

-plastic wall panel \$22000

-doors and windows \$30000

-electrical fixtures \$16000

-plumbing fixtures \$20000

-washroom stall dividers \$8000

-finishing and flooring installation \$22000

Total \$330,000.00

# Dressing room addition 2017

Alpine Builders	\$298,354.80
Integrity Maintenance & Service	\$284,008.29
LG	\$282,300.00
Hardy Construction	\$268,200.00
Savage construction	\$265,000.00



ALBERTA  
CULTURE AND TOURISM

*Office of the Minister  
MLA, Calgary-Cross*

April 5, 2017

Mr. Philip Doerksen  
La Crete Recreation Society  
PO Box 29  
La Crete, AB T0H 2H0

Dear Mr. Doerksen:

On behalf of the Government of Alberta, I am pleased to advise you that your Community Facility Enhancement Program (CFEP) Large Grant Application No. CFEP-047429 to assist the La Crete Recreation Society with facility upgrades to the Northern Lights Recreation Centre has been approved for \$175,000.

The CFEP Large Grant funding approvals require the grant recipient to enter into a formal grant agreement with the ministry outlining the terms and conditions of the grant funding prior to the cheque being released. CFEP staff will provide the grant agreement and once this document has been signed by the grant recipient and the ministry representative, the cheque will be forwarded.

Your organization is to be commended on its hard work in connection with this large community project. It will have a positive effect on the quality of life in our community.

The CFEP Large Grant is administered by Alberta Culture and Tourism and aims to foster healthy, vibrant communities across Alberta.

If you have any inquiries, you may contact CFEP program administration at 1-800-642-3855.

I wish you continued success with your important work.

Best Regards,

Ricardo Miranda  
Minister



this application.

### La Crete – Arena Upgrade

The La Crete arena upgrades would include the following upgrades;

- lobby expansion
  - development and engineering
  - electrical upgrades
  - flooring
  - interior and exterior finishing's
- kitchen relocation
  - framing
  - electrical
  - kitchen appliances
- additional entrance installed on the arena.

Please see attached sketch for details.

The La Crete Recreation Society received an estimate of \$830,000 for the renovations listed above. Due to the grant requirements, it is recommended that the La Crete Recreation Society would commit \$10,000 in funding towards this project, and Mackenzie County would have to commit to \$405,000 for the 50% portion of this application.



## 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](http://www.mackenziecounty.com)  
[office@mackenziecounty.com](mailto:office@mackenziecounty.com)

### LETTER OF INTENT

June 17, 2016

Western Economic Diversification Canada (WEDC)  
Canada Place, Suite 1500  
9700 Jasper Avenue  
Edmonton, Alberta T5J 4H7

Funder: Mackenzie County  
P.O. Box 640, Fort Vermilion AB, T0H 1N0  
Contact name: Ron Pelensky, Director of Community Services & Operations  
(780) 927-3718; [rpelensky@mackenziecounty.com](mailto:rpelensky@mackenziecounty.com)

Mackenzie County is submitting this Letter of Intent to fund the La Crete Recreation Society's application for expansion of the Northern Lights Recreation Center (estimated at \$830,000). The County is committed to funding 50% of this project matched by funding from the Canada 150 Infrastructure Program.

Mackenzie County Council made a motion at their June 14, 2016 regular council meeting that, "If the grant application is successful, the County will fund 50% of the project with funds coming from General Capital Reserve." This funding will be available to the applicant (La Crete Recreation Society) immediately upon receiving approval from WEDC.

By signing below, I confirm that I have the knowledge and authority to make the above statements on behalf of Mackenzie County. I can be reached at (780) 841-1806.

Yours sincerely,

Bill Neufeld  
Reeve  
Mackenzie County

c: Mackenzie County Council  
La Crete Recreation Society



## 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

June 17, 2016

Western Economic Diversification Canada (WEDC)  
Canada Place, Suite 1500  
9700 Jasper Avenue  
Edmonton, Alberta T5J 4H7

To Whom It May Concern:

**RE: CANADA 150 COMMUNITY INFRASTRUCTURE PROGRAM**

This is a letter of support to the La Crete Recreation Society's application to the Canada 150 Community Infrastructure Program.

The La Crete Recreation Society encourages recreation in the area by developing and maintaining public recreational and rental facilities and supporting community based recreational and cultural programs. Mackenzie County is proud to own the Northern Lights Recreation Center and the local Recreation Society does an excellent job of maintaining this facility. The proposed project will ensure that the Recreation Center has adequate capacity to accommodate a growing community and will provide access to recreation, socialization and entertainment in the area.

Mackenzie County fully supports the Board's proposed lobby and kitchen expansion to the Recreation Center and their application to obtain grant funding for this project.

If you require additional information, please contact Ron Pelensky, Director of Community Services & Operations at 780-927-3718.

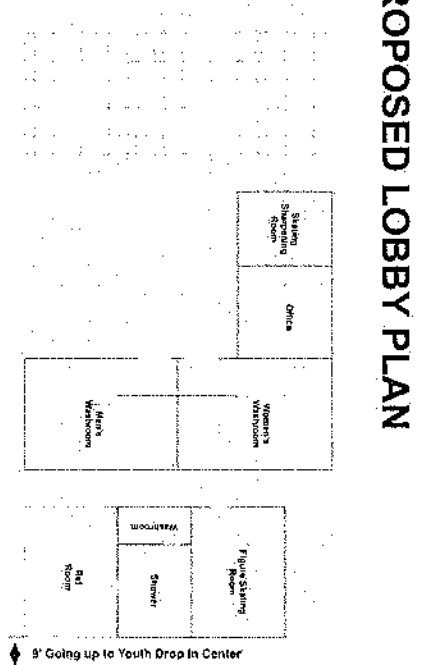
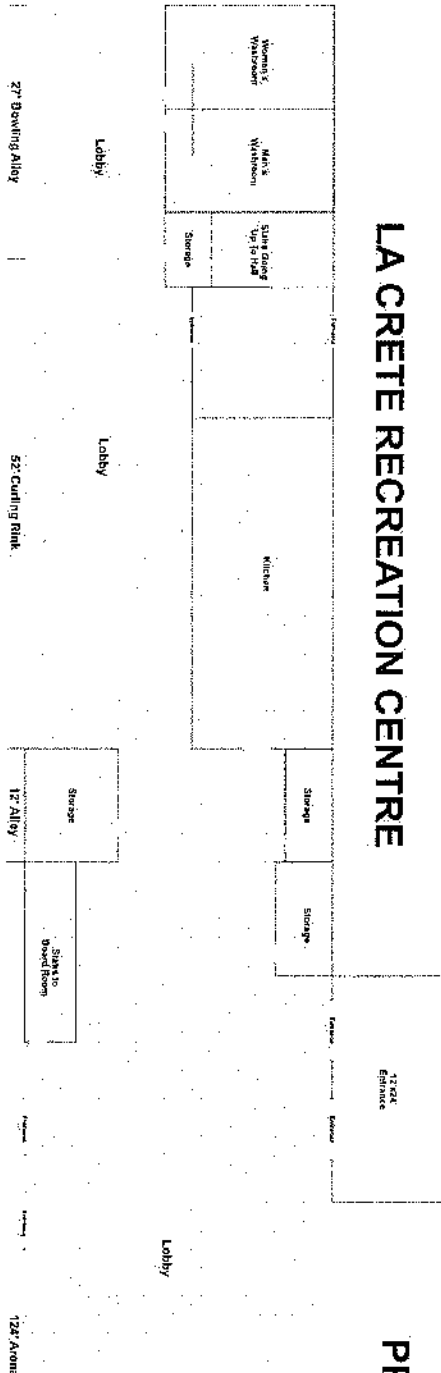
Yours sincerely,

Bill Neufeld  
Reeve  
Mackenzie County

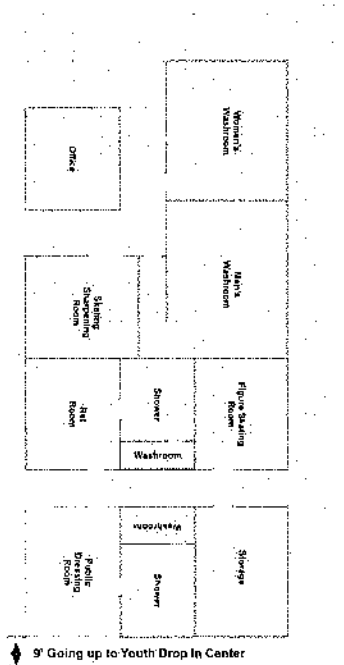
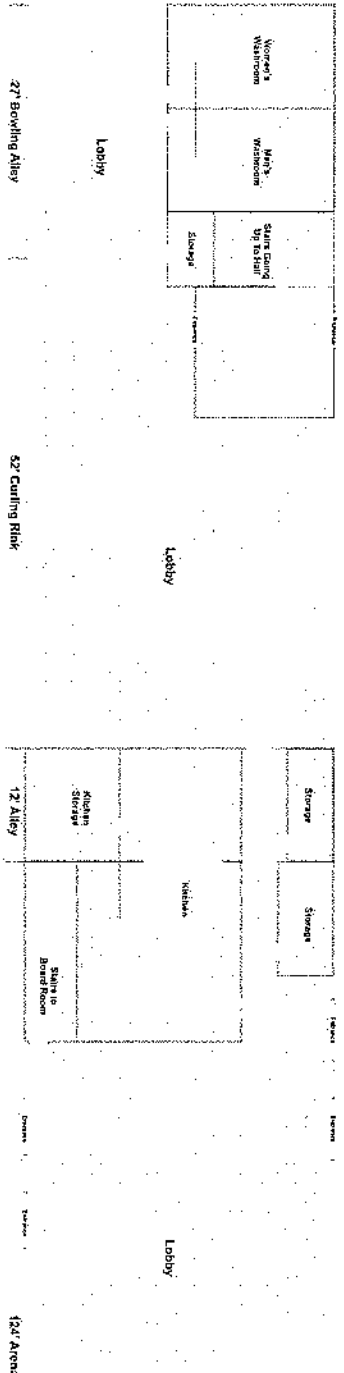
c: Mackenzie County Council  
La Crete Recreation Society

# LA CRETE RECREATION CENTRE

# PROPOSED LOBBY PLAN



# LA CRETE RECREATION CENTRE CURRENT LOBBY





Mackenzie County

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

### **BACKGROUND / PROPOSAL:**

The minutes of the April 20, 2017 Municipal Planning Commission meeting are attached.

### **OPTIONS & BENEFITS:**

N/A

### **COSTS & SOURCE OF FUNDING:**

N/A

### **SUSTAINABILITY PLAN:**

N/A

### **COMMUNICATION:**

N/A

Author: B. Peters Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Municipal Planning Commission meeting minutes of April 20, 2017 be received for information.

Author: B. Peters      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, April 20, 2017 @ 10:00 a.m.**

**PRESENT:** John W. Driedger Chair, Councillor, MPC Member  
Erick Carter Vice Chair, MPC Member  
Jacquie Bateman Councillor, MPC Member  
Jack Eccles MPC Member  
Beth Kappelar MPC Member

**ADMINISTRATION:** Byron Peters Director of Planning and Development  
Hayley Gavin Planner  
Liane Lambert Planner  
Caitlin Smith Development Officer/Recording Secretary

**MEMBERS OF PUBLIC** Paul Driedger  
Jake Driedger

**MOTION 1. CALL TO ORDER**

John W. Driedger called the meeting to order at 10:12 a.m.

**2. ADOPTION OF AGENDA**

**MPC-17-04-050 MOVED** by Beth Kappelar

That the agenda be adopted with the addition of the following item:

**6. e.) 39-SUB-16 La Crete Golf Course  
Rural Country Residential "RC3"  
Plan 092 6283, Block 2, Lot 3  
(La Crete Rural)**

**CARRIED**

**3. MINUTES**

**a) Adoption of Minutes**

**MPC-17-04-051 MOVED** by Jacquie Bateman

That the minutes of April 4, 2017 Municipal Planning

\_\_\_\_\_  
\_\_\_\_\_

Commission meeting be adopted as presented.

**CARRIED**

**b) Business Arising from Previous Minutes**

None.

**4. TERMS OF REFERENCE**

**MPC-17-04-052 MOVED** by Jacquie Bateman

That the terms of reference be received for information.

**CARRIED**

**5. DEVELOPMENT**

a) None

**6) SUBDIVISION**

**a) 01-SUB-17 Frank & Agnes Rosenberger  
Residential Condominium District  
(Fort Vermilion)  
Plan 142 5000, Block 5, Lot 2**

**MPC-17-04-053 MOVED** by Jacquie Bateman

That Subdivision application 01-SUB-17 in the name of Frank Rosenberger on Plan 142 5000, Block 5, Lot 2, be APPROVED with the following conditions;

1. This approval is for a single lot subdivision, 0.83 acres (0.335 hectares) in size.
2. Applicant/developer shall enter into a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
  - b) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,

\_\_\_\_\_  
\_\_\_\_\_



- c) Provision of all water lines, including all fittings and valves as required by the County,
- d) Provision of municipal servicing (water and sanitary sewer) to each lot,
- e) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County. Where trunk storm sewer mains are required, the County shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current County policy;

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

- (1) Drainage of internal road system,
  - (2) Erosion prevention systems, if required,
  - (3) Direction of site drainage, and
  - (4) Elevation plans for each lot
- f) Provision of internal roads, sidewalks and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
  - g) Provision of access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This requirement is in accordance with Mackenzie County's Access Construction Policy No. PW037;
  - h) Provision of street lighting with underground wiring, design and location as required by the County,
  - i) Engineered signage package,
  - j) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,

\_\_\_\_\_  
\_\_\_\_\_

- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
  - l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.
  - m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
  - n) Any outstanding property taxes shall be paid in full prior to registration of title,
  - o) Provision of off-site levies as required by the County as follows:
    - i) Subdivision Off-Site Levies (Bylaw 319/02) are imposed for the construction and maintenance of off-site municipal services, including:
      - a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
      - b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
      - c) new or expanded storm sewage drainage facilities;
      - d) new or expanded facilities for the storage, transfer, or disposal of waste;
      - e) land required for or in connection with any facilities described in clauses (a) to (d); and
      - f) ongoing maintenance of the facilities described in clauses (a) to (d).
- The levy is calculated at \$1,000.00 per lot. 1 lot at \$1,000 equals \$1,000.00,

Total Levies = \$1,000.00

\_\_\_\_\_  
\_\_\_\_\_

- p) Provision of municipal reserve in the form of money in lieu of land. Specific amount to be based on 10% of the market value of the subject land to be subdivided. The current market value for this property is \$21,084.34 per acre. Municipal reserve is charged at 10%, which is \$2,108.43 per subdivided acre. **0.83 acres times \$2,108.43 equals \$1,748.00.**
- q) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

**CARRIED**

**b) 09-SUB-17 Martin Driedger  
Agricultural "A" (Blumenort Area)  
SW 19-107-13-W5M**

**MPC-17-04-054 MOVED** by Jack Eccles

That Subdivision Application 09-SUB-17 in the name of Martin Driedger on SW 19-107-13-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, approximately 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - c) Dedication by caveat of the most westerly 5.18 meters of the SW 19-107-13-W5M for future road widening.
  - d) All sewage disposals shall conform to the Alberta Private

\_\_\_\_\_  
\_\_\_\_\_

Sewage Systems Standard of Practice 2015.

- e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
- g) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$7,000.00 per acre. Municipal reserve is charged at 10%, which is \$700.00 per subdivided acre. **10 acres times \$700.00 equals \$7,000.00,**
- h) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**
- i) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
- j) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- k) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- c) **10-SUB-17 Abram & Barbara Doerksen  
Agricultural "A" (Tompkins Area)  
SE 3-104-18-W5M**

**MPC-17-04-055 MOVED** by Jack Eccles

\_\_\_\_\_  
\_\_\_\_\_

That Subdivision Application 10-SUB-17 in the name of Abram & Barbara Doerksen on SW 3-104-18-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, approximately 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
  - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
  - g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
  - h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

\_\_\_\_\_  
\_\_\_\_\_

**d) 11-SUB-17 Agatha Peters  
Agricultural "A"  
NW 18-104-18-W5M**

**MPC-17-04-056** **MOVED** by Jack Eccles

That Subdivision Application 11-SUB-17 in the name of Agatha Peters on NW 18-104-18-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, approximately 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
  - b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
  - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
  - d) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
  - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
  - f) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
  - g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
  - h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that**

\_\_\_\_\_  
\_\_\_\_\_

**adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**e) 39-SUB-16 La Crete Golf Course  
Rural Country Residential "RC3"  
Plan 092 6283, Block 2, Lot 3**

**MPC-17-04-057 MOVED** by Jacquie Bateman

That Subdivision Application 39-SUB-16 in the name of 1291868 Alberta Ltd. on Plan 092 6283, Block 2, Lot 3, be APPROVED with the following conditions;

- 1. This approval is for a 25 lot subdivision, 14.55 acres (5.89 hectares) in size.**
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
  - b) Provision of access to each lot within the subdivision in accordance with Mackenzie County standards at the developer's expense.
  - c) Provision of sewage disposal for each lot shall conform to the Alberta Private Sewage Treatment and Disposal Regulation 2015.
    - I. The 25 lots shall be serviced through a private communal system that is owned and operated by the developers. At no such time shall this system become the responsibility of Mackenzie County.
  - d) The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:
    - (1) Drainage of internal road system,
    - (2) Erosion prevention systems, if required,
    - (3) Direction of site drainage
  - e) Provision of internal roads, sidewalks and other infrastructure

\_\_\_\_\_  
\_\_\_\_\_

as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision; and shall be constructed to the rural standards as previously approved.

- f) Engineered signage package,
- g) Provision of utilities (power, telephone, etc.) to each lot. Gas may be installed in accordance to the gas company's policies upon request of the service. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached.
- h) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- i) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.
- j) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- k) Any outstanding property taxes shall be paid in full prior to registration of title,
- l) Provision of municipal reserve in the form of money in lieu of land. Specific amount to be based on 10% of the market value of the subject land and on the current market value. The current market value for this property is **\$9,960.00** per acre. Municipal reserve is charged at 10%, which is **\$996.00** per subdivided acre. 14.55 acres times **\$996.00** equals **\$14,491.80**, or

\_\_\_\_\_  
\_\_\_\_\_



- m) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**
- n) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure.

**CARRIED**

**7. MISCELLANEOUS ITEMS**

**a) Action List**

For Information

**8. IN CAMERA**

None

**9. MEETING DATES**

- ❖ Thursday, May 4, 2017 @12:00 p.m. in Fort Vermilion
- ❖ Thursday, May 18, 2017 @ 10:00 a.m. in La Crete
- ❖ Thursday, June 8, 2017 @ 10:00 a.m. in La Crete
- ❖ Thursday, June 22, 2017 @ 10:00 a.m. in Fort Vermilion

**10. ADJOURNMENT**

**MPC-17-04-058 MOVED** by Erick Carter

That the Municipal Planning Commission Meeting be adjourned at 10:30 a.m.

**CARRIED**

These minutes were adopted this 4<sup>th</sup> day of May, 2017.

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John W. Driedger, Chair





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Grant Smith, Agricultural Fieldman</b>
<b>Title:</b>	<b>Agricultural Service Board Meeting Minutes</b>

## **BACKGROUND / PROPOSAL:**

The minutes from the April 21, 2017 and May 2, 2017 Agricultural Service Board meetings are attached.

## **OPTIONS & BENEFITS:**

## **COSTS & SOURCE OF FUNDING:**

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION:**

## **RECOMMENDED ACTION:**

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the minutes from the April 21, 2017 and May 2, 2017 Agricultural Service Board meeting be received for information.

Author: C. Sarapuk Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Friday, April 21, 2017  
10:00 A.M.**

**Fort Vermilion, AB**

<b>PRESENT:</b>	Josh Knelsen Bill Neufeld Terry Batt David Doerksen Ernie Dyck	ASB Chair Reeve Member at Large Member at Large Member at Large
<b>REGRETS:</b>	Eric Jorgensen	Council Representative
<b>ALSO PRESENT:</b>	Len Racher William Kostiw  Grant Smith Colleen Sarapuk	Chief Administrative Officer Intergovernmental Relations & Special Projects Coordinator Agricultural Fieldman Public Works Administrative Officer (Recording Secretary)

Minutes of the Mackenzie County Agricultural Service Board meeting held on Friday, April 21, 2017.

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

Chair Knelsen called the meeting to order at 10:02 A.M.

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

**MOTION ASB 17-04-036    Moved by David Doerksen**

That the agenda be adopted with the addition of 7.g) Washout South of Fort Vermilion; 7h) Organic Conference Update; 7.i) AJA Ditch.

**CARRIED**

**PREVIOUS MINUTES        3.a) Minutes of the March 16, 2017 ASB Minutes**

**MOTION ASB 17-04-037    Moved by Bill Neufeld**

That the minutes of the March 16, 2017 ASB meeting be approved as presented.

**CARRIED**

**BUSINESS ARISING OUT  
OF THE PREVIOUS  
MINUTES**

**4.a) None**

**ACTION LIST**

**5.a) Action List**

**MOTION ASB 17-04-038**

**Moved by** Terry Batt

That the Action List be received for information.

**CARRIED**

**7.a) Agricultural Fieldman Report**

**MOTION ASB 17-04-039**

**Moved by** Ernie Dyck

That the Agricultural Fieldman Report be received for information.

**CARRIED**

**7.b) Genetically Engineered Alfalfa**

**MOTION ASB 17-04-040**

**Moved by** David Doerksen

That the ASB recommend to Council to elevate Genetically Engineered Alfalfa (Medicago Sativa) to a Prohibited Noxious status.

**CARRIED**

**7.c) Buffalo Head/Steephill Creek Flood Control Project**

**MOTION ASB 17-04-041**

**Moved by** Terry Batt

That the Buffalo Head/Steephill Creek Flood Control Project update be received for information.

**CARRIED**

**7.d) Bluehills Environmental Concern**

**MOTION ASB 17-04-042**

**Moved by** David Doerksen

That the Bluehills Environmental Concern be received for information.

**CARRIED**

**7.e) Shelterbelt Program Planting Restrictions**

**MOTION ASB 17-04-043**

**Moved by** Ernie Dyck

That administration discuss with Planning and Development to find out if they have any guidelines on planting shelterbelts, and when ratepayer pick up trees, they must sign a planting restriction agreement.

**CARRIED**

**7.f) Farm Family Awards**

**MOTION ASB 17-04-044**      **Moved by** Bill Neufeld

That the Farm Family Awards be received for information.

**CARRIED**

**7.g) Washout South of Fort Vermilion**

**MOTION ASB 17-04-045**      **Moved by** David Doerksen

That administration looks into washout concern.

**CARRIED**

**7.h) Organic Conference Update**

**The conference was well attended; the ASB should have a time slot for the next conference to speak on the *Alberta Weed Control Act*. A report should also be submitted to the County Image addressing the *Alberta Weed Control Act*.**

**MOTION ASB 17-04-046**      **Moved by** Bill Neufeld

That the Organic Conference update be received for information.

**CARRIED**

**7.i) AJA Ditch**

**MOTION ASB 17-04-047**      **Moved by** Ernie Dyck

That Administration gathers more information on the AJA Ditch, and bring back to next meeting.

**CARRIED**

**INCAMERA**

**8. a) Delegation Etiquette**

**MOTION ASB 17-04-048**      **Moved by** David Doerksen

That the ASB meeting move in camera at 11:24 A.M.

**CARRIED**

**MOTION ASB 17-04-049**      **Moved by David Doerksen**

That the ASB Meeting move out of Camera at 11:36 A.M.

**CARRIED**

**MOTION ASB 17-04-050**      **Moved by Bill Neufeld**

That the item discussed in camera be received for information.

**CARRIED**

**SET NEXT MEETING  
DATE**      **9.a) Next Meeting Date**

The next meeting will be held on May 2, 2017 at 10:00 A.M in the Mackenzie County Office, La Crete.

**ADJOURNMENT**      **9.a) Adjournment**

**MOTION ASB 17-04-051**      **Moved by David Doerksen**

That the ASB meeting be adjourned at 11:25 P.M.

**CARRIED**

These minutes were approved at the May 2, 2017 ASB meeting.

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Josh Knelsen, Chair

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Grant Smith, Agricultural Fieldman



**MACKENZIE COUNTY  
AGRICULTURAL SERVICE BOARD MEETING**

**Tuesday, May 2, 2017**

**10:00 A.M.**

**La Crete, AB**

<b>PRESENT:</b>	Josh Knelsen	ASB Chair
	Bill Neufeld	Reeve
	Terry Batt	Member at Large
	David Doerksen	Member at Large
	Ernie Dyck	Member at Large
	Eric Jorgensen	Council Representative

**REGRETS:**

<b>ALSO PRESENT:</b>	Len Racher	Chief Administrative Officer
	Grant Smith	Agricultural Fieldman
	Colleen Sarapuk	Public Works Administrative Officer (Recording Secretary)
	Members of the Public	

Minutes of the Mackenzie County Agricultural Service Board meeting held on Tuesday, May 2, 2017.

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

Chair Knelsen called the meeting to order at 10:00 A.M.

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

**MOTION ASB 17-05-052    Moved by Bill Neufeld**

That item 6.b) Flood Control Erosion Repair RFP review be moved to In Camera item 7.a), and the agenda be adopted as amended.

**CARRIED**

**PREVIOUS MINUTES        3.a) Minutes of the April 21, 2017 ASB Minutes**

**MOTION ASB 17-05-053    Moved by David Doerksen**

That the minutes of the April 21, 2017 ASB meeting be approved as presented.

**CARRIED**

**BUSINESS ARISING OUT  
OF THE PREVIOUS  
MINUTES**

**4.a) None**

**ACTION LIST**

**5.a) Action List**

**MOTION ASB 17-05-054**

**Moved by** Terry Batt

That the Action List be received for information.

**CARRIED**

**6.a) RFP Opening (Wiens Enterprise)**

Three requests for proposals were opened for the Flood Control Erosion Repair RFP at the April 26, 2017 Council meeting. Following the April 26, 2017 meeting, it was discovered that there was a fourth RFP submission from Wiens Enterprise. The RFP was received before the closing date.

**MOTION ASB 17-05-055**

**Moved by** David Doerksen

That the proposal submitted by Wiens Enterprise be opened.

**CARRIED**

Wiens Enterprise	\$55,800.00
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The RFP from Wiens Enterprise was opened in the presence of the ASB members, and 4 staff members including a Commissioner of Oath.

**6.c) Weed Inspector Appointments**

**MOTION ASB 17-05-056**

**Moved by** Terry Batt

That the ASB appoint Bill Hayday as Seasonal Weed Inspector for the 2017 season.

**CARRIED**

**6.d) Council Action List (CN Rail)**

**MOTION ASB 17-05-057**

**Moved by** Eric Jorgensen

That a letter be sent to CN Rail thanking them for continued services at the Keg River Siding and ask that adjacent municipalities be notified when services may change. Copy the federal Minister of Transportation and Mackenzie County Council.

**CARRIED**

**6.e) Irrigation Equipment Open House**

**MOTION ASB 17-05-058**      **Moved by** David Doerksen

That the Irrigation Equipment Open House be received for information.

**CARRIED**

**6.f) Road Tour**

**MOTION ASB 17-05-059**      **Moved by** Terry Batt

That the Road Tour discussion be received for information.

**CARRIED**

**INCAMERA**

**7. a) Flood Control Erosion Repair RFP Review**

**MOTION ASB 17-05-060**      **Moved by** Eric Jorgensen

That the ASB meeting move in camera at 10:33 A.M.

**CARRIED**

**MOTION ASB 17-05-061**      **Moved by** Eric Jorgensen

That the ASB Meeting move out of Camera at 11:08 A.M.

**CARRIED**

**MOTION ASB 17-05-062**      **Moved by** Bill Neufeld

That the ASB send a recommendation to Council to award the Flood Control Erosion Repair project to Wiens Enterprise.

**CARRIED**

**SET NEXT MEETING  
DATE**

**8.a) Next Meeting Date**

The next meeting will be held at the call of the Chair

**ADJOURNMENT**

**9.a) Adjournment**

**MOTION ASB 17-05-063**      **Moved by** David Doerksen

That the ASB meeting be adjourned at 11:49 A.M.

**CARRIED**

These minutes will be presented for approval at the next ASB meeting.

\_\_\_\_\_  
Josh Knelsen, Chair

\_\_\_\_\_  
Grant Smith, Agricultural Fieldman



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Karen Huff, Director of Finance</b>
<b>Title:</b>	<b>Finance Committee Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The unapproved minutes of the April 24, 2017 Finance Committee meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

Finance Committee minutes are posted on DocuShare.

Author: J.V. Batt Reviewed by: \_\_\_\_\_ CAO: Len Racher

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the unapproved Finance Committee meeting minutes of April 24, 2017 be received for information.

Author: E. Nyakahuma      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

**MACKENZIE COUNTY  
FINANCE COMMITTEE MEETING**

**April 24, 2017  
1:00 pm**

**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  
Karen Huff Director of Finance  
Jannelle Batt Finance Officer/ Recording Secretary

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

Councillor Braun, Chair called the meeting to order at 1:07 p.m.

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

**MOTION FC-17-04-043 MOVED** by Reeve Neufeld

That the agenda be approved as presented.

**CARRIED**

**MINUTES FROM PREVIOUS MEETING: 3. a) Minutes of the March 27, 2017 Finance Committee Meeting**

**MOTION FC-17-04-044 MOVED** by Councillor Knelsen

That the minutes of the March 27, 2017 Finance Committee meeting be approved as presented.

**CARRIED**

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

**DELEGATIONS: 5. a) None**

**BUSINESS:**

**6. a) CAO Expense Claims**

**MOTION FC-17-04-045**

**MOVED** by Deputy Reeve Wardley

That the CAO Expense Claim be approved as presented.

**CARRIED**

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

**MOTION FC-17-04-046**

**MOVED** by Councillor Knelson

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

**CARRIED**

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

**MOTION FC-17-04-047**

**MOVED** by Councillor Bateman

That the March and April 2017 Members at Large Expense Claims be received for information

**CARRIED**

**6. d) Cheque Lists**

**MOTION FC-17-04-048**

**MOVED** by Deputy Reeve Wardley

That the cheque lists for March 28, 2017 – April 24, 2017 be received for information.

**CARRIED**

**6. e) MasterCard Statements**

**MOTION FC-17-04-049**

**MOVED** by Reeve Neufeld

That the MasterCard Statement for March 2017 be received for information and that administration is to bring back to the next Finance Committee Meeting a solution as discussed.

**CARRIED**

**IN-CAMERA**

**7. a) None**



**ADDITIONS TO  
AGENDA:**

**8. a) MasterCard Loyalty Reward Points Report**

**MOTION FC-17-04-050**

**MOVED** by Councillor Bateman

That the MasterCard Loyalty Reward Points Report be received for information.

**CARRIED**

**8. b) Quarterly Fuel Report**

**MOTION FC-17-04-051**

**MOVED** by Councillor Knelson

That the Quarterly Fuel Report be received for information.

**Carried**

**NEXT MEETING  
DATE:**

**9. a)** May 23, 2017 at 10:00 a.m.  
Fort Vermilion Corporate Office

**ADJOURNMENT:**

**10. a) Adjournment**

**MOTION FC-17-03-052**

**MOVED** by Councillor Knelson

That the Finance Committee meeting be adjourned at 2:25 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

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Fort Vermilion Streetscape Implementation Committee Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The minutes of the March 16, and April 6, 2017 Fort Vermilion Streetscape Implementation Committee meetings are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

N/A

Author: C. Gabriel Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Fort Vermilion Streetscape Implementation Committee meeting minutes of March 16 and April 6, 2017 be received for information.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

**MACKENZIE COUNTY**  
**Fort Vermilion Streetscape Implementation Committee**

**Mackenzie County Office**  
**Fort Vermilion, AB**

**Thursday, March 16, 2017 @ 6:00 p.m.**

<b>PRESENT:</b>	Danny Friesen	Committee Member
	Charles Laforge	Committee Member
	Sara Schmidt	Committee Member
<b>ADMINISTRATION:</b>	Byron Peters	Director of Planning and Development
	Caitlin Smith	Development Officer/Recording Secretary
<b>DELEGATE:</b>	Andrew O'Rourke	Historic Tourism Project, REDI

**MOTION**

**1. Call to Order**

***Quorum was not established therefore all items are for discussion only.***

Byron Peters called the meeting to order at 6:22 p.m.

Byron Peters and Committee members reviewed the terms of reference.

The election of Vice Chair will take place at the next meeting provided there is quorum.

Andrew presented on behalf of the Regional Economic Development Initiative. REDI was awarded with a Heritage Awareness Grant allowing for the placement of 5 heritage signs for the Fort Vermilion area.

The Committee is in favour of the sign design that is presented and the Committee recommends that the signs be placed on black pole pedestals as shown in the presentation.

Andrew will follow up with landowners and the proposed placement of the signs in Fort Vermilion. Andrew will present to the Committee again with an update at a later time.

Andrew left the meeting at 7:05 p.m.

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\_\_\_\_\_

Byron went over the Committee budget (\$25,000) as approved by Council.

The Committee would like their first project to be the design and placement of metal banners on the existing light poles down River Road and 50<sup>th</sup> Street in Fort Vermilion. There are 31 light poles and the banners should hang from at least every second pole down the designated area.

The banners are a great introduction to the Streetscape design and something that can be done fairly quickly and easily to show that progress is being made on the implementation.

Administration will look for quotes, identify the correct sizing and get permission from ATCO to hang the banners.

The Committee would like 10-15 different designs/characters of banners that reflect the history of Fort Vermilion.

The Committee would also like to see a thorough cleanup of the Nature Trail starting from Lime Blu through to the Fort Vermilion Look Out along the river and signs placed at the beginning and end of the trail.

Administration will look into getting the Mackenzie County public works crew to clean up the trail this spring.

The Committee identified the River Road intersection look out as a priority item.

Sara Schmidt will look into applicable grants for the project item. The Committee would also like to consider asking for monetary donations from local business owners and getting some construction work donated by local contractors.

Administration will have to look into getting an accurate quote on the cost of constructing the look out so that the Committee has a number to work towards.

## **2. Next Meeting Date**

Thursday, April 6, 2017 @ 6:00 p.m.  
Mackenzie County Office, Fort Vermilion, AB

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**3. Adjournment**

The Fort Vermilion Community Advisory Committee Meeting was adjourned at 7:51 p.m.

These minutes were adopted this April 6, 2017.

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**MACKENZIE COUNTY**  
**Fort Vermilion Streetscape Implementation Committee**

**Mackenzie County Office**  
**Fort Vermilion, AB**

**Thursday, April 6, 2017 @ 6:00 p.m.**

<b>PRESENT:</b>	Ray Toews	Chair/Councillor/Committee Member
	Erick Carter	Vice Chair/Committee Member
	Danny Friesen	Committee Member (arrived at 6:15 p.m.)
	Eric Jorgensen	Councillor
	Charles Laforge	Committee Member
	Sara Schmidt	Committee Member

<b>ADMINISTRATION:</b>	Byron Peters	Director of Planning and Development
	Caitlin Smith	Development Officer/Recording Secretary

**MOTION**

**1. Call to Order**

Ray Toews called the meeting to order at 6:07 p.m.

**2. Adoption of Agenda**

**FVSIC-17-04-001**

**MOVED** by Erick Carter

That the agenda be adopted as presented.

**CARRIED**

**3. Minutes**

**FVSIC-17-04-002**

**MOVED** by Sara Schmidt

That the minutes of March 16, 2017 Fort Vermilion Streetscape Implementation Committee meeting be adopted as presented.

**CARRIED**

**4. Elections**

**a.) Vice Chair**

Ray Toews called for nomination for the position of Vice Chairperson.

\_\_\_\_\_  
\_\_\_\_\_

First Call: Charles Laforge nominated Erick Carter. Accepted.

Second Call: No further nominations.

Third Call: No further nominations.

**FVSIC-17-04-003**

**MOVED** by Ray Toews

That the nominations cease for the position of Vice Chairperson.

**CARRIED**

Ray Toews declared Erick Carter Vice Chair by acclamation.

**5. Terms of Reference**

For information.

**6. Proposed Banner Designs**

For discussion.

**7. Quotes for Steel Banners**

Danny Friesen joined the meeting at 6:15 p.m.

Erick Carter called Robert Schartner, ABCO to confirm design elements, the supports for the banner and the potential to hang flower pots.

The Steeple banner should be changed to incorporate the look of St. Theresa Hospital and the mission.

**FVSIC-17-04-004**

**MOVED** by Erick Carter

That on behalf of the Fort Vermilion Streetscape Implementation Committee, administration order duplicates of the proposed banner designs including Wop May, totaling 16 steel banners.

**CARRIED**

**8. Lookout Deck**

\_\_\_\_\_  
\_\_\_\_\_

- Deck will need to be engineered
- Council needs to consider public donations
- Sara will look into additional grants for the lookout deck
- Administration to look into ownership of the river bank
- Proposed deck size (40'x16')

The following committee members have committed to donating:

Erick Carter – Pilings (\$15,000.00)

Danny Friesen – Railing (\$5,000.00)

Ray Toews – Decking Materials (\$4,000.00 - \$5,000.00)

**FVSIC-17-04-005**

**MOVED** by Danny Friesen

That the Fort Vermilion Streetscape Implementation Committee construct the first look out deck directly across from LimeBlu on the “Cut Bank”.

**FVSIC-17-04-006**

**MOVED** by Charles Laforge

That the Fort Vermilion Streetscape Implementation Committee TABLE motion FVSIC-17-04-005 until there is more information from the Provincial government and engineering.

**DEFEATED**

**FVSIC-17-04-005**

**MOVED** by Danny Friesen

That the Fort Vermilion Streetscape Implementation Committee construct the first look out deck directly across from LimeBlu on the “Cut Bank”.

**CARRIED**

**9. Adjournment**

**FVSIC-17-04-007**

**MOVED** by Eric Jorgensen

The Fort Vermilion Community Advisory Committee Meeting was adjourned at 7:23 p.m.

**CARRIED**

These minutes were adopted this day of May, 2017.

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Ray Toews, Chair

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Northwest Species at Risk Committee Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The minutes of the Northwest Species at Risk Committee are attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the Northwest Species at Risk Committee meeting minutes of April 11, 20 and 21, 2017 be received for information.

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



**Northwest Species at Risk Committee**

**Rainbow Lake Arena and RecPlex  
Rainbow Lake, AB**

**Tuesday, April 11, 2017 at 6:00 p.m.**

<b>PRESENT:</b>	Lisa Wardley Crystal McAteer Jacquie Bateman Eric Jorgensen Mike Morgan Terry Ungarian Chris Mitchell	Chair, Deputy Reeve, Mackenzie County Vice Chair, Mayor, Town of High Level Councillor, Mackenzie County Councillor, Mackenzie County Councillor, Town of High Level Councillor, County of Northern Lights Councillor, Town of Rainbow Lake
<b>REGRETS:</b>	Michelle Farris Linda Halabisky	Mayor, Town of Rainbow Lake Councillor, County of Northern Lights
<b>ADMINISTRATION:</b>	Dan Fletcher Susie Dziwenka Hayley Gavin  Byron Peters	CAO, Town of High Level CAO, Town of Rainbow Lake Planner/Recording Secretary, Mackenzie County  Director of Planning and Development, Mackenzie County

**MOTION**

**1. Call to Order**

Lisa Wardley called the meeting to order at 6:31 p.m.

**2. Adoption of Agenda**

**17-04-001**

**MOVED** by Mike Morgan

That the agenda be adopted as presented.

**CARRIED**

**3. Adoption of Minutes**

**17-04-002**

**MOVED** by Crystal McAteer

That the minutes be adopted as presented.

**CARRIED**

#### **4. Information Sharing: Updates and Discussion**

Crystal updated the committee:

- (i) Cameron Alexis is no longer with the North Peace Tribal Council.

Byron updated the committee:

- (i) On Monday April 10 2017, Lisa and I met with the federal Parliamentary Secretary to the Minister of ECCC; Jonathon Wilkinson, ADM of ECCC; Sue Milburn-Hopwood, AEP ADM of Planning and Policy; Ronda Goulden, and also a number of AEP bureaucrats.
  - This was the first time that the provincial and federal governments have had meetings together with stakeholders in the room.
  - There appears to be more flexibility and willingness to look at other ways of achieving caribou recovery other than what is specified within the SARA; so long as it is backed by sound science.
  - The 65/35% split for Critical Habitat protection is within the legislation, but the buffers are not (500m).
  - Policy is easier to work around if additional/other proof shows beneficial methods for caribou – this level of flexibility the governments are willing to welcome. This provides them with other opportunities; not to shut down industry and to appease the ENGOs.
  - The Province is establishing new parks; to a degree the SARA legislation does not require parks, but with the current provincial direction it is inevitable that parks will be created.
  - AEP's plan is to take substantially complete range plans to the AEP Minister for Provincial Cabinet by end of June 2017.

Lisa updated the committee:

- (i) Releasing early draft plans for public comment means no ENGO action during this phase; Province can then submit the plans to Feds in October. Essentially, we have 8 weeks to provide input.

Byron shared: public consultation will begin in October 2017; the courts won't impose action while democratic action is clearly ongoing.

Terry shared: once new policy and plans reaches the draft plan stage; they become more difficult to overcome and change.



Byron shared: we realistically have 6-8 weeks to help inform the draft plans for Provincial Cabinet.

Eric asked: any collaborative discussions now?

Byron shared: on Monday, the governments said; whatever solutions we can provide, we should send them all in ASAP. There is a conflicting participative process at play which is non-transparent. Forestry has been sitting on data and information for years – now they/we have someone to send it to(!)

- (ii) AAMDC – we met with Diana McQueen. Take away message: our best bet it to put all the information we have gathered together with any solutions and build a plan to send in to government.
- (iii) AAMDC – we met with Ray Hilts of the Alberta Forestry Alliance not associated with any forestry company; he speaks voluntarily on behalf of stakeholders who have no voice.
- (iv) We met with Dave West and Tom Nudds. They can provide us with a webinar to explain their analysis on NW Albertan caribou herds to date.
- (v) AAMDC – we met with Shannon Phillips – but we didn't talk about caribou.
- (vi) Ottawa Trip – we met with Derek Nighbor CEO of FPAC; they are doing great work at the federal level.
- (vii) Ottawa Trip – we met with Director General of SAR, Bob McClean; he was the best contact we've made to date.
- (viii) Ottawa Trip – we met with Policy Advisor, Ryan Adam; another great contact at the federal level.
- (ix) Ottawa Trip – we met with FCM; they have a legal case in municipal rights on federal and provincial recreations of the SARA to impose new regulations – they identify that municipalities have no voice.
- (x) Monday's meeting was very short notice. Feds and province conducted 4 different meetings with; First Nations, ENGOs, Energy stakeholders and Forestry/Municipal stakeholders.
  - We had a teleconference that morning to discuss how we would approach the meeting.
  - We discussed; cross-jurisdictional herd requirements and the consultations from 2009-2012 on caribou.
  - The federal government are looking for appropriate and effective solutions backed by biologically-sound evidence; that can overcome challenges and show how they can be implemented.

- When Minister McKenna goes to Federal Cabinet socio-economics cannot be a part of the assessment; however Cabinet can then assess the socio-economic impact.
- When protection areas are being discussed socio-economics can be brought into the discussion.
- The Feds said “new science” can be utilized; in the energy industry, there is a lot of work being done that needs to be shared.
- We can't touch/change the 65% but we should question whether wildfire disturbance can be given the same assessment weight as human disturbance – discuss the element of allowing less or more time for different disturbance types?
- Multi-species approach and climate change was brought up in discussions for the first time; how we can incorporate these elements into range plans.
- Predator management and penning facilities were also briefly discussed.
- A triage approach was touched upon – the justification of spending a billion dollars if a herd will fail anyway; from factors beyond our control. The feds support a collaborative approach and a working landscape; they're willing to look at new ideas.

Byron shared: during the post-meeting on Monday, Brian Makowecki stated that; although wildfire is considered disturbed now, we don't need to plan for it. It will always re-grow and it's unpredictable. Wildfire disturbance can become irrelevant in disturbance calculations.

Lisa shared: if planning is moving forwards and action is being put into place, range plans need to be living documents; just because it is not working doesn't mean it is set in stone.

Crystal shared: under the SARA we can protect some herds, but not all.

Byron shared: it will not be acceptable to ENGOs for the province to do nothing for caribou in NW Alberta.

Eric shared: Derek Nighbor, Ryan Adam, the Liberal Caucus, Bob Sopuck, Arnold Viersen, Fort Nelson and Fort Saint John – all of these people and groups are not happy with the direction of the GOA on caribou recovery.

Lisa shared: anything we send to the province we send to Sue Milburn-Hopwood. Receiving feedback from local stakeholders

prompted the Feds to hold these meetings on Monday.

Crystal shared: Brian Makowecki said the First Nations are a priority for the GOA – we need to connect with them too.

**17-04-003**

**MOVED** by Eric Jorgenson

That the updates and information be accepted as presented.

**CARRIED**

**5. Meeting Action Items**

1. We need to create a path to NW caribou recovery/ range plans.
2. We have enough funds to hire a consultant to develop these plans/documents.
3. Diana McQueen should be available all day on April 21; she could work with the committee – set a strategic path for us. Help us in delivery of our plans/documents.
4. We should also ask Tom Nudds to provide a webinar on their analysis on April 21 too.
5. Jim Rettie, Michael Preston and Associated Engineering could help us with the scientific element of the plans. A biologist at Associated worked for the GOA for 21 years; she says that integrated management plans can work – has some examples of good ones.

**9. Delegation: Oil and Gas Representatives at 7:30pm**

Committee Member 1:

- Welcomed all oil and gas representatives to the meeting.
- We are trying to navigate our way through the SARA legislation and our end goal is to survive alongside caribou.
- Other species at risk recovery plans are also coming down the pipeline.
- We are facilitating stakeholder group meetings; to better understand the challenges of each group. To date, the Trappers and Outfitters have also provided some initial input.
- The Denhoff report was released in June 2016, primarily for the Little Smoky and A La Peche herds; with a side note statement announcing 1.8 million hectares for permanent protection in NW Alberta.
- Explained the hardcopy assessment map provided of the

- current infrastructure in our area and the overlay with caribou ranges.
- The caribou range areas are the feeder stock for both the Husky and Apache plants; how do they survive with supply restricted?
  - Some mills are looking at losing part of their tenure.
  - To date, we have been gathering information, trying to be as informed as we possibly can, we've reached out to lot of people, we've also made a lot trips. The Province now knows that there are people in the NW corner; they also know that there are concerns and effort being made. The future of our economies needs to be considered here.
  - We all need to work together.

#### Committee Introductions:

1. Chair: Lisa Wardley, Deputy Reeve Mackenzie County
2. Vice Chair: Crystal McAteer, Mayor Town of High Level
3. Committee Member: Mike Morgan, Councillor Town of High Level
4. Committee Member: Terry Ungarian, Councillor County of Northern Lights
5. Committee Lead Admin: Byron Peters, Director of Planning and Development Mackenzie County
6. Committee Member: Chris Mitchell, Councillor Town of Rainbow Lake
7. Committee Admin: Dan Fletcher, CAO Town of High Level
8. Committee Admin: Hayley Gavin, Planner Mackenzie County
9. Committee Admin: Susie Dziwenka, CAO Town of Rainbow Lake
10. Committee Member: Eric Jorgenson, Councillor Mackenzie County

Committee Member 1: This is an informal meeting; we want to gather as much information as we possibly can. It seems species at risk recovery is a piece-meal approach, the information changes all the time. We have two caribou management areas; Bistcho and Chinchaga, no one seems to be talking about these areas; different operating rules apply in these areas, what do you see that can be improved upon to minimize disturbance or improve the health of caribou? Our goal is to create a working landscape. We don't want a wildland park; how can we work this concept, conservation protected notation areas, allow for industry, people and also a viable economy?

Committee Member 2: I was out in the bush in 1978 when did the caribou gates go in?

Industry 1: Pre-1995. In Zama they had people at the gates during the whole winter.

Committee Member 3: The Chinchaga gates were put in during the late 80's/early 90s.

Industry 2: The oil companies man the gates.

Committee Member 2: How did they come about?

Industry 2: The Environmental Field Reports (EFR) at the time; they would have implemented those measures. Now the AER has the EAP regulations.

Industry 3: The caribou gates cannot stop people entering caribou range; all they do is track who's going in and who's going out. Oil company's rules apply; it's not law or jurisdictional regulation. If you don't work for that particular company, the rules simply do not apply you. 6 or 7 years ago Rainbow Lake gates were taken out.

Committee Member 2: Has anyone had any discussions with the GOA?

Committee Member 2: How often do any of you see a dead caribou? – Do you see any caribou?

Industry 3: There are not lots of caribou, but you do see them. Small herds only. Tracks are there.

Committee Member 2: Are there more wolves than caribou?

Industry 2: We've seen dead caribou – wolf kills we suspect.

Industry 3: You can travel the bush for years and never see caribou.

Industry 2: Is AEP doing research on the caribou? I haven't seen any documents for a while.

Committee Member 1: On Monday the provincial and federal governments held 4 round table discussions with; ENGOs, First Nations, Forestry/municipalities and energy sector.

Cenovus, CAPP, Imperial Oil and CNRL were present at the energy table. The representation from the NW was lacking; the invitees were seemingly selectively chosen. This is the first time the Feds and the GOA have met together with stakeholders. It was the best meeting we've had to date; the federal government are looking for a balanced approach with economics and conservation. They'd like us to feed them solution ideas – this is the first time we have experienced this message. Stakeholders need to be brought together to look at cross-jurisdictional caribou recovery through inter-jurisdictional working groups – this is the message coming from the forestry and energy tables on Monday (April 10). The undisturbed rating for caribou critical habitat is set at 65% - if any herd range has more than this you're in trouble. This percentage is non-negotiable (written into SARA legislation). "Historic" cut-lines are still a disturbance on the ground – when is a disturbance not a disturbance anymore? If wildfire is rated the same as man-made disturbance then all of our ranges are over 65% disturbed.

Committee Member 2: Canadian Wildlife Service came to Council a few years ago stating that 400 meters either side of a disturbance is the appropriate buffer and that this will take 40 years to regenerate. Some government reps do not agree with 40 years, they state that 15 years is more than sufficient. One of the trappers said, if you're trying to protect caribou you need a wider cut-line (no scent trail) for wolves I assume.

Public 1: AEP have been working with caribou for a few years in the Caribou Mountains with collars and they were working on the Red Earth herd this year (3 year phase).

Committee Member 1: The GOA does not collar all the animals; the Bistcho herd has around 20 females (cow-calf pairs) collared – tracking caribou annually.

Industry 1: Caribou like pipelines!

Committee Member 1: The Hay-Zama bison herd are protected wildlife; their species is at the same level of threat as the woodland caribou. GOA provides an annual managed hunt to keep them away from the diseased bison. If we expand protected areas out from WBNP and Caribou Mountains; once the animals come out of the park they're fair game for hunters. The proposed new protected areas will bring the diseased bison closer to our ag lands and the

Hay-Zama herd. We're looking at bison and caribou recovery at the same time. We must have a multi-species approach to protection and recovery. The gap between the caribou herds (Bistcho and Chinchaga) is grizzly bear country – the GOA recently released a draft recovery strategy for them.

Industry 2: Many oil and gas companies have caribou departments with lots of data and analysis.

Committee Member 1: We need the GOA to accept industry data – if you're company is working on caribou, feed us the info and science, this will open up the door to question the GOA science, we need current data – data showing that there may be a chance to have life after caribou. We met with oil and gas asking them to tell us/mark maps for biggest resources they would share. 2012 Reserve data shows us we're not dead in the water. We need to gather this data and utilize it. Strategic had one of the top 5 producing wells in the province. How do we do this?

Committee Member 2: The 2012 LARP (Lower Athabasca Regional Plan) – didn't do enough conservation as a part of this plan. Moratoriums in Mackenzie County were imposed; they're still in place. We're already feeling the investment slacking off in this region.

Industry 1: Are there any court injunctions to stop this kind of strategy? – They haven't consulted with any players within this area.

Committee Member 2: Federal Canadian Municipalities (FCM) fed a legal fund; as part of a preamble they asked at what point do municipalities have the ability to reject higher level impositions?

Committee Member 1: The province has constitutional rights to the land, not municipalities. For the federal government to intervene takes an act of the court. In 2012, the county got the LARP online to view – visit link at the bottom for the proposed conservation for Mackenzie County. Ray Hilts working down by Whitecourt is the voice of stakeholders who have no say; his presentation at the Grow the North conference highlighted the provincial mineral sales – they've been slowing down sales in particular areas for a while. Last year the GOA expanded moratoriums on new mineral leases and renewals in caribou ranges. Do we try and push to

create plans to submit for consideration? Try and lift the moratoriums?

Industry 1: The province cannot pick losers and winners, and that's exactly what they're doing. This is against any constitution. It's a different story if they come to us with a plan to aid us in changing our businesses around with a little help to go and plant trees; "here's the money to relocate". There's been nothing.

Committee Member 1: Restitution with forestry companies with their tenure worked into their FMAs does not help the service companies. There is probably something for oil and gas companies to push for, do we know whether there is any availability of compensation for small business and land owners?

Industry 1: It is not a matter of money, it's about me; I've invested 22 years of my life up here.

Industry 2: Operations have to be sustainable; there are thousands of wells up here that cannot be abandoned. Degrading assets turn into a liability – potentially environmental disasters. These will be a much bigger problem than caribou (affects the wider ecosystem).

Committee Member 2: These assets will need major work?

Industry 2: Sour gas wells are of real concern; there are thousands up here.

Committee Member 1: The GOA has proposed rearing pens, re-forestation and predator control for caribou recovery. They're expecting industry to pay for all of these. Unless we have a strong industry base; who's going to pay for this?

Committee Member 4: You say that degrading assets create environmental problems – how severe?

Industry 2: Implications can be catastrophic for wetlands; there are 5-10 thousand wells up here.

Industry 1: Companies will abandon wells if it is too tough to continue economically – how they abandon them can be foolish. If revenue disappears here there will be less money spent on abandonment and restoration efforts, neither of which is beneficial to caribou.



Industry 2: Abandonment costs will be minimal; restoration will be minimal if a company is losing assets. The orphan well fund – created by industry, were not prepared for mass well hand backs because of bankruptcy.

Committee Member 2: Are there grounds here for AER to have tough discussions AEP here?

Industry 3: How many abandoned wells are there where they went back in, re-dug them, and now they're leaking again. The blow out in Zama – product leaking and well blew up because it was a stranded asset with restricted access.

Industry 1: Companies are not looking to do anything until this caribou situation is settled; if it does not play out their way they'll be gone.

Industry 3: How long is the orphan well fund going to keep going?

Industry 2: It's tough because they're underfunded. All risks have to be assessed for all receptors for species recovery; abandoned/neglected assets won't do the animals or ecosystems any favours.

Industry 1: What is here now needs to be assessed – all the risks.

Committee Member 1: Reduction of industry footprint – are there any ideas from this group on this? Working between forestry and oil and gas.

Industry 4: LOCs?

Industry 3: How did the GOA allow this LOC situation to happen? They should take the roads back from oil and gas or forestry (whoever is being difficult).

Industry 3: Restoring LOCs would go a long way towards improving and reducing the footprint.

Committee Member 1: If we can take wildfire out of the mix, we're not here!

Industry 3: We shouldn't be including wildfire in disturbance. The forest needs it – this is how it rejuvenates itself. They let

them burn in the parks – what do they do with a wildfire in WBNP?!

Committee Member 1: Reducing our footprint – sharing road access, work plan trigger of disturbance (fire or forestry) how do we move industry around? Do you think there is enough of an industry push for forestry to do salvage logging in burnt areas?

Industry 3: People need to stop harvesting the caribou altogether.

Committee Member 2: Other ungulates support the wolf populations – this affects caribou, they have to understand the relationship. There are not many caribou around the diseased bison.

Industry 3: How did they recover the bison? Indigenous peoples do not harvest the diseased bison; they get a tag for the healthy Hay-Zama herd. Caribou were all over Zama when I was young.

Committee Member 2: when do we asking tough questions?

Committee Member 1: If we can replace the food source for the majority. The federal government can have further discussions with the First Nations on the hunting of species at risk.

Industry 2: Stopping the hunting of caribou is the only way caribou recovery will improve.

Committee Member 1: First Nation bands have voluntary stopped the hunting. If we can link the lack of Indigenous hunting of diseased bison and caribou sustenance hunting together, we'll have an argument. The government's end goal is to re-populate the entire region with healthy bison. The territorial government (NWT) states their primary goal is to protect the right to hunt all animals including caribou.

Industry 3: What's the good of protecting small caribou herds in Alberta, when they cross the border they're fair game.

Industry 2: BC and AB need to work together to cease hunting of caribou in the interim.

Industry 1: Why does it seem that the GOA do not want to

partner up with the local people and businesses?

Industry 3: The people who have built this place.

Committee Member 5: They're partnering with ENGOs to achieve other environmental goals.

Industry 1: Partnerships with local people and industry will help.

Committee Member 4: The long-standing bureaucrats finally got a government in power who will listen to them. The NDP is full of environmental people – it's the perfect opportunity.

Committee Member 1: The federal government also want to push the protection of 17% of every ecosystem nationally.

Committee Member 2: Without resources how can you protect the environment? – Where is the funding?

Committee Member 1: Home-grown solutions are required (as requested from the fed level). We have a short time frame, we need real ideas, think outside the box – “here's our home grown plans, founded by local people on the landscape; they have an interest and they want to keep their livelihoods here.” Hopefully they'll be enough support from natural resources.

Industry 3: We need a study on the bison that have been doing well with industry and people over the years.

Committee Member 4: Perhaps, some evidence on the number of caribou being harvested each year?

Committee Member 5: The memorandum of understanding is with the band; it carries no weight. Essentially, hunting is their constitutional right.

Industry 3: At the Hudson bay plant, caribou lived at the plant.

Committee Member 1: Companies that have wells in the area who are looking to bring lithium to market. How do we better use the current infrastructure to extract as much product as possible?

Industry 2: Liability is associated to the licensee; reclamation

certification liability is gone and then over to the orphan well fund. What is the well transfer liability? In-directional drilling is an option. Companies who do not get along won't share roads. If you're working for a different company you have to drive to High Level from Rainbow Lake to get to Bistcho Lake!

Industry 2: What's next for the committee?

Committee Member 1: We would like 2 or 3 people from each stakeholder group to represent/be the voice of that stakeholder group at our table. Then we can have these conversations with a multi-stakeholder group. There may be a meeting every week/ every other week; you could participate via teleconference/ videoconference. Meetings will most likely be held in the High Level area. Is there anyone willing to lend their expertise to help out?

Industry 2: Will it just be the trappers and outfitters, mom-and-pop service industry, energy and forestry? What about ENGOS?

Committee Member 3: What about the First Nations?

Committee Member 4: We've tried several times to engage with the First Nations, with no progress; we will continue to try to engage with them though.

Committee Member 1: We need the people on the landscape to make a working group, if we wait for what the GOA say we'll get something we cannot live with.

Industry 2: Is CAPP representing the energy industry?

Committee Member 1: If we can get our local players at the table; they have the holdings, they are directly affected, they will be expected to pay for it, they're the people we really need to hear from; our local guys.

Committee Member 2: CAPP haven't been very active up here. They have bigger companies further east.

Industry 3: The First Nations, not the bands, need to learn of these potential implications – someone has to share this information with them.

Industry 2: The GOA can be selective with their audience.

Committee Member 1: We have spent a lot of time and energy asking the GOA to do what we feel they should be doing. We need a socio-economic impact study, but we can't afford to pay for it. We don't have the capacity. Lobbying the feds – but all this has got us nowhere. Now we have 6 weeks to make plans to save the NW and caribou, ensure that the plan is defensible and scientifically-backed and to provide a mass email to feds and GOA.

Industry 2: How can we stall them until 2019?

Committee Member 1: We need to figure out how we move forward with the fed's willingness to accept information from us.

Industry 3: Industry has more data and information than the GOA has – work with them! Husky, Apache, Strategic and Tolko all have caribou teams/departments. More reliable than GOA data.

Industry 4: Send an email with an ask list that I can forward to someone at Husky for action.

Industry 2: There needs to be an incentive for industry. If there's no investment in your assets there's no investment in the communities. GOA puts up a fence and industry puts up a wall. We're feeling the restrictions now.

Industry 1: I'm sure industry will be more than willing to be involved in this action.

Committee Member 1: When we have a natural gas shortage, the pressure is turned down from further south - we feel it at the end of line. Some communities had no power. The mills are struggling with the power line and shortage issues. Number one reason for gas shortage at -40 is the lack of investment in the gas field. Tie this into plans. We need increased activity and investment for natural gas supply for communities. The pile of LOCs owned by non-operational companies is another huge issue. Local communities will support healthy industry.

Industry 2: The proposed caribou recovery is a GOA initiative not a local initiative. This is a real problem.

Committee Member 1: There has been a complete lack of

thought and consideration given to future development. What about the G7G rail line? Oil and gas product shipping, passenger carriages, First Nation economic opportunities, Chinese funding, approval from the feds, etc. A lot of future potential in the NW; we have to protect this. (we have issues with the apparent provincial lens).

Industry 3: If the GOA are looking at the history of what we've done up here – we've abandoned how many wells compared to the number we've drilled in the last 4-5 years?

Industry 2: The field is maturing.

Industry 3: We're already doing restoration/on the way to restoration.

Industry 2: Publically available reports show this.

Industry 3: Look at this past winter's Zama reclamation.

Committee Member 1: We'll be fast moving for the next 6 weeks; if you think of anything or you would like to share something, please contact any of us. Thank you all for coming tonight.

Key Messages:

1. Hunting threat to caribou
2. Bison recovery research
3. All traplines need to be more productive – bring/enable junior partners on all traplines (predator management)
4. Operational plans – minimizing footprint make industry share (LOCs)
5. Potential for catastrophic environmental disasters from abandoned/neglected wells (research) AER
6. Assess all risks (industry, operational and restoration)
7. Work with individual company's caribou departments

## **10. Next Meeting Date**

**17-04-004**

**MOVED** by Lisa Wardley

- ❖ Thursday April 20, 2017 at 6:00 p.m. in High Level

**CARRIED**

**11. Adjournment**

**17-04-005**

**MOVED** by Mike Morgan

That the Northwest Species at Risk Committee meeting be adjourned at 9:42 p.m.

**CARRIED**

These minutes were adopted this 20th day of April, 2017.

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Lisa Wardley, Chair





**Northwest Species at Risk Committee**

**Town of High Level Office  
High Level, AB**

**Thursday, April 20, 2017 at 6:00 p.m.**

<b>PRESENT:</b>	Lisa Wardley Jacquie Bateman Eric Jorgensen Mike Morgan Michelle Farris Terry Ungarian	Chair, Deputy Reeve, Mackenzie County Councillor, Mackenzie County Councillor, Mackenzie County Councillor, Town of High Level Mayor, Town of Rainbow Lake Councillor, County of Northern Lights
<b>REGRETS:</b>	Crystal McAteer Linda Halabisky Chris Mitchell	Vice Chair, Mayor, Town of High Level Councillor, County of Northern Lights Councillor, Town of Rainbow Lake
<b>ADMINISTRATION:</b>	Dan Fletcher Ashleigh Bulmer  Hayley Gavin  Byron Peters	CAO, Town of High Level Director of Development and IT Services, Town of High Level Planner/Recording Secretary, Mackenzie County Director of Planning and Development, Mackenzie County
<b>ALSO PRESENT:</b>	Diana McQueen	Owner, DMC Consulting

**MOTION**

**1. Call to Order**

Lisa Wardley called the meeting to order at 6:10 p.m.

**2. Adoption of Agenda**

**17-04-006**

**MOVED** by Jacquie Bateman

That the agenda be adopted as presented.

**CARRIED**

**3. Adoption of Minutes**

**17-04-007**

**MOVED** by Terry Ungarian

That the minutes be adopted with revisions made to the tone of

language used within the oil and gas delegation minutes; appropriate for public release.

## **CARRIED**

### **4. Information Sharing: Updates and Discussion**

Terry updated the committee:

- (i) CPAWS have proceeded with legal action to sue the federal Minister of Environment and Climate Change Canada prior to any additional draft range plans having been published; they are not waiting for the October 2017 deadline.

Eric shared with the committee:

- (i) AAMDC have made their submissions and the County of Warner's response to the draft species at risk policies publically available on their website; I suggest that we also send our written submission to Kim Heyman and Tasha Blumentha.

Mike updated the committee:

- (i) I contacted Silvacom this week and received a power-point presentation from Adam Marshall; outlining the scope and content of their LuSEE project. Hayley has uploaded this to our Dropbox folder.

Dan updated the committee:

- (i) I have begun conducting our socio-economic impact assessment.
  - I'm using NAICS codes to try and assess the potential impact, but I do need more information from certain industries.
  - So far, I've had a look at the trappers and outfitters by township and have been able to approximately determine that 93 traplines will be affected at the expense of 93 jobs and potentially \$12,000,000.
  - My initial look at the County's linear assessment data (in just the northern Chinchaga range) could bring that total impact to approximately \$39,000,000, not including permanent infrastructure and assets such as plants. This accounts solely for assessment not revenue.
  - If we include other assets within this same area we could be looking at a figure of approximately \$210,000,000.
  - My plan is to build a picture of potentially lost revenue

and jobs within each range; figures which cannot be easily challenged – accurate data is required.

- I will need access to data and figures from each of the mills and the plants to build this accurate picture. Clear Hill may have to provide us with data for the rest of the Chinchaga range.

Terry shared: I will ask Theresa Van Oort to provide the NWSAR with the CNL assessment data for 2017 (electronic assessment inventory).

Byron updated the committee:

- (i) Lisa, Bill K. and I were in Calgary on April 17 and 18, 2017.
  - We met with the president of Penn West who formally worked for Apache; this meeting was more of a reintroduction for Mackenzie County.
  - Also met with Strategic Oil & Gas; this was a helpful meeting. From their perspective, they advised us not to fight industry's fight – industry is already fighting as hard as possible. Rather, they suggested that we build the quality of life picture from the municipal perspective; identifying what is at risk if we do not have a say in these plans.
  - We should use the socio-economic database that Dan is building to support our perspective.

Dan stated: again, it's crucial that we get accurate figures to support our perspective.

Terry stated: we need to ensure that the socio-economic picture we are building helps us to accurately help the small businesses and communities that we represent.

Lisa asked: do we need to understand why current operating regulations (best practices) are not working for the caribou recovery?

- (ii) Recently, UNESCO has conducted a review of WBNP's heritage status.
  - They've released a report in March 2017, with 17 recommendations that Canada has one chance to implement/take action on.
  - Some of these recommendations are significant to Mackenzie County as the next door neighbours of the park; but also the wider northern part of this country.

- Most notably, 2 of the 17 recommendations could have some rather serious implications for us:
  1. Recommendation 10: that an effective buffer zone be implemented.
  2. Recommendation 11: an assessment of options to better realize the synergies between land-use planning within the immediate vicinity of the park.
  3. Recommendation 15: speaks to the diseased bison and the need to adopt the species recovery strategy for wood bison throughout the range, without the use of culling the animals.

Eric stated: WBNP cannot be used as critical habitat for caribou recovery in range plans, because of the unhealthy ecosystem.

Byron stated: In conjunction with sending letters to meet with ministers in Ottawa during FCM on the caribou range planning, I would like this committee to also meet with ministers and SARA officials on the diseased bison and species recovery file too.

**17-04-008**

**MOVED** by Eric Jorgenson

That the updates and information be accepted as presented and that the NWSAR committee also request meetings during FCM on the diseased bison and species recovery file.

**CARRIED**

#### **5. Delegation: Forestry & Logging Contractors at 7pm**

Committee Member 1:

- Welcomed all of the attendees.
- The NWSAR committee is made up of the 4 founding municipalities; County of Northern Lights, Town of Rainbow Lake, Town of High Level and Mackenzie County.
- We formed back in the fall of 2016; as we are some of the municipalities affected by the national woodland caribou conservation recovery strategy.
- We have been working together since last June, when the Denhoff report was released.
- To date, we've been working with, both, the federal and provincial governments – they are aware of this committee.
- We believe that a socio-economic study for the entire region is required to preface any implementation of range plans.

- And also that effective public consultation should be conducted by the provincial government; to ensure that we all have the chance to provide input.
- The deadline for plan implementation is coming fast; to enable us to continue to have a working landscape we need to balance all environmental and economic requirements.
- To date, we've had a meeting with the local trappers and outfitters and also with the local oil and gas sector.
- We aim to use the information that we gather at these meetings to identify solutions that can find a balance between a profitable working landscape which is also beneficial for the caribou – ensuring that we can all make a living and reducing our footprint.

#### Committee Introductions:

1. Dan Fletcher, CAO Town of High Level
2. Michelle Farris, Mayor Town of Rainbow Lake
3. Terry Ungarian, Councillor County of Northern Lights
4. Mike Morgan, Councillor Town of High Level
5. Jacquie Bateman, Councillor Mackenzie County
6. Eric Jorgenson, Councillor Mackenzie County
7. Lisa Wardley, Deputy Reeve Mackenzie County and NWSAR Chair
8. Hayley Gavin, Planner Mackenzie County
9. Byron, Director of Planning and Development Mackenzie County
10. Diana McQueen, Owner DCM Consulting
11. Ashleigh Bulmer, Director of Development and IT Services Town of High Level

Committee Member 1: Thank you everyone for coming out this evening and everyone who is present on the teleconference too. We want to gain as much information as possible from all of you. We are not the experts; Denhoff's report identified huge areas for permanent protection for caribou, areas which will have a huge impact on this region as a whole.

Committee Member 2: Thanks to everyone for coming out. Since June 2016, we've spent a lot of time and energy trying to understand the provincial strategy; to understand where they're trying to go with this. Since the June 2016, public announcement; things have been looking like they could be quite terrible. Only in the last 3 weeks have we actually managed to obtain enough information from, both, the provincial

and federal governments. Two weeks ago, the federal and provincial governments met with stakeholders in the same room for the first time. A lot less was actually said, in comparison to previous meetings, but it was seemingly a lot more accurate information. What we've essentially learned is that the provincial minister of environment would like to take substantially complete draft range plans to Provincial Cabinet by the end of June 2017. This now means that our committee's deadline has been expedited. Once draft plans go through provincial cabinet the less likely groups; such as ourselves, will have the opportunity to provide essential input. Over the summer, we expect that GOA will continue working on the draft plans and also be exercising their public consultation process alongside their plan development. We have been told by the bureaucrats, that new provincial parks will most likely be created in our area and there is no way of getting around this. Where they will be created and how large they will be has not been confirmed. In reality, we believe that parks are not the best for caribou recovery; managing them is beyond difficult. Parks will make local level solutions such as; selective logging and predator management that much more difficult. Our interpretation of publically released statements for all lands surrounding any new parks; there will be a level of additional restrictive operations and regulations on the landscape; further to those that oil and gas and forestry already have to comply with. There has been no indication given to us so far as to what these restrictions could look like; it was only a week ago when the governments told us that they would like to receive information from stakeholders on possible solutions to this complex process. In our view, stakeholders, industry and municipalities have been going to local government reps and the province since June 2016; asking how we provide information, input and data that can help inform. So far as we know, most stakeholders have been met with resistance; citing reasons such as the data/analysis not being appropriately peer-reviewed and those new solutions from individuals would not satisfy public consultation elements of range planning. This is why we've established this committee; to hopefully bring all the elements together.

Industry 1: who are the range planners at GOA?

Committee Member 2: Brian Makowecki, Jennifer Renton and George Duffy; they all report to Ronda Goulding.

Industry 1: All government officials then.

Committee Member 2: So this is where we're at, at this point. We're going to produce a draft document by the end of May 2017; indicating what the socio-economic implications are likely to be and to provide some local level solutions that work for our local people and businesses. We'd like to provide figures such as; if the region loses (x) amount of oil and gas and forestry activity, how many direct and indirect jobs does this cost? What the knock-on effect of this is for health care services and education providers? We cannot understand why the AER and the Ag/Forestry departments of GOA seemingly don't work together to provide local level solutions. There a number of common-sense improvements that can be made to improve the outlook for caribou including; road access sharing for multiple industries and productive traplines. Industry footprint on the landscape is perhaps the single biggest issue we need to tackle.

Industry 2: I'm just wondering who provided you with the May 2017 deadline for our input; the range planners or the feds?

Committee Member 2: That is our own self-imposed deadline. On April 10 2017, the federal parliamentary secretary, Jonathon Wilkinson came to Edmonton for the federal-provincial meetings with stakeholders, including Ronda Goulden ADM; responsible for AEP planning policy. Along with Whitecourt, Woodlands County, Tolko, West Fraser, ALPAC and others, we questioned the GOA reps about stakeholders providing input; we were provided with their June 2017 deadline for submitting draft plans to Provincial Cabinet. Thus, we will work until the end of May to provide (most likely draft) plans; this will then give the province 4 weeks to consider our input before they submit to Provincial Cabinet.

Industry 2: what are they looking for? What is their expectation of us?

Committee Member 2: They stated that they do not have the capacity to meets the requirements of the SARA legislation and allow for a working landscape in all ranges. We need to figure out how to balance caribou recovery, industry, community requirements and a working landscape. Perhaps, even a new way of evaluating necessary critical habitat for caribou from sound science-based solutions, some practical local level solutions to reduce disturbance on the landscape; business-as-usual to some degree with less of an environmental impact.

Industry 1: The government is looking for us to come up with the

scenario that makes the most sense?

Committee Member 1: forestry and other industries have the data. AFPA said that they were going to provide a briefing on the meeting with the parliamentary secretary. Did you receive one?

Industry 3: It was rather a generic statement, nothing new to be honest.

Industry 4: who monitors the herds right now; do they tell us why they're declining? Is it the wolvers, hunting or disturbance?

Committee Member 1: should wildfire disturbance and buffers be weighted at the same ratio. Buffer zones are not in the legislation. If we take out wildfire disturbance we're well over the required 65%. This could be used as a trigger to extract resources; forestry could conduct salvage logging. We cannot do this on a protected landscape.

Industry 2: Working on the Little Smoky and A La Peche herds; the government is not moving on the disturbance element.

Committee Member 1: The province or the feds?

Industry 2: The feds might consider some wiggle room but not the province.

Committee Member 2: The federal stance appears relatively flexible in our opinion. They're willing to look at creative options so long as they meet the requirements of the SARA and recovery strategy.

Industry 3: The province seems to just want to meet the October 2017 deadline with generic range plans.

Committee Member 3: what I'm about to say is not meant to be political, but you're right to an extent; they don't have the capacity to plan differently in each range. They cannot do consultation for all 15 ranges by October 2017. Let's come up with plans that work for caribou and local people in this region. Instead of waiting for draft plans and consultation; let's get ahead and try to help. We need to look at how we extract product after wildfires – while we're waiting for re-growth; how do forestry share the landscape with oil and gas. If you were to take the SARA at full-face value; we wouldn't have an economy at all. What might be some of the opportunities and solutions to



put forward to province and feds? – Why wouldn't they work?  
Our timing will be key.

Industry 5: is it caribou population or critical habitat that they are targeting? Is it people's responsibility that the populations are declining?

Committee Member 2: there is a direct correlation between the habitat and population numbers.

Industry 5: is the correlation proven?

Committee Member 2: no, 65% is the required undisturbed habitat which provides 60% that the caribou will return to self-sustaining – this is a probability calculation. Caribou Mountains and Yates have relatively low human/industry disturbance and they're cross-boundary; they're not self-sustaining and the issue is not human disturbance up there. We cannot shut down industry and hope that caribou will recover. The legislation requires 65% of undisturbed critical habitat over space and time. At any given point 65% undisturbed must be present – it's difficult to plan for. By creating parks the protection is permanent; it is not over space and time.

Committee Member 1: The Director General of the SARA was the only one talking about the actual caribou when we were in Ottawa; looking at how we increase the population numbers.

Committee Member 4: someone asked about monitoring. The GOA estimate caribou populations by cow-calf pairs. Nobody knows enough about them. Caribou in Banff National Park are extirpated – we have a park up here that caribou do not use. We have sick bison, lots of white tail deer and moose that sustain the wolves; the wolves that have implications for the caribou. We have to be able to adapt to inevitable changing environments and so do the caribou. At the 2017, ASB conference, a previous federal park manager stated that he does not expect the caribou herds to survive no matter what we do; climate change means less snow – the herd needs snow. Parks need people and management too.

Industry 4: does caribou in farms make sense?

Industry 1: in my understanding, through our discussions; one of the main things we've learned from GOA and our understanding of the feds stance, ultimately when we hit October 2017 they're looking for significant progress. It doesn't mean GOA has to

have all the range plans finalized; they need an overall plan and maybe a couple of range plans in place. This is key – when we put our ideas down now; we don't have to finalize them today. In regards to habitat vs population; the feds are really focused on the habitat; if you can bring an action plan forth where you can sustain a sustainable population with less than 65% protection they'll consider it.

Industry 6: range planners said that GOA will not go below the 65% undisturbed habitat.

Industry 1: we need to exchange our meeting notes.

Industry 6: the GOA has all this work on Little Smoky; modelling and AAC assessments, etc. – What about for up here?

Industry 1: what's the timeline?

Industry 6: we might have one more month or so.

Industry 1: timeline in terms of 65% I meant.

Industry 6: around 70 years I'd say, perhaps, between 70-100 years to recover 65% of undisturbed habitat – the restoration program is a huge thing down in Little Smoky.

Committee Member 3: I would say that the federal government want to see progress on plans not a plan to have a plan. The level of push towards finalizing plans is different in every province. Alberta has made a bigger push than other provinces because of the complex nature of the issues here will take a much longer time to figure out. Forestry can move their harvest zones over space and time, but this will only work if forestry and oil and gas work together. Nationally, do we have a caribou issue? No, we have multiple regional issues, nationally. We have a number of years to reach the 65%.

Committee Member 1: in regards to the penning areas in the Denhoff report; we should not be looking at birthing pens, we should be looking at local level predator management. If the traplines were productive and fully utilized the wolf population would be a significantly less. If F10 and F20 and P8 become permanently protected – we might not be able to trap and hunt in those areas if access is limited.

Committee Member 4: Mackenzie County implemented a wolf bounty county-wide; with the aim of targeting caribou areas.

Alberta Trappers Association talked about encouraging junior partners on to traplines. The ATA gave a proposal to Fish and Wildlife on providing a salary to pay trappers and First Nations to trap wolves in caribou areas.

Committee Member 1: provided the group with an explanation of the hardcopy assessment map provided. There's been a moratorium on mineral lease sales in the northern Mackenzie region for a number of years; this was expanded to all caribou ranges until 2019. If FMU F10 was put under permanent protection, this has the potential to bring the diseased bison closer to our agricultural lands. Does GOA have a management plan for these implications? We believe this connection has been missed; we need to look at a multiple-species approach to recovery planning. Caribou management may well set precedent for other species at risk recovery.

Industry 3: when the forestry companies met with the GOA; they said that caribou is their priority everything else is in the background.

Industry 4: cross-boundary herds are susceptible to hunting in other provinces – what are we going to do about this?

Industry 5: what is the difference in populations between the provinces?

Committee Member 1: we have met with the NWT and BC local government reps for all cross-boundary herds; in the NWT their priority is to protect the right to hunt all animals, including caribou.

Committee Member 4: We need to adjust things to work for the caribou. The SARA concentrates on habitat and not animals. We're going to have a strategy session tomorrow; adaptive management is key for us.

Industry 5: can we get them to extend the deadline?

Committee Member 4: no, we expect to have to change plans as we learn more and get further along the process; we need to get this right.

Committee Member 1: restoration plans should be worked into the plan. The federal government and the GOA will not pay – industry will be paying. We need active industry to pay for effective restoration.

Committee Member 3: if oil and gas cannot do business here, they'll do business elsewhere. Forestry is much more committed and loyal to the province and the FMAs. We can look at the habitat portion, if there are numbers we're really interested in. SARA was brought into action by ENGOs; maintaining that we cannot protect habitat and have increased industrial activity. CPAWS are now suing the feds on legislation; I don't think this is about caribou; it's about provinces getting off their reliance of fossil fuels. We need to find a balance between habitat and population numbers.

Committee Member 1: the caribou are hanging out in burnt areas and on the cut-lines. The increased lines of sight and predator numbers are in abundance; this is where we lose.

Industry 7: an excellent discussion in terms of timeframes that the NWSAR has had to pull all of this information and meetings together. We recognize that in Alberta, to date, range planning has been on a small scale range; for the municipalities to offer a strong voice here is crucial. A habitat "fix" alone will fail. We need a northern voice added to the mix – it's not just about habitat. On the socio-economic front, this is something that is being communicated but it is lacking from the provincial process. The NWSAR need to determine what the cost is of the 65% undisturbed habitat to the local business sector, what is the restoration cost and employment loss likely to be? What is at stake overall? Provincial predator control viability on the northern landscape scale is very questionable, at best, but necessary in the short term. A leading researcher Stan Boutin, at University of Alberta suggested that without simultaneous land and predator management, we will lose these animals within 30-40 years. Protected areas and industry shutdowns as a sole solution will not recover caribou. To make predator management viable; we need to engage the trappers and FN in the employment opportunity you mentioned; but where will this funding come from, GOA? On the linear restoration front – the landscape scale up here is incomparable to the Little Smoky; the disturbance from linear or seismic line footprint in the Chinchaga range alone is 80,000 kilometres. We will need to be very strategic about prioritizing this restoration, but who will fund? No industry will pay for restoration if the completed restorative efforts are not then protected from future disturbance. On the wildfire front, we have a lengthy history of large scale wildfires. The FRI has done some wildfire history research including a number of fires in northern Alberta. The amount of time that boreal landscapes are undisturbed forest at

65% (at any given time over long timeframes) in this corner of Canada occurs only at or around 5% of the time. Historic landscapes in their natural system state would rarely have met this federal caribou habitat target because of recurring fires. 65% over space and time seems unviable to deliver; given this historic look. The Fort McMurray wildfire from last spring, even though it is was large, is only partly representative of our historic northern fire sizes. Our Chinchaga range landscape is 10 times the size of the Little Smoky; the landscape is a mosaic, a combination of uplands, peatlands, wetlands; only around 45% is of high quality habitat type for caribou. Climate change is dictating where the wolves are travelling now. The Chinchaga range is not all of high quality habitat types for caribou. Yes, it has extensive disturbance footprint, but large portions of that range have always been moose and wolf habitat types, and will always be moose and wolf habitat. The viability of implementing any plan in the north at these scales of size is complex; who will pay for it, what about the job losses? We need to ask what 65% undisturbed habitat has the potential to do to other species on the landscape that depend on recurring disturbance? – Too many unknowns.

Industry 8: did the NWSAR propose the areas outlined in red on the map?

Committee Member 1: no, those came out of the Denhoff report.

Industry 3: human disturbance, in vegetation such as muskeg, for example pipelines and cut-lines has got to be considered different to disturbance in other vegetation types. Cut-lines in muskeg go through moss formations – to think that you'll go in there and completely reclaim that disturbance is foolish. What was growing there before will take a very long time to regrow, perhaps even up to 200 years.

Committee Member 4: in 2012, the Canadian Wildlife Service said we needed to implement a 400 meter buffer on every disturbance and expect it to take 40 years for the disturbance to no longer be considered a disturbance anymore; some at GOA expects 15 years could be sufficient.

Industry 5: if other provinces can still hunt caribou, then our government and feds are not targeting the population increase, they're targeting the habitat protection.

Committee Member 2: that is the message we are getting from the province. One of the provincial objectives is to create parks,

another is to protect 17% of every ecosystem (natural sub-region types) a target also imposed by the feds. UNESCO has just completed a review of WBNP world heritage status; we are also going to be looking at what some of the implications of this review and recommendations to Canada could mean for us.

Industry 1: the key is to identify the socio-economic impacts, build some form of a scientifically-based tool to evaluate the different scenarios for caribou. Evaluate the impact of multi-species recovery against the number of current jobs and taxes being paid. It's the road that some forestry companies are going down.

Industry 4: what feedback are you getting back from all stakeholders, what makes sense, what is the right approach?

Committee Member 1: some national organizations and individuals have said to us that the data that fed the 2012 federal recovery strategy was flawed; the difference between all the data submitted, the monitoring and reporting by the provinces made this inevitable. The national lens on caribou has been insufficient; we raised some good concerns in Ottawa – the federal government understands that this process is about jobs not just caribou; perhaps the end goal is not as dismal as it seemed last June.

Committee Member 4: we've made some great connections with other provinces and organizations; they're may be some additional cooperation at the provincial level, maybe we played a part in that.

Committee Member 2: As far as forestry goes; F23 is Little Red's quota. Untenured FMUs (such as F10, F20 and P8) is to say they are not part of an FMA doesn't mean to say there is not unmarketable timber in there. There is an impact, it may just be less so. Denhoff's report did not specifically say park when identifying those areas, but he did say that P8 would be a logically expansion of Chinchaga Wildland Park. Provincial regulations are pretty simple to change at the political level; when feds are looking at provincial laws, they will not be considering operating regulations in the assessment (provincial hands are not bound) no credit is given for protection of species at risk habitat. Feds are responsible for species at risk but the province is responsible for crown lands within their territory.

Committee Member 4: they're missing an important level of government – the municipal level.

Industry 5: since wildfire is included within the 65% will GOA do more to suppress/fight wildfires in these areas?

Committee Member 2: one of our key concerns is that old growth forest is definitely more susceptible to wildfire. But the funding is not available for GOA to do more.

Committee Member 3: GOA is spending more on its Firesmart program; more preventative measures.

Committee Member 2: if we can ignore the fire disturbance it opens up all sorts of possibilities for us. But identifying this at the political level will be difficult.

Committee Member 1: this exact same discussion came up at multiple round table discussions with the feds and the province. Ultimately, we can't do anything about natural occurrences. We can work together to minimize man-made disturbance though.

Committee Member 4: the NWT governments are also concerned about this; they have no resources to fight wildfires in caribou country.

Industry 9: my trapline has a lot of wildfire disturbance on it from the 1980's. The majority of caribou we ever see is in the burnt areas (10-20 years old) caribou seem to like the disturbance. Are there any studies on how well or not so well caribou do in disturbed areas?

Committee Member 4: I'd like to see a study on how well populations do when feeding on other diets, other than lichen. How many more calves are born when they survive on different diets?

Industry 9: it costs the GOA over \$3000 a wolf to do aerial predator control; which is ineffective. They should be considering the ATA trappers and First Nations employment opportunity. Over 50% of my work is within the caribou range; if FMA tenures are cut I'll be directly affected, as well as my 7 employees. For some mills, any lost tenure may be the end of them.

Committee Member 1: what ideas do you have for solutions?

Industry 10: the restoration in old growth areas should be strategically targeting areas where caribou are. Can we do

some restoration during the winter?

Committee Member 2: COSIA have been experimenting with winter restoration down by Cold Lake.

Industry 3: we try to log and extract resources without removing the top soil and moss layer. It is difficult but it's what we are trying to do to minimize disturbance and accelerate regrowth.

Industry 7: what do you need from us?

Committee Member 6: a group in northern Quebec provided a high level socio-economic study; looking at the financial impact and job losses for different industries. They provided an 80 page appendix of technical information, but a 10 page summary showing how many jobs and the financial costs each caribou would cost for recovery. We are going to try and develop our own; producing a summary of the socio-economic impact. We need access to information such as; the volume of product leaving the oil and gas and forestry areas, the potential loss of product if access is restricted, the impact to revenue and how many hectares of lost forestry tenure translates into direct and indirect jobs lost. I can derive numbers and impact from these numbers and attribute the figures to each herd and define, approximately, how much it will cost the region by range. Any information you are able to provide us, I should be able to make use of.

Committee Member 7: you can expand your companies, but if the government reduces your AAC by 20,000 cubes a year; how much do you decrease your work force by? How much do you reduce the amount of equipment you run/purchase? How much less fuel and logging contractor services do you need? This is the type of information we're looking for.

Committee Member 3: also solutions too – no idea is foolish.

Industry 5: should we be focusing on population increases; if we can reach (x) amount caribou we'd like to see less area taken away – restrictions relaxed.

Industry 7: the socio-economic assessment can be as simple or as complex as you wish. If you haven't already you should talk to the guys who produced the Quebec paper; they did the analysis for multiple areas and multiple industries. They chose to take a simple approach. I'm not sure how they determined where the 65% was chosen; they must have had consistent



assumptions. This is will help people to answer your questions. Try to obtain some good advice from them; if you had the same amount of time that we have now, how would you approach this? GOA will want to know the study is credible, if it's to be considered.

Committee Member 6: they looked at prior bad economic years primarily the impacts from the previous soft lumber agreement to determine what potential impacts could look like and derived from that where the 65% could go. I can pull broad-brush data, but to be credible I need specifics from the people here. I need a base line figure.

Industry 7: where is the 65%, close to the mill? I suggest that you develop and provide us with a questionnaire; for specifically what information you are asking then we can see if we can help.

Committee Member 6: the challenge for me is that I worked in forestry economics a long time ago; I do not have enough knowledge of the industry to ask the specific questions. I need to latch onto an indicator and build my model around that. I'm afraid I'm not sure

Industry 10: isn't the LuSEE project working on this exact same thing?

Industry 11: yes, we may be able to help with this.

Industry 10: your objective is to get information to supply to GOA for feedback on caribou range plans? And to also offer some recommendations?

Committee Member 1: yes, locally-grown effective solutions.

Industry 10: could we be party to assist with this?

Committee Member 1: absolutely. We'll get in touch and contact everyone next week. Anyone who wants to be more involved please feel free to contact any of us. Our submission will be broad based founded upon a multi-stakeholder perspective.

Committee Member 4: we have a very strong ability to inform these range plans here. The more input we can get to help with this, the better.

Industry 10: if we do not supply anything to help inform, then we simply cannot complain about the outcome.

Committee Member 3; anyone else that you know, who could not attend this evening is also more than welcome to feed ideas into our solutions too; we have a very short period of time.

Industry 1: can we get access to the notes from all your meetings?

Committee Member 1: yes.

Industry 1: we have been more focused on the Chinchaga range to date. But I'm thinking that some of the information you've been gathering may feed well into what we've doing too.

Industry 10: Chinchaga is a good example; that range does not stop in the border. Our operation will be hit by the Little Smoky plans; there is a very real possibility that this mill will take a hit and may have to shut down or lose a shift.

Committee Member 1: we do not want to be the GOA's after thought; we want to help to inform any decisions.

Industry 7: we are not being heard; we've shown that we can model and find solutions. There are some huge consequences for a process that might not even work.

Committee Member 4: conservation offsets are easier to implement where there are less people.

Committee Member 8: we have 6 weeks; let's get planning.

Committee Member 4: call any of us at any time.

Committee Member 3; once we have a draft plan; then we can facilitate meetings with the province and feds. It's not all about high level solutions; it's about what we can do, practically, locally.

Committee Member 4: we need to make sure we can get local endorsements from everyone we've worked with; from all stakeholders and other local governments too etc.

Committee Member 1: we're on a tight timeframe; we apologize in advance if we set any last minutes meetings.

Industry 1: a closing comment; we'd like to commend the municipal governments for coming together and providing this opportunity for us; as a group you can provide the collective

socio-economic piece that is currently lacking. Science and range planning is great in isolation. Socio-economics is where the finesse lies. It would have been nice to have had these conversations a number of years ago.

Committee Member 3: it is important to feed our information to the province and feds, and also for them to see what our input has been too.

Committee member 1: we plan to provide presentations for our plan delivery; also we're sending it everyone – transparency.

Industry 10: I'd like to echo Industry 1's comments. Thank you for the invite and for your information.

Industry 9: thank you for this opportunity.

Industry 10: I believe there are potential synergies on what you're planning on doing and what we've already put together; I'm looking forward to seeing what we can gather and build together.

Committee Member 4: thank you all for coming and to those of you on the phone; we'll be in touch next week.

**10. Next Meeting Date**

**17-04-009**

**MOVED** by Lisa Wardley

❖ Friday April 21, 2017 at 10:00 a.m. in High Level

**CARRIED**

**11. Adjournment**

**17-04-010**

**MOVED** by Mike Morgan

That the Northwest Species at Risk Committee meeting be adjourned at 9:29 p.m.

**CARRIED**

These minutes were adopted this 3rd day of May, 2017.

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Lisa Wardley



**Northwest Species at Risk Committee**

**Town of High Level Office  
High Level, AB**

**Thursday, April 21, 2017 at 10:00 a.m.**

<b>PRESENT:</b>	Lisa Wardley Jacquie Bateman Eric Jorgensen Mike Morgan Crystal McAteer Terry Ungarian	Chair, Deputy Reeve, Mackenzie County Councillor, Mackenzie County Councillor, Mackenzie County Councillor, Town of High Level (left at 1:58p.m) Vice Chair, Mayor, Town of High Level (via teleconference – left at 2:18p.m) Councillor, County of Northern Lights (left at 3:00p.m)
<b>REGRETS:</b>	Michelle Farris Linda Halabisky Chris Mitchell	Mayor, Town of Rainbow Lake Councillor, County of Northern Lights Councillor, Town of Rainbow Lake
<b>ADMINISTRATION:</b>	Dan Fletcher Ashleigh Bulmer  Hayley Gavin  Byron Peters	CAO, Town of High Level Director of Development and IT Services, Town of High Level Planner/Recording Secretary, Mackenzie County Director of Planning and Development, Mackenzie County
<b>ALSO PRESENT:</b>	Diana McQueen	Owner, DMC Consulting

**MOTION**

**1. Call to Order**

Lisa Wardley called the meeting to order at 10:10 a.m.

**2. Adoption of Agenda**

**17-04-011**

**MOVED** by Mike Morgan

That the agenda be adopted as presented.

**CARRIED**

**3. Meeting Action Items**

Crystal: I have an upcoming meeting with Bernard Beaulieu,

Councillor Dene Tha First Nation and Darlene McLean, Acting CAO at the NPTC.

Eric: I also invited Mike Cardinal, Darlene McLean, Harvey Sewepagaham, Trevor Mercredi and Joe Pastion to our forestry delegation meeting last night; unfortunately I did not hear back from any of them about attending.

Dan: our full engagement strategy is going to be an important component of our draft submissions. We should be including all of our conversations, emails and minutes as an appendix – emphasizing a transparent approach and process.

Diana: during the meeting last night I identified a few points that I feel we need to include in our documents and/or consider:

1. The socio-economic analysis (even if it is in draft form)
2. Look at some studies on how wildfire and regrowth can affect the caribou (perhaps, determine the disturbance ratio factor)
3. Explore the First Nations and trappers salary (compensation) program; developed by the ATA for effective predator management
4. Habitat restoration efforts need to start where the caribou exist (be strategic) what does 65% mean, cost, who will pay?
5. Outcomes should be sustainable to increase caribou herds Vs only increasing the habitat. Increasing population monitoring will be key.
6. If 70-100 years is to be believed for old-growth forest regrowth, this coincides very well with the renewable resource plans; helping the country to move away from fossil fuel usage and dependency. New technology will enable lesser reliance on fossil fuels.
7. Caribou and the diseased bison issues we face up here the north – seriously consider the agricultural factor and some of the implications this sector could realize if the diseased animals are brought closer to farmland; some of this will inevitably be covered under the socio-economic element too.
8. Sharing of LOCs/access roads for forestry and oil and gas industries.
9. How do our plans play into the Lower Peace Regional Plan – we need to emphasize a holistic perspective.
10. From now until the end of May; we need to set up all meetings, including the draft plans presentation meeting. Even if we have to cancel or rearrange meeting dates

and times – let's provisionally book some today. Maybe, also think about relocating some of the meetings; depending upon your audience.

Byron: we need to create a story for each minister – how does this caribou recovery affect health services and infrastructure development; and/or how our plan can help mitigate these potential implications.

Dan: we should focus on our document delivery; what we can realistically do right now – and draft longer term solutions moving forward.

Lisa: RE the federal letter follow up; even if we don't finalize our action by early next week – these letters just need to state that we are working on solutions etc. we're drafting plans and we look forward to meeting them in June – expect a response with dates and times. We should notify all stakeholders of our plan too.

Diana: we should also be identifying the existing parkland with this region and exploring why these areas are not beneficial for recovery.

Mike: AACs is area based – I can help Dan with the potential forestry economic impact.

Eric: welcomed Leanne Mercredi, wife of Chief Mercredi, Beaver First Nation, to the meeting; Leanne introduced herself and expressed her interest in meeting with the committee at another time.

Diane: that we name our draft documents with the same name as what others are using across the provincial borders; emphasizing continuity.

Dan: the background and executive summaries and the logic behind the data will be the same for each plan; we will just have to tailor the content and the list of different stakeholders for each range that we worked with.

Hayley: we should perhaps look at the fed's study on how they value wildfire disturbance; we could reference this fed analysis, if it helps. The feds are also doing an analysis of how provincial law and legislation protect critical habitat for southern mountain herds – if there is an update we could look at this too; it could help us with determining whether our ranges will score well on

the CHPA as is.

Diana: we need to understand how well the LUF plays into GOA's recovery process; we don't want additional layering as we go through the Lower Peace Regional Plan.

Dan: that any new science will not change the socio-economics; if new science is accurate it can certainly help to create a different picture for economics, but will not change the figures now.

Hayley: if GOA are involved in new scientific analysis; then they must be considering new data and information.

Dan: we'll develop the draft "range" plans individually and see how this does affect the region once they are all combined.

Byron: as with any other plan such as; Area Structure Plans – the background report is the same but then we have a separate report for each.

Dan: how all of these plans will be reviewed by the GOA and/or the feds is a challenge we need to understand.

Byron: we need to emphasize that we do not support the creation of new parks for caribou recovery; we feel that this is a land-use framework issue. And also that we'd be happy to provide input on any park proposals at this time (during LPRP).

Lisa: we already have 2 huge parks.

Byron: caribou recovery is not the right place to be looking at biodiversity and park establishment; the land-use planning process is. We agree with a multi-species approach and support the process as a part of land-use regional planning and not a single species recovery planning.

Eric: we need to enable that caribou stay within our county with an increase in population but with a minimal impact on our existing economy and our economic future.

Terry: no one is against saving a species at risk; we need to find a balance for a healthy environment, but it always comes back to socio-economics. Preserve our existing and future economies and communities, and ask ourselves what price are we willing to pay to save caribou?



Mike: we all want to have a viable caribou herds, one key aspect of those viable herds is people having the ability to sustain our economic viability too. If there is no people up here who is going to monitor the caribou recovery progress; who is going to pay for restoration? – We're hearing that industry will pay for it; if there are no industry and tax payers how can they pay? – funding will run out. While we have a viable economy we can assist in caribou recovery.

Mike Morgan left the meeting at 1:58 p.m.

Diana: essentially, we can develop a draft plan template and tailor the content to the specific ranges; once we have sourced all the data and information we need. These finalized drafts can then be taken to the large stakeholder consultation meeting; we need to set up meetings at FCM ASAP.

Action List (points correlate to those of page 7 on the agenda):

1. Legislation review and solutions:

Providing solutions – we have done this through our stakeholder engagement sessions and consultations; just need to provide lateral connections. We'd like the government to slow down and retell our story; the story that we provide with our plans. Is this 65% about CH protection about habitat or about the caribou? We would like a broader evaluation of legislation that protects/is beneficial to caribou recovery – the implications on the landscape need to be linked to some sort of policy/law/department. Legislation links to scientific data a lot – we agree newest data should be used.

3. Socio-economic analysis:

Contact Silvacom to see if we can use their LuSEE project; contact Andrew. Dan can put specific questions together to send to them. We can facilitate an introduction with Dan and Silvacom. Contact higher level reps at Tolko and DMI – what do we need to do to get this information? Questionnaire – to all businesses to ask for information/data; we can use survey monkey. We can use the “twin-pillars” concept; find the spot in the middle where we can be ecologically and economy balanced.

4. First Nations and Metis input:

Engage with MLA Debbie Jabour to help us with our First Nation and Metis engagement. Debbie already has a relationship with our local First Nations and Metis. Terry can speak with her tonight at Manning's trade show and Crystal will call her Monday to set up a meeting. Debbie and Crystal will both be attending the trade show in La Crete next Friday night. Committee councillors can contact local First Nation and Metis businesses for our next stakeholder delegation meeting.

5. Who we're partnering with:

When working on the Chinchaga range document we should definitely be engaging Clear Hills County. Perhaps, we should send out an email to all Northern Elected Leaders municipalities with what we're planning to do ASAP; prepare them for attending our draft plan session. Also we should extend this email and invitation to the two regional municipalities of BC we've been working with; also Woodlands County and the Town of Whitecourt. Should follow up with CAPP Brad Herald and AFPA Paul Whittaker and also CPAC under CAPP. Connect with the mine that FPAC mentioned – the court case that BC has approved for mining in caribou country. The province will look to the associations to provide feedback on our plans – we can meet with them in Calgary and/or Edmonton. Then any other associations that DMI and Tolko are a part of. Letters/emails

6. Budget discussion:

Our local capacity is somewhat limited. We will need external resources to complete our goals across the board.

Crystal McAteer left the meeting at 2:18 p.m.

- a. Associated Engineering biologist can complete the policy review element.
- b. Jim Rettie can provide comment on the habitat assessment section, perhaps even wildfire element – enough critique on our draft/final (we need to avoid mistakes)
- c. The tone we use to convey our messages is crucial
- d. Engineering and biologists endorsements/ critique will also be quite critical.
- e. Multiple neat drafts for committee circulation will be very

- difficult to produce – most likely we will be delivering sections of the plans at different times.
- f. How are we going to deliver the plans? – we need to set up political meetings. If for any reason the external elements advising us are going off course, we need to advise them ASAP and bring them back to the core focus.
  - g. MC's budget is currently sitting somewhere around \$90k; we definitely do not want to be frivolous with this money.
  - h. Administration will hopefully come back with quotations from who we plan to engage on Monday; these will feed our budget structure list to provide to CNL and MC for Tuesday and Wednesday council meetings.
  - i. We should define our level of political engagement; request meetings federally (set them up now for June); these include follow up meetings with all people we met in March and the Ministers of Natural Resources, Parks Canada and the Minister for ECCC.
  - j. We are the only municipality providing this type of strategy – we are solutions focused.
  - k. Provincially, we should request meetings with Minister of Energy and Minister of Ag/Forestry at the end of May before the FCM trip.
  - l. We'll also provide a heads up to DM Andre Corbould and ADM Ronda Goulden on our deliverables – provide a letter and set up a meeting for the last week of May; let them know that we'll be meeting with fed ministers and we'd like to keep them in the loop as much as possible. Perhaps, even meet with them after the Ottawa trip; second week of June?
  - m. There is a joint chamber of commerce meeting on Tuesday with the Town of High Level. La Crete also their regular board meeting on Monday next week – Byron will perhaps attend this.
  - n. RE the sand and gravel front; Ironstone Resources may be a good company to reach out to. The market is soft in iron right now, but rich in lithium within Chinchaga the range.
  - o. We need to have a stakeholder engagement session with sand and gravel sector; perhaps, our next meeting could be open to all? – send the next invites to all previous stakeholder attendees too.
  - p. May 18 is our potential draft plans delivery date to local stakeholders, other municipalities (possibly extend as far as 23<sup>rd</sup> May) but May 18 is the goal.

Terry Ungarian left the meeting at 3:00 p.m.

#### **4. WBNP review by IUCN for UNESCO**

Eric: Mackenzie county needs to find some capacity to work with AEP, Alberta Beef Producers and the federal bison association.

Lisa: this committee is a species at risk committee, not a caribou committee.

Jacque: we are planning to work on this issue within our draft caribou plans.

**17-04-012**

**MOVED** by Eric Jorgensen

That the Northwest Species at Risk Committee accepts the responsibility of working with ABP and federal bison association to find solutions for the diseased bison in place of the northern municipalities, specifically in place of Mackenzie County.

**TABLED** for a future meeting date

Administration will work to incorporate the diseased bison issue into draft range planning documents where appropriate and make the lateral connections, as discussed by the committee.

#### **5. Delegation: Dr. Tom Nudds and Dave West at 11am**

The Northwest Species at Risk Committee are welcome to reference the new scientific analysis and endorse the process and findings; if we agree with the new analysis.

Administration is able to share the reports and slide decks once Dr. Tom Nudds and Dave West have granted permission to Hayley Gavin to do so.

#### **6. Next Meeting Date**

**17-04-013**

**MOVED** by Lisa Wardley

- ❖ Wednesday May 3, 2017 at 4:30 p.m. in High Level
- ❖ Tuesday May 9, 2017 at 6:00 p.m. in High Level
- ❖ Tuesday May 16, 2017 at 6:00 p.m. in High Level

**CARRIED**

**7. Adjournment**

**17-04-014**

**MOVED** by Jacquie Bateman

That the Northwest Species at Risk Committee meeting be adjourned at 3:35 p.m.

**CARRIED**

These minutes were adopted this 3rd day of May, 2017.

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Lisa Wardley, Chair





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Grant Smith, Agricultural Fieldman</b>
<b>Title:</b>	<b>Agricultural Fair Committee Meeting Minutes</b>

## BACKGROUND / PROPOSAL:

The minutes from the April 5, 2017 Agricultural Fair Committee meeting are attached.

## OPTIONS & BENEFITS:

## COSTS & SOURCE OF FUNDING:

## SUSTAINABILITY PLAN:

## COMMUNICATION:

## RECOMMENDED ACTION:

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the minutes from the April 5, 2017 Agricultural Fair Committee meeting be received for information.

Author: C. Sarapuk Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_





**MACKENZIE COUNTY  
AGRICULTURE FAIR & TRADESHOW COMMITTEE**

**April 5, 2017  
10:00 AM  
Council Chambers  
Fort Vermilion, AB**

<b>PRESENT:</b>	Eric Jorgensen	ASB Representative
	Josh Knelsen	ASB Representative
	Terry Batt	ASB Representative
	Grant Smith	Agricultural Fieldman
	Colleen Sarapuk	P.W. Administrative Officer/Recording Secretary
	Jennifer Batt	P.W. Administrative Officer
	Doug Munn	Director of Community Services
	Jacque Bateman	High Level Agricultural Society
	Heather Batt	Fort Vermilion Agricultural Society
	Andrew O' Rourke	Economic Development Officer
	Greg Newman	MARA Representative
	Sabrina Westra	MARA Representative
	Liane Lambert	Fort Vermilion Ag Society
	Wendy Ward	
	Daphne Lizotte	Beaver First Nation Representative
	Tina Lizotte	Beaver First Nation Representative
	Caitlin Smith	Development Officer

Minutes of the Agriculture Field Day, Fair & Tradeshow Committee meeting held on April 5, 2017

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

Greg Newman called the meeting to order at 10:02 A.M.

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

**MOTION AF 17-04-008 Moved by Josh Knelsen**

That the agenda be adopted with the addition of 4.d) Aboriginal Days.

**CARRIED**

**MINUTES: 3.a) Minutes of the March 1, 2017 Ag Fair Committee Meeting**

**MOTION AF 17-04-009 Moved by Eric Jorgensen**

That the minutes of the March 1, 2017 Ag Fair Committee Meeting be adopted as amended.

**CARRIED**

**4. a) Sponsors**

Possible sponsors are Viteera, and Ag for Life, Caitlin Smith will take the lead for Sponsors. Add an additional \$400 to the calf scramble.

**MOTION AF 17-04-010 Moved by David Doerksen**

That the Sponsor discussion be received for information.

**CARRIED**

**4.b) Task List Update**

<b>Task</b>	<b>Assigned to:</b>	<b>Comments/Notes</b>
MARA Field Tours	Jacob Marfo	On track
Tradeshow	Andrew O'Rourke	Forms are being sent out. Taking forms to local tradeshow.
Children's Activities		Contact the Christian Fellowship Youth Group, or North Peace Tribal Council
Livestock Events	Rocky Lane Ag Society?	Rocky Lane Ag will look after livestock events
Industry Speakers	MARA/ASB	Started planning
Bench Show	Fort Vermilion Ag Society	On track
Petting Zoo	La Crete 4-H?	They are willing to do the petting zoo on the 12 <sup>th</sup> only.
Calf Scramble	Rocky Lane Ag Society?	Rocky Lane Ag is looking after. Increase budget to \$400.00
Ultimate Farmer Challenge	Grant Smith	In progress
Silent Auction	Jennifer Batt	In progress
Moose & Goose Call	Canadian Rangers	In progress
Ultimate Bushman Challenge	Canadian Rangers	In progress
Car Show	Gary Mclean	Gary Mclean is willing to put on the Car Show.
Parade	La Crete Ag Society?	Will confirm after their next meeting.
Chicken Chariot Races	Colleen Sarapuk	Making the ramp shorter, and setting it on a trailer. Barriers

		will be set up to keep people back.
Barn Dance	Grant Smith, Colleen Sarapuk	Gary Mclean would like to submit a bid for the band.
Pancake Breakfast	ASB	Expecting 400 to 450 people.
Saturday Night Supper	High Level Ag Society	Same as 2016.
Site Setup	Public Works? Dave Fehr	Portable toilets are booked.
Krafters Korner	Liane Lambert	Waiting for people to commit
Dunk Tank	Josh Knelsen	Find a tank
Wagon Rides	Greg Newman	Jake Juneau is willing to do wagon rides.
Chainsaw Carving	Jennifer Batt	
Advertising	Andrew	
Sponsorship	Entire Committee- Caitlin Smith taking the lead.	Letters will be sent out to previous sponsors and possible new ones.
Aboriginal Displays	Doug Munn	Need space for 2 wall tents and displays, 6 tee pees. Possibly have a Tea Dance rather than the Fiddle & Jigging Competition.
Farm Safety Demo	La Crete Agricultural Society? County	Will confirm after their next meeting.
Fire Department Demo	Doug Munn	Fire Dept. has agreed to provide a demo.
Tug-of-War	Grant Smith, Colleen Sarapuk	6 person teams. 3 Categories; Men, woman, & youth. Have Tug of war at 6:00 PM on Aug 11.
Concessions	Colleen	Submitted event notification to health inspector.
Master of Ceremonies (MC)	Liane Lambert	Brian is willing to MC the event for \$1300.00
Tractor Pull	Josh Knelsen	Add up to \$2000.00 for this event

**MOTION AG 17-04-011 Moved by Josh Knelsen**

That \$2000.00 be allocated to the tractor pull.

**CARRIED**

**MOTION AG 17-04-012 Moved by Eric Jorgensen**

That a recommendation be sent to council seeking their support for "Ag Week".

**CARRIED**

**Greg Newman left the meeting and turned the Chair over to Vice Chair Josh Knelsen.**

**MOTION AG 17-04-013**

**Moved by** David Doerksen

That the Task List Update be received for information.

**CARRIED**

**4.c) Karaoke**

Possibly having karaoke sessions during the band breaks at the dance.

**MOTION AG 17-04-014**

**Moved by** Terry Batt

That the discussion regarding Karaoke be received as information.

**CARRIED**

**4.d) Aboriginal Days (addition)**

**The Aboriginal Days discussion was covered in the Task List Update.**

**5.a) Next Meeting Date**

**SET NEXT MEETING  
DATE**

The next Ag Fair Meeting will be held on May 4, 2017 at 10:00 AM in the Mackenzie County in Fort Vermilion.

**ADJOURNMENT**

**6.a) Adjournment**

**MOTION AF 17-04-015**

**Moved by** Eric Jorgensen

That the Ag Fair Committee Meeting be adjourned at 11:30 AM.

**CARRIED**

These minutes will be presented for approval on April 4, 2017.

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Greg Newman-Chair

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Grant Smith, Agricultural Fieldman



Mackenzie County

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO Report</b>

### **BACKGROUND / PROPOSAL:**

The CAO and Director reports for April 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 April 2017 be received for information.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



## Monthly Report of the Chief Administrative Officer to Council

Len Racher, Chief Administrative Officer

For the month of April, 2017

**April Meetings**

- 3<sup>rd</sup> Emergency Management Meeting with Social Services
- 3<sup>rd</sup> Annual Mutual Aid Meeting with Alberta Agriculture and Forestry
- 3<sup>rd</sup> Managers Meeting
- 5<sup>th</sup> Meeting with Alberta Transportation, Minister Brian Mason and his staff about the Blue Hills Bridges Applications
- 5<sup>th</sup> 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<sup>th</sup> LGAA Conference in Red Deer Alberta
- 10<sup>th</sup> Public Works Committee Meeting
- 10<sup>th</sup> Meeting with MPE
- 11<sup>th</sup> Regular Council Meeting
- 12<sup>th</sup> Joint Health and Safety Meeting
- 12<sup>th</sup> CAO meeting to discuss Tri-Council agenda development
- 13<sup>th</sup> Land Use Bylaw meeting
- 20<sup>th</sup> CAO Evaluation Day
- 21<sup>st</sup> Agriculture Service Board Meeting
- 24<sup>th</sup> Meeting with Debbie Jabbour
- 25<sup>th</sup> Committee of the Whole Meeting
- 26<sup>th</sup> Regular Council Meeting

**Beginning of May Meetings**

- 1<sup>st</sup> Managers Meeting
- 2<sup>nd</sup> Agriculture Service Board Meeting
- 3<sup>rd</sup> Community Service Board Meeting
- 3<sup>rd</sup> Tri-Council Meeting
- 4<sup>th</sup> Buffalo Head Drainage Meeting in Grande Prairie
- 5<sup>th</sup> Agriculture Fair Committee Meeting

### *Zama Paving as the first capital priority for paving*

This particular capital priority project has been brought forward to multiple ministries this winter for a chance at some progress. Canadian Minister of Infrastructure & Communities, Minister Sohi, met with us earlier in the winter to discuss the potential of this project for funding opportunities. It was explained that we need provincial backing to push for federal funding, so we sent letters to Alberta Transportation Regional Director Ryan Konowalyk, and our MLA Debbie Jabbour to add this project to the provincial priority project list. Most recently the Reeve Neufeld, Deputy Reeve Wardley, and myself met with Debbie Jabbour and discussed the Zama paving along with the Assumption Hill. Debbie suggested the possibility of a ring road might be a good project for consideration.

*Exploration of transferring the LOC of Zama Road and Shekilie Highway to Mackenzie County*

This project is proving to be a long process. We are in discussion with Environment & Parks on the possibility of attaining these LOC's.

*Wolf Lake Road East intersection upgrade:*

A letter has been sent to Ryan Konowalyk for the intersection to be added to the provincial intersection upgrade list. We also requested that in the event of this upgrade proceeding, the county be notified that we might consider piggybacking on their contract to upgrade the road for an additional 400 meters. Please see the information section in regards to the letter.

*New Hires*

Jennifer Batt has accepted the position for Finance Controller. I believe that she will be a great addition to the finance department, with her extensive knowledge of our finances an asset to us at the county. We are looking forward to more consistency in our finance team.

We are in the process of lining up all of the seasonal staff for this summer. I would like to thank Louise for all her hard work to get this year's staff hired and trained for their various positions.

Overall it has been a very active month. I would like to thank Council for finalizing the budget in a timely fashion. We will work diligently on the projects that were approved to get them finished quickly, saving costs where possible.

*Note: I will be out of the office on Vacation from July 7, 2017, and I will be back in the office on July 24, 2017.*

Respectfully,

Len Racher  
Chief Administrative Officer



## MONTHLY REPORT TO THE CAO

For the month of April, 2017

From: Byron Peters  
Director of Planning & Development

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Province has formally started pre-planning for the LPR, and is coordinating a 'technician to technician' tour and meetings for June.
Community Infrastructure Master Plans	Q2 2017	Final copies of all drafts have been received. Waiting on second draft of offsite levies.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Community Investment Readiness package	Q1 2017	Townfolio is now on County website. Have revised a bunch of other info as well. Completed.
Economic Development Strategy	ongoing	Have been spending considerable time on joint projects, with REDI, MFTA, FV BofT, and others. This combined capacity is really helping to move some exciting projects along. As relationships and projects progress there are opportunities to align our goals and the regions goals, while still specifically working towards our strategic outcomes.
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. This will resume on May 8 <sup>th</sup> . Will be completing quality control check and send

		out invoices once completed.
Land Use Bylaw review	2016-17	Public hearing scheduled for May 24 <sup>th</sup> . Had info at LC tradeshow, will also be at HL tradeshow. Received extension for FireSmart grant, as project is behind the original schedule.
Airport Planning	2016-17	Planning to review the AVPA this summer. Proceeding with the AWOS installation – should be completed this summer. Name change of Fort Vermilion airport is in progress.

**Personnel Update:**

The summer GIS guy will be starting on May 8<sup>th</sup>.

**Other Comments:**

See RFD for a development stats update. Our permit numbers are back to 'normal'

My schedule is dominated by the caribou file, which is making it challenging to devote as much time to other items as I should be. We are scheduling a bunch of meetings during FCM regarding caribou, but I have also requested a follow up meeting with Canada Post.

Received \$200,000 Alberta Community Partnership grant. Planning to start moving this project forward in June/July. The NWSAR committee will be guiding this project, as it represents each the partnership municipalities.

Caribou is further addressed under its own update.

## MONTHLY REPORT TO THE CAO

For the Month of April, 2017

**From:** David Fehr  
Director of Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Spot graveling	ongoing	Have started spot graveling on area's that have shown the need.
Yard cleanup	May	Staff have been working hard cleaning up yards and getting equipment ready for the summer work.
AWOS	August	Working with Byron to get the AWOS system's installed at the airports.
Dust Control	ongoing	Assembling the dust control maps

Projects	Timeline	Comments
Blue Hills New Bridges	ongoing	Native consultations complete with no opposition.
Gravel Tender	ongoing	Out for tender
Line Painting	ongoing	Closed. Will be brought back for awarding
Crack Sealing	ongoing	Closed. Will be brought back for awarding
94 <sup>th</sup> Avenue	Started	Knelsen has started the 94 <sup>th</sup> avenue rebuild on May 1

Respectfully,

David Fehr  
Director of Operations

**REPORT TO CAO**  
April, 2017

From: Grant Smith  
Agricultural Fieldman

**Annual Operating Programs, Projects and Activities**

Program/Activity/Project	Timeline	Comments
Trans Corridor Meeting	2017	There was a Trans Corridor workshop April 13 <sup>th</sup> in High Level. Topics of discussion are Weed Identification, Weed Control methods and Weed Control on Provincial Highways.
VSI Program	2017	Council amended the 2017 ASB Operating budget to include an additional \$5,000 to the VSI Program. This is due to unforeseen increases. Total VSI budget is \$37,500.
ASB Policies	2017	The following ASB Policies were amended by Council on April 11 <sup>th</sup> : <ul style="list-style-type: none"> <li>• <b>Pest Control</b></li> <li>• <b>Beaver Control</b></li> </ul> Council also adopted the <b>Weed Control</b> Policy as presented.
Ag Fair & Tradeshow	2017	2017 Ag Fair dates are August 11 <sup>th</sup> & 12 <sup>th</sup> . A meeting was held on March 1 <sup>st</sup> . Greg Newman was selected as chair of the committee. The next meeting is scheduled for May 4 <sup>th</sup> .
Wolf Bounty	2017	We've received 200 wolf carcasses as of May 1 <sup>st</sup> . Carcasses have been received from High Level, Zama, Meander River, Buffalo Head Prairie, Blue Hills and Jean D'or Prairie.
Organic Conference	April 7 <sup>th</sup> & 8 <sup>th</sup> .	An organic conference was held in La Crete on April 7 <sup>th</sup> & 8 <sup>th</sup> . It was well organized, with good content and useful information. There were around 150-200 delegates attending.
Organic Growers Meeting	2017	An organic growers meeting was held in La Crete on April 7 <sup>th</sup> .

## Capital Projects

Projects	Timeline	Comments
Fort Vermilion Erosion Repair (Rosenberger)	June, 2017	RFP's were forwarded to four local contractors. They will be opened at the April 26 <sup>th</sup> Council meeting. Construction is to commence June 1 <sup>st</sup> , 2017. Frank Wiens of Fort Vermilion was the successful bidder at \$55,800.
Buffalo Head/Steephill Flood Control Project	2017	Alberta Environment & Parks has approved grant funding for this project. A meeting is scheduled with AE in Grande Prairie May 4 <sup>th</sup> to discuss design and approval under the Water Act. The ASB would like this project to be publicly tendered June 1 <sup>st</sup> .

### Personnel Update:

The white zone Weed Inspector will commence duties on May 23<sup>rd</sup>. The Green Zone Weed Inspector will commence June 1<sup>st</sup>.

### Other Comments:

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## MONTHLY REPORT TO THE CAO

For the Month of April 2017

From: Doug Munn  
Director of Community Services

Program/Activity/Project	Timeline	Comments
Bylaw Services	Ongoing	<ul style="list-style-type: none"> <li>Picked up 1 dog from Fort Vermilion.</li> <li>Responded to Off Highway vehicle concerns in La Crete.</li> <li>Dealt with 8 bylaw concerns in total from La Crete, Fort Vermilion &amp; Rocky Lane 2 dog complaints, 3 back alley obstructions, 1 clean up, 1 leaky fuel tank and 1 parking violation.</li> <li>Continued patrols for dogs in Fort Vermilion and at Rocky Lane School and La Crete.</li> <li>Continued monitoring of waste pickup.</li> <li>Hamlet inspection for Fort and La Crete for fire prevention.</li> <li>Cement blocks placed at the Fort Vermilion Fire Hall parking lot to prevent traffic crossing in front of the Fire Hall.</li> <li>Assisted RCMP with a spousal and possible child abuse case at their request. This was a shorter month due to personal holidays and Easter long weekend.</li> </ul>
Health and Safety	Ongoing	<ul style="list-style-type: none"> <li>Held OH&amp;S Meeting in April.</li> <li>County has passed the internal COR audit</li> </ul>
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 Vermilion Fire</p> <p>2 - MCR's</p> <p>1 - Structure Fire</p> <p>3 - Fire Alarms</p>

		<p>La Crete Fire  5 - MCR's  4 - MVC's  1 - Structure Fire  1 - Fort Fire assist with a structure fire  1 - Grass Fire  4 - Fire Alarms  1 - Equipment Fire</p>
Fire Department Training	Ongoing	<p>Completed the theory portion of the NFPA 1001 Fire Training and the NFPA 472 Awareness &amp; Operations.  Conducted in house Live Fire and ventilation Training</p>
Campgrounds – Hutch, Machesis, Wadlin	May	<p>Opening dates for campgrounds are planned for May 12, 2017</p>
Machesis Lake Caretaking Contract	May	<p>The caretaker from Machesis Lake has resigned and we are currently advertising for a one year contract to fill this position. Operational Services staff will manage the site until a contractor is secured.</p>
First Nations Consultation Workshop	April 24	<p>Attended First Nations Consultation Policy Review with Minister Feehan. See report below.</p>

### Capital Projects

FV Artificial Ice Plant	March	<p>Code Red has been awarded the FV Artificial Ice Plant contract. Ground testing and building permits are being completed.</p>
Bridge Campground and Machesis Lake	April	<p>Received funding from Alta Parks for capital projects as follows:  Machesis – Water well, Toilet, phone tower, electricity. – Total \$37,500  Bridge – Shingles, stove, and site expansion – Total \$15,000  Funding for archaeological study was not funded.</p>
FV Bridge Campsite Expansion	Ongoing	<p>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</p>
Fire Truck Tender	Feb/March	<p>Awarded to Rocky Mountain Phoenix</p>



Rocky Lane WTS	Ongoing	Application for lease has been submitted to AEP
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**Personnel Update:**

No issues.

**Other Comments:**

Community Services Director planning to attend Disaster Forum May 8 to 11 and Community Peace Officer Coalition on May 12, 2017.

## **First Nations Consultation Policy Renewal – April 24, 2017 Meeting with the Minister**

### **Report from Doug Munn**

On April 24, 2017 I attended the meeting with Minister Feehan. The purpose of the meeting was to receive feedback from stakeholders regarding the First Nations Consultation process with the intent of improving the system and making changes by July 2018. Approximately 150 stakeholders attended. First Nations in Alberta had already been consulted.

The Minister reported that some of the issues were as follows:

- Timelines
- Economic Benefit
- Cumulative Impact
- Dispute Resolution
- Capacity to participate in meaningful conversation
- Define Treaty Rights
- Content of Consultations
- Fees

Attending the meeting were representatives from industry, special interest groups and municipal government. The first part of the meeting provided an opportunity for individuals to raise questions and issues as a group. The second part of the meeting split the room into three different groups: namely industry, special interest groups and municipal government.

The municipal government group was visited by three session leaders each bringing different questions to the table. These topics included:

- 1) Capacity – It was noted that many first nations do not have the capacity to deal with the issues that are raised through FNCs and the province was looking for solutions as to how this could be dealt with. One suggestion by the province for discussion was the idea of implementing a fee structure or a flat fee that would be paid to first nations for consultations or other various reasons. Generally the idea was not supported by the municipal group.
- 2) Policy – How can the current FNC Process be improved? Ideas included land use planning for development in traditional territories that would allow for a variety of pre-approved uses (similar to county zoning) and the idea of creating maps that show traditional use zones.
- 3) Aspects of Consultation Process – This discussion centered around the policies that should be developed to deal with dispute resolution.

The Minister is encouraging all stakeholders to write letters that provide feedback regarding the FNC process prior to July 1, 2017.

Doug Munn

## **REPORT TO THE CAO**

For the Month of April, 2017

From: Karen Huff  
Director of Finance

### **Meetings Attended**

- April 11, 2017 attended the Regular Council meeting.
- April 20, 2017 met with ATB Financial and ATB Securities
- April 25, 2017 attended the Committee of the Whole meeting.
- April 25, 2017 attended the Finance Committee meeting.
- April 25, 2017 lead the Finance Department meeting.
- April 26, 2017 attended the Regular Council meeting

### **Wilde & Company Consultants**

- Financial Statements have been completed and submitted to Municipal Affairs
- Waiting on adjusting entries. Once I have received these entries we can post them and close 2016 year.

### **Budget**

- The final 2017 Budget has been approved as of April 26, 2017.
- Staff is in the process of entering amounts into the financial software

### **In General**

- Debenture applications (x 3) are ready to go. Need signatures from the Reeve and CAO.
- Updating permissions and signing authorities with ATB Securities, ATB Financial and various banks that we receive EFTs from.
- Bank Reconciliations have been completed to January, 2017
- Target date for distributing Department Reports is May 15 and plan is to distribute these on (or about) the 15<sup>th</sup> of each month.
- Working on information for the 2016 Annual Report

### **Finance Committee Meeting:**

- Finance is working on simplifying the reports that are presented

### **Personnel Update:**

- Finance Controller position has been filled with a starting date of May 1, 2017.
- Accounts Payable Clerk will be going on maternity leave and the Temporary Accounts Payable Clerk position has been transitioning.

**Miscellaneous:**

- Finance Staff are completing daily, weekly and monthly financial duties.
- We met as a department on April 25, 2017 to discuss the changes that have happened since I came on board on April 10. We chatted about tasks and who completes them, things that work, things that don't and possible changes to processes and procedures.
- The Finance Staff have shown excellent team work skills during the past few months with all the changes and should be commended for their dedication to getting things done.

## **REPORT TO THE CAO**

For the Month of April, 2017

From: Carol Gabriel  
Director of Legislative & Support Services

### **Meetings Attended**

- 2017-04-03 Attended an Emergency Social Services meeting
- 2017-04-03 Managers Meeting
- 2017-04-05 Legislative Services department meeting
- 2017-04-06 Office Safety Meeting
- 2017-04-11 Attended Council meeting
- 2017-04-19 Meeting with Tom Mihaly, The Echo/Pioneer
- 2017-04-21 Interviews for Summer Staff
- 2017-04-24 Attended a portion of the Finance Committee meeting
- 2017-04-25 Committee of the Whole Meeting
- 2017-04-26 Attended the Alberta Municipal Clerks Conference from April 26 – 28, 2017
- Various other individual or departmental meetings.

### **Council**

- Preparing for various meetings of Council.
- Assisting with preparation of the Tri-Council meeting agenda.

### **Assessment Appeals**

- Upcoming Merit Hearing scheduled for May 15 & 16, 2017. However correspondence has been received to request a postponement. A preliminary hearing will be scheduled to deal with the postponement request.

### **Bylaws/Policies/Reports/Publications:**

- Work has begun for the preparation of the 2016 Annual Report. The deadline for departments to submit their year-end reports was April 28, 2017. The Annual Report is presented annually at the ratepayer meetings. The report will be posted online in advance for ratepayers wishing to review the report in advance of the meetings.
- The March-April issue of the County Image was released in early April.
- A special issue of the County Image was published on April 24<sup>th</sup> for the purposes of promoting the free newspaper subscriptions.

### **Citizen Engagement:**

- Various postings on the County's website and Facebook page regarding Request for Proposals, Tenders, development permits, meetings, etc.
- As mentioned above a special issue of the County Image was released for promote the free newspaper subscriptions. To date approximately 250

applications have been received. Staff were promoting this initiative at the La Crete Trade Show and will also be promoting at the High Level Trade Show in May. Some ratepayers have questioned the program and would encourage staff/council to promote some of the following key messages for the program:

- The County will receive free advertising with the purchase of subscriptions. This is a gift to ratepayers with funds that were already allocated for advertising purposes in the budget.
- Replaces the County Image publication including printing costs, postage and significant man-power to produce.
- Weekly advertising instead of bimonthly.
- Legislative requirements to advertise in a newspaper.
- Assessment Open Houses have been advertised and are being held on June 8<sup>th</sup> (Fort Vermilion) and 9<sup>th</sup> (La Crete).
- Ratepayer Meetings have been advertised.

#### **Human Resources:**

- Interviews for Summer/Seasonal positions.

#### **Records Management:**

- The temporary Records Management Clerk's last day was on April 28<sup>th</sup> and Judy Doerksen has returned into her full time position as of May 1<sup>st</sup>.
- Working on a major update to the Bylaw which establishes procedures in regard to the retention and disposal of municipal documents.

#### **Events:**

- Preparation for promoting Canada 150 and the 9<sup>th</sup> Annual Mackenzie Regional Charity Golf Tournament in September.
- The next Golf Committee meeting is scheduled for May 30<sup>th</sup> 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:**

- Responded to FOIP request on April 20, 2017.
- 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.
- Travel and meeting coordination.
- Assisting other departments as required.
- Plus much, much more ☺

## MONTHLY REPORT TO THE CAO

For the Month of April 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. Looking at starting along River Road in the next few weeks.
Rural Potable Water Infrastructure	Jun/17	Programmer and suppliers on-site at BHP truckfill May 8 <sup>th</sup> week with final commissioning to take place on May 17 <sup>th</sup> . FV truckfill pad, electrical and process piping being worked on and is only a few weeks behind BHP.
LC- Paving Raw Water Fill	Jun/17	Done in conjunction with 94 <sup>th</sup> ave road improvement.
FV- Paving FV WTP	Jun/17	Done in conjunction with the street improvements in FV. Completing a water line leak on east side of WTP on May 4 and will ensure proper compaction is met.
LC,FV,ZA- Exhaust Thimbles	May/17	To be completed by May 5 <sup>th</sup> .
FV- 49 <sup>th</sup> 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. Working on specs to go to tender for end of May.

FV 50 <sup>th</sup> Street Water Extension	Sep/17	Land negotiations prior to going to tender as preliminary drawings and specs complete.
LC – Well #4	Sept/17	Well driller has been contacted, awaiting a scheduled drill date.
LC – Sanitary Sewer Expansion	Oct/17	Had start-up meeting with WSP
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:**

Abdul Halim achieved his level 1 water treatment and water distribution this past month. I would like to acknowledge the help and commitment from our other operators in assisting and training Halim and other operators in Zama in the past. I have a great team of operators that look after each other.

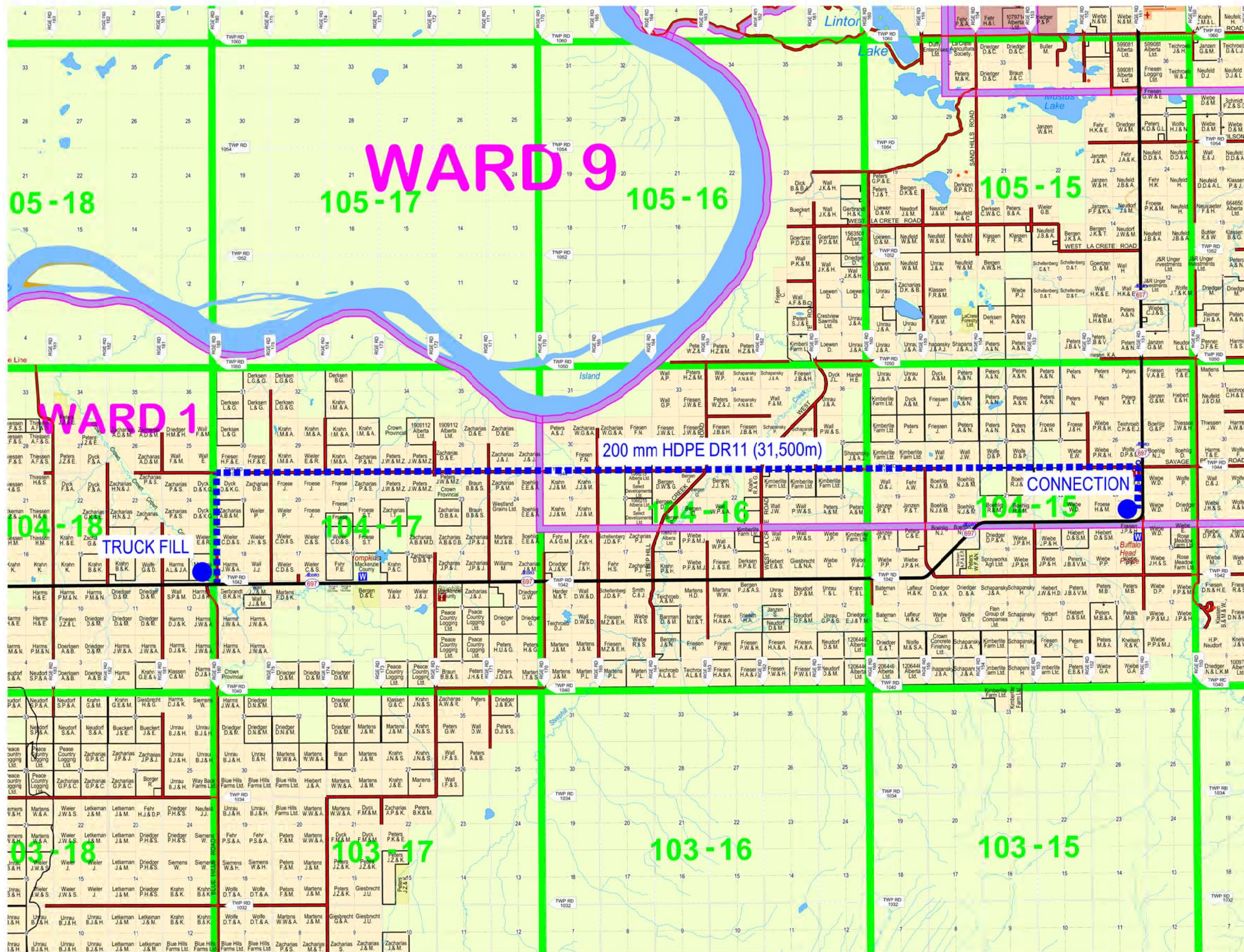
**Other Comments:**

We are still waiting for the specifics to be able to apply for grant funding for a waterline north of the peace river for the announcement that was made earlier this year in providing water to first nations. I am also checking for grants available to extend a waterline to Blue Hills. I have included the preliminary proposed alignment drawings for each rural waterline.

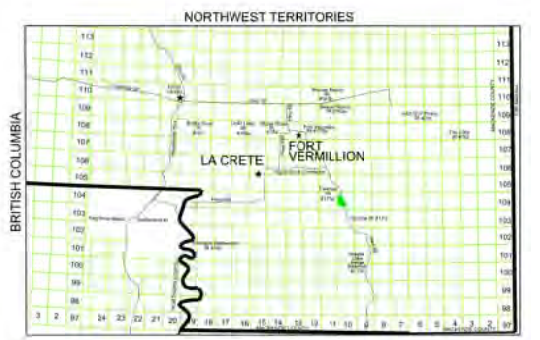
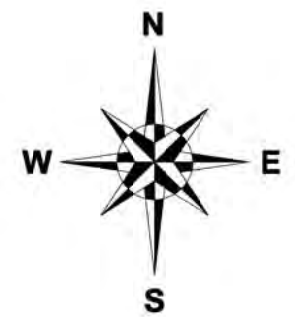
Respectfully submitted,

Fred Wiebe  
 Director of Utilities  
 Mackenzie County





Mackenzie County  
2017  
Waterline Extension



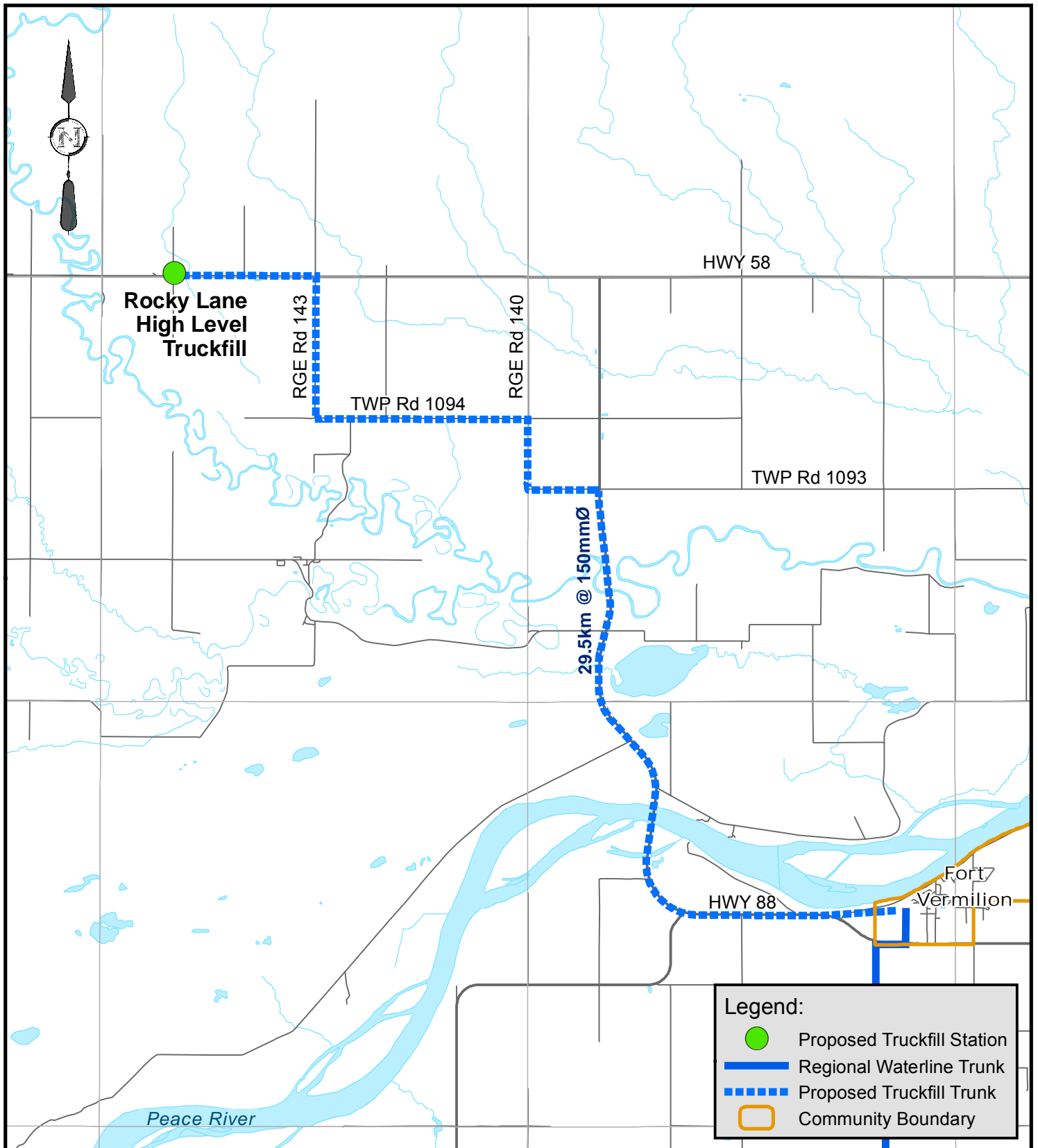
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**Not To Scale**

10 Degree Transverse Mercator Projection, 115 Degree Central Meridian, NAD 83 Datum





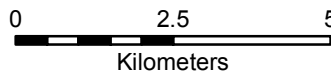
**Mackenzie County Regional Waterline**  
**Figure 6-3**



Mackenzie County



Associated Engineering



Scale: 1:120,000  
 Date: April, 2015  
 Project: 2014-3320.000.140  
 Coordinate System: NAD 1983 UTM Zone 11N  
 Drawn By: KR





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Dave Fehr, Director of Operations</b>
<b>Title:</b>	<b>TENDER 2017 Regravelling Program (11:00 a.m.)</b>

## BACKGROUND / PROPOSAL:

As per the 2017 approved operating budget administration prepared and advertised the 2017 Regravelling Program Tender, with a closing date of 4:30 PM on May 8, 2017.

<b>Schedule</b>	<b>Area</b>	<b>Est. Qty Tonnes</b>
A	Assumption Road	7,000
B	Zama Access	11,000
C	S of Blumenort Road	20,200
D	Watt Mountain Road	1,500

*\*each schedule is deletable*

## OPTIONS & BENEFITS:

### Option 1:

That the 2017 Regravelling Program Tender be awarded to the lowest qualified bidder of each schedule, while remaining in budget.

## COSTS & SOURCE OF FUNDING:

### Funding:

To be funded from the approved 2017 operating budget of \$900,000.

*Contract allows quantities to be adjusted to fit within budget.*

Author: J. Batt Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION:**

The 2017 Regravelling Program tender was advertised in the Echo Pioneer, Big Deal Bulletin and the County website.

Administration will notify all proponents of Councils decision.

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the 2017 Regravelling Program tenders be opened.

Proponent	Schedule A	Schedule B	Schedule C	Schedule D

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the 2017 Regravelling Program Tender be reviewed by administration and that a recommendation for awarding be brought back later in the meeting.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

That the 2017 Regravelling Program Tender be awarded to the lowest qualified bidder of each schedule.

Author: J Batt      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Grant Smith, Agricultural Fieldman</b>
<b>Title:</b>	<b>TENDER Flood Control Channel Erosion Repair – Request for Proposal</b>

## BACKGROUND / PROPOSAL:

Three request for proposals were opened for the Flood Control Erosion Repair RFP at the April 26, 2017 Council meeting;

Outback Ventures	\$123,750.00
Fine Line	\$172,980.00
Northern Road Builders	\$170,100.00

Council made a motion for the Agricultural Service Board (ASB) to review the RFP's and bring back a recommendation for Council to award.

Following the April 26, 2017 meeting, it was discovered that there was a fourth RFP submission from Wiens Enterprise. The RFP was received before the closing date.

The RFP from Wiens Enterprise was opened in the presence of the ASB members, and 4 staff members including a Commissioner of Oaths.

Wiens Enterprise	\$ 55,800.00
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## OPTIONS & BENEFITS:

## COSTS & SOURCE OF FUNDING:

The budgeted amount for the Flood Control Erosion Repair project is \$180,000.00

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the Flood Control Channel Erosion Repair project be awarded to Wiens Enterprise.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning and Development</b>
<b>Title:</b>	<b>PUBLIC HEARING Bylaw 1063-17 Partial Road Closure at Fort Vermilion Truck Fill Station Plan 112 0425, Block 2, Lot 1 (Fort Vermilion Rural)</b>

## BACKGROUND / PROPOSAL:

On April 11, 2017 first reading was given to Bylaw 1063-17 being a road closure request to close part of Plan 3884PX for the purpose of consolidation, subject to public hearing input.

Prior to the 2<sup>nd</sup> and 3<sup>rd</sup> reading of a road closure bylaw, a public hearing must be held in accordance to the Municipal Government Act. Once the public hearing has been held, the bylaw can then be sent to the Minister of Transportation for approval. Once it receives approval, then the following readings can proceed.

## Previous Background

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.

**Author:** \_\_\_\_\_ **Reviewed by:** \_\_\_\_\_ **CAO:** \_\_\_\_\_

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).

### **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 Bylaw 1063-17 being a Road Closure Bylaw to close a portion of Road Plan 3884PX for the purpose of consolidation be forwarded to the Minister of Transportation for approval.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



**Mackenzie County**

**PUBLIC HEARING FOR ROAD CLOSURE**

**BYLAW 1063-16**

**Order of Presentation**

\_\_\_\_\_ This Public Hearing will now come to order at \_\_\_\_\_.

\_\_\_\_\_ Was the Public Hearing properly advertised?

\_\_\_\_\_ Will the Development Authority \_\_\_\_\_, please outline the proposed Road Closure and present his submission.

\_\_\_\_\_ Does the Council have any questions of the proposed Road Closure?

\_\_\_\_\_ Were any submissions received in regards to the proposed Road Closure? *If yes, please read them.*

\_\_\_\_\_ Is there anyone present who would like to speak in regards of the proposed Road Closure?

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

\_\_\_\_\_ This Hearing is now closed at \_\_\_\_\_.

**REMARKS/COMMENTS:**

**BYLAW NO. 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 11<sup>th</sup> day of April, 2017.

\_\_\_\_\_  
Bill Neufeld  
Reeve

\_\_\_\_\_  
Len Racher  
Chief Administrative Officer

PUBLIC HEARING held this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

Approval valid for \_\_\_\_\_ months.

\_\_\_\_\_  
Minister of Transportation

READ a second time this \_\_\_ day of \_\_\_\_\_, 2017.

READ a third time and finally passed this \_\_\_ day of \_\_\_\_\_, 2017.

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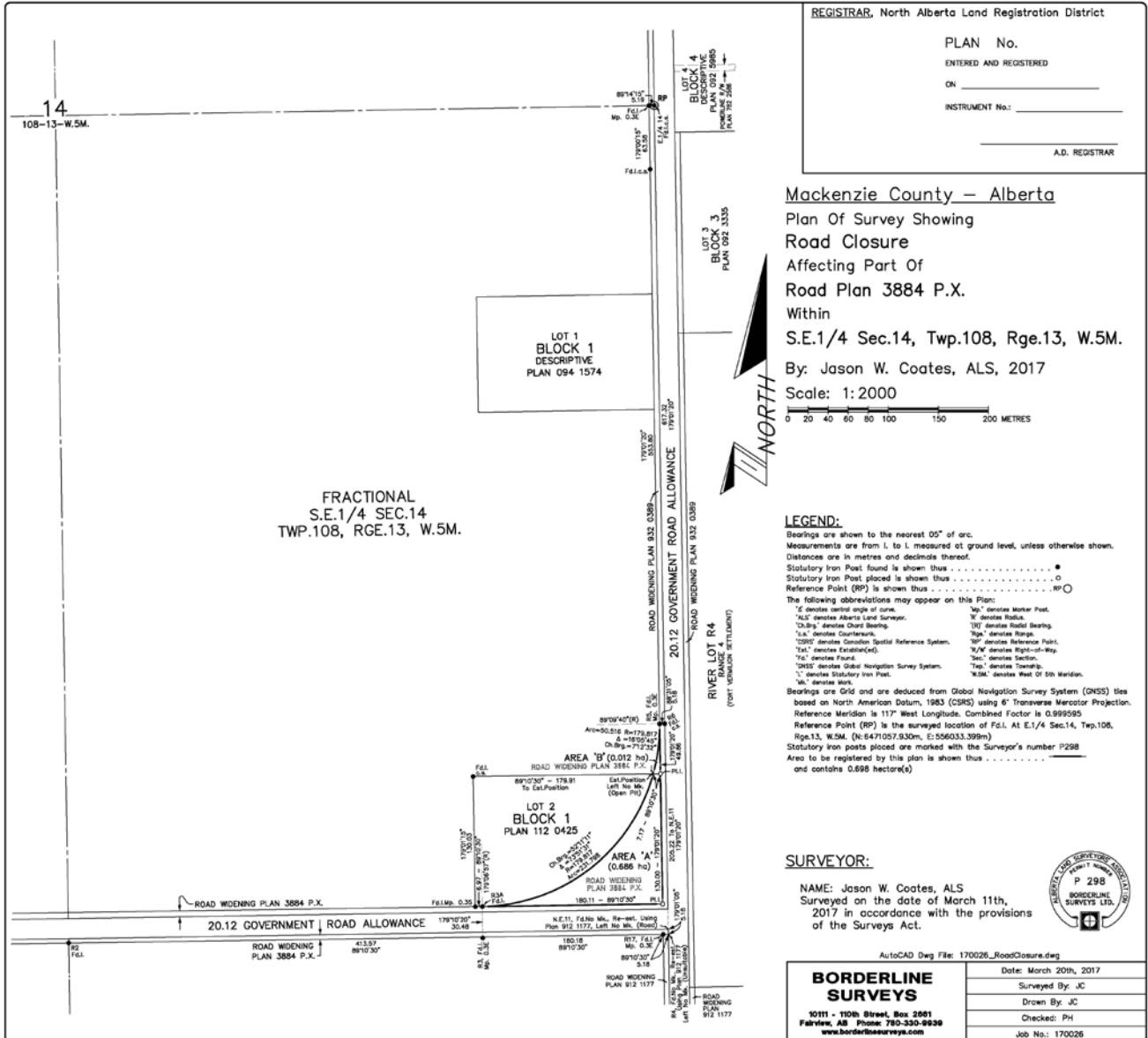
Bill Neufeld  
Reeve

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Len Racher  
Chief Administrative Officer

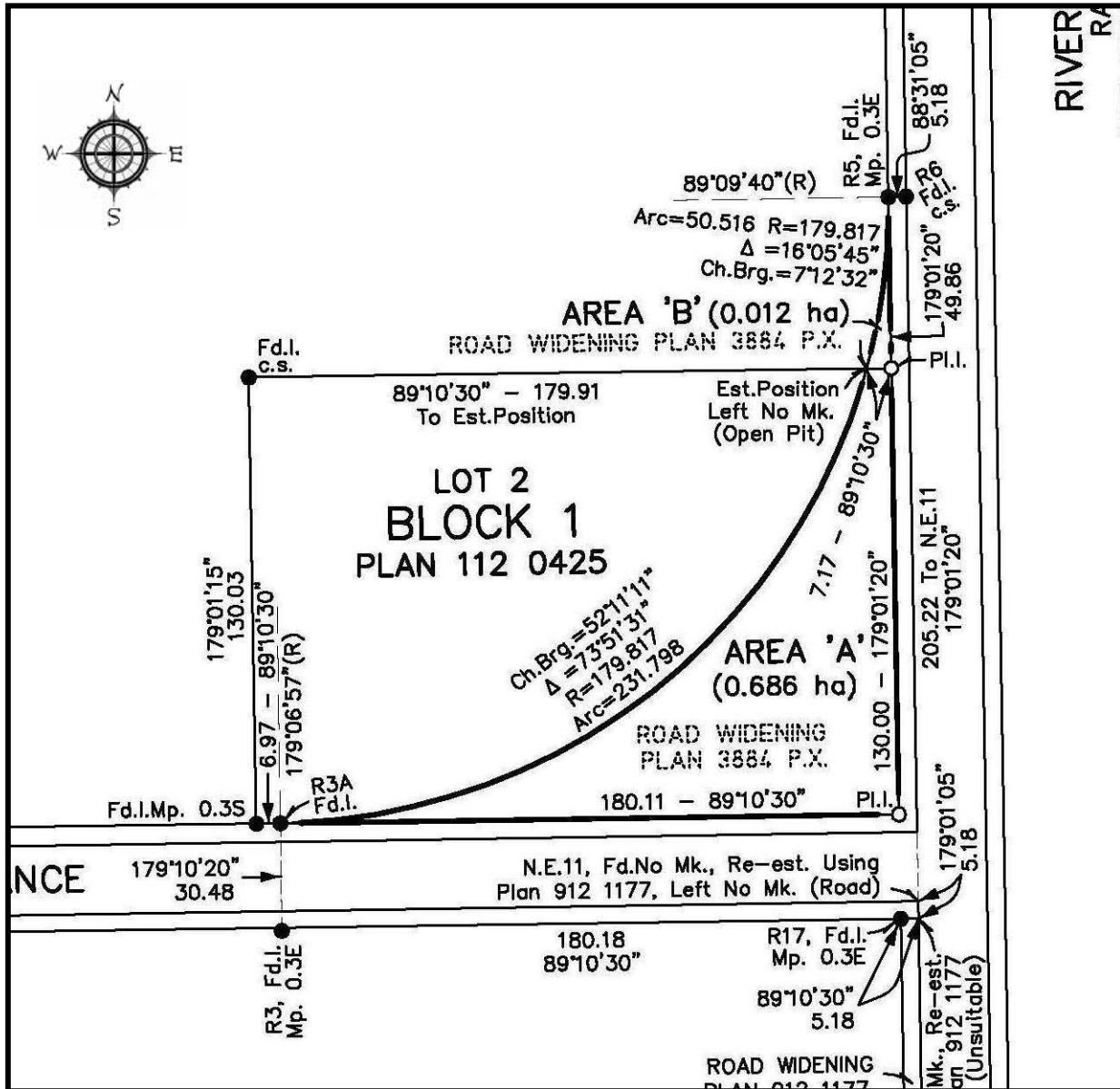
**BYLAW No. 1063-17**

**Plan 172**



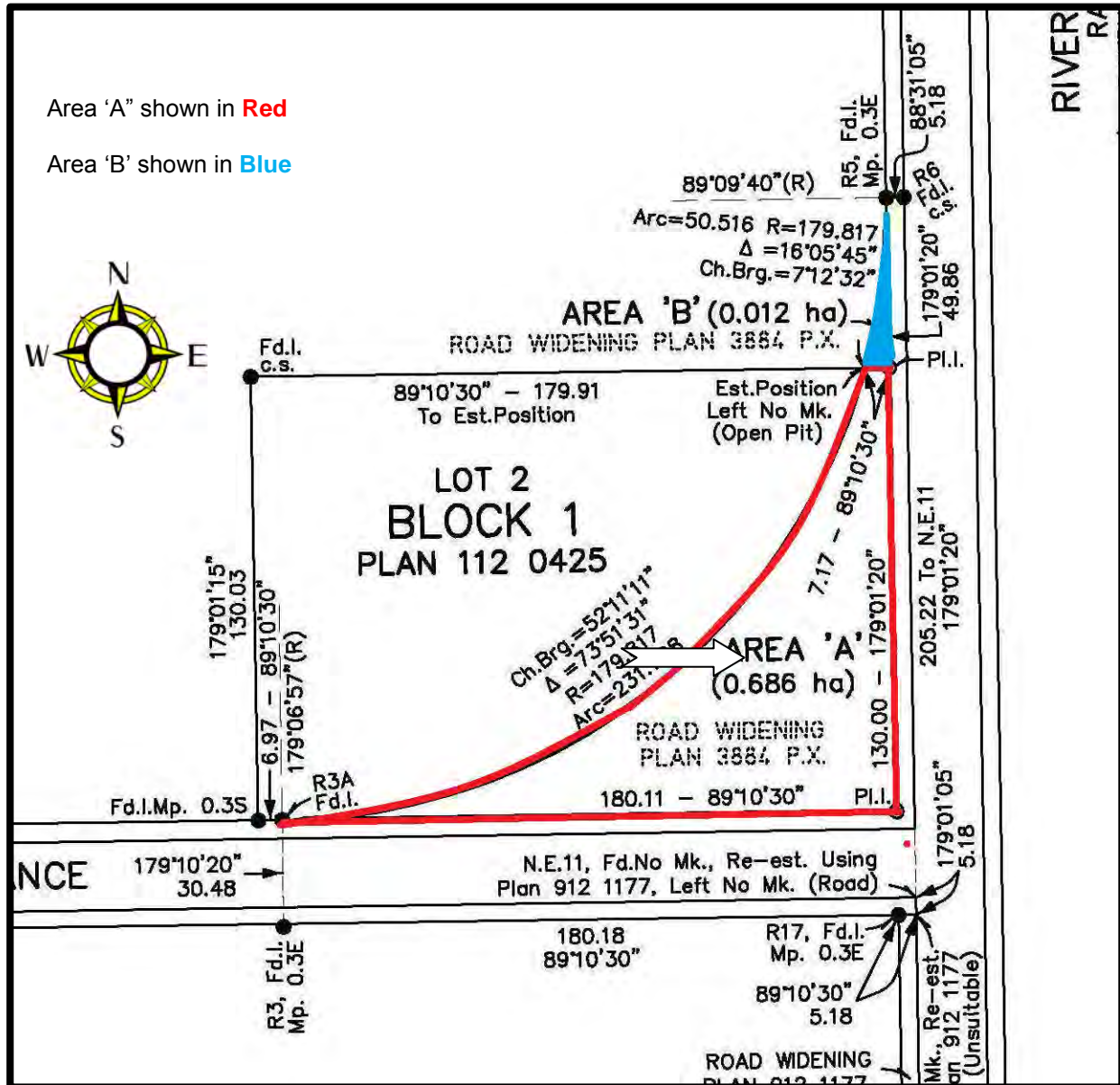
BYLAW No. 1063-17

Plan 172 \_\_\_\_\_  
 Detailed Drawing Showing Areas of Closure



# Schedule "B"

## BYLAW AMENDMENT APPLICATION



File No. Bylaw 1063-17

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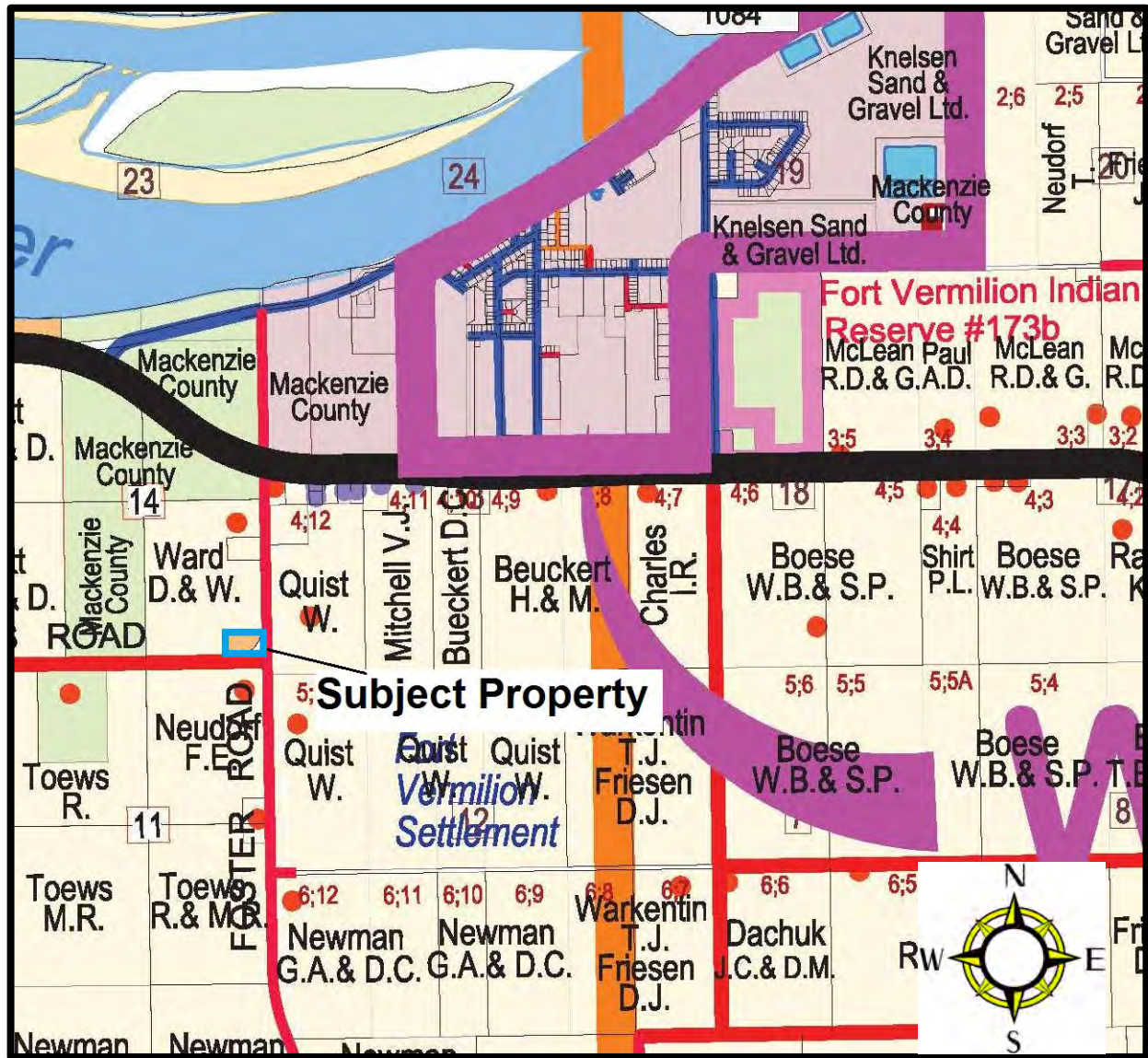


**Mackenzie County**

**NOT TO SCALE**



# BYLAW AMENDMENT APPLICATION



File No. Bylaw 1063-17

NOT TO SCALE

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**Mackenzie County**







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>2017 Trappers Rendezvous – Sponsorship Request</b>

## BACKGROUND / PROPOSAL:

See attached request from the Alberta Trappers Association for the Annual Rendezvous being held in our region this year from June 30<sup>th</sup> to July 1<sup>st</sup>.

## OPTIONS & BENEFITS:

## COSTS & SOURCE OF FUNDING:

Operating Budget

## SUSTAINABILITY PLAN:

## COMMUNICATION:

## RECOMMENDED ACTION:

- Simple Majority
  Requires 2/3
  Requires Unanimous

That Mackenzie County sponsor the 2017 Trappers Rendezvous in the amount of \$ \_\_\_\_\_.

Author: C. Gabriel Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



## Alberta Trappers' Association

Hwy 44, South Industrial Park, Lot 14

P.O. Box 6020, Westlock, AB T7P 2P7

Telephone: 780.349.6626

[info@albertatrappers.com](mailto:info@albertatrappers.com) [www.albertatrappers.com](http://www.albertatrappers.com)

## UNDER THE MIDNIGHT SKY 2017 RENDEZVOUS JUNE 30 & JULY 1 – HIGH LEVEL, AB

April, 2017

June 30<sup>th</sup> and July 1<sup>st</sup>, 2017 will see trappers and other like-minded individuals and companies from across Alberta and beyond, gather to celebrate the rich tradition of trapping in Alberta. The annual Rendezvous has taken place for 44 years and is held in various locations across the Province. Generally, the location rotates from Southern, to Northern, to Central Alberta. This year the host will be the **Town of High Level and the High Level Local 1080.**

The event gathers upwards of 1,000 people from all walks of life and interests. The Alberta Trappers' Association strives to promote outdoor education to communities throughout Alberta with a focus on youth through activities, mentoring programs, and presentations to schools and youth organizations.

The Rendezvous includes a trade show, as well as demonstrations, seminars, speakers, live and silent auctions, a BBQ on Friday, and a dinner/dance on Saturday night. This event attracts outdoorsmen and women from all over North America. The trapping and skinning demonstrations are both valuable and informative. A highlight of the event is the ultimate trapper competition which pits skilled trappers against each other in the quest for the fastest skinning job. There is free trade show admission and people are invited to come out and visit the various vendors with their wide array of products and services. The dinner on Saturday night includes a short program including the presentation of the prestigious Awards Program; including the Award of Merit, the Arthur E. Robison Memorial Award, the Wolf Conservation & Management Award in memory of George Kelley, the Kammer Family Trapping of the Year Award, and various Recognition awards. There are also two scholarship awards; the Chris Wilke Memorial and the Gerald & Christella Plamondon Scholarships.

Each year at the Rendezvous, the Alberta Trappers' Association invites some of Canada's most knowledgeable and experienced trappers to provide demonstrations for Rendezvous patrons. Various research projects are also profiled, including world class initiatives regarding the Wolverine projects, partnerships with Environment Canada, and the Universities of Calgary and Alberta.

The Alberta Trappers' Association is a non-profit association and this event is one of our major fundraisers that supports the work that we do. We are looking for your assistance in any way that you are able to contribute. We have provided a list of some specific areas where we are seeking your help!

- ❖ Various items for both the Silent and Live Auctions
  - ❖ Cash Donations
  - ❖ Sponsorship of the following events:

CATEGORY	AMOUNT
<b>GOLD SPONSOR: Prime Rendezvous Sponsor</b>	<b>\$5,000.00 and up</b>
➤ Lunch - Saturday	\$6,000.00
➤ Dinner – Friday Evening	\$8,000.00 - SPONSORED
➤ Dinner – Saturday Evening	\$12,000.00
<b>SILVER SPONSOR:</b>	<b>\$2,500.00 to \$5,000.00</b>
➤ Breakfast – Friday	\$2,000.00
➤ Breakfast - Saturday	SPONSORED – TOWN OF HIGH LEVEL
➤ Lunch - Friday	\$4,000.00
➤ Live Music – Saturday Night Banquet	\$3,000.00
➤ Signage	\$3,000.00 - SPONSORED
➤ Facility Rental	\$4,000.00
➤ Ultimate Trapper Competition	\$2,500.00
➤ Fur Handling Competition	\$3,500.00
<b>BRONZE SPONSOR:</b>	<b>\$1,000.00 TO \$2,500.00</b>
➤ Kids' Corner – Events for Youth under 12 years of age	\$750.00
➤ Guest Speakers	\$1500.00

All donations will be recognized with bulletins and signage at the venue, live announcements during the Rendezvous, publication in the local newspapers and the Alberta Trapper magazine. All event sponsors are encouraged to provide a sign of their choosing to be displayed at their specific venue as well.

Any support that you are able to provide, is greatly appreciated.

Complimentary tickets to the Saturday night banquet are also provided. Gold sponsors receive a complimentary table for 8, silver sponsors receive 6 complimentary tickets and Bronze sponsors receive two complimentary tickets. We encourage you to visit us this summer and enjoy the **Rendezvous "Under the Midnight Sun."**

Additional information about the 2017 Rendezvous is available on the website: [www.albertatrappers.com](http://www.albertatrappers.com)  
Other inquiries may be directed to:

Chairman of the 2017 Rendezvous – Terry Batt – [tjbatt@cciwireless.ca](mailto:tjbatt@cciwireless.ca)  
Alberta Trappers' Association Office – [info@albertatrappers.com](mailto:info@albertatrappers.com)  
President Anne Coles – [annecoles@telus.net](mailto:annecoles@telus.net)

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**Alberta Trappers' Association**  
**44<sup>th</sup> Annual Rendezvous Banquet & Dance**

Saturday, July 1, 2017

**Sports Complex (101 – 105<sup>th</sup> Avenue) High Level**

Silent Auction & Cocktails: 5:00 p.m.

Dinner: 6:00 p.m.

Presentations & Awards: 8:00 p.m.

Dance to Overflow

\$49.00 per person

Co-hosted by the High Level Local and the ATA

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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Karen Huff, Director of Finance</b>
<b>Title:</b>	<b>Additional Named Insured – The Friends of The Old Bay House Society</b>

**BACKGROUND / PROPOSAL:**

As per Policy ADM018, Insurance Coverage for Not-for-Profit Organizations, Mackenzie County offers the following insurance to not-for-profit organizations upon written request:

- Bond & Crime
- Comprehensive General Liability
- General Property Insurance

**OPTIONS & BENEFITS:**

The additional named insured program is established through Jubilee Insurance to provide reasonably priced insurance to not-for-profit organizations.

An application has been received from The Friends of The Old Bay House Society, requesting insurance coverage through Mackenzie County.

**COSTS & SOURCE OF FUNDING:**

The Friends of The Old Bay House Society will pay the appropriate premiums.

**SUSTAINABILITY PLAN:**

Author: J.V. Batt Reviewed by: K. Huff CAO: Len Racher

**COMMUNICATION:**

The Friends of The Old Bay House Society re: Council's decision.  
Corporate Services staff re: administration of Council's decision.  
Jubilee Insurance re: application for insurance The Friends of The Old Bay House Society.

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the provision of insurance coverage to The Friends of The Old Bay House Society, on a cost recovery basis, through the Jubilee Additional Named Insured Program be approved.

Author: J.V. Batt      Reviewed by: K. Huff      CAO: Len Racher

**The Friends of the Old Bay House Society**

**Box 1061, Fort Vermilion, Alberta T0H 1N0**

November 14, 2016

Elizabeth Nyakahuma  
Finance Officer, Mackenzie County  
Box 640  
Fort Vermilion, AB T0H 1N0

Dear Elizabeth Nyakahuma:

**Re: Old Bay House Insurance Application**

Further to our conversation of November 9, 2016, we submit the enclosed application for insurance for the Old Bay House in Fort Vermilion.

Thank you for your assistance.

Sincerely,



G.A. Toews

Treasurer

780 247 0773







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Dave Fehr, Director of Operations</b>
<b>Title:</b>	<b>Policy PW009 Dust Control</b>

**BACKGROUND / PROPOSAL:**

At the April 26, 2017 Council Meeting, Policy PW009 Dust Control was reviewed. The following motion was made:

**OPERATIONS: 13. a) Policy PW009 Dust Control**

**MOTION 17-04-302 MOVED** by Councillor Bateman

That Section 3 “Dust Control for Seniors” of Policy PW009 Dust Control be removed, and that the rest be amended as discussed

and brought back to council for final approval.

**CARRIED**

Proposed policy amendments are attached.

Subject to amendment for Policy PW009 Dust Control, the Fee Schedule Bylaw will be brought back to Council for amendments.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**Author:** S Wheeler **Reviewed by:** Dave Fehr **CAO:** \_\_\_\_\_

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Policy PW009 Dust Control be amended as presented.

Author: S Wheeler      Reviewed by: Dave Fehr      CAO: \_\_\_\_\_

# Mackenzie County

Title	DUST CONTROL	Policy No:	PW009
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Legislation Reference	Municipal Government Act, Section 18
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<b>Purpose</b> To establish the procedures and standards for dust control on municipal roads.
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## POLICY STATEMENT AND GUIDELINES

### 1. Definitions:

For the purpose of this Policy terms shall be defined as follows:

- a) A Senior Citizen residence is a residence where one primary resident is over the age of 65.
- b) High Traffic Roads are those gravel surfaced roads which are through roads or have a minimum of 4 residences that travel past the applicant's property, who live within 100 meters from the roadway.
- c) Property Owners are those private residents that own property in the County that is fronted by a municipal road.

### 2. Dust Control:

- a) The municipality may apply dust control at their own cost on an annual basis, provided there is funding in the budget, in the following areas:
  - i) Hamlet Residential (including Hamlet Country Residential)
  - ii) Hamlet Commercial
  - iii) Hamlet Industrial
  - iv) High traffic zones within the hamlets
  - v) School zones
  - vi) 1 passing zone every 30 km and at major intersections along County roads built to provincial highway standards.
  - vii) Areas where the County identifies a safety concern. ie. County haul roads, intersections
- b) The municipality shall consider extending their dust control service on municipal

roads to Property Owners at a fee established by the Fee Schedule Bylaw on a first come, first serve basis. The length of the dust control application shall be a maximum of 200 linear meters for any applicant and/or property owner, please see attached application form Schedule 'A'.

- c) Rural commercial/industrial ventures must apply dust control, at their own cost, to problem areas as determined by the municipality. Non-compliance of this policy shall result in the area being serviced by the municipality on a full cost recovery basis.

### ~~3. Dust Control for Seniors~~

- ~~a) Once annually the municipality may provide dust control for Senior Citizens at a cost, as outlined in the Fee Schedule Bylaw, who live adjacent to high traffic gravel surfaced roads. One primary resident at the site must be a senior citizen for the site to qualify under this policy. The residence must be within 100 meters from the roadway, please see attached application form Schedule 'A'.~~

### 4. Type of Dust Control Application

- a) Unless approved otherwise, the municipality's dust control agents shall be applied once in late spring. The application rate shall be as determined by the municipality.
- b) The municipality shall consider the impact on the environment and the financial resources available when it chooses dust control agents. Dust control agents must be approved by the appropriate government agency and be used in accordance with any relevant regulations and specifications.
- c) The municipality may authorize petroleum companies to spread oily by-products on municipal roads provided that
  - (i) the petroleum company has authorization from Alberta Environmental Protection, and other appropriate government agencies,
  - (ii) the application can be coordinated with municipal road maintenance programs, and
  - (iii) the application will not negatively impact the road.
- d) The municipality may authorize private residents to apply dust control on municipal roads adjacent to their property, as outlined in the attached application form Schedule 'B'.

### 5. Advertising

- a) A notice in the local newspaper annually in ~~January~~ **December** shall advise the ratepayers of this policy, its costs, and the procedure to have a dust control product applied on a road.
- b) Application forms will be **available** **accepted** from January 1 ~~to March 15~~ annually **until budget depletion**.
- ~~c) Late or subsequent dust control requests may be considered, on a first come first served basis, provided the County has an opportunity to accommodate the request.~~

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	05-Sep-00	00-489
<b>Amended</b>	07-May-02	02-314
<b>Amended</b>	12-Jun-03	03-387
<b>Amended</b>	02-Dec-03	03-588
<b>Amended</b>	25-May-05	05-285
<b>Amended</b>	08-May-07	07-426
<b>Amended</b>	13-Feb-12	12-02-093
<b>Amended</b>	12-Jun-12	12-06-397
<b>Amended</b>	29-Jul-15	15-07-507
<b>Amended</b>		





Mackenzie County

## REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Dave Fehr, Director of Operations</b>
<b>Title:</b>	<b>Bylaw 1042-16 Fee Schedule</b>

### **BACKGROUND / PROPOSAL:**

At the April 26, 2017 Council Meeting it was requested that the Fee Schedule Bylaw be brought back to Council for the purpose of reviewing fees relating to dust control.

**MOTION 17-04-303**      **MOVED** by Councillor Toews

That the Fee Schedule Bylaw be brought back to a future council meeting to deal with dust control.

**CARRIED**

A copy of the current Fee Schedule Bylaw is attached, refer to page 21 for the section relating to dust control fees.

### **OPTIONS & BENEFITS:**

Should changes be recommended to the Bylaw, administration will assign a new Bylaw number and the bylaw will require three readings.

### **COSTS & SOURCE OF FUNDING:**

### **SUSTAINABILITY PLAN:**

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

**COMMUNICATION:**

**RECOMMENDED ACTION:**

Simple Majority

Requires 2/3

Requires Unanimous

For discussion

Author: C. Gabriel Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



**BYLAW NO. 1042-16**

**BEING A BYLAW OF THE  
MACKENZIE COUNTY  
IN THE PROVINCE OF ALBERTA  
TO ESTABLISH A FEE SCHEDULE FOR SERVICES**

**WHEREAS**, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, requires fees to be established by bylaw.

**NOW THEREFORE**, the Council of Mackenzie County, in the province of Alberta, duly assembled, enacts as follows:

**1. SHORT TITLE**

This bylaw may be cited as the “Fee Schedule Bylaw”

2. That the fees for services be approved as follows:

**ADMINISTRATION**

<b>Item</b>	<b>Amount</b>	<b>GST</b>
Photocopying	\$0.25/sheet	Applicable
Laminating (up to 11 x 17")	\$10.00 per page	Applicable
Tax Certificates	\$25.00	N/A
Email, fax or written confirmation of assessment by legal description (legal description to be provided by a requestor in writing)	\$25.00/per request	Applicable
Compliance Certificates	\$50.00	N/A
Land Titles	As per Alberta Government rates in force at the time of the request plus 25% for administration	Applicable
County Ownership Maps 42" bond paper 50"-60" photo paper	\$25.00 \$90.00	Applicable
County Ownership Map Booklet –Laminated Individual Pages - Laminated	\$50.00 \$10.00	Applicable
Hamlet Maps Not laminated Laminated	\$10.00 \$40.00	Applicable

**ADMINISTRATION CONT'D**

<b>Item</b>	<b>Amount</b>	<b>GST</b>
Aerial Photos & Customized Prints	Size 8.5 x 11 to 11 x 17": black & white - \$5.00 color - \$10.00;  Size over 11 x 17 up to 30 x 41.5" black & white - \$50.00 color - \$100.00	Applicable
Boardroom Rental (no charge to non-profit community groups)	\$300.00/day \$150.00/half-day	Applicable
Council or other Board Minutes	\$5.00/set	Applicable

**APPEAL FEES**

Agricultural Appeal Board

<b>Relevant Act</b>	<b>Amount</b>	<b>GST</b>
Weed Control Act	\$500.00	N/A
Soil Conservation Act	\$50.00	N/A
Agricultural Pests Act	\$100.00	N/A

Note: The appeal fee shall be refunded to the appellant if the Board rules in favour of the appellant.

**RELEASE OF INFORMATION (FOIPP REQUESTS)**

Pursuant to the provisions of Section 95 of the Freedom of Information and Protection of Privacy Act RSA 2000, Chapter F-25, a local public body may set fees as required to process requests for information; however the fees must not exceed the fees provided for in the regulations.

Mackenzie County shall charge fees in accordance with the Freedom of Information and Protection of Privacy Regulation, AR186/2008, as amended from time to time or any successor Regulation that sets fees for requests for information from the Province.

\_\_\_\_\_  
 \_\_\_\_\_

**BUSINESS LICENSES**

Item	Amount	GST
<b>Fees:</b>		
Annual Business License (ABL) – Business Commencement until March 1 <sup>st</sup> – Mandatory	\$0.00	N/A
ABL – Subsequent Years – Mandatory	\$50.00	N/A
ABL – Amendment	\$25.00	N/A
ABL – Replacement	\$25.00	N/A
<b>Penalties:</b>		
No ABL (false information, etc.) – 1 <sup>st</sup> Offence	\$250.00	N/A
No ABL (false information, etc.) – 2 <sup>nd</sup> Offence	\$500.00	N/A
Failure to Comply with ABL – 1 <sup>st</sup> Offence	\$250.00	N/A
Failure to Comply with ABL – 2 <sup>nd</sup> Offence	\$500.00	N/A
Failure to Display ABL	\$50.00	N/A

**HAWKERS AND PEDDLERS LICENSE**

Item	Amount	GST
<b>Fees:</b>		
Application Processing Fee	\$100.00	N/A
Operational Fee – Per Day	\$30.00	N/A
<b>Penalties:</b>		
First Offense	\$100.00	N/A
Second Offense	\$500.00	N/A
Third & Subsequent Offenses	\$1,000.00	N/A
Failure to Report Operational Days	Invoice for total operational business days in a year	N/A

**DEVELOPMENT**

<b>Item</b>	<b>Amount</b>	<b>GST</b>
Area Structure Plan	\$25.00 Hard Copy	Applicable
Municipal Development Plan	\$50.00 Hard Copy	Applicable
Land Use Bylaw	\$50.00 Hard Copy	Applicable
General Municipal Standards Manual	\$50.00 Hard Copy	Applicable
File Search	\$50.00	Applicable
Written Zoning Confirmation Request	\$25.00 Per Lot	Applicable
Compliance Request – Residential	\$50.00 Per Lot	Applicable
Compliance Request – Commercial/Industrial	\$75.00 Per Lot	Applicable
Revised Letter of Compliance (within 3 months)	50% of Full Price	Applicable
Rush Compliance Request (1-3 Business Days)	Double Listed Price	Applicable
Municipal Development Plan Amendment	\$2,000.00	N/A
Area Structure Plan Amendment	\$2,000.00	N/A
Land Use Bylaw Amendment	\$700.00	N/A
Land Use Bylaw Rezoning	\$400.00	N/A
Road Closure Bylaw	\$400.00	N/A
Bylaw Amendment Advertising & Notification Cost	Invoice According to Cost + 5% Administration Fee	Applicable
Development Permit - Other than Commercial or Industrial – Permitted Use	\$50.00	N/A
Development Permit - Other than Commercial or Industrial – Permitted Use with Variance	\$90.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use	\$90.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use with Variance	\$90.00	N/A
Development Permit – Commercial and Industrial – Permitted Use	\$100.00	N/A

**DEVELOPMENT CONT'D**

<b>Item</b>	<b>Amount</b>	<b>GST</b>
Development Permit – Commercial and Industrial – Permitted Use with Variance	\$150.00	N/A
Development Permit – Commercial and Industrial – Discretionary Use	\$150.00	N/A
Development Permit – Commercial and Industrial – Discretionary Use with Variance	\$150.00	N/A
Development Permit after Legal Counsel Intervention	Permit Cost Plus Legal Fee Cost	NA
Development Permit Time Extension	\$50.00	N/A
Development Prior to Development Permit Issuance	1 <sup>st</sup> Offence - \$250.00 Fine 2 <sup>nd</sup> Offence - \$500.00 Fine 3 <sup>rd</sup> Offence - \$1,000.00 Fine	N/A
Subdivision and Development Appeal (refundable if appeal is successful)	\$250.00	N/A
Subdivision Revision/Re-Advertising Fee	\$250.00	N/A
Subdivision Time Extension (Single Lot)	\$250.00	N/A
Subdivision Time Extension (Multi-Lot)	\$500.00	N/A
Subdivision or Boundary Adjustment Application (all or a portion of the subdivision application may be refundable at the discretion of the MPC)	\$700 + \$200/lot created	N/A
Rural Addressing Sign – required only after initial Rural Addressing Project is complete (required for all new rural yardsites, either at time of Subdivision or Development Permit approval, whichever occurs first)	\$70.00	Applicable

Note: Stop Orders will be issued and delivered to the site and/or the individual(s) conducting unauthorized development requiring all construction to cease immediately and to remain ceased until such time as the necessary Development Permit has been applied for and approved.

**SAFETY CODES FEES**

**BUILDING PERMIT FEES**

<b>RESIDENTIAL</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
Main Floor (basement included)	\$0.65/sq ft	\$0.55/sq ft
Additional Storey's	\$0.40/sq ft	\$0.30/sq ft
Garages (Attached/Detached)/Sheds (over 200 sq ft)	\$0.40 sq/ft	\$0.30/sq ft
Additions	\$0.50/sq ft	\$0.40/sq ft
Relocation of a Building on a Basement or Crawlspace	\$0.60/sq ft	\$0.50/sq ft
Placement of House/Modular/Mobile Home/Garage/Addition only	\$175.00	\$150.00
Major Renovations (Any Structural Change)	\$0.50/sq ft	\$0.40 sq ft

Fireplaces/Wood Burning Appliances	\$175.00	\$150.00
Decks (Greater Than 2 Feet Above Grade)	\$175.00	\$150.00
Minimum Residential Building Permit Fee	\$175.00	\$150.00

<b>COMMERCIAL/ INDUSTRIAL/ INSTITUTIONAL</b>
\$6.00 per \$1,000 of project value
Minimum fee is \$300.00
Notes: 1. Project value is based on the actual cost of material and labour. 2. Verification of cost may be requested prior to permit issuance.

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**SAFETY CODES FEES CONT'D**

**ELECTRICAL PERMIT FEES**

<b>RESIDENTIAL INSTALLATIONS</b>		
<b>Square footage of area to be wired</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
Up to 1200	\$218.50	\$184.00
1201 to 1500	\$287.50	\$218.50
1501 to 2000	\$327.75	\$276.00
2001 to 2500	\$362.25	\$299.00
2501 to 3000	\$391.00	\$322.00
3001 to 3500	\$419.75	\$345.00
3501 to 4000	\$437.00	\$368.00
4001 to 5000	\$460.00	\$402.50

<b>DESCRIPTION</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
Mobile/Modular Home Connection only	\$115.00	\$86.25
Temporary and Underground Services (125 amps or less)	Contractor Required	\$86.25

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

<b>OTHER THAN NEW RESIDENTIAL</b>		
<b>INSTALLATION COST</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
\$0 – 300	\$97.75	\$86.25
\$301 – 500	\$109.25	\$97.75
\$501 – 1,000	\$120.75	\$109.25
\$1,001 – 1500	\$132.25	\$120.75
\$1,501 – 2,000	\$143.75	\$132.25
\$2,001 – 2,500	\$155.25	\$138.00
\$2,501 – 3,000	\$161.00	\$143.75
\$3,001 – 3,500	\$169.05	\$149.50

**SAFETY CODES FEES CONT'D**

<b>INSTALLATION COST</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
\$3,501 – 4,000	\$179.40	\$155.25
\$4,001 – 4,500	\$198.95	\$165.60
\$4,501 – 5,000	\$203.55	\$170.20
\$5,001 – 5,500	\$219.65	\$182.85
\$5,501 – 6,000	\$230.00	\$192.05
\$6,001 – 6,500	\$238.05	\$198.95
\$6,501 – 7,000	\$248.40	\$207.00
\$7,001 – 7,500	\$258.75	\$216.20
\$7,501 – 8,000	\$269.10	\$224.25
\$8,001 – 8,500	\$278.30	\$232.30
\$8,501 – 9,000	\$288.65	\$240.35
\$9,001 – 9,500	\$299.00	\$249.55
\$9,501 – 10,000	\$309.35	\$257.60
\$10,001 – 11,000	\$317.40	\$264.50
\$11,001 – 12,000	\$327.75	\$273.70
\$12,001 – 13,000	\$338.10	\$281.75
\$13,001 – 14,000	\$348.45	\$290.95
\$14,001 – 15,000	\$357.65	\$297.85
\$15,001 – 16,000	\$378.35	\$304.75
\$16,001 – 17,000	\$388.70	\$315.10
\$17,001 – 18,000	\$396.75	\$324.30
\$18,001 – 19,000	\$407.10	\$331.20
\$19,001 – 20,000	\$419.75	\$339.25
\$20,001 – 21,000	Contractor required	\$348.45
\$21,001 – 22,000	Contractor required	\$350.75
\$22,001 – 23,000	Contractor required	\$359.95
\$23,001 – 24,000	Contractor required	\$368.00
\$24,001 – 25,000	Contractor required	\$377.20



**SAFETY CODES FEES CONT'D**

<b>INSTALLATION COST</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
\$25,001 – 26,000	Contractor required	\$384.10
\$26,001 – 27,000	Contractor required	\$393.30
\$27,001 – 28,000	Contractor required	\$401.35
\$28,001 – 29,000	Contractor required	\$410.55
\$29,001 – 30,000	Contractor required	\$417.45
\$30,001 – 31,000	Contractor required	\$424.35
\$31,001 – 32,000	Contractor required	\$430.10
\$32,001 – 33,000	Contractor required	\$437.00
\$33,001 – 34,000	Contractor required	\$445.05
\$34,001 – 35,000	Contractor required	\$450.80
\$35,001 – 36,000	Contractor required	\$457.70
\$36,001 – 37,000	Contractor required	\$463.45
\$37,001 – 38,000	Contractor required	\$470.35
\$38,001 – 39,000	Contractor required	\$477.25
\$39,001 – 40,000	Contractor required	\$483.00
\$40,001 – 41,000	Contractor required	\$491.05
\$41,001 – 42,000	Contractor required	\$496.80
\$42,001 – 43,000	Contractor required	\$503.70
\$43,001 – 44,000	Contractor required	\$510.60
\$44,001 – 45,000	Contractor required	\$516.35
\$45,001 – 46,000	Contractor required	\$523.25
\$46,001 – 47,000	Contractor required	\$529.00
\$47,001 – 48,000	Contractor required	\$537.05
\$48,001 – 49,000	Contractor required	\$543.95
\$49,001 – 50,000	Contractor required	\$549.70
\$50,001 – 60,000	Contractor required	\$608.35
\$61,001 – 70,000	Contractor required	\$675.05
\$70,001 – 80,000	Contractor required	\$740.60

**SAFETY CODES FEES CONT'D**

<b>INSTALLATION COST</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
\$80,001 – 90,000	Contractor required	\$807.30
\$90,001 – 100,000	Contractor required	\$872.85
\$100,001 – 110,000	Contractor required	\$906.20
\$110,001 – 120,000	Contractor required	\$954.50
\$120,001 – 130,000	Contractor required	\$1,005.10
\$130,001 – 140,000	Contractor required	\$1,054.55
\$140,001 – 150,000	Contractor required	\$1,104.00
\$150,001 – 160,000	Contractor required	\$1,153.45
\$160,001 – 170,000	Contractor required	\$1,204.05
\$170,001 – 180,000	Contractor required	\$1,252.35
\$180,001 – 190,000	Contractor required	\$1,302.95
\$190,001 – 200,000	Contractor required	\$1,351.25
\$200,001 – 210,000	Contractor required	\$1,385.75
\$210,001 – 220,000	Contractor required	\$1,451.30
\$220,001 – 230,000	Contractor required	\$1,500.75
\$230,001 – 240,000	Contractor required	\$1,550.20
\$240,001 – 250,000	Contractor required	\$1,600.80
\$250,001 – 300,000	Contractor required	\$1,748.00
\$300,001 – 350,000	Contractor required	\$1,913.60
\$350,001 – 400,000	Contractor required	\$2,079.20
\$400,001 – 450,000	Contractor required	\$2,244.80
\$450,001 – 500,000	Contractor required	\$2,409.25
\$500,001 – 550,000	Contractor required	\$2,574.85
\$550,001 – 600,000	Contractor required	\$2,740.45
\$600,001 – 650,000	Contractor required	\$2,906.05
\$650,001 – 700,000	Contractor required	\$3,070.50
\$700,001 – 750,000	Contractor required	\$3,236.10
\$750,001 – 800,000	Contractor required	\$3,401.70

**SAFETY CODES FEES CONT'D**

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$800,001 – 850,000	Contractor required	\$3,567.30
\$850,001 – 900,000	Contractor required	\$3,731.75
\$900,001 – 950,000	Contractor required	\$3,897.35
\$950,001 – 1,000,000	Contractor required	\$4,062.95

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**ANNUAL ELECTRICAL PERMIT PROCESS**

An Annual Electrical Permit may be issued to an establishment that employs a full time qualified Electrician or hires an electrical contractor to perform minor electrical upgrades or renovations (an electrical project value of less than \$10,000.00) on the premises identified on the permit application. Installations over \$10,000.00 in job value require a separate electrical permit.

The establishment shall maintain a current and accurate two-year record of all electrical upgrades or renovations and shall make it available to Mackenzie County upon request. The establishment is responsible for the electrical work required to satisfactorily complete the electrical installation covered by the permit.

A single Annual Electrical Permit may be issued to cover all minor electrical upgrades or renovations performed during a full calendar year or for a lesser period of time when required. The permit fee shall be based on a full calendar year.

ANNUAL ELECTRICAL PERMIT FEES	
Rating of Establishment (KVA)	Fee
100 or less	\$345.00
101 to 2,500	\$345.00 plus \$15.00 per 100 KVA over 100 KVA
2,501 to 5,000	\$759.00 plus \$12.00 per 100 KVA over 2,500 KVA
5,001 to 10,000	\$1,104.00 plus \$9.00 per 100 KVA over 5,000 KVA
10,001 to 20,000	\$1,621.50 plus \$6.00 per 100 KVA over 10,000 KVA
Over 20,000	\$2,311.50 plus 3.00 per 100 KVA over 20,000 KVA

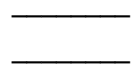
\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**SAFETY CODES FEES CONT'D**

**GAS PERMIT FEES**

<b>RESIDENTIAL INSTALLATIONS, INCLUDING MOBILE HOMES</b>		
<b>Number of Outlets</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
1	\$97.75	\$86.25
2	\$120.75	\$97.75
3	\$143.75	\$120.75
4	\$179.40	\$149.50
5	\$224.25	\$187.45
6	\$247.25	\$205.85
7	\$269.10	\$224.25
8	\$289.80	\$241.50
9	\$313.95	\$262.20
10	\$336.95	\$280.60
11	\$350.75	\$292.10
12	\$365.70	\$304.75
13	\$379.50	\$316.25
14	\$395.60	\$330.05
15	\$409.40	\$341.55
16	\$426.65	\$355.35
17	\$440.45	\$366.85
18	\$455.40	\$379.50
19	\$469.20	\$391.00
20	\$485.30	\$404.80
<b>Add \$15.00 per outlet over 20</b>		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



**SAFETY CODES FEES CONT'D**

**GAS PERMIT FEES - RESIDENTIAL**

<b>RESIDENTIAL PROPANE TANK SET</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
Propane Tank Set	\$103.50	\$86.25
Additional Propane Tanks	\$15.00/tank	\$15.00/per tank
Temporary Heat	\$115.00	\$86.25

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**SAFETY CODES FEES CONT'D**

<b>GAS PERMIT FEES - NON-RESIDENTIAL</b>		
<b>NON-RESIDENTIAL INSTALLATIONS</b>		
<b>BTU Input</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
0-100,000	Contractor Required	\$86.25
100,001-110,000	Contractor Required	\$97.75
110,001-120,000	Contractor Required	\$109.25
120,001-130,000	Contractor Required	\$143.75
130,001-140,000	Contractor Required	\$155.25
140,001-150,000	Contractor Required	\$166.75
150,001-170,000	Contractor Required	\$172.50
170,001-190,000	Contractor Required	\$178.25
190,001-210,000	Contractor Required	\$184.00
210,001-230,000	Contractor Required	\$189.75
230,001-250,000	Contractor Required	\$195.50
250,001-300,000	Contractor Required	\$201.25
300,001-350,000	Contractor Required	\$207.00
350,001-400,000	Contractor Required	\$218.50
400,001-450,000	Contractor Required	\$224.25
450,001-500,000	Contractor Required	\$230.00
500,001-550,000	Contractor Required	\$235.75
550,001-600,000	Contractor Required	\$241.50
600,001-650,000	Contractor Required	\$253.00
650,001-700,000	Contractor Required	\$264.50
700,001-750,000	Contractor Required	\$276.00
750,001-800,000	Contractor Required	\$287.50
800,001-850,000	Contractor Required	\$299.00
850,001-900,000	Contractor Required	\$310.50
900,001-950,000	Contractor Required	\$322.00
950,001-1,000,000	Contractor Required	\$333.50
<b>Add \$8.00 for each 100,000 BTU (or portion thereof) over 1,000,000 BTU</b>		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**SAFETY CODES FEES CONT'D**

**GAS PERMIT FEES - NON-RESIDENTIAL**

<b>NON-RESIDENTIAL INSTALLATIONS</b>		
<b>TEMPORARY HEAT</b>		
<b>BTU Input</b>	<b>OWNER</b>	<b>CONTRACTOR</b>
0 to 250,000	Contractor Required	\$86.25
250,001 to 500,000	Contractor Required	\$143.75
Over 500,000	Contractor Required	\$143.75 plus \$10.00 per 100,000 BTU (or portion thereof) over 500,000 BTU

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

<b>REPLACEMENT GAS APPLIANCES</b>		
<b>BTU Input</b>	<b>OWNER</b>	<b>CONTRACTOR</b>
0 to 400,000	Contractor Required	\$92.00
400,001 to 1,000,000	Contractor Required	\$172.50
Over 1,000,000	Contractor Required	\$172.50 plus \$5.00 per 100,000 BTU (or portion thereof) over 1,000,000 BTU

<b>NON- RESIDENTIAL PROPANE TANK SET</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
Propane Tank Set	Contractor Required	\$86.25
Additional Propane Tanks	Contractor Required	\$15.00/per tank
Gas/Propane Cylinder Refill Center	Contractor Required	\$172.50

Grain Dryer	Contractor Required	\$287.50
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**SAFETY CODES FEES CONT'D**

**PLUMBING PERMIT FEES**

<b>RESIDENTIAL INSTALLATIONS</b>		
<b>Number of Fixtures</b>	<b>HOMEOWNER</b>	<b>CONTRACTOR</b>
1	\$97.75	See contractor fees
2	\$109.25	See contractor fees
3	\$120.75	See contractor fees
4	\$132.25	See contractor fees
5	\$143.75	See contractor fees
6	\$155.25	See contractor fees
7	\$161.00	See contractor fees
8	\$171.35	See contractor fees
9	\$188.60	See contractor fees
10	\$202.40	See contractor fees
11	\$213.90	See contractor fees
12	\$224.25	See contractor fees
13	\$234.60	See contractor fees
14	\$247.25	See contractor fees
15	\$257.60	See contractor fees
16	\$269.10	See contractor fees
17	\$281.75	See contractor fees
18	\$289.80	See contractor fees
19	\$302.45	See contractor fees
20	\$313.95	See contractor fees
<b>Add \$8.00 for each fixture over 20</b>		

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



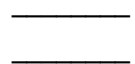
**SAFETY CODES FEES CONT'D**

**PLUMBING PERMIT FEES**

Number of Fixtures	CONTRACTOR
1	\$86.25
2	\$97.75
3	\$103.50
4	\$109.25
5	\$120.75
6	\$126.50
7	\$132.25
8	\$142.60
9	\$157.55
10	\$169.05
11	\$178.25
12	\$187.45
13	\$195.50
14	\$205.85
15	\$215.05
16	\$224.25
17	\$234.60
18	\$241.50
19	\$251.85
20	\$262.20
21	\$269.10
22	\$278.30
23	\$285.20
24	\$292.10
25	\$301.30

Number of Fixtures	CONTRACTOR
26	\$308.20
27	\$315.10
28	\$324.30
29	\$331.20
30	\$338.10
31	\$347.30
32	\$355.35
33	\$361.10
34	\$370.30
35	\$378.35
36	\$385.25
37	\$393.30
38	\$401.35
39	\$410.35
40	\$416.30
41	\$424.35
42	\$433.55
43	\$439.30
44	\$447.35
45	\$456.55
46	\$462.30
47	\$470.35
48	\$479.55
49	\$485.30
50	\$493.35

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560



**SAFETY CODES FEES CONT'D**

**PLUMBING PERMIT FEES**

Number of Fixtures	CONTRACTOR
51	\$500.25
52	\$506.00
53	\$511.75
54	\$517.50
55	\$525.55
56	\$532.45
57	\$537.05
58	\$543.95
59	\$549.70
60	\$556.60
61	\$561.20
62	\$568.10
63	\$575.00
64	\$580.75
65	\$586.50
66	\$592.25
67	\$600.30
68	\$606.05
69	\$611.80
70	\$617.55
71	\$624.45
72	\$631.35
73	\$635.95
74	\$642.85
75	\$648.60

Number of Fixtures	CONTRACTOR
76	\$655.50
77	\$660.10
78	\$667.00
79	\$675.05
80	\$680.80
81	\$683.10
82	\$686.55
83	\$688.85
84	\$692.30
85	\$694.60
86	\$699.20
87	\$701.50
88	\$704.95
89	\$709.55
90	\$710.70
91	\$713.00
92	\$716.45
93	\$721.05
94	\$723.35
95	\$726.80
96	\$730.25
97	\$733.70
98	\$734.85
99	\$738.30
100	\$741.75

**Add \$1.00 for each fixture over 100**

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

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**SAFETY CODES FEES CONT'D**

**PRIVATE SEWAGE TREATMENT SYSTEMS**

DESCRIPTION OF WORK	HOMEOWNER	CONTRACTOR
Holding Tanks and Open Discharges	\$200.00	\$200.00
Fields, Mounds, Sand Filters, Treatment Tanks, etc	\$275.00	\$275.00

\* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

**OTHER CHARGES AND PAYMENTS**

Mackenzie County will collect all permit fees and no remuneration will be remitted to the contracted Safety Codes Agency until such time as the permit is closed in accordance with Mackenzie County's Quality Management Plan (QMP). The contracted Safety Codes Agency will invoice and return closed permits to the County on a monthly basis.

Charges for additional services are as follows:

DESCRIPTION OF SERVICE	HOURLY CHARGE
Appeal services	\$75.00
Audit Representation	No charge
Code Seminars	No charge
Consultative Services	\$75.00
Emergency Services	\$125.00
Enforcement Services	No charge
Investigation Services	\$125.00
Public Works Complaints	No charge

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**SAFETY CODES FEES CONT'D**

**Additional Inspection Services**

In addition to addressing the needs of Mackenzie County's Accreditation, the contracted Safety Codes Agency shall offer to the residents of the County additional Inspection Services.

These types of inspections may not be required under County Accreditation but are, none the less, important services Mackenzie County's residents need on a fairly regular basis. These fees shall be at a competitive rate and billed directly to the customer by the contracted Safety Codes Agency. The County will advise residents that these services are available from the contracted agency, and that they are also free to hire other private firms to complete their required inspections.

- Wood Stove Inspections,
- Progress Payment Inspections (Bank Inspections),
- Insurance Inspections,
- Electrical Equipment Approvals
- Code Seminars in all disciplines for local contractors.

<b>MISCELLANEOUS</b>
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DESCRIPTION	FEE
Permit Cancellation – before plan review complete	Complete refund minus \$50
Permit Cancellation – after plan review complete	65% of permit fee
Amendments to Permit Application	Any additional fees shall be payable and any decrease in permit fees over \$20 shall be refunded
Permit Extension Requests	Shall be provided in writing and must contain reason for request and additional time requested. Permit extensions, where granted, shall be provided in writing.
Contractor's failure to obtain the proper permits, for the discipline in which they practice, prior to work commencement – due to negligence and/or repeat offences.	2 times the fee shown in the Fee Schedule Bylaw

**PUBLIC WORKS**

<b>Item</b>	<b>Amount</b>	<b>GST</b>
Winter Snowplowing Indicator Sign	\$15.00	Applicable
Winter Maintenance Snowplowing Service	\$20.00 /up to 1/4 mile (400m)	Applicable
Senior/Handicapped Winter Snowplowing Indicator Sign	No Charge	N/A
Senior/Handicapped Snowplow Service (Where the Senior/Handicapped person lives in a rural residence where all other persons, excluding spouse or dependent, residing on the property are also Senior Citizens or Handicapped persons)	No Charge	N/A
Dust Control Calcium Chloride	\$500/200 linear meters per application	Applicable
Dust Control for Seniors	No Cost.	
TRAVIS Permits for Over Weight and Over Dimensional Vehicles on the following roads: <ul style="list-style-type: none"> <li>• 88 Connector</li> <li>• Assumption (Chateh)</li> <li>• Fox Lake Road</li> <li>• Wadlin Lake Road</li> <li>• Watt Mountain Road (Hutch Lake)</li> <li>• Zama Access</li> </ul>	\$35.00 Non-Refundable	N/A

**EQUIPMENT AND LABOUR**

<b>Item</b>	<b>Amount</b>	<b>GST</b>
Sewer Auger	\$20.00 per hour \$100.00 per 24 hours	Applicable
Water Line Thawing Unit	\$20.00 per hour \$100.00 per 24 hours	Applicable
Sewer Line Camera	\$150.00 per hour (minimum charge \$350.00)	Applicable
Sanding Unit & Tandem Truck	\$110.00/hour (minimum charge 1 hr)	Applicable
Alberta Agriculture's Irrigation Pump/Pipe	\$300.00/48 hours \$100.00/each additional 24 hours	Applicable
Labour	\$25.00 per hour (minimum charge 1 hr.)	Applicable
Weed Eater	\$30.00 per hour (minimum charge 1 hr.)	Applicable
35 HP Tractor Mower 6'	\$50.00 per hour (minimum charge 1 hr.)	Applicable
75 HP Tractor Mower 15'	\$75.00 per hour (minimum charge 1 hr.)	Applicable
Snow Removal within Road Right-of-Ways (Policy PW004)	100% of Alberta Roadbuilders Rates	Applicable

Note: County equipment that is not listed in this bylaw will be charged according to the current Alberta Roadbuilders and Heavy Equipment Association Equipment Rental Rates Guide.

**AIRPORTS**

Item	Amount	GST
Fuel Flow Charge	\$0.045 per liter for each liter of aviation fuel dispensed	Applicable
Land lease fee for hangars and associated uses	Fort Vermilion Airport – \$1.25 per square meter annually; La Crete Airport – \$1.30 per square meter annually	Applicable
Long Term Aircraft Parking (30 days or more)	\$250.00 annually (no power)	Applicable
Aircraft & Vehicle Parking	\$5.00 per day (power)	Applicable
Terminal Fees	No charge	N/A
Landing Fees	No charge	N/A

**SOLID WASTE**

**Section 1: Commercial, Construction, Industrial & Institutional Solid Waste Fees**

<b>At Regional Landfill</b>	
Current rate as set by the Mackenzie Regional Waste Management Commission	
<b>At Transfer Station</b>	
pickup truck (partial load)	\$5.00
pickup truck (full load)	\$10.00
Single axle larger than 1 ton	\$30.00
Trailers shorter than 8'	\$10.00
Trailers 8' - 20'	\$30.00
Trailers over 20'	\$50.00
Untarped loads of commercial, construction, industrial and/or institutional material	\$50.00
Tandem or tridem axle trucks are to be directed to the regional landfill.	

Definitions:

- a) **“Commercial waste”** means any waste generated from businesses such as stores, garages, hotels, motels and restaurants.
- b) **“Construction waste”** waste generated due to construction/demolition/renovation of property and or buildings.
- c) **“Industrial waste”** means any waste generated from an industry such as forestry and energy.
- d) **“Institutional”** is waste generated from institutions such as hospitals, schools, long-term care facilities and lodges.

Note: Residential and farming garbage (not including construction waste) is exempt from charges.

Note: Mackenzie County reserves the right to control the type and nature of refuse which may be deposited at the transfer station and no refuse may be deposited at the transfer station except in accordance with the transfer station operations manual.

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**SOLID WASTE CONT'D**

Section 2: Residential Waste Collection – Hamlet of La Crete

Residential Waste	Fees
Monthly Collection Waste	\$5.95 per month per residence
One-Time Use Refuse Bin Tags	\$1.50 per tag

The fees are applicable to all residential properties identified in the County's Hamlet Residential Waste Collection Bylaw.

**PARKS**

**Section 1: General Park Fees**

<b>Day Use</b>	<b>Overnight</b>	<b>Weekly</b>	<b>Shelter Rent</b>	<b>Seasonal or Monthly Camping Stalls</b>	<b>Marina Dock Rental</b>
<b>Wadlin Lake</b>					
No Charge	\$20	\$120	\$50/day for shelter rental	N/A	\$8/day with camping stall; \$10/day without camping stall
<b>Machesis Lake</b>					
No Charge	\$20	\$120	\$50/day for shelter rental	Non-Serviced: \$200/Month	N/A
<b>Machesis Lake Equine Campground</b>					
\$5/horse	\$20 plus \$5 per horse	\$120 plus \$5 per horse	N/A	N/A	N/A
<b>Hutch Lake</b>					
No Charge	\$20	\$120	\$50/day for shelter rental	N/A	N/A
<b>Zama Community Park</b>					
No Charge	Non-Serviced: \$10 Partially Serviced: \$15 Fully Serviced: \$20	Non-Serviced: \$60 Partially Serviced: \$90 Fully Serviced: \$100	\$50/day for shelter rental	<u>Monthly:</u> Non-Serviced: \$200 Partially Serviced: \$275 Fully Serviced: \$400	N/A
<b>Tourangeau Lake</b>					
No Charge	N/A	N/A	N/A	N/A	N/A
<b>Fort Vermilion Bridge Campsite</b>					
No Charge	N/A	N/A	N/A	N/A	N/A

**PARKS CONT'D**

**Section 2: Penalties**

The voluntary payment, which may be accepted in lieu of prosecution for a contravention of any of the sections set out below, shall be the sum set out opposite the section number:

<b>Section (Municipal Parks Bylaw)</b>	<b>Offence</b>	<b>Penalty</b>
Section 3.1 (a)	Fail to keep land in a clean/tidy condition	\$50.00
Section 3.1 (b)	Fail to comply with lawfully posted signs and/or notices	\$50.00
Section 3.2	Fail to restore land to a clean/tidy condition when vacating park	\$50.00
Section 3.3(a)	Interfere with others quiet enjoyment of park	\$50.00
Section 3.3(b)	Deface/injure/destroy object in park	\$75.00
Section 3.3(c)	Excavate or remove plants/plant fixtures from a park	\$75.00
Section 3.3(d)	Remove park equipment	\$75.00
Section 3.3(e)	Unauthorized display signs/ads in park	\$25.00
Section 3.3(f)	Remove/damage etc. authorized signs/notices in park	\$50.00
Section 3.3(g)	Bathe/clean clothing/ fish/utensils etc. at/near drinking fountain/pump in park	\$25.00
Section 3.4	Unauthorized construction in park	\$50.00
Section 3.5	Unauthorized business in park	\$50.00
Section 4.1	Failure to register when entering park	\$50.00
Section 4.2	Failure to obtain camping permit	\$50.00
Section 4.7	Camping in area not designated for that purpose	\$50.00
Section 4.8	Alteration of camping permit	\$50.00
Section 4.9	Failure to produce camping permit upon request	\$50.00
Section 4.12/4.13	Unauthorized combination of vehicles in campsite	\$50.00
Section 4.14	Camping more than fourteen consecutive days	\$50.00
Section 4.18	Failure to vacate site	cost recovery
Section 4.21	Remain in day use area after 11:00 p.m.	\$50.00
Section 6.1	Unlawfully enter/remain in park	\$50.00
Section 7.1	Set, light, or maintain fire in unauthorized place	\$50.00
Section 7.3	Set, light, or maintain fire after signs/notices have been erected prohibiting same	\$50.00

**PARKS CONT'D**

Section 2: Penalties Cont'd

<b>Section (Municipal Parks Bylaw)</b>	<b>Offence</b>	<b>Penalty</b>
Section 7.4	Leave fire unattended/allow to spread	\$50.00
Section 7.5	Deposit/dispose of hot coals/ashes etc. in unauthorized place	\$50.00
Section 7.6	Fail to extinguish fire etc. before leaving	\$50.00
Section 7.7	Remove firewood from a park	\$100.00
Section 8.1	Operate off-highway vehicle where prohibited	\$50.00
Section 8.2	Enter park when prohibited	\$50.00
Section 8.3	Parking in a manner or location that impedes traffic	\$50.00
Section 8.4	Exceed posted speed limit	\$50.00
Section 9.1(a)	Animal running at large	\$50.00
Section 9.1(b)	Animal in prohibited area	\$50.00
Section 9.7	Bring/allow horse/pony etc. unauthorized into the park	\$100.00
Section 10.1(a)	Deposit waste matter in unauthorized area of park	\$50.00
Section 10.1(b)	Deposit waste water or liquid waste in unauthorized area	\$250.00
Section 10.1(c)	Dispose of commercial/residential waste in park	\$50.00
Section 10.2	Fail to carry waste matter from areas in park without receptacles	\$50.00
Section 11.3	Attempt to enter park within 72 hours of removal from a park	\$100.00
Section 12.1	Discharging of firearm	\$100.00
Section 12.2	Improper storage of firearm	\$75.00
Section 12.3	Hang big game in park	\$50.00

**Note:**

Every person who contravenes a section of the Municipal Parks Bylaw is guilty of an offence and liable to the penalty as set out above or, on summary conviction to a fine not exceeding two thousand dollars (\$2,000.00) or imprisonment for a term of not more than six (6) months or to both a fine and imprisonment (in accordance with Provincial Regulations).

**TRAFFIC REGULATIONS**

Traffic Regulation Bylaw Part 2: Parking

<b>Section</b>	<b>Offence</b>	<b>Fine</b>
Section 3(1)(a)	Prohibited Parking – Emergency Exit Door	\$50.00
Section 3(1)(b)	Prohibited Parking – Entrance to Emergency Service	\$50.00
Section 4(1)	Park in No Parking Zone Prohibited by Traffic Control Device	\$30.00
Section 4(2)	Park in No Parking Zone During Prohibited Times	\$30.00
Section 5 (2)	Park in No Parking Zone Prohibited by Temporary Traffic Control Device	\$30.00
Section 6	Stop in a No Stopping Zone Prohibited by Traffic Control Device	\$30.00
Section 7(2)	Park in a Disabled Person’s Parking Space	\$50.00
Section 8(2)	Park in Fire Lane	\$50.00
Section 9	Park an Unattached Trailer on Highway	\$30.00
	Park in Alley	\$30.00

Traffic Regulation Bylaw Part 3: Rules for Operation of Vehicles

<b>Section</b>	<b>Offence</b>	<b>Fine</b>
Section 11(1)	Drive Tracking Vehicle on Highway Without Authorization	\$100.00
Section 11(2)	Fail to Produce Tracked Vehicle Authorization	\$50.00

Traffic Regulation Bylaw Part 4: Controlled and Restricted Highways

<b>Section</b>	<b>Offence</b>	<b>Fine</b>
Section 13(1)	Operate / Park Heavy Vehicle in Prohibited Area	\$75.00

Traffic Regulation Bylaw Part 5: Miscellaneous

<b>Section</b>	<b>Offence</b>	<b>Fine</b>
Section 14	Proceed Beyond Designated Point Near Fire	\$50.00
Section 15(1)	Cause Damage to Street Furniture	Court
Section 15(2)	Cause Damage to Highway	Court
Section 15(3)	Damage Costs for Sections 14(1) / 14(2)	amount expended

**TRAFFIC REGULATIONS CONT'D**

Note:

Every person who contravenes a section of the Traffic Regulation Bylaw is guilty of an offence and shall forfeit and pay a penalty as set out above or on summary conviction to a fine not exceeding Two Thousand Dollars (\$2,000.00) and/or imprisonment for not more than six (6) months.

Off-Highway Vehicles Bylaw Offences

<b>Section</b>	<b>Offence</b>	<b>Fine</b>
Section 5 (d)	Contravenes Off-Highway Vehicles Bylaw (First Offence)	\$50.00
Section 5 (e)	Contravenes Off-Highway Vehicles Bylaw (Second Offence)	\$100.00

**FIRE SERVICES FEES**

Provincial Roadways Incidents

Alberta Transportation Policy #TCE-DC-501 states that Alberta Transportation is to be invoiced for recovery of services according to the rates set in the policy.

Item	Amount
<b><i><u>Response fees including man power:</u></i></b>	
Pumper Unit	As per AT Policy #TCE-DC-501
Ladder Unit (Aerial)	As per AT Policy #TCE-DC-501
Tanker Unit	As per AT Policy #TCE-DC-501
Rescue Unit	As per AT Policy #TCE-DC-501
Command Unit	As per AT Policy #TCE-DC-501
Contracted Services (i.e water haulers, equipment, labour, etc.)	Road Builders Rates

ESRD Provincial Incidents – as per Mutual Aid Agreement

Item	Amount
Pumper Unit	\$400.00 per hour
Ladder Unit (Aerial)	\$400.00 per hour
Tanker Unit	\$400.00 per hour
Rescue Unit	\$400.00 per hour

ESRD Provincial Incidents – as per Mutual Aid Agreement

Item	Amount
Sprinkler Trailer	\$400.00 per day
Command Unit	\$200.00 per hour
Contracted Services (i.e water haulers, equipment, labour, etc.)	Road Builders Rates
<b><i><u>Manpower Fee:</u></i></b>	
Officers	\$50.00 per man hour
Firefighter	\$50.00 per man hour

**FIRE SERVICES FEES CONT'D**

Other Incidents:

<b>Item</b>	<b>Amount</b>
<b><i><u>Response fees including man power:</u></i></b>	
Pumper Unit	\$200.00 per hour
Ladder Unit (Aerial)	\$200.00 per hour
Tanker Unit	\$200.00 per hour
Rescue Unit	\$200.00 per hour
Shoring Equipment	\$200.00 per day
Great Wall Grain Rescue Equipment	\$200.00 per day
Sprinkler Trailer	\$400.00 per day
Contracted Services (i.e water haulers, equipment, labour, etc.)	Cost plus 15%
Consumable Items	Cost plus 15%
<b><i><u>Manpower Fee:</u></i></b> (if only manpower is requested/needed)	
Officers	\$25.00 per man hour
Firefighter	\$20.00 per man hour

Note:

- a) Travel time to and from the scene of an accident for non-provincial responses shall be free of charge;
- b) A residential invoice shall not exceed \$5,000 per incident. Residential means property that is not classed as farm land, machinery and equipment or non-residential by the County's assessor and as described in Municipal Government Act. When a titled property has multiple structures such as a residential and non-residential structure, a determination shall be made regarding origin of the fire by the Fire Chief. If the fire originated from the residential structure, the \$5,000 limit per incident shall apply.

False Alarms

<b>Item</b>	<b>Amount</b>
Response to False Alarm 1 <sup>st</sup> Call	No charge
(within same year as 1 <sup>st</sup> Call) 2 <sup>nd</sup> Call	\$100.00
(within same year as 1 <sup>st</sup> Call) 3 <sup>rd</sup> Call	\$200.00
(within same year as 1 <sup>st</sup> Call) 4 <sup>nd</sup> Call	\$300.00



**FIRE SERVICES FEES CONT'D**

Other Fees

<b>Item</b>	<b>Amount</b>
Violation Ticket*– 1 <sup>st</sup> Offence	\$250.00
Violation Ticket* – 2 <sup>st</sup> and Subsequent Offences	\$500.00
Fire Works Permit (no charge to non-profit groups)	\$50.00 per permit
Filling of Air Cylinders (breathing air)	\$25.00
Small cylinder (30 min)	\$100.00
Cascade cylinder	
Water Flow Testing Reports	\$100.00
File Search (fire inspections and investigations)	\$35.00 per search
Fire Permit	No charge
Fire Inspection Services Within the County	\$50.00 per hour plus expenses
Fire Inspection Services Outside of the County	\$75.00 per hour plus expenses
Re-inspection with Outstanding Fire Code Violations	\$50.00 per visit
Training course(s) to other individuals/groups	Cost plus \$15% administrative fee
Expert Witness Services – Civil Litigation	\$25.00 per hour to a maximum of \$350.00 per day plus expenses
Occupant Load Determination (no charge to non-profit groups)	\$100.00 per certificate

*\*As specified in Fire Services Bylaw*

Note:

- a) Every person who violates a provision of Fire Services Bylaw is guilty of an offense and is punishable upon summary conviction, to a fine not exceeding two thousand dollars (\$2,000.00) or to a term of imprisonment not exceeding one (1) year or to both.
- b) Nothing shall prevent a Peace Officer from:
  - (i) immediately issuing a Violation Ticket for the mandatory Court appearance to any person who contravenes any provision of the Mackenzie County Fire Services Bylaw, or
  - (ii) issuing a Voluntary Payment ticket in lieu of a mandatory Court appearance for \$100.00.

**DOG CONTROL FEES**

<b>Fees &amp; Penalties</b>	<b>General</b>	<b>Dogs</b>	<b>Dangerous Dogs</b>
Failure to obtain a valid license penalty		\$35.00	\$50.00
Failure to wear a dog tag penalty	\$35.00		
<b>Annual Fees</b>			
– neutered male or spayed female		\$10.00	\$50.00
– unneutered male or unspayed female		\$25.00	\$100.00
<b>Lifetime Fee</b>			
– neutered male or spayed female		\$50.00	\$50.00
– unneutered male or unspayed female		\$200.00	\$200.00
Replacement for misplaced, lost, or stolen dog tag	\$5.00		
Failure to obtain a kennel license penalty	\$50.00		
<b>Dog running at large – Handling fee</b>			
1 <sup>st</sup> offence		\$50.00	\$500.00
2 <sup>nd</sup> offence		\$100.00	\$1,000.00
3 <sup>rd</sup> offence and subsequent		\$200.00	\$1,500.00
Bite a person penalty		\$250.00	\$1,000.00
Injure a person penalty		\$250.00	\$1,000.00
Chase or threaten a person penalty		\$150.00	\$1,000.00
Bite, bark at, chase stock, bicycles, wheelchairs, or other vehicles penalty		\$250.00	\$1,000.00
Bark, howl or disturb any person penalty			\$50.00
Worry or annoy any other animal penalty	\$50.00		
Damage to public or private property penalty		\$50.00	\$250.00
Upset waste receptacles or scatter contents thereof (Section 1. (b) or Dog Control Bylaw)	\$100.00		

**DOG CONTROL FEES CONT'D**

<b>Fees &amp; Penalties</b>	<b>General</b>	<b>Dogs</b>	<b>Dangerous Dogs</b>
Leave dog unattended in motor vehicle penalty		\$50.00	\$250.00
Fail to provide water, food, shelter or proper care penalty	\$100.00		
Abuse or abandonment of dog penalty	\$250.00		
Dog in prohibited areas as set by Council penalty	\$100.00		
Failure to report dog with a communicable disease penalty	\$100.00		
Failure to confine a dog with a communicable disease penalty	\$100.00		
Failure to keep dog confined for nor less than ten (10) days penalty	\$50.00		
Interfere or threaten an Animal Control Officer penalty	\$250.00		
Induce a dog or assist a dog to escape capture penalty	\$250.00		
Falsely represent him/herself as being in charge of a dog penalty	\$100.00		
Allow, or attempt to allow, a dog(s) to escape from a vehicle, cage, or lice trap penalty	\$100.00		
Remove or attempt to remove a dog from an Animal Control Officer penalty	\$250.00		
Unconfined female dog in heat penalty	\$50.00		
Failure to remove defecation	\$50.00		
Impoundment fees (to be verified with the veterinarian)		Amount expended	Amount expended
Veterinary fees (to be verified with the veterinarian)		Amount expended	Amount expended
Destruction of dog fees (to be verified with the veterinarian)		Amount expended	Amount expended
Failure to keep a dangerous dog(s) confined penalty			\$500.00
Improper pen or other structure penalty			\$200.00
Give false information when applying for dangerous dog license penalty			\$500.00
Failure to keep dangerous dog muzzled penalty			\$500.00
Failure to harness of leash a dangerous dog properly penalty			\$500.00

**DOG CONTROL FEES CONT'D**

<b>Fees &amp; Penalties</b>	<b>General</b>	<b>Dogs</b>	<b>Dangerous Dogs</b>
Failure to keep a dangerous dog under the control of an adult person penalty			\$500.00

No penalties will be levied for “dog at large: under part 4 section 18 or 22 if impoundment fee and handling fees are paid.

Note:

- a) Any person who contravenes, disobeys, refuses or neglects to obey any provisions of this Bylaw is guilty of an offense and is liable on summary conviction to a fine not exceeding two thousand dollars (\$2,000) in addition to any other fees according to Mackenzie County Fee Schedule Bylaw, and in default of payment to imprisonment for a term not exceeding ninety (90) days.

**WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS**

**Water/Sewer Standard Rates**

Rate Description	Water Rates	Sewer Rates
Rates for Metered Users	\$37.04/month plus \$3.18 per m <sup>3</sup> of consumption	\$31.52/month plus \$0.73 per m <sup>3</sup> of water consumption
Rates for Cardlock Users (treated water)	\$3.18 per m <sup>3</sup> of consumption	\$0.73 per m <sup>3</sup> of water consumption
Rates for Cardlock Users (raw water)	\$2.31 per m <sup>3</sup> of consumption	N/A
High Level South Waterline	As per agreements	N/A

**Penalties**

One time 10% penalty will be charged on all current charges if the utility bill is not paid by the due date.

**Rural Potable Water Line Rates – Tie-in Directly to the Trunk Line**

**CLASS A**

Water/Sewer Standard Rates\*:

Rate Description	Water Rates	Sewer Rates
Rates for Metered Users	\$37.04/month plus \$3.18 per m <sup>3</sup> of consumption	\$0.73 per m <sup>3</sup> of water consumption

*Class A applies to those that paid the fee in full for rural water tie-in directly to the trunk line\*\* either through a lump sum payment of \$8,000 or by paying the phased rate.*

**CLASS B**

Water/Sewer Standard Rates\* **PLUS** \$133.34 per month (*the phased rate for a maximum five-year period per tie-in*):

Rate Description	Water Rates	Sewer Rates	Phased Rate
Rates for Metered Users	\$37.04/month plus \$3.18 per m <sup>3</sup> of consumption	\$0.73 per m <sup>3</sup> of water consumption	\$133.34 per month

*Class B applies to those that have not yet paid the fee for rural water tie-in directly to the trunk line\*\**

\_\_\_\_\_  
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**WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS CONT'D**

\*Monthly sewer rate of \$31.52 does not apply to customers that are not connected to the sewer collection system

\*\*Fee for rural water tie-in directly to the trunk line does not include the actual costs of service installation to the property line, a metering chamber and a meter, which must be paid prior to tie-in

**Fees and Deposits**

Description	Fee Amount
Application fee for new account move in	\$50.00
Transfer from one account to another	\$50.00
Reconnection of account due to non-payment of account	\$50.00
Fee for services required upon the request of the customer <u>within</u> the one (1) working day requirement (see Water & Sewer Services Bylaw)	\$50.00
Fee for hamlet water and/or sewer service tie-in	\$100.00
Fee for hamlet water and/or sewer main tie-in	\$500.00 plus cost of installation
Fee for rural water tie-in directly to the trunk line PLUS the actual costs of service installation to property line, a metering chamber and a meter	\$8,000.00
Fee for rural water tie-in to a lateral extension PLUS the actual costs of service installation to property line, a metering chamber and a meter	Cost recovery as determined for the specific areas and per Policy UT006 Water Servicing
Fee for rural water multi-lot subdivision PLUS the actual costs of service installation to property line, a metering chamber and a meter	\$2,800.00/lot
Fee for water meter testing. Refundable if variance of meter reading is greater than 3%.	\$100.00
Fee for County employee services during regular working hours required to construct, repair, inspect, or service where the responsibility for work was borne by the developer, consumer or corporation	\$75.00/hr (minimum 1 hr charge)
Fee for after hour emergency call out of County employee for services born by the consumer	\$100.00/hr (minimum 1 hr charge)
Deposit for cardlock	\$100.00 for residential \$500.00 for commercial
Lagoon Sewage Disposal Fees (agreement required)	\$25.00/Load–Single Axle Unit \$50.00/Load-Tandem Axle Unit \$75.00/Load-All units larger than tandem axle units including pup trailers

**WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS CONT'D**

- (i) Deposits may be transferable from one service to another by the same consumer.
- (ii) The fee shall be retained by Mackenzie County and applied against any outstanding balance upon disconnection of the service. In the event there is no outstanding balance or service charges remaining on the account upon disconnection of the service, Mackenzie County shall refund money to the customer within forty (40) days.
- (iii) In any case money deposited with Mackenzie County as a guarantee deposit remains unclaimed for a period of five years after the account of the consumer so depositing has been discontinued, the amount of the deposit shall be transferred to the general revenue account of Mackenzie County.
- (iv) Mackenzie County remains liable to repay the amount of the deposit to the person lawfully entitled thereto for a period of ten years next following the discontinuance of the account but after the ten year period the deposit becomes the absolute property of Mackenzie County free from any claim in respect thereof.

**Meter Fees**

<b>Size of Meter</b>	<b>Cost of Meter and Install</b>
5/8"	\$400.00
3/4" Residential	\$440.00
3/4" Commercial	\$520.00
1"	\$620.00
1 1/2"	\$980.00
2"	\$1,260.00

\* 15% administrative fee is included in all meter costs.

\*\* The consumer will be given the option of paying the complete cost upon application, having the cost applied to their first water bill, or having the cost applied to their water bill in 6 equal payments.

\*\*\* Meters of a greater size than identified above will be dealt with on an individual basis.

\_\_\_\_\_  
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**WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS CONT'D**

**Fines for Water/Sewer**

The voluntary payment, which may be accepted in lieu of prosecution for a contravention shall be the sum as set in the following table:

<b>Description</b>	<b>Penalty</b>
Failing to connect to Municipal Utility	\$2,500.00
Failing to provide grease, oil & sand traps & maintain catch basins	\$1,000.00
Interfering/Tampering with Municipal Utility	\$2,500.00
Operation or use of Municipal Utility without authorization	\$250.00
Failing to allow County staff or agent to enter premises	\$250.00
Failing to maintain water or sewer system	\$100.00
Failure to use proper material	\$250.00
<b>Description</b>	<b>Penalty</b>
Failure to install sewer backflow preventer	\$150.00
Failure to install cross connection control device	\$500.00
Failure to execute proper tapping or backfilling	\$250.00
Covering a water or sewer system prior to inspection	\$250.00
Failure to uncover a water or sewer system at the request of an authorized employee after it has been covered	\$500.00
Failure to report broken seal to County	\$50.00
Obstruction of Fire Hydrants/Valves	\$100.00
Illegal disposal of water	\$1,500.00
Well or other source of water supply	\$250.00
Illegal disposal in sewer or storm drainage system	\$2,500.00
Bringing sprayer equipment onto the potable water truckfill station (applicable to the Fort Vermilion location)	\$500.00

Note: A person who contravenes a provision of the Water and Sewer Bylaw is guilty of an offence and liable on summary conviction to the penalty as prescribed in this Bylaw or, on summary conviction to a fine not less than fifty (\$50.00) dollars and not more than five thousand (\$5,000.00) dollars, and in the event of a failure to pay the fine to imprisonment for a period not exceeding six (6) months.



3. Fees to neighbouring local governments may be subject to mutual aid agreements.
4. This Bylaw shall come into force and effect upon receiving third reading.
5. This Bylaw repeals Bylaw 1025-16 Fee Schedule.

In the event that this bylaw is in conflict with any other bylaw, this bylaw shall have paramountcy.

READ a first time this 14<sup>th</sup> day of June, 2016.

READ a second time this 14<sup>th</sup> day of June, 2016.

READ a third time and finally passed this 14<sup>th</sup> day of June, 2016.

(original signed)

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Bill Neufeld  
Reeve

(original signed)

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Joulia Whittleton  
Chief Administrative Officer





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Dave Fehr, Director of Operations</b>
<b>Title:</b>	<b>2017 Dust Control – Product, Cost and Locations</b>

## **BACKGROUND / PROPOSAL:**

Each year the County applies dust control to various locations in order to promote safety for motorists within the County.

Attached is a budget summary including quotes from suppliers and details of 2017 dust control costs.

Also, attached are maps of the areas where dust control is to be applied for the 2017 season.

## **OPTIONS & BENEFITS:**

For discussion and information.

## **COSTS & SOURCE OF FUNDING:**

To be funded from the 2017 approved operating budget.

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION:**

N/A

**Author:** S Wheeler      **Reviewed by:** Dave Fehr      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the dust control maps and summary be received for information.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the quote from Tiger Calcium be accepted as it has been a proven product and the application process is measurable, and that the lowest quote from Sands be accepted for the oil product for the 2017 dust control program.

**Author:** S Wheeler      **Reviewed by:** Dave Fehr      **CAO:** \_\_\_\_\_

# 2017 Dust Control - Calcium Chloride and Oil

## **2017 OPERATING DUST CONTROL BUDGET - SUMMARY:**

County Calcium Chloride Budget → \$510,000

Oil Budget → \$150,000

**County Total Dust Control Budget = \$660,000**

### **Calcium:**

*Quote 1: from Tiger Calcium Concentration is 35%*

Cost for Fort Vermilion & La Crete = 0.292/L and applied at 2.0 L/m<sup>2</sup> = 0.584 cents per square meter applied.

Cost for Zama = 0.305/L and at 2.0 L/m<sup>2</sup> = 0.61 cents per square meter applied.

*Quote 2: from Kortech Concentration is 32%*

Cost = 0.26/L and applied at (approximately) 2.0 L/m<sup>2</sup> = 0.52 cents per square meter applied.

### **Oil:**

*Quote 1: from Sands SB-90 – contains 14% asphalt*

Cost = 0.698/L and applied at 3 L/m<sup>2</sup> = \$2.094 per square meter applied.

*Quote 2: from Read on Roads SC250 – contains 56% asphalt*

Cost = 0.779/L and applied at 3 L/m<sup>2</sup> = \$3.337 per square meter applied.

# 2017 Dust Control - Calcium Chloride and Oil

## 2017 DUST CONTROL COSTS – DETAILS:

### FORT VERMILION

**Calcium Product Budget = \$165,000**

#### **ALLOCATED:**

**Fort Vermilion Hamlet (3.45 km)**

#### Calcium:

- Single year application for approximately 3450 meters x 8 meter wide application  
x .584 cents per m<sup>2</sup> = \$16,118.40 OR x .52 cents per m<sup>2</sup> = \$14,352.

**Fort Vermilion Rural Schools and Intersections (7.95 km)**

#### Calcium:

- Single year application for approximately 7950 meters x 8 meter wide application  
x .584 cents per m<sup>2</sup> = \$37,142.40 OR x .52 cents per m<sup>2</sup> = \$33,072.

**Fort Vermilion Rural Applications: (16 km) (40 Senior and 40 Regular Applications @ 200 meters each)**

#### Calcium:

- Single year application for approximately 16,000 meters x 8 meter wide application  
x .584 cents per m<sup>2</sup> = \$74,752. OR x .52 cents per m<sup>2</sup> = \$66,560.

\*\*\*\*\*

**Oil Product Budget = \$50,000**

**Fort Vermilion Rural Country Residential: (1 km)**

#### Oil:

- Apply oil layer for approximately 1000 meters x 8 meter wide application x \$2.094  
per m<sup>2</sup> = \$16,752. OR x \$3.337 per m<sup>2</sup> = \$26,696.

# 2017 Dust Control - Calcium Chloride and Oil

## LA CRETE

**Calcium Product Budget = \$225,000**

### **ALLOCATED:**

**La Crete Hamlet Country Residential and Industrial areas: (8.9 km)**

#### Calcium:

- Single year application for approximately 8,900 meters x 8 meter wide application x .584 cents per m<sup>2</sup> = \$41,580.80 OR x .52 cents per m<sup>2</sup> = \$37,024.

**La Crete Rural Schools and Intersections: (3 km)**

#### Calcium:

- Single year application for approximately 3000 meters x 8 meter wide application x .584 cents per m<sup>2</sup> = \$14,016. OR x .52 cents per m<sup>2</sup> = \$12,480.

**La Crete Rural Applications: (19 km) (35 Senior and 60 Regular Applications @ 200 meters each)**

#### Calcium:

- Single year application for approximately 19,000 meters x 8 meter wide application x .584 cents per m<sup>2</sup> = \$88,768. OR x .52 cents per m<sup>2</sup> = \$79,040.

\*\*\*\*\*

**Oil Product Budget = \$100,000**

**109 Ave, 113 St and 94 Ave west from Hamlet boundary to west of Country Residential: (3 km)**

#### Oil:

- Apply oil layer for approximately 3000 meters x 8 meter wide application x \$2.094 per m<sup>2</sup> = \$50,256. OR x \$3.337 per m<sup>2</sup> = \$80,088.

# 2017 Dust Control - Calcium Chloride and Oil

## **Bluehills Road: (1 km)**

### Oil:

- Apply oil layer for approximately 1000 meters x 8 meter wide application x \$2.094 per m<sup>2</sup> = \$16,752. OR x \$3.337 per m<sup>2</sup> = \$26,696.

\*\*\*\*\*  
\*\*\*\*\*

## **ZAMA**

**Calcium Product** = \$120,000

### **ALLOCATED:**

## **Zama Hamlet: (3.1 km)**

### Calcium:

- Single year application for approximately 3100 meters x 8 meter wide application x .61 cents per m<sup>2</sup> = \$15,128. OR x .52 cents per m<sup>2</sup> = \$12,896.

## **Zama Highway: (18 km)**

### Calcium:

- Single year application for approximately 18,000 meters x 8 meter wide application x .61 cents per m<sup>2</sup> = \$87,840. OR x .52 cents per m<sup>2</sup> = \$74,880.





April 27, 2017

Dave Fehr  
Director of Operations  
Mackenzie County  
9205 100 Street  
La Crete, AB T0H 2H0

**RE: Revised Price Quote - Mackenzie County - Dust Control 2017**

Dear Dave,

Thank you for considering Tiger Calcium as a supplier for Mackenzie County.

This letter serves as confirmation of the quote for pricing as requested. Pricing and related terms & conditions are outlined in detail in Appendix A attached.

This pricing offer will be in effect until the expiry date of May 26, 2017. Upon receipt of email confirmation of acceptance by Mackenzie County pricing will be locked in for the agreed upon term. Pricing for purchases prior to confirmation of acceptance or beyond the established term will be at list price in effect at that time unless updated pricing terms are agreed to. Pricing is offered based on the understanding that your organization is projected to use an estimated 1,750,000 liters for your 2017 Dust Control Program.

If you require additional information, please contact me at 780-955-5004, or by email at [cyankee@TigerCalcium.com](mailto:cyankee@TigerCalcium.com).

Sincerely,

Chris Yankee  
Inside Sales  
Tiger Calcium Services Inc.

Appendix A: "Price Quote"



**Appendix A:**

<b>Price Quote - Mackenzie County - Dust Control 2017 – La Crete, High Level and Fort Vermilion, AB</b>			
Product	UOM	Minimum Quantity (per UOM)	Price\$/UOM Delivered and Applied
Formula 35 Premium Dust Control (35% Calcium Chloride)	Liters	28,000 (full truckload)	0.292
Pricing is offered based on the understanding that your organization is projected to use an estimated 1,250,000 liters for your 2017 Dust Control Program.			
<b>Terms &amp; Conditions:</b> 1) Pricing is conditional upon Mackenzie County receiving approval of credit from Tiger Calcium Services Inc. 2) Pricing does not include GST, PST or other applicable taxes. 3) Prices have been quoted delivered to destination and applied. 4) Price quote is valid for 30 days. 5) Minimum purchase quantities must be met for pricing to be valid. 6) Price includes either 2 hours of spray time or 2 hours of unloading time per truckload.			

<b>Price Quote - Mackenzie County - Dust Control 2017 - Zama, AB</b>			
Product	UOM	Minimum Quantity (per UOM)	Price\$/UOM Delivered and Applied
Formula 35 Premium Dust Control (35% Calcium Chloride)	Liters	28,000 (full truckload)	0.305
Pricing is offered based on the understanding that your organization is projected to use an estimated 500,000 liters for your 2017 Dust Control Program.			
<b>Terms &amp; Conditions:</b> 1) Pricing is conditional upon Mackenzie County receiving approval of credit from Tiger Calcium Services Inc. 2) Pricing does not include GST, PST or other applicable taxes. 3) Prices have been quoted delivered to destination and applied. 4) Price quote is valid for 30 days. 5) Minimum purchase quantities must be met for pricing to be valid. 6) Price includes either 2 hours of spray time or 2 hours of unloading time per truckload.			



April 27<sup>th</sup>, 2017

Dave Fehr  
Director of Operations  
Mackenzie County  
9205 100 Street  
La Crete, AB T0H 2H0

Re: 2017 Dust Control Program

Dear Dave,

Tiger Calcium Services is pleased to have the opportunity to present this proposal for the 2017 dust control program for Mackenzie County. Tiger Calcium has unequaled knowledge, experience and expertise with dust control in the Province of Alberta and, specifically, within the Mackenzie County area. We are well-positioned to undertake this project and to provide unparalleled value for Mackenzie County as will be demonstrated in this proposal.

### **Summary of Proposed Offer**

Tiger Calcium Services will offer Mackenzie County a comprehensive, full-value program providing a reliable, single-source supply and application for the County's liquid calcium chloride requirements. We will offer Tiger Calcium's new Formula 35 Premium Dust Control providing a superior 35% calcium chloride solution for the County's dust control program. Additionally, Tiger will exceed all requirements for quality control, product availability, timely delivery and effective application.

The value proposition offered to Mackenzie County by Tiger Calcium is built on a foundation of stringent and dedicated product quality control, state-of-the-art Alberta-based refining facilities, supply certainty and reliability. This foundation is strengthened by our integrated, industry-leading transportation and distribution network that sets our company apart from all other calcium chloride suppliers.

Thank you for the opportunity to present our proposal for your consideration. We are available to answer any questions you might have regarding our response as you work through the evaluation process. We look forward to having the opportunity to work with Mackenzie County on the 2017 dust control program.

Sincerely,

Chris Yankee  
Outside Sales Representative  
Tiger Calcium Services Inc.





## **Added Value - Reliability – Quality - Expertise**

### **Experience**

In 2016, Tiger Calcium expertly provided dust control service for 26 projects across the four western provinces. Each of those projects totaled more than 1 Million Liters and were completed to specification and on schedule standing as evidence that the company has the necessary expertise to manage the scope of Mackenzie County project.

In general, Tiger Calcium Services brings over 30 years of experience in the production and application of premium calcium chloride encompassing thousands of dust suppression projects of varying sizes and complexity during that period with an exceptionally high customer satisfaction and retention rate. Our company has unequaled knowledge, experience and expertise managing dust control projects in Western Canada and we are well-positioned to undertake this project on behalf of the County.

### **Capabilities/Performance**

We offer customers a highly effective transportation and distribution network that includes storage facilities across Western Canada, rail fleet of 145 cars, 50 spray trucks and additional transfer trucks. Tiger Calcium can exceed the delivery requirements expected by Mackenzie County through the use of our fully integrated transportation department including a 24/7 dispatch team and the capability to manage deliveries with our dedicated transportation fleet. Tiger's 24/7 dispatch coupled with our company's experience leading major dust control projects means that we have the capability to adapt to changing scheduling requirements while working with the County to ensure the work is completed in the most efficient way possible.

Specific for the project, Tiger Calcium will provide manned, tri-axle or Super-B spray units with 29,000 Liter capacity and each will have the required spray bar for application of calcium chloride and flow meter for measuring the amount of calcium applied.

Our application and distribution equipment is outfitted with a modern, accurate computer and GPS controlled Raven spray system. The controller has the ability to change the application rates, raise, lower and engage the spray bar extensions from the cab of the truck. All spray bars are adjustable for 2.5, 3.0, and 3.5 metre sprays. By employing the precision spray technology Tiger Calcium will maximize the effectiveness and deliver the highest quality possible for the application requirements.

Tiger Calcium will work with Mackenzie County to commit to project start and completion dates that will meet the requirements of the County and its constituents.

Delivery will be arranged according to timelines set out by Mackenzie County. Tiger Calcium Services has the ability to meet any schedule provided to us. Tiger Calcium drivers are well trained and experienced in the appropriate use of their equipment to supply and apply the product. They are supported by an experienced team of dispatchers, supervisors and managers who will work together as a team to ensure a satisfactory outcome to this project for Mackenzie County.



## **Supply Certainty**

Tiger Calcium has the production capacity, capability and experience to meet the supply and application demands of the estimated 2,000,000 liters of liquid calcium chloride for dust control, as per the estimated volume stated in the Request for Quotation.

Our submission is based on product manufactured at our plant in Slave Lake, Alberta where production capacity at the plant will easily meet the scope of service requirements for the contract. This will guarantee a local, reliable Canadian produced supply of calcium chloride for the County from Tiger Calcium's Alberta-based plant.

## **Quality Control Process**

Tiger Calcium Services maintains an industry-leading, best-in-class quality control process that ensures every liter of Formula 35 Premium Dust Control meets a high standard of excellence.

Our Formula 35 calcium chloride brine is moved through a series of 4 filter presses to remove impurities and produce a contaminant free clear brine. The process is finished with product flowing through polishing presses.

Each product produced is mixed and blended in a dedicated mix tank. All products are metered-in and when thoroughly mixed the operator takes samples to ensure the correct properties are achieved. Tiger employs consistent batch-by-batch quality testing on all products. Samples are tested with a hydrometer and temperature corrected to 60F degrees. The entire process is done in our processing plant and the finished product is stored in closed-top holding tanks in our indoor heated facility protecting the purity of the product.

In addition, all of our products are sampled and sent to a 3rd party lab to verify that we meet our specifications and in that way customers can be confident in the quality consistency. Through regular testing Tiger Calcium ensures current verification of product specification is available.

To further guarantee the quality of the product you use is meeting the highest standards we employ another step of quality control at the delivery stage. When it is time for product to be delivered to customers Tiger Calcium uses its own trucks for all deliveries. We only haul brine in those units to ensure there is no cross-contamination with other products that could interfere with performance or pose an environmental hazard. Sampling of product is done at time of loading. Samples are taken, tested and logged in the manifest book. All information is put onto a waybill and all samples are labelled and stored.



As Canada's leader in summer road management, we understand the importance of environmentally-responsible dust abatement to ensure driver's safety while still managing the total costs of road maintenance. Tiger Calcium's Formula 35 Premium Dust Control is a liquid calcium chloride formula specifically developed for optimal dust control and road stabilization. Containing the industry leading standard of 35% active chlorides, Formula 35 Premium Dust Control is a highly effective dust abatement and soil stabilization solution which also helps protect road bases from freezing and frost heaving.

Thanks to its hygroscopic properties Formula 35 reduces dust and stabilizes soil by keeping the surface damp longer, binding the fine particles of dust together and contributing to better compaction of the road material. Roads treated with Formula 35 are more stable and have a decreased rate of deterioration resulting in a reduction in the costs associated with maintenance and the reapplication of aggregate.

### Recommended Product: Formula 35 Premium Dust Control

Economic Value – Formula 35									
Area	Product	Projected Volume (Liters)	Price /Liter	Product Cost	Truck Loads	Application Hours (3Hrs/FTL)	Support Cost (Per Hr)	Project Support Cost	Total Project Cost
Mackenzie County	Formula 35	1,750,000	0.296	517,500	61	183	375	68,625	586,125
Mackenzie County	Other Brands 32%	1,995,000	0.268	534,375	67	201	375	75,375	609,750
<b>Savings for Mackenzie County</b>		<b>-245,000</b>		<b>-16,875</b>	<b>-6</b>	<b>-18</b>		<b>-6,750</b>	<b>-23,625</b>

Estimates for Product Effectiveness Calculator are based on typical dust control applications and include the following:

- Grader plus operator (1), water truck plus operator (1), project supervisor (1), average application time of 3 hours per truckload.
- Values shown above are for the combined areas of High Level, La Crete, Fort vermillion and Zama City

Sample Calculation (Example Only)				
Product	FET/L	Spray Area (m2)	Spray Rate (L/m2)	Total Liters
Formula 35	1632	1,000,000	1.5	1,500,000
32% Calcium Chloride Brine	1863	1,000,000	1.712	1,712,097

[sales@tigercalcium.com](mailto:sales@tigercalcium.com)

Suite 740, 1015 – 4<sup>th</sup> Street SW | Calgary, AB T2R 1J4 | Phone 1-403-930-4685 | Fax 1-780-955-0278  
 603 – 15th Avenue | Nisku, AB T9E 7M6 | Phone 1-780-955-5004 | Fax 1-780-955-0278  
[www.tigercalcium.com](http://www.tigercalcium.com)



### **Benefits of Formula 35**

- Specifically designed for optimal dust control and road stabilization
- Proven cost savings when compared to 32% calcium chloride alternatives
- Up to 14% less calcium chloride required to cover the same spray area dependent on calcium concentration.
- Estimated savings of 2.25 days of spray time equals direct savings on support service equipment and labor costs.

### **Added Value**

#### **Experience**

- More than 30 years of experience in the production and application of premium calcium chloride
- Thousands of dust suppression projects totaling nearly 400,000 kilometers of sprayed roadways across Western Canada
- Exceptionally high customer satisfaction and retention rate

#### **Capabilities/Performance**

- Computer and GPS controlled Raven metered spray system on all application and distribution equipment
- Precision spray technology Tiger Calcium will maximize the effectiveness and deliver the highest quality possible for the application requirements.
- Highly effective transportation and distribution network with extensive storage facilities across Western Canada, 145 rail cars, 50 spray trucks and additional transfer trucks.
- 24/7 dispatch service coupled with our company's experience leading major dust control projects means that we have the capability to adapt to changing scheduling requirements

#### **Supply Certainty**

- Tiger Calcium has the production capacity, capability and experience to meet the supply and application demands of Mackenzie County

#### **Quality Control Process**

- Industry-leading, best-in-class quality control process ensuring every liter of Formula 35 meets a high standard of excellence.
- Formula 35 is processed through a series of 4 filter presses to remove impurities and produce a contaminant free clear brine.
- Formula 35 undergoes testing at independent lab to verify product specifications ensuring quality consistency.

[sales@tigercalcium.com](mailto:sales@tigercalcium.com)

Suite 740, 1015 – 4<sup>th</sup> Street SW | Calgary, AB T2R 1J4 | Phone 1-403-930-4685 | Fax 1-780-955-0278  
603 – 15th Avenue | Nisku, AB T9E 7M6 | Phone 1-780-955-5004 | Fax 1-780-955-0278  
[www.tigercalcium.com](http://www.tigercalcium.com)

## Sylvia Wheeler

---

**From:** Mike Holliday <mike@kortech.ca>  
**Sent:** April-05-17 8:40 PM  
**To:** Sylvia Wheeler  
**Cc:** Evelyn  
**Subject:** Calcium pricing md of Mackenzie

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Our price supplied and applied to the md of Mackenzie for 2017 is 0.26 per litre.

That is for all locations you listed.

Concentration is 32 percent.

If you wish to order please call me directly at 780 499 6633.

Thanks,  
Mike Holliday  
Kortech  
[Mike@kortech.ca](mailto:Mike@kortech.ca)  
7804996633

Sent from my iPhone





36330 RNG. RD. 45,  
RED DEER COUNTY, ALBERTA T4G 0N1  
TELEPHONE: (403) 728-2344 FAX: (403) 728-2348

4511-46 AVENUE  
BOX 640  
FORT VERMILION, AB  
T0H 1N0

ATTENTION: Sylvia Wheeler  
RE: S.B.-90 Road Dust Suppressant

April 04, 2017

Hi Sylvia,

As requested, please find below a price estimate for the delivery of SB-90 Road Dust Suppressant to Mackenzie County. I have also attached a current MSDS for the product and this is the link to our website: [www.sandsdustcontrol.com](http://www.sandsdustcontrol.com)

This is a slightly inflated estimate for budgetary purposes, and a price that we feel comfortable offering to the end of June given the volatility of oil markets. ***We encourage you to check with us for pricing in late May as more accurate pricing to June 30<sup>th</sup> will be available at that time.***

We anticipate the price of the product to be slightly lower than this estimate as we enter the 2017 dust control season, however we cannot be assured of stability moving forward into July and August. ***Therefore, pricing at the time of delivery after June 30<sup>th</sup> could be higher or lower, depending on world oil markets. Pricing is reviewed regularly as we continually endeavour to provide the best price possible to the end user. Please note our 2017 pricing policies stated in the estimate.***

If oil prices remain low, 2017 again could be a good year for asphalt-based capital projects!  
Thanks again for the inquiry Sylvia, and please feel free to contact me with any questions regarding this information. We look forward to another year in Mackenzie County!

Best regards,

Dwain Sands  
Sales Manager  
587-877-2323  
[d.sands@telus.net](mailto:d.sands@telus.net)

## **APPLICATION of SB-90**

### **APPLICATION RATE:**

- Approximately 4 litres per square meter based on a loose 2" lift of 1/2 - 3/4" road gravel. The application rate may vary up or down with the characteristics of the aggregate. At this rate, a 42,000 litre load will treat approximately 10,500 m<sup>2</sup>.

### **APPLICATION PROCEDURE:**

- Applied with a distributor and mixed in place with motor graders (2 graders highly recommended). Packing is optional but rubber wheeled packers are recommended. May be followed with drum rollers.  
- Sands will provide the distributor and supervision. The client shall provide all required aggregate, equipment, personnel, and signage to execute the application.

## **TOTAL COST ESTIMATE TO MACKENZIE COUNTY:**

### **TOTAL ESTIMATED PRICE per LITRE DELIVERED and APPLIED IN MACKENZIE COUNTY:**

- Price estimate to June 30, 2017: \$.698 per litre based on a 42,000 litre load

### **COST per LOAD OF PRODUCT DELIVERED:**

- \$.698 x 42,000 litres = \$29,316.00 + GST + any applicable fuel surcharges.  
- One load will treat approximately 10,500 m<sup>2</sup>

### **ADDITIONAL SPRAY CHARGES over 8 HOURS PER DAY:**

- Distributor will be billed at \$152.00 per hour + GST and any applicable fuel surcharges.

### **IMPORTANT PRICING POLICIES for 2017:**

Due to extremely volatile world oil markets that directly affect the manufacturing costs of this product, we are only able to provide month-to-month pricing on SB-90 Road Dust Suppressant, based on forecasted market trends.

Beyond that, the product price will be re-evaluated bi-weekly and adjusted monthly according to the pricing set forth by our heavy oil suppliers.

**Applicable Taxes and Fuel Surcharges will be added to all invoices.**

## HAGUE, SK



## BLUMENTHAL, SK



**HEPBURN, SK**



**MACKENZIE COUNTY, AB**





## CURED SURFACES



**S.B.-90 Road Dust Suppressant  
SANDS DUST CONTROL  
36330 RNG RD 45  
RED DEER COUNTY, AB  
(403) 728-2344**



Attention: Sylvia Wheeler  
Mackenzie County  
Alberta

## 2017 SC250 Refined Asphalt Oil PRICING QUOTE

Read on Roads Inc. is pleased to quote the following price for 2017 SC250:

<b>SC250</b>	Supply Only *Please note SC250 comes from Husky' Loyd refinery, it is a re-workable product, containing 56% asphalt in comparison to SB90 with a 14% asphalt residual. \$0.779/ Liter
<b>Application</b>	\$195/ Hour for application truck
*Standby:	Nurse trucks will be charged out at \$100/hour and rain days including freight paid by customer (negotiable)
*Goods and Services Tax:	Extra
*Terms and Conditions:	Net 30 Days

A typical analysis and MSDS is available for SC250  
If you have any questions, please call me at 403-651-8526.

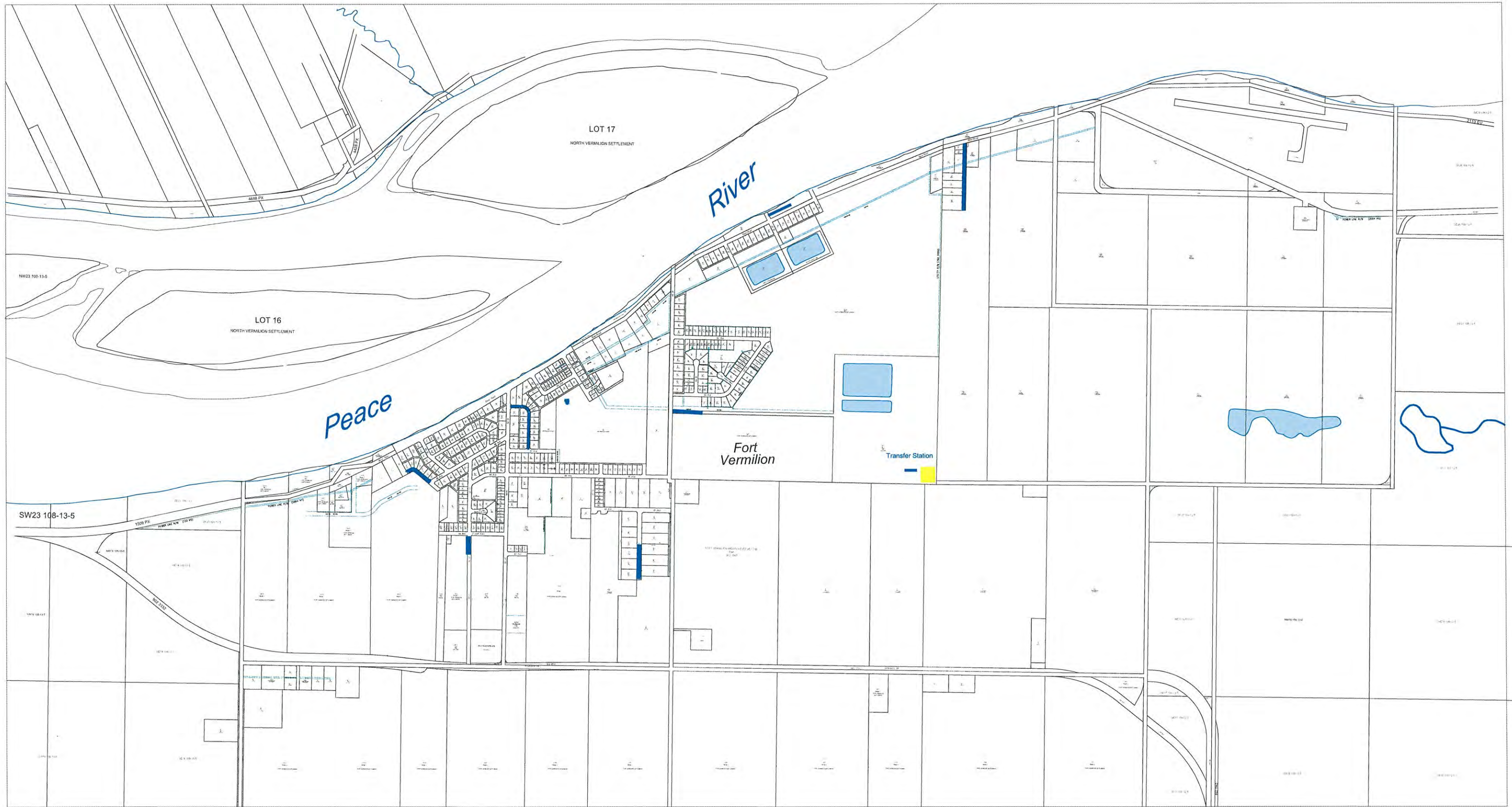
Yours truly,



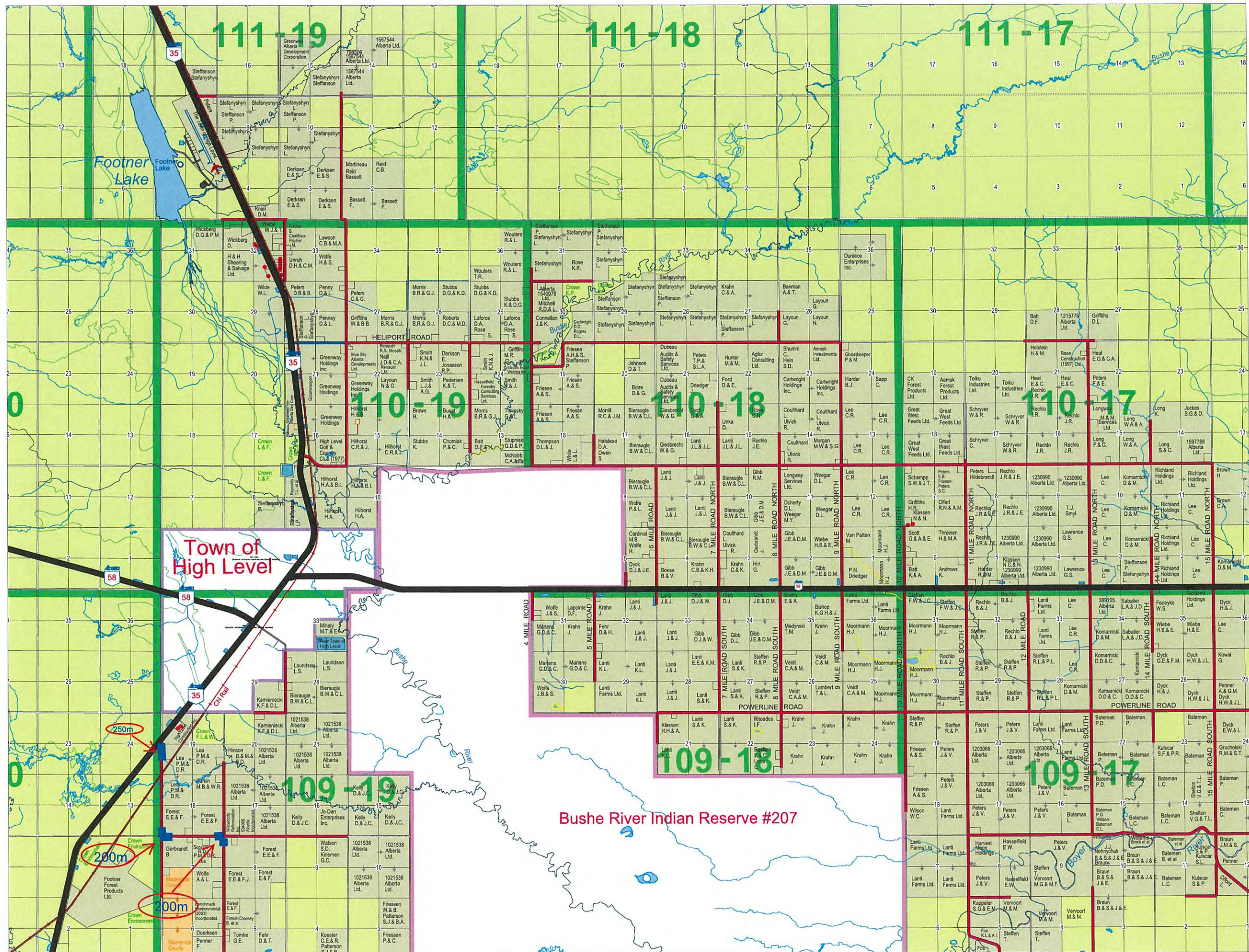

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Lorne Read  
Read on Roads Inc.

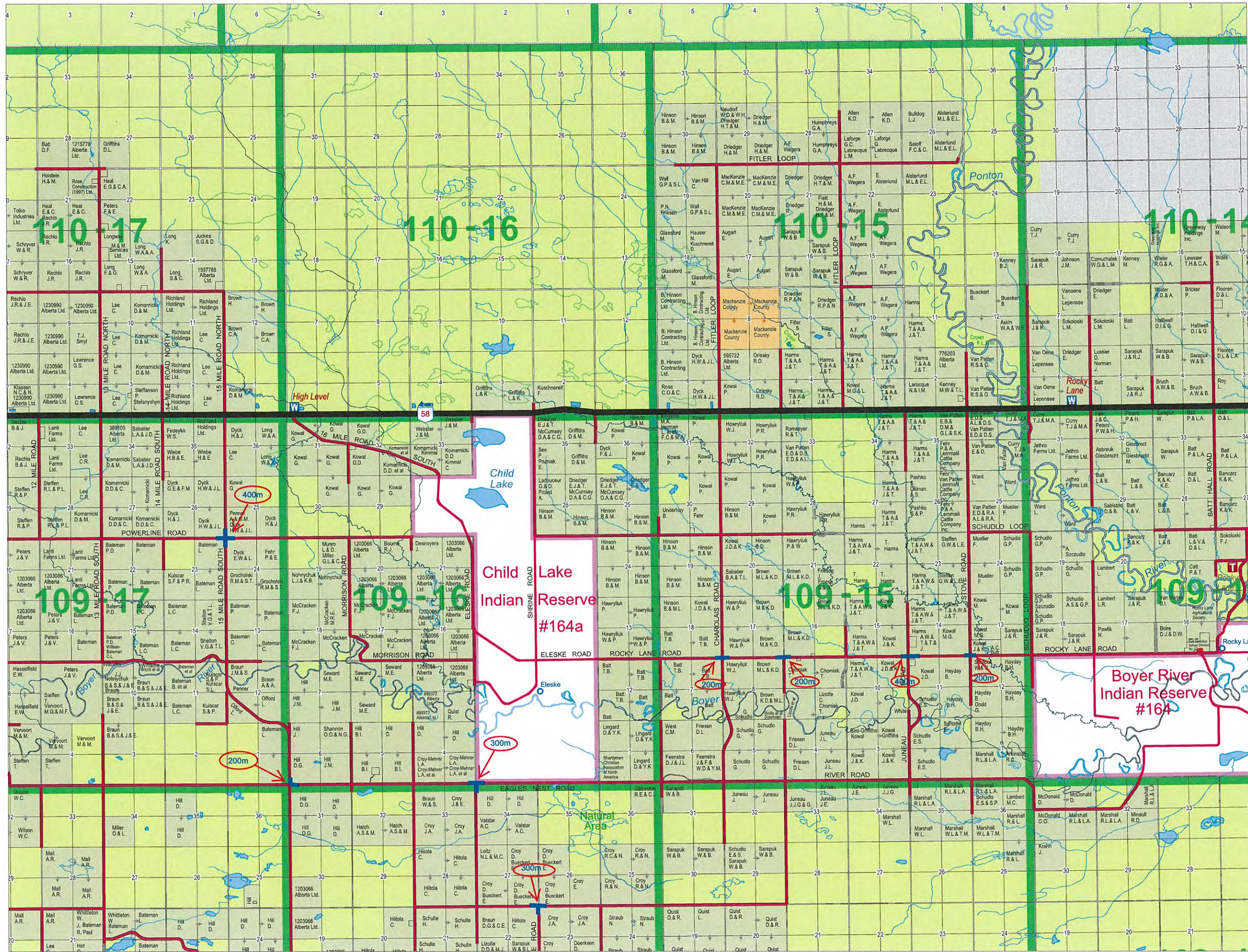




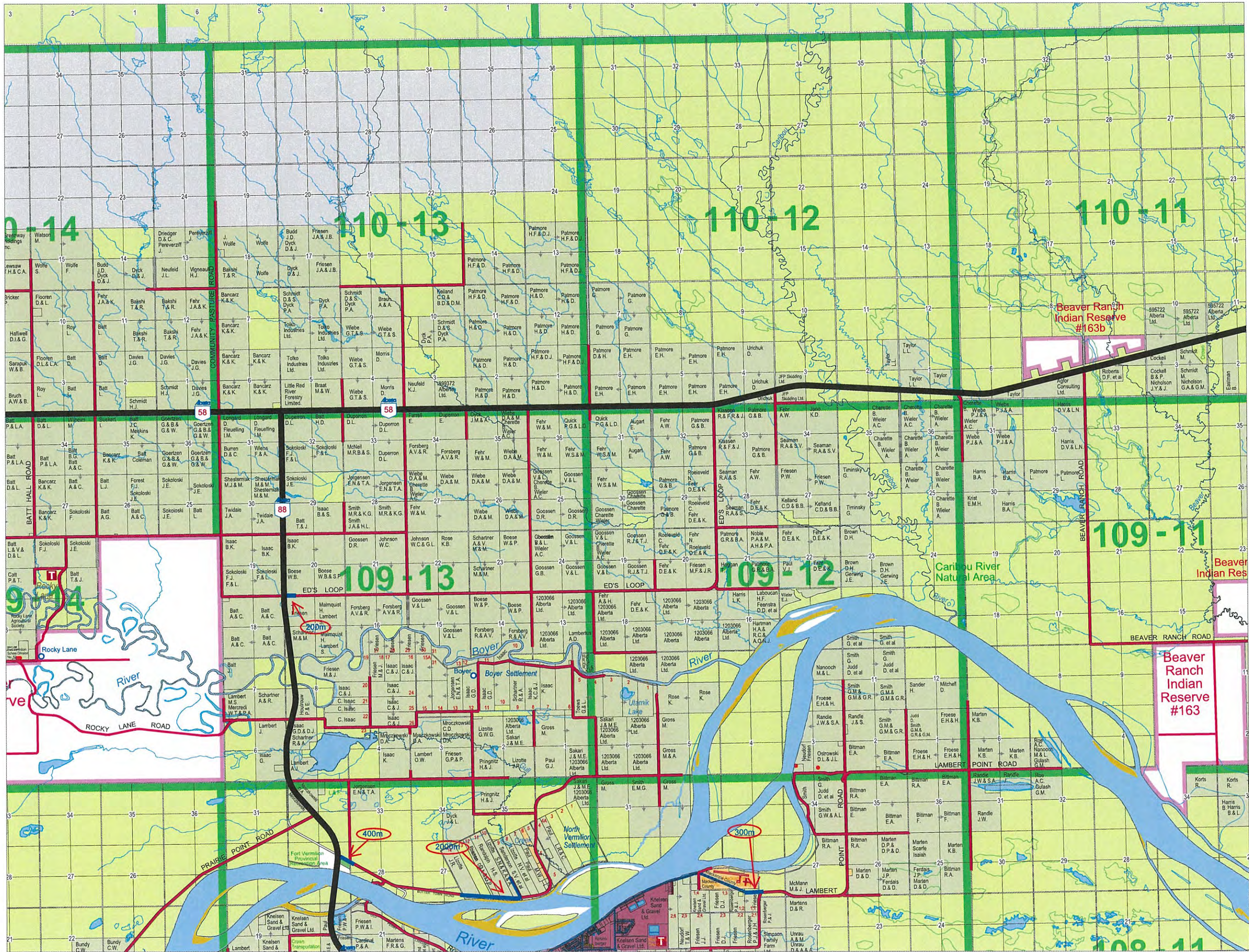




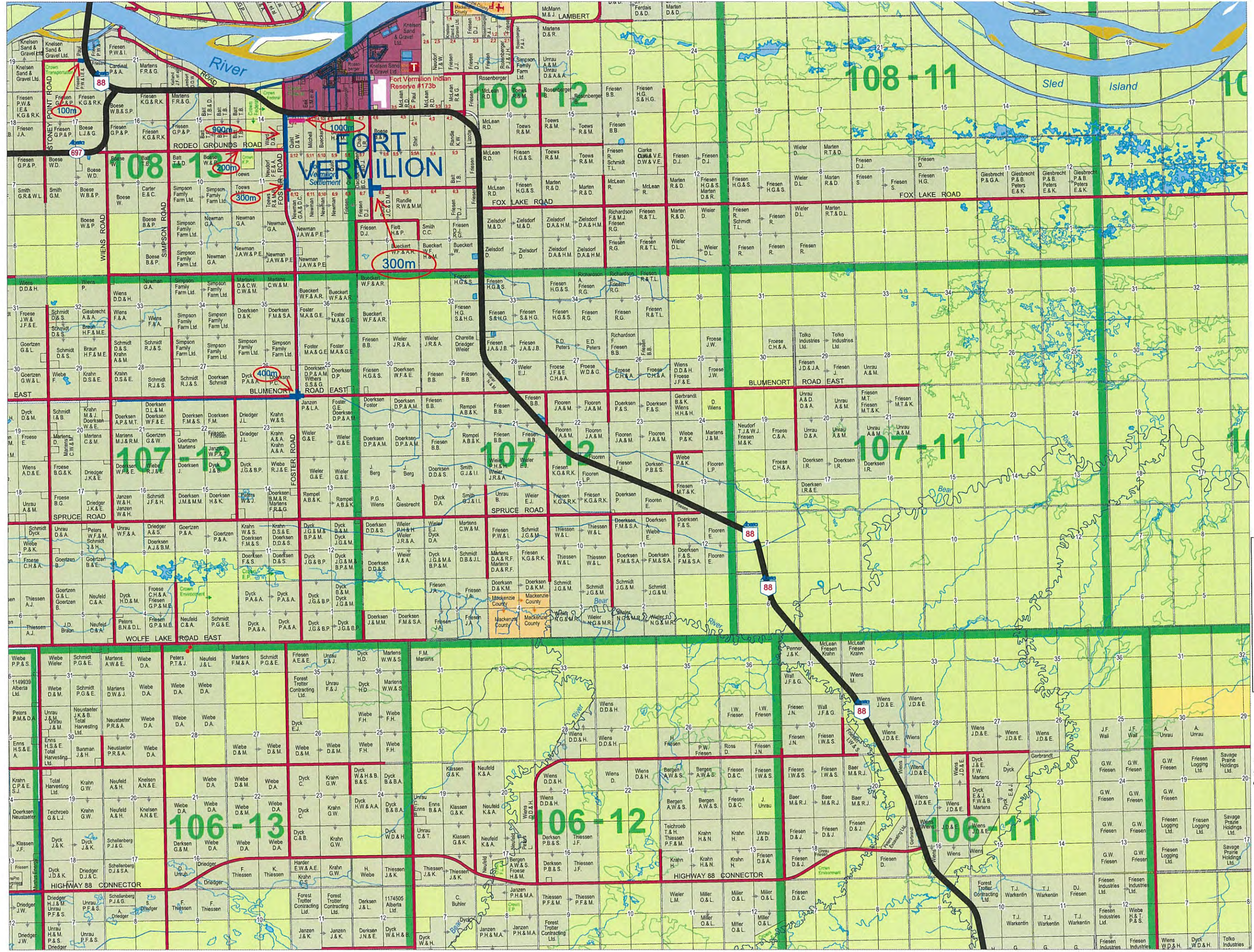




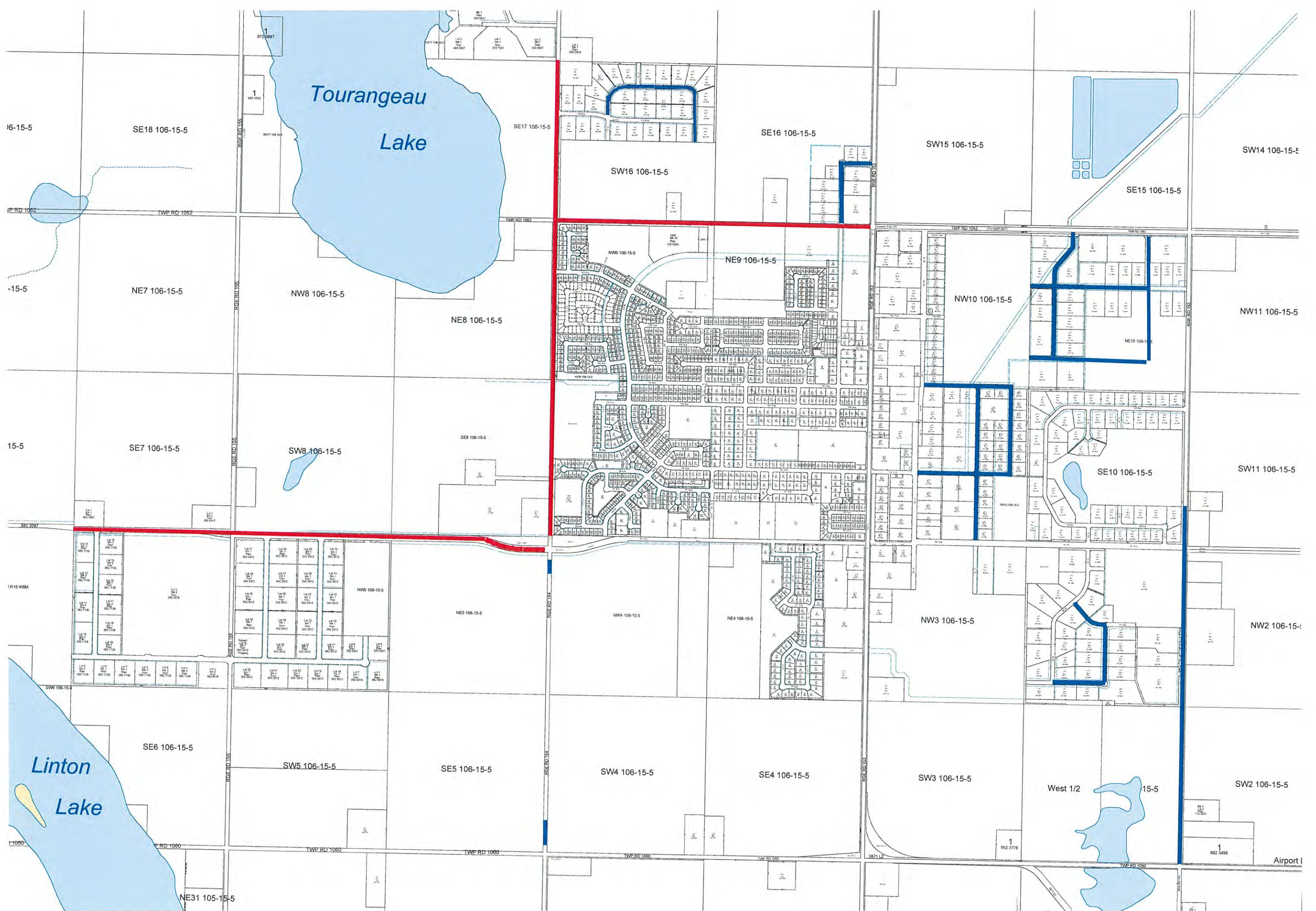




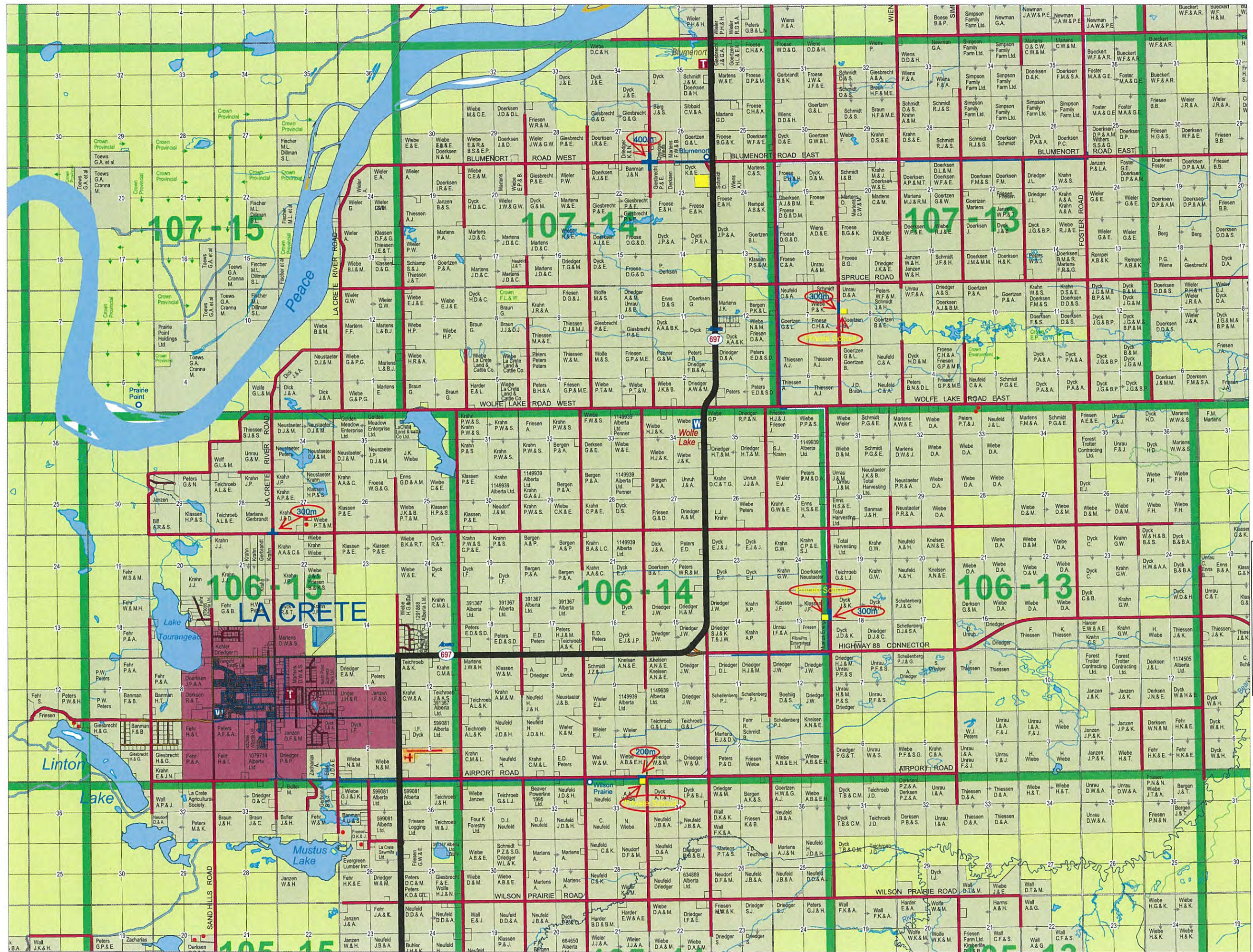




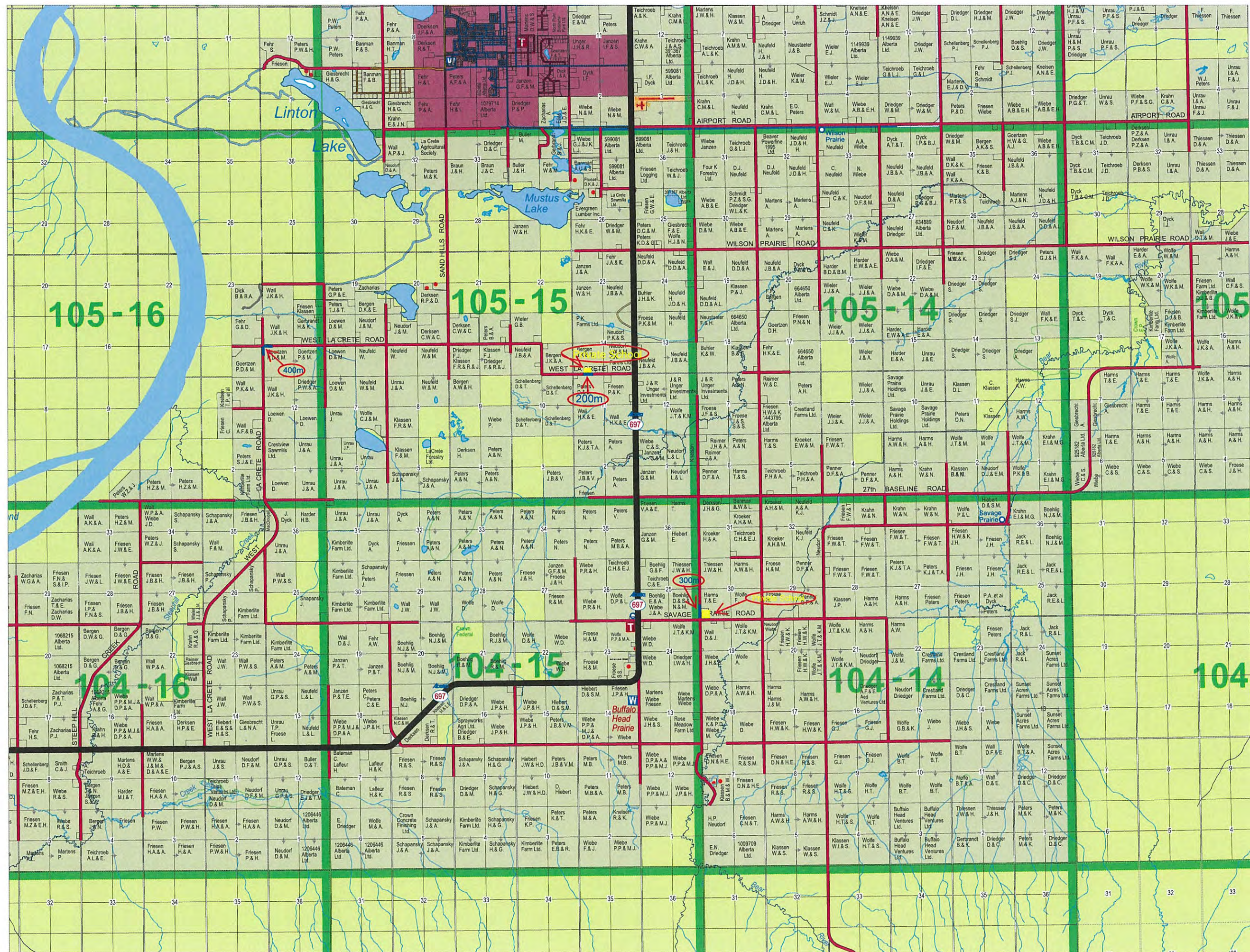




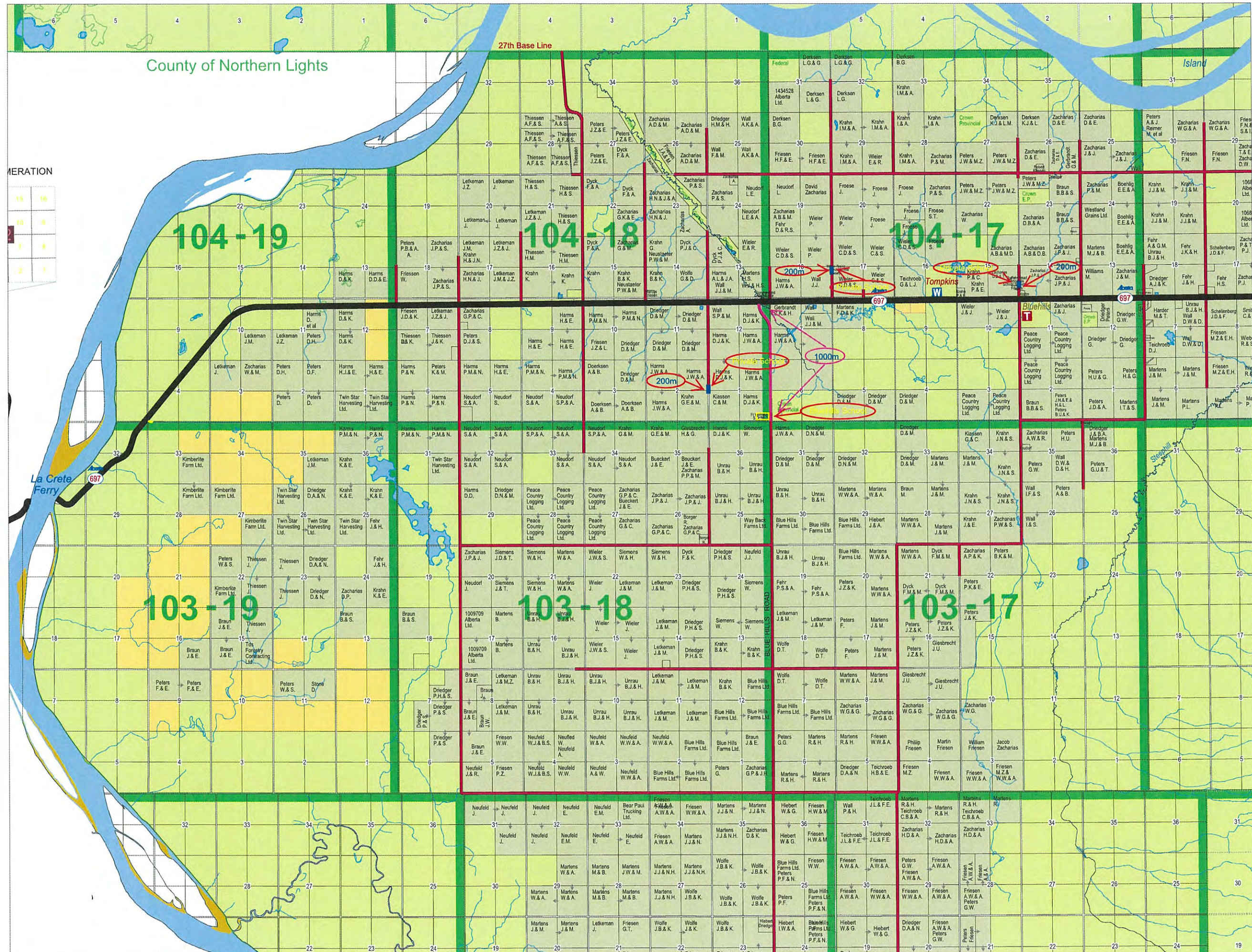




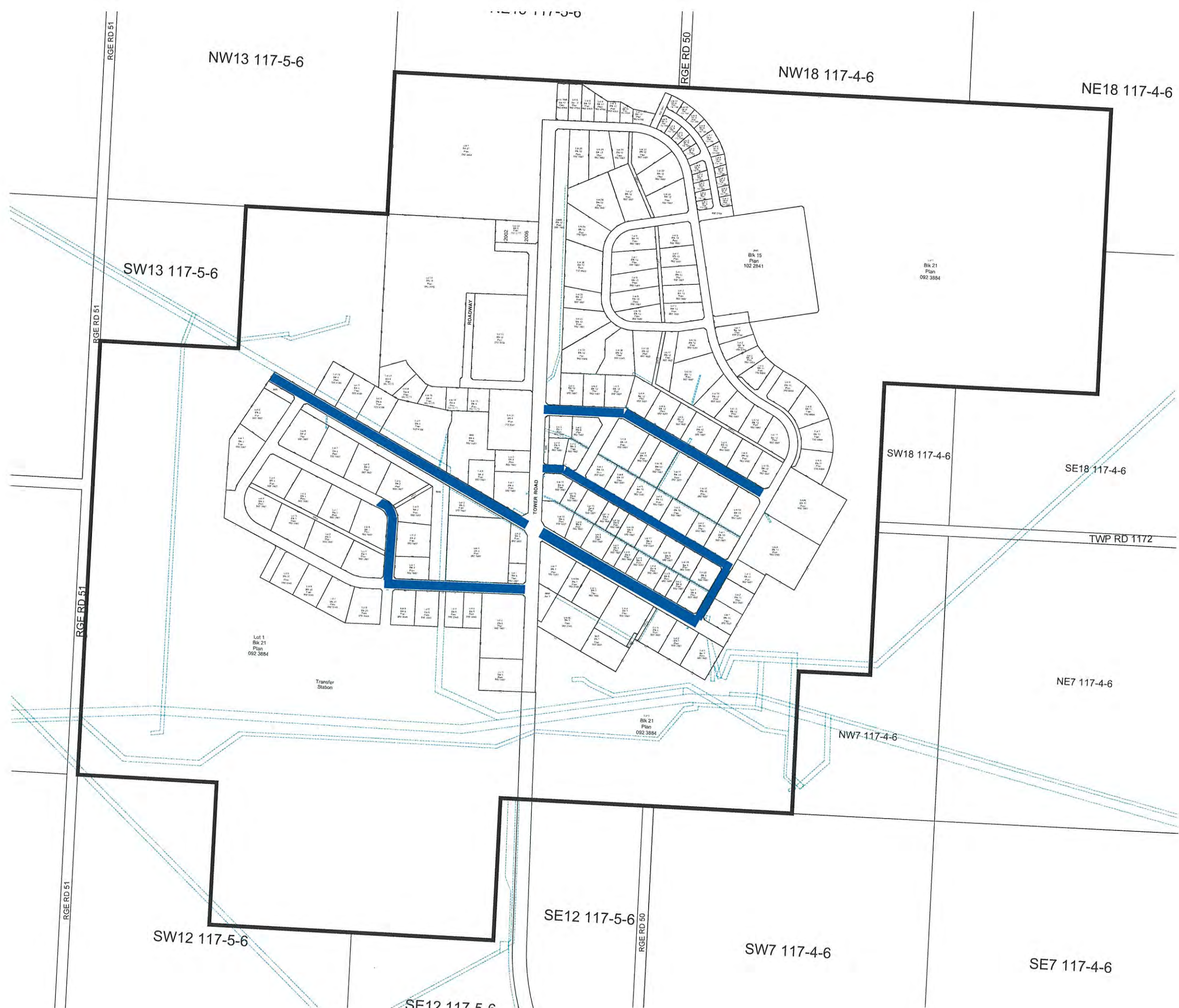




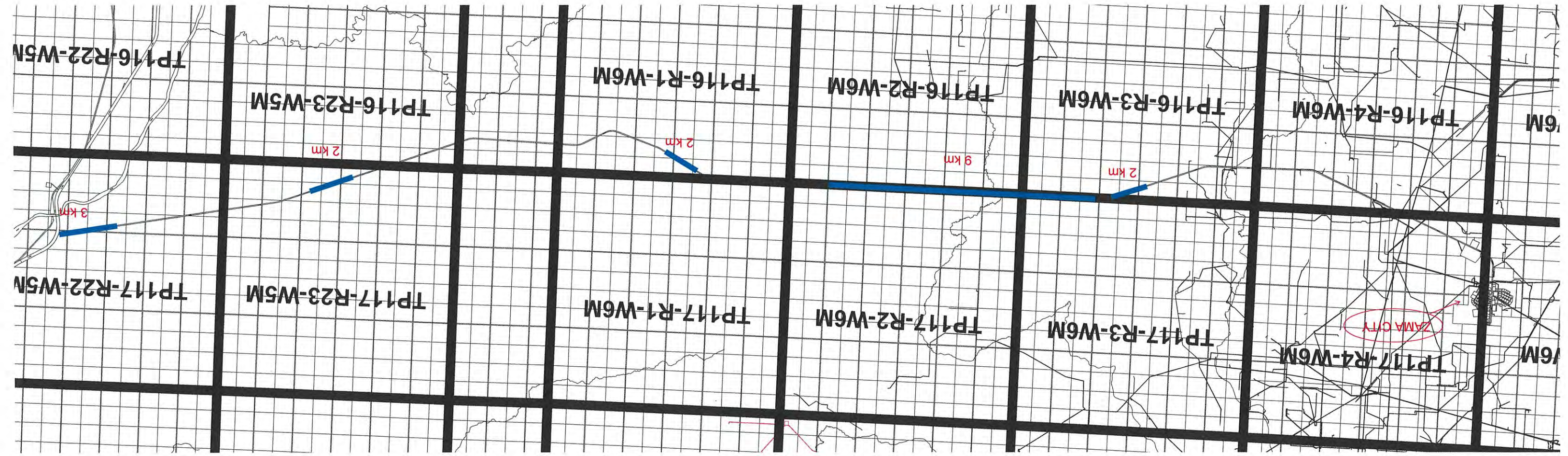
















Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning &amp; Development</b>
<b>Title:</b>	<b>Development Statistics Report – January to March 2017</b>

## **BACKGROUND / PROPOSAL:**

Following is the statistical comparisons from 2015 - 2017 (January to March) for total Development Permits.

### **Development Permit applications**

- 2015 Development Permits      61 permits (construction value \$13,579,870.00)
- 2016 Development Permits      26 permits (construction value \$5,304,000.00)
- 2017 Development Permits      57 permits (construction value \$10,886,700.00)

### **Development Permit applications**

- 2015 Building Activity              53 permits (construction value \$11,320,220.00)
- 2016 Building Activity              15 permits (construction value \$1,670,000.00)
- 2017 Building Activity              39 permits (construction value \$7,369,900.00)

*(This # includes Ancillary buildings, shops, fences & sheds)*

### **Subdivision applications**

- 2015 subdivisions                      12 applications
- 2016 subdivisions                      7 applications
- 2017 subdivisions                      11 applications

A complete breakdown chart will be presented next quarterly report. (Jan to June)

**Author:** L. Lambert      **Reviewed by:** BP      **CAO:** \_\_\_\_\_

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

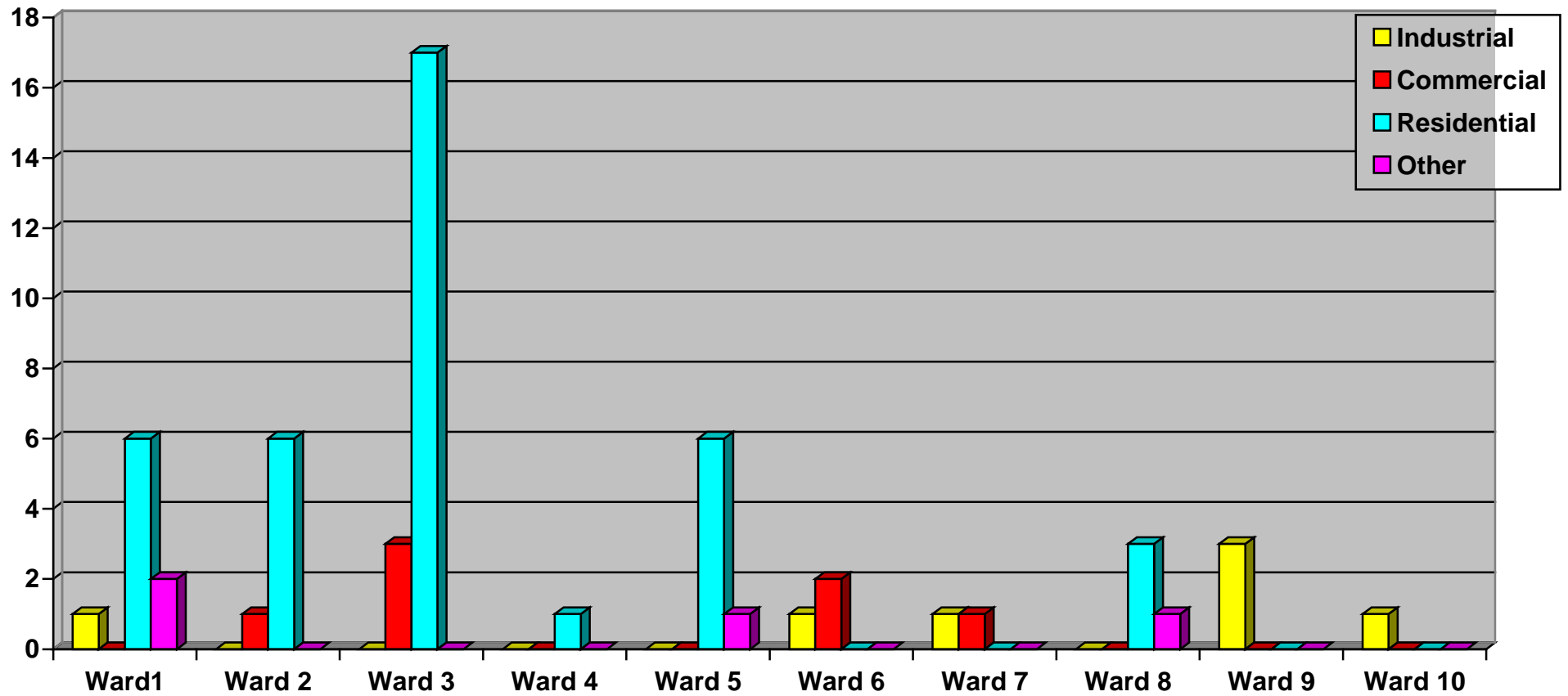
N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the development statistics report January to March 2017 be received for information.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



**Mackenzie County  
Development Summary Report  
January – March**

**2017**

**Mackenzie County  
Year to Date Development Summary  
January to March, 2017**

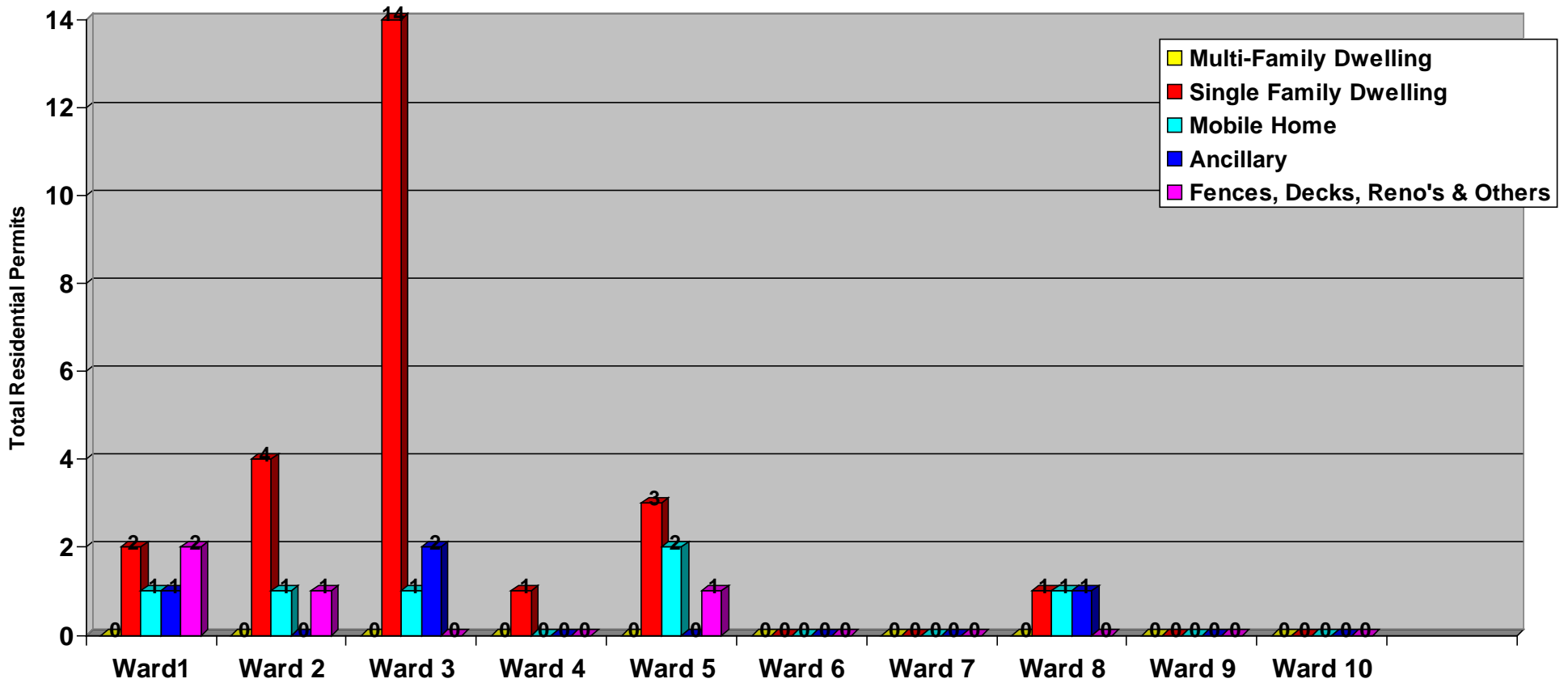
Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Industrial	1	0	0	0	0	1	1	0	3	1	7
Commercial	0	1	3	0	0	2	1	0	0	0	7
Residential	6	6	17	1	6	0	0	3	0	0	39
Other	2	0	0	0	1	0	0	1	0	0	4
<b>Total</b>	<b>9</b>	<b>8</b>	<b>20</b>	<b>1</b>	<b>7</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>3</b>	<b>1</b>	<b>57</b>

Development	Permits	Construction Cost
Industrial	7	\$625,800.00
Commercial	7	\$2,475,000.00
Residential	39	\$7,369,900.00
Other	4	\$416,000.00
<b>TOTALS</b>	<b>57</b>	<b>\$10,886,700.00</b>

Wards	Construction Cost
Ward 1	\$1,066,000.00
Ward 2	\$1,962,800.00
Ward 3	\$4,540,000.00
Ward 4	\$400,000.00
Ward 5	\$1,171,100.00
Ward 6	\$1,150,000.00
Ward 7	\$50,000.00
Ward 8	\$501,000.00
Ward 9	\$15,800.00
Ward 10	\$30,000.00
<b>TOTAL</b>	<b>\$10,886,700.00</b>

"The data presented in this report reflects the permits values as declared by the applicants and does not reflect the value of completed development."

## Mackenzie County Residential Development Permit Application January – March, 2017



Residential Development	Ward 1	Ward 2	Ward 3	Ward 4	Ward 5	Ward 6	Ward 7	Ward 8	Ward 9	Ward 10	Total
Multi-Family Dwelling	0	0	0	0	0	0	0	0	0	0	
Single Family Dwelling	2	4	14	1	3	0	0	1	0	0	25
Mobile Homes	1	1	1	0	2	0	0	1	0	0	6
Ancillary (Additional, Garages & Shops)	1	0	2	0	0	0	0	1	0	0	4
Fences, Decks, Reno's & Others	2	1	0	0	1	0	0	0	0	0	4
<b>Total</b>	<b>6</b>	<b>6</b>	<b>17</b>	<b>1</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>39</b>



Wards	Permits	2017 Multi-Family Dwelling Construction Cost
Ward 1		
Ward 2		
Ward 3		
Ward 4		
Ward 5		
Ward 6		
Ward 7		
Ward 8		
Ward 9		
Ward 10		
<b>TOTAL</b>		

Wards	Permits	2017 Single Family Dwelling Construction Cost
Ward 1	2	\$400,000.00
Ward 2	4	\$1,320,000.00
Ward 3	14	\$3,130,000.00
Ward 4	1	\$400,000.00
Ward 5	3	\$910,000.00
Ward 6	0	
Ward 7	0	
Ward 8	1	\$450,000.00
Ward 9	0	
Ward 10	0	
<b>TOTAL</b>	<b>25</b>	<b>\$6,610,000.00</b>

Wards	Permits	2017 Mobile Home Construction Cost
Ward 1	1	\$15,000.00
Ward 2	1	\$65,000.00
Ward 3	1	\$30,000.00
Ward 4	0	
Ward 5	2	\$260,000.00
Ward 6	0	
Ward 7	0	
Ward 8	1	\$1,000.00
Ward 9	0	
Ward 10	0	
<b>TOTAL</b>	<b>6</b>	<b>\$371,000.00</b>

Wards	Permits	2017 Ancillary Building (Additions, Garages Detached & Attached)
Ward 1	1	\$200,000.00
Ward 2	0	
Ward 3	2	\$130,000.00
Ward 4	0	
Ward 5	0	
Ward 6	0	
Ward 7	0	
Ward 8	1	\$50,000.00
Ward 9	0	
Ward 10	0	
<b>TOTAL</b>	<b>4</b>	<b>\$380,000.00</b>

Wards	Permits	2017 Fences, Decks, Reno's & others
Ward 1	2	\$5,000.00
Ward 2	1	\$2,800.00
Ward 3	0	
Ward 4	0	
Ward 5	1	\$1,100.00
Ward 6	0	
Ward 7	0	
Ward 8	0	
Ward 9	0	
Ward 10	0	
<b>TOTAL</b>	<b>4</b>	<b>\$8,900.00</b>

Wards	Permits	2017 TOTAL Residential Building Activity
Ward 1	6	\$620,000.00
Ward 2	6	\$1,387,800.00
Ward 3	17	\$3,290,000.00
Ward 4	1	\$400,000.00
Ward 5	6	\$1,171,100.00
Ward 6	0	
Ward 7	0	
Ward 8	3	\$501,000.00
Ward 9	0	
Ward 10	0	
<b>TOTAL</b>	<b>39</b>	<b>\$7,369,900.00</b>

"The data presented in this report reflects the permits values as declared by the applicants and does not reflect the value of completed development."



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Byron Peters, Director of Planning and Development</b>
<b>Title:</b>	<b>2017 Streetscape Implementation Committee Plans</b>

## **BACKGROUND / PROPOSAL:**

The Streetscape Implementation committees in Fort Vermilion and La Crete have been in discussion regarding their plans for 2017. Each committee has committed to their plans and would like to get started on their improvements.

The Fort Vermilion Streetscape Implementation committee has decided to hang 16 steel powder coated banners that represent significant historical figures that have helped shape the community. These banners will be made locally and hung from the existing light poles down River Road and 50<sup>th</sup> Street, pending approval from ATCO. Based on the quote received from ABCO Industries, the committee is expecting the cost to be around \$5000.00.

The second project that the committee plans on starting this year is a 16'x40' Lookout Deck across from LimeBlu on the Cut Bank. This proposed location is not one of the decks approved in the Streetscape plan, the committee feels that this location can accommodate the deck and can be constructed in a short amount of time at minimal cost. Committee members have already committed to donating towards the construction of the deck. The committee feels that the remaining \$20,000.00 will cover the remaining costs associated with the deck.

The La Crete Community Streetscape Implementation Committee has committed to creating two street signs along 100<sup>th</sup> Street. The signs will identify the downtown area of La Crete between 99<sup>th</sup> Ave and 101<sup>st</sup> Ave. The proposed signs were identified as part of the streetscape design which will include LED lighting and paving bricks.

The second beautification project identified is tree planting along 100<sup>th</sup> Street and in the downtown area with protective barriers and a mechanism for replacing damaged trees. In order to replace damaged trees we would need to maintain a living inventory of replacement trees growing at a similar rate.

**Author:** \_\_\_\_\_ **Reviewed by:** \_\_\_\_\_ **CAO:** \_\_\_\_\_

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

2017 Fort Vermilion and La Crete Streetscape Operating Budgets

**SUSTAINABILITY PLAN:**

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

**COMMUNICATION:**

N/A

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

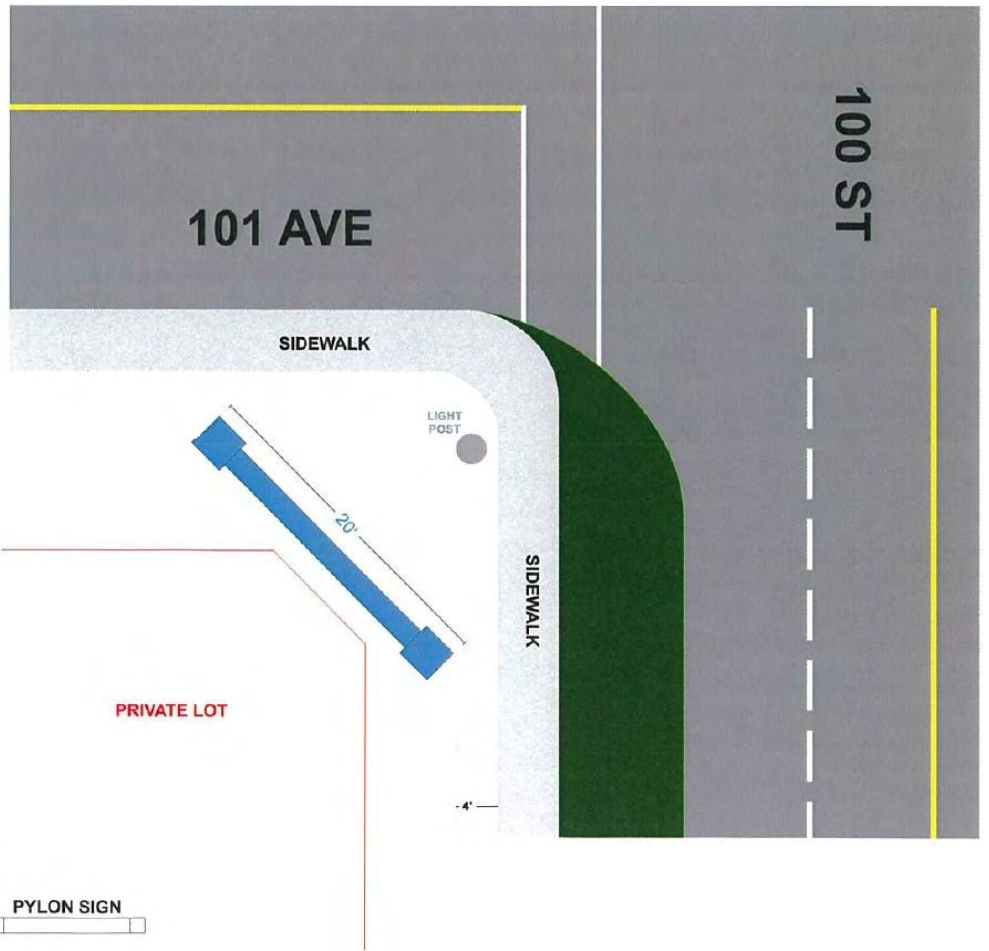
That the 2017 Streetscape Implementation Committee Plans be received for information.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

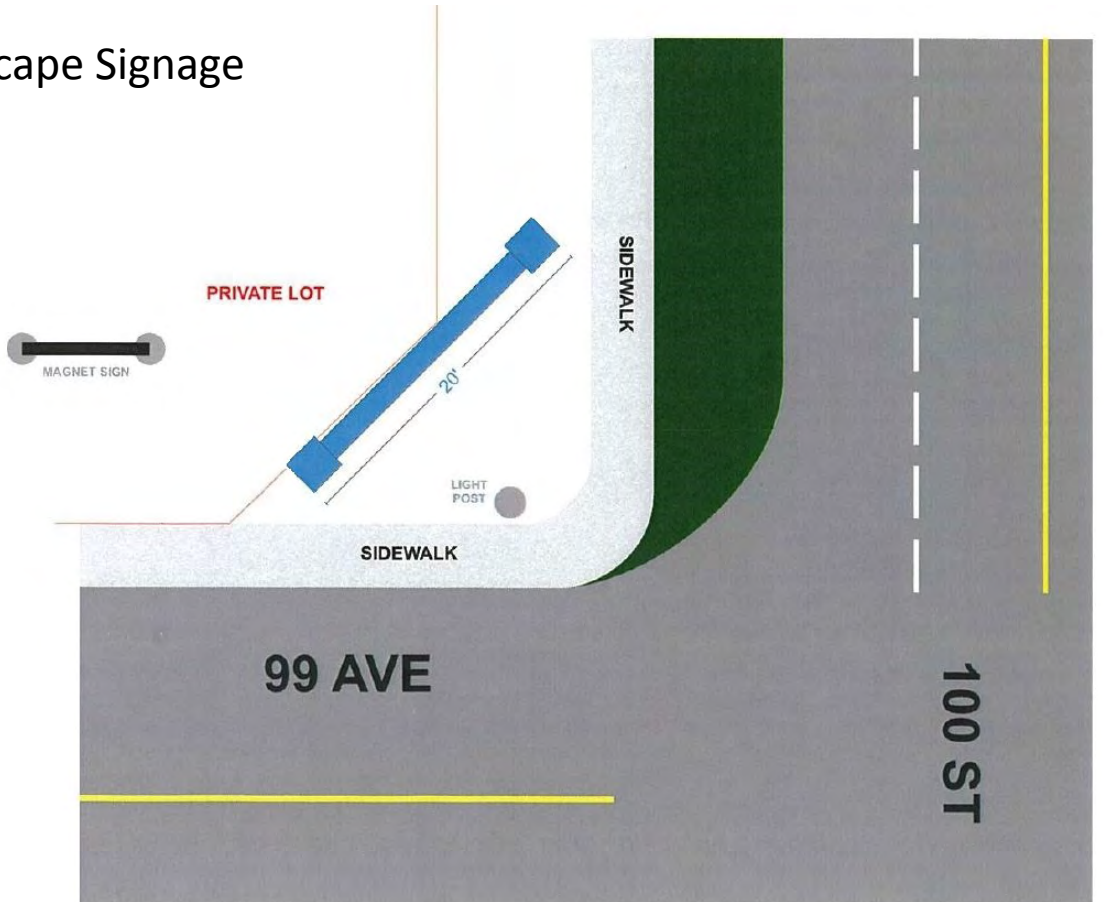








LA Crete Streetscape Signage





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 9, 2017</b>
<b>Presented By:</b>	<b>Len Racher, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## BACKGROUND / PROPOSAL:

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

- Action List
- Correspondence – Alberta Labour (Summer Temporary Employment Program)
- Correspondence – Canadian Food Inspection Agency (Diseased Wood Buffalo)
- Correspondence – Senate (Senate of Canada Contribution Award)
- Correspondence – Alberta Transportation (Intersection Upgrade at TWP 1070 East from Hwy 697)
- Correspondence – Alberta Recreation & Parks Association (Honor Outstanding Work in your Community)
- Correspondence – MLA Debbie Jabbour (April 24, 2017 Meeting Follow-up)
- Correspondence – FCM (Legal Defense Fund)
- Correspondence – Alberta Seniors and Housing (Seniors Resources / Caregiver Readiness)
- Correspondence – Alberta Environment & Parks (Response to the Northern Alberta Elected Leaders (NAEL))
- Correspondence – Alberta Health Services (Request for donation)
- Correspondence – Alberta Forest Products Association (Softwood Lumber)
- Correspondence – Alberta Municipal Affairs (Gas Tax Fund)
- High Level Forest Public Advisory Committee Meeting Minutes
- Boreal Housing Foundation Meeting Minutes
- Zama Recreation Society Meeting Minutes
- Water North Coalition Meeting Agenda
- AMISK Project Update – Spring 2017
- Northern Sunrise County – Canada 150 Celebration
- Alberta Utilities Commission – Public Involvement in a Proposed Utility

Author: CG Reviewed by: CG CAO: \_\_\_\_\_

Development

- Workers' Compensation Board – Partnerships in Injury Reduction Rebate

**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: \_\_\_\_\_



## Mackenzie County Action List as of April 26, 2017

### Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
<b>February 27, 2013 Council Meeting</b>			
13-02-121	That administration continue to work towards expanding the Fort Vermilion Bridge Campground recreational area by applying for a lease with Alberta Environment & Sustainable Resource Development that encompasses both existing and future area.	Doug	Waiting for road closures, could be August or September 2017
<b>May 28, 2013 Council Meeting</b>			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	CAO	Been discussed with Minister Sohi, A.T. Regional Director Ryan Konowalyk and Debbie Jabbour to be added to provincial priorities list
<b>March 10, 2015 Council Meeting</b>			
15-03-191	To ensure, assist and stimulate the continued financial and economic growth and well-being of our oil and gas industry, that Mackenzie County explore transferring the following LOC roads to Mackenzie County: Zama Plant Road approximately 47 kilometers (connecting Zama Access with the Assumption High Grade) and the first approximately 60 kilometers of the Shekilie Road.	CAO	Waiting for a reply from Env. & Parks on the process to attempt to transfer the LOC's
<b>July 29, 2015 Council Meeting</b>			
15-07-531	That administration be authorized to negotiate a Mutual Aid Agreement with Tall Cree First Nation.	Doug	Emails & Phone Call to the Chief – no response 2017-01-18 Letter sent to chief via registered mail
<b>February 9, 2016 Regular Council Meeting</b>			
16-02-093	That administration draft a policy for the appointment of Members at Large.	Carol	June 2017
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Initial report has been received, still awaiting final report Investigated by Director of Surveys
<b>March 8, 2016 Regular Council Meeting</b>			
16-03-178	That administration pursues taking possession of the southerly gravel pit lease DRS 834, and delays pursuing possession of the northerly gravel pit lease DRS 780149.	Dave	Scott at Land and Lease to move forward as per council decision
<b>March 23, 2016 Regular Council Meeting</b>			

Motion	Action Required	Action By	Status
16-03-216	That administration proceeds with obtaining access in Mackenzie County's name for the E½ 30-101-17-W5M and the S½ 3-102-17-W5M.	Dave	In progress (Roads to New Lands – Blue Hills) Awaiting announcement
<b>May 10, 2016 Regular Council Meeting</b>			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> <li>cancel PLS 080023;</li> <li>pursue acquisition of land parcels as identified on the map presented in red;</li> <li>identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator.</li> </ul>	Don	PLS Cancelled Need to submit 2 different applications.  Establishing an asset list for land to be traded
<b>June 14, 2016 Regular Council Meeting</b>			
16-06-440	That Bylaw 1030-16 being a road closure bylaw for the closure of government road allowance between Section 28 and 29 Township 108, Range 13, W5M for the purpose of consolidation be forwarded to the Minister of Transportation for approval.	Byron	Waiting for Ministerial Order
16-06-441	That Bylaw 1031-16 being a road closure bylaw for the closure of all of Plan 2982PX within SE ¼ Section 28, Township 108, Range 13, W5M lying north and east of Plan 1508PX for the purpose of consolidation be forwarded to the Minister of Transportation for approval.	Byron	Waiting for Ministerial Order
16-06-442	That Bylaw 1032-16 being a road closure bylaw for the closure of all of the uncanceled portion of Plan 2144EU within SE ¼ Section 28, Township 108, Range 13, W5M lying northeast of Plan 1508PX and northwest of Plan 2982PX for the purpose of consolidation be forwarded to the Minister of Transportation for approval.	Byron	Waiting for Ministerial Order
16-06-443	That Bylaw 1033-16 being a road closure bylaw for the closure of all of the uncanceled portion of Plan 2144EU within SE ¼ Section 28, Township 108, Range 13, W5M lying south of Plan 2982PX for the purpose of consolidation be forwarded to the Minister of Transportation for approval.	Byron	Waiting for Ministerial Order
<b>July 12, 2016 Regular Council Meeting</b>			
16-07-526	That the County pursue purchasing the leased lands at the Wadlin Lake and Hutch Lake campgrounds.	Doug Len	Request was made to the Minister. See motion 17-03-222 about project specifics
16-07-529	That the County agree to the request from Alberta Transportation to create a municipal road allowance on the 14 km access from the Wentzel River to the Peace	CAO Bill K.	Feb 2017 - Received direction form GOA to proceed with First

Motion	Action Required	Action By	Status
	River crossing accessing Fox Lake and that the County not be responsible for capital, operational and maintenance costs; or liability for the public road way and the ferry/ice-bridge.		Nations Consult. Waiting for response from A.T. on status
<b>August 9, 2016 Regular Council Meeting</b>			
16-08-570	That administration meet with sawmills/forestry companies in regards to summer log hauling and Road Use Agreements.	Dave	LC Sawmills – current practice Norbord – consultations done, awaiting mapping routes Tolko – attempting to set up a consultation time Evergreen – on board
16-08-599	That administration proceed with registering the utility right of way on NE 3-106-15-W5M and NW 3-106-15-W5M. (La Crete SE Drainage Ditch)	Byron	Re-negotiating with landowners.
<b>August 24, 2016 Regular Council Meeting</b>			
16-08-649	That administration be authorized to place pit run on a section of trail through section 7-108-9-W5M up to a maximum of \$3,000 with funding coming from the operating budget.	Dave	Summer 2017
16-08-656	That administration draft an endeavor to assist policy for lateral water lines.	Fred	May 24, 2017 Council meeting
<b>September 13, 2016 Regular Council Meeting</b>			
16-09-630	That the range management plans for Northwestern Alberta address the future of both Wood Bison and Woodland Caribou within the existing protection areas.	Byron Bill K.	Draft report goal for May 31, 2017
<b>October 11, 2016 Regular Council Meeting</b>			
16-10-743	That Mackenzie County proceeds with acquiring the additional right-of-way from SE 17-106-15-5 that is required for future road improvements in the Hamlet of La Crete.	Byron	Tammy from E.&P. noted amendments to the Rec Lease
<b>October 25, 2016 Organizational Council Meeting</b>			
16-10-753	That Bylaw 977-14 Organizational and Procedural Matters of Council, Council Committees and Councillors be brought back with the following amendments: <ul style="list-style-type: none"> <li>Section 60 – remove “by providing a statutory declaration or affidavit sworn or declared before the CAO or Commissioner for Oaths prior to the next regular Council meeting”.</li> <li>Include a section to allow for the rotation of the Chair.</li> </ul>	Carol	2017 Organizational Meeting
<b>November 23, 2016 Regular Council Meeting</b>			
16-11-864	That a revised letter of support be sent to Alberta Seniors and Housing regarding the Boreal Housing Foundation Ministerial Order and that a letter be sent to the Boreal	Carol	In Progress

Motion	Action Required	Action By	Status
	Housing Foundation (with a copy to Alberta Seniors and Housing) to recommend that the housing foundation bill back each member for honorarium and expense costs for each of their participating members.		
16-11-868	That Mackenzie County initiate discussions with First Nations with the intention of creating a Memorandum of Understanding for a communication protocol between Mackenzie County and our First Nation neighbours.	Doug	County has reached out to start the discussion.
16-11-879	That Mackenzie County requests the Registrar to cancel the existing Certificate of Title for the following parcels of land and issue new Certificates of Title in the name of Mackenzie County. <ul style="list-style-type: none"> <li>Tax Roll 219457</li> </ul>	Karen	Submitted to Land Titles
16-11-880	That the following properties remain in the current owners name and that the County continues to attempt to collect property taxes and that the property be inspected and reassessed. <ul style="list-style-type: none"> <li>Tax Roll 300574</li> </ul>	Karen	Assessor will reassess May 2017
December 13, 2016 Regular Council Meeting			
16-12-913	That administration change equipment values as determined and to engage in an appraisal for buildings over \$100,000 as per amended list in 2017.	Karen Doug	Seeking appraisal service
January 9, 2017 Regular Council Meeting			
17-01-011	That the request to alter fire invoicing process with the Town of High Level be discussed at the 2018 review of the Regional Service Sharing Agreement.	Len	RRSA Review in 2018
17-01-020	That a letter be sent to Alberta Environment & Parks identifying that the Sandhills Road DLO750355 is a historical road and that the County will take over the road once the province upgrades the road to County standards.	Byron	
January 23, 2017 Regular Council Meeting			
17-01-071	That direction be given by Council to Erick Carter on or before June 30, 2017 regarding the P3 Fire Hall Proposal.	Byron	2017-06-28
February 14, 2017 Regular Council Meeting			
17-02-113	That third reading of Bylaw 1050-16 being a Land Use Bylaw Amendment to rezone part of SE 16-106-15-W5M from La Crete General Commercial District "GC1" to Manufactured Home Subdivision 1 "MHS1" to accommodate the development of residential lots be <b>TABLED until the area structure plan and servicing requirements have been reviewed for the area.</b>	Byron	In discussion with the developers  Summer 2017 plans
February 28, 2017 Regular Council Meeting			
17-02-140	That administration ensure that the County fire halls be added to municipal maps for recognition for insurance purposes.	Byron	Fire halls will show up on the summer 2017 map updates

Motion	Action Required	Action By	Status
March 14, 2017 Regular Council Meeting			
17-03-192	That administration apply for federal grant funding for the following projects: <ul style="list-style-type: none"> <li>• Blue Hills Waterline</li> <li>• Waterline north of the Peace River</li> </ul>	Fred Byron	Information to be presented at meetings in Ottawa March 2017  Waiting for program announcement
March 29, 2017 Regular Council Meeting			
17-03-222	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 <b>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.</b>	Karen Doug	Additional funds reflected in the final budget  FNC begun, holding off on survey until consultation proves successful
April 11, 2017 Regular Council Meeting			
17-04-250	That the First Nations Consultation Session in Edmonton on April 26, 2017 be received for information and that administration formulates a written submission for review by Council.	Doug	Deadline July 1, 2017
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Karen Byron	Waiting on second opinion
17-04-278	That the Community Services Committee be authorized to open the Playground Equipment Tenders, and bring a recommendation to Council for awarding.	Doug	June council meeting
April 26, 2017 Regular Council Meeting			
17-04-296	That the budget be amended to include an additional \$33,722 for the Fire Truck Tanker with funding coming from the Emergency Services Reserve.	Karen	Budget amended
17-04-302	That Section 3 "Dust Control for Seniors" of Policy PW009 Dust Control be removed, and that the rest be amended as discussed and brought back to council for final approval.	Dave	2017-05-09 Council Meeting
17-04-303	That the Fee Schedule Bylaw be brought back to a future council meeting to deal with dust control.	Dave	2017-05-09 Council Meeting
17-04-304	That the budget be amended to include an additional \$4,000 for the purchase of the FV/LC – Administration Vehicles (2) with funding coming from the Vehicle & Equipment Reserve, bringing the total project budget to \$76,000.	Karen	Budget amended
17-04-306	That the Agricultural Service Board be authorized to review the proposals for the Flood Control Erosion Repair project and bring recommendation to the May 9, 2017	Grant	2017-05-09 Council Meeting

Motion	Action Required	Action By	Status
	Council meeting.		
17-04-308	That the budget be amended to include an additional \$50,000 for the Caribou/Industry Protection Strategy, with funding coming from the General Operating Reserve.	Karen	Budget Amended
17-04-311	That administration discuss with Alberta Transportation to upgrade the Wolfe Lake east correction line intersection.	Len	Letter sent 2017-04-27
17-04-319	That administration proceed with the gravel negotiations as discussed.	Dave	



RECEIVED  
APR 24 2017  
MACKENZIE COUNTY  
FORT VERMILION OFFICE

Summer Temporary Employment Program  
Labour  
P.O. Box 1016 Edmonton Main  
Edmonton, AB T5J 2M1

April 10, 2017

Reference Number: STEP-004509

Louise Flooren  
HR Coordinator  
Mackenzie County  
PO Box 640  
Fort Vermillion, AB T0H 1N0

Re: **Summer Temporary Employment Program (STEP)**  
**Reference Number: STEP-004509**

Dear Louise Flooren:

Thank you for your interest in STEP. Please be advised that our financial resources have reached capacity. As a result, we are not able to approve your application. You have however been placed on the STEP waiting list. This means that if financial resources become available you could be eligible for STEP funding.

Your placement on the STEP waiting list does not guarantee funding. If you decide to hire a Student while you are on the waiting list, you could be responsible for the entire cost associated with hiring the Student. If you choose to hire a Student, please complete and submit Form B by June 15<sup>th</sup> 2017 and these student position(s) may be considered for funding, subject to the eligibility criteria, should financial resources become available. You will be contacted if your application is approved.

If you require additional information regarding the program, please call 1-866-338-4727 or 780-638-4727, email: [step@gov.ab.ca](mailto:step@gov.ab.ca) or visit our website at [www.AlbertaCanada.com/STEP](http://www.AlbertaCanada.com/STEP)

Sincerely,

STEP Team

RECEIVED  
APR 24 2017  
MACKENZIE COUNTY  
FORT VERMILION OFFICE



Canadian Food  
Inspection Agency    Agence canadienne  
d'inspection des aliments

Ottawa, Ontario Canada  
K1A 0Y9

IBD 018691

April 25, 2017

Mr. Len Racher  
Chief Administrative Officer  
Mackenzie County  
P.O. Box 640  
4511-46 Avenue  
Fort Vermilion, Alberta T0H 1N0  
[office@mackenziecounty.com](mailto:office@mackenziecounty.com)

Dear Mr. Racher:

Thank you for your letter regarding bovine tuberculosis and brucellosis prevalent in bison within and surrounding Wood Buffalo National Park, which you also sent to Mr. Paul Glover, President of the Canadian Food Inspection Agency (CFIA) and to Dr. Harpreet Kochhar, Associate Vice President of Operations Branch and Chief Veterinary Officer for Canada.

I understand that a CFIA response to your letter will be provided by Mr. Glover.

Sincerely,

Dr. Jaspinder Komal  
Executive Director, Animal Health Directorate  
Deputy Chief Veterinary Officer

c.c. Mr. Paul Glover, President, CFIA  
Dr. Harpreet Kochhar, Associate Vice President of Operations and Chief Veterinary Officer for Canada

**SENATE**  
The Honourable Douglas Black, Q.C.  
Senator-Alberta



**SÉNAT**  
L'honorable Douglas Black, C.R.  
Séateur-Alberta

OTTAWA  
April 25, 2017

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

Dear Mr. Neufeld,

**RE: Senate of Canada Contribution Award**

It is important to recognize Albertans who make quiet contributions to our communities.

It is for this reason that I am establishing "*the Senator's Contribution Award*" in recognition of the important contributions made by these fellow citizens who provide meaningful contributions and assist their community making Mackenzie County a stronger place to live.

I require your assistance. Would you please provide to my office the names of two individuals that would be appropriate recipients of this recognition. The award will consist of a certificate acknowledging and thanking these individual for their valuable contribution to their community. The recipients will be featured on my website and I will be issuing a news release.

I of course will not disclose that the names of the recipients were provided to me by you.

I'm hoping you could provide me the names by May 25, as I will be awarding the Certificates by Canada's 150th birthday on July 1st. This is one of the many ways that I want to recognize and thank people who make Alberta better.

RECEIVED  
MAY 4 2017

MACKENZIE COUNTY  
FORT VERMILION OFFICE



.../2



Mr. Neufeld  
Mackenzie County

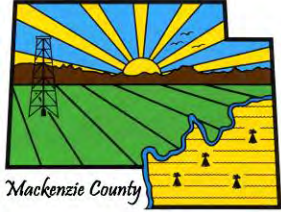
-2-

If you have any questions, please feel free to contact my office at 613-996-8757, toll free at 1-800-267-7362 or by email at [doug.black@sen.parl.gc.ca](mailto:doug.black@sen.parl.gc.ca)

Best Regards,

A handwritten signature in blue ink that reads "Doug Black". The signature is written in a cursive style with a large, looping initial "D" and a long, sweeping underline.

The Honourable Doug Black, Q.C.



## Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0  
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266  
www.mackenziecounty.com  
office@mackenziecounty.com

April 27, 2017

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

Dear Mr. Konowalyk:

**RE: INTERSECTION UPGRADE AT TWP 1070 EAST FROM HWY 697**

At yesterday's council meeting, it was identified the approach of Twp.1070 (aka. Wolfe Lake East Road) onto Secondary Highway 697 is too tight of a corner when turning off the highway towards the east, or when trying to get onto the highway from the east. Not only is the approach turn tight, it lies within a bend in the highway, increasing issues it proposes.

With the problems in the scale of the Twp.1070 approach and its placement onto the highway, combined with the increase in the traffic along Highway 697, ratepayers constantly struggle with this intersection. It makes it especially difficult for farmers maneuvering large pieces of equipment and super B's hauling grain and fertilizer to make safe moves onto and off of the highway, putting regular traffic at risk.

Should this intersection qualify for an upgrade, the county would like to piggyback onto the contract with Alberta Transportation to upgrade our portion of the road at that intersection for an additional 400 meters. Could this intersection please be added to the long term upgrade plans for our area? If you have any questions or concerns about this request, please give me a call at (780) 841-9166 or send me an email at lracher@mackenziecounty.com.

Respectfully,

Len Racher

Chief Administrative Officer  
Mackenzie County

- c. Dave Fehr, Director of Operations, Mackenzie County

***Note to Council:***

*Although we have submitted this letter requesting to pair our road upgrades with this potential intersection upgrade, administration is aware that before this project could proceed, cost estimates would be established and would have to be brought back to council for project and budget approval.*

*(this note was not included on the original copy to Ryan. It is for council information only)*



May 1, 2017

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



Dear Reeve Neufeld and Members of Council;

**Subject: Alberta Recreation and Parks Association and the Government of Alberta  
Honour Outstanding Work in your Community**

The Alberta Recreation and Parks Association (ARPA), alongside the Government of Alberta, are pleased to present a variety of awards that celebrate leadership and excellence in the province's recreation and parks sector.

Award recipients will be honoured in front of 500 delegates at the President's Awards Banquet on Saturday, October 28, 2017, as the concluding event of our annual Conference and Energize Workshop, held at the Fairmont Chateau Lake Louise. We believe this formal recognition inspires Albertans to further outstanding work, and we ask that you consider nominating deserving members of your community for one of the following prestigious awards.

The Lieutenant Governor's Leadership for Active Communities Award program honours the achievements of groups and individuals who are leading their communities to increase citizen participation in active living, recreation, and sport, resulting in healthier people and communities. This year, the program is presenting the Outstanding Community Leader Award, the Community Leader of Tomorrow Award and the Corporate Community Leader Award. The Lieutenant Governor will be in attendance at the President's Awards Banquet to present these three awards.

The Government of Alberta's Recreation Volunteer Recognition Awards acknowledge volunteers who have made significant contributions to recreation development at the community level.

The Alberta Recreation and Parks Association's A.V. Pettigrew Award honours communities or organizations that have made a significant impact on improving the quality of life of their citizens through recreation and parks.

Please visit the ARPA website at [www.arpaonline.ca/awards/main](http://www.arpaonline.ca/awards/main) to view more details on any of the above awards and to submit a digital nomination form.

We look forward to hearing about and recognizing the devoted individuals and groups working to improve your community, our province and the lives of Albertans.

Yours sincerely,

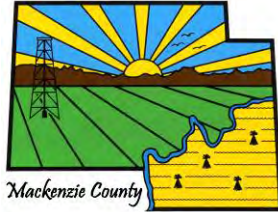


Susan Laurin  
President



MACKENZIE COUNTY  
FORT VERMILION OFFICE

11759 Groat Road NW • Edmonton • Alberta • T5M 3K6  
ph: 780-415-1745 • fax: 780-451-7915 • [arpa@arpaonline.ca](mailto:arpa@arpaonline.ca) • [www.arpaonline.ca](http://www.arpaonline.ca)



## Mackenzie County

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

May 3, 2017

Ms. Debbie Jabbour  
MLA – Peace River  
Legislature Office  
502 Legislature Building  
10800 – 97 Avenue  
Edmonton Alberta T5K 2B6

Dear Ms. Jabbour:

**RE: APRIL 24, 2017 MEETING FOLLOW UP**

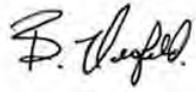
We appreciate your time taken to meet with us on April 24<sup>th</sup> discussing the Zama Access Road, La Crete Ring Road, and the Tompkins Landing Bridge spanning the Peace River. Mackenzie County feels these projects are critical to our region as links for our emergency services, farming, industry, residents, and the surrounding first nation's communities (Little Red, Beaver, Dene Tha' and Tall Cree First Nations and Paddle Prairie Metis Settlement).

Your idea of connecting the Assumption Hill upgrade with paving the complete route around to Zama we feel is an excellent opportunity for our county hamlet of Zama as well as the residents of the nearby Dene Tha' First Nation community. This project would have to include the LOC Apache currently holds to link these two roads together. At this time Mackenzie County is exploring taking over that LOC so we may move forward with this project. If there is anything we can do to expedite this process please give Len Racher, Chief Administrative Officer a call at (780) 841-9166 or email at lracher@mackenziecounty.com. Thank you again for taking the time to represent the essential needs of Alberta's northern region.

It is our understanding there is potential federal funding reserved for projects that are noted on a provincial priority projects list. We have also been in discussion with Ryan Konowalyk, Regional Director for Alberta Transportation about these projects making the priority list, and we thank you for bringing these projects forward on our behalf.

Ms. Debbie Jabbour  
Page 2  
May 3, 2017

Regards,

A handwritten signature in black ink, appearing to read "B. Neufeld".

Bill Neufeld  
Reeve  
Mackenzie County

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

**From:** [FCM Membership](#)  
**Subject:** Thank you for your contribution  
**Date:** May-04-17 1:23:28 PM

---

Dear Mr. Racher,

I wanted to take this opportunity to thank you for your generous contribution to FCM’s Legal Defense Fund. With the voluntary support of members like the Mackenzie County, FCM can continue to advance the national legal interests of Canada’s local governments.

Your donation supports FCM’s legal efforts on a wide variety of issues that impact communities of all sizes. FCM has intervened in a number of precedent-setting cases under federal jurisdiction that are of national importance to our sector — such as rights-of-way management. The Fund is also used by FCM to obtain proactive legal opinions on emerging policy files that have implications for local governments.

Thank you once again for your contribution.


Sincerely,

Clark Somerville  
FCM President

## Membership Mailbox

Membership Generic E-mail Address | Membership

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F.

RECEIVED  
MAY 1 2017

**MACKENZIE COUNTY  
FORT VERMILION OFFICE**



ALBERTA  
SENIORS AND HOUSING

*Office of the Minister  
MLA, Edmonton-Riverview*

AR 43016

Federal, Provincial and Territorial Ministers Responsible for Seniors resources  
*Caregiver Readiness  
Caregiving and Employment*

As Minister of Seniors and Housing, I am pleased to share a series of resources that have been developed by the Federal, Provincial and Territorial Ministers Responsible for Seniors Forum, to support Canadians providing care to older family members or friends.

At some point in our lives, almost all of us will need to provide support to someone we know. Many seniors, people with disabilities and those with health conditions rely on support from family, friends and neighbours to maintain their well-being. I am pleased that Alberta actively supported the development of these resources. I encourage you to share these within your organizations and with others who may support caregivers in their important roles.

The publications include:

- *Care Conversations – It's about you and the person you support*
- *Care Options – Choosing the best plan for you and the person you care for*
- *Balancing Work and Caregiving – Tips for employed caregivers*
- *Helping Employees Balance Work and Caregiving Responsibilities – Tips for employers*

These resources, as well as a Caregiver Readiness video, are available electronically on a new "Caring for Caregivers" web page on my ministry's website. Go to the "Awareness and Information" section at [www.seniors-housing.alberta.ca](http://www.seniors-housing.alberta.ca).

The web page also includes an email address, [seniorsinformation@gov.ab.ca](mailto:seniorsinformation@gov.ab.ca), to request additional copies of the print resources that are included with this letter.

.../2

The Federal, Provincial and Territorial Ministers Responsible for Seniors Forum is an intergovernmental body established to share information, discuss new and emerging issues related to seniors, and collaborate on key projects.

I hope you will find these informative resources to be beneficial.

Sincerely,



Lori Sigurdson  
Minister of Seniors and Housing

Attachments

- a) Caregiver Readiness factsheet: Care Conversations
- b) Caregiver Readiness factsheet: Care Options
- c) Balancing Work and Caregiving brochure
- d) Helping Employees Balance Work and Caregiving Responsibilities brochure





ALBERTA  
ENVIRONMENT AND PARKS

*Office of the Minister  
Minister Responsible for the Climate Change Office  
MLA, Lethbridge-West*

APR 11 2017

His Worship Jim Rennie, Vice-chair  
Mayor of Woodlands County  
Northern Alberta Elected Leaders  
206, 9621 - 96 Avenue, Bag 900-14  
Peace River AB T8S 1T4

Dear Mayor Rennie:

Thank you for your two letters regarding municipalities' infrastructure projects and the government's caribou range planning strategy. Honourable Rachel Notley, Premier of Alberta, also received your letter regarding caribou range planning and has asked that I respond on behalf of the Government of Alberta. I appreciate the opportunity to provide the following information.

I was pleased to spend a day in some of our province's northern communities, where I had the opportunity to tour the Alberta Newsprint Company's facility in Whitecourt, as well as Millar Western's facility in Fox Creek. Our government understands that these are tough economic times for many Albertans, and that there may be a perception that caribou recovery is taking priority over the livelihoods of Albertans. As you know, caribou are an important feature of Alberta's landscapes, and we intend to take action that supports the recovery of Alberta's caribou population while also preserving jobs and the local economy. Our government is committed to stabilizing, recovering and ultimately achieving naturally self-sustaining caribou populations.

Failure to take meaningful action to protect our caribou population will harm both our global reputation for sustainable resource management and the social license that Alberta and our resource industries hold to develop our resources. If we do not take action, not only will we risk losing this important and culturally significant species for future generations, the federal government has the legal power to halt all industrial activity in caribou ranges. Our intention is to reduce all socio-economic impacts to local communities, while meeting the direction provided in the federal Recovery Strategy for the Woodland Caribou.

Our department will continue to work with people that understand the potential impacts best, such as local industry, municipalities, Indigenous peoples and other to ensure we have the information we need to get this right. It is also important to note the timelines imposed by the federal government. Environment and Parks is focused on moving this necessary work forward, and we believe that a combination of engagement approaches are required to gather the information needed to draft reasonable plans. In support of this objective, should you wish to gather local municipality representatives to support solution-focused discussion, department staff are exploring opportunities to leverage good work in an effort to find optimized solutions.

For further information, I encourage you to contact Mr. Brian Makowecki, our department lead on caribou range planning, and Director of Land and Environmental Planning, Northern Region, in our Edmonton office. Mr. Makowecki can be reached at 780-422-4569 (dial 310-0000 for a toll-free connection), or at [brian.makowecki@gov.ab.ca](mailto:brian.makowecki@gov.ab.ca).

With regards to infrastructure project approvals, Environment and Parks' Operations Division is currently working on several initiatives to address the backlog of applications. Staff have been assigned to key process functions, and business process requirements are under review to identify opportunities to streamline and improve efficiencies. The advancement of electronic systems is underway that includes enhanced tracking of applications.

Thank you for bringing your concerns forward and for your commitment to our northern municipalities and communities.

Sincerely,



Shannon Phillips  
Minister

cc: Honourable Rachel Notley  
Premier of Alberta

Honourable Oneil Carlier, Minister of Agriculture and Forestry  
MLA for Whitecourt-Ste. Anne

Honourable Shaye Anderson, Minister of Municipal Affairs

Honourable Margaret McCuaig-Boyd, Minister of Energy  
MLA for Dunvegan-Central Peace-Notley

Honourable Danielle Larivee, Minister of Children's Services  
MLA for Lesser Slave Lake

Debbie Jabbour, Chair of the Northern Alberta Development Council  
MLA for Peace River

Eric Rosendahl  
MLA for West Yellowhead

Brian Makowecki  
Environment and Parks

December 13, 2016

The Honourable Shannon Phillips  
Minister of Environment and Parks  
Legislature Office  
208 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Phillips:

I am writing to you on behalf of the Northern Alberta Elected Leaders (NAEL) regarding the significance of the Alberta Caribou Action & Range Planning Strategy on northern Alberta.

NAEL believes in the value of and need for an integrated, ecosystem-based resource management approach driven by deep public consultation processes in regional and provincial planning. The NAEL membership is concerned with the narrow approach the Province has undertaken with its Caribou Strategy design. We believe the current approach may result in the Province failing to meet its critical habitat protection and self-sustaining caribou population goals, while also missing the opportunity to integrate valuable feedback from the broader public in the planning process.

We are requesting that the Province recognize the significant impact of the Caribou Strategy on northern Alberta by implementing the following actions:

- Complete a Socio-Economic Impact Assessment based on all the species at risk recovery and retention plans;
- Re-assess its public consultation process by:
  - Deepening its engagement with the public through more open and transparent community consultations; and
  - Including municipal representation in the Multi-Stakeholder Advisory Groups in addition to AUMA and AAMDC representation. In Northwest Alberta, we would like to see NAEL representation included as a category in all Multi-Stakeholder Advisory Groups concerning Plans in the Northwest.
- Ensure that all species at risk plans be cohesively developed, in an integrated manner, allowing stakeholders to see the cumulative impact of all proposed protection measures.

NAEL looks forward to hosting Minister Larivee at our spring 2017 meeting, where we will be discussing this issue among other matters. We look forward to your response and contribution to the ongoing conversation on this complex but important topic.



## Northern Alberta Elected Leaders

206, 9621-96 Avenue, Bag 900-14  
Peace River, Alberta T8S 1T4  
Phone: 780-624-6274 fax: 780-624-6184

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Rennie', is written over a horizontal line.

Jim Rennie, NAEL Vice-chair  
Mayor of Woodlands County

cc. Honourable Rachel Notley, Premier of Alberta

Honourable Oneil Carlier, Minister of Agriculture and Forestry  
and MLA for Whitecourt-Ste. Anne

Honourable Danielle Larivee, Minister of Municipal Affairs  
and MLA for Lesser Slave Lake

Honourable Margaret McCuaig-Boyd, Minister of Energy  
and MLA for Dunvegan-Central Peace-Notley

Ms. Debbie Jabbour, Chair of the Northern Alberta Development Council (NADC)  
and MLA for Peace River

Mr. Eric Rosendahl, MLA for West Yellowhead

Mr. Todd Loewen, MLA for Grande Prairie-Smoky

Mr. Wayne Drysdale, MLA for Grande Prairie-Wapiti

Mrs. Lisa Holmes, President, Alberta Urban Municipalities Association (AUMA)

Mr. Tom Burton, Director: District 4 - Northern, Alberta Association of Municipal Districts and  
Counties (AAMDC)



## Northern Alberta Elected Leaders

206, 9621-96 Avenue, Bag 900-14  
Peace River, Alberta T8S 1T4  
Phone: 780-624-6274 fax: 780-624-6184

November 29, 2016

The Honourable Shannon Phillips  
Minister of Environment and Parks  
Legislature Office  
208 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB T5K 2B6

Dear Minister Phillips:

The Northern Alberta Elected Leaders (NAEL) met in October and a key topic of discussion was the length of time and ongoing delays facing many municipalities awaiting infrastructure project approvals for both small and complex projects.

We understand that the economic downturn and limited staff to review and approve projects may be factors contributing to these timelines and would ask that additional supports be allocated to the branch to ensure municipalities are able to advance critical projects in a reasonable timeframe. The delay in major infrastructure projects is significantly impacting the local economy and our ability to serve residents in our northwest communities.

The NAEL membership is concerned about the potential long term impact these approval delays will have on our municipalities and businesses. We would like to know what steps your ministry will take to resolve this issue to ensure this trend does not continue.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jim Rennie', is written over a horizontal line.

Jim Rennie, NAEL Vice-chair  
Mayor of Woodlands County



## Northern Alberta Elected Leaders

206, 9621-96 Avenue, Bag 900-14

Peace River, Alberta T8S 1T4

Phone: 780-624-6274 fax: 780-624-6184

cc. Honourable Oneil Carlier, Minister of Agriculture and Forestry  
and MLA for Whitecourt-Ste. Anne

Honourable Danielle Larivee, Minister of Municipal Affairs  
and MLA for Lesser Slave Lake

Honourable Margaret McCuaig-Boyd, Minister of Energy  
and MLA for Dunvegan-Central Peace-Notley

Ms. Debbie Jabbour, Chair of the Northern Alberta Development Council (NADC)  
and MLA for Peace River

Mr. Eric Rosendahl, MLA for West Yellowhead

Mr. Todd Loewen, MLA for Grande Prairie-Smoky

Mr. Wayne Drysdale, MLA for Grande Prairie-Wapiti

Mrs. Lisa Holmes, President, Alberta Urban Municipalities Association (AUMA)

Mr. Tom Burton, Director: District 4 - Northern, Alberta Association of Municipal Districts and  
Counties (AAMDC)



Date: April 28, 2017

Dear Mackenzie County Council,

This June, Alberta Health Services in partnership with other community organizations will be hosting Bike Rodeo's. We are expecting to have over 150 youths from different ages in attendance for a Bike Rodeo that will inform them of all bicycle safety information as well as proper helmet fitting information.

We are seeking additional funding for our event in order to help out different communities with a low socio economic status in providing with some different safety gear. We would like to know if Mackenzie County would be interested in donating \$300 to put towards helmets and different bike accessories. In kind we would recognize your donation at all of our events as well as on our advertisements in the different communities.

Thank you for your time and your on going support to all of the events we put on in Mackenzie County.

Sincerely yours,

Kevin Smeltzer  
Health Promotion Facilitator  
Alberta Health Services

**From:** [Brock Mulligan](#)  
**To:** [Bill Neufeld](#)  
**Cc:** [Len Racher](#); [Carol Gabriel](#); "[junger@lacretesawmills.com](mailto:junger@lacretesawmills.com)"; [Aaron Doepel](#)  
**Subject:** Softwood Lumber Letter from Paul Whittaker  
**Date:** May-03-17 1:29:54 PM  
**Attachments:** [Municipalities Briefing Note re Softwood Lumber.pdf](#)  
[ASLTC Softwood Lumber Statement.pdf](#)  
[Paul Whittaker - Remarks to Oneil Carlier Press Conference .pdf](#)

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Please find below a letter from Paul Whittaker. We would appreciate if this could also be distributed to council.

May 3, 2017

His Worship Bill Neufeld  
Reeve, Mackenzie County

Dear Reeve Neufeld:

**Re: Softwood Lumber Dispute**

As I'm sure you know, the United States Department of Commerce recently imposed duties ranging from 19%-24% on Alberta lumber imported into the United States. Additional duties are likely to come.

As the United States is our largest export market, this is a negative development for forestry and forestry communities. Now more than ever, we need to support each other. I am pleased to provide information to help you answer questions related to the dispute. Please find attached:

- a briefing document on the nature of the dispute and things you can do to help
- a statement from the Alberta Softwood Lumber Trade Council
- a copy of remarks that I made at Minister Carlier's press conference

By working together, Alberta's forest sector and forestry communities have gotten through tough times before. I know that we can do it again. Please don't hesitate to contact me at 780-392-0750 if I can be of assistance.

Sincerely,

Paul Whittaker  
President and CEO  
Alberta Forest Products Association



### **Celebrating 75 years**

It is OK to print this e-mail. Paper is a biodegradable, renewable, sustainable product made from trees. Growing and harvesting trees provides jobs for millions of men and women, and working forests are good for the environment - providing clean air, clean water, wildlife habitat and carbon storage. When you are through, please remember to recycle it.



## **Softwood Lumber Dispute Background**

On April 25, 2017, the United States Department of Commerce announced its decision in a case brought against Canadian lumber producers by American producers (also known as the Coalition). The decision was that Canadian lumber imported into the United States would be subject to varying levels of duties. **For Alberta producers, the duty levels range from 19% to 24%.** A decision in a second case brought by the Coalition is expected in the next several months. This decision will likely lead to even more duties for Alberta producers.

**Alberta and Canada vigorously deny American claims that producers in Canada are subsidized.** Disputes have been adjudicated by various international tribunals, including NAFTA and the WTO, in the past and American claims have consistently found to be baseless. We will fight these actions and expect to be vindicated once again.

### **Why this is an Important Issue for Your Community**

Successful resolution of these issues is of critical importance to Alberta's forest products sector, which is Alberta's 3rd largest resource sector and a major employer in 70 communities. The United States remains the province's largest market for softwood lumber exports and is essential for the future of the sector.

Canada's annual exports of softwood lumber to the United States are approximately \$8 billion, with \$800 million of that coming from Alberta. Because Alberta's forest sector is highly interconnected, events which harm lumber producers also impact other facets of the industry. For example, if a sawmill has reduced production, the ability of the local pulp mill to obtain a predictable supply of chips is also imperiled.

Past disputes have harmed the Canadian industry by causing:

- Hundreds of millions of dollars in litigation costs
- Billions of dollars in unfair duties
- Reduced access to our largest market for softwood lumber
- Mill closures and job losses, with smaller producers particularly affected

### **What are the Americans Alleging?**

Essentially, American producers are alleging that Canadian forestry companies are subsidized by government and artificially depress lumber prices. Their allegations take two forms.

#### *Countervailing*

Countervailing duties are imposed to offset “subsidies” offered by a foreign government. The US alleges that the ability to harvest timber on Crown land is a “subsidy”. The countervailing allegation is what the US Department of Commerce responded to by imposing duties on April 25.

#### *Anti-Dumping*

Anti-dumping is an allegation that a foreign country (i.e. Canada) is selling their products into the US at artificially low prices in order to suppress competition. The US Coalition has also launched an anti-dumping claim. The US Department of Commerce will announce their decision on this claim in the coming months. This could add additional duties for Alberta producers.

### **Why the US Arguments are Flawed**

Canada and the United States have fundamentally different forest management regimes. In the United States, most forests are privately owned. Mill owners frequently buy timber from private land owners. In this arrangement, the mill owner often simply pays for logs at the mill gate. Other costs, including roadbuilding, transport, land management, and replanting are borne by the land owner, and the land may not be reforested.

In Alberta and most of Canada, the Crown owns most forested land. Forest companies enter into agreements to manage the landbase and pay timber dues in exchange for the right to harvest certain amounts of timber. This means that Canadian companies must pay a host of costs, including roadbuilding, land management, transport, reforestation and others. We believe that this ensures forest sustainability and a fair return for Albertans on the resource.

The American argument is flawed because it simply compares log costs and doesn't take into account all of the other costs borne by Canadian companies. Independent tribunals have rejected the US argument repeatedly.

### **Why the Duties are Bad for Americans**

The US needs Canadian lumber because they don't produce enough for their own growing market. Over the last decade, Canada has supplied approximately 1/3 of lumber used in the US. Cutting off the supply will lead to shortages and price increases for US consumers. It has been estimated that for every \$1,000 that house prices in the US rise, 153,000 Americans are priced out of the housing market. The new duties are expected to raise the price of housing by about \$1,200, so they will affect many middle-class Americans. Rising house costs also affect hundreds of thousands of US jobs in retail, transportation, and construction.

### **What Alberta's Industry Needs**

- **Support for Our System of Forest Tenure** – Alberta's forest tenure system has repeatedly been under attack from American producers, who assert that we must change to an American-style system, which involves market pricing (and mostly uses private land). Alberta's system gives forest companies access to guaranteed and predictable levels of timber harvest. In exchange, companies must manage the forest landbase, reforest all harvested areas, and pay stumpage dues to the provincial government. This system ensures sustainability and creates the right conditions for stable jobs and community investment. Forest communities can help by talking about how this system benefits their community.
- **Alignment Between Government, Industry, and Communities** – The forest industry and governments at both the federal and provincial levels have an excellent working partnership on this issue. Both governments have worked closely to help ensure alignment with industry. The ongoing expenditure of significant resources is required at both the federal and provincial level to undertake legal work and to negotiate a new agreement. Support from forest communities is essential because it helps to justify allocation of resources and political capital to negotiate a new agreement.
- **Regulatory Certainty** – Changes to the regulatory system that add expenses or remove access to the land for forest companies make it even more difficult to compete. Given the intense pressure that US duties will place on



companies, forestry in Alberta needs a stable environment with predictable access to the resource.

- **A New Agreement** – While Canada’s industry believes that free trade of softwood lumber products should occur, a new agreement is the next best option. It creates stability that allows for investment and creation of jobs in forest communities. However, it is imprudent to rush into an agreement that is bad for Alberta producers. Gaining leverage through legal victories may be necessary before negotiating an agreement.

### **What You Can Do**

- Phone or write to your MLA and MP and discuss items raised above
- Push for support for affected communities and families
- Advocate for continued diplomatic action and litigation to the federal government

# Alberta Softwood Lumber Trade Council Statement

Posted By AFPA | April 25, 2017

Share

## Alberta Softwood Lumber Trade Council Statement

*Edmonton, April 25, 2017* –The United States Department of Commerce has announced the imposition of tariffs ranging from 19% to 24% on Alberta lumber imported into the American market.

“We are disappointed that the United States has chosen this course of action. Their accusations are baseless and unfounded,” said Paul Whittaker, Co-Chair of the Alberta Softwood Lumber Trade Council. “Alberta’s timber pricing practices have repeatedly been found to be fair and competitive by international tribunals. We plan to work closely with the Government of Canada and the Government of Alberta to vigorously challenge these tariffs and fight for Alberta jobs that depend on a healthy, sustainable forest sector. All options, including litigation, are on the table. We expect to be fully vindicated.”

Arguments that US producers make in regard to Alberta’s timber pricing system have consistently been found to be erroneous. They argue that producers in Alberta and other parts of Canada do not pay market rates for timber. This does not take into account many costs, including reforestation, land management, road building, environmental monitoring, and site reclamation that Canadian producers must pay. US producers typically do not do these things or pay for them. Various legal panels, including NAFTA, WTO, and others have upheld Canadian arguments in the past.

Forestry is a major contributor to 70 communities in Alberta and creates thousands of direct and spin-off jobs. The value of the forest sector to Alberta’s economy is approximately \$5 billion. As an export-focused sector, access to important markets like the United States is critical for the survival of forestry in Alberta.

### Media contact:

Brock Mulligan

c) 780.239.6890

e) [bmulligan@albertaforestproducts.ca](mailto:bmulligan@albertaforestproducts.ca)

**Remarks Delivered by Paul Whittaker**  
**Minister Oneil Carlier Press Conference**  
**April 25, 2017**

Alberta's forestry companies are disappointed that the United States has chosen this course of action. The accusations by the United States are baseless and unfounded.

Make no mistake, the actions taken today by the US stand to harm hard working women and men in our mill communities across Alberta.

We are working closely with the Government of Alberta and the Government of Canada to vigorously challenge these tariffs and to prove that industry is not subsidized, as the US claims.

This is our fifth round of disputes with the US. In every Softwood Lumber dispute to date, Alberta's practices have been found, by international tribunals, to be fair and competitive.

All options, including litigation, are on the table and we are confident that we will again be fully vindicated.

**From:** [ma.geptbranch@gov.ab.ca](mailto:ma.geptbranch@gov.ab.ca)  
**To:** [CAO](#)  
**Subject:** 2017 GTF Funding Allocations  
**Date:** May-02-17 3:42:52 PM

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Dear Chief Elected Officials,

I am pleased to inform you that the federal government has confirmed that \$219.1 million will be transferred to the Province of Alberta under the Gas Tax Fund (GTF) program in 2017. In addition to this funding, Alberta will also receive \$2.7 million in a GTF funding top-up from legacy federal infrastructure programs. This additional funding will be allocated to municipalities as part of the regular GTF program.

In my March 17, 2017 e-mail to you, I advised that the 2017 GTF allocation estimates are available on the program website. These allocation estimates were calculated based on an expected 2017 GTF program budget of \$219.1 million plus an anticipated \$3.0 million funding top-up. Since the actual top-up of \$2.7 million is slightly lower than expected, allocations have been revised, and the updated allocation estimates have been posted on the program website: [municipalaffairs.alberta.ca/gtf-funding-allocations-eligibility](http://municipalaffairs.alberta.ca/gtf-funding-allocations-eligibility).

For most municipalities, the difference between the updated GTF allocation estimates and those released on March 17 is minimal.

Please note that a letter confirming your GTF allocation will be mailed following legislative approval of Alberta Budget 2017.

Sincerely,

Hon. Shaye Anderson

Minister of Municipal Affairs

cc: Chief Administrative Officers



**HIGH LEVEL FORESTS  
PUBLIC ADVISORY COMMITTEE  
MINUTES**

*Tuesday, April 25<sup>th</sup>, 2017*

5pm, High Level Seniors Center

**PRESENT:**

Gordon Stenhouse (FRI Research)	Marissa Green (Norbord)
Boyd Langford (Member of Public)	Crystal McAteer (Town of High Level)
John Thurston (Hungry Bend Sandhills Society)	Phil Trapton (Member of the Public)
Jenna Gardner (Member of the Public)	Evan Gardner (Peace River Constituency)
Aaron Doepel (LaCrete Sawmills)	Allen Plantinga (Tolko)
Melanie Plantinga (Tolko)	Mike Morgan (Town of High Level)
Nicolene Lawson (Norbord)	

**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)
Chris Mitchell (Town of Rainbow Lake)	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)
Margaret Carrol (High Level & District Chamber of Commerce)	Cheryl Ernst (High Level & District Chamber of Commerce)
Matt Marcone (Echo Pioneer)	Paul Ebert (Agriculture & Forestry)
Harvey Sewpagaham (LRRCN)	Fred Didzena (Dene Tha')

## **CALL TO ORDER 5:45pm**

- 1. WELCOME, INTRODUCTIONS & ROUND TABLE**
- 2. NEW BUSINESS**

### **Grizzly Bear Research – Gordon Stenhouse**

How many bears has Gord collared? Approximately 300 in 19 years. If the population is below the 1000 considered necessary for a non-threatened species, when did it drop below the 1000 animal threshold? We don't know. Gord also does not know if 1000 or more animals is a realistic goal for this species in Alberta. 75% of that may be sustainable and feasible.

What is the relationship between black bears and grizzly bears? The research so far has shown that if there are many black bears in an area there are not many grizzly bears. If there are many grizzly bears, there seem to be few black bears. The ranges do not seem to overlap.

What should people look for if they are identifying den sites? Grizzlies often dig test holes. They like gravel ridges along creeks/rivers. They like to den in the root balls of trees. They do not like to be near roads.

How big a range do grizzlies bears have? Females approximately 500 square KM, males 1500 square KM. They often come back to the same areas repeatedly, apparently checking for the availability of berries or other seasonal foods.

What is the average life span? How long do they reproduce? Gord has encountered a 32 year old male with many off spring. He also has records of a 28 year old female who was still producing cubs. She was a hunter and was teaching those skills to her offspring.

Would they migrate to Alaska or Yukon? No, grizzly bears may move between BC and Alberta but behavior does not suggest a long distance migration like that.

How long do collars stay on? Approximately 2 ½ years. The collars can be commanded to drop off remotely. (If Gord sends the command). They have a cotton band which rots off over time. The collar is usually commanded to turn off while the bear is denned which saves battery life. The collars usually send updates every 10 hours. The researchers have "geo fences", virtual points set up so if a bear leaves its den they receive an e-mail message telling them that it is mobile. They can set up these "geo fences" around campgrounds to provide warnings if bears come close to recreation areas.

Grain spillage from trains and trucks is an attractant to grizzly bears, is Gord working with anyone on solutions to this problem? No, though he agrees that spilled grain is attractive to bears. It would be very costly to fix all the leaky rail cars which appear to be out there.



Does he think that it is possible to reintroduce grizzly bears in the northern United States? Possibly, under certain conditions.

Caribou habitat and protection is a big issue in the north. How does it mesh with grizzly bear protection? Caribou are specialists, grizzly bears are generalists. Caribou seem to require specific conditions for best survival. Grizzly bears are more able to adapt to different conditions. Bears do not kill many caribou. The caribou are at greater risk from wolves.

3. Please be aware of the Forestry Week BBQ being hosted by the Northern Lights Forest Education Society on May 10<sup>th</sup> at 5:30pm at the Footner Lake Walking Trails. Everyone is welcome.

There is also an open house to present the companies General Development Plan on May 10<sup>th</sup> from 11:00am-5:00pm at the Town of High Level office. There will be a BBQ from 11:00am – 1:00pm. Information Sessions will be in Rainbow Lake on May 9<sup>th</sup> and LaCrete & Fort Vermillion on May 11<sup>th</sup>.

4. **NEXT MEETING - Tuesday May 30th, 2017 – SFI Standard Certification, 2017/18 General Development Plan**
5. **MEETING ADJOURNED – 7:00pm**

## **Boreal Housing Foundation**

**Regular Board Meeting**  
**March 27, 2017 – 12:30 A.M.**  
**Conference Room in High Level**

**In Attendance:**

George Friesen  
John W Driedger  
Peter H. Wieler – via Teleconference  
Michelle Farris  
Crystal McAteer  
Paul Driedger- via Teleconference  
Wally Olorenshaw  
Clark McAskile  
Wanda Beland

**Missing:**

Joe Pastion  
Trevor Mercredi  
Gus Loonskin  
Ray Toews

**Administration:**

Mary Mercredi, Chief Administrative Officer  
Evelyn Peters, Executive Assistant

**Call to Order:**

Chair George Friesen called the meeting to order at 12:38 pm

**Agenda:**

**Approval of Agenda**

17-31

Moved by Crystal McAteer

That the agenda be amended to include  
6.7 Health Care Policies

Carried

**Minutes:** **February 23, 2017 Regular Board Meeting**

17-32 Moved by Clark McAskile

That the February 23, 2017 Regular board meeting minutes be approved as distributed.

Carried

17-33 **March 13, 2017 Special Board Meeting**

Moved by Crystal McAteer

That the March 13, 2017 Special board meeting notes be approved as distributed.

Carried

**Reports:** **CAO Report**

17-34 Moved by Wally Olorenshaw

That the Chief Administrative Officer report be received for information.

Carried

**In Camera:** **Legal**

17-35 Moved by Wally Olorenshaw

That the meeting move to in camera at 1:00 pm.

Carried

17-36 Moved by Clark McAskile

That meeting move out of in camera at 1:43 p.m.

Carried

17-37 Moved by John W Driedger

That the Audited Financial Statements be approved as presented by Meyers Norris Penny.

Carried Unanimously

## Financial Reports

### **Lodge Financial Reports – February 28, 2017**

17-38 Moved by Wally Olorenshaw

That the February 28, 2017 Lodge financial report be received for information.

Carried

### **High Level Lodge Reports – February 28, 2017**

17-39 Moved by Peter Wieler

That the February 28, 2017 High Level Lodge financial report be received for information.

Carried

### **Assisted Care Financial Reports – February 28, 2017**

17-40 Moved by Paul Driedger

That the February 28, 2017 Assisted Care financial report be received for information.

Carried

### **Housing Financial Reports – February 28, 2017**

17-41 Moved by Wally Olorenshaw

That February 28, 2017 Housing financial report be received for information.

Carried

**Arrears Report to February 28, 2017**

No Report

**New Business**

**Budget Recalculation Adjustments**

That the proposed 2017 lodge budget discussed and received as information

Carried

**Market Rent**

17-42

Moved by Wally Olorenshaw

That no changes to the market rent in High Level, but the market rent for La Crete and Fort Vermilion be set as follows:  
Seniors = \$650, 1 Bdrm = \$750, 2 Bdrm = \$900,  
3 Bdrm = \$1000 and 4 to 5 Bdrm = \$1050 per month.

17-43

Moved by Peter Wieler

That the Cap for Direct to Tenant be phased in by reducing High Level Cap to \$450.00 in 2017 and to \$400.00 in 2018. La Crete and Fort Vermilion to remain at \$400.00

Carried

**Administration Policies**

17-44

Moved by Crystal McAteer

That Boreal Housing Foundation Administration Policies, ADM-001, ADM-002, ADM-003, ADM-004, ADM-005, ADM-006, ADM-007, ADM-008, ADM-009, ADM-010, ADM-011, ADM-012, ADM-013, ADM-048, be approved as presented.

Carried

17-45 Moved by Crystal McAteer

That Mackenzie Housing Management Administration Policies, Adm-001, Adm-002, Adm-003, Adm-004, Adm-005, Adm-006, Adm-007, Adm-008, Adm-048 be rescinded effective immediately.

Carried

**Lodge Policies**

17-46 Moved by Clark McAskile

That Boreal Housing Foundation Lodge Policies, LDG-001, LDG-002, LDG-003, LDG-004, LDG-005, LDG-006, LDG-007, LDG-008, LDG-009, LDG-010, LDG-011, LDG-012, LDG-013, LDG-014, LDG-015, LDG-016, LDG-017, LDG-018, LDG-019, LDG-020, LDG-021, LDG-022, LDG-023, LDG-024, LDG-025 and LDG-026 be approved as presented.

Carried

**Health and Safety Policies**

17-47 Moved by Crystal McAteer

That Boreal Housing Foundation Health and Safety Policies, H&S-001, H&S-002, H&S-003, H&S-004, H&S-005, H&S-006, H&S-007, H&S-008, H&S-009, H&S-010, and H&S-011, be approved as amended.

Carried

17-48 Moved by Crystal McAteer

That Mackenzie Housing Management Health and Safety Policies, H&S-001, H&S-002, H&S-003, H&S-004, H&S-005, H&S-006, H&S-007 and H&S-008 be rescinded effective immediately.

Carried



**Organizational Chart**

17-49

Moved by Wally Olorenshaw

That the proposed organizational chart be approved as distributed.

Carried

**Nursing Policies**

17-50

Moved by Clark McAskile

That Boreal Housing Foundation Nursing Policies, NUR-01, NUR-02, NUR-03, NUR-04, NUR-05, NUR-06, NUR-07, NUR-08, NUR-09, NUR-10, NUR-11, NUR-12, NUR-13, NUR-14, NUR-15, NUR-16, NUR-17, NUR-18, NUR-19, NUR-20, NUR-21, NUR-22, NUR-23, NUR-24, NUR-25, NUR-26, NUR-27, NUR-28, NUR-29, NUR-30, NUR-31, NUR-32, NUR-33, NUR-34, NUR-35, NUR-36, NUR-37, NUR-38, NUR-39, NUR-40, NUR-41, NUR-42, NUR-43, NUR-44, NUR-45, NUR-46, NUR-47, NUR-50, NUR-51, NUR-52, NUR-53 and NUR-54 be approved as presented.

17-51

Moved by Clark McAskile

That Mackenzie Housing Management Nursing Policies CCP-002, CCP-003, CCP-004, CCP-005, CCP-006, CCP-007, CCP-008, CCP-009, CCP-010, CCP-011, CCP-012, CCP-013, CCP-014, CCP-015, CCP-016, CCP-017, CCP-018, CCP-019, CCP-020, CCP-021, CCP-022, CCP-023, CCP-024, Medication Administration, MRSA, Narcotic Keys, Narcotic & Controlled Drugs Nursing, Needle Stick Injury, NUR-25, NUR-26, Nur-27, NUR-204, NUR-205, NUR-206, NUR-207, NUR-207, NUR-208, NUR-209, NUR-210, NUR-211, Nur-212, NUR-212, NUR-213, NUR-214, NUR-215, NUR-216, NUR-217, NUR-218, NUR-219, NUR-223, NUR-224, NUR-225, Outbreak Management Protocol, Return Narcotic Meds to Pharmacy, VRE, Wasting Narcotic Drugs, be rescinded effective immediately.

17-52 Moved by Clark McAskile

That Mackenzie Housing Management Lodge policies LDG-001, LDG-002, LDG-003, LDG-004, LDG-005, LDG-006, LDG-007, LDG-008, LDG-009, LDG-010, LDG-011, LDG-012, LDG-013, LDG-014, LDG-015, LDG-018, LDG-19, LDG-020, LDG-021, LDG-022, LDG-024, LDG-025, LDG-28, LDG-029, LDG-030, LDG-031, LDG-032, LDG-033, LDG-34, LDG-035, LDG-036, and LDG-038 be rescinded effective immediately.

Carried

**Information:**

**Information items**

17-53 Moved by Crystal McAteer

That the following items be accepted for information:

- Bank reconciliations for February 28, 2017
- Letter to Fort Vermilion Seniors and Elders
- Alberta Health - Continuing Care Health Service Standards Audit
- Food Handling Permit

Carried

**Next Meeting Date:** Regular Board Meeting – April 27, 2017  
Fireside Room – Phase I Heimstaed Lodge

**Adjournment:**

17-54 Moved by Crystal McAteer

That the meeting of March 27, 2017 be adjourned at 2:17 pm.

Carried

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Chair George Friesen

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Evelyn Peters  
Executive Assistant

**ZAMA RECREATION SOCIETY  
REGULAR MEETING - MINUTES**

**Sunday Jan 24, 2016 – 4:00 pm**

**Present** Greg McIvor, Chairperson  
Roxane Tarr, Vice Chair  
Lisa Wardley, County Liaison, Exe. Director  
Jackie Roberts, Director  
Donnie Roberts, Director  
Kayla Wardley, Director

**Call to Order** Called meeting to Order at 4:10 pm

**MOTION** **Agenda, Minutes & Approvals**  
**Moved by Kayla**  
That the Agenda be adopted as presented  
CARRIED

**MOTION** **Moved by Greg McIvor**  
That the meeting minutes from Dec13, 2015 be accepted as presented.  
CARRIED

**a) Rink** **OLD BUSINESS**  
Apache boys doing a good job, no complaints. Rink lighting needs to be looked at this summer. Move the funds from the caretaker contract (as Apache employees are donating labour) to the Landscape project.

**b) Budget** We have received requested for operational funds and should be receiving a letter soon regarding Capital projects. Need to complete the carry forwards and get the projects off the books

**c) Auction Wrap Up** Profits were down for the 2015 Auction, might need to look at something different for next year.

**d) Merchandise** New merchandise should be arriving soon. We profit on average 30% on this fundraiser. Cardlock asks for nothing in return. Will assist in purchasing shelving and other display items with some of the proceeds

**e) Year End**

Again Daniel Ringrose will complete year end. Review Engagement and GST Returns and refund reconciliation and T4 summary

**d) Gym**

Memberships going good, equipment good, everything good ☺ Roxane and Jackie continue to monitor and reset door code when required

**NEW BUSINESS**

**a) Spring Break Up**

Greg wishes to again do some sort of Spring Dance with a Band. He will look into details.

**b) Programs**

Kayla and Roxane will brainstorm and see what other programs that we can operate. Partner with School and Library as much as possible

**NEXT MEETING DATES - called by the Chair**

**Moved by Roxane Tarr**

That the meeting adjourns at 5:50 pm

CARRIED

Approved: Date: \_\_\_\_\_, \_\_\_\_\_

  
\_\_\_\_\_  
Greg McIvor, Chairperson

\_\_\_\_\_  
Lisa Wardley, Executive Director

**ZAMA RECREATION SOCIETY  
REGULAR MEETING - MINUTES**

**Sunday March 13 – 1:00 pm**

**Present** Greg McIvor, Chairperson  
Roxane Tarr, Vice Chair  
Lisa Wardley, County Liaison, Exe. Director  
Jackie Roberts, Director  
Donnie Roberts, Director  
Kayla Wardley, Director

**Call to Order** Called meeting to Order at 1:05 pm

**MOTION** **Agenda, Minutes & Approvals**  
**Moved by Kayla**  
That the Agenda be adopted as presented  
CARRIED

**MOTION** **Moved by Greg McIvor**  
That the meeting minutes from January be accepted as presented.  
CARRIED

**a) Rink** **OLD BUSINESS**  
Getting ready to wrap up, maybe a couple more weeks left. Greg looking into rink lighting, and do within the landscape project

**b) Budget** Budget on point, moving forward with Capital projects quotes and details (Greg, Lisa and Roxane along with Donnie will coordinate).

**d) Merchandise** Merchandise sales are still successful, added Canada Action 'I Love Oil' and other designs of shirts.

**e) Year End** Daniel Ringrose still working on year end. Have sent in additional information regarding GST refunds, and additional applications have been signed and sent to CRA.



**ZAMA RECREATION SOCIETY  
REGULAR MEETING - MINUTES**

**Friday May 19, 2016 – 7:00 pm**

**Present** Greg McIvor, Chairperson  
Roxane Tarr, Vice Chair  
Lisa Wardley, County Liaison, Exe. Director  
Jackie Roberts, Director  
Donnie Roberts, Director  
Kayla Wardley, Director

**Absent** Kayla Wardley, Director

**Guests** Kevin Mireau, Dave Hiltz, Marvin Ward, Trudy Gillam, Janet Hackett

**Call to Order** Called meeting to Order at 7:05 pm

**Agenda, Minutes & Approvals**

**MOTION** **Moved by Kayla**  
That the Agenda be adopted as presented  
CARRIED

**MOTION** **Moved by Greg McIvor**  
That the meeting minutes from March be accepted as presented.  
CARRIED

**OLD BUSINESS**

**b) Budget** Budget on point, moving forward with Capital projects quotes and details (Greg, Lisa and Roxane along with Donnie will coordinate).

**d) Merchandise** Merchandise sales are still successful.

**e) Year End** Daniel Ringrose still working on year end. Have sent in additional information regarding GST refunds, and additional applications have been signed and sent to CRA.

**d) Gym** Going well, no issues



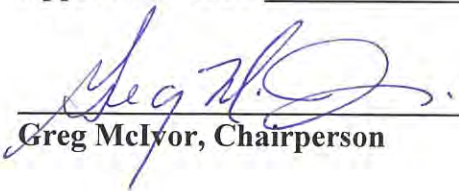
**NEW BUSINESS**

- a) **Spring Break Up**                      Went well
  
- b) **Programs**                              Looking at getting soft services partners (such as hairdresser, massage therapist, etc) Yoga is going well.
  
- c) **Pick a Prize Raffle**                Ticket sales are slow, extended draw date to October
  
- d) **Landscape Project**                Discussed overall concept plan, went over layouts, discussed the job posting, gathered additional ideas, completed a walk around the property. Received two proposals and Greg will review and discuss with Roxane and come to a decision on Job Foreman.
  
- d) **REDI Partnership**                The census partnership with the Zama Chamber is set to start soon. Roxane, Lisa and Jackie will be trained and registered as census takers. Compensation will be as listed in the contract with Wilma / REDI . The Business survey project may be another opportunity for the Chamber to partner as well in the future.

**NEXT MEETING DATES - called by the Chair**

**Moved by Donnie Roberts**  
That the meeting adjourns at 9:10 pm  
CARRIED

Approved: Date: \_\_\_\_\_, \_\_\_\_\_

  
\_\_\_\_\_  
Greg McIvor, Chairperson

\_\_\_\_\_  
Lisa Wardley, Executive Director

**ZAMA RECREATION SOCIETY  
REGULAR MEETING - MINUTES**

**Aug 24, 2016 – 7:00 pm**

**Present** Greg McIvor, Chairperson  
Roxane Tarr, Vice Chair  
Lisa Wardley, County Liaison, Exe. Director  
Donnie Roberts, Director

**Absent** Kayla Wardley, Director  
Jackie Roberts, Director

**Call to Order** Called meeting to Order at 7:05 pm

**MOTION** **Agenda, Minutes & Approvals**  
**Moved by Donnie**  
That the Agenda be adopted as presented  
CARRIED

**MOTION** **Moved by Greg McIvor**  
That the meeting minutes from May be accepted as presented.  
CARRIED

**OLD BUSINESS**

**b) Budget** See update on Capital Projects email from July, and verbal reports from Project Coordinators

**d) Merchandise** Merchandise sales are still successful.

**e) Year End** Received the year end, reviewed, only major note is large bank balance (which has been carried over to fund the multiple capital projects this year)

**d) Gym** Going well, no issues

## **NEW BUSINESS**

- a) Halloween** Greg will look into band and organize Halloween – enlist Kayla and Roxane to help decorate. October 29,2016
- b) Programs** Yoga was very well received, partner with Kelli Steffen Massage Therapist, Lisa will organize
- c) Pick a Prize Raffle** Ticket sales are slow, need to push draw date October at Halloween Dance
- d) Landscape Project** Reviewed update emails and verbal reports.... Had decided during to extend to reside the skate shack and shed, and tin the roofs on both, sprinkler systems on both our property and cornerstone (partner with County). Also added Communities in Bloom funding for new self-watering planters. We are over the \$63,000 required for County funding so Lisa will start the request process for the reimbursement of Capital funding from the County.
- e) REDI Partnership** Business survey is underway, Roxane and Lisa are completing, compensation schedule with be negotiated with Wilma / REDI.
- f) Capital Projects** When completing the Air Conditioning Project was found that we have some water damage that needs repairing. Got a little out of control, but Greg and Roxane are dealing with the contractors and completing the required repairs. The Power Project update was given by Greg. Roxane gave verbal update on Security system install.
- g) Christmas Party/Auction** Date set December 10. Jackie, Roxane, Kayla and Lisa will meet to come up with details. Greg will look after the Food.

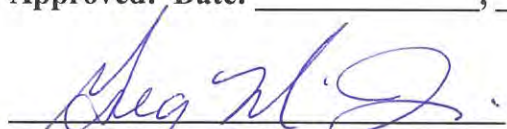
## **NEXT MEETING DATES - called by the Chair**

**Moved by Donnie Roberts**

That the meeting adjourns at 9:20 pm

**CARRIED**

Approved: \_\_\_\_\_, \_\_\_\_\_  
Date: \_\_\_\_\_, \_\_\_\_\_

  
\_\_\_\_\_  
Greg McIvor, Chairperson

\_\_\_\_\_  
Lisa Wardley, Executive Director

**ZAMA RECREATION SOCIETY  
REGULAR MEETING - MINUTES**

**Oct 22, 2016 – 2:00 pm**

**Present** Greg McIvor, Chairperson  
Roxane Tarr, Vice Chair  
Lisa Wardley, County Liaison, Exe. Director  
Donnie Roberts, Director  
Kayla Wardley, Director  
Jackie Roberts, Director

**Absent** none

**Call to Order** Called meeting to Order at 2:00 pm

**MOTION** **Agenda, Minutes & Approvals**  
**Moved by Donnie**  
That the Agenda be adopted as presented  
CARRIED

**MOTION** **Moved by Roxane Tarr**  
That the meeting minutes from Aug be accepted as presented.  
CARRIED

**OLD BUSINESS**

**b) Budget** See update on Capital Projects email from July, and verbal reports from Project Coordinators  
2017 Budget discussion, Lisa will submit with same request for operating and Capital Re-roofing Hall \$30,000 and Energy Upgrade \$35,000.

**d) Merchandise** Merchandise sales are still successful

**e) Year End** Ringrose will again complete, and also do GST Refunds and Payroll reconciliation. Lisa will get ready in January and send in late January early February.

**d) Gym** Going well, no issues

**NEW BUSINESS**

- a) **Halloween** Greg booked Sweet Tequila for Halloween – enlist Kayla and Roxane to help decorate. October 29,2016
- b) **Programs** Yoga was very well received, partnering with Kelli Steffen Massage Therapist, Lisa will organize. Movie nights are going well, Janet and Nicole handle all details.
- c) **Pick a Prize Raffle** Ticket sales are slow, need to push draw date October at Halloween Dance
- d) **Landscape Project** Lisa completed reimbursement requests. Shut down for year, just about all non-completed items, supplies are already purchased and will be completed in the spring. Full wrap up will be available after year end is completed and next spring after project is done.
- e) **REDI Partnership** Business survey is done, Roxane and Lisa completed, compensation schedule was set with Wilma / REDI.
- f) **Capital Projects** Verbal updates on all project were given. Camera Security system, air conditioning, furnace replacements, landscape program, electrical upgrades
- g) **Christmas Party/Auction** Date set December 10. Jackie, Roxane, Kayla and Lisa will meet to come up with details. Greg will look after the Food. Purchase Karaoke machine as per quote
- g) **Grey Cup / Crop Club** Partner with Biz Club again for Grey Cup. Kayla will organize bar and supplies and operate for the event. Crop Club is also that weekend but will be able to operate both with no issues

**NEXT MEETING DATES - called by the Chair**

**Moved by Donnie Roberts**

That the meeting adjourns at 3:20 pm

CARRIED

Approved: Date: \_\_\_\_\_, \_\_\_\_\_

  
\_\_\_\_\_  
Greg McIvor, Chairperson

\_\_\_\_\_  
Lisa Wardley, Executive Director

## Draft Agenda

**Thursday, May 11, 2017 | 10 am – 2 pm**  
**Family and Community Support Services**  
**5220 54 Street | Cold Lake AB**

<b>Time</b>	<b>Agenda Item</b>	<b>Member/Presenter</b>
10:00	1.0 Call Meeting to Order	Chair, Bob Marshall, Councillor, County of Grande Prairie No. 1
10:05	2.0 Welcome and Introductions	TBD
10:15	3.0 Review and Adoption of Agenda	Chair
	3.1 Review and Adoption of Minutes – Valleyview, January 19, 2017	Chair
10:20	4.0 Presentations	
	Panel: Reclaimed and Grey Water	
10:20	4.1 Alberta Water Reuse and Stormwater Use	Joey Hurley, Water Policy Advisor, Environment and Parks
10:45	4.2 Health Considerations and Guidelines for Stormwater and Water Reuse Projects	Jessica Popadynetz, Environmental Health Officer, Alberta Health Services
11:10	4.3 Reclaimed Water and Stakeholder Roles	Sidney Manning, Chief Plumbing and Gas Administrator, Municipal Affairs
11:35	4.4 Panel Discussion Q&A	All panelists
12:00	Lunch	
12:30	4.5 Support for Water Management in First Nations	Rosey Radmanovich, Environmental Liaison, and Devin Meneen, Circuit Rider Training Program Manager Technical Services Advisory Group
1:00	5.0 Business Arising from Minutes	Chair
	5.1 Review of Action List and Correspondence	Chair
	6.0 New Business and Updates	Chair
	6.1 Municipal elections and WNC representatives	Chair
1:15	7.0 Subcommittee Updates	Subcommittee Chairs
1:30	8.0 Member Roundtable and Topics for Discussion	Membership
1:50	9.0 Next meeting	Membership
	9.1 Location and date	Membership
	9.2 Future agenda topics and upcoming	Membership



Time	Agenda Item	Member/Presenter
	presentations discussion	
2:00	10.0 Adjournment	Chair
2:15	Water Plant Tour (Optional)	Councillors Bob Buckle and Duane Lay, City of Cold Lake, and City Staff

*\*Agenda is subject to change.*

DRAFT

# Project Update - Spring 2017



## Amisk Hydroelectric Project

The Amisk Hydroelectric Project (Amisk/the Project), located on the Peace River in northwestern Alberta, is a proposed run-of-river project being developed by AHP Development Corporation (AHP). The Project is estimated to have a generating capacity of 370 MW and approximately 2,588 GWh of electricity annually, which is enough supply for roughly 359,000 homes. Amisk would generate much needed renewable electricity for the province of Alberta.

## Project Update

In 2016, AHP let you know that we anticipated recommencing the environmental field studies needed for the Environmental Impact Assessment (EIA) in 2017 and that the EIA regulatory application was expected to be submitted in 2019. Since that time, the Alberta government announced that it has chosen the Alberta Electric System Operator (AESO) to run the first competition to procure renewable energy under its Renewable Electricity Program, part of the government's Climate Leadership Plan. Using a competitive process administered by the AESO, the first Renewable Electricity Support Agreements are now expected to be awarded to successful bidders before the end of 2017.

As the Renewable Electricity Program continues to evolve, AHP must consider and incorporate this into the planning and implementation of the Project. In doing so, AHP is postponing the collection of environmental data previously planned for 2017 and now intends to continue the work during the 2018 field season, using the most up-to-date Project design and footprint information.



The reporting work needed to complete the EIA will continue in 2019. AHP now anticipates submitting the EIA regulatory application in 2020, with design and construction planning activities expected to commence in 2022 after the regulatory approval process concludes. Construction is expected to be executed over approximately 5 years.





## Consultation

AHP is proceeding with a level of engagement that corresponds to the new timeline and activities. The planning needed to commence environmental field work will initiate in the fall of 2017 and extend into early 2018. AHP will communicate and discuss the process going forward with stakeholders and work with you to ensure you are engaged as the field work for the EIA activities begin. The consultation team remains available to respond to questions.

## Dependable Renewable Electricity in the Years Ahead

Amisk will allow for an expansion in the type and quality of the recreational opportunities in the area and will create significant revenue and jobs for the region and the province in the years to come. AHP looks forward to advancing the Project, which can supply Alberta with dependable volumes of renewable electricity as coal-fired generation in the province is eliminated by 2030.



## Contact Us

If you have questions or would like to learn more about the Project, AHP encourages you to contact the Stakeholder Lead, David Berrade, at 403-686-8940 or our Project hotline at 1-844-287-1529. We are available by email at [info@amiskhydro.com](mailto:info@amiskhydro.com). Additionally, you can visit the Project website at [www.amiskhydro.com](http://www.amiskhydro.com).



# Canada's 150th Birthday Celebration



CANADA 150  
1867-2017



**NORTHERN SUNRISE  
COUNTY**

**Thursday June 29, 2017  
2:00-7:00 pm**

**Cecil Thompson Park,  
NSC Admin Building Grounds  
& Willy's Trucking Parking Lot**

**DR. VON  
HOULIGAN'S  
CARNIVAL OF  
CALAMITIES**

**Free BBQ, Entertainment,  
Cultural Diversity Showcase, Games,  
Crafts, Prizes, Lazer tag, Bubble soccer,  
show 'n shine... and much more!**



## Step 6: The public hearing process\*

The public hearing process provides an opportunity for those who have been unable to resolve their concerns with the applicant and have made a filing, to express their views directly to a panel of Commission members. The panel reviews the initial filings and grants what is referred to as standing to those who may be directly and adversely affected by the proposed project. Standing is necessary to continue involvement as an intervener in the proceeding which may include the filing of evidence and participation in an oral or written hearing.

The AUC will issue a notice of hearing setting out the hearing date, location and additional process steps and deadlines. An AUC public hearing operates similarly to a court proceeding and is a quasi-judicial process. The general public is welcome to attend as an observer and the hearings are often broadcast online so that those interested can listen-in.

Participants in a hearing can either represent themselves or be represented by legal counsel. In addition, participants may hire experts to assist in preparing and presenting evidence to support their position.

Persons who hire legal counsel or technical experts must be aware that while reimbursement for the costs of legal and technical assistance may be available under Rule 009, recovery of costs is subject to the Commission assessing the value of the contribution provided by counsel and technical experts. People with similar interests and positions are expected to work together to ensure that any expenditures for legal or technical assistance are minimized and costs are not duplicated.

## Step 7: The decision

For electric transmission facilities, the need for transmission development filed by the Alberta Electric System Operator to the AUC must be considered to be correct unless someone satisfies the Commission that the needs application is technically deficient, or that to approve it would be contrary to the public

interest. For electric needs applications, the Commission can either approve, deny, or send the application back with suggestions for change.

Commission decisions made about applications filed for a specific utility development, including electric transmission lines, gas utility pipelines and power plants, may be approved, approved with conditions or denied. Decisions are typically released within 90 days from the close of the record as a written report. The decision, available on the AUC website, will summarize the Commission's findings and state its reasons for the decision with any conditions or approval time limits if applicable.

Sometimes needs and facility applications are considered together in a single proceeding.

## Step 8: Right to appeal

A participant in a hearing who is dissatisfied with the decision of the Commission may request that the Commission review and vary its decision. Such a request must follow the procedure set out in Rule 016: *Review of Commission Decisions*.

A dissatisfied participant may also file a leave to appeal motion in the Court of Appeal of Alberta within 30 days from the date the decision is issued.

## Step 9: Construction and operation

Any applicant that receives a permit to construct and licence to operate a facility from the Commission must adhere to any conditions that were set out in the decision. If you notice something during the construction or operational phases of a project that concerns you, bring this to the applicant's attention. If you are not satisfied with the response you receive, please bring your concerns to the attention of the AUC.

**\*Denotes opportunity for public involvement**

**The Alberta Utilities Commission is committed to ensuring that Albertans whose rights may be directly and adversely affected by utility development in Alberta have the opportunity to have their concerns heard, understood and considered. If you believe you may be directly and adversely affected, you can become involved in the AUC application and review process.**

## Contact information

Phone: 780-427-4903  
Email: [consumer-relations@auc.ab.ca](mailto:consumer-relations@auc.ab.ca)

Dial 310-0000 prior to the 10-digit number and then press 1 for toll-free access anywhere in Alberta.

## Information session

It is our goal to ensure that you understand the process, and your opportunities for involvement in proceedings to consider utility development applications. For those interested in having an AUC staff member further explain the application and review process or answer questions you may have about your involvement in utility development proceedings, please contact us as we may schedule a formal information session for you. The virtual information session on our website, found under Involving Albertans, will also provide you with further details which could assist you in understanding the process and having your say in a utility development proceeding.

This brochure provides general information only. Specific participation opportunities may differ depending on the type of application.

## Public involvement in a proposed utility development

*Understanding your rights and options for participating in a proceeding to consider applications for a proposed project in your area*

## Application process

### Step 1\*

Public consultation by the applicant.

### Step 2

Application filed with the AUC.

### Step 3

The AUC issues a notice of application or notice of hearing.

### Step 4\*

Interested parties submit filings to the AUC with any outstanding issues or objections.

If the AUC does not receive any submissions, the application will be reviewed and a decision may be made without a hearing.

### Step 5\*

The AUC issues a notice of hearing, if it was not already issued in Step 3.

- Continued opportunity for consultation and negotiation with the applicant.

### Step 6\*

Public hearing.

### Step 7

The AUC issues its decision. Below are the options the AUC may consider for:

Needs applications from the Alberta Electric System Operator:

- Approval of application.
- Return to the Alberta Electric System Operator with suggestions.
- Denial of application.

Facilities applications:

- Approval of application.
- Approval of application with conditions.
- Denial of application.

### Step 8

Option to appeal decision or ask the AUC to review its decision.

### Step 9

Approvals, construction and operation of facility, if approved.

## Having your say

Early discussions with the applicant about proposed utility developments will often result in greater influence on what is filed in the application for approval. Utility developments include natural gas pipelines, electric transmission lines and substations (including Alberta Electric System Operator needs identification documents), and power plants. Should you have concerns related to a proposed utility development, it is best to have early and ongoing discussions with the applicant.

If your objections cannot be resolved, or you have outstanding concerns upon the filing of an application with the AUC, you have an opportunity to submit an initial filing with your objections in writing to the AUC containing the following information:

- How you may be affected by the proposed project and the location of your land or residence in relation to it or any alternative proposed in the application.
- The potential effect the proposed project may have on your property or interest in the property .
- A description of the extent to which you may be affected, and how you may be affected in a different way or to a greater degree than other members of the general public.

Following this initial filing, you may be able to fully participate in the proceeding. This could include having legal representation and participation in a public hearing. It is important to note that any applied for routes and segments (preferred and alternate) could be chosen as the approved route in the AUC decision.

### Step 1: Public consultation prior to application\*

Prior to filing an application with the AUC for the approval of a proposed utility development, the applicant is required to conduct public consultation in the area of the proposed project, so that concerns may be raised, addressed and if possible, resolved.

The requirements for consultation and notification, namely the participant involvement requirements, are set out in Rule 007 for electric facilities and Rule 020 for gas utility pipelines.

Potentially affected parties are strongly encouraged to participate in the initial public consultation, as early involvement in discussions with an applicant may lead to greater influence on project planning and what is submitted to the AUC for approval.

### Step 2: Application to the AUC

When the participant involvement requirements have been completed, the proponent of the utility development files an application with the AUC. The application must indicate the issues which came up during the public consultation and any amendments considered or made to the project. Any unresolved objections or concerns which arose from the public consultation must be identified in the application.

\*Denotes opportunity for public involvement

### Step 3: Public notification

The Commission will issue a notice when it receives an application that, in the Commission's opinion, may directly and adversely affect the rights of one or more people. The notice is typically sent by mail to residents in the project area and may also be published in local newspapers. The notice will provide key dates, contacts and participation information for those interested in becoming involved in the application process.

### Step 4: Public filings to the AUC\*

If you have unresolved objections or concerns about the proposed project filed with the AUC for approval and wish to participate in an AUC proceeding, you must make an initial written filing. Your filing must include your contact information, concern or interest in the application, an explanation of your position and what you feel the AUC should decide. Please be aware that any information or materials filed with the AUC, except information granted confidentiality, is available to the public.

### Filing your concerns

The eFiling System is a web-based tool created to manage applications and filings made to the AUC through a proceeding-based review. This system gives access to all public documents associated with applications filed with the AUC and is the most efficient way to provide your input to the AUC and monitor the related proceeding filings.

Those who do not have access to the Internet can send filings, evidence and other material by mail or fax and the AUC will upload the submission on your behalf.

### Participant cost reimbursement

A person determined by the Commission to be a local intervener can apply for reimbursement of reasonable costs incurred while participating in an AUC proceeding. Details regarding recovery of participants' costs are described in Rule 009: *Rules on Local Intervener Costs*.

### Step 5: Consultation and negotiation\*

The Commission supports ongoing efforts to reach a positive outcome for the applicant and all affected parties. The Commission encourages the applicant and those who have made filings to continue to attempt to resolve any outstanding issues. If all concerns can be satisfactorily resolved this may eliminate the need for a formal hearing. However, if there continues to be unresolved issues, typically those matters will be addressed at an AUC public hearing.



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PIR employers are safety leaders in our province. You strive to make improvements and investments in your safety and disability management programs on an ongoing basis. The benefits of your efforts extend beyond the workplace and into the lives of your employees and their families. You are the employers Albertans want to work for.

Your actions show a safe work place is, and will always be, your top priority. Your contribution does not go unnoticed.

You have built a solid partnership with your employees, certifying partner, Occupational Health & Safety and WCB-Alberta that truly makes a difference and will provide you many more successful —**and safe**—years to come.

Thank you for your commitment.

## You're in good company!

In 2016, 47 per cent of Alberta's workforce was covered by an employer with a valid COR.



\* Includes deferred Improving Your Performance forecasts

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Why do you invest in safety?

What are your achievements in safety since joining the PIR program?

Email your story to [corporate.communications@wcb.ab.ca](mailto:corporate.communications@wcb.ab.ca). We would love to hear from you!