



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

JUNE 13, 2017

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, June 13, 2017
10:00 a.m.**

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

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
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- UTILITIES:** 15. a) Bylaw 909-13 Water and Sewer Systems 169
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SESSION:** 17. a) Legal
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- c) Land
- P3 Fire Hall Proposal – Fort Vermilion
 - Fort Vermilion Airport Terminal Building
- NOTICE OF MOTION:** 18. a)
- NEXT MEETING
DATES:** 19. a) Committee of the Whole Meeting
June 27, 2017
1:00 p.m.
La Crete Conference Room
- b) Regular Council Meeting
June 28, 2017
10:00 a.m.
Fort Vermilion Council Chambers

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

ADJOURNMENT: 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the May 24, 2017 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the May 24, 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 May 24, 2017, Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, May 24, 2017
10:00 a.m.**

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

- PRESENT:**
- | | |
|------------------|---|
| Bill Neufeld | Reeve |
| Lisa Wardley | Deputy Reeve |
| Jacque Bateman | Councillor |
| Peter F. Braun | Councillor |
| John W. Driedger | Councillor |
| Josh Knelsen | Councillor |
| Walter Sarapuk | Councillor (joined the meeting via
teleconference at 1:29 p.m. and left the
meeting at 2:19 p.m.) |
| Ray Toews | Councillor |
- REGRETS:**
- | | |
|----------------|------------|
| Elmer Derksen | Councillor |
| Eric Jorgensen | Councillor |
- ADMINISTRATION:**
- | | |
|-------------------|---|
| Len Racher | Chief Administrative Officer |
| Byron Peters | Director of Planning & Development |
| Fred Wiebe | Director of Utilities |
| Doug Munn | Director of Community Services |
| Karen Huff | Director of Finance |
| Dave Fehr | Director of Operations |
| Donny Roberts | Zama Site Manager |
| Jennifer Batt | Finance Controller |
| Jessica Ruskowsky | Executive Assistant to the CAO/Recording
Secretary |
- ALSO PRESENT:** S/Sgt. Bill Mooney, Fort Vermilion RCMP
Members of the Public and the Media

Minutes of the Regular Council meeting for Mackenzie County held on May 24, 2017 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:06 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 17-05-362 MOVED by Councillor Braun

That the agenda be approved with the following additions:

- 9. e) Northern Alberta Elected Leaders (NAEL) Priorities Survey
- 11. a) Fort Vermilion Spruce Trees

CARRIED

**ADOPTION OF
PREVIOUS
MINUTES:**

3. a) Minutes of the May 9, 2017 Regular Council Meeting

MOTION 17-05-363 MOVED by Deputy Reeve Wardley

That the minutes of the May 9, 2017, Regular Council Meeting be adopted as presented.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

5. a) Council Committee Reports

MOTION 17-05-364 MOVED by Councillor Bateman

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 10:55 a.m.

CARRIED

MOTION 17-05-365 MOVED by Deputy Reeve Wardley

That Council move out of camera at 11:12 a.m.

CARRIED

Reeve Neufeld recessed the meeting at 11:12 a.m. and reconvened the meeting at 11:18 a.m.

MOTION 17-05-366 MOVED by Councillor Bateman

That the council committee reports be received for information.

CARRIED

TENDERS: 7. a) Machesis Lake Campground Caretaker (11:00 a.m.)

MOTION 17-05-367 MOVED by Deputy Reeve Wardley

That the Tenders for the Machesis Lake Campground Caretaker be opened.

CARRIED

<u>Bidder</u>	<u>Bid Price</u>
Jake Gerbrandt	\$8,000/month
Elizabeth Parchment	\$4,500/month

MOTION 17-05-368 MOVED by Deputy Reeve Wardley

That the awarding of the Machesis Lake Campground Caretaker tender be tabled until after lunch.

CARRIED

TENDERS: 7. b) Asbestos Abatement from a Two Story Office Building – Fort Vermilion, AB (11:00 am)

MOTION 17-05-369 MOVED by Deputy Reeve Wardley

That the quotes for Asbestos Abatement from a Two Story Office Building – Fort Vermilion, AB be opened.

CARRIED

<u>Bidder</u>	<u>Bid Price</u>
No bids received	n/a

MOTION 17-05-370 MOVED by Councillor Bateman

Requires 2/3

That administration re-advertise the Asbestos Abatement from a Two Story Office Building – Fort Vermilion, AB tender and increase advertising.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

5. b) Community Services Committee Meeting Minutes

MOTION 17-05-371 MOVED by Councillor Braun

That the unapproved minutes of the May 3, 2017 Community Services Committee Meeting be received for information.

CARRIED

5. c) Municipal Planning Commission Meeting Minutes

MOTION 17-05-372 MOVED by Councillor Driedger

That the Municipal Planning Commission meeting minutes of May 4, 2017 be received for information.

CARRIED

5. d) Agricultural Fair Committee Meeting Minutes

MOTION 17-05-373 MOVED by Councillor Knelsen

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

CARRIED

DELEGATIONS: 4. a) S/Sgt. Bill Mooney, Fort Vermilion RCMP

MOTION 17-05-374 MOVED by Deputy Reeve Wardley

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 11:57 a.m.

CARRIED

MOTION 17-05-375 MOVED by Councillor Toews

That Council move out of camera at 12:25 p.m.

CARRIED

Reeve Neufeld recessed the meeting at 12:25 p.m. and reconvened the meeting at 12:55 p.m.

MOTION 17-05-376 MOVED by Councillor Bateman

That the RCMP crime statistics report be received for information.

CARRIED

ADMINISTRATION: 9. a) Bylaw 1068-17 Fee Schedule Bylaw

MOTION 17-05-377 **MOVED** by Deputy Reeve Wardley
Requires 2/3

That first reading be given to Bylaw 1068-17 being the Fee Schedule Bylaw for Mackenzie County.

CARRIED

MOTION 17-05-378 **MOVED** by Councillor Braun
Requires 2/3

That second reading be given to Bylaw 1068-17 being the Fee Schedule Bylaw for Mackenzie County.

CARRIED

MOTION 17-05-379 **MOVED** by Councillor Driedger
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1068-17 being the Fee Schedule Bylaw for Mackenzie County at this meeting.

CARRIED UNANIMOUSLY

MOTION 17-05-380 **MOVED** by Councillor Bateman
Requires 2/3

That third reading be given to Bylaw 1068-17 being the Fee Schedule Bylaw for Mackenzie County.

CARRIED

ADMINISTRATION: 9. b) Jubilee Park Committee – Request for Installation of Flags

MOTION 17-05-381 **MOVED** by Councillor Toews

That Mackenzie County pay for the flags and install them at Jubilee Park.

CARRIED

PUBLIC HEARINGS: 8. a) Bylaw 1066-17 Land Use Bylaw Repeal and Replace

Reeve Neufeld called the public hearing for Bylaw 1066-17 to order at 1:01 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 1066-17 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Land Use Bylaw Repeal and Replace. Byron Peters, Director of Planning & Development, presented the Bylaw and indicated that first reading was given on April 13, 2017.

Reeve Neufeld asked if Council has any questions of the proposed Land Use Bylaw amendments. No questions were received.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 1066-17. No submissions were received.

Reeve Neufeld asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1066-17. There was no one present to speak to the proposed bylaw.

Reeve Neufeld closed the public hearing for Bylaw 1066-17 at 1:07 p.m.

MOTION 17-05-382 **MOVED** by Councillor Driedger

That second reading be given to Bylaw 1066-17, being the Land Use Bylaw for Mackenzie County as AMENDED.

CARRIED

MOTION 17-05-383 **MOVED** by Councillor Knelsen

That Bylaw 1066-17, being the Land Use Bylaw be tabled for administration to come back with options on tarp shelters.

DEFEATED

Councillor Sarapuk joined the meeting via teleconference at 1:29 p.m.

DELEGATIONS: 4. b) **Randy Affolder, Alliance Assessment (Teleconference)**

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

MOTION 17-05-384 MOVED by Councillor Bateman

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

- 17. a) Legal
 - Assessment Services Contract

CARRIED

MOTION 17-05-385 MOVED by Councillor Braun

That Council move out of camera at 2:17 p.m.

CARRIED

Councillor Sarapuk left the meeting at 2:19 p.m.

Reeve Neufeld recessed the meeting at 2:19 p.m. and reconvened the meeting at 2:22 p.m.

IN-CAMERA: 17. a) Legal – Assessment Services Contract

MOTION 17-05-386 MOVED by Deputy Reeve Wardley

That Alliance Assessment releases assessment information as per contract section 4.19.

CARRIED

MOTION 17-05-387 MOVED by Councillor Bateman

That administration develops and distributes a Request for Proposals for assessment services.

CARRIED

ADMINISTRATION: 9. c) Policy ADM055 Residential Rental to Employees

MOTION 17-05-388 MOVED by Councillor Toews

That Policy ADM055 Residential Rental to Employees be amended to include “county owned residential properties”.

CARRIED

ADMINISTRATION: 9. d) Caribou Update

MOTION 17-05-389 MOVED by Councillor Knelsen

That the caribou update be received for information.

CARRIED

TENDERS: 7. a) Machesis Lake Campground Caretaker

MOTION 17-05-390 MOVED by Councillor Braun

Requires 2/3

That the Machesis Lake Campground Caretaker contract be awarded to Elizabeth Parchment.

CARRIED

ADMINISTRATION: 9. e) Northern Alberta Elected Leaders (NAEL) Survey (ADDITION)

MOTION 17-05-391 MOVED by Deputy Reeve Wardley

Requires Unanimous

That council reviews the survey and submits key issues to the Reeve to be combined and be brought back to the Northern Alberta Elected Leaders (NAEL).

DEFEATED

COMMUNITY SERVICES: 11. a) Fort Vermilion Spruce Trees (ADDITION)

MOTION 17-05-392 MOVED by Councillor Toews

Requires Unanimous

That administration contact Jacob Marfo of the Mackenzie Applied Research Association (MARA) to check our spruce trees and provide an opinion on why they are dying.

CARRIED UNANIMOUSLY

FINANCE: 12. a) Town of High Level – Cost Sharing Request for Fire Department Air Resupply Project

MOTION 17-05-393 MOVED by Councillor Toews

Requires 2/3

That the \$12,500 in funding towards the Town of High Level for Fire Department Air Resupply Project be tabled until next meeting for administration to have further discussion.

CARRIED

FINANCE: 12. b) **La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade Funding Options**

MOTION 17-05-394 **MOVED** by Councillor Braun
Requires 2/3

That the La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade be funded by debenture and that a borrowing bylaw be brought back to Council.

CARRIED

PLANNING & DEVELOPMENT: 14. a) **Organic Alberta: Mackenzie County Organic Success Program**

MOTION 17-05-395 **MOVED** by Councillor Knelsen
Requires 2/3

That Mackenzie County contributes \$10,000 towards Organic Alberta's proposed Mackenzie County Organic Success Program with accompanying letter of support towards the CARES grant application, with funding coming from the General Operating Reserve.

CARRIED

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

MOTION 17-05-396 **MOVED** by Councillor Bateman

That the information/correspondence items be received for information.

CARRIED

NEXT MEETING DATES:

- 19. a) **Regular Council Meeting**
June 13, 2017
10:00 a.m.
Fort Vermilion Council Chambers
- b) **Committee of the Whole Meeting**
June 27, 2017
1:00 p.m.
La Crete Conference Room

- c) **Regular Council Meeting**
June 28, 2017
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 17-05-397 MOVED by Councillor Driedger

That the council meeting be adjourned at 3:18 p.m.

CARRIED

These minutes will be presented to Council for approval on June 13, 2017.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the May 18, 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 May 18, 2017 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, May 18, 2017 @ 10:00 a.m.

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

ADMINISTRATION: Liane Lambert Planner
Caitlin Smith Development Officer
Lynda Washkevich Administrative Assistant/Recording Secretary

MOTION 1. CALL TO ORDER

John W. Driedger called the meeting to order at 10:03 a.m.

2. ADOPTION OF AGENDA

MPC-17-05-064 MOVED by Beth Kappelar

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

- 5 c.) 093-DP-17 Regional Economic Development Initiative
Historical Sign (Old Bay House)
Hamlet Residential “HR1”
Plan 3383ET, Block 1 (Fort Vermilion)**
- 5 d.) 094-DP-17 Regional Economic Development Initiative
Historical Sign (Trappers Shack)
Fort Vermilion Hamlet Commercial Centre 1 “HCC1”
Plan 922 0928, Block 6, Lot 39 (Fort Vermilion)**
- 5 e.) 095-DP-17 Regional Economic Development Initiative
Historical Sign (Research Farm)
Park/Institutional “P”
Plan 580KS, Lot N (Fort Vermilion)**
- 5 f.) 096-DP-17 Regional Economic Development Initiative
Historical Sign (Research Farm)
Park/Institutional “P”**

Plan FORTVER, Block 3, Lot 11/12 (Fort Vermilion)

- 5 g.) 097-DP-17 Regional Economic Development Initiative
Historical Sign (St. Henry's Catholic Church)
Hamlet Residential "HR1"
Plan 6162RS, Lot 6 (Fort Vermilion)**

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC-17-05-065 MOVED by Erick Carter

That the minutes of May 4, 2017 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

None.

4. TERMS OF REFERENCE

MPC-17-05-066 MOVED by Beth Kappelar

That the terms of reference be received for information.

CARRIED

5. DEVELOPMENT

- a) 075-DP-17 Heartwood Carpentry
Church Building (Hall) (46'x90')
Agricultural "A" (La Crete Rural)
Plan 152 2958, Block 01, Lot 02**

MPC-17-05-067 MOVED by Jack Eccles

That Development Permit 075-DP-17 on Plan 152 2958, Block 01, Lot 02 in the name of Heartwood Carpentry be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall render

this permit Null and Void

1. Minimum building setbacks:
 - a) 41.14 meters (135 feet) from the road allowance, and
 - b) 15.2 meters (50 feet) from any other property line.
2. **The Church building shall meet all Alberta Safety Codes requirements for Public/Institutional buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit null and void.**
3. The Church building shall require the architecture, construction materials and appearance of buildings and other structures to be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
4. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
5. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
6. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b.) 078-DP-17 Pinelodge Bible Camp Society
Additional 5 Camp Units
Intensive Recreational Use in "F" (Linton Lake)
SE 01-106-16-W5M**

MPC-17-05-068 MOVED by Beth Kappelar

That Development Permit 078-DP-17 on SE 01-106-16-W5M in the name of Pinelodge Bible Camp Society be APPROVED with the following conditions:

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

1. **Minimum building setbacks: 41.15 meters (135 feet) from any road allowances and 15.24 meters (50 feet) from any other property lines.**
2. **The Camp Units shall meet all Alberta Safety Codes requirements and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit null and void.**
3. **PRIOR to the use of a County road allowance, the developer must enter into a Road Allowance Use agreement with Mackenzie County. To enter into an agreement contact the Operations Department at the La Crete office at 780-929-3983.**
4. Subject to conditions of an approved MLL, MSL or TFA from Alberta Sustainable Resources Development.
5. **Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at (780) 841-3275.**
6. All sewage disposal systems to be in conformance with the Alberta Private Sewage Systems Standard of Practice 2015.
7. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighboring properties.
8. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. **SUBDIVISION**

a.) None

7. **MISCELLANEOUS ITEMS**

a.) **Municipal Reserve Values**

MPC-17-05-069 **MOVED** by Jacquie Bateman

That the Municipal Reserve Values discussion be TABLED until after the

next Council Meeting.

CARRIED

b.) Action List

- 5 c.) 093-DP-17 Regional Economic Development Initiative
Historical Sign (Old Bay House)
Hamlet Residential “HR1”
Plan 3383ET, Block 1 (Fort Vermilion)**

MPC-17-05-070 MOVED by Beth Kappelar

That Development Permit 093-DP-17 on Plan 3383ET, Block 01 in the name of REDI be APPROVED with the following conditions:

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

1. **This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.**
2. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
3. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
4. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
5. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
6. **The sign shall:**
 - a. **Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,**
 - b. **Not unduly interfere with the amenities of the district,**
 - c. **Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and**
 - d. **Not create visual or aesthetic blight.**

7. Wiring and conduits of the sign must be concealed from view.
8. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
9. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
10. **The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**
11. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

- 5 d.) 094-DP-17 Regional Economic Development Initiative
Historical Sign (Trappers Shack)
Fort Vermilion Hamlet Commercial Centre 1 "HCC1"
Plan 922 0928, Block 6, Lot 39 (Fort Vermilion)**

MPC-17-05-071 MOVED by Beth Kappelar

That Development Permit 094-DP-17 on Plan 922 0928, Block 06, Lot 39 in the name of REDI be APPROVED with the following conditions:

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

1. **This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.**
2. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**

3. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
4. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
5. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
6. **The sign shall:**
 - b. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,**
 - b. Not unduly interfere with the amenities of the district,**
 - c. Not materially interfere with or affect the use, enjoyment or value of**
 - neighbouring properties, and**
 - d. Not create visual or aesthetic blight.**
7. Wiring and conduits of the sign must be concealed from view.
8. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
9. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
10. **The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**
11. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

**5 e.) 095-DP-17 Regional Economic Development Initiative
Historical Sign (Research Farm)
Park/Institutional “P”
Plan 580KS, Lot N (Fort Vermilion)**

MPC-17-05-072 **MOVED** by Beth Kappelar

That Development Permit 095-DP-17 on Plan 580KS, Lot N in the name of REDI be APPROVED with the following conditions:

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

1. **This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.**
2. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
3. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
4. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
5. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
6. **The sign shall:**
 - c. **Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,**
 - b. **Not unduly interfere with the amenities of the district,**
 - c. **Not materially interfere with or affect the use, enjoyment or value of**
 - d. **neighbouring properties, and**
 - d. **Not create visual or aesthetic blight.**
7. Wiring and conduits of the sign must be concealed from view.
8. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.

9. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
10. **The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**
11. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

**5 f.) 096-DP-17 Regional Economic Development Initiative
Historical Sign (Research Farm)
Park/Institutional "P"
Plan FORTVER, Block 3, Lot 11/12 (Fort Vermilion)**

MPC-17-05-073 **MOVED** by Beth Kappelar

That Development Permit 096-DP-17 on Plan FORTVER, Block 03, Lot 11/12 in the name of REDI be APPROVED with the following conditions:

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

1. **This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.**
2. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
3. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
4. The sign shall be a minimum of 2 meters in height from the bottom

- of the sign above the curb/sidewalk.
5. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
 6. **The sign shall:**
 - d. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,**
 - b. Not unduly interfere with the amenities of the district,**
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and**
 - d. Not create visual or aesthetic blight.**
 7. Wiring and conduits of the sign must be concealed from view.
 8. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
 9. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
 10. **The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.**
 11. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
 12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

- 5 g.) 097-DP-17 Regional Economic Development Initiative
Historical Sign (St. Henry's Catholic Church)
Hamlet Residential "HR1"
Plan 6162RS, Lot 6 (Fort Vermilion)**

MPC-17-05-074 MOVED by Beth Kappelar

That Development Permit 097-DP-17 on Plan 6162RS, Lot 6 in the name of REDI be APPROVED with the following conditions:

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

1. **This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.**
2. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
3. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
4. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
5. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
6. **The sign shall:**
 - e. **Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,**
 - b. **Not unduly interfere with the amenities of the district,**
 - c. **Not materially interfere with or affect the use, enjoyment or value of**
 - d. **neighbouring properties, and**
 - d. **Not create visual or aesthetic blight.**
7. Wiring and conduits of the sign must be concealed from view.
8. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
9. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
10. **The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations**

and County Bylaws and resolutions relating to the development of the lands.

11. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
12. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

Jacque Bateman left the meeting at 10:19 a.m.

8. IN CAMERA

None

9. MEETING DATES

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

Erick Carter left the meeting at 10:30 a.m.

10. ADJOURNMENT

MPC-17-05-075 MOVED by Jack Eccles

That the Municipal Planning Commission Meeting be adjourned at 10:33 a.m.

CARRIED

These minutes were adopted this 8th day of June, 2017.

John W. Driedger, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Karen Huff, Director of Finance
Title:	Finance Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the May 23, 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: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the unapproved Finance Committee meeting minutes of May 23, 2017 be received for information.

Author: _____ Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
FINANCE COMMITTEE MEETING**

**May 23, 2017
10:00 am**

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

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

ADMINISTRATION: Len Racher Chief Administrative Officer
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 10:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION FC-17-05-053 MOVED by Councillor Knelson

That the agenda be approved with the following additions

6. i) FCSS Annual Reporting

CARRIED

MINUTES FROM PREVIOUS MEETING: 3. a) Minutes of the April 24, 2017 Finance Committee Meeting

MOTION FC-17-05-054 MOVED by Councillor Bateman

That the minutes of the April 24, 2017 Finance Committee meeting be approved as presented.

CARRIED

BUSINESS ARISING FROM PREVIOUS MINUTES: 4. a) None

DELEGATIONS: 5. a) None

BUSINESS: 6. a) Financial Reports Review

MOTION FC-17-05-055 **MOVED** by Deputy Reeve Wardley

That the financial reports be received for information and that administration is to amend the Financial reports as discussed.

CARRIED

6. b) La Crete Recreation Board – Emergent Funding

MOTION FC-17-05-056 **MOVED** by Deputy Reeve Wardley

That the Finance Committee approves a \$3,500 expenditure for the arena water pump repair with funds to come from the Recreation Emergent Reserve.

CARRIED

MOTION FC-17-05-057 **MOVED** by Deputy Reeve Wardley

That administration brings back Policy FIN006 Unbudgeted Expenditures and Policy ADM041 Recreational Capital Projects to review at the next Finance Committee meeting.

CARRIED

6. c) 2017 Bursary Applications

MOTION FC-17-05-058 **MOVED** by Reeve Neufeld

That the Finance Committee awards 9 recipients as discussed for the total amount of \$13,000, and that administration re-advertise the bursary program with an extension date, and present any new applications to the next Finance Committee meeting for review and consideration.

CARRIED

Councillor Bateman abstained from the vote.

MOTION FC-17-05-059 **Moved** by Deputy Reeve Wardley

That administration is to amend the bursary application to

clarify requirements based on questions received by administration.

CARRIED

6. d) CAO Expense Claims

None

6. e) Councillor Honorariums and Expense Claims

MOTION FC-17-05-060

MOVED by Councillor Knelson

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

CARRIED

6. f) Members at Large Expense Claims

MOTION FC-17-05-061

MOVED by Deputy Reeve Wardley

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

CARRIED

6. g) Cheque Lists

MOTION FC-17-05-062

MOVED by Councillor Bateman

That the cheque lists for April 25, 2017 – May 23, 2017 be received for information.

CARRIED

6. h) MasterCard Statements

MOTION FC-17-05-063

MOVED by Reeve Neufeld

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

CARRIED

6. i) FCSS Annual Reporting

MOTION FC-17-05-064

MOVED by Reeve Neufeld

That administration continues to work on getting access to the reporting information for the FCSS annual reports.

CARRIED

IN-CAMERA

7. a) None

**ADDITIONS TO
AGENDA:**

8. a) None

**NEXT MEETING
DATE:**

9. a) June 20, 2017 at 2:00 p.m.
Zama Corporate Office

ADJOURNMENT:

10. a) Adjournment

MOTION FC-17-05-065

MOVED by Councillor Knelson

That the Finance Committee meeting be adjourned at 2:15 p.m.

CARRIED

These minutes were approved by the Finance Committee on _____.

Peter Braun
Chair, Councillor

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	CAO Report

BACKGROUND / PROPOSAL:

The CAO and Director reports for May 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 May 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 May, 2017

May Meetings

- 1st Managers Meeting
- 2nd Agriculture Service Board Meeting
- 3rd Community Service Board Meeting
- 3rd Tri-Council Meeting
- 4th Buffalo Head Drainage Meeting in Grande Prairie
- 5th Agriculture Fair Committee Meeting
- 9th Regular Council Meeting
- 23rd Finance Committee Meeting
- 24th Regular Council Meeting
- 26th Joint Health and Safety Meeting
- Fort Vermilion School District Awards
- 27th LaCrete Chamber of Commerce Golf Tournament and Supper
- 29th Managers Meeting

Beginning of June Meetings 1st- 5th FCM Conference and Trade Show

Grants and Funding

We are still avidly searching out grant opportunities for projects throughout the county. It is a game of patience as we wait for some of the program application intakes to open up.

Emergency Management

Our emergency management crew has been doing a fantastic job setting up our emergency management plans and putting together meeting to ensure all stakeholders are consulted in the process. Staff is actively involved in the process as well as they undertake training for various positions that will be activated in an emergency situation.

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 May, 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
Economic Development Strategy	ongoing	Have been spending considerable time on joint projects, with REDI, MFTA, FV BofT, and others. Projects seem to be progressing well, and new opportunities are arising.
Streetscape	Ongoing	Meetings with local committees are ongoing. La Crete project is progressing well. Fort Vermilion banners are progressing well, lookout dock is more challenging.

Capital Projects

Projects	Timeline	Comments
Rural Addressing	Q2 2017	Sign installation has resumed, and quality check is well underway.
Land Use Bylaw review	2016-17	Public hearing was held May 24 th , and second reading was also received. Will be presented for third reading on June 28 th . Will have information at all ratepayer meetings regarding the LUB.

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, and plans for a small ceremony are well underway.
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Personnel Update:

Nothing new to report.

Other Comments:

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. Had an assortment of caribou meetings and open houses in May, and attended the FCM conference in early June. Working on the caribou recommendations/report for the provincial/federal governments; the report has been an incredible amount of work.

Caribou is further addressed under its own update.

MONTHLY REPORT TO THE CAO

For the Month of May 2017

From: David Fehr
Director of Operations

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Dust control	ongoing	The dust control program was almost wrapped up as of May 31
Mowing	ongoing	The mowing and summer maintenance of parks has begun.
Pot hole patching	ongoing	Pot hole patching is an ongoing maintenance program that will continue all summer as needed.
Docks	June	All docks have been installed except for the dock onto the Peace River as the river has a high water level.
signs	ongoing	The sign maintenance program has started and will continue all summer as needed.
Town cleanup	completed	Town cleanup has been accomplished with many thanks to many participants that assisted with this task.

Projects	Timeline	Comments
Blue Hills New Bridges	August	The request for an RRD for the new bridge has been submitted and awaiting a reply from the province.
La Crete and Fort Vermilion overlays	Ongoing	Most overlays have been finished with a little left to do in August.
94 th Ave	Ongoing	The dirt work is finished and the asphalt overlay is done. The street lighting needs to be completed. The walking trail along the 94 th avenue from 106st to 108st has also been

		completed.
Salt Shed Fort Vermilion	Started	The electrical feed from shop to where the new salt shed is to be built has been installed and the contractor has given a tentative construction start date as June 7, 2017.
Prairie Packer to West West La Crete road	July	Started the road rebuild and the expected finish time is mid to late July.r

Respectfully,

David Fehr
 Director of Operations

REPORT TO CAO
 May, 2017

From: Grant Smith
 Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2017	AT has shoulder sprayed hwy's 88, 58, 35 & 697 in early June. They have also spot sprayed problem areas identified in 2016. The County is in the process of entering into a Service Agreement to spot spray problem areas as they arise.
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 th : <ul style="list-style-type: none"> • Pest Control • Beaver Control Council also adopted the Weed Control Policy as presented.
Ag Fair & Tradeshow	2017	2017 Ag Fair dates are August 11 th & 12 th . A meeting was held on March 1 st . Greg Newman was selected as chair of the committee. The next meeting is scheduled for June 7 th .
Wolf Bounty	2017	We've received 201 wolf carcasses as of May 1 st . Carcasses have been received from High Level, Zama, Meander River, Buffalo Head Prairie, Blue Hills and Jean D'or Prairie.
Organic Conference	April 7 th & 8 th .	An organic conference was held in La Crete on April 7 th & 8 th . 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 th .

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 th Council meeting. Construction is to commence June 1 st , 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 th to discuss design and approval under the Water Act. This project is being publicly tendered, with the opening at the June 28 th Council meeting.

Personnel Update:

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

Other Comments:

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MONTHLY REPORT TO THE CAO

For the Month of May 2017

From: Doug Munn
Director of Community Services

Program/Activity/Project	Timeline	Comments
Bylaw Services	Ongoing	<ul style="list-style-type: none"> Picked up 4 dogs from Rocky Lane School returned one to the owner and 1 “community dog” in Fort Vermilion. Bylaw Officer attended Municipal Enforcement Conference in Red Deer. Very good conference with relevant training, networking opportunities and information. Dealt with complaints for Bylaw Enforcement Continued patrols for dogs in Fort Vermilion and at Rocky Lane School and La Crete. Continued monitoring of waste pickup.
Health and Safety	Ongoing	<ul style="list-style-type: none"> Held OH&S Meeting in May. Received details of the Safety Audit and will prepare a plan to improve as recommended.
Peace Officer	Ongoing	All required documents were sent to the Solicitor General on May 7, 2017. On June 6, 2017 we received confirmation that we have been recommended for approval and we will begin the process of recruiting a Peace Officer.
Fire Department	May	<p>Fort Fire 4 - Fire Alarm 4 - MCR's 1 - MVC 1 - Vehicle Fire</p> <p>La Crete Fire 8 - MCR's 2 - Outdoor/Grass Fire 2 - MVC's 1 - Structure Fire 4 - Fire Alarm</p>

Fire Department Training	May	12 members (8 from La Crete, 4 from Fort) successfully complete the NFPA 1001 skills training, this includes; vehicle extrication, search rescue, live fire training including vehicle fires, flammable liquids fire training and the NFPA 472 Hazmat training (including containment, diking, damming , dilution, absorption, adsorption and decontamination of patients, tools and rescuers.) This is the first class that has been taught by our in house instructors.
Campgrounds – Hutch, Machesis, Wadlin, Bridge, La Crete Ferry	May	Campgrounds opened on May 12, 2017. 90% of the docks have been installed. Working on improvements as per the 2017 Budget.
Facility Maintenance	May	<ul style="list-style-type: none"> – Replace staff room flooring FV office – Assist with installing antennas etc. Zama trailer – Start up lawn sprinkler systems – Board picnic shelter Wadlin Lake (interior) – Setup solar systems at Wadlin Lake for phone booster and fish cleaning station – Start-ups at Campgrounds - Docks, wood, spring cleaning, etc.
First Nations Relationships	May	<p>May 23 – Met with Fire Chief in Tallcree to discuss improvements to radio communication and mutual aid agreement.</p> <p>May 24 – Met with Beaver First Nation Council to discuss water supply, road maintenance and mutual aid agreements</p>
Training - Disaster Planning and Peace Officer	May	Community Services Director attended Disaster Forum May 8 to 11 and Community Peace Officer Coalition on May 12, 2017. Made important contacts and gained valuable information.
La Crete Ferry Campground	May	Met with La Crete Ferry Campground Society and AEP to discuss development of the campground and various projects. Things are very positive.
Courthouse Move – MARA	June	Arrangements are being made to move the Courthouse to the MARA site during the week of June 12 to 16.

Capital Projects

FV Artificial Ice Plant	March	Old plant has been removed and new plant is being constructed in Edmonton on a skid.
Bridge Campground and Machesis Lake – (changed from April report)	May	Received funding from Alta Parks for capital projects as follows: Machesis – Water well, Toilet, phone tower, electricity. – Total \$35,000 Bridge – Shingles, stove – Total \$4,000, Site expansion waiting for design before committing funding. Funding for archaeological study was not funded. Administration is making plans to proceed with these projects.
FV Bridge Campsite Expansion	Ongoing	Checked with Lands and confirmed that road closures must occur before application for lease will be considered by Province.
Playground Equipment	June	Proposals for playground equipment due June 12, 2017
Capital Projects Update Report		See capital projects update report for details of all projects.
Rocky Lane WTS	Ongoing	Application for lease has been submitted to AEP

Personnel Update:

Jenn Batt, Public Works Administrative Assistant, has accepted Financial Controller position with the County. Administrative assistant position will be filled in June. Elizabeth Parchment was hired as the contractor for Machesis Lake.

Other Comments:

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REPORT TO THE CAO

For the Month of May, 2017

From: Carol Gabriel
Director of Legislative & Support Services

Meetings Attended

- 2017-05-01 Managers Meeting
- 2017-05-04 CARB Preliminary Hearing
- 2017-05-09 Council Meeting
- 2017-05-10 Attended the Best Practices of Employee Benefits Course offered by the Canadian Payroll Association
- 2017-05-16 Zama Day with the CAO
- 2017-05-20 Attended the International Institute of Municipal Clerks Conference from May 21 – 24, 2017
- 2017-05-30 Charity Golf Committee meeting
- 2017-05-31 Day 1 of First Aid Course
- Various other individual or departmental meetings.

Council

- Preparing for various meetings of Council.
- Compiling information for the Candidate Information Guides to the upcoming general election.
- The Elected Officials Education Program (EOEP) has scheduled the following dates for the mandatory training for all Councillors under the MGA. Registration will open by July 5, 2017.
 - October 30 and 31, 2017 – Camrose
 - November 2 and 3, 2017 – Grande Prairie
 - November 4 and 5, 2017 – Lacombe
 - November 27 and 28, 2017 – Vermilion
 - November 30 and December 1, 2017 – Drumheller
 - December 2 and 3, 2017 – Medicine Hat
 - December 4 and 5, 2017 – Cochrane
 - December 7 and 8, 2017 – Westlock
 - December 11 and 12, 2017 – Manning
 - December 14 and 15, 2017 – Lac La Biche
 - January 8 and 9, 2018 – Lethbridge
 - January 11 and 12, 2018 – High Prairie

Assessment Appeals

- A preliminary hearing was held on May 4, 2017 to deal with a postponement request for the Merit Hearing scheduled for May 15 & 16, 2017. The request was denied by the Board. The complainant subsequently withdrew their complaint and the merit hearing was cancelled.
- July 18, 2017 is the deadline for appeals for this year's assessment notices.

Bylaws/Policies/Reports/Publications:

- Continue drafting the 2016 Annual Report. Anticipate releasing the report online on Friday, June 9th in advance of the annual ratepayers meetings.
- Drafted policy for appointments to County boards/committees. To be presented to Council for review and approval on June 13, 2017.

Citizen Engagement:

- Various postings on the County's website and Facebook page regarding Request for Proposals, Tenders, development permits, meetings, etc.
- To date approximately 550 applications have been received for the free newspaper subscriptions. Application forms will be available at the annual ratepayer meetings. Residents who have already signed up will receive their first issue starting July 1st.
- Assessment Open Houses were advertised and are being held on June 8th (Fort Vermilion) and 9th (La Crete).
- Ratepayer Meetings have been advertised and we are in the process of preparing for these meetings. Non-Profit groups, fire departments, etc. were invited to set up booths at these events.

Human Resources:

- Conducted interviews for custodial position. Debbie Lambert resigned her position and Vicky Lizotte was hired to fill the position.
- In the process of updating interview questions for various positions.

Records Management:

- Continue working on a major update to the Bylaw and policy which establishes procedures in regard to the retention and disposal of municipal documents.

Events:

- Preparation for promoting Canada 150 and the 9th Annual Mackenzie Regional Charity Golf Tournament in September.
- Preparation for the 2017 annual ratepayer meetings.

Miscellaneous:

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

MONTHLY REPORT TO THE CAO

For the Month of May 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	Annual maintenance getting started.
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	Commissioning happening on June 7, 2016 at BHP should be open June 9 th with Fort Vermilion truckfill open shortly thereafter.
LC- Paving Raw Water Fill	Jun/17	Complete.
FV- Paving FV WTP	Jun/17	Complete. Had to spread some sand on the new asphalt to avoid tandem trucks damaging new asphalt when turning.
LC,FV,ZA- Exhaust Thimbles	May/17	Complete.
FV- 49 th Ave Water Re-servicing	Sept/17	Working on tender documents to go to tender in June.
FV 50 th Street Water Extension	Sep/17	Land has been purchased as discussed. Will try to tender in June.
LC – Well #4	Sept/17	Well driller scheduled to be on site drilling in mid-June. Further comments in my 'other comments' section.

LC – Sanitary Sewer Expansion	Oct/17	WSP doing the engineering and already completed survey work.
FV – Storage Work	Aug/17	Be completed in summer.
LC – Hydrant Replacement	Oct/17	Complete.
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:

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Other Comments:

Beaver First Nations is still awaiting further information from the province in regards to the funding announcement made this spring for potable water being provided to first nations. I'm keeping in contact with the band manager to ensure we continue to work together to make this project happen.

As a part of the well #4 project we had Associated Engineering investigate and prove that the La Crete well water was low risk of being Ground Water Under Direct Influence of Surface Water (GWUDI). Under our newest approval, we were required to complete the study or most likely install Ultraviolet Light as part of our disinfection treatment. Their report followed the procedures that are laid out by Alberta Environment and I was told by the previous director at Alberta Environment that if we had an APEGGA certified hydrologist state that it was low risk, then we could operate our water treatment system as a high quality ground water system (less regulations and treatment requirements). I have attached the letter from Associated Engineering as well as the response we got from Alberta Environment. I am not satisfied with the answer and have set up a conference call with both our engineer as well as Alberta Environment to discuss further.

Respectfully submitted,

Fred Wiebe
 Director of Utilities
 Mackenzie County

May 30, 2017

Application No. 007-9764
Approval No. 9764-03-01

Fred Wiebe
Director of Utilities
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Mr. Wiebe:

La Crete Waterworks System
Ground Water Under the Influence (GWUDI) of Surface Water
Environmental Protection and Enhancement Act Approval No.: 9764-03-00

Thank you for submission prepared by Associated Engineering dated February 2017, verifying that the source water for the La Crete waterworks system is Ground Water Under the Influence (GWUDI) of surface water.

Further to your correspondence received last month, it has been concluded that since the travel time is less than 90 days and traces of algae in the groundwater after the snow melt period were found, the groundwater is considered to be under the influence of surface water at this site. As per our guidance document and to be precautionary, Alberta Environment and Parks would like to recommend treating the wells as GWUDI.

If you have any questions regarding the notice, please contact Anupama Chalise, Municipal Approvals Engineer, at anupama.chalise@gov.ab.ca or by telephone at 780-624-6568.

Yours truly,



Okey Obiajulu, P.Eng., PMP, QEP
Approvals Manager
(Designated Director under the Act)

cc: Anupama Chalise, Alberta Environment and Parks

February 10, 2017
File: 2015.3408.E.01

Okey Obiajulu
Designated Director under the Act
Alberta Environment and Parks

**Re: LA CRETE WATER TREATMENT PLANT
EPEA: APPROVAL NUMBER :9764-03-00;
GWUDI TESTING – PHASE 3 MPA ANALYSIS**

Dear Mr. Obiajulu:

On behalf of the Mackenzie County, we are forwarding the GWUDI assessment memos from our hydrogeologist. As per the current approval requirement, Section 3.3.1, the Mackenzie County commissioned the GWUDI assessment. Two rounds of Phase 3- MPA analysis were carried out and results included in the attached reports:

- Memo, dated July 15 2016, describes the first round of analysis carried out June 2016
- Memo, dated February 03, 2017, describes the second round of analysis carried out in November 2016.

The final conclusion of the hydrogeologist as per the Memo dated February 03, 2017 is as follows:
"The aquifer material provides sufficient natural filtration to remove most surface water organisms and debris and therefore has a rating of low risk of GWUDI and as such the wells should be exempt from GWUDI"

If you have further questions /concerns, please contact the undersigned.

Yours truly,



Raj Subramanian, P.Eng.
Project Manager

RS

Cc: Anupama Chalise – Alberta Environment and Parks
Fred Wiebe, Mackenzie County
Jacques Groenewald, Associated Engineering



Date: July 15, 2016 **File:** 2015-3408.030.200

To: Mr. Fred Wiebe

From: Jacques Groenewald M.Sc. P.Geo.

Project: McKenzie County GWUDI testing

Subject: GWUDI testing – MPA Analysis Results Round 1

MEMO

1 INTRODUCTION

The current groundwater source wells for the Hamlet of La Crete, Mackenzie County, that supply raw groundwater to the water treatment plant (WTP) were drilled close to the Peace River. There are three wells recorded with the Groundwater Information Centre (GIC) (Well IDs (well identification numbers from Alberta Water Well Information Database-AWWID): 1022005, 1022010, and 1500971) that were drilled between 2004 and 2009. These wells were identified by Omni-McCann in 2010 as 1022010 (PW1), 1022005 (PW2), and 1500971(PW3).

Associated Environmental Consultants Inc. (Associated) was retained by the Hamlet of La Crete to confirm the status of these wells regarding groundwater under direct influence (GWUDI) of surface water as per the requirements set out in the Alberta Standards and Guidelines for Municipal Waterworks.¹

This memo summarizes the results of the first Microscopic Particulate Analysis (MPA) sampling event completed in June 2016 as part of the overall project.

1.1 Scope of Work

The main objective of the GWUDI testing is to collect samples from the existing production wells for MPA to ascertain if the wells are connected to the Peace River. To meet this objective, the scope of the overall program work includes two rounds of MPA sampling on the three existing production wells at La Crete. The results of the first round of MPA sampling are provided in this memo.

1.2 Site Location

La Crete is located in Mackenzie County, approximately 10 km east of the Peace River and 30 km southwest (or approximately 70 km upstream) of the Hamlet of Fort Vermilion (Figure 1-1). La Crete has a population of approximately 2,980 within the Hamlet and almost 6,000 within the rural lands surrounding the Hamlet.²

The three existing production wells PW1, 2 and 3 are located within 100 m from the Peace River and are all situated within 150 m from each other parallel to the banks of the Peace River from south-east to north-west (Figure 1-1). A summary of the well coordinates, as measured from the entrance to the well chambers, is provided in Table 1-1.

¹ Alberta Environment and Parks. 2006. Assessment Guideline for Groundwater Under the Direct Influence of Surface Water as outlined in the Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems, Appendix E.

² Associated Engineering (AE). 2015. Water Supply Treatment and Distribution Study. Prepared for Mackenzie County, June 2015.



Memo To: Mr. Fred Wiebe

July 15, 2016

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**Table 1-1
Summary of well coordinates for the three production wells**

La Crete well ID and surface water sample	GIC Well ID	X (m)	Y (m)
PW1	1022010	523456	6447567
PW2	1022005	523396	6447601
PW3	1500971	523337	6447672
Peace River Sample point	-	523590	6447420

Note: Coordinate system in UTM Zone 11V

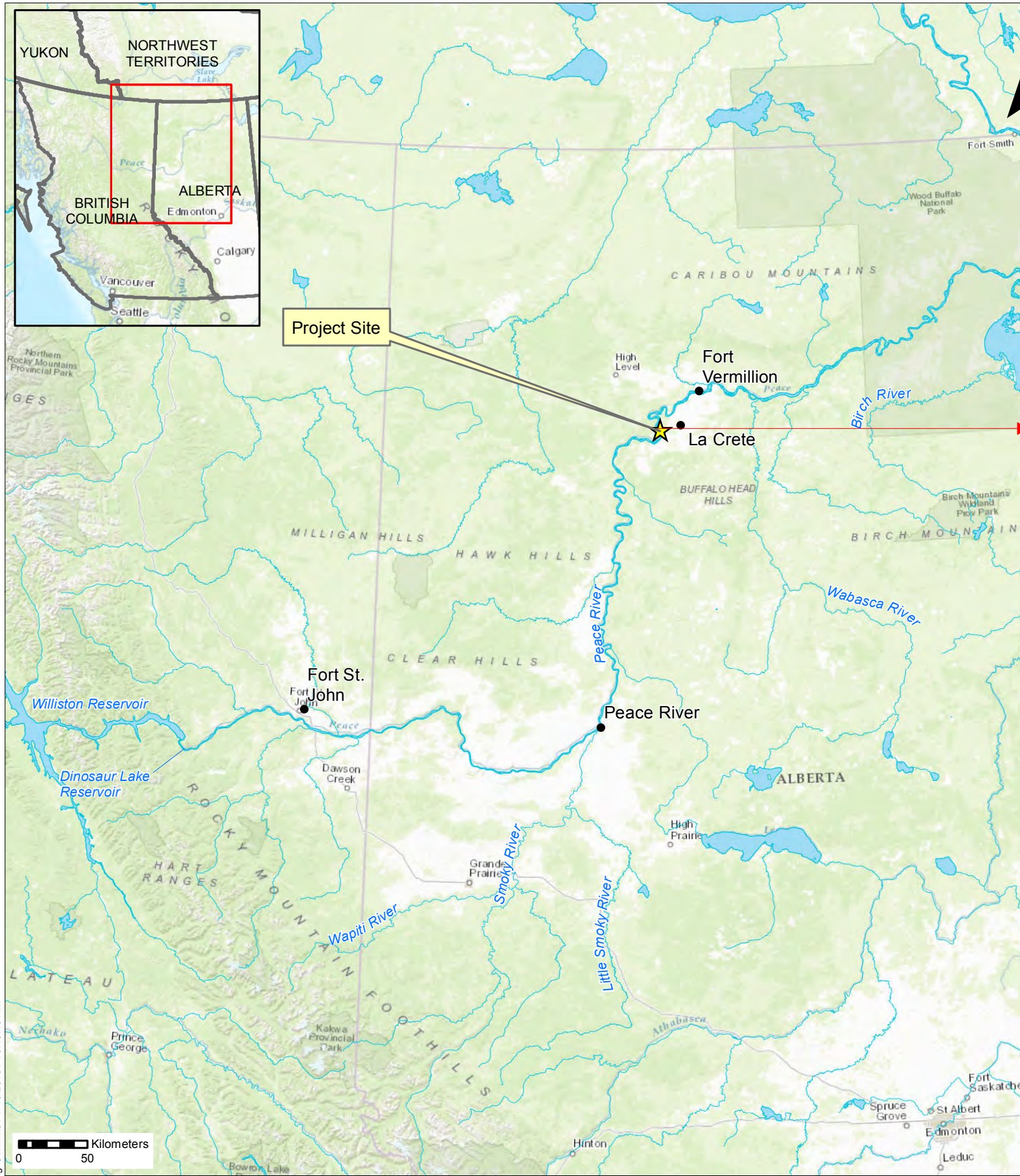


fig GW.mxd / 7/13/2016 / 10:49:45 AM



- Existing Groundwater Supply Well
- Surface Water Sample

PROJECT NO.: 2015-3408.030.100
 DATE: July 2016
 DRAWN BY: DA

FIGURE 1-1: EXISTING LA CRETE GROUNDWATER PRODUCTION WELLS
 Mackenzie County
 LaCrete GWUDI Testing



Memo To: Mr. Fred Wiebe

July 15, 2016

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2 METHODOLOGY

Two sample events were planned for this study, which includes this reported event, representing a critical event after snow melt and another future event representing a period of no rainfall for an extended period to conform to the Consensus method criteria.

The sampling of the three production wells was performed based on the Consensus method³ by the United States Environmental Protection Agency (US EPA) and adopted by Alberta Environment and Parks¹ as the method of choice for GWUDI testing. The MPA samples were collected from the three wells by filtering a large volume (3,000 to 4,500 L) of raw water through a 1 micrometer string wound filter with special equipment supplied by Hyperion Laboratory. Bleed of taps before the treatment process chain from the main line directly from the well was used to run the raw well water through the filtering equipment. A surface water sample from the Peace River was also collected to reveal potential correlations that indicate surface water influence.

The equipment provided by Hyperion for feeding the groundwater directly through the wound filter was set at approximately 10 psi, which caused a flow through the filtration system of approximately 1 gal/min or 3.8 L/min. Table 2-1 provides a summary of the volume of groundwater filtered using the supplied equipment and through the string wound filter for the three wells sampled.

The samples were placed over ice in a cooler and shipped to the laboratory where the filter was dismantled and the particulate matter was washed out and concentrated. The requirement for transit/holding time stipulated by the US EPA³ method is within 48 hours; however, given the location of the project to the laboratory, this was not possible. The laboratory states that an acceptable time is 96 hours, which was achieved during this event for all three samples including the surface water sample.

Additional samples for the three wells and the surface water sample as well as a duplicate sample were also sent to Caro Laboratory in Edmonton for microbiological analysis, which included total coliforms and *E. coli*. The same shipping methods as above applied but holding time was within 30 hours.

³ United States Environmental Protection Agency. 1992. Consensus method for determining groundwaters under the direct influence of surface water using microscopic particulate analysis. EPA 910/9-92-029.

Memo To: Mr. Fred Wiebe

July 15, 2016

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Table 2-1
Summary of groundwater sample volumes filtered for the three production wells and physical chemical parameters for MPA sampling

La Crete well ID and surface water sample	GIC Well ID	Sample Start Time and Date	Sample End Time and Date	Total Volume Filtered (L)	pH	EC (µS/cm)	Temperature (°C)	ORP (mV)
PW1	1022010	6/21/2016 10:46	6/22/2016 2:57	4,069	7.6	648	5.9	198
PW2	1022005	6/21/2016 11:51	6/22/2016 3:15	3,229	7.7	-	6.2	197
PW3	1500971	6/21/2016 10:50	6/22/2016 2:27	4,161	6.6	330	7.1	254
Peace River	-	-	6/22/2016 10:50	NA	8.4	220	15.1	106

Note: ORP - Oxidation-Reduction Potential; NA - not applicable

3 RESULTS

3.1 Microscopic Particulate Analysis

Hyperion received the filters for the three wells and the sample for the Peace River on June 21, 2016 and initiated the analysis procedures. Hyperion issued the report with results on June 29, 2016. The laboratory certificate of analysis is provided in Appendix A.

A summary of the major results and risks associated with each well is provided in Table 3-1. PW1 and PW3 have a moderate (medium) risk of being influenced by the surface water source (Peace River) and PW 2 has a low risk. These results are preliminary though as the follow-up sampling event results would have to be used in combination with these results. No Giardia cysts or Cryptosporidium oocysts were recorded for any of the wells, which are considered conclusive evidence of GWUDI by the Consensus method. Groundwater temperatures for these wells are below 8°C, which means that rotifers will be less prevalent or rare in these wells as indicated from the results.

In a telephone discussion on July 11, 2016, Dr. Peter Wallis of Hyperion indicated that the "Other Algae counts" consisted of much smaller Algae than that measured in the Peace River and were not green or chlorophyll containing. Dr. Wallis

Memo To: Mr. Fred Wiebe

July 15, 2016

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also indicated that under the Consensus method it must still be counted and scored as a risk though but should, in fact, not be counted.

Additionally, the microbiological results (Section 3.2) indicated that no Total Coliforms or *E.coli* were detected in any of these wells.

In summary the results indicate moderate risk of influence from surface water, filtering over the approximately 90 m distance through the unconsolidated material does seem to be effective in removing most of the primary particulates from surface water. The follow-up sample event results will be used to report the final risk and GWUDI status of these wells.

Table 3-1
Summary of MPA results for the three production wells and the Peace River

La Crete well ID and surface water sample	GIC Well ID	Primary Particulates (Count/380 L)					Giardia Cysts/ 100 L	Cryptosporidium oocysts/100 L	Relative Risk Factor
		Diatoms	Other Algae	Insect/Larvae	Rotifers	Plant Debris			
PW1	1022010	0.1	1251.8	0	1.8	1.9	0	0	Moderate
PW2	1022005	0	1.9	0	0	3.5	0	0	Low
PW3	1500971	0	1223.6	0	0	1.0	0	0	Moderate
Peace River	-	-	-	-	-	-	-	-	Total count was > 60,000 and contained pollen and plant matter

3.2 Microbiology

The results for the four samples and duplicate samples were received on June 30, 2016. The certificate of analysis from Caro for the microbiological indicators is provided in Appendix B. The results for all wells indicated a Most Probable Number per 100 mL (MPN/100 mL), and the same results were evident for the duplicate and blank sample submitted.

The results for the Peace River was higher than 200.5 MPN/100 mL.

4 CONCLUSIONS

The results of the first round of MPA sampling to ascertain if the Hamlet of La Crete groundwater production wells are GWUDI indicates inconclusive results. Although the risk in two of the wells of surface water connection was derived from



Memo To: Mr. Fred Wiebe

July 15, 2016

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interpreting the Consensus method, it was mainly driven by non chlorophyll-containing small algae. The microbiological analysis results indicate a negligible risk of microbiological infection in the wells before the groundwater is subjected to additional treatment.

Final results and reporting will be provided once the second round of MPA sampling is completed in October/November 2016.



Memo To: Mr. Fred Wiebe

July 15, 2016

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APPENDIX A – HYPERION MPA LABORATORY ANALYSIS CERTIFICATE



Hyperion Research Ltd.

1008 Allowance Ave. SE, Medicine Hat, AB T1A 3G8
 Telephone (888) 529-0847 Fax (403) 5290852 hyperion@telusplanet.net



www.hyperionlab.ca



CALA
 Testing
 Accreditation No. A 3538

To: Jacques Groenewald
 Associated Engineering
 4940 Canada Way
 Burnaby BC
 V5G 4M5
 780-405-6886
 gervaisj@ae.ca

Sample Date: 21-Jun-16
Sample Type: Raw
LIMS:
Volume Filtered (L): 4161
Rec'd within 96h?: Yes
Temp on arrival <20 °C?: Yes

Project #:
Upload to DB?:
Field pH:
Field Temp °C:
Field Turb (NTU)
Location: P3-La Crete AB

The methodology used to produce this report conforms to USEPA Method 1623 and/or the USEPA Consensus Method for the Microscopic Particulate Analysis. Based on the validation data, the method is fit for its intended use. Hyperion Research Ltd. is accredited for this analysis by CALA under the ISO/IEC 17025 standard.

Raw Data

Primary Particulates	Total Count	#/380L (100 US gal)	Relative Risk Factor
Diatoms	0	0.0	0
Other Algae	10000	1223.6	14
Insect/larvae	0	0.0	0
Rotifers	0	0.0	0
Plant Debris	8	1.0	0

Sum of Relative Risk Factors = **14**

From the EPA Consensus Method:

Risk of Surface Water Contamination based on sum of Relative Risk Factors

0 to 9	Low Risk
10 to 19	Moderate Risk
20+	High Risk

Processing Data

Date/Time Rec'd: 6/24/2016 10:10:00 AM
 Sample Temp: 6.2
 Lab ID: 56122
 Filter Type: String-wound
 Date/Time Conc: 6/24/2016 12:00:00 PM
 Eluted By
 IMS System
 IMS Lot No:
 Pellet Vol (mL): 0.1
 Resusp Vol (uL): 138
 MAb Conjugate: Giardia-a-glo Crypt-a-glo
 MAb Lot No: C34 G32
 Control G: 4
 Control C: 4
 Date/Time Stained: 6/27/2016 11:30:00 AM
 Stained By: CW
 Read By: KW
 Vol Used (uL): 103
 Sample Equivalent Vol (L) 3106

Recovery efficiencies for particles are known to be low by the Consensus method. Minimum recovery was measured to be 6.5 +/-1.2% for Giardia cysts, 0.5 +/-0.2% for Cryptosporidium oocysts and 4.2+/-2.3% for Euglena (algae). The average recovery using the MPA-1623 Method is 49.1+/-10.8% for Giardia, 51.9+/-8.3% for Cryptosporidium and 15.9+/-8.5% for Euglena.

Secondary Particulates	Total Count	#/380L (100 US gal)	
Nematodes	0	0.0	These particulates are
Pollen	7	0.9	sometimes found in
Crustacea	0	0.0	groundwater and are
Unknown	0	0.0	not considered to
			add risk

Minerals Observed: clay,iron,silica

Giardia cysts/100L 0 Cryptosporidium oocysts/100L 0

Spore Count Surface Water CFU/L: 60000

Spore Count Well 1 Water CFU/L: 210 **Comments:**

Spore Count Well 2 Water CFU/L:

10000 really means to numerous to count. Surface water contains pollen and plant matter

Analyst:

Peter M. Wallis, Ph.D.

Conclusion: Based on this sample, the risk of surface water contamination is judged to be: **Moderate**



Hyperion Research Ltd.

1008 Allowance Ave. SE, Medicine Hat, AB T1A 3G8
 Telephone (888) 529-0847 Fax (403) 5290852 hyperion@telusplanet.net



www.hyperionlab.ca



CALA
 Testing
 Accreditation No. A 3538

To: Jacques Groenewald
 Associated Engineering
 4940 Canada Way
 Burnaby BC
 V5G 4M5
 780-405-6886
 gervaisj@ae.ca

Sample Date: 20-Jun-16
Sample Type: Raw
LIMS:
Volume Filtered (L): 3229
Rec'd within 96h?: No
Temp on arrival <20 °C?: Yes

Project #:
Upload to DB?:
Field pH:
Field Temp °C:
Field Turb (NTU)
Location: P2-La Crete AB

The methodology used to produce this report conforms to USEPA Method 1623 and/or the USEPA Consensus Method for the Microscopic Particulate Analysis. Based on the validation data, the method is fit for its intended use. Hyperion Research Ltd. is accredited for this analysis by CALA under the ISO/IEC 17025 standard.

Raw Data

Primary Particulates	Total Count	#/380L (100 US gal)	Relative Risk Factor
Diatoms	0	0.0	0
Other Algae	9	1.9	4
Insect/larvae	0	0.0	0
Rotifers	0	0.0	0
Plant Debris	17	3.5	0

Sum of Relative Risk Factors = 4

From the EPA Consensus Method:

Risk of Surface Water Contamination based on sum of
 Relative Risk Factors

0 to 9	Low Risk
10 to 19	Moderate Risk
20+	High Risk

Processing Data

Date/Time Rec'd: 6/24/2016 10:00:00 AM
 Sample Temp: 5.2
 Lab ID: 56121
 Filter Type: String-wound
 Date/Time Conc: 6/24/2016 11:30:00 AM
 Eluted By: CW
 IMS System
 IMS Lot No:
 Pellet Vol (mL): 0.1
 Resusp Vol (uL): 100
 MAb Conjugate: Giardia-a-glo Crypt-a-glo
 MAb Lot No: C34 G32
 Control G: 4
 Control C: 4
 Date/Time Stained: 6/27/2016 11:30:00 PM
 Stained By: CW
 Read By: KW
 Vol Used (uL): 57
 Sample Equivalent Vol (L) 1841

Secondary Particulates	Total Count	#/380L (100 US gal)	
Nematodes	2	0.4	These particulates are sometimes found in groundwater and are not considered to add risk
Pollen	2	0.4	
Crustacea	0	0.0	
Unknown	0	0.0	

Minerals Observed: iron silica clay

Giardia cysts/100L 0 **Cryptosporidium oocysts/100L** 0

Spore Count Surface Water CFU/L: 60000

Spore Count Well 1 Water CFU/L: 150 **Comments:**

Spore Count Well 2 Water CFU/L:

Surface water contains: plant matter and pollen

Analyst:

Peter M. Wallis, Ph.D.

Conclusion: Based on this sample, the risk of surface water contamination is judged to be: **low**



Hyperion Research Ltd.

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 Telephone (888) 529-0847 Fax (403) 5290852 hyperion@telusplanet.net



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CALA
 Testing
 Accreditation No. A 3538

To: Jacques Groenewald
 Associated Engineering
 4940 Canada Way
 Burnaby BC
 V5G 4M5
 780-405-6886
 gervaisj@ae.ca

Sample Date: 21-Jun-16
Sample Type: Raw
LIMS:
Volume Filtered (L): 4069
Rec'd within 96h?: Yes
Temp on arrival <20 °C?: Yes

Project #:
Upload to DB?:
Field pH:
Field Temp °C:
Field Turb (NTU)
Location: PW-1 Crete AB

The methodology used to produce this report conforms to USEPA Method 1623 and/or the USEPA Consensus Method for the Microscopic Particulate Analysis. Based on the validation data, the method is fit for its intended use. Hyperion Research Ltd. is accredited for this analysis by CALA under the ISO/IEC 17025 standard.

Raw Data

Primary Particulates	Total Count	#/380L (100 US gal)	Relative Risk Factor
Diatoms	1	0.1	0
Other Algae	10000	1251.8	14
Insect/larvae	0	0.0	0
Rotifers	14	1.8	1
Plant Debris	15	1.9	0

Sum of Relative Risk Factors = **15**

From the EPA Consensus Method:

Risk of Surface Water Contamination based on sum of
 Relative Risk Factors

0 to 9	Low Risk
10 to 19	Moderate Risk
20+	High Risk

Processing Data

Date/Time Rec'd: 6/24/2016 10:10:00 AM
 Sample Temp: 4.2
 Lab ID: 56120
 Filter Type: String-wound
 Date/Time Conc: 6/24/2016 11:00:00 AM
 Eluted By: CW
 IMS System
 IMS Lot No:
 Pellet Vol (mL): 0.1
 Resusp Vol (uL): 126
 MAb Conjugate: Giardia-a-glo Crypt-a-glo
 MAb Lot No: C34 G32
 Control G: 4
 Control C: 4
 Date/Time Stained: 6/27/2016 11:30:00 AM
 Stained By: CW
 Read By: KW
 Vol Used (uL): 94
 Sample Equivalent Vol (L) 3036

Recovery efficiencies for particles are known to be low by the Consensus method. Minimum recovery was measured to be 6.5 +/-1.2% for Giardia cysts, 0.5 +/-0.2% for Cryptosporidium oocysts and 4.2 +/-2.3% for Euglena (algae). The average recovery using the MPA-1623 Method is 49.1 +/-10.8% for Giardia, 51.9 +/-8.3% for Cryptosporidium and 15.9 +/-8.5% for Euglena.

Secondary Particulates	Total Count	#/380L (100 US gal)	
Nematodes	0	0.0	These particulates are
Pollen	0	0.0	sometimes found in
Crustacea	0	0.0	groundwater and are
Unknown	0	0.0	not considered to
			add risk

Minerals Observed: iron silica clay

Giardia cysts/100L 0 **Cryptosporidium oocysts/100L** 0

Spore Count Surface Water CFU/L: 60000

Spore Count Well 1 Water CFU/L: 80 **Comments:**

Spore Count Well 2 Water CFU/L: 10000 really means to numerous to count Surface water contains:
 plant matter and pollen

Analyst:

Peter M. Wallis, Ph.D.

Conclusion: Based on this sample, the risk of surface water contamination is judged to be: **Moderate**



Memo To: Mr. Fred Wiebe

July 15, 2016

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APPENDIX B – CARO MICROBIOLOGICAL ANALYSIS LABORATORY CERTIFICATE

REPORTED TO	Associated Environmental Consultants Inc. (Edm) 1000-10909 Jasper Avenue Edmonton, AB T5J 5B9	TEL	(780) 451-7666
		FAX	(780) 454-7698
ATTENTION	Jacques Groenewald	WORK ORDER	6061898
PO NUMBER	2015-3408.030.200	RECEIVED / TEMP	2016-06-23 09:10 / 9°C
PROJECT	2015-3408.030.200	REPORTED	2016-06-30
PROJECT INFO	La Crete GWUDI MPA	COC NUMBER	05323

General Comments:

CARO Analytical Services employs methods which are conducted according to procedures accepted by appropriate regulatory agencies, and/or are conducted in accordance with recognized professional standards using accepted testing methodologies and quality control efforts, except where otherwise agreed to by the client.

The results in this report apply to the samples analyzed in accordance with the Chain of Custody or Sample Requisition document. This analytical report must be reproduced in its entirety. CARO is not responsible for any loss or damage resulting directly or indirectly from error or omission in the conduct of testing. Liability is limited to the cost of analysis. Samples will be disposed of 30 days after the test report has been issued unless otherwise agreed to in writing.



Authorized By: **Michelle LaBonte, B.Sc., P.Chem.**
Lab Manager, Edmonton

***If you have any questions or concerns, please contact your Account Manager:
Sara Gulenchyn, B.Sc, P.Chem. (sgulenchyn@caro.ca)***

Locations:

#110 4011 Viking Way
Richmond, BC V6V 2K9
Tel: 604-279-1499 Fax: 604-279-1599

#102 3677 Highway 97N
Kelowna, BC V1X 5C3
Tel: 250-765-9646 Fax: 250-765-3893

17225 109 Avenue
Edmonton, AB T5S 1H7
Tel: 780-489-9100 Fax: 780-489-9700

www.caro.ca

REPORTED TO PROJECT Associated Environmental Consultants Inc. (Edm)
2015-3408.030.200

WORK ORDER REPORTED 6061898
2016-06-30

Analysis Description	Method Reference	Technique	Location
Coliforms, Total (Q-Tray) in Water	APHA 9223 B	Most Probable Number / Enzyme Substrate Endo Agar	Edmonton
E. coli (Q-Tray) in Water	APHA 9223 B	Most Probable Number / Enzyme Substrate Endo Agar	Edmonton

Method Reference Descriptions:

APHA Standard Methods for the Examination of Water and Wastewater, 22nd Edition, American Public Health Association/American Water Works Association/Water Environment Federation

Glossary of Terms:

MRL Method Reporting Limit
 < Less than the Reported Detection Limit (RDL) - the RDL may be higher than the MRL due to various factors such as dilutions, limited sample volume, high moisture, or interferences
 MPN/100 mL Most Probable Number per 100 millilitres

REPORTED TO PROJECT Associated Environmental Consultants Inc. (Edm)
2015-3408.030.200

WORK ORDER REPORTED 6061898
2016-06-30

Analyte	Result / Recovery	MRL / Limits	Units	Prepared	Analyzed	Notes
---------	-------------------	--------------	-------	----------	----------	-------

Sample ID: PW1 (6061898-01) [Water] Sampled: 2016-06-22 15:00

Microbiological Parameters

Coliforms, Total (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-06-23	2016-06-24	
E. coli (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-06-23	2016-06-24	

Sample ID: PW2 (6061898-02) [Water] Sampled: 2016-06-22 15:00

Microbiological Parameters

Coliforms, Total (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-06-23	2016-06-24	
E. coli (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-06-23	2016-06-24	

Sample ID: PW3 (6061898-03) [Water] Sampled: 2016-06-22 15:00

Microbiological Parameters

Coliforms, Total (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-06-23	2016-06-24	
E. coli (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-06-23	2016-06-24	

Sample ID: PW4 (6061898-04) [Water] Sampled: 2016-06-22 15:00

Microbiological Parameters

Coliforms, Total (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-06-23	2016-06-24	
E. coli (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-06-23	2016-06-24	

Sample ID: PR1 (6061898-05) [Water] Sampled: 2016-06-22 10:00

Microbiological Parameters

Coliforms, Total (Q-Tray)	> 200.5	1.0	MPN/100 mL	2016-06-23	2016-06-24	
E. coli (Q-Tray)	> 200.5	1.0	MPN/100 mL	2016-06-23	2016-06-24	

REPORTED TO PROJECT Associated Environmental Consultants Inc. (Edm)
2015-3408.030.200

WORK ORDER REPORTED 6061898
2016-06-30

The following section displays the quality control (QC) data that is associated with your sample data. Groups of samples are prepared in fibatchesfl and analyzed in conjunction with QC samples that ensure your data is of the highest quality. Common QC types includ

- ↳ **Method Blank (Blk):** Laboratory reagent water is carried through sample preparation and analysis steps. Method Blanks indicate that results are free from contamination, i.e. not biased high from sources such as the sample container or the laboratory environment
- ↳ **Duplicate (Dup):** Preparation and analysis of a replicate aliquot of a sample. Duplicates provide a measure of the analytical method's precision, i.e. how reproducible a result is. Duplicates are only reported if they are associated with your sample data.
- ↳ **Blank Spike (BS):** A known amount of standard is carried through sample preparation and analysis steps. Blank Spikes, also known as laboratory control samples (LCS), are prepared from a different source of standard than used for the calibration. They ensure that the calibration is acceptable (i.e. not biased high or low) and also provide a measure of the analytical method's accuracy (i.e. closeness of the result to a target value).
- ↳ **Standard Reference Material (SRM):** A material of similar matrix to the samples, externally certified for the parameter(s) listed. Standard Reference Materials ensure that the preparation steps in the method are adequate to achieve acceptable recoveries of the parameter(s) tested.

Each QC type is analyzed at a 5-10% frequency, i.e. one blank/duplicate/spike for every 10 samples. For all types of QC, the specified recovery (% Rec) and relative percent difference (RPD) limits are derived from long-term method performance averages and/or prescribed by the reference method.

Analyte	Result	MRL Units	Spike Level	Source Result	% REC	REC Limit	% RPD	RPD Limit	Notes
---------	--------	-----------	-------------	---------------	-------	-----------	-------	-----------	-------

Microbiological Parameters, Batch B6F1554

Blank (B6F1554-BLK1)

Prepared: 2016-06-23, Analyzed: 2016-06-24

Coliforms, Total (Q-Tray)	< 1.0	1.0 MPN/100 mL							
E. coli (Q-Tray)	< 1.0	1.0 MPN/100 mL							

Duplicate (B6F1554-DUP1)

Source: 6061898-01

Prepared: 2016-06-23, Analyzed: 2016-06-24

Coliforms, Total (Q-Tray)	< 1.0	1.0 MPN/100 mL		< 1.0				19	
E. coli (Q-Tray)	< 1.0	1.0 MPN/100 mL		< 1.0				14	



Date: February 3, 2017 **File:** 2015-3408.030.200
To: Mr. Fred Wiebe
From: Jacques Groenewald M.Sc. P.Geo. Senior Hydrogeologist
Project: McKenzie County GWUDI testing
Subject: GWUDI testing – MPA Analysis Results Round 2

MEMO

1 INTRODUCTION

The current groundwater source wells for the Hamlet of La Crete, Mackenzie County, that supply raw groundwater to the water treatment plant (WTP) were drilled close to the Peace River. There are three wells recorded with the Groundwater Information Centre (GIC) (Well IDs (well identification numbers from Alberta Water Well Information Database-AWWID): 1022005, 1022010, and 1500971) that were drilled between 2004 and 2009. These wells were identified by Omni-McCann in 2010 as 1022010 (PW1), 1022005 (PW2), and 1500971(PW3).

Associated Environmental Consultants Inc. (Associated) was retained by the Hamlet of La Crete to confirm the status of these wells regarding groundwater under direct influence (GWUDI) of surface water as per the requirements set out in the Alberta Standards and Guidelines for Municipal Waterworks.¹

This memo summarizes the results of the second Microscopic Particulate Analysis (MPA) sampling event completed in November 2016 as part of the overall project.

1.1 Scope of Work

The main objective of the GWUDI testing is to collect samples from the existing production wells for MPA to ascertain if the wells are hydraulically connected to the Peace River. To meet this objective, the scope of the overall program work includes two rounds of MPA sampling on the three existing production wells at La Crete. The results of the second round of MPA sampling are provided in this memo.

1.2 Site Location

La Crete is located in Mackenzie County, approximately 10 km east of the Peace River and 30 km southwest (or approximately 70 km upstream) of the Hamlet of Fort Vermilion (Figure 1-1). La Crete has a population of approximately 2,980 within the Hamlet and almost 6,000 within the rural lands surrounding the Hamlet.²

The three existing production wells PW1, 2 and 3 are located within 100 m from the Peace River and are all situated within 150 m from each other parallel to the banks of the Peace River from south-east to north-west (Figure 1-1). A summary of the well coordinates, as measured from the entrance to the well chambers, is provided in Table 1-1.

¹ Alberta Environment and Parks. 2006. Assessment Guideline for Groundwater Under the Direct Influence of Surface Water as outlined in the Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems, Appendix E.

² Associated Engineering (AE). 2015. Water Supply Treatment and Distribution Study. Prepared for Mackenzie County, June 2015.

Memo To: Mr. Fred Wiebe
February 03, 2017

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**Table 1-1
Summary of well coordinates for the three production wells**

La Crete well ID and surface water sample	GIC Well ID	X (m)	Y (m)
PW1	1022010	523456	6447567
PW2	1022005	523396	6447601
PW3	1500971	523337	6447672
Peace River Sample point	-	492007	6425798

Note: Coordinate system in UTM Zone 11V

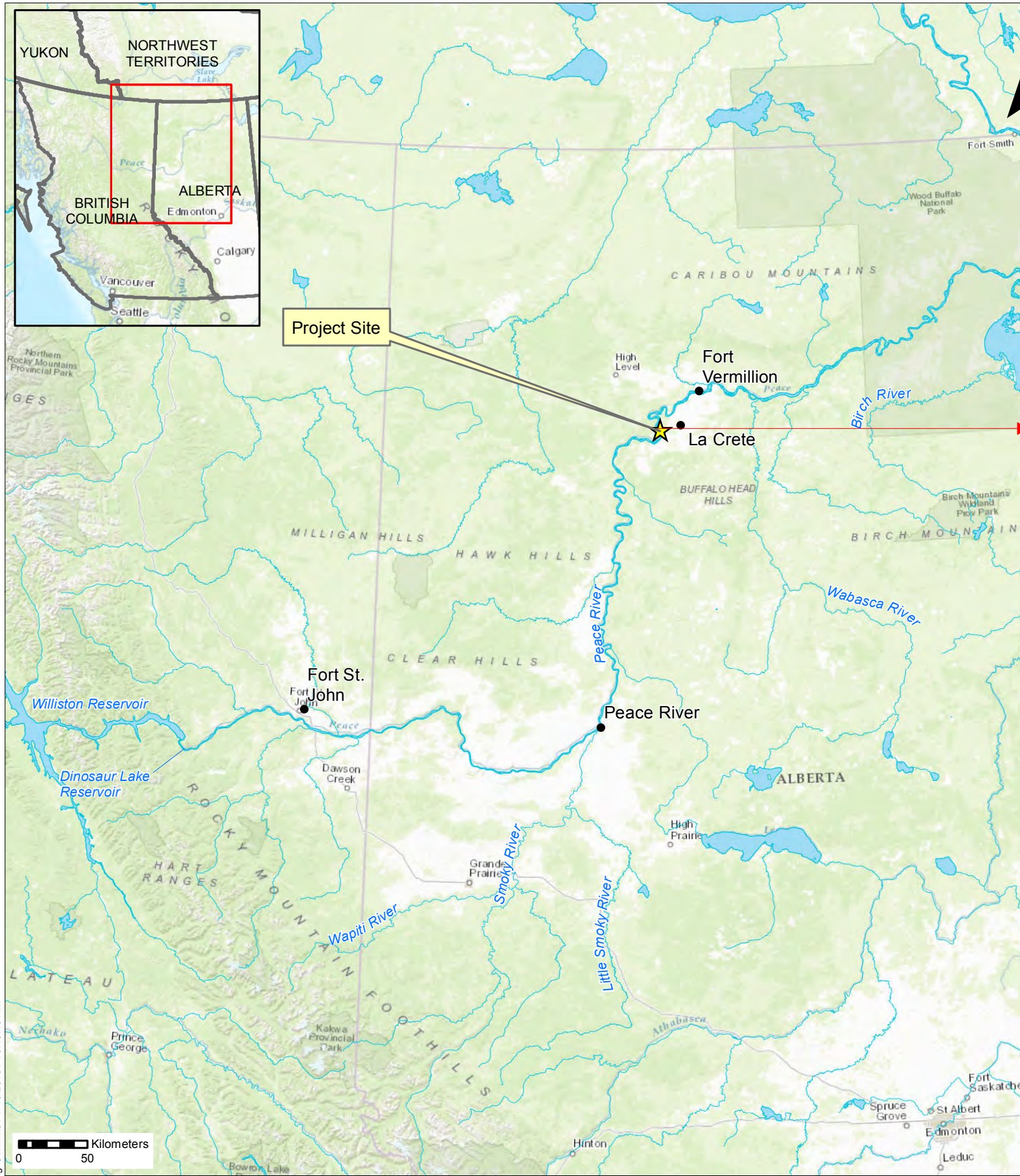


fig GW.mxd / 7/13/2016 / 10:49:45 AM



- Existing Groundwater Supply Well
- Surface Water Sample

PROJECT NO.: 2015-3408.030.100
 DATE: July 2016
 DRAWN BY: DA

FIGURE 1-1: EXISTING LA CRETE GROUNDWATER PRODUCTION WELLS
 Mackenzie County
 LaCrete GWUDI Testing



Memo To: Mr. Fred Wiebe
February 03, 2017

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2 METHODOLOGY

Two sample events were planned for this study, representing a critical event after snow melt and another event representing a period of no rainfall for an extended period, which includes this reported event, to conform to the Consensus method criteria.

The sampling of the three production wells was performed based on the Consensus method³ by the United States Environmental Protection Agency (US EPA) and adopted by Alberta Environment and Parks¹ as the method of choice for GWUDI testing. The MPA samples were collected from the three wells by filtering a large volume (3,000 to 4,500 L) of raw water through a 1 micrometer string wound filter with special equipment supplied by Hyperion Laboratory. Bleed of taps before the treatment process chain from the main line directly from the well was used to run the raw well water through the filtering equipment. Unfortunately during this event the surface water (Peace River) were frozen over and there were no safe point of collection within 500 m up gradient from the wells and we had to resort to moving upstream to obtain a sample where open water were available. This point was too far away for determining relevant spore counts, however still yielded some idea of bacterial activity. The first run however indicated large numbers of spores that could potentially end up in the wells with double the bacterial indicator counts.

The equipment provided by Hyperion for feeding the groundwater directly through the wound filter was set at approximately 10 psi, which caused a flow through the filtration system of approximately 1 gal/min or 3.8 L/min. Table 2-1 provides a summary of the volume of groundwater filtered using the supplied equipment and through the string wound filter for the three wells sampled.

The samples were placed over ice in a cooler and shipped to the laboratory where the filter was dismantled and the particulate matter was washed out and concentrated. The requirement for transit/holding time stipulated by the US EPA³ method is within 48 hours; however, given the location of the project to the laboratory, this was not possible. The laboratory states that an acceptable time is 96 hours, which was achieved during this event for all three samples including the surface water sample.

Additional samples for the three wells and the surface water sample as well as a duplicate sample were also sent to Caro Laboratory in Edmonton for microbiological analysis, which included total coliforms and *E.coli*. The same shipping methods as above applied but holding time was within 30 hours.

³ United States Environmental Protection Agency. 1992. Consensus method for determining groundwater under the direct influence of surface water using microscopic particulate analysis. EPA 910/9-92-029.

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**Table 2-1
Summary of groundwater sample volumes filtered for the three production wells and physical chemical parameters for MPA sampling**

La Crete well ID and surface water sample	GIC Well ID	Sample Start Time and Date	Sample End Time and Date	Total Volume Filtered (L)	pH	EC (µS/cm)	Temperature (°C)	ORP (mV)
PW1	1022010	11/25/2016 11:00	11/25/2016 23:54	4,127	7.36	700	6.69	130.5
PW2	1022005	11/25/2016 11:57	11/25/2016 23:31	4,129	7.27	766	6.65	135.1
PW3	1500971	11/25/2016 11:39	11/25/2016 21:37	4,077	7.26	747	5.48	115.2
Peace River	-	-	11/26/2016 13:50	NA	7.29	232	0.66	170.9

Note: ORP - Oxidation-Reduction Potential; NA - not applicable

3 RESULTS

3.1 Microscopic Particulate Analysis

Hyperion received the filters for the three wells and the sample for the Peace River on November 29, 2016 and initiated the analysis procedures. Hyperion issued the report with results on December 05, 2016. The laboratory certificate of analysis is provided in Appendix A.

A summary of the major results and risks associated with each well is provided in Table 3-1. These results along with the previous first sampling event results indicated low risk. No Giardia cysts or Cryptosporidium oocysts were recorded for any of the wells, which are considered conclusive evidence of GWUDI by the Consensus method. Groundwater temperatures for these wells are below 7°C, which means that rotifers will be less prevalent or rare in these wells as indicated from the results.

This time the "Other Algae counts", which usually consists of much smaller Algae than that measured in the Peace River and not green or chlorophyll containing were absent from the wells.

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Additionally, the microbiological results (Section 3.2) indicated that no Total Coliforms or *E.coli* were detected in any of these wells.

In summary this round of results indicate low risk of influence from surface water, filtering over the approximately 90 m distance through the unconsolidated material are effective in removing most of the primary particulates from surface water.

Table 3-1
Summary of MPA results for the three production wells and the Peace River

La Crete well ID and surface water sample	GIC Well ID	Primary Particulates (Count/380 L)					Giardia Cysts/ 100 L	Cryptosporidium oocysts/100 L	Relative Risk Factor
		Diatoms	Other Algae	Insect/Larvae	Rotifers	Plant Debris			
PW1	1022010	0	0	0	0	2.8	0	0	Low
PW2	1022005	0	0	0	0	3.0	0	0	Low
PW3	1500971	0	0	0	0	0.9	0	0	Low
Peace River	-	-	-	-	-	-	-	-	Water was frozen no samples collected for spore count

3.2 Microbiology

The results for the four samples and duplicate samples were received on December 05, 2016. The certificate of analysis from Caro for the microbiological indicators is provided in Appendix B. The results for all wells indicated a Most Probable Number per 100 mL (MPN/100 mL), and the same results were evident for the duplicate and blank sample submitted.

The results for the three wells all indicate no microbiological indicators were present (All below the detection limit of 1 MPN/100 mL), while the Peace River Total Coliforms concentration was 94.5 MPN/100 mL and *E.coli* 2.0 MPN/100 mL.

4 CONCLUSIONS

The results of the second round in combination with the first round of MPA sampling to ascertain if the Hamlet of La Crete groundwater production wells are GWUDI indicates conclusive low risk results. Although the medium risk during the first sample event in two of the wells of surface water connection was derived from interpreting the Consensus method, it was mainly driven by non-chlorophyll containing small algae, this time the results indicated all wells were defined low risk.



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The microbiological analysis results indicate a negligible risk of microbiological infection in the wells before the groundwater is subjected to additional treatment. This clearly indicates the ability of the aquifer material to effectively filter any harmful micro organisms before it reaches the wells.

Furthermore, temperatures in the surface water environment were much lower than the average recorded for wells, which also further indicates little to no influence from surface water directly.

Our final conclusion (based on the guidelines for GWUDI assessment¹) therefore is that the aquifer material provides sufficient natural filtration to remove most surface water organisms and debris and therefore has a rating of low risk of GWUDI and as such the wells should be exempt from GWUDI.

Although the results indicated a low risk of GWUDI, microbiological indicators should continue to be monitored for a number of years to confirm there is no indicators of potential surface water influence. If results from this monitoring continues to support no indicators of surface water interaction the frequency of microbiological testing in the wells can be reduced.



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February 03, 2017

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APPENDIX A – HYPERION MPA LABORATORY ANALYSIS CERTIFICATE



Hyperion Research Ltd.

1008 Allowance Ave. SE, Medicine Hat, AB T1A 3G8
Telephone (888) 529-0847 Fax (403) 5290852 hyperion@telusplanet.net



www.hyperionlab.ca



CALA
Testing
Accreditation No. A 3538

To: Jacques Groenewald
Associated Engineering
4940 Canada Way
Burnaby BC
V5G 4M5
780-405-6886
gervaisj@ae.ca

Sample Date: 25-Nov-16
Sample Type: Raw
LIMS:
Volume Filtered (L): 4127
Rec'd within 96h?: Yes
Temp on arrival <20 °C?: Yes

Project #:
Upload to DB?:
Field pH:
Field Temp °C:
Field Turb (NTU)
Location: PW1

The methodology used to produce this report conforms to USEPA Method 1623 and/or the USEPA Consensus Method for the Microscopic Particulate Analysis. Based on the validation data, the method is fit for its intended use. Hyperion Research Ltd. is accredited for this analysis by CALA under the ISO/IEC 17025 standard.

Raw Data

Primary Particulates	Total Count	#/380L (100 US gal)	Relative Risk Factor
Diatoms	0	0.0	0
Other Algae	0	0.0	0
Insect/larvae	0	0.0	0
Rotifers	0	0.0	0
Plant Debris	23	2.8	0

Sum of Relative Risk Factors = **0**

From the EPA Consensus Method:

Risk of Surface Water Contamination based on sum of Relative Risk Factors

0 to 9	Low Risk
10 to 19	Moderate Risk
20+	High Risk

Processing Data

Date/Time Rec'd: 11/29/2016 10:20:00 AM
Sample Temp: 7.2
Lab ID: 56317
Filter Type: String-wound
Date/Time Conc: 11/29/2016 11:30:00 AM
Eluted By: CW
IMS System
IMS Lot No:
Pellet Vol (mL): 70
Resusp Vol (uL): 107
MAb Conjugate: Giardi-a-glo Crypt-a-glo
MAb Lot No: C35 G32
Control G: 4
Control C: 4
Date/Time Stained: 11/29/2016 2:30:00 PM
Stained By: CW
Read By: KW
Vol Used (uL): 80
Sample Equivalent Vol (L) 3086

Recovery efficiencies for particles are known to be low by the Consensus method. Minimum recovery was measured to be 6.5 +/-1.2% for Giardia cysts, 0.5 +/-0.2% for Cryptosporidium oocysts and 4.2+/-2.3% for Euglena (algae). The average recovery using the MPA-1623 Method is 49.3+/-22.9% for Giardia, 46.8+/-37.2% for Cryptosporidium and 23.1+/-6.5% for Diatoms.

Secondary Particulates	Total Count	#/380L (100 US gal)	
Nematodes	3	0.4	These particulates are sometimes found in groundwater and are not considered to add risk
Pollen	0	0.0	
Crustacea	0	0.0	
Unknown	0	0.0	

Minerals Observed: iron silica clay

Giardia cysts/100L 0 Cryptosporidium oocysts/100L 0

Spore Count Surface Water CFU/L:

Spore Count Well 1 Water CFU/L:

Spore Count Well 2 Water CFU/L:

Comments:

Analyst:

Peter M. Wallis, Ph.D.

Conclusion: Based on this sample, the risk of surface water contamination is judged to be: **Low**



Hyperion Research Ltd.

1008 Allowance Ave. SE, Medicine Hat, AB T1A 3G8
 Telephone (888) 529-0847 Fax (403) 5290852 hyperion@telusplanet.net



www.hyperionlab.ca



CALA
 Testing
 Accreditation No. A 3538

To: Jacques Groenewald
 Associated Engineering
 4940 Canada Way
 Burnaby BC
 V5G 4M5
 780-405-6886
 gervaisj@ae.ca

Sample Date: 25-Nov-16
Sample Type: Raw
LIMS:
Volume Filtered (L): 4129
Rec'd within 96h?: Yes
Temp on arrival <20 °C?: Yes

Project #:
Upload to DB?:
Field pH:
Field Temp °C:
Field Turb (NTU)
Location: PW2

The methodology used to produce this report conforms to USEPA Method 1623 and/or the USEPA Consensus Method for the Microscopic Particulate Analysis. Based on the validation data, the method is fit for its intended use. Hyperion Research Ltd. is accredited for this analysis by CALA under the ISO/IEC 17025 standard.

Raw Data

Primary Particulates	Total Count	#/380L (100 US gal)	Relative Risk Factor
Diatoms	0	0.0	0
Other Algae	0	0.0	0
Insect/larvae	0	0.0	0
Rotifers	0	0.0	0
Plant Debris	24	3.0	0

Sum of Relative Risk Factors = **0**

From the EPA Consensus Method:

Risk of Surface Water Contamination based on sum of
 Relative Risk Factors

0 to 9	Low Risk
10 to 19	Moderate Risk
20+	High Risk

Processing Data

Date/Time Rec'd: 11/29/2016 10:20:00 AM
 Sample Temp: 7.2
 Lab ID: 56318
 Filter Type: String-wound
 Date/Time Conc: 11/29/2016 11:30:00 AM
 Eluted By: CW
 IMS System
 IMS Lot No:
 Pellet Vol (mL): 100
 Resusp Vol (uL): 206
 MAb Conjugate: Giardia-a-glo Crypt-a-glo
 MAb Lot No: C35 G32
 Control G: 4
 Control C: 4
 Date/Time Stained: 11/29/2016 2:30:00 PM
 Stained By: CW
 Read By: KW
 Vol Used (uL): 154
 Sample Equivalent Vol (L) 3087

Secondary Particulates	Total Count	#/380L (100 US gal)	
Nematodes	1	0.1	These particulates are
Pollen	1	0.1	sometimes found in
Crustacea	0	0.0	groundwater and are
Unknown	0	0.0	not considered to
			add risk

Minerals Observed: clay iron silica

Giardia cysts/100L 0 Cryptosporidium oocysts/100L 0

Spore Count Surface Water CFU/L:

Spore Count Well 1 Water CFU/L:

Spore Count Well 2 Water CFU/L:

Comments:

Recovery efficiencies for particles are known to be low by the Consensus method. Minimum recovery was measured to be 6.5 +/-1.2% for Giardia cysts, 0.5 +/-0.2% for Cryptosporidium oocysts and 4.2+/-2.3% for Euglena (algae). The average recovery using the MPA-1623 Method is 49.3+/-22.9% for Giardia, 46.8+/-37.2% for Cryptosporidium and 23.1+/-6.5% for Diatoms.

Analyst:

Peter M. Wallis, Ph.D.

Conclusion:

Based on this sample, the risk of surface water contamination is judged to be: **Low**



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CALA
Testing
Accreditation No. A 3538

To: Jacques Groenewald
Associated Engineering
4940 Canada Way
Burnaby BC
V5G 4M5
780-405-6886
gervaisj@ae.ca

Sample Date: 25-Nov-16
Sample Type: Raw
LIMS:
Volume Filtered (L): 4077
Rec'd within 96h?: Yes
Temp on arrival <20 °C?: Yes

Project #:
Upload to DB?:
Field pH:
Field Temp °C:
Field Turb (NTU)
Location: PW3

The methodology used to produce this report conforms to USEPA Method 1623 and/or the USEPA Consensus Method for the Microscopic Particulate Analysis. Based on the validation data, the method is fit for its intended use. Hyperion Research Ltd. is accredited for this analysis by CALA under the ISO/IEC 17025 standard.

Raw Data

Primary Particulates	Total Count	#/380L (100 US gal)	Relative Risk Factor
Diatoms	0	0.0	0
Other Algae	0	0.0	0
Insect/larvae	0	0.0	0
Rotifers	0	0.0	0
Plant Debris	7	0.9	0

Sum of Relative Risk Factors = **0**

From the EPA Consensus Method:

Risk of Surface Water Contamination based on sum of Relative Risk Factors

0 to 9	Low Risk
10 to 19	Moderate Risk
20+	High Risk

Processing Data

Date/Time Rec'd: 11/29/2016 10:20:00 AM
Sample Temp: 8.2
Lab ID: 56319
Filter Type: String-wound
Date/Time Conc: 11/29/2016 12:00:00 PM
Eluted By: CW
IMS System
IMS Lot No:
Pellet Vol (mL): 70
Resusp Vol (uL): 131
MAb Conjugate: Giardia-a-glo Crypt-a-glo
MAb Lot No: C35 G32
Control G: 4
Control C: 4
Date/Time Stained: 11/29/2016 2:30:00 PM
Stained By: CW
Read By: KW
Vol Used (uL): 97
Sample Equivalent Vol (L) 3019

Secondary Particulates

Secondary Particulates	Total Count	#/380L (100 US gal)	
Nematodes	0	0.0	These particulates are sometimes found in groundwater and are not considered to add risk
Pollen	0	0.0	
Crustacea	0	0.0	
Unknown	0	0.0	

Minerals Observed: clay iron silica

Giardia cysts/100L 0 Cryptosporidium oocysts/100L 0

Spore Count Surface Water CFU/L:

Spore Count Well 1 Water CFU/L:

Spore Count Well 2 Water CFU/L:

Comments:

Spores PW1 350CFU/L PW2 140CFU/L PW3 150CFU/L

Analyst:

Peter M. Wallis, Ph.D.

Conclusion:

Based on this sample, the risk of surface water contamination is judged to be: **Low**



Memo To: Mr. Fred Wiebe
February 03, 2017

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APPENDIX B – CARO MICROBIOLOGICAL ANALYSIS LABORATORY CERTIFICATE

REPORTED TO	Associated Engineering (Alberta) Ltd. (Edmonton) Suite 500, 9888 Jasper Ave Edmonton, AB T5J 5C6	TEL	(780) 451-7666
		FAX	(780) 454-7698
ATTENTION	Jacques Groenewald	WORK ORDER	6111904
PO NUMBER	2015-3408.030.200	RECEIVED / TEMP	2016-11-27 11:40 / 5°C
PROJECT	2015-3408.030.200	REPORTED	2016-12-05
PROJECT INFO	La Crete GWUDI MPA	COC NUMBER	05784

General Comments:

CARO Analytical Services employs methods which are conducted according to procedures accepted by appropriate regulatory agencies, and/or are conducted in accordance with recognized professional standards using accepted testing methodologies and quality control efforts, except where otherwise agreed to by the client.

The results in this report apply to the samples analyzed in accordance with the Chain of Custody or Sample Requisition document. This analytical report must be reproduced in its entirety. CARO is not responsible for any loss or damage resulting directly or indirectly from error or omission in the conduct of testing. Liability is limited to the cost of analysis. Samples will be disposed of 30 days after the test report has been issued unless otherwise agreed to in writing.



Authorized By: **Michelle LaBonte, B.Sc., P.Chem.**
Lab Manager, Edmonton

If you have any questions or concerns, please contact your Account Manager:
Sara Gulenchyn, B.Sc, P.Chem. (sgulenchyn@caro.ca)

Locations:

#110 4011 Viking Way
Richmond, BC V6V 2K9
Tel: 604-279-1499 Fax: 604-279-1599

#102 3677 Highway 97N
Kelowna, BC V1X 5C3
Tel: 250-765-9646 Fax: 250-765-3893

17225 109 Avenue
Edmonton, AB T5S 1H7
Tel: 780-489-9100 Fax: 780-489-9700

www.caro.ca

REPORTED TO PROJECT Associated Engineering (Alberta) Ltd. (Edmonton)
2015-3408.030.200

WORK ORDER REPORTED 6111904
2016-12-05

Analysis Description	Method Reference	Technique	Location
Coliforms, Total (Q-Tray) in Water	APHA 9223 B	Most Probable Number / Enzyme Substrate Endo Agar	Edmonton
E. coli (Q-Tray) in Water	APHA 9223 B	Most Probable Number / Enzyme Substrate Endo Agar	Edmonton

Method Reference Descriptions:

APHA Standard Methods for the Examination of Water and Wastewater, 22nd Edition, American Public Health Association/American Water Works Association/Water Environment Federation

Glossary of Terms:

MRL Method Reporting Limit
 < Less than the Reported Detection Limit (RDL) - the RDL may be higher than the MRL due to various factors such as dilutions, limited sample volume, high moisture, or interferences
 MPN/100 mL Most Probable Number per 100 millilitres

REPORTED TO PROJECT Associated Engineering (Alberta) Ltd. (Edmonton)
2015-3408.030.200

WORK ORDER REPORTED 6111904
2016-12-05

Analyte	Result / Recovery	MRL / Limits	Units	Prepared	Analyzed	Notes
---------	-------------------	--------------	-------	----------	----------	-------

Sample ID: PW1-GWUDI-2016-NOV-26 (6111904-01) [Water] Sampled: 2016-11-26 11:30

Microbiological Parameters

Coliforms, Total (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-11-27	2016-11-29	
E. coli (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-11-27	2016-11-29	

Sample ID: PW2-GWUDI-2016-NOV-26 (6111904-02) [Water] Sampled: 2016-11-26 11:15

Microbiological Parameters

Coliforms, Total (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-11-27	2016-11-29	
E. coli (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-11-27	2016-11-29	

Sample ID: PW3-GWUDI-2016-NOV-26 (6111904-03) [Water] Sampled: 2016-11-26 11:00

Microbiological Parameters

Coliforms, Total (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-11-27	2016-11-29	
E. coli (Q-Tray)	< 1.0	1.0	MPN/100 mL	2016-11-27	2016-11-29	

Sample ID: PR-GWUDI-2016-NOV-26 (6111904-04) [Water] Sampled: 2016-11-26 13:45

Microbiological Parameters

Coliforms, Total (Q-Tray)	94.5	1.0	MPN/100 mL	2016-11-27	2016-11-29	
E. coli (Q-Tray)	2.0	1.0	MPN/100 mL	2016-11-27	2016-11-29	

REPORTED TO PROJECT Associated Engineering (Alberta) Ltd. (Edmonton)
2015-3408.030.200

WORK ORDER REPORTED 6111904
2016-12-05

The following section displays the quality control (QC) data that is associated with your sample data. Groups of samples are prepared in fibatchesfl and analyzed in conjunction with QC samples that ensure your data is of the highest quality. Common QC types include

- ↳ **Method Blank (Blk):** Laboratory reagent water is carried through sample preparation and analysis steps. Method Blanks indicate that results are free from contamination, i.e. not biased high from sources such as the sample container or the laboratory environment
- ↳ **Duplicate (Dup):** Preparation and analysis of a replicate aliquot of a sample. Duplicates provide a measure of the analytical method's precision, i.e. how reproducible a result is. Duplicates are only reported if they are associated with your sample data.
- ↳ **Blank Spike (BS):** A known amount of standard is carried through sample preparation and analysis steps. Blank Spikes, also known as laboratory control samples (LCS), are prepared from a different source of standard than used for the calibration. They ensure that the calibration is acceptable (i.e. not biased high or low) and also provide a measure of the analytical method's accuracy (i.e. closeness of the result to a target value).
- ↳ **Standard Reference Material (SRM):** A material of similar matrix to the samples, externally certified for the parameter(s) listed. Standard Reference Materials ensure that the preparation steps in the method are adequate to achieve acceptable recoveries of the parameter(s) tested.

Each QC type is analyzed at a 5-10% frequency, i.e. one blank/duplicate/spike for every 10 samples. For all types of QC, the specified recovery (% Rec) and relative percent difference (RPD) limits are derived from long-term method performance averages and/or prescribed by the reference method.

Analyte	Result	MRL Units	Spike Level	Source Result	% REC	REC Limit	% RPD	RPD Limit	Notes
---------	--------	-----------	-------------	---------------	-------	-----------	-------	-----------	-------

Microbiological Parameters, Batch B6K1748

Blank (B6K1748-BLK1)

Prepared: 2016-11-27, Analyzed: 2016-11-29

Coliforms, Total (Q-Tray)	< 1.0	1.0 MPN/100 mL							
E. coli (Q-Tray)	< 1.0	1.0 MPN/100 mL							

Duplicate (B6K1748-DUP1)

Source: 6111904-04

Prepared: 2016-11-27, Analyzed: 2016-11-29

Coliforms, Total (Q-Tray)	69.7	1.0 MPN/100 mL		94.5			30	18	
E. coli (Q-Tray)	1.0	1.0 MPN/100 mL		2.0				15	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Policy ADM058 Appointments to Boards/Committees

BACKGROUND / PROPOSAL:

Administration was requested to draft a policy regarding the appointment of Members at Large.

The purpose of this policy is to provide for the selection, appointment, and remuneration of public members-at-large who serve on various committees and boards that Mackenzie County chooses to have public input and participation.

The policy includes eligibility requirements, the application process and the procedures for appointments.

A copy of the draft policy is attached.

OPTIONS & BENEFITS:

To establish a formal, written process for the appointment of members at large to Council boards and committees.

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

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

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy ADM058 Appointments to Boards/Committees be approved as presented.

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

Mackenzie County

Title	Appointments to Boards/Committees	Policy No:	ADM058
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Legislation References	<ol style="list-style-type: none">1. Municipal Government Act (Section 195 – 200)2. Mackenzie County Procedural Bylaw3. Mackenzie County Honorariums and Related Expense Reimbursement Bylaw
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Purpose

The purpose of this policy is to provide for the selection, appointment, and remuneration of public members-at-large who serve on various committees and boards that Mackenzie County chooses to have public input and participation.

Policy Statement

Pursuant to the Municipal Government Act, RSA 2000, Chapter M-26 and any amendments thereto it shall be the policy of Mackenzie County to appoint eligible citizens to the various municipal Boards/Committees established by Council, either in an advisory capacity or as the result of statutory requirements, at the annual Mackenzie County Council Organizational Meeting.

Council Boards/Committees shall operate in accordance with the Municipal Government Act and Mackenzie County's Procedural Bylaw.

Eligibility

To be eligible for appointment as a Public Member-at-Large of a County Board or Committee, applicants must be:

1. Of the full age of 18 years;
2. Canadian citizens or landed immigrants;
3. Residents of Mackenzie County for six consecutive months immediately prior to application submission;
4. Not currently employed by the municipality; or
5. Not otherwise ineligible to apply.

Procedures

1. The Director of Legislative and Support Services shall maintain a current record of all appointments made to the various municipal Boards/Committees which includes expire dates for same.

2. Application Forms completed by eligible citizens applying to become a member of a municipal Board/Committee will be accepted throughout the year by the Director of Legislative and Support Services or designate and will be retained on file for six (6) months for consideration when vacancies occur.
3. By September of each calendar year, a Public Notice outlining the number of Board/Committee appointments required for the upcoming year will be published in the local newspaper and displayed at all municipal offices.
4. New and returning applicants shall be required to submit an application form.
5. Each year, at the annual Mackenzie County Organizational Meeting, Council shall consider the applications and make the necessary appointments, by majority vote, to the various Boards/Committees.
6. The Director of Legislative & Support Services shall advise all applicants, as soon as practicable, in writing, of the appointments made by Council.
7. Should a vacancy occur due to a resignation, the vacancy may be filled from applications received to date for that particular Board/Committee or the vacancy may be advertised.
8. Staff Representatives shall advise all appointed members-at-large as soon as practicable with the following:
 - a. upcoming meeting schedules;
 - b. meeting minutes from the previous year;
 - c. copy of the applicable Terms of Reference;
 - d. list of fellow board members.
9. Public Members-at-Large are expected to exercise confidentiality and discretion in matters related to their respective appointments, and must sign an Oath and Acknowledgement of Terms of Appointment Form.
10. Public Members-at-Large must advise, in writing, if they are no longer eligible to serve (such as no longer being a Mackenzie County resident) or cannot complete their appointed term for any reason.
11. If unable to attend more than three consecutive meetings without Council's consent, a Public Member-at-Large is deemed to have resigned from their position.
12. Public Members-at-Large must successfully complete a training program if required under the Municipal Government Act.

13.Appointed Public Members-at-Large are eligible for remuneration and expense reimbursement according to Mackenzie County’s Honorariums and Related Expense Reimbursement Bylaw (unless otherwise stated).

14.The Director of Legislative and Support Services is responsible for the development, implementation, monitoring, and evaluating of this policy.

	Date	Resolution Number
Approved		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Alberta Forest Products Association Conference

BACKGROUND / PROPOSAL:

The Alberta Forest Products Association AGM and Conference is scheduled for September 27 – 29, 2017 in Jasper.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

The 2017 operating budget includes the attendance for two Councillors.

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the following Councillors be authorized to attend the Alberta Forest Products Association Conference on September 27 – 29, 2017 in Jasper, Alberta.

- 1.
- 2.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	CanWest Air – Request for Letter of Support

BACKGROUND / PROPOSAL:

See attached letter from Jake Fehr, General Manager for CanWest Air requesting a letter of support.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For discussion.

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

From: [Jake Fehr](#)
To: [Carol Gabriel](#)
Cc: [Bill Neufeld](#); [Peter F. Braun](#)
Subject: Request for letter of support for June 13 meeting
Date: June-08-17 9:18:45 AM
Attachments: [June 5 2017 Reply to Mr Greg Towne with attachments copy.pdf](#)
[AHS-Addendum\(5\).pdf](#)

Good Morning Carol

I am writing to the Mackenzie County asking for a letter of written support of CanWest as the Successful proponent for the Fixed Wing Air Ambulance RFP.

I am sure all at the County are aware that Can West has been awarded 9 of the 11 planes, and 4 of the 5 Groupings. Can West is currently negotiating with AHS on Fort Vermilion, High Level, Peace River, Slave Lake, Grande Prairie, Edmonton, Medicine Hat and Calgary.

CanWest has a proven track record with AHS and we take great pride in excellent service at a fair price for tax payers. It is because of our proven track record that we have been successful thus far and we will continue to strive for excellence in our future.

Your support will ensure that other regions, who are not as familiar with Can West as a business player, will receive the positive information they need to confirm Can West will not only meet their expectations as an Air Ambulance Provider, but will exceed it!

Please review the attached as you see fit, (disregard the 2013 lease, its over 30 pages). Of **importance to note** is Addendum #5. Our issue is Peace River airport and land at Peace River. The local provider currently has 3 hangers, and just recently purchased 2 more after CanWest had contacted the two owners regarding the possible purchase of them.

I will be available for questions in the am for your Council meeting, however I have commitment in Calgary at 3pm.

Should you require further clarification please contact me.

Best Regards:

Jake Fehr

General Manager
Cell 780-841-1508

Jake@canwestair.com
www.CanWestAir.com

This communication is intended for the use of the recipient to whom it is addressed, and may contain confidential, personal, or privileged information. Please contact the sender immediately if you are not the intended recipient of this transmission and do not copy, distribute, or take any action based on this transmission. Any communication received in error, or subsequent reply should be destroyed.

June 5th 2017

RE: Lot Lease at Peace River Airport

Dear Mr Greg Towne,

Sorry for the delay in my response to your email of May 23, 2017.

On the May 31, 2017 CKYL interview with Mayor Tarpey, he stated that the only lots available at the airport are un-serviced meaning they are not connected to water, sewer, power or ramps connecting them to the airport. It was stated that it would be too big a cost for a company to pave the access along with supplying their own water and sewer.

NorAlta /CanWest had rented these lots for the 2013 RFP that was retracted. In this new lease, CanWest will commit to

- lease these lots in their current un serviced condition for a 20 year period with an option to renew.
- install holding tanks for water and sewer
- connect lot to runway by paving required taxiways
- bring power to the lot

CanWest is, and has stated from the onset, prepared to absorb the costs of bringing services in by installing water and sewer holding tanks as we have at 2 other airports, and extending the taxiway to same standard as currently exists at Peace River Regional Airport, (We also extended the taxi way in High Level at our cost). This new development will provide additional property tax revenue for the airport. It will also add to the employment for Peace River. Other opportunities will be explored as we move forward.

At the meeting with yourself, the airport manager, and CAO Chris Parker on May 1st, 2017 the main concern stated was the scheduled service. I have seen a letter to Mayor Tarpey from Northwestern Air Lease requesting an opportunity to provide CYPE with Scheduled Air Service should the current provider cease operating.

We plan to operate a full crew of people in Peace River. These will be full time positions and people will be encouraged to make Peace River their home. Air ambulance positions are highly sought after paying higher wages than industry standards.

We plan to operate two new Beechcraft King Air 250's out of Peace River with the most advanced avionics and interior possible.

We have been talking to Northern Air and certainly wish them all the best. Should they choose not to continue with the scheduled air service in the future there are other carriers that have expressed interest. Should this all fall through we will relook at this opportunity.

NorAlta / CanWest is investing \$15 million into Peace River to provide the best medi-evac patient care service available today. We strive hard to succeed and for the past 11 years, we have provided excellent service to Albertans needing air ambulance to access better care.

Please accept this as an official request to lease the following lots for a **20 (twenty)** year term with an option to extend.

Following the signing of the lease, CanWest will immediately send in the permits required for building and development of the hangar and taxiway.

Legal Description

Lot Thirteen (13), NW 29-83-22-W5M Area - square metre (m2)
3,242 m2

Lot Fourteen (14), NW 29-83-22-W5M Area - square metre (m2)
3,532 m2

Total Square Metres 6,774 m2

Attached with this email is:

1. Shareholder's visit with Airport manager.
2. AHS preferred proponent letter.
3. Lot lay out
4. Rendering photo of proposed hanger.
5. NWAL letter to Mayor Tom Tarpey.
6. Copy of 2013 lease agreement with the airport. Signed copy on file.
7. Link of CKYL radio interview <http://www.ylcountry.com/2017/05/31/mayor-tom-tarpey-interview-on-yl-morning-show/>

Your immediate attention to this matter is requested.

Sincerely,



Jake Fehr,
CEO CanWest Air Charters LTD

Cc:

PR, Mayor Tom Tarpey
PR CAO Northern Sunrise County, Garret Tomlinson
Deputy Reeve Northern Sunrise County, Carolyn Kolebaba
AHS, Gordon Bates
AHS, Lauren Boon
Town of Manning
Reeve MacKenzie County, Bill Neufeld
MLA, Debbie Jabbour
CAO Town of Grimshaw, Brian Allen - cao@grimshaw.ca
Reeve MD of Peace River, Robert Willing - rwilling@mdpeace.com



PRUDENTIAL LANDS

August 31, 2016

Jake Fehr
CanWest Corporate Air Charters Ltd.
P.O. Box 2290
La Crete, AB
T0H 2H0

Hello Jake,

On Monday, August 22, 2016, I flew into Peace River for the purpose of assessing the hanger and land availability at the Peace River Airport.

I did some research into who owned each hanger at the airport and came up with the conclusion that while the RFP is going on, all hangers that could potentially be for sale, are off the market.

Around noon, I went back to the Peace River Airport terminal and met with William Stewart, who is the airport manager. I asked him if there is any land available at the airport that could be used to have a hanger built on. His response was that it is a very sensitive political situation and we (Town of Peace River) have 3 lots tied to the runway that are up for lease, but are tied up until sometime near the end of September. The conditions would then be removed, or not, and the properties could then be available for purchase.

If you have any questions, please feel free to contact me.

Sincerely,

Henry Hamm
Prudential Lands
Office: 780-538-0002
Cell: 780-876-1390
Email: henry@dirhamhomes.com

Building Today's Communities

March 22, 2017

Jake Fehr
Can West Air
(780) 841-1508
jake@canwestair.com

Via email

RE: Request for Proposal No: AHS-2016-2199 For Aviation Services (Aircraft and Flight Crew) for Alberta Health Services' ("AHS") Air Ambulance Program in Alberta ("RFP")

Attention: Jake Fehr

Pursuant to Section 3.7 of the RFP this letter is to confirm that Can West Air has been selected as the preferred proponent for Grouping's 1, 2, 4 and 5 to negotiate a service based contract with Alberta Health Services. This decision is specific to Can West Airlines new airplane proposals.

AHS has contacted you to inform you of this decision and will work at arranging a mutually agreeable date and time the start to negotiations.

Sincerely,



Lauren Boon, Manager Clinical Contracts
Email: lauren.boon@ahs.ca

March 22, 2017

Jake Fehr
Can West Air
(780) 841-1508
jake@canwestair.com

Via email

RE: Request for Proposal No: AHS-2016-2199 For Aviation Services (Aircraft and Flight Crew) for Alberta Health Services' ("AHS") Air Ambulance Program in Alberta ("RFP")

Attention: Jake Fehr

Pursuant to Section 3.7 of the RFP this is to confirm that Can West Air has not been selected as the preferred proponent in Grouping # 3 to negotiate a service based contract with Alberta Health Services. Section 3.7 of the RFP indicates that AHS will allow unsuccessful proponents fourteen (14) days from the date of this notification to request a debrief meeting. AHS will then contact you to arrange a debrief meeting at a mutually agreeable time where we can review Can West Air's technical and financial result submissions. Typically we arrange these after negotiations are concluded and a successful proponent has been offered a contract.

In the event AHS is unable to come to an agreement with the preferred proponent, AHS will review its options as identified in the RFP.

AHS would like to extend its appreciation and thanks to Can West Air for its effort and time in preparing and submitting a proposal and our opportunity to meet during the Oral presentation session.

Sincerely,



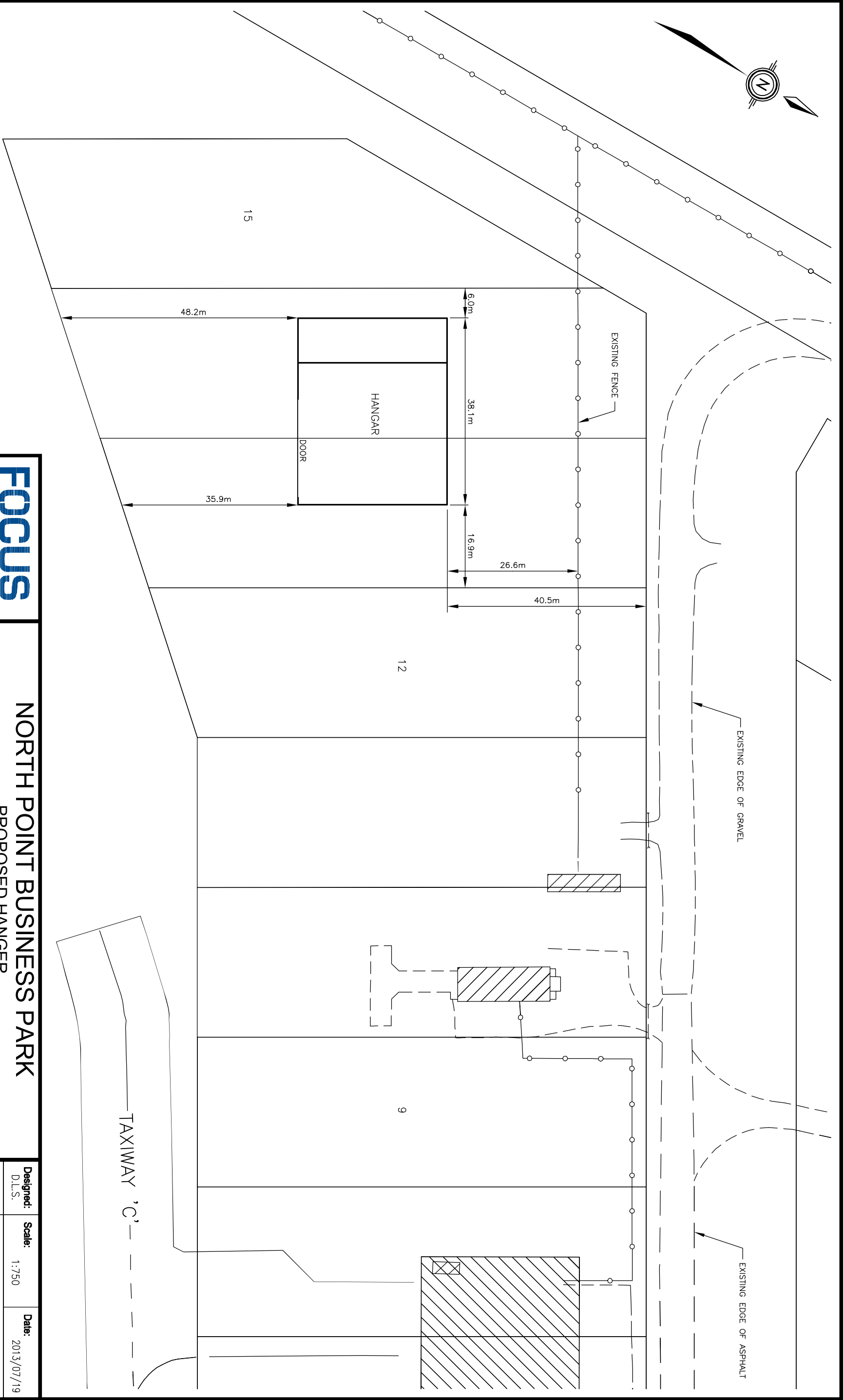
Lauren Boon, Manager Clinical Contracts
Email: lauren.boon@ahs.ca



FOCUS
 FOCUS Corporation
 #3, 8909 - 96 Street
 Peace River, AB, Canada T8S 1G8
 Main: 780.624.5631
 Fax: 780.624.3732

NORTH POINT BUSINESS PARK
 PROPOSED HANGER
 PEACE RIVER AIRPORT
 LOT 13 & 14, PLAN 842 1579
 SITE PLAN - OPTION 1

Designed: D.L.S.	Scale: 1:750	Date: 2013/07/19
Drawn: K.L.K.	Project No.: 0608000--	
Approved: D.L.S.	Drawing No.: 1 OF 1	Rev. A



FOCUS

FOCUS Corporation
 #3, 8909 - 96 Street
 Peace River, AB, Canada T8S 1G8
 Main: 780.624.5631
 Fax: 780.624.3732

NORTH POINT BUSINESS PARK

PROPOSED HANGER
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 SITE PLAN - OPTION 1

Designed: D.L.S.
 Scale: 1:750
 Date: 2013/07/19

Drawn: K.L.K.
 Project No.: 0608000--

Approved: D.L.S.
 Drawing No.: 1 OF 1
 Rev. A

Proposed Aircraft Hanger

Peace River





May 24 / 2017

Mayor Tom Tarpey
Town of Peace River
Peace River, AB.

Dear Mayor Tarpey;

It has come to our attention in the recent media releases, That there are some concerns regarding scheduled air service to your community, and the effect this may have on the region. We at Northwestern Air Lease Ltd. certainly understand the impact that a loss of service like this might have. Northwestern Air lease Ltd. would like the opportunity to express our interest in providing this service should that need / opportunity arise.

Our intent is not to interfere with the current service provider at this time. However should the current service provider notify the intent to discontinue services, NWAL would be willing to look at this business opportunity to service your community and region.

Northwestern Air Lease Ltd. has been providing scheduled and charter service to the Northwest Territories and Northern Alberta for over fifty (50) years. We understand the value that this service brings to smaller remote northern areas. Our customer service and safety record is excellent, and we provide service second to none. Like any business, we also appreciate new business opportunities and expansion possibilities.

Please take the time to visit our website www.nwal.ca and if you have any questions or would like to discuss any concerns or opportunities, feel free to contact myself or any of our management team. I look forward to receiving your reply, at your earliest convenience.

Sincerely;

Brian Harrold
Owner
NWAL
Operations Direct line 867-872-3030



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Fort Vermilion School Division – Request for Funding (School Nutrition Program)

BACKGROUND / PROPOSAL:

See attached letter from the Fort Vermilion School Division requesting funding in the amount of \$15,000 for the School Nutrition Program at Florence MacDougall Community School in High Level, AB.

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: _____

May 29, 2017

Mr. Len Racher
Chief Administrative Officer
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0



RECEIVED
MAY 31 2017

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

Dear Mr. Racher,

I am writing to you on behalf of the Fort Vermilion School Division. Beginning in September of 2017, we have an opportunity to establish a school nutrition program in one of our FVSD schools. The Board of Trustees has selected Florence MacDougall Community School (FMCS) as the site for the new program. Due to socio-economic factors, the students of this school have the greatest need within our division. Lunch programs are currently functioning at St. Mary's Elementary School and Fort Vermilion Public School in Fort Vermilion, Rocky Lane School, and Upper Hay River School. These existing school nutrition programs are funded by a First Nation or Alberta Education.

Florence MacDougall Community School has a kindergarten to grade 3 population of approximately 433 students. The breakdown of where these student live is as follows:

- 13% Mackenzie County
- 12% Dene Tha – Bushe River
- 75% Town of High Level

Alberta Education encourages that new school nutrition programs be universal in nature, meaning that all students in attendance be provided the nutrition program. The program must be a meal, either breakfast or lunch. We have decided to establish a lunch program. Due to the fact that High Level Public School (HLPS) has a new commercial kitchen, our plan is to utilize the facility and the students of HLPS. The students will participate in the preparation and delivery of food as a part of a work experience or CTS program. Students will be able to earn credits towards a high school diploma.

.../2

FORT VERMILION SCHOOL DIVISION NO. 52
"Building Success—One Student at a Time"

P.O. BAG NO. 1, 5213 RIVER ROAD, FORT VERMILION, ALBERTA T0H 1N0 . TELEPHONE 780-927-3766 . FAX 780-927-4625

Mr. Len Racher, CAO

Page 2

May 29, 2017

Kindergarten students in FMCS attend either mornings or afternoons. Therefore, we anticipate having to provide a snack program for these students, as they are not in attendance during lunch. However, the remaining grade 1-3 students would be provided a lunch meal.

Presently we have \$141,000 of funding for the program and we have estimated that a total of \$188,500 will be necessary to operate the program. Students would be provided lunch at no expense to the parents.

This letter serves as a formal request for funding. We anticipate that funding will only be necessary for one year, as we expect increased funding from Alberta Education for subsequent school years. It is our intention to seek partnerships with Mackenzie County, the Town of High Level and the Dene Tha First Nation.

We are requesting \$15,000 from each partner and the result would bring FVSD close to a balanced budget for this new school nutrition program.

Sincerely,



Clark McAskile
Board Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Rainbow Lake Youth Centre Society – Request for Funding

BACKGROUND / PROPOSAL:

See attached letter from the Rainbow Lake Youth Centre Society requesting funding to assist in their programming and operating costs.

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: _____

RAINBOW LAKE YOUTH CENTRE SOCIETY

780-956-4407
deannab7@telus.net

10 Commercial Road
Rainbow Lake, AB
T0H 2Y0

June 5, 2017

Jacquie BATEMAN
MD Councilor
4511 46 Ave
Box 640
Fort Vermillion, AB
T0H 1N0

Dear Ms. BATEMAN:

It is with great enthusiasm that I write this letter on behalf of the Rainbow Lake Youth Centre board to share that a new eager group of volunteers will be re-opening the Rainbow Lake Youth Centre on June 8th, 2017. The Rainbow Lake youth Centre has been operating for over 40 years, however in the year 2015 the regular annual funding that was the main support for this organization came to an end. The termination of the large amount of financial support that came from the Child and Family Services Department was detrimental to our small towns Youth Centre and it was a struggle to keep the building open and operating for our community. The community Youth Center is an alcohol and drug free gathering place for the youth of Rainbow Lake and is not only essential to the youths healthy development, but also to the towns continued efforts to provide a healthy and prosperous environment for their residents.

In the fall of 2016 a new board formed and we have continued to volunteer endless hours of updating the organizations financials as well as hosting regular meetings discussing options and resources that could help this group re open the YC doors. We recently have completed a financial projection that will allow us to open and operate at a maximum of 32 hours per week for the next 6 months. The Town of Rainbow Lake has shown its generosity through donating the space and utilities free of charge as we work towards getting this facility up and running again for our kids.

As you are most likely aware Husky Energy is the town of Rainbow Lakes largest company and the families in our town are mainly employees of this organization. Depending on the amount of volunteers that our community has at a given time and the amount of donations and fund-raising that we can achieve largely impacts what our community has to offer throughout each season and over the years. The Rainbow Lake Youth Centre has been widely used by the youth of our small town and even with number of fluctuations in our population, the kids still show interest in wanting to have a place free from home and school where they can meet with their friends.

Our board is seeking the monetary support of Mackenzie County for the 2017 year to assist in the programming and operating costs that are not being covered by the Town of Rainbow Lake. Without the hard work of volunteers and the generosity of our town and neighboring resources we will not be able to continue to provide a safe, healthy and friendly place for our communities youth to gather.

If you have any further questions or concerns that I can assist you with please do not hesitate to contact me at your earliest convenience. On behalf of our new board I look forward to hearing from you and your council.

Sincerely yours,

Deanna BATEMAN

YC PRESIDENT



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Bylaw 1067-17 Genetically Engineered Alfalfa

BACKGROUND / PROPOSAL:

Genetically Engineered alfalfa poses a significant threat to the forage seed and hay industry, as many of the countries we export to will refuse any forage seed or other forage products if there is any sign of Genetically Engineered crop found. This comes with a significant cost to our producers. Alberta exported approximately \$62.9 million of forage seed in 2015/2016, of that total approximately \$18.6 million was from the Peace Country.

The Alberta *Weed Control Act* states that Council of a County may make bylaws designating plants within the municipality as Prohibited Noxious or Noxious. The Agricultural Service Board has drafted a bylaw requesting that Genetically Engineered Alfalfa be designated to a Prohibited Noxious status.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

Author: G. Smith Reviewed by: _____ CAO: _____

COMMUNICATION:

Mackenzie County Bylaws are posted on the County's website.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1067-17 being a bylaw to designate Genetically Engineered Alfalfa to a Prohibited Noxious status under the Alberta Weed Control Act.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1067-17 being a bylaw to designate Genetically Engineered Alfalfa to Prohibited Noxious status under the Alberta Weed Control act.

Author: _____ Reviewed by: _____ CAO: _____

BYLAW No. 1067-17

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

**BEING A BYLAW FOR THE PURPOSE OF PLACING
GENETICALLY ENGINEERED ALFALFA IN THE
PROHIBITED NOXIOUS CATEGORY**

WHEREAS the *Alberta Weed Control Act* RSA 2008 cW-5.1 as stated in the *Weed Control Regulation* AR 19/2010 in Section 9, states that the Council of a County may make bylaws designating plants within the municipality as prohibited noxious or noxious; and

WHEREAS the County has deemed it expedient and in the public interest to restrict the spread of Genetically Engineered Alfalfa with the municipality;

NOW THEREFORE, the Council of Mackenzie County, in the Province of Alberta, duly assembled, HEREBY ENACTS AS FOLLOWS;

1. That any Alfalfa species (*Medicago Sativa*) when genetically engineered will be designated "Prohibited Noxious" under the *Weed Control Act of Alberta*.
2. That failure to abide by this bylaw shall result in the remedial action and/or penalties imposed utilizing provisions contained in the *Weed Control Act of Alberta*.
3. That this bylaw shall have force and take effect upon third and final reading.

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

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

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

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Doug Munn, Director of Community Services
Title:	Community Peace Officer Policies

BACKGROUND / PROPOSAL:

The application for Community Peace Officer has been recommended for approval by the Manager of Peace Officer and Security Services Program. We can expect final approval by June 9, 2017.

The application included four draft/revised policies that will require approval by Council in order to make these policies official. These policies are part of the requirement for the application. Any modifications to the policies by Council would simply require that we file an updated copy of the policy to the Solicitor General’s Office.

Administration is in the process of hiring a Peace Officer.

OPTIONS & BENEFITS:

1. Amend the following policies as presented:
 - Peace Officer Public Complaints and Disciplinary Policy
 - Peace Officer Video Recording Policy

2. Approve the following policies as presented:
 - Peace Officer Records Management Policy
 - Peace Officer Property Control Policy

Author: D. MUNN Reviewed by: _____ CAO: _____

COSTS & SOURCE OF FUNDING:

There are funds in the 2017 Budget for the Peace Officer Program.

SUSTAINABILITY PLAN:

COMMUNICATION:

Mackenzie County Policies are available on the County's website.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That Policy ENF003 Peace Officer Public Complaints and Disciplinary Policy be amended as presented.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That Policy ENF005 Peace Officer Video Recording Policy be amended as presented.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

That Policy ENF007 Peace Officer Property Control Policy be approved as presented.

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That Policy ENF008 Peace Officer Records Management Policy be approved as presented.

Author: _____ Reviewed by: _____ CAO: _____

From: [Tammy Spink](#)
To: [Doug Munn](#)
Subject: Application for Authorization to Employ Peace Officers
Date: June-05-17 11:05:39 AM

Hi Doug,

The application has been put forward with a recommendation for approval. Assuming we can get a signature today or tomorrow it will be in the mail to you mid week. I will have Joan email you a copy when it signed.

Doug, are you the acting CAO or should we address the correspondence to someone else? You will be listed as the contract for operational questions. Please advise. Thanks.

[Tammy Spink](#)
Manager, Peace Officer and Security Services Program
Deputy Registrar, Security Services and Investigators Act
Ministry of Justice and Solicitor General
Phone: 780-427-6896

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.

Mackenzie County

Title	Peace Officer Public Complaints and Disciplinary Policy	Policy No:	ENF003
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Legislation Reference	Peace Officer Act Public Security Peace Officer Program
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Purpose:

The purpose of this policy is to establish a process to manage complaints made against Mackenzie County's peace officer and enforce disciplinary measures as required.

Policy Statement:

Mackenzie County recognizes that during the execution of peace officer duties a member of the public may make a complaint about the actions of the peace officer.

Complaints:

1. All complaints respecting the conduct or performance of duty of peace officer shall be directed to the Chief Administrative Officer for investigation.
2. A complaint shall be in writing, dated and signed by the complainant.
3. All complaints, investigations, and disposition of complaints will be retained as stated in the Peace Officer Records Management Policy.

Investigation of Complaints:

4. When appropriate, the Chief Administrative Officer or designate must provide the respondent with a copy of the complaint.
5. The Chief Administrative Officer or designate may refuse to investigate or further investigate a complaint against a respondent if the supervisor is satisfied that:
 - a. the complaint is frivolous, vexatious or in bad faith,
 - Frivolous. A complaint intended merely to harass or embarrass.
 - Vexatious. Complaint that has no basis in fact or reason, with its purpose to bother, annoy and embarrass the peace officer or authorized employer.
 - Bad Faith. Filing the complaint with intentional dishonesty or with intent to mislead.

- b. the conduct complained of primarily affects a person other than the complainant and the complainant does not have sufficient personal interest in the subject matter of the complaint, or
 - c. the complaint concerns an act or omission that, to the knowledge of the complainant, occurred more than 6 months before the complaint was made.
6. The Chief Administrative Officer or designate may attempt to informally resolve the complaint with the complainant and the respondent.
7. A complaint is resolved informally if a resolution of the complaint is proposed with which the complainant and respondent agree.
8. If a complaint is resolved informally, the Chief Administrative Officer or designate must:
- a. make a record of the resolution or disposition and any disciplinary or corrective measures imposed, and
 - b. deliver a copy of that record to the complainant, the Director of Law Enforcement and the respondent.
9. If the Chief Administrative Officer or designate is not able to resolve a complaint informally, they must:
- a. Conduct an investigation into that complaint, and
 - b. Provide notice of the investigation to the respondent and the Director of Law Enforcement.

Investigation Conclusion:

10. Upon conclusion of the investigation the authorized employer must notify the complainant, the peace officer involved, and the Director of Law Enforcement the disposition of the complaint using wording found in Section 22 of the Peace Officer Program Manual which reads as follows:
- a. 'the complaint is unfounded.' This means that on the basis of a thorough investigation no reasonable belief exists that the complaint has merit or basis.
 - b. 'the complaint is unsubstantiated.' This means that on the basis of a thorough investigation there is insufficient evidence to determine the facts of the complaint and that it may or may not have occurred.

- c. 'the complaint is found to have merit in whole or in part.' This means that on the basis of a thorough investigation that
 - i. 'in whole' a reasonable belief exists that the peace officer has engaged in misconduct in regards to the entirety of the complaint; or
 - ii. 'in part' a reasonable belief exists that the peace officer has engaged in misconduct in regards to a portion(s) of the complaint, but not in its entirety.
 - d. 'the complaint is frivolous, vexatious or made in bad faith.' This disposition will be used when an authorized employer chooses not to investigate a complaint as per Section 15(2) of the Act which allows no investigation to occur when the complaint is deemed to be frivolous, vexatious, or made in bad faith.
11. In the event a complaint is found to have merit in whole or in part the authorized employer must state what disciplinary action has been taken and it must be in accordance with this policy.
12. The conclusion letter issued to the complaint must contain the following closing paragraph which communicates to the complainant that appeals of the decision reached by the authorized employer must be addressed to the Director of Law Enforcement as required in Section 15 of the *Peace Officer Act*.

"PLEASE BE ADVISED YOU HAVE THE RIGHT TO APPEAL THESE FINDINGS TO THE DIRECTOR OF LAW ENFORCEMENT FOR THE PROVINCE OF ALBERTA PURSUANT TO SECTION 15(4) OF THE PEACE OFFICER ACT. AN APPEAL MUST BE IN WRITING AND INITIATED WITHIN 30 DAYS OF RECEIPT OF THIS DECISION, AND ANY DECISION REACHED BY THE DIRECTOR OF LAW ENFORCEMENT ON APPEAL IS FINAL."

Discipline:

13. The Chief Administrative Officer or designate may discipline the peace officer through the following methods:
- a. reprimand the peace officer, or
 - b. suspend the peace officer for a period of suspension not exceeding one (1) month, or
 - c. terminate the appointment of the peace officer.

Conduct:

14. Peace officers respecting the conduct or performance of duty, may be subject to suspension or termination if the offence includes:

a. Discreditable conduct:

- i. Willfully or negligently makes a false complaint or lays a false complaint or statement against any person, or
- ii. Withholds or suppresses a complaint or report against any person, or
- iii. Is guilty of an indictable offence under a federal statute or an offence punishable upon summary conviction under the Criminal Code of Canada, or
- iv. abets, connives or is knowingly an accessory to a general default

b. Deceit:

- i. Knowingly makes or signs a false statement in an official document or book, or
- ii. Willingly or negligently makes a false, misleading or inaccurate statement pertaining to official duties, or
- iii. Without lawful excuse destroys, mutilates, or conceals an official document or record or alters or erases any entry therein.

c. Breach of confidence:

- i. Divulges any matter which it is his duty to keep secret, or
- ii. Without proper authorization or in contravention of any rules of the department communicates to the news media or to any unauthorized person any law enforcement matter which could be injurious to any person or investigation, or
- iii. Without proper authorization shows to any unauthorized person, any book or written or printed paper, document or report relating to any law enforcement matter that is the property of or in the custody of Mackenzie County.

d. Corrupt practice:

- i. Fails to account for or make a prompt, true return of money or property received in an official capacity, or
 - ii. Directly or indirectly solicits or receives a gratuity, present, pass, subscription or testimonial, or
 - iii. Places himself under a pecuniary or obligation to a person of respect, whose conduct or business operation or employment the Officer may likely have to report or give evidence, or
 - iv. Improperly uses his position as a Bylaw Enforcement Officer for private advantage.
- e. Unlawful or unnecessary exercise of authority:
- i. Is unnecessarily discourteous or uncivil to a member of the public, or
 - ii. Uses excessive force in the execution of his duties without just cause, or
 - iii. Uses excessive authority of his position with his co-workers
- f. Use of intoxicating liquor, or drugs in a manner prejudiced to duty:
- i. While on shift is unfit for duty due to the personal use of liquor, drugs or intoxicants, or reports for a shift and is unfit for duty due to the personal use of liquor, drugs or intoxicants prior to reporting for work, or personally uses, consumes or receives from other persons liquor, drugs or intoxicants while on duty.

	Date	Resolution Number
Approved	2016-08-24	16-08-628
Amended		
Amended		

Mackenzie County

Title	Peace Officer Video Recording Policy	Policy No:	ENF005
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Legislation Reference	Peace Officer Act Freedom of Information and Protection of Privacy Act (FOIP) Public Security Peace Officer Program
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Purpose:

The purpose of this policy is to provide peace officers with instructions guidelines for the use of video cameras. Video cameras are used by the peace officer in order to ensure their safety and provide detailed and accurate records of information.

Policy Statement:

Video cameras are an effective law enforcement tool that can reduce violent confrontations and complaints against officers. In order to ensure the safety and accountability of Mackenzie County's peace officer, the peace officer will be equipped with body worn cameras and their vehicles equipped with in car cameras. Mackenzie County is committed to treating the public with the utmost respect and dignity including the respect for their privacy rights.

These cameras will provide documentation of the peace officer's public encounters and will maintain a record of information important for collecting evidence. This will also assist in maintaining public trust and provide accurate disclosure of information in court proceedings.

Definitions:

Authorized personnel: individuals who require access to the video surveillance systems and recordings in the performance of their job requirements. Authorized personnel includes the CAO or designate.

Body worn camera: a personal recording device attached to the vest of the peace officer that records audio and video data and is connected to the in car camera's system.

In car camera: A static recording device located on the dashboard of the peace officer's vehicle and has cameras focused directly out of the vehicle's front windshield and also behind the driver's seat into the secured holding area of the vehicle. This device is connected to the body worn camera system.

Guidelines:

1. The body worn camera will be used only for the purpose of recording conversations with those suspected of having committed an offence or throughout the course of investigating a person suspected of committing an offence. Recording devices will not be used to conduct blanket surveillance or to record personal conversations between the peace officer and a member of the public.
2. Individuals authorized to view recordings from either the body worn camera or the in car camera are limited to the Chief Administrative Officer or designate, the Director of Community Services, Mackenzie County peace officers and RCMP members upon request or when an investigation is turned over to their authority. Any data recorded through the Mackenzie County peace officer's recording devices that is requested by an Officer of the Provincial Court of Alberta will be provided.
3. Still frames of video from either the body worn camera or the in car camera are permitted to be maintained in a case file as created by the peace officer and used throughout the course of the peace officer's investigation as required and authorized by the Solicitor General of Alberta. A still frame capture of any video cannot be duplicated or sent electronically to any person outside of those permitted to view the video.
4. The peace officer will have a clearly visible pin on his vest and jacket labeled "VIDEO IN USE" at all times and will inform the person being recorded that they are on video prior to engaging in conversation.
5. All recorded video will be secured on a digitally locked file on the peace officer's computer. Backup files will be created and secured on Mackenzie County's server and an external hard drive that will be secured both digitally and in a locked safe.
6. All video files will be transferred directly from the peace officer's vehicle to the peace officer's office computer through a secured USB. These files will not be removed from the vehicle for any purpose other than to be transferred on to the office computer. Once the file transfer is complete, all data on the secure USB will be destroyed.
7. All files will be retained ~~for a period of at least one year and no more than two years unless specifically requested to do so by an officer of the Provincial Court of Alberta~~ as stated in the Peace Officer Records Management Policy.
8. All data, images, video and metadata captured, recorded or otherwise produced by the video devices is property of Mackenzie County.

Unauthorized Access and/or Disclosure (Privacy Breach):

9. Anyone that witnesses the unauthorized disclosure of any surveillance recordings that are in violation of this Policy and/or a potential privacy breach must report the incident to the Chief Administrative Officer immediately.
10. Mackenzie County will investigate all reported breaches of privacy, unauthorized viewings or disclosures. Any breaches of this Policy may result in disciplinary action up to and including termination of employment.

Responsibilities:

11. FOIP Coordinator

- a) Ensuring that authorized personnel are familiar with this Policy and providing advice, training and recommendations to assist in compliance with FOIP.
- b) Supervising authorized personnel and ensuring their compliance with this Policy.
- c) Investigating and responding to privacy complaints related to surveillance records and security or privacy breaches.
- d) Responding to formal requests to access surveillance records, including law enforcement inquiries.

12. IT Specialist

- a) Ensuring that surveillance records and all items related to surveillance are stored in a safe and secure location.
- b) Ensuring that surveillance records are kept and maintained accurately by authorized personnel.
- c) Advising on installations, operation, retention and disposal methods of the surveillance records.

13. Peace Officer

- a) Overseeing the day-to-day operation of the surveillance systems including quality control for system operations.
- b) Ensuring that the review of files is limited to business related activities.
- c) In consultation with the Chief Administrative Officer or designate, arrange for the release of information to the RCMP when required for an investigation.

14. Chief Administrative Officer or designate

- a) Ensuring that this policy is enforced.
- b) Approving the placement of all video surveillance equipment.
- c) Approving authorized personnel and access to information collected by the surveillance systems.

	Date	Resolution Number
Approved	2016-08-24	16-08-630
Amended		
Amended		

DRAFT

Mackenzie County

Title	Peace Officer Property Control Policy	Policy No:	ENF007
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Legislation Reference	Peace Officer (Ministerial) Regulations
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Purpose

To establish a Policy to establish a procedure for the property control of found, or confiscated items for evidence to or by a Peace Officer as per the Peace Officer (Ministerial) Regulations.

Policy Statement:

Mackenzie County recognizes that property may be turned into the County as a found item, or a Peace Officer may confiscate an item as evidence which be logged and secured for a period of time as established within this policy.

Evidence Control:

1. All properties would be logged by a Peace Officer including;
 - Property Owner
 - Date
 - Time
 - Location
 - Description of item(s)
 - Case number
 - Officers name & signature
2. Evidence would be stored in a locked cabinet if property size permits. If items are too large for locked cabinet, items would be stored in a secure yard site.
3. Firearms or any weapons would be surrendered to the R.C.M.P. for further investigation and storage if the R.C.M.P. deem necessary.
4. If evidence is required to be moved from secure/locked storage, a chain of command log will be completed same as item 1 above.

Investigation Completion:

5. If the item was confiscated for evidence in an investigation, at the conclusion of the investigation the property may:
 - (a) be returned to the owner;
 - (b) destroyed if ordered to do so by the courts;
 - (c) donated for charity;

- (d) sold at location auction;
 - (e) advertised for sale by way of public request for tender.
6. If the item was found, after 365 days from the logged in date, the finder would be contacted and given the option to take possession of the item.
7. If the finder does not wish to claim the item, the County may;
- (a) destroyed if ordered to do so by the courts;
 - (b) donated for charity;
 - (c) sold at location auction;
 - (d) advertised for sale by way of public request for tender.

Destruction of Property

8. Evidence will be destroyed as per the Records and Retention Schedule.
9. The Chief Administrative Officer or designate is responsible for ensuring that this policy is enforced.

	Date	Resolution Number
Approved		
Amended		
Amended		

Mackenzie County

Title	Peace Officer Records Management Policy	Policy No:	ENF008
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Legislation Reference	Peace Officer (Ministerial) Regulations
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Purpose

To establish a Policy to establish a records management and retention system for the Peace Officer as per the Peace Officer (Ministerial) Regulations.

Records Management System

1. The County shall maintain a records management system that meets the following requirements:
 - (1) The records management system shall include the following information with respect to each peace officer employed by the County:
 - (a) the training undertaken and the certificates held by each peace officer
 - (b) copies of complaints with investigative results and details of the disposition of the complaint;
 - (c) the date each peace officer ceased to be employed or engaged for services as a peace officer and the reason for the cessation;
 - (d) each peace officer's oath of office;
 - (e) each peace officer's letter of appointment.

Operational Records System

2. The County shall establish and maintain a Peace Officer operational records system showing the following information:
 - (a) the investigations started and continued by peace officers and the disposition of each investigation;
 - (b) evidence seized and how it is recorded, stored and disposed of as per the **Peace Officer Property Control Policy** ;
 - (c) operational logs dealing with daily operations, including calls and complaints;
 - (d) a record of serious incidents involving a peace officer;
 - (e) shift schedules;
 - (f) any memorandum of understanding between the authorized employer and one or more police services.

Retention of Records

3. The County Shall:

- (a) retain and keep in good condition records relating to complaints about peace officers, the investigation of the complaints and the disposition of complaints for at least 5 years after the complaint was made, and
- (b) retain and keep in good condition all other records made with respect to the administration, management and operations relating to peace officers for at least 3 years after the record was made.

4. The Chief Administrative Officer or designate is responsible for ensuring that this policy is enforced.

	Date	Resolution Number
Approved		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Doug Munn, Director of Community Services
Title:	Playground Equipment Tender

BACKGROUND / PROPOSAL:

On April 11, 2017 Council passed the following motion: “That the Community Services Committee be authorized to open the Playground Equipment Tenders and bring a recommendation to Council for awarding.”

The Community Services Committee plans to meet on June 12, 2017 to open and review tenders and then prepare a recommendation for Council. This recommendation will be prepared on June 12th and then handed out during the June 13th Council meeting.

OPTIONS & BENEFITS:

Option 1 – That Council accept the recommendation of the Community Services Board regarding the awarding of the Playground Equipment Tender.

Option 2 – That Council direct the Community Services Committee to modify the Playground Equipment Tender recommendation as discussed and bring back a modified recommendation to the next Council meeting.

COSTS & SOURCE OF FUNDING:

The 2017 budget includes \$160,000 for the purchase and installation of playground equipment.

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

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Doug Munn, Director of Community Services
Title:	Town of High Level – Cost Sharing Request for Fire Department Air Resupply Project

BACKGROUND / PROPOSAL:

At the May 24, 2017 a letter from the Town of High Level requesting the cost sharing of a portable air supply project was considered and the following motion was passed:

FINANCE: **12. a) Town of High Level – Cost Sharing Request for Fire Department Air Resupply Project**

MOTION 17-05-393 **MOVED** by Councillor Toews
Requires 2/3

That the \$12,500 in funding towards the Town of High Level for Fire Department Air Resupply Project be tabled until next meeting for administration to have further discussion.

CARRIED

The project was discussed with Fire Chief Wiebe and Fire Chief Kettle. Fire Chief Kettle did not see a need for the service as they are able to fill air tanks locally and Fire Chief Wiebe felt that there is a potential of this being beneficial to us in a case of a major incident (lasting a few days) but historically speaking did not recall an event that we would have used it in the past.

The Town of High Level does not currently have an air compressor so this will double as their fill unit for all purposes. Fort Vermilion and La Crete have air compressors and Zama relies on a local company to fill their tanks (which is working well).

See attached request from Town of High Level Fire Chief.

Author: D. Munn **Reviewed by:** _____ **CAO:** _____

OPTIONS & BENEFITS:

The portable air supply unit would potentially be beneficial in the case of a major incident.

COSTS & SOURCE OF FUNDING:

There are not funds budgeted for this in 2017.

SUSTAINABILITY PLAN:

The County has no plans to purchase a portable unit. A higher priority would be to purchase a compressor for Zama if the agreement with the local company expires.

COMMUNICATION:

Communicate Council decision to High Level Fire Chief.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: _____



10511-103rd Street
High Level, Alberta
T0H 1Z0
Tel: (780) 821-4016
Fax: (780) 926-2058
Email: rschmidt@highlevel.ca

Protective Services

March 20, 2017

Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0

Attn: Len Racher, CAO

Fire Department Air Resupply Project

At the February 27th Town Council meeting, Council passed an addition to the Capital Budget to provide the High Level Fire Department with an air resupply system. Please accept this letter as a formal request to contribute to the project.

The need for an air resupply system came about with the changes to the oilfield service companies in the area. In the past, the HLFDD has been provided air recharge services from an oilfield safety company. The company provided the department free training air and charged for on scene air services. That company left in the fall and since that time the Town has been trying to work with the last remaining company in town but they were unable to provide the same service levels.

The Fire Department brought the issue forward with a cost effective solution buying a used air refill system from another fire department and an air trailer. The compressor system will also have the capability to refill the air trailer. The approved project funding is \$25,000.00 and the Town is requesting that the County contribute \$12,500.00 (50%) to the project.

This project will also benefit the county by lowering air resupply costs at county calls as well as providing a mobile air supply trailer for the region. Current costs for air resupply at County scenes could be in the thousands per incident and this project will eliminate contractor costs. This trailer could be brought as a regional resource to a large incident elsewhere in the county reducing the need for County Fire Departments to send bottles back to their fire station to refill during an incident. The trailer is equipped with 11 large cascade bottles that could provide enough refills for many bottles at a scene. It can also be used to rehabilitate firefighters at a scene. I have discussed this project with Fire Chief Peter Wiebe and he is supportive of the project and has stated that the departments would make use of the trailer.

The Town looks forward to working with the County in this important project that will not only lead to reduced air resupply costs but enhance the safety of our firefighters in the region.

I appreciate the consideration of this request.

Sincerely,

Rodney Schmidt
Director of Protective Services

Cc: Fire Chief Peter Wiebe



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Doug Munn, Director of Community Services
Title:	Fort Vermilion Recreation Board – Request to Provide Funding for Training

BACKGROUND / PROPOSAL:

Attached is a letter from the Fort Vermilion Recreation Board requesting funding for training. This training is important to make sure that staff operating the new artificial ice plant equipment are properly trained.

OPTIONS & BENEFITS:

Option 1:

That Council provide the Fort Vermilion Recreation Board with \$3,127 to be used for Artificial Ice Staff Training with funds to come from the General Operating Reserve.

Option 2:

That administration advise the Fort Vermilion Recreation Board that they will be responsible for training staff to operate the artificial ice equipment.

COSTS & SOURCE OF FUNDING:

If approved, funds would come from the General Operating Reserve.

SUSTAINABILITY PLAN:

N/A

Author: _____ Doug Munn _____ **Reviewed by:** _____ **CAO:** _____

COMMUNICATION:

Clinton Edwards from the FV Recreation Department will be at the Council meeting to answer any questions that Council may have.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: J Batt Reviewed by: K Huff CAO: _____

County Council Memorandum

TO: HONORABLE REEVE AND COUNTY COUNCIL DATE: May 16th, 2017

FROM: CLINTON EDWARDS, DIRECTOR OF RECREATION AND LEISURE SERVICES FORT VERMILION RECREATION BOARD

SUBJECT: ICE PLANT ARENA OPERATORS CERTIFICATION

ISSUE:

As a part of the installation of the new Fort Vermilion Community Cultural Complex Ammonia Ice Plant, staff are required to be trained in level 2 Arena Operators Certification. Currently the facility has two employees with level one certification and another which will require to do both level 1 and 2 before the installation of the Ice Plant is complete. The Fort Vermilion Recreation Board were not aware of these training expenses during the budgeting phase therefore do not have these funds available during this time. The Recreation Board is requesting that the funds be provided for these certifications by the county as part of the overall project.

COST REQUIREMENTS:

Arena Operator Level 1- One Staff

Arena Operator Level 1-	\$412.00
Hotel accommodations-	\$280.00

Total	\$692.00
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Arena Operator Level 2- Three Staff

Arena Operator Level 2-	\$625.00 X 3 =	\$1875.00
Hotel accommodations-	\$280.00 X 2 =	\$560.00

Total	\$2435.00
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Grand Total- \$3127.00

Thank You

Clinton Edwards

Director of Recreation and Leisure Services

Fort Vermilion Community Cultural Complex



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Doug Munn, Director of Community Services
Title:	Bridge Campground – Provincial Funding

BACKGROUND / PROPOSAL:

The 2017 Budget included \$60,000 for improvements to the Bridge Campground which required that 50% of the funding required a matching share from Alberta Parks.

Alberta Parks has approved \$15,000 for Bridge Campground (Fort Vermilion Provincial Recreation Area), and \$39,000 for Machesis Lake which is broken down as follows:

Fort Vermilion Provincial Recreation Area (Bridge Campground):

1. *Shingles and stove for shelter- \$ 8,000*
Mackenzie County share \$ 4,000
Alberta Parks Share \$ 4,000

2. *Construction of expanded & new sites - \$ 22,000*
Mackenzie County share \$ 11,000
Alberta Parks Share \$ TBD

3. *Historical Assessment*
Mackenzie County share \$ 15,000
Alberta Parks Share \$ 0

Machesis Lake Provincial Recreation Area:

1. *New Water Well – \$ 15,000*
Mackenzie County Share \$7,500.
Alberta Parks share \$ 8,000

2. *New Concrete Toilet - \$ 20,000*
Mackenzie County Share \$ 10,000
Alberta Parks Share \$ 9,500

3. *Phone Tower - \$ 10,000*

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

Mackenzie County Share \$ 5,000.
Alberta Parks Share \$ 8,000

4. Electricity to Caretaker site - \$ 30,000
Mackenzie County Share \$ 15,000
Alberta Parks Share \$ 9,500

Note that the requested amount included a Historical Assessment, which unfortunately Alberta Parks was unable to fund and that the amounts approved by Alberta Parks has changed from that reported to the Community Services Committee.

A Historical Assessment is still required in order to proceed with the expansion and construction of new sites. Administration has received a quote in the amount of \$9,597-\$14,958 (dependent on findings) from Tree Time Services who had previously provided the Historical Assessment of the Bridge Campground expansion area. They are able to proceed with this work in June 2017 so that we can complete the planned work in 2017.

As Alberta Parks did not approve matching fund for the Historical Assessment, at the May 3rd, 2017 Community Services Committee Meeting, the following motion was made:

MOTION CS-17-05-026 *That the Community Services Committee recommends to Council that the 2017 Budget for the Improvement to Provincial Park - Bridge Campground be amended such that the \$15,000 allocated by the County for the historical assessment be used for this project without requiring matching fund.*

CARRIED

OPTIONS & BENEFITS:

Option #1

Approve Community Services Committee Motion CS-17-05-026, by leaving the \$15,000 in County's funding for this project.

Benefit

As a Historical Assessment is required to completed any expansion, or development within the Fort Vermilion Provincial Recreation Area (Bridge Campground), administration can proceed with Historical Assessment and future development of this campground if the current funding remains.

Option #2

Direct administration to leave this budgeted amount unspent and not proceed with the Historical Assessment for the Bridge Campground.

Author: _____ Reviewed by: _____ CAO: _____

Benefit

The benefit of this decision would be to have \$15,000 unspent in the 2017 budget however we would not be able to proceed with the campground improvements as originally planned.

COSTS & SOURCE OF FUNDING:

Funds for this work is included in the 2017 Capital Budget for the designated purpose, however it currently requires matching funding.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2017 Budget for the Improvement to Provincial Park - Bridge Campground be amended such that the \$15,000 allocated by the County for the historical assessment be used for this project without requiring matching funds.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Doug Munn, Director of Community Services
Title:	Cell Service on Major Highways

BACKGROUND / PROPOSAL:

It has been identified that there is poor cell service along all major highways within Mackenzie County. Administration contacted a local service provider, and they recommended that if Mackenzie County lobby cell service providers, this may assist in the installation of more towers within the area. This topic was discussed at the May 3, 2017 Community Services Committee meeting where the following motion was made:

MOTION CS-17-05-023

That the Community Services Committee recommends to Council that they lobby all cell service providers to provide cell service along all major Highway (Highway 35, 58, 88& 697) corridors.

CARRIED

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION:

Administration to communicate Councils wishes with cell service providers, if Council supports this recommendation. It is also recommended that other stakeholders in Mackenzie County be encouraged to lobby the local MLA and cell service providers.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That a letter be sent to all cell service providers requesting that they provide cell service along all major Highway (Highway 35, 58, 88 & 697) corridors.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Doug Munn, Director of Community Services
Title:	Land Purchase - Hutch Lake Cabin Area

BACKGROUND / PROPOSAL:

During the May 3rd, 2017 Community Services Committee meeting, it was identified that there is a high demand for development in the Hutch Lake Cabin area. As well, due to the lengthy development timelines and requirements of Alberta Environment & Parks, the Community Services Committee made the following motion:

MOTION CS-17-05-031 *That the Community Services Committee recommends to Council to look at purchasing land around Hutch Lake cabins for further development.*

CARRIED

The Hutch Lake development has 61 lots and all of the lots have been sold. In order to increase the size of the development the County would need to purchase land adjacent the current development from the Crown.

History of Hutch Lake Cabins:

In 1991 a request for seasonal lake shore property was made to the County, A large portion of land between highway 35 and Hutch Lake was purchased from crown land and developed into 32 lots with one main road.

Phase one lots were sold on a lottery based system.

In 2001 phase 2 of the Hutch Lake Subdivision were ready for sale. Council did not want to sell the lots on a lottery base system this time. An analysis was completed to determine the entire cost of the development along with an assessment. Council then determined sale price based on recovery costs.

In 2013 the lot prices were set between \$8,000 to \$11,000.

Author: D. Munn **Reviewed by:** _____ **CAO:** _____

There is some preliminary work that would need to be done before development could begin. This would include:

1. Study the site to see where it is most feasible to develop (either east or west of existing development). This study would determine slopes, drainage issues, soil suitability and gather data to base cost estimates for development.
2. Develop a preliminary site and lot plan to determine size of area that would be purchased and the number of lots in the subdivision. It is assumed that lot sizes would remain similar to the existing development.
3. Cost analysis to determine the cost to develop the project and to place a value on each lot for sales purposes.

OPTIONS & BENEFITS:

1. Direct administration to prepare a cost estimate to complete the preliminary work for the development of additional lots at Hutch Lake Cabins and bring it back to Council for review.
2. Receive this report as information.

COSTS & SOURCE OF FUNDING:

No pricing has been developed for this project at this early stage. The first cost would be to hire a consulting firm to complete the preliminary work.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

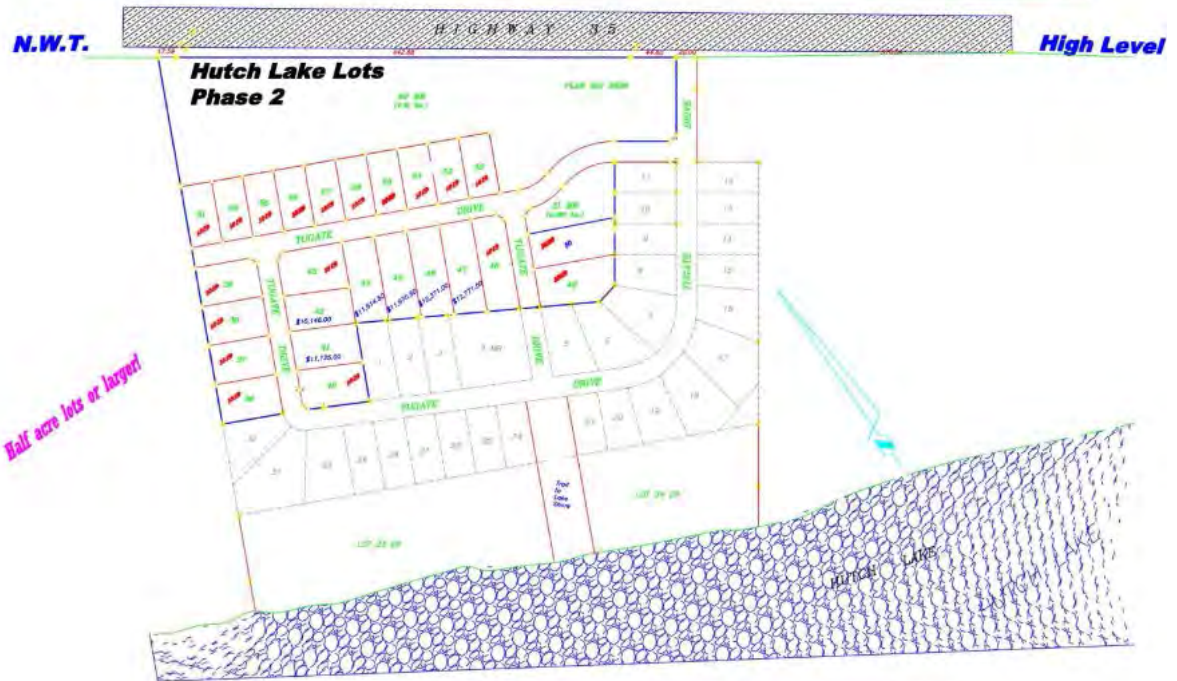
RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For Discussion

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

Hutch Lake Recreation Area



New Subdivision lots on Phase 2 now available!

Aerial View of Hutch Lake Cabins



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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Don Roberts, Zama Site Manager
Title:	Fire Chief & Deputy Fire Chief Appointments – Zama City

BACKGROUND / PROPOSAL:

On May 31, 2017 the Zama Fire department held elections for the nomination of Fire Chief and Deputy Fire Chief as per section 5.3 of the Fire By-Law 985-15 (See attached Meeting Minutes.)

5.3 The Fire Chief and Deputy Chief shall be appointed by Council for each Fire Service upon recommendation of the CAO, and from the Members of the Fire Service for a two year term.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Author: D Roberts Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That Mike Kettle be appointed as Zama Fire Chief for a two year term effective June 13, 2017.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That Mike Davis be appointed as Zama Deputy Fire Chief for a two year term effective June 13, 2017.

Author: _____ Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
Zama Fire Department Election Meeting**

**May 31, 2017
07:00pm**

**Zama Fire Hall
Zama City, AB**

PRESENT:	Mike Kettle	Fire Chief
	Mathew Davis	Member
	Nicole Lindsey	Member
	Daniel Saunders	Member
	Brian Penny	Member

REGRETS:	Kris Penny	Member
	Robert Despins	Member
	Kayla Wardley	Member
	Carrie Sancan	Member

ADMINISTRATION:	Doug Munn	Director of Community Services	Director of
	Don Roberts	Zama Site Manager	

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

Doug Munn called the meeting to order at 7:25P.M.

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

**ELECTION OF FIRE
CHIEF & DEPUTY FIRE
CHIEF** **3. a) Election of Fire Chief**

Daniel Saunders called for nominations for the position of Fire Chief for the Zama Fire Department for the period May 31, 2017 to May 31, 2019

First call:

Accepted
Nominated: **Mike Kettle**

Second call:

Accepted or declined:
Nominated: **Nil**

Third call:
Accepted or declined:

Nominated: **Nil**

MOTION 17-05-003

MOVED by Matt Davis

That nominations cease for the position of Fire Chief

CARRIED

Mike Kettle was Acclaimed as Fire Chief for the Zama Fire Department for the period May 31, 2017 to May 31, 2019.

3.b) Election of Deputy Fire Chief

Daniel Saunders called for nominations for the position of Deputy Fire Chief for the Zama Fire Department for the period May 31, 2017 to May 31, 2019.

First call:
Accepted
Nominated: **Matt Davis**

Second call:
Accepted or declined:
Nominated: **Nil**

Third call:
Accepted or declined:
Nominated: **Nil**

MOTION 17-05-003

MOVED by Nicole Lindsey

That nominations cease for the position of Fire Chief

CARRIED

Matt Davies was acclaimed/ as Deputy Fire Chief for the period
May 31, 2017 to May 31, 2019

Mike Kettle
Zama Fire Chief

Doug Munn
Director of Community Services



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Karen Huff, Director of Finance
Title:	Bylaw 1070-17 Short Term Borrowing for La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade

BACKGROUND / PROPOSAL:

At the May 24, 2017 Council Meeting, the following motion was carried:

MOTION 17-05-394 That the La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade be funded by debenture and that a borrowing bylaw be brought back to Council.”
Requires 2/3

CARRIED

The 2017 capital budget includes the following:

The La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade project costs will be \$790,000. The La Crete Recreation Board will fund \$132,500, and \$175,000 will be funded by the Community Facility Enhancement Program. The estimated cost to the County is \$482,500, with \$100,000 being funded from Municipal levies, and the remainder of the project costs, \$382,500 to be funded by short term debenture.

The next application deadline for Alberta Capital Finance Authority is August 15, 2017. The bylaw required all 3 readings completed and we cannot make an application for financing until 30 days after the bylaw has passed. After applying for the debenture, the loan issuance date will be September 15, 2017.

Future borrowing deadlines are as follows:

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

Loan Issue Date	Municipal and Airport Authorities Application Deadline
December 15, 2016	November 15, 2016
March 15, 2017	February 15, 2017
June 15, 2017	May 15, 2017
September 15, 2017	August 15, 2017
December 15, 2017	November 15, 2017

OPTIONS & BENEFITS:

The Municipal Government Act (MGA) permits a council to borrow funds for capital property as follows:

Capital property - short-term borrowing

257(1) This section applies to a borrowing made for the purpose of financing a capital property when the term of the borrowing is 5 years or less.

(2) The expenditure for the capital property must be included in a budget.

(3) Repealed 1998 c24 s13.

(4) A borrowing bylaw that authorizes the borrowing does not have to be advertised.

1994 cM-26.1 s257;1996 c30 s14;1998 c24 s13

Validity of borrowings, loans and guarantees

273(1) A borrowing made by a municipality and a loan or guarantee of a loan made by a municipality under section 264 and any legal instrument issued under the borrowing, loan or guarantee is valid and binding on the municipality and is not open to question in any court if the borrowing is authorized by a borrowing bylaw or the loan or guarantee is authorized by bylaw.

(2) A borrowing bylaw or a bylaw authorizing a loan or guarantee is, for the purposes of this section, a valid bylaw if

- (a) no application has been made to the Court of Queen's Bench to have the bylaw declared invalid within 30 days after the bylaw has been passed, or
- (b) an application has been made to the Court of Queen's Bench to have the bylaw declared invalid within 30 days after the bylaw has been passed and, on the final disposition of the application and any appeal, the application is dismissed.

1994 cM-26.1 s273

Author: J Batt Reviewed by: _____ CAO: _____

Mackenzie County Policy FIN030 Debt Management, permits borrowing for capital expenses as follows:

1. **Business Case** refers to an analysis that demonstrates the necessity for and viability of a new project. A business case will include a financial analysis and a financial plan that identifies and confirms sources of funding to provide for the financing of the capital and operating costs of a new project.

10. **Short Term Debt** refers to borrowings from third parties scheduled for repayment for a term of 5 (five) or less years.

Please review the attached short term borrowing bylaws.

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1070-17 being the Short Term Borrowing bylaw for the La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade.

Author: J Batt Reviewed by: _____ CAO: _____

BYLAW NO. 1070-17

**BEING A BYLAW OF THE
MACKENZIE COUNTY**

(hereinafter referred to as “the County”)
IN THE PROVINCE OF ALBERTA,

This bylaw authorizes the Council of Mackenzie County to incur indebtedness by the issuance of short-term borrowing in the amount of THREE HUNDRED EIGHTY TWO THOUSAND FIVE HUNDRED DOLLARS (\$382,500) for a period not to exceed FIVE (5) years, for the purpose of financing the La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade.

WHEREAS, under the authority and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000 c. M-26, the Council of the County may pass a bylaw to borrow money on a short-term basis for the financing of an operating expenditure and/or capital property expenditure; and

WHEREAS, the Council of the County have decided to issue a by-law pursuant to Section 257 of the *Municipal Government Act* to authorize a borrowing made for the purpose of financing a capital property when the term of borrowing is FIVE (5) years or less; and

WHEREAS, the La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade, as approved by Council in capital expenditures, including all the specifications, was prepared with the total cost estimated to be SEVEN HUNDRED AND NINETY THOUSAND DOLLARS (\$790,000), with ONE HUNDRED THOUSAND DOLLARS (\$100,000) being funded by Municipal Levies, and with the La Crete Recreation Board funding ONE HUNDRED THIRTY TWO THOUSAND FIVE HUNDRED DOLLARS (\$132,500), and the La Crete Recreation Board funded by the Community Facility Enhancement Program (CFEP) in the amount of ONE HUNDRED SEVENTY FIVE THOUSAND DOLLARS (\$175,000); and

WHEREAS, in order to complete the La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade, it will be necessary for the County to borrow the sum of THREE HUNDRED EIGHTY TWO THOUSAND FIVE HUNDRED DOLLARS (\$382,500), which is the projected additional County cost, for a period not to exceed FIVE (5) years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw; and

WHEREAS, the estimated lifetime of the project financed under this by-law is equal to, or in excess of twenty (20) years; and

WHEREAS, the principal amount of the outstanding debt of the County at December 31, 2016 is \$14,657,290 and no part of the principal or interest is in arrears; and

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

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

1. That for the purpose of undertaking the La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade (capital project), the sum of **THREE HUNDRED EIGHTY TWO THOUSAND FIVE HUNDRED DOLLARS (\$382,500)** be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the County at large.
2. The proper officers of the County are hereby authorized to issue debenture(s) on behalf of the County for the amount and purpose as authorized by this by-law, specifically the construction of the La Crete Recreation Board – Dressing Room Expansion, Lobby Renovation and Arena Entrance Upgrade.
3. The County shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed FIVE (5) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10%) percent.
4. The County shall levy and raise in each year municipal taxes sufficient to pay the indebtedness.
5. The indebtedness shall be contracted on the credit and security of the County.
6. The net amount borrowed under the by-law shall be applied only to the project/program specified by this by-law.
7. This by-law comes into force on the date it is passed.

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

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

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

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Fred Wiebe, Director of Utilities
Title:	Bylaw 909-13 Water and Sewer Systems

BACKGROUND / PROPOSAL:

Administration was asked to bring Bylaw 909-13 Water and Sewer Systems to Council for discussion.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Bylaw 909-13 Water and Sewer Systems be received for information.

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

BYLAW NO. 909-13

**BEING A BYLAW OF THE MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
RESPECTING THE WATER AND SEWER SYSTEM**

WHEREAS Part 3 Division 3 Section 7(g) of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time, empower municipalities to provide municipal utility services, and

WHEREAS Mackenzie County Council may pass a bylaw governing the management of the Municipality's water system, sewer system and storm drainage system,

WHEREAS Mackenzie County operates utilities within its boundaries

WHEREAS this Mackenzie County bylaw applies to all users of municipal water and or sewer systems.

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 "Water and Sewer Bylaw".

2. INTERPRETATION

In this bylaw, unless the context otherwise requires,

- a) "**Authorized Employee**" is a person appointed by the County's Chief Administrative Officer to act on behalf of the County with regard to the County's water and sewer and storm drainage systems.
- b) "**Bulk Water**" means any container that exceeds 200 litres.
- c) "**CAO**" means the Chief Administrative Officer of Mackenzie County, a person duly appointed pursuant to the Municipal Government Act and the County's Chief Administrative Officer Bylaw.
- d) "**Catch Basin**" means Storm Sewer inlets that filter out debris such as leaves and litter. They are typically located next to street curbs or within Utility Right of Way.

- e) “**Code**” means the National Plumbing Code of Canada, the Safety Codes Act of Alberta – Plumbing Code Regulation, the Alberta Building Code and/or Mackenzie County’s Engineering Guidelines and/or General Municipal Improvement Standards. If a conflict exists between portions of these documents, the document with the most restrictive applicable portion shall govern.
- f) “**Commercial**” means a service provided to a commercial or industrial establishment owned and operated by a business or individual for profit, or any property assessed as a commercial or industrial property.
- g) “**Consumer**” means any individual, corporation, partnership or other legal entity that receives the Municipal Utility services and, where the context or circumstances so require, includes any individual, corporation, partnership or other legal entity who makes or has made an application for the Municipal Utility services or otherwise seeks to receive the Municipal Utility services.
- h) “**Council**” means the Council of Mackenzie County elected pursuant to the *Local Authorities Election Act*, R.S.A. 2000, c. L-21.
- i) “**County**” means Mackenzie County.
- j) “**Designate**” means a person appointed by the CAO to act on the County’s behalf with regard to the County’s Water System and Sanitary Sewer and Storm Sewer systems.
- k) “**Hamlet(s)**” means the unincorporated communities of Zama, Fort Vermilion, and La Crete as established with designated boundaries and approved by Mackenzie County.
- l) “**His**” shall mean his and/or her and/or a corporate entity, in the singular or plural, as the context requires.
- m) “**Interceptor**” means a receptacle that is installed to prevent oil, grease, sand or other materials from passing into a drainage system.
- n) “**Municipal Utility**” means the County Water System, Sanitary Sewer system and Storm Sewer system.
- o) “**Point of Delivery**” shall mean at the property line between the County’s property, right-of-way and/or easement and the Consumers property.
- p) “**Registered Owner**” means the person registered as the owner of the property pursuant to the provisions of the *Land Titles Act*, R.S.A. 2000, c. L-4.

- q) **“Rural Waterline”** a municipal potable waterline operated as a trickle system, which is not part of any Hamlet’s distribution system.
- r) **“Rural Water User”** means any Consumer, located outside of Hamlet boundaries, that is connected to the Rural Waterline.
- s) **“Sanitary Sewer”** means municipal sanitary sewer system including all mains, treatment and storage facilities.
- t) **“Storm Sewer”** means municipal storm drainage system, including ditches, Catch Basins, underground works, and outflows.
- u) **“Trickle System”** means a water distribution system with reduced pressure and flow.
- v) **“Urban Subdivided Parcel – To Rural Standards”** shall mean a lot that exists or has been allowed to be created within the boundaries of a Hamlet and not being in accordance to Hamlet lot standards by way of size and development layout. This includes subdivisions that were completed as a farmstead or homestead separation out of a quarter section and/or any lots that have been created or exist contrary to the current land use and/or the use intended as specified in the applicable Hamlet Area Structure Plan.
- w) **“Utility Connections policy”** shall mean policy UT004, Utility Connections policy, as approved by Council and as amended or repealed and replaced from time to time.
- x) **“Water System”** means municipal waterworks system including all the mains, storage and treatment facilities, and all appurtenances thereof.

3. USE AND CONTROL OF THE WATER, SANITARY SEWER AND STORM SEWER SYSTEM

3.1. GENERAL RULES

- 3.1.1. Council hereby delegate to the CAO all those powers stipulated by this bylaw to be exercised by the County and all necessary authority to exercise those powers, excluding thereout, the power to set Municipal Utility rates or enact bylaws, or do anything else reserved exclusively for Council pursuant to the provisions of the Municipal Government Act. Without limiting the generality of the foregoing, the CAO may deal with the following subject matters:
 - a) Procedures or requirements that a customer must comply with before a utility connection is installed or activated, or before a Municipal Utility services are provided, or as a condition of ongoing

- b) provision of Municipal Utility services;
 - b) Consumer accounts, including without limitation provisions or requirements concerning opening an account and making payments on the account;
 - c) Measurement of water consumption;
 - d) Procedures or requirements concerning investigating customer complaints and concerns;
 - e) Procedures or requirements for upgrading, resizing, relocating or otherwise changing a service connection, whether at the instigation of the County or at the request of the Consumer;
 - f) Turn – on and turn – off of water services, whether at the instigation of the County or at the request of a Consumer;
 - g) Supply of water for firefighting purposes, including without limitation procedures or requirements concerning the maintenance of public or private fire hydrants and permissible use of water from fire hydrants; and
 - h) Delegate any powers, duties or functions under this bylaw to an employee of the County.
- 3.1.2. All water, sewer and drainage systems must be constructed in accordance with the Code and any applicable Federal/Provincial regulatory requirements.
- 3.1.3. All construction and/or installations of utilities shall cease on November 1 of each calendar year and commence again on May 1 of each calendar year. Any variance to the mentioned dates shall be at the discretion of the CAO or Designate.
- 3.1.4. No person shall receive a Municipal Utility service without approval of the County.
- 3.1.5. No person shall do any work upon or interfere in any way with the Municipal Utility system unless specifically authorized, in writing, to do so by the CAO or Designate.
- 3.1.6. The Registered Owner of any building connected to the Municipal Utility shall, at all reasonable times allow or permit the utilities officer or Designate to enter into and upon the premises for the purpose of inspecting connections, drains, and any other apparatus used in connection with the Municipal Utility system.
- 3.1.7. The Consumer shall, at His own expense, maintain all utilities within His property lines, unless otherwise stated within this bylaw.
- 3.1.8. Service calls outside of regular working hours shall be levied a fee as per the Fee Schedule bylaw.

3.2. REQUIREMENT TO CONNECT TO WATER AND SEWER MAINS

- 3.2.1. No water and sewer connections other than that specified in the County's Land Use Bylaw shall be undertaken, unless an application for it has been approved by the County and all required permits have been issued.
- 3.2.2 Each and every dwelling and every occupied building situated on land abutting the water and/or sewer mains in the Hamlet shall be connected with connections approved by the County to the Municipal Utility.
 - a) Any Urban Subdivided Parcel – To Rural Standards shall not be required to connect to the Municipal Utility. Should the Registered Owner and/or developer desire to connect to the Municipal Utility, the utilities must be installed in accordance with the current Area Structure Plan.
- 3.2.3 If the Consumer refuses to connect within one (1) year, the County may enter on the land, building, erection, or structure to install the Municipal Utility and charge the cost thereof against the land, building, erection or structure in question, in the same manner as taxes and with the same priority as to lien and to payment thereof, as in the case of ordinary municipal taxes.
 - a) The one (1) year period shall begin when the construction of either the building, erection, structure or Municipal Utility is deemed to have been substantially completed.
- 3.2.4. At such time as the Development Permit is applied for, the Consumer shall apply for Municipal Utility services. If the application is approved by the County, the County shall provide the water and/or sewer service to the property line. All costs pertaining to the construction and supplies used for the utility service and connection shall be charged back to the Consumer.
- 3.2.5. Where a rural multi-lot subdivision is developed immediately adjacent to the Rural Waterline, each lot shall be serviced at a minimum, in accordance with the development application, to the property line.
 - a) The developer shall provide a meter lift for the purpose of regulating water flow and protection of the water meter. The servicing shall be completed using products equivalent to the products the County uses when installing Rural Waterline services.
 - b) The developer shall pay the County a fee, as specified in the Fee Schedule bylaw and as required within the development agreement, as compensation for the cost of the Rural Waterline.
- 3.2.6. Potential Rural Water Users that are not part of a rural multi-lot subdivision

may be given the option to connect to the Municipal Utility.

3.3. TAPPING WATER AND SEWER MAINS

- 3.3.1. No person except Authorized Employees of Mackenzie County, or persons authorized by the County, shall make any connection to any Municipal Utility.
- 3.3.2. All water service/sewer pipes laid in private property, between the property line and the water meter, and all sewer service pipes laid in private property, between the property line and the interior of the building, shall be of a material that meets the Code.
- 3.3.3. No connection shall be made to the water service pipe between the property line and the water meter, unless such connection is metered and is approved by the CAO or Designate.
- 3.3.4. Unless otherwise approved in writing by a certified engineer, all sewer connections must have a backflow prevention device installed, and such device must meet the Code and may be inspected by the County. All tapping and backfilling shall be done to meet the Code and be at the cost of the developer.
- 3.3.5. A separate and independent utility service connection shall be provided to every lot, or, to every unit that is divided vertically through all levels, where the subdivision of the building and property may occur at a later date (eg. dwelling-duplex, dwelling-multiple)

3.4. INSPECTIONS

- 3.4.1. All connections shall be inspected and approved by an Authorized Employee prior to back fill. Any damage during backfilling shall be the responsibility of the Registered Owner. If any connections to the Municipal Utility are covered or concealed before it is inspected, or tested, it shall be uncovered if the Authorized Employee so directs.
- 3.4.2. Due to the potential impact on the Municipal Utility, before any repairs to utilities on private property are started, the County must be notified of the existing problem and the timeframe and method of the proposed repairs.
 - a) Any required repairs performed by a Consumer to a utility service, where there is the potential need to excavate on County property, shall receive prior written approval from the CAO or Designate.
- 3.4.3. A minimum of one (1) working day notice is required for all inspections. If the inspection is an urgent situation requiring a response in less than the

required one (1) working day, and the County agrees to respond in less than one (1) working day, the cost of responding to such a request may be billed at a rate in accordance with the Fee Schedule bylaw, in addition to normal fees to the person, corporation, or other such entities to whom the Municipal Utility charges are being billed, have been billed or will be billed.

3.5. ADMINISTRATION OF WATER AND SEWER COSTS

- 3.5.1. All Municipal Utility accounts shall be approved by the Registered Owner of the property. Any charge on a Consumer's account remaining unpaid after the due date will be in arrears and constitute a debt owing to the County and is recoverable by adding the outstanding account balance to the tax roll of the Registered Owner of the property.
- 3.5.2. Municipal Utility service charges and rates shall be levied and collected from Consumers connected to and utilizing the Municipal Utility system in accordance with the Fee Schedule bylaw.
- 3.5.3. Mackenzie County may shut off or discontinue water service for non-payment of account or failure to make application for a Municipal Utility connection. Fee to reconnect such service as per the Fee Schedule bylaw.
- 3.5.4. Failure of the Consumer, being charged for water service, to receive a statement of account shall in no way affect the liability of such Consumer to pay such levies and charges.

4. WATER SYSTEM

4.1. TAMPERING AND CROSS CONNECTIONS

- 4.1.1. No person shall cause or permit the breaking, damaging, destruction, defacing or tampering with any part of the water services or any permanent or temporary device installed in the water services for the purpose of measuring, sampling and testing of matter in the water services, and any person who does perform such acts shall be liable for any damage incurred.
- 4.1.2. No Consumer of any house, building or other premises which is connected to the Water System shall increase the supply of water beyond that fixed by the rating of the premises.
- 4.1.3. No person shall connect, cause to be connected or permit to remain connected to the Water System a cross connection that has not been adequately protected and approved by the County.

4.1.4. Where the County believes a cross connection exists in contravention to Subsection 4.1.2, the County may carry out an inspection:

- a) upon reasonable notice to the Consumer;
- b) without notice where the County believes that an immediate threat of contamination to the Water System exists

4.1.5. Upon inspection, where the County continues to believe that a cross connection exists in contravention of Subsection 4.1.2, the County may terminate the water service to that parcel or premises with reasonable notice, and where the County believes that such a cross connection poses an immediate threat of contamination of the Water System, the County may terminate such water service without notice.

4.2. GENERAL RULES

4.2.1. The Consumer shall be liable for the costs of installations of all piping within His own premises including the piping from the Point of Delivery to the buildings and shall assume all risk and responsibility with respect to such piping and His equipment and protection of the same.

4.2.2. Any such piping shall be done in conformity with all by-laws and Codes.

- a) The County shall have the right to inspect such piping but such inspection shall not relieve the Consumer of His responsibility.

4.3. WATER METERS

4.3.1. Each and every water service attached to the Water System shall be metered and the water consumed, as indicated by the meter, shall be paid for in accordance with the Fee Schedule bylaw.

4.3.2. All water meters shall be supplied and installed by Authorized Employees of Mackenzie County or person authorized by the County, at the expense of the Consumer, as per the Fee Schedule bylaw.

4.3.3. All meters, are and shall remain the property of Mackenzie County and as such shall be moved, changed, repaired, etc. only by Authorized Employees of Mackenzie County or person authorized by the County, and at the discretion of the County.

4.3.4. All water meters and remote readers must be installed in an approved location set by the utilities officer, with input from the Consumer, and be readily accessible to authorized person for the purpose of reading, inspecting or changing same.

- 4.3.5. The Consumer shall give access to Authorized Employees of Mackenzie County, or person authorized by the County, to a meter for the purpose of reading, inspecting, or changing same, and shall be responsible to keep said meter free from damage. The Consumer shall be liable for any damage which occurs to the meter.
- 4.3.6. The Consumer must report to Mackenzie County any damage caused to the water meter within one regular working day upon discovering the damage.
- 4.3.7. Any damage caused to meters and/or remote water meter readers by, but not limited to, abuse, tampering, freezing or hot water shall be considered the responsibility of the Consumer, and all repairs shall be assigned to the account of the Consumer.
- 4.3.8. An Authorized Employee of Mackenzie County, or person authorized by the County, may undertake water meter repairs and/or replacements, and charge all costs to the account of the Consumer.
- 4.3.9. Repairs necessitated to meters through normal operation and wear and tear will be repaired by the County, and will be considered as an operating expense and as such, charged to the Utilities Department.
- 4.3.10. No meter by-pass line shall be installed without having obtained prior written approval by the CAO or Designate.
 - a) Where a by-pass line and valve are installed around the meter, this valve shall be sealed and the seal is not to be broken. In the case of an emergency, the seal on a by-pass valve may be broken.
 - b) The breaking of any seals whether by accident or emergency shall be reported immediately to the County.
- 4.3.11. Should any Consumer claim a meter is not reading properly, the Consumer shall pay a fee to the County, the sum set out in the Fee Schedule bylaw, to have the meter tested. The meter will then be removed from service and given a proper bench test. Should the said meter be found to over read by more than 3%, the Consumer shall be refunded their fee. Any meter which meets the requirements previously stated shall be considered adequate and the Consumer shall forfeit the said fee to the County to cover costs of removal and testing of the said meter. All conveniences during business hours shall be afforded the Consumer to witness meter tests.
- 4.3.12. The size of all meters installed shall be determined by the County and

will not necessarily conform to the size of service pipe installed in the building, but will be based on the estimated rate of consumption.

- 4.3.13. Should a meter cease to operate between reading periods; billing of the account will be done on an estimated consumption for the period. This estimate will be based on previously obtained consumption figures.

4.4. FIRE HYDRANTS AND VALVES

- 4.4.1. Except as hereinafter provided, no person other than authorized person set out by the County shall open, close, operate, or interfere with any valve, hydrant, or draw water there from.
- 4.4.2. The Chief of a Rural Fire Protection Association or a Voluntary Fire Brigade, His assistants and officers, are authorized to use the hydrants for the purpose of extinguishing fires, for making trail of hose pipe or for fire protection, but all such uses shall be under the direction and supervision of the said Chief or His authorized assistants and in no event shall an inexperienced or incompetent person be permitted to manipulate or control in any way any hydrant.
- 4.4.3. No person shall in any matter obstruct the free access to any hydrant or valve or curb stop. No vehicle, building, rubbish or any other matter which could cause obstruction shall be placed nearer to a hydrant than the property line of the street in which the hydrant is located, nor within twenty (20) feet of the hydrant in the direction parallel with the said property line. Fines for violations will be charged in accordance with the Fee Schedule bylaw.

4.5. CONNECTION OR DISCONNECTION OF WATER SERVICES

- 4.5.1. A minimum of one (1) working day notice is required for connection or disconnection of water services. If the service connection or disconnection requires a response in less than one (1) working day, and the County agrees to respond in less than one (1) working day, the fee for responding to such a request may be billed at a rate in accordance with the Fee Schedule bylaw.
- 4.5.2. After any construction, reconstruction, alteration, change or the completion of any work requiring a permit, water shall not be turned on to any building or premises until the work has been done to the satisfaction of a Mackenzie County employee or person authorized by the County.
- 4.5.3. Water shall be turned on or off at the curb stop only by Mackenzie County employees, or person authorized by the County.

- 4.5.4. The County shall not be held responsible for damages caused within a residence, or other building, as a result of turning water on or off at a curb stop.

4.6. RESALE AND WASTING OF WATER

- 4.6.1. No residential customer of any house, building or other premises which is connected to the Water System, shall vend, sell, or dispose of Bulk Water therefrom, or give away, or permit the same to be taken or carried away.
- 4.6.2. A Consumer shall not use water from the Water System, or allow water obtained from the Water System to be used:
- a) In an unauthorized manner;
 - b) In a manner that will impede water use by other Consumers;
 - c) Unless a Municipal Utility account has been opened by the Consumer; or
 - d) Unless the water has first passed through a meter

4.7. WELLS AND OTHER SOURCES OF SUPPLY OF WATER

- 4.7.1. No Consumer located in a Hamlet, other than an Urban Subdivided Parcel – To Rural Standards, shall use any source of water supply other than the municipal Water System without the written consent of the CAO or Designate.
- a) Any such permission may be withdrawn by order of the CAO or Designate at any time, without notice, and no person shall use a well or other source of supply of water after a permit for use of the same has been withdrawn.

4.8. RURAL WATERLINE CONNECTIONS

- 4.8.1. All Municipal water lines located outside of any Hamlet boundary be deemed as Rural Waterlines and all **new** residential connections require meter pits with flow restrictors. Industrial / commercial connections shall be reviewed and approved by Council / CAO on a case by case basis.
- 4.8.2. A Registered Owner requesting a water service from the Rural Waterline shall apply for Municipal Utility services. If the application is approved by the County, the County shall provide the water service to the property line.
- 4.8.3. Where water service has been brought to the property line of a vacant parcel of land, the developer and/or Registered Owner of the property is required to connect to the water service and pay for the costs of the same upon the construction and/or placement of any dwelling or occupied

building on the lands.

- 4.8.4. The Consumer shall pay a fee as set out in the Fee Schedule bylaw for the connection to the Rural Waterline.
- 4.8.5. The County shall sell and deliver water to the Consumer, so far as is practical to do so at the service location indicated in the Utility Connections policy. The County will install and operate the Rural Water Line as a Trickle System at a maximum rate of 1 gallon per minute for residential users and 2 gallons per minute for Commercial users, unless otherwise approved in writing by the CAO.
- 4.8.6. Title of water supplied by the County shall pass from the County to the Consumer at the outlet of the meter lift.
- 4.8.7. The Consumer shall not add or sell water to other structures, including houses, trailers, or businesses that are not directly owned by him, exist on the serviced yard and/or are further than 200 meters from the primary dwelling, unless approved in writing by the CAO or Designate. The County reserves the right to discontinue service to the primary service location on the decision of the County that a service violation has been installed.
- 4.8.8. In the event that the Consumer subdivides the parcel of land to which water is supplied hereunder, the water service shall apply to that portion of the subdivided land upon which the Point of Delivery is located.
 - a) Water service shall only be available to the other subdivided parcel or parcels pursuant to a new application being submitted and subsequently being approved by the County.
- 4.8.9. The Consumer must construct, at His own sole cost and expense, a holding tank for reserve purposes that will be suitable and adequate for His anticipated water requirements. Anticipated water requirement shall be calculated as specified within Mackenzie County's Engineering Guidelines and/or General Municipal Improvement Standards

5. SANITARY SEWER AND STORM SEWER SYSTEM

5.1. SEWER SYSTEM

- 5.1.1 No person shall turn, lift, remove, or tamper with the cover of any manhole, ventilator, or other appurtenance of any Hamlet's sewer, except Mackenzie County employees, or person authorized by the County.
- 5.1.2 No person other than Mackenzie County employees, or person authorized by the County, shall cut, break, pierce, or tap any Hamlet sewer or

appurtenance thereof, or induce any pipe, tube, trough, conduit, or appurtenance thereof, into any Hamlet's sewer.

5.1.3 No person shall interfere with the free discharge of any Hamlet's sewer, or part thereof, or do any act or thing which may impede, obstruct the flow, or clog up any Hamlet's sewer or appurtenance thereof.

5.1.4 Provisions of Interceptors:

- a) All establishments defined in the Code as requiring an Interceptor shall install and maintain the appropriate Interceptor as specified in the Code.
- b) All Interceptors shall be:
 - 1) of a type and capacity approved and certified under the Code,
 - 2) located to be readily and easily accessible for cleaning and inspection, and,
 - 3) maintained by the Registered Owner or occupier at His expense.

5.2. USE AND PROTECTION OF SANITARY SEWER SYSTEM

5.2.1. No person shall without the prior written approval of the County, discharge, deposit, or cause or permit the discharge or deposit into a Sanitary Sewer system the following:

- a) Matter which because of its type, temperature or quantity, may be or may become a health or safety hazard to any person or which may or may become harmful to a Sanitary Sewer system or the operation thereof, or which may cause the Sanitary Sewer system's effluent or operation to contravene any federal, provincial or local legislation or requirement;
- b) Matter which, because of its type, temperature or quantity, may cause the restriction or blockage of the Sanitary Sewer system;
- c) Matter that may cause an offensive odor to emanate from a Sanitary Sewer system;
- d) Subsurface drainage, including weeping tile drainage;
- e) Water that had originated from a source separate from the Water System of the County, unless there is no Water System abutting the premises;
- f) Matter resulting from site remedial activities at spill sites or at petroleum leak sites, and
- g) Hauled sewage in any amount without the prior written approval from the County

5.2.2. Any person who releases or causes or permits the release into any Storm

Sewer system any matter set out in Section 5.2.1 above shall:

- a) Notify the County immediately upon becoming aware of the release;
- b) Provide the County with information respecting the release, to the satisfaction of the County;
- c) Be liable for all costs incurred by the County respecting the release for containment, sampling, testing, removal, cleanup, disposal and any other related activity.

5.2.3. Mackenzie County employees, or person authorized by the County shall have the right at all reasonable times to enter dwellings or structures which have been connected with the Hamlet Sanitary Sewer system. The County shall have the power to stop or prevent any person from discharging into the Sanitary Sewer system any substances which are set out in Section 5.2.1.

5.3. USE AND PROTECTION OF THE STORM SEWER SYSTEM

5.3.1. No person shall, without the County's prior written approval, release matter of any kind listed below into any land drainage works, private bench drains, or connections to any Storm Sewer system:

- a) Matter which because of its type may:
 - 1) Interfere with the proper operation of a Storm Sewer;
 - 2) Result in a hazard to any person, animal, property or vegetation;
 - 3) Impair the quality of water in any well, lake, river, pond, spring, stream, reservoir or other water or watercourse;
 - 4) Result in a contravention of any federal, provincial or municipal legislation including an approval, requirement, direction or other order issued by Alberta Environmental Protection or other enforcing agency with respect to the Storm Sewer or its discharge;
- b) Matter containing more than fifty (50) milligrams per liter of suspended solids;
- c) Matter containing dyes or coloring material which discolor the water;
- d) Matter containing solvent extractable matter or vegetable origin or a mineral or synthetic origin which causes a visible film, sheen or discoloration on the water surface;
- e) Any matter which by itself or in combination with other substances is capable of causing or contributing to any explosion or supporting combustion;
- f) Matter that is considered Sanitary Sewer sewage

5.3.2. Any person who releases or causes or permits the release into any Storm

Sewer system any matter set out in Section 5.3.1 above shall:

- a) Notify the County immediately upon becoming aware of the release;
- b) Provide the County with information respecting the release, to the satisfaction of the County;
- c) Be liable for all costs incurred by the County respecting the release for containment, sampling, testing, removal, cleanup, disposal and any other related activity.

6. CONTRAVENTION

- 6.1.** A person who contravenes a provision of this Bylaw is guilty of an offence and is liable to a fine in an amount not less than that established in the Fee Schedule bylaw and not exceeding \$10,000.00.
- 6.2.** Without restricting the generality of section 6.1, the fine amounts established for use on violation tickets if a voluntary payment options is offered are as set out in the Fee Schedule bylaw
- 6.3.** A bylaw enforcement officer may issue a violation ticket to any person whom the bylaw enforcement officer has reasonable and probable grounds to believe has contravened any provision of this bylaw
- 6.4.** A violation ticket issued with respect to a contravention of this bylaw shall be served upon the person responsible for the contravention in accordance with the *Provincial Offences Procedure Act*.
- 6.5.** If a violation ticket is issued in respect of an offence, the violation ticket may:
- a) Specify the fine amount established by the Fee Schedule bylaw for the offence; or
 - b) Require a person to appear in court without the alternative of making a voluntary payment.
- 6.6.** A person who commits an offence may:
- a) If a violation ticket is issued in respect of the offence; and
 - b) If a violation ticket specifies the fine amount established by the Fee Schedule bylaw for the offense;

Make a voluntary payment equal to the specified fine.

- 6.7.** When a clerk records in the court records the receipt of a voluntary payment pursuant to the Fee Schedule bylaw and the *Provincial Offences Procedures Act*, the act of recording receipt of that payment constitutes acceptance of the guilty plea and also constitutes a conviction and the imposition of a fine in the

amount of the specified penalty.

7. RESCINDING OF FORMER BYLAWS

7.1. This Bylaw hereby rescinds Bylaw 849-12.

8. DATE OF COMMENCEMENT

8.1. This Bylaw shall take effect after receiving three readings.

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

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

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

(original signed)

Bill Neufeld
Reeve

(original signed)

Joulia Whittleton
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 13, 2017
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Correspondence – Alberta Transportation (Alberta Municipal Water/Wastewater Partnership for Zama City Water Supply Improvements)
- Correspondence – Tri- Council (Air Ambulance Air Medical Crew RFP)
- Correspondence – Alberta Justice and Solicitor General (Civil Forfeiture Grant)
- Correspondence – Alberta Municipal Affairs (Grant Funding – MSI, GTF, SCF)
- Correspondence – Organic Alberta (CARES Grant – Mackenzie County Organic Success Program)
- Correspondence – Service Canada (Canada Summer Jobs Application)
- Correspondence – Boreal Housing Foundation (Board Member Honorariums)
- Correspondence – Alberta Recreation and Parks Association Annual Conference
- Correspondence – Ag for Life
- AAMDC Member Bulletin – Elected Officials Education Program (Munis 101: The Essentials of Municipal Governance)
- Alberta Government News Release – Rural Water Projects get \$131 Million in Grants
- Boreal Housing Foundation Meeting Minutes
- Mackenzie Library Board Meeting Minutes
- Northern Alberta Elected Leaders Meeting Agenda
- Canadian Free Trade Agreement (CFTA)
- Metis Nation of Alberta Annual General Assembly
-
-

Author: CG Reviewed by: CG CAO: _____

•

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

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



ALBERTA
TRANSPORTATION

Office of the Minister

May 3, 2017

AR 70335

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

Dear Reeve Neufeld:

I am pleased to offer cost-shared grant funding under the Alberta Municipal Water/Wastewater Partnership for the Zama City Water Supply Improvements.

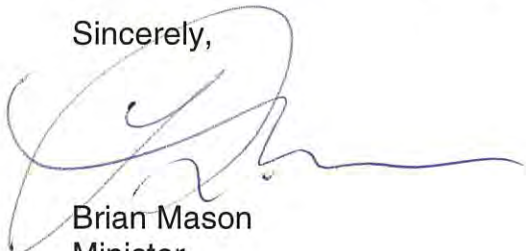
Based on our review of the information provided, Mackenzie County will receive a grant of 75 per cent of the estimated eligible project costs, or up to \$705,750 for the project under this program.

Through Budget 2017, our government has made a historic investment in hospitals, schools, roads, bridges, transit, and water infrastructure. This investment will help stimulate Alberta's economic recovery and get Albertans back to work.

Alberta Transportation staff will contact you in the near future to make arrangements for the grant payments.

I look forward to working with you on this important project.

Sincerely,



Brian Mason
Minister

RECEIVED
JUN 1 2017

**MACKENZIE COUNTY
FORT VERMILION OFFICE**



May 11, 2017

Dr. Verna Yiu
President and CEO
Alberta Health Services
Seventh Street Plaza, 14th Floor, North Tower
10030 - 107 Street NW
Edmonton, AB T5J 3E4

RE: AIR AMBULANCE AIR MEDICAL CREW RFP

Dear Dr. Yiu,

Mackenzie County, the Town of Rainbow Lake and the Town of High Level want to express our deep concern over the lack of consultation considered throughout the Request for Proposals process for the Air Medical Crew Contract for High Level and Fort Vermilion.

Shortly before noon on April 28th, 2017 a phone call was received at the Town of High Level office requesting an urgent meeting at 2:00pm that afternoon. Mayor McAteer was unavailable on such short notice but High Level CAO Dan Fletcher and High Level Director of Protective Services Rodney Schmidt attended the teleconference. They were instructed that an RFP process had been completed and a contract was being negotiated with a new Air Medical Crew provider and that our current provider, Aeromedical Emergency Services, was not successful. One hour after this teleconference the public information bulletin was released.

We would like to inform you that a notification after the fact does not qualify as consultation.

As Municipal Governments, we are fully aware and respect the need to tender for services and ensure that the greatest value is being achieved for every public dollar spent. But by that same token, we as public entities are also required to consult with affected parties before moving forward, to ensure that we are not causing undue harm by making rash decisions. In this instance concerns have been raised about an existing Ground Ambulance Contract with the former provider Aeromedical Emergency Services that may now be in jeopardy. Aeromedical Emergency Services has operated in our communities



for 30 years. They have been involved in many other projects such as providing 911 emergency dispatch services, First Nation Emergency Response Training and Support right down to staffing the local High Level Soup Kitchen.

With the same lack of consultation found in the Air Ambulance Fixed Wing Contract which has had a far reaching, devastating impact in the Peace River Region, the Mackenzie Regional Alliance of Municipalities is frustrated. Alberta Health Services cannot provide the level of care required of them while operating in a silo and this way of doing business has the potential to do more harm than good. Alberta Health Services has failed in their duty to consult on contracts whose outcome can be detrimental for the local communities.

If you have any questions or concerns please feel free to contact Dan Fletcher, CAO, Town of High Level at dfletcher@highlevel.ca or via phone at 1-780-926-2201.

Sincerely,



Reeve Neufeld
Mackenzie County



Mayor McAteer
Town of High Level



Mayor Farris
Town of Rainbow Lake

Cc. Honourable Rachel Notley, Premier
Honourable Sarah Hoffman, Minister of Health
Honourable Debbie Jabbour, MLA
Alberta Health Services Board
True North Health Advisory Council
Honourable Brian Jean, Leader of Official Opposition



AR 23810
File Number: CFG16-156-VS

May 16, 2017

Mr. Ron Pelensky
Project Manager
Mackenzie County
4511 - 46 Avenue
Fort Vermilion AB T0H 1N0

Dear Mr. Pelensky:

I am writing on behalf of the Ministry of Justice and Solicitor General to inform you of the outcome of your Civil Forfeiture Grant Letter of Intent submission entitled School Resource Officer.

Our grant review committee carefully assessed the applications to identify those that were most consistent with the principles, objectives, and criteria specified by the Civil Forfeiture Grant Letter of Intent application. Unfortunately, after careful consideration, your proposal was not recommended for funding.

Please note, the Civil Forfeiture Grant was a highly competitive granting opportunity, with the committee considering 159 quality applications. In many instances, failure to receive funding was a result of the strong competition, and not on the respective need or value of your project in your community.

Should you wish to discuss the Committee's assessment of your proposal, please contact the Crime Prevention and Restorative Justice Unit, Public Security Division, by phone at 780-415-1819 or by email at cprj@gov.ab.ca.

Thank you for your dedication to improving the safety and well-being of Alberta communities.

Sincerely,



W.M. (Bill) Sweeney, OOM
Assistant Deputy Minister

cc: Len Rancher, Chief Administrative Officer, Mackenzie County

RECEIVED
MAY 24 2017

MACKENZIE COUNTY
FORT VERMILION OFFICE



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Leduc-Beaumont*

AR89904

May 17, 2017

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

Dear Reeve Neufeld,

Our government is committed to making life better for Albertans, and that means working together with our municipal partners to build strong communities with the infrastructure and services that help deliver a high quality of life. To support this collaboration, I am pleased to confirm that in 2017 over \$1.2 billion will be provided to municipalities under the Municipal Sustainability Initiative (MSI) and \$221 million under the federal Gas Tax Fund (GTF). In addition, \$31 million will be available as the third funding installment under the Small Communities Fund (SCF).

Your 2017 MSI, GTF and SCF allocations are provided in Appendix A (attached). Funding amounts for all municipalities are also posted on the Municipal Affairs grant program website at: municipalaffairs.alberta.ca/municipal-grants.

I know that municipal grant programs are very important for your community, and I look forward to working with you and our federal partners to ensure Alberta's municipalities continue to have access to stable and predictable funding.

Sincerely,

Hon. Shaye Anderson
Minister of Municipal Affairs

Attachment

cc: Honourable Danielle Larivee, MLA, Lesser Slave Lake
Debbie Jabbour, MLA, Peace River
Lenard Racher, Chief Administrative Officer, Mackenzie County

RECEIVED
MAY 24 2017

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

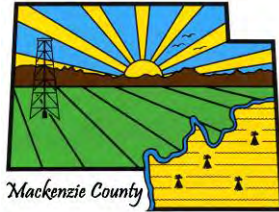
Appendix A

Mackenzie County

Program	Components	2017 Funding
Municipal Sustainability Initiative (MSI)	Capital Funding	\$3,326,807
	MSI Capital Component	\$2,718,113
	BMTG Component	\$608,694
	Operating Funding	\$122,753
	Total MSI	\$3,449,560
Gas Tax Funding (GTF)		\$635,546
Small Communities Fund (SCF)	Rural Potable Water Infrastructure	\$584,002

Notes:

- The allocations for the MSI capital component and operating funding are based primarily on the 2016 Municipal Affairs Population List, 2016 education tax requisitions, and 2015 kilometres of local road.
- The allocations for the Basic Municipal Transportation Grant (BMTG) component are based on municipal status:
 - Calgary and Edmonton receive funding based on litres of road-use gas and diesel fuel sold;
 - other cities and urban service areas receive funding based on a combination of population and length of primary highways;
 - towns, villages, summer villages, improvement districts and the Townsite of Redwood Meadows receive funding based on population; and
 - rural municipalities and Metis Settlements receive funding based on a formula which takes into account kilometres of open road, population, equalized assessment, and terrain.
- The GTF allocations are based on the 2016 Municipal Affairs Population List.
- The \$221.1 million in GTF funding that will be provided to Alberta's municipalities in 2017 includes \$2.7 million allocated to Alberta as one-time additional funding from legacy federal infrastructure programs. The additional funding is provided as part of the regular 2017 allocation and is subject to the terms and conditions of the GTF program.
- SCF funding represents the combined federal and provincial funding contribution.
- Staging and financial management of SCF projects are the responsibility of the municipality and must be managed in a manner which recognizes the cash flow available under the SCF.



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

May 29, 2017

Becky Lipton
Organic Alberta
Unit 1, 10329 – 61 Ave
Edmonton, AB. T6H 1K9

Dear Ms Lipton;

RE: CARES GRANT, MACKENZIE COUNTY ORGANIC SUCCESS PROGRAM

The Mackenzie County Organic Success Program is a two year, \$330,000 program commencing November 1 2017 until October 31 2019. The goal of the program is to support local agricultural and agri-food entrepreneurs as they diversify their production by pursuing an organic operation.

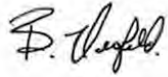
Agriculture is a vital component of the economy in our region. With more than half of all the organic producers in Alberta based out of the La Crete region, the board feels strongly this project is vital to pursue. In order to show our support for organic farming, Mackenzie County Council recently passed the following motion on May 24, 2017:

Motion 17-05-395: *That Mackenzie County contributes \$10,000 towards Organic Alberta's proposed Mackenzie County Organic Success Program with accompanying letter of support towards the CARES grant application, with funding coming from the General Operating Reserve.*

The opportunity to create value-added industry and jobs is important for our region as we recover from the implications of the decline of the oil and gas industry. Additionally, our forest industry will be impacted by the renegotiation of the softwood lumber agreement, making agriculture more relevant to our economic recovery.

Organic Alberta
Page 2
May 29, 2017

Yours Truly

A handwritten signature in black ink, appearing to read "B. Neufeld".

Bill Neufeld
Reeve

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

From: [SV-SF-CSOS](#)
To: [HR](#)
Subject: Result of the assessment of your Canada Summer Jobs application
Date: May-30-17 4:43:06 PM

*****This is a system generated e-mail. Please do not reply*****

2017/05/30

Louise Flooren
Mackenzie County
BOX 640
FORT VERMILION AB T0H 1N0

Project Number: # 1489617

Subject: Result of the assessment of your Canada Summer Jobs application

Sir or Madam:

We have completed the assessment of your application. Unfortunately, although your application is considered eligible, we are unable to offer you Canada Summer Jobs funding, since the demand for funding has exceeded the budget available in your constituency.

We appreciate your interest in Canada Summer Jobs. If you proceed with plans to hire a student this summer and are interested in advertising your job vacancies, you may visit www.jobbank.gc.ca. Job Bank offers free job postings to employers, including job listings for students.

To ensure that you are ready to apply when future funding opportunities become available, we encourage your organization to register for a Grants and Contributions Online Services (GCOS) account. GCOS is a secure web environment for applying for Grants and Contributions programs online and managing active projects.

For more information on GCOS or to begin the registration process, you may visit www.canada.ca/en/employment-social-development/services/funding/gcos.

If you have any questions, please contact me at (800) 548-2375.

Sincerely,

Hall, Sandra
Service Canada
6712 FISHER STREET SOUTHEAST
Calgary AB T2H 2A7

Boreal Housing Foundation

Box 350
9913-106 St.
La Crete, Alberta
T0H 2H0
Phone 780-928-4349
Fax 780-928-4345



May 29, 2017

Mackenzie County
Box 640, 4511-46 Ave.
Fort Vermilion, AB
T0N 1N0

Re: Board Member Honorariums

Dear Len Racher,

This is in response to your letter dated May 8, 2017, regarding board honorariums. During the discussion at our regular board meeting on May 26th, it was noted that during the amalgamation of Mackenzie Housing Management Board and High Level Housing Authority the government clearly advised that Boreal Housing Foundation would be responsible to pay for the board honorariums and expenses.

Motion 17-89 was carried stating that Boreal Housing Foundation would continue to pay for board honorariums and expenses as per government instructions.

Regarding the requisition, only 50% of board honorariums and expensed get charged to the annual requisition.

Thank You,

Mary Mercredi,
Chief Administrative Officer

Cc: George Friesen, Board Chair

RECEIVED
JUN 1 2017

MACKENZIE COUNTY
FORT VERMILION OFFICE

May 29, 2017

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



Dear Reeve Neufeld and Members of Council;

Subject: 2017 Alberta Recreation and Parks Association (ARPA) Annual Conference and Energize Workshop "Challenges, Change and Opportunities"

On behalf of the Alberta Recreation and Parks Association (ARPA), I would like to formally invite you and members of your Council to our annual Conference and Energize Workshop, held at the Fairmont Chateau Lake Louise from Thursday, October 26 to Saturday, October 28, 2017.

In 2016, our conference was attended by 525 delegates, of which more than 100 were mayors, reeves and councillors from across Alberta. Our conference program includes the Energize Workshop, which is a series of sessions on topical issues designed to provide you with innovative ideas, solutions and opportunities in recreation, parks and community development. This will be the Energize Workshop's twenty-second year.

It is broadly recognized that recreation and parks are essential public services that create enhanced quality of life for your citizens and strongly aid in your community's growth, sustainability and resiliency. Our 2017 conference program has been informed and influenced by comments and suggestions from the 2016 attendees, and a continual scan of the issues and trends in Alberta and across Canada. The conference theme is "**Change. Challenge. Opportunity**" and the program also reflects three important strategic documents: 1) the **Framework for Recreation in Canada - Pathway to Wellbeing** which has been endorsed by every provincial government, FCM and supported by the Government of Canada; 2) **Parks for All** national framework document that will be released later this spring; and 3) **active Alberta**. The detailed conference program will be available on our website later this spring at www.arpaonline.ca/events/energize-conference.

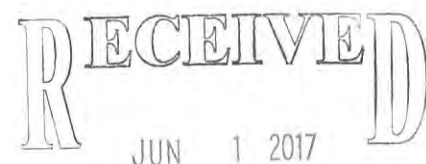
Our conference provides a great networking opportunity with friends and colleagues from across the province in a beautiful, natural setting. Your presence at our conference makes a significant contribution to recreation and parks dialogue across the province and makes our Alberta communities great places to live. Your ongoing support of our organization is much appreciated.

We recognize that the 2017 conference occurs just after your municipal election. In previous election years we have accepted the registration of Council positions without naming the individual allowing the Council to name the attendees at the Conference. We look forward to having members of your next Council begin their term at the ARPA Conference and Energize Workshop. Our experience is that municipalities typically book their rooms well in advance of the conference, so we would encourage you to book your rooms soon. We look forward to seeing you in Lake Louise.

Yours sincerely,



Susan Laurin
President



11759 Groat Road NW • Edmonton • Alberta • T5M 3K6

MACKENZIE COUNTY
FORT VERMILION OFFICE

ph: 780 415 1745 • fax: 780 451 7915 • email: arpa@arpaonline.ca • web: www.arpaonline.ca

Mr. Bill Neufeld
Mackenzie County
PO Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Reeve Neufeld,

Agriculture is critical to every aspect of life, whether you are a city-dweller, a canola grower, rancher, or tend to a backyard garden. It is the foundation of Alberta's society and economy, feeding over 7 billion people and providing jobs for millions of Canadians.

Through our educational programming to children, youth and adults across Alberta, we are helping to increase the understanding of agriculture. You know the efforts that farmers go through. Wet springs, dry summers and early winters. None of it stands in the way of delivering the crops, livestock, and products needed to keep the world turning. Agriculture is what puts the food on everyone's table. With better education and understanding, we can build trust with consumers. With trust comes the ability to continue to farm in ways that make sense for the environment, the economy and farmers.

With your help, we can continue delivering educational programs that increase the understanding of agriculture and farm safety. Donations, large or small, help us strengthen the voice of agriculture, reduce farm fatalities and injuries, and elevate the importance of a strong and sustainable food producing community. If you are ready, join the Friends of Ag for Life by making a donation, knowing that you are directly supporting agriculture in Alberta.

To get started visit: AgricultureforLife.ca/supporters/make-a-donation

www.agricultureforlife.ca



About Agriculture for Life

Agriculture for Life (Ag for Life) is an Alberta-based registered charity dedicated to building a greater understanding, appreciation and respect for agriculture and its fundamental connection to life. It is our mandate to help Albertans understand the incredible depth and opportunity that agriculture affords. We do this through collaboration with agriculture stakeholders.

Ag for Life supported programs include:

Ag Education & Awareness Programming

Ag 101: Food and Farming
Alberta Open Farm Days
City Slickers Student Farm Tours
Classroom Agriculture Program
Growing Minds (Neubauer Farms)
Little Green Thumbs
Made in Alberta Breakfast
Meet Your Farmer
Teacher Tours
ThinkAG Careers

Farm Safety Programming

Barnyard and Boots Safety Program
First Responder Training
Ladies Safety Training
Safety Days
Ag for Life Safety Days
Community Safety Days
Young Farm Workers Safety Days
Farm First Aid

Ag for Life program reach in 2016 was over 70,000 children, youth and adults in over 400 Alberta communities.

Thank you for your consideration. If you have any questions, please feel free to call me directly.

Luree Williamson
CEO
403.862.5688
lwilliamson@agricultureforlife.ca

Dates and Locations Now Available for Munis 101: Mark your Calendars!

The amended MGA will require municipalities to offer training to all new and returning elected officials within 90 days after council members have taken the oath of office.

To assist Alberta's municipalities in meeting this requirement, the [Elected Officials Education Program](#) (EOEP) has developed **Munis 101: The Essentials of Municipal Governance**. The EOEP is a joint venture of the AAMDC and AUMA.

To ensure that as many new and returning elected officials can attend Munis 101 as possible, the EOEP will host the course **14 times** within the mandatory 90-day time frame (two times for summer village elected officials in September due to their earlier election dates, and twelve times for other elected officials between October 2017 and January 2018). Specific dates and locations are:

- September 11 and 12, 2017 – Ponoka (summer village elected officials only)
- September 16 and 17, 2017 – Edmonton (summer village elected officials only)
- October 30 and 31, 2017 – Camrose
- November 2 and 3, 2017 – Grande Prairie
- November 4 and 5, 2017 – Lacombe
- November 27 and 28, 2017 – Vermilion
- November 30 and December 1, 2017 – Drumheller
- December 2 and 3, 2017 – Medicine Hat
- December 4 and 5, 2017 – Cochrane
- December 7 and 8, 2017 – Westlock
- December 11 and 12, 2017 – Manning
- December 14 and 15, 2017 – Lac La Biche
- January 8 and 9, 2018 – Lethbridge
- January 11 and 12, 2018 – High Prairie

Information on specific venues will be available soon. Please note that dates and locations are subject to change.

Cost, Schedule, and Registration

The EOEP recognizes that training can carry a significant cost, and that some municipalities with limited financial resources may struggle to attend an off-site training session. For this reason, **registration costs have been set at \$200 per person for the Munis 101 courses offered within the**

mandatory training timeframe. This special price reflects the importance of Munis 101 for new and returning councillors, and the extent to which the EOEP wants to ensure that as many councillors as possible attend the course.

Registration is expected to be open on July 5, 2017, so mark your calendars and visit *Contact* and EOEP.ca for updates in the coming weeks.

About the Course

Munis 101 is a two-day course that will provide new and returning councillors with everything they need to meet mandatory training requirements and succeed in their roles moving forward. Munis 101 will include the following modules:

Module 1: Apply the Basics of Municipal Governance and Legislation in Alberta

- Distinguish the role of municipalities in Alberta
- Govern within the municipal organization and function

Module 2: The Elected Official's Role in Municipal Leadership

- Recognize the roles and responsibilities of municipal elected officials
- Recognize and respect the roles and responsibilities of municipal staff
- Apply common council decision-making processes
- Work effectively within your individual leadership style

Module 3: Navigate the World of Municipal Finance

- Recognize important budgeting and financial administration processes
- Distinguish how municipalities are funded

Module 4: Explore the Role of Municipal Planning and Development

- Recognize how municipalities plan and grow
- Understand common planning and development processes

Module 5: Ensure Effective Collaboration

- Recognize the importance of collaboration and the available tools
- Build relationships with local businesses and non-profits
- Recognize the opportunities and challenges of collaboration

Need More Information?

Anyone with questions about course content, dates, locations, or other details can contact AAMDC Policy Analyst Wyatt Skovron by emailing wyatt.skovron@aamdc.com or EOEP Registrar Leanne Anderson by emailing registrar@eoep.ca.

Enquiries may be directed to:

Wyatt Skovron
Policy Analyst
780.955.4096

Kim Heyman
Director, Advocacy & Communications
780.955.4079

From: alberta.news@gov.ab.ca
To: [Carol Gabriel](#)
Subject: News Release: Rural water projects get \$131 million in grants
Date: May-29-17 10:59:38 AM

Rural water projects get \$131 million in grants

May 29, 2017 [Media inquiries](#)

The Government of Alberta is funding critical water projects across Alberta as part of the ongoing commitment to provide clean drinking water and wastewater treatment to rural Albertans.



Sylvan Lake waterfront

More than \$131 million from the Water for Life and the Alberta Municipal Water/Wastewater Partnership grant programs will support 29 water infrastructure projects across the province. Once projects get underway, the investment will help sustain approximately 900 jobs.

The approved projects include a wastewater line from Sylvan Lake to Red Deer, with \$37 million in provincial Water for Life grants. The line will handle wastewater from the Sylvan Lake region to meet the current and future needs of the community as it taps into its potential as a growing tourism destination.

“Anyone visiting this region on a sunny summer day will see throngs of people along the streets, in shops, at restaurants and at the beach. This is just one more example of how our government is investing in the infrastructure needed to build the economy here and across Alberta to help create jobs and to make life better for Albertans.”

Brian Mason, Minister of Transportation and Minister of Infrastructure

Sylvan Lake Mayor Sean McIntyre noted the community's need for a long-term wastewater solution is well documented.

"We've seen great support, understanding and patience from our residents, while we've worked toward connecting to the Red Deer Regional Wastewater System. Today we celebrate as a region, knowing we have the support of our provincial government for this important project. We look forward to a continued collaboration with our regional partners to ensure public and environmental health, while balancing the fiscal impact of doing so."

Mayor Sean McIntyre, Town of Sylvan Lake

Members of the Alberta Association of Municipal Districts and Counties that are receiving these critical water grants are also pleased the provincial government is addressing the needs of rural Albertans.

"Both the Water for Life and the Alberta Municipal Water/Wastewater Partnership programs are vital for the continued health and welfare of all Albertans. Programs such as these allow rural Albertans to know their municipal councils and the province have their well-being top of mind."

John Whaley, director, Alberta Association of Municipal Districts and Counties and Mayor of Leduc County

Sylvan Lake Regional Wastewater Commission chair Thom Jewell said the project, with provincial support covering 90 per cent of the cost, means the local environment will be protected and residents won't have to face the threat of water bans once the project is complete. The line is anticipated to be running in 2020.

"This provincial-regional collaboration represents a major step forward in the long-term protection of the Sylvan Lake watershed. This is not only good for the people across our region but also for today's and tomorrow's environment."

Sylvan Lake Regional Wastewater Commission chair Thom Jewell

Quick facts

- Budget 2017 invests \$474 million in Water for Life and Alberta Municipal Water/Wastewater Partnership grant programs over four years to support smaller communities and regional projects in rural Alberta.
- These projects are part of the government’s commitment to improve the quality of life for rural Albertans.
- Today, nearly \$200 million is being invested in new and existing water projects, with more than \$131 million from Alberta Transportation clean water and wastewater treatment grants:
 - 22 new water projects with total eligible costs of \$194 million to be built in several provincial constituencies across most of Alberta, from Milk River (Cardston-Taber-Warner constituency) to Dixonville (Peace River constituency). The province will contribute more than \$127 million for these projects.
 - Seven previously approved projects across southern Alberta communities that require additional funding, with total eligible costs of \$5.4 million. The province will contribute \$4.4 million for these cost revisions that are based on scope or cost changes.
 - This funding is over three years, based on the construction timelines of the projects. These are pay-on-progress programs.

Project guidelines are as follows:

Alberta Municipal Water/Wastewater Partnership (AMWWP)

- AMWWP assists eligible Alberta municipalities with the construction of priority water supply and treatment and wastewater treatment and disposal facilities.
- Under AMWWP, grant levels start at 75 per cent up to a population of 1,000 and decline thereafter to “0” at 45,000.
- The program is available to:
 - cities with an official population under 45,000
 - towns
 - villages
 - summer villages
 - eligible hamlets within counties, municipal districts, Métis settlements, the Special Areas and improvement districts
 - regional commissions

Water for Life (W4L)

- Regionalization of water supply systems started in the 1960s in the Edmonton area. In 2004, Alberta Environment and Parks completed a comprehensive provincewide risk assessment report of municipal waterworks systems that identified options for communities, such as individual plant upgrades, regional water pipelines, remote facility monitoring and technical support and regional operational consortiums.
- There is a higher capital cost to implement regional systems but, in the long term, regional systems provide the best overall benefit.
- The W4L initiative was initiated in 2006 and is an ongoing program.
- The objective is to support the development of new regional water and wastewater systems under AMWWP that are more cost-effective and/or environmentally desirable than independent systems.
- The W4L strategy initiative is available only to new regional water or wastewater systems or to new extensions of existing regional water or wastewater systems (to service new customers).
- Commissions/municipalities are required to demonstrate the regional alternative is cost-effective and economically justified compared to alternative facility solutions. Environmental requirements, efficiencies in management and operational practices are also taken into account. Pipelines for new regional systems (water or wastewater) are funded at 90 per cent.

Below are the June 1, 2017 approved projects and a funding breakdown (Some amounts are rounded):

New Water for Life (W4L) projects

Municipality	Grant Description	Eligible Project Cost	Grant Amount	Municipality Amount
Capital Region Parkland Water Services	CRPWSC Twinning Phase 2 Acheson to Spruce Grove to provide additional water supply for the	\$19,100,000	\$5,464,333	\$13,635,667

Commission	City of Spruce Grove, Town of Stony Plain, Parkland County and the WILD Regional Water Commission.			
Capital Region Parkland Water Services Commission	CRPWSC Twinning Phase 3 Spruce Grove to Stony Plain to provide additional water supply for the City of Spruce Grove, Town of Stony Plain, Parkland County and the WILD Regional Water Commission.	\$12,800,000	\$3,661,961	\$9,138,039
County of Northern Lights	Northern Lights/Peace River regional waterline to provide water supply to Dixonville.	\$37,756,507	\$28,196,559	\$9,559,948
County of Thorhild	Hamlet of Long Lake regional waterline to provide water supply to the community.	\$11,350,000	\$10,215,000	\$1,135,000
County of Vermilion River	Phase 6 regional waterline, Kitscoty to Islay - continuation of the regional water system serving the ACE Water Corp. municipalities from the City of Lloydminster.	\$3,259,256	\$2,933,330	\$325,926
Shirley McClellan Regional Water Services Commission	Donalda to White Sands waterline provides regional water supply to the Summer Village of White Sands.	\$1,434,500	\$1,291,050	\$143,450 (includes \$30,000 in MSI funding)
Shirley McClellan Regional	Regional waterline to Brownfield to provide regional	\$2,612,600	\$2,351,340	\$261,260

Water Services Commission	water supply to the Hamlet of Brownfield.			
Sylvan Lake Regional Wastewater Commission	Regional wastewater system Phase 5 Sylvan Lake to the County of Red Deer provides for the construction of a regional wastewater line from the Town of Sylvan Lake and surrounding Summer Villages. This project eliminates the discharge of municipal wastewater upstream of the plant.	\$41,200,000	\$37,080,000	\$4,120,000
Total - new W4L		\$129,512,863	\$91,193,573	\$38,319,290

New Alberta Municipal Water/Wastewater Partnership (AMWWP) projects

Municipality	Grant Description	Eligible Project Cost	Grant Amount	Municipality Amount
County of Big Lakes	Hamlet of Jousard WTP upgrade for additional water treatment capacity.	\$4,800,000	\$3,600,000	\$1,200,000
County of Grande Prairie	Bezanson sewage lagoon expansion to meet Alberta Environment wastewater treatment requirements.	\$534,000	\$400,500	\$133,500
County of Grande Prairie	Waterline from well to the new, packaged Teepee Creek water	\$225,000	\$168,750	\$56,250

	treatment plant for additional water supply capacity.			
County of Mackenzie	Zama City water supply improvements to meet Alberta Environment water treatment requirements.	\$941,000	\$705,750	\$235,250
County of Saddle Hills	Woking WTP upgrade and clear well expansion to meet Alberta Environment water treatment requirements.	\$1,556,000	\$1,167,000	\$389,000
Fairview	Install aeration systems in existing 3 raw water reservoirs to meet Alberta Environment water treatment requirements.	\$727,000	\$545,250	\$181,750
MD of Wainwright	New well – Fabyan to provide for additional water supply capacity.	\$28,000	\$21,000	\$7,000
Milk River	Raw water reservoir upgrade to provide additional raw water storage to ensure water supply during dry weather occurrences.	\$1,860,000	\$1,395,000	\$465,000 (approved for up to \$602,126 MSI funding)
Mountain View Regional Water Services Commission	Line twinning from Midline Reservoir to Crossfield to provide additional water supply capacity.	\$25,528,500	\$10,737,287	\$14,791,213
Nobleford	Wastewater lagoon upgrade to meet Alberta Environment wastewater treatment requirements.	\$3,152,034	\$2,206,424	\$945,610
Specialized	Hamlet of Conklin	\$2,862,750	\$764,354	\$2,098,396

Municipality of Wood Buffalo	water treatment plant Phase 2 construction to meet Alberta Environment water treatment requirements.			
Three Hills	Water treatment plant upgrades to meet Alberta Environment water treatment requirements.	\$14,785,083	\$8,913,316	\$5,871,767
Tri Village Regional Sewage Services Commission	Lift station and force main upgrades to meet Alberta Environment wastewater treatment requirements.	\$4,180,000	\$2,930,598	\$1,249,402
Wembley	Wastewater membrane bioreactor containers to meet Alberta Environment wastewater treatment requirements.	\$3,207,438	\$2,172,414	\$1,035,024
Total - new AMWWP		\$64,386,805	\$35,727,643	\$28,659,162

Previously approved Water for Life projects with additional funding

Municipality	Grant Description	Eligible Project Cost	Grant Amount	Municipality Amount
County of Cypress	Hamlet of Schuler regional water supply - engineering and design work determined part of an existing waterline needed to be replaced.	\$666,046	\$599,441	\$66,605
County of Newell	Regional water supply system from Brooks – additional work to Alberta Environment	\$754,810	\$616,227	\$138,583

	treated waterlines regulations.			
County of Vermilion River	Stage 1 Vegreville to Two Hills – increased costs due to higher construction costs.	\$1,541,467	\$1,387,320	\$154,147
Total- W4L		\$2,962,323	\$2,602,988	\$359,334

Previously approved Alberta Municipal Water/Wastewater projects with additional funding

Municipality	Grant Description	Eligible Project Cost	Grant Amount	Municipality Amount
County of Big Lakes	Enilda wastewater lagoon upgrade – increased design work and construction costs.	\$1,307,478	\$980,609	\$326,870
County of Big Lakes	Faust wastewater lagoon expansion – increased design and storage upgrade costs.	\$71,745	\$53,809	\$17,936
Forestburg	Water treatment plant – increased costs due to lack of interest in original tender.	\$771,371	\$578,528	\$192,843
Specialized Municipality of Crowsnest Pass	SCADA upgrade – increase due to scope change and construction cost upgrades.	\$269,608	\$185,140	\$84,468
Total – AMWWP		\$2,420,203	\$1,798,086	\$622,117
Combined approved W4L/AMWWP		\$5,382,525	\$4,401,074	\$981,451

	Eligible Project Cost	Grant Amount	Municipality Amount
Grand total	\$199,282,193	\$131,322,290	\$67,959,903

Related information

- [Water for Life and Alberta Municipal Water/Wastewater Partnership Grants](#)

Media inquiries

Aileen Machell

780-292-0154
Press Secretary, Transportation

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Boreal Housing Foundation

**Regular Board Meeting
April 27, 2017 – 10:00 A.M.
Hiemstaed Lodge – Fireside Room**

In Attendance: George Friesen - Chair
John W Driedger
Peter H. Wieler
Michelle Farris
Crystal McAteer
Paul Driedger
Wally Olorenshaw
Clark McAskile
Daphne Lizotte
Ray Toews – Vice Chair

Missing: Joe Pastion
Gus Loonskin
Wanda Beland

Administration: Mary Mercredi, Chief Administrative Officer
Evelyn Peters, Executive Assistant
Barb Spurgeon, Project Liaison

Call to Order: Chair George Friesen called the meeting to order at 10:03 am.

Agenda: **Approval of Agenda**

17-55 Moved by Paul Driedger

That the agenda be amended to include
8.1 In Camera - legal

Carried

Minutes: **March 27, 2017 Regular Board Meeting**

17-56 Moved by Crystal McAteer

That the March 27, 2017 Regular board meeting minutes be approved as amended.

Carried

Reports: **CAO Report**

17-57 Moved by Peter Wieler

That the Chief Administrative Officer report be received for information.

Carried

17-58 Moved by Clark McAskile

That administration investigates other facilities re: staff assisting clients with financial matters.

Carried

Financial Reports

Lodge Financial Reports – March 31, 2017

17-59 Moved by George Friesen

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

Carried

High Level Lodge – March 31, 2017

17-60 Moved by John W Driedger

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

Carried

Assisted Care Financial Reports – March 31, 2017

- 17-61 Moved by Ray Toews
- That the March 31, 2017 Assisted Care financial report be received for information.
- Carried

Housing Financial Reports – March 31, 2017

- 17-62 Moved by Clark McAskile
- That March 31, 2017 Housing financial report be received for information.
- Carried

Mackenzie House Update

- 17-63 Moved by John W Driedger
- That the verbal update presented by Barbara Spurgeon on Mackenzie House be received as information.
- Carried

New Business

Discussion on 5 Year Business Plan

- 17-64 Moved by Wally Olorenshaw
- That the Boreal Housing Foundation Board meet on May 30, 2017 at 9:00 am in La Crete at the Heimstaed Lodge – Fireside Room to prepare the 5-year business plan.
- Carried

Charitable Organization

- 17-65 Moved by Michelle Farris
- That administration be directed to rescind the application.
- Carried

May Meeting Date

17-66 Moved by Wally Olorenshaw

That the May meeting date be set at May 26, 2017.

Carried

Homeless and low income housing in rural communities

17-67 Moved by Peter Wieler

That the report from Ray Toews on Homeless and Low Income housing in rural Communities be received as information.

Carried

Information:

Information items

17-68 Moved by Paul Driedger

That the following items be accepted for information:

-) Bank Reconciliation March 2017
-) Housing Management Body Budget
-) Meyers Norris Penny report for Mackenzie Housing Management
-) Meyers Norris Penny report for High Level Housing Authority
-) Government of Alberta, Occupational Health & Safety
-) BHF revised Board Member Information

Carried

In Camera:

Legal

17-69 Moved by Clark McAskile

That the meeting move in camera at 11:57 am.

Carried

17-70 Moved by Clark McAskile

That meeting move out of in camera at 12:06 p.m.

Carried

17-71 Moved by Clark McAskile

That administration advises Shahid Karamat that the board is in support to have Mary Mercredi as the contact person for the High Level Mackenzie House project.

Carried

Next Meeting Date: Regular Board Meeting – May 26, 2017 at 10:00 am
Fireside Room – Phase I Heimstaed Lodge

Adjournment:

17-72 Moved by George Friesen

That the meeting of April 27, 2017 be adjourned at 12:09 pm.

Carried

Chair George Friesen

Evelyn Peters
Executive Assistant

**Mackenzie County Library Board
Jan 9, 2017 meeting minutes
Mackenzie County Office, Fort Vermilion, AB**

Present: Beth Kappelar, Lisa Wardley, Lorraine Peters, Lorna Joch, LaDawn Dachuk, Irene van der Kloet, John Driedger, Lucille Labrecque, Kayla Wardley

1.0 Meeting called to order at 6:06pm.

Sabrina Westra and Katie Baer participate in a meeting with FVCLS, for which the regular MCLB meeting is paused.

2.0 **MOTION #2017-01-01** John moves that the meeting goes in camera at 7:07pm. **CARRIED**

3.0 **MOTION #2017-01-02** Lisa moves that the meeting comes out of camera at 8:19pm. **CARRIED**

4.0 **MOTION #2017-01-03** LaDawn moves that with regards to Fort Vermilion Library an extreme library makeover project is implemented and that Katie Baer and Sabrina Westra take back ideas for a brainstorming session to Fort Vermilion Community Library Society and staff. **CARRIED**

The next meeting with FVCLS and staff is set on January 23 at 7:00pm at the Fort Vermilion Library.

5.0 **MOTION #2017-01-04** John moves to approve the agenda. **CARRIED**

6.0 **MOTION #2017-01-05** Lucille moves to approve the minutes of November 21, 2016 and December 15, 2016. **CARRIED**

7.0 **Review of Action Items:**

- The action items of the previous MCLB meeting were reviewed.

8.0 **Financial:**

MCLB Financial Report as of December, 2016:

- Balance brought forward:	\$ 64,033.46
- Total Revenues:	\$ 293,252.53
- Total Expenses:	\$ 261,243.99
- Ending Bank Balance:	\$ 76,042.00

MOTION #2017-01-06 LaDawn moves to accept the financial report as presented. **CARRIED**

9.0 Library/Committee reports

9.1 La Crete:

Basement renovation to be done in April, "grand opening" of the basement in May. On January 3rd there was a circulation of 1200 in one day.

The outside signs are up.

Snow removal is now done by Mackenzie County, which is much appreciated by the LCLS.

Their next meeting is Feb 6.

9.2 The grief books have been ordered.

- 9.3 Zama:
They ordered new banners.
The bingo is going great, the stats have gone up.
Brochures for use of Insignia features will be reprinted and distributed.
- 9.4 High Level: An email has been sent asking for a game plan, so far no response has been received.
The new library cards may not all be working, that needs to be looked into.
- 9.5 MCLC.
The stats are being presented. World Book and magazines will be added shortly.
- MOTION 2017-01-07** Lisa moves that the library reports are being accepted as presented. **CARRIED**

10.0 Old business

- 10.1 Plan of Service: Lisa will type them up, they will be distributed by email and a motion will be made by email to accept them.
- 10.2 Service Agreement: Irene to have the FVCLS Service Agreement signed by Heather.

11.0 New business

- 11.1 Benefit plan. Irene compared the Oassis benefits with Sun Life. They are quite comparable. Irene to email benefit plan out to FVCLS for review.
- 11.2 Dolly Parton books: It is possible to partner with the Dolly Parton Foundation to get books for pre-schoolers. It may be a possibility for a partnership with Brighter Futures Society. Irene to check the Dolly Parton Foundation out further.

12.0 Adjournment

MOTION #2017-01-08 John moves to adjourn at 9:31. **CARRIED**

Next meeting will be February 13 at 7:30 pm.

These minutes were adopted this 13th day of February 2017.

Beth Kappelar, Chair



Mackenzie County Library Board
Feb 13, 2017 meeting minutes
Mackenzie County Office, Fort Vermilion, AB

Present: Beth Kappelar, Lisa Wardley, Lorraine Peters, Lorna Joch, LaDawn Dachuk, Irene van der Kloet, John Driedger (by phone), Lucille Labrecque, Kayla Wardley

Prior to starting this meeting an informal meeting was held with Fort Vermilion Library Society.

1.0 Meeting called to order at 8:10 pm.

2.0 **MOTION #2017-02-01** LaDawn moves to approve the agenda. **CARRIED**

3.0 **MOTION #2017-02-02** Kayla moves to approve the January 9, 2017 meeting minutes.

4.0 The action items of the previous meeting are reviewed. **MOTION #2017-02-03.** Lucille moves that La Crete Library gets paid for the sign. **CARRIED**

5.0 Financial:

MCLB Financial Report as of February 13, 2017:

-	Balance brought forward:	\$ 76,042.00
-	Total Revenues:	\$ 114,002.79
-	Total Expenses:	\$ 3,048.29
-	Ending Bank Balance:	\$ 186,996.50

MOTION #2017-02-04 LaDawn moves to accept the financial report as presented.

CARRIED

MOTION #2017-02-05 LaDawn moves to pay the MCLC libraries their first instalment: La Crete \$37,200; Fort Vermilion \$27,200 and Zama \$20,000. **CARRIED**

6.0 Library/Committee reports

9.1 La Crete:

Cakepans are doing great.

9.3 Zama:

Cakepans are a success.

The bingo is going good.

9.4 High Level: The service agreement is discussed. Item tabled for next meeting.

9.5 MCLC. No updates.

9.6 The purchase of items for the trade show is discussed. LaDawn moves that items are being purchased to hand out at the trade show. **CARRIED**

MOTION 2017-02-06 Lisa moves that the library reports are being accepted as presented.

CARRIED

7.0 **Old business**

10.1 Plan of Service: Tabled.

10.2 Service Agreement: Irene to have the FVCLS Service Agreement signed by Heather.

10.3 Local author coordinator: there are three applicants for this position of local author coordinator. Lucille and Irene will discuss with them how to move forward to get the project going.

- 8.0 **New business**
11.1 Dolly Parton books: The process of obtaining books through the Dolly Parton Foundation is quite different from what was expected and it is decided not to go ahead with it.
- 9.0 **In Camera: MOTION #2017-02-07** Irene moves to go in Camera at 9:15. **CARRIED**
Out of Camera: MOTION #2017-02-08 LaDawn moves to go out of Camera at 9:55. **CARRIED**
- 10.0 **Adjournment: MOTION #2017-02-09** John moves to adjourn at 10:00pm. **CARRIED**

Next meeting will be March 13 at 7:00pm at the Mackenzie County office in Fort Vermilion.

These minutes were adopted this 13th day of March 2017.

Beth Kappelar, Chair



**Mackenzie County Library Board
March 13, 2017 meeting minutes
Mackenzie County Office, Fort Vermilion, AB**

Present: Lisa Wardley, Lorraine Peters, Lorna Joch, LaDawn Dachuk, Irene van der Kloet, John Driedger, Kayla Wardley, Beth Kappelar (by phone), Lucille Labrecque (by phone)

1.0 Meeting called to order at 7:00 pm.

2.0 **MOTION #2017-03-01** Lisa moves to approve the agenda with additions. **CARRIED**

3.0 **MOTION #2017-03-02** Beth moves to approve the February 13, 2017 meeting minutes.

4.0 The action items are reviewed.

5.0 Financial:

MCLB Financial Report as of February 28, 2017:

- Balance brought forward:	\$ 76,042.00
- Total Revenues:	\$ 114,007.36
- Total Expenses:	\$ 101,926.18
- Ending Bank Balance:	\$ 88,123.18

MOTION #2017-03-03 Lisa moves to accept the financial report as presented.

CARRIED

MOTION #2017-03-04 LaDawn moves to pay \$8,000 out of the High Level allocation to Fort Vermilion.

CARRIED

MOTION #2017-03-05 LaDawn moves to accept the budget with amendments. **CARRIED**

6.0 Library/Committee reports

6.1 La Crete:

There is a question about inter library loans. In order to reduce workload regarding inter library loans, the recommendation is to ship books back to their "home" library not more than once a week.

More non-fiction books have been checked out.

LC staff is volunteering for Trade Show.

6.2 Fort Vermilion:

The project group just met with a representative from FV library, who had the wishes and information from Society members. A plan has been put together, the ad with the request for proposal will be in the Big Deal Bulletin this week.

6.3 Zama: Five new patrons last week. International Women's Day was a successful event, 11 people showed up.

They will participate in the trade show.

MOTION #2017-03-06: Lorraine moves that \$1,200 will be allocated towards the purchase of items for the trade show.

6.4 High Level. No updates.

6.5 MCLC stats are discussed.

MOTION #2017-03-07: Lisa moves to accept the library reports as presented. **CARRIED**

7.0 Old business

7.1 Plan of Service: tabled

7.2 Local author coordinator: Lucille gives an update: this morning there was a conference call between Leslie Wilson, Eva Peters, Lucille and Irene. Matt Marcone will be updated on this call. Lucille requests that some of the info regarding the local author events will be posted on the website.

8.0 New business

8.1 Motivational speaker

Kayla is trying to bring in a motivational speaker to speak on mental health and suicide. The intent is to partner with the FVSD, HL library, Rainbow Lake library and Mental Health. Lucille will contact Kathryn Kirby to check if FVSD is interested in partnering.

MOTION #2017-03-08: Lorna moves to place this topic on the Action Log. **CARRIED.**

9.0 Correspondence

9.1 We received information on the Youth Write event.

MOTION #2017-03-09: Lisa moves to accept this correspondence for information.
CARRIED

10.0 Adjournment.

MOTION #2017-03-10: Lucille moves to adjourn at 9:32 pm. **CARRIED**

These minutes were adopted this 24th day of April 2017

Beth Kappelar, Chair



Mackenzie County Library Board
April 25, 2017 meeting minutes
Mackenzie County Office, Fort Vermilion, AB

Present: Lisa Wardley, Lorraine Peters, Lorna Joch, LaDawn Dachuk, Irene van der Kloet, John Driedger, Beth Kappelar, Lucille Labrecque
Odell Flett (newly elected FV Library Chair), Henry Wall (La Crete) & Isaac Hiebert (Blue Hills) (observers)
Regrets: Kayla Wardley (on tour with Jay McDonald)

1.0 Meeting called to order at 7:05 pm.

2.0 **MOTION #2017-04-01** Lucille moves to approve the agenda with additions. **CARRIED**
A round of introductions is made.

3.0 **MOTION #2017-04-02** John moves to approve the March 13, 2017 meeting minutes with amendments. **CARRIED**

4.0 The action items are reviewed.

5.0 Financial:

MCLB Financial Report as of April 21, 2017:

- Balance brought forward:	\$ 76,042.00
- Total Revenues:	\$ 114,010.73
- Total Expenses:	\$ 104,230.62
- Ending Bank Balance:	\$ 85,822.11

MOTION #2017-04-03 LaDawn moves to accept the financial report as presented.

CARRIED

6.0 Library/Committee reports

6.1 La Crete:

They added 1000 new patrons since the opening of their new building on July 5, 2016. They have a new laptop and they have more storage. The basement is finished with the exception of furniture, and they are now ordering shelves. The basement will be used for storage and for meetings. The grant money they received is almost used up. The library bags are very popular. Helen Neustaeter resigned, there will be a farewell supper for her. Inventory is complete. There will be a seniors' tea on June 12 at the Altenheim. They will be reviewing the Policies and Procedures.

6.2 Fort Vermilion:

Odell Flett is the brand new FV Library Society (FVLS) chair since the night before (April 24, FVLS AGM). She reports:
She does not have the AGM minutes. They (FVLS) had a regular meeting following the AGM. They will be going over their bylaws. This weekend there is a yard sale at the Legion, they will have a table there with used books. There are some fundraising ideas. They will be coming up with a communication plan, and will be meeting with FVSS regarding the lease. As for the renovation project: there is no budget on the Society's books, and wants to know the MCLB contribution to this project. The plan has not been approved by the FVLS, and they (FVLS) were not involved in and informed of the renovation plans.

- 6.3 Zama: They are getting books from the school. Lisa and Kayla will be at the Trade Show in La Crete and High Level, with WiFi so they can sign up new patrons. Noralta put up 4 library shelves and did a book swap with them. They are currently not having a new meeting planned, they wait till Janet is back. The tree planters will be back. They'll do inventory in July. The bingo is going well. They have connected with Rainbow Lake: Rainbow Lake wants to share collections with Zama, that will need to be formalised. This latter item to go into the action log.
- 6.4 High Level. Will be discussed in camera.
- 6.5 Next month the stats will be presented. Kayla Wardley is on a tour with Jay McDonald throughout the region, next time in an event like this Paddle Prairie should be included.
MOTION #2017-04-04: Lucille moves to reimburse Kayla for the flight expenses.
CARRIED
- 7.0 Old business
- 7.1 Plan of Service: The current Plan of Service expires 2018, by the end of 2018 the MCLB needs to put a new Plan of Service in place.
MOTION #2017-04-05 AB Community Development Libraries Division, Irene moves to approve the Plan of Service.
CARRIED
- 7.2 Local author coordinator: Lucille gives an update: Matt, Jordan and Leslie are working on it. It is discussed if cookbooks should be part of there project, and family history books.
- 8.0 New business
- 8.1 No new business.
- 9.0 Correspondence
- 9.1 No correspondence.
- 10.0 **MOTION #2017-04-06** Lorna moves to go into camera at 9:00pm. **CARRIED**
MOTION #2017-04-07 Lucille moves to go out of camera at 9:53pm. **CARRIED**
MOTION #2017-04-08: LaDawn moves that Beth communicates with Monica Longard regarding the verbal commitment of HL Library partnering agreement. **CARRIED**
- 11.0 **MOTION #2017-04-09:** John moves to adjourn at 10:05 pm. **CARRIED**

Next meeting May 23, 2017, 7:00pm, Mackenzie County office Fort Vermilion.

These minutes were adopted this 23rd day of May 2017

Beth Kappelar, Chair





June 23, 2017
Woodlands County Office
#1 Woodlands Lane
Whitecourt, AB

Registration

10:00AM

Welcome

10:15AM

- Vice-Chair Jim Rennie (Mayor of Woodlands County)
- Introductions

Organizational Meeting (separate agenda)

10:30AM

1. Call Membership Meeting to Order

10:45AM

2. Adoption of Agenda

3. Adoption of Minutes – October 14, 2016 County of Grande Prairie, AB

4. NAEL Administrative Housekeeping

4.1 Financial Report

4.2 Travel Policy Committee report (Elaine Manzer)

5. NAEL Information/Correspondence

6. Discussion regarding: Species at Risk/Caribou Range Plans

PRESENTERS: TBD

11:00 AM

7. Lunch

12:30PM

8. Topics for Discussion

1:00PM

- 8.1 Centralized Assessments: Impacts on municipalities and building solutions with other leaders (Northern Sunrise County)

- 8.2 Carbon Tax Levy (Northern Sunrise County/Town of Falher)
- 8.3 Indigenous Consultation Regulations (Big Lakes County)

9. Discussion regarding upcoming meeting with Minister Anderson of Municipal Affairs

Presenter: NAEL Vice-Chair

2:00PM

9.1 Summary of NAEL Survey: Priorities for NAEL/Minister Meeting

10. Membership Roundtable

2:30PM

11. Next meeting

11.1 Location and date

11.2 Agenda topics

12. Adjournment

3:00PM

From:
To:

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Subject: Incoming CFTA and CETA Trade Agreements and the new/updated procurement obligations
Date: May-26-17 1:21:01 PM
Attachments: Canadian Free Trade Agreement - CFTA.DOCX
Importance: High

Dear Colleagues,

(Some of you may have already received this email from Michael Fleming, Director of Procurement Transformation in Service Alberta. We apologize for any extra copies...we're trying to reach as many public entities as possible.)

The Agreement on Internal Trade has been updated to better match the obligations of our existing, and upcoming, international trade agreements such as the Canadian European Union Comprehensive and Economic Trade Agreement (CETA).

The new agreement will be called the Canadian Free Trade Agreement (CFTA). The CFTA will enter into force on July 1, 2017 and will replace the Agreement on Internal Trade at that time. Please see the attached CFTA Information Package for more information.

The procurement chapters within these new agreements will require our attention to ensure all Alberta public entities are prepared for each agreement's respective implementations.

Please note: no transitional measures have been included for the upcoming CFTA and CETA. This means all entities must be compliant with the procurement obligations of these agreements starting on the implementation dates. CFTA enters into force on July 1, 2017. Currently, there is no implementation date for the CETA.

Should you have any questions or require clarification after reviewing the CFTA Information Package please feel free to contact me, the manager responsible for trade agreement procurement policy. My contact information is as follows:

Celle Busch
Procurement Services, Service Alberta
O: 780.644.7430 | F: 780.422.9672
chelle.busch@gov.ab.ca

We encourage you to share this information with your own procurement teams, as well as any agencies, boards, commissions, councils, public libraries, utilities...etc. that you deal with.

For quick reference below you will find links to electronic copies of the new agreements:

CFTA (procurement chapter is Chapter 5):

<http://www.ait-aci.ca/wp-content/uploads/2017/04/CFTA-Consolidated-Text-Final-Signed-English.pdf>

CETA Procurement Chapter:

<http://international.gc.ca/trade-commerce/trade-agreements-accords-commerciaux/agr-acc/ceta-aecg/text-texte/19.aspx?lang=eng>

Regards,

Chelle

Chelle Busch

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Canadian Free Trade Agreement

The Agreement on Internal Trade (AIT) has been modernized and updated to better complement international trade agreements such as the upcoming Canadian European Union Comprehensive Economic Trade Agreement (CETA).

The new agreement will be called the Canadian Free Trade Agreement (CFTA). The CFTA will enter into force on July 1, 2017 and will replace the Agreement on Internal Trade at that time. A brief overview is attached.

Like the New West Partnership Trade Agreement (NWPTA), the CFTA applies to all sectors of the economy. Generally speaking, the CFTA obligations are similar to the ones Alberta has under the NWPTA. However, negotiators wanted the terminology of the CFTA to be fairly consistent with the Comprehensive Economic and Trade Agreement (CETA) between Canada and the European Union which will come into effect later this year. It was felt that a more common “look and feel” between the two agreements would lessen the possibility of confusion on the part of public entities trying to meet the obligations of each agreement. So, while the scope and coverage of the CFTA is very much like that of the NWPTA, you will find that the obligations are expressed somewhat differently.

The new CFTA can be found at: <http://www.ait-aci.ca/agreement-internal-trade/cfta-announcement/>.

The following is a list of some of the measures which will change in the CFTA:

- **Open Tender Thresholds:** Article 504.3 carries forward the prior AIT contract value thresholds for open tendering but now consolidates them all into the main body of the chapter for easier reference. **Article 504.4 now makes those thresholds subject to future adjustments for inflation based on a prescribed formula.** The adjustment will take place every two years, in line with threshold adjustments under international trade agreements, and will be based on the Canadian Consumer Price Index.
- **P3s:** Article 504.10 creates special new rules relative to public-private partnerships (P3s).
- **Small Business Set-Asides:** Article 504.13 recognizes a new exemption for small business set-aside programs, so long as those programs do not discriminate based on place of origin or location within Canada.
- **Valuation:** Article 505 regulates the valuation method used to determine whether the contract exceeds the threshold for open public procurement and maintains that the estimated value should be based on anticipated total cost as of the date of the tender notice publication. This Article maintains that the valuation must be based on the maximum total value of the procurement (including awards to different suppliers) and **now clarifies that these must also include any extension options.**
- **Notice of Award and Debrief:** Article 516 contains transparency protocols that require an entity to promptly inform suppliers of its contract award decisions. This Article includes new provisions that require an entity, on the request of a supplier, to provide a losing supplier with an explanation of why it did not win the contract award. **This article also contains new protocols requiring that a detailed public disclosure of the contract award, including the name of the supplier and value of the contract, be made within 72 days of the contract award.** However,

Article 517 points out that a procuring entity is not required to disclose information that might prejudice fair competition between suppliers.

- There is a proposal that, when the federal government puts in place **a single point of access** for tender notices within five years of the CETA agreement coming into effect, parties be required to also post all tender notices covered under the renewed AIT on this single point of access. While the details have not been worked out yet, our intent would be to have all Alberta entities continue to post their tenders on the Government of Alberta's chosen electronic tendering site, and those tenders would upload to the federal site.
- A bid protest mechanism will be put in place that will allow suppliers to challenge procurements subject to the CFTA. This mechanism will be built upon the current bid protest mechanism of the NWPTA which allows suppliers from Manitoba to BC to challenge Alberta covered procurements. While this will not be a change per se, it means that, as of July 1, 2017, any supplier across Canada will now be allowed to challenge an Alberta covered procurement.

The full list is provided in the article by Paul Emanuelli (extracted from the fourth edition of Paul Emanuelli's Government Procurement textbook, forthcoming in 2017, and provided with approval from the author) can be found here:

[http://procurementoffice.com/introducing-the-new-canadian-free-trade-agreement-2/?utm_source=Procurement+Office+Newsletter&utm_campaign=711f4ee2ba-EMAIL_CAMPAIGN_2017_04_11&utm_medium=email&utm_term=0_ae415647eb-711f4ee2ba-266537&ct=t\(Introducing Canada s New Trade Treaties4 11 2017\)&mc_cid=711f4ee2ba&mc_eid=36273e2710](http://procurementoffice.com/introducing-the-new-canadian-free-trade-agreement-2/?utm_source=Procurement+Office+Newsletter&utm_campaign=711f4ee2ba-EMAIL_CAMPAIGN_2017_04_11&utm_medium=email&utm_term=0_ae415647eb-711f4ee2ba-266537&ct=t(Introducing%20Canada's%20New%20Trade%20Treaties4%2011%202017)&mc_cid=711f4ee2ba&mc_eid=36273e2710)

Finally, please note that we are preparing a comprehensive information package which will be sent to your senior executive in the coming weeks. There are a few differences which we will highlight. But overall, since your ministry is working to the NWPTA, AIT, and WTO GPA rules, there should not be the need to change your practices noticeably.

For MASH entities, if you are meeting your obligations under the NWTPA and AIT trade agreements, your current practices might require only slight modification to become fully compliant with the new CFTA rules.

Albertans to benefit from increased access to the Canadian market

The new [Canadian Free Trade Agreement \(CFTA\)](#) will provide Alberta businesses, investors and workers with enhanced access to markets Canada-wide for the goods and services they produce.

Signed on April 7, 2017 by federal, provincial and territorial trade ministers, the new CFTA establishes a comprehensive framework for internal trade that makes Canada's domestic market more modern and competitive for all Canadians. It provides a clear set of trade rules that will make it easier for Alberta businesses to access opportunities from coast to coast to coast, thereby growing and diversifying Alberta's and the nation's economy.

"The CFTA is a good deal for Alberta, and we look forward to its implementation. By creating a more open and stable domestic marketplace, we are improving opportunities for Alberta businesses, allowing them to innovate, grow and create new jobs."

- *Rachel Notley, Premier*

"Alberta's exports to the rest of Canada totalled \$63 billion in 2015. As we work to diversify the economy and promote job creation, our focus is to further enhance access to markets for our province's products and services. With the new CFTA, we are doing just that while ensuring Alberta can exercise policy flexibility in key priority areas."

- *Deron Bilous, Minister of Economic Development and Trade*

Background

Since December 2014, federal, provincial and territorial governments have engaged in negotiations to strengthen and modernize the Agreement on Internal Trade (AIT). They were guided by direction from premiers to secure an ambitious, balanced and equitable agreement that would level the playing field for trade and investment in Canada.

The new Canadian Free Trade Agreement (CFTA) resulted from these negotiations. It commits governments to a comprehensive set of rules that will help to achieve a modern and competitive domestic marketplace for all Canadians.

Enhanced and modernized Canada-wide trade rules

The CFTA introduces important advancements to Canada's internal trade framework that will enhance the flow of goods and services, and investment, eliminate technical barriers to trade and greatly expand procurement coverage.

The CFTA includes rules that open trade in goods and services, processes to address regulatory barriers, and provisions that increase access to billions of dollars in government procurement opportunities for Alberta businesses. Enhancing opportunities for Alberta businesses across Canada will help to create good jobs here at home in Alberta.

This new agreement also provides fair rules for investors, and ensures workers can move to where the jobs are without unnecessary restrictions.

Comprehensive trade rules

- Like the *New West Partnership Trade Agreement* (NWPTA) which involves Alberta, British Columbia, Saskatchewan and Manitoba, the CFTA's rules are comprehensive, applying to all areas of economic activity, with any exceptions being clearly identified.
- This change will ensure that new innovations in goods and services, such as clean technologies, will automatically benefit from these rules which are designed to promote Canada's long-term economic development.

Like the NWPTA:

- The CFTA will cover the service economy, which accounts for 70 per cent of Canada's GDP.
- Coverage will also be extended to the energy sector, for the first time nationally, accounting for roughly nine per cent of Canada's GDP.

Government procurement that is more open to Canadian business

- All Canadian governments have made substantial commitments to use open procurement practices. These commitments will help create a level playing field for companies operating across Canada and open new access to billions of dollars in government procurement opportunities for Alberta businesses.
- For the first time, the energy sector and many energy utilities will be covered nationally by open procurement rules, resulting in more than \$4.7 billion per year in procurement being opened up to broader competition for the first time.
- Companies that operate across a number of jurisdictions, such as construction firms, will now be able to compete more readily for government contracts.
- Other governments will put in place an independent bid protest mechanism, much like that found under the NWPTA, allowing suppliers to challenge procurements they think have broken the CFTA's rules.

Protection of key public policy objectives

Importantly, the CFTA preserves the ability of all governments to adopt and apply their own laws and regulations for economic activity in the public interest in order to achieve public policy objectives.

- Such objectives include the protection of public health and safety, social services, consumer and environmental protection, and worker health, safety and well-being, among other things.
- The CFTA's environmental protection provisions provide commitments that governments will not lower their environmental standards in order to support or attract economic activity.
- The Government of Alberta has also taken specific exceptions to ensure the necessary policy flexibility to address economic development and job creation, climate change, and government procurement.

Resolving regulatory barriers

Governments have agreed to establish a process to address trade barriers caused by differing regulations between jurisdictions. The process will also facilitate collaboration on common regulatory approaches for emerging sectors.

Alignment with international obligations

- The CFTA will better align with Canada's commitments under international trade agreements such as the Canada-European Union Comprehensive Economic and Trade Agreement (CETA).
- Through the CFTA, Canadian firms will have the same market access within Canada as that secured by firms from Canada's international trading partners.

Strengthened dispute settlement

The CFTA increases the maximum monetary penalties for governments that act in a manner which is inconsistent with the Agreement. Penalties vary based on population, but for example, the penalties for larger jurisdictions, such as Alberta, have doubled from a maximum of \$5 million under the previous AIT to a maximum of \$10 million under the CFTA.

Future areas for strengthened domestic trade

The CFTA commits to addressing key areas that are not addressed, or not addressed adequately by the CFTA when it comes into effect on July 1, 2017. Specifically, work will take place on:

- Liberalizing trade in alcohol across the country.
- Defining potential coverage for financial services, which account for roughly six per cent of Canada's total GDP.
- Defining coverage for non-medical cannabis once the federal government legalizes cannabis.
- Enhancing economic development in the food sector in the territories to address the cost and production of healthy food for territorial residents.

89th Métis Nation of Alberta Annual General Assembly



*Celebrating 150+ Years of
Métis History in Canada*



August 10th - August 13th

Bell Petroleum Centre • 9403 94 Street • Peace River, AB T8S 1J2

Thursday, August 10th	
6:00pm	Meet and Greet at the Tapas Room Restaurant Belle Petroleum Centre 9403 94 St. Peace River, AB
Friday, August 11th	
7:30am	Registration Breakfast Elder's Lounge - All Day
Starting at 8:30am	Trade Show Craft Vendors BBQ at Riverfront Park Band TBA/ Open Mic
Saturday, August 12th	
7:30am	Registration Breakfast Elder's Lounge - All Day
9:00am	Opening Ceremony
9:00am - 12:00pm	Business Meeting
12:00pm - 1:00pm	Lunch
1:00pm - 4:00pm	Business Meeting (Continued)
6:00pm	Banquet and Presentations from Fort Vermilion Gary McLean Band Jigging and Fiddling Exhibition
Sunday, August 13th	
7:30am	Breakfast Elder's Lounge
9:00am - 12:00pm	Business Meeting (Continued)
12:00pm	Lunch

For more information contact Marilyn Lizee at 780-455-2200 ext. 392 or email mlizee@metis.org