

MACKENZIE COUNTY

REGULAR COUNCIL MEETING

MARCH 27, 2013

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB

STRATEGIC PRIORITIES CHART

December 2012

COUNCIL PRIORITIES (Council/CAO)

NOW

1. **HOUSING ENTITY: Governance Structure - March**
2. **HWY 88 CONNECTOR: Dev. Control Zone - February**
3. **CANADA POSTAL SERVICE: Location - April**
4. **LAND USE FRAMEWORK: Process Certainty - April**
5. **REGIONAL COLLABORATION: Protocol - March**
6. **HIGH LEVEL: Share Service Agreement - June**
7. **RAINBOW LAKE: Airport Agreement - June**

ADVOCACY

- Zama Road Paving Funds*
- Road Construction Funding Request*
- Canada Postal Service - La Crete*
- Land use Framework Input*

NEXT

- OIL AND GAS STRATEGY
- FIRST NATION RELATIONS: Orientation
- ZAMA ROAD: Business Case
- HAMELT ROAD PRIORITIES PROGRAM
- SURFACE WATER MANAGEMENT PLAN
- OSB PLANT: Water Supply

- PRIVATE ROAD TRANSFER POLICY
- ECONOMIC DEVELOPMENT: Strategy
- TOURISM: Strategy
- BRANDING STRATEGY (2014)
- NEW ROAD CONSTRUCTION FUNDING
- TRANSPORTATION CORRIDOR PLAN

OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER (Joulia)

1. **HOUSING ENTITY: Governance Structure - Jan.**
2. **CANADA POSTAL SERVICE: Location - Feb.**
3. **REG. COLLABORATION: Protocol - Mar.**
- HIGH LEVEL: Share Service Agreement**
- RAINBOW LAKE: Airport Agreement**

ECONOMIC DEVELOPMENT (Bill)

1. OIL & GAS STRATEGY
2. ROAD CONSTRUCTION FUNDS: Request - Sept
3. OSB PLANT: Water Supply - June
- ZAMA ROAD: Business Case
- TOURISM: Strategy

COMMUNITY SERVICES (Ron)

1. Orientation and acquaintance with with files/project/ activities (New Director) - March
2. Safety Meetings and Program initiation - Feb.
3. Radio Communication System - March
- Preparation for Municipal QMP Audit (Safety Code Council) - April
- Create a plan to achieve COR Certification - April

AGRICULTURAL SERVICES (Grant)

1. **SURFACE WATER MANG. PLAN - ToR - Jan.**
2. Agricultural Trade Fair - July
3. Open House - April
- Agriculture Research Centre: Lease
-

PLANNING & DEVELOPMENT (Byron)

1. **HWY 88 CONNECTOR: Dev. Zone - Sept.**
2. **LAND USE FRAMEWORK: Process - Oct.**
3. Area Structure Plans - July
- Development Agreement: Revise
- Airport Vicinity Protection Area

LEGISLATIVE SERVICES (Carol)

1. Municipal Elections - Oct.
2. DocuShare Implementation
3. La Crete Swimming Pool Plebiscite: Research - Jan.
- Human resource Policy Review
- Virtual City Hall Implementation

FINANCE (Alison)

1. Long Term Capital Plan - Mar.
- 2.
- 3.
- Master Card Policy
- Internal Controls Procedure Review

PUBLIC WORKS (John & Ron)

1. **HAMLET ROADS PROGRAM - Feb.**
2. Rural Road Classification System - March
3. Rural Waterline: ToR - May
- Rural Road Plan
- Water Source Plan

CODES: **BOLD CAPITALS** = Council NOW Priorities; **CAPITALS** = Council NEXT Priorities; *Italics* = Advocacy; Regular Title Case = Operational Strategies

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, March 27, 2013
10:00 a.m.**

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

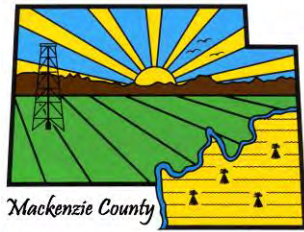
AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the March 12, 2013 Regular Council Meeting	7
DELEGATIONS:	4.	a) Sgt. Mark Wielgosz, High Level RCMP – 10:30 a.m. (Annual Performance Plan and Priorities Review)	
		b) Peace Library System and the Public Library Services Branch (Alberta Municipal Affairs) – 1:30 p.m.	
		c) Paul Noble – 2:00 p.m.	
		d)	
GENERAL REPORTS:	5.	a) Municipal Planning Commission Meeting Minutes	17
		b)	
		c)	
TENDERS:	6.	a) Wadlin Lake Caretaking Contract	25
PUBLIC HEARINGS:		Public Hearings are scheduled for 1:00 p.m.	27
	7.	a) Bylaw 884-13 Plan Cancellation for Consolidation	

Purposes Plan 922 1976, Block 1, Lot 1 (Pt. of
SW 22-107-13-W5M) (Fort Vermilion Rural)

COMMUNITY SERVICES:	8.	a)	ESRD Mutual Aid	35
		b)		
		c)		
		d)		
ENVIRONMENTAL SERVICES:	9.	a)		
		b)		
		c)		
OPERATIONS:	10.	a)	Policy PW039 Rural Road, Access Construction and Surface Water Management Policy	57
		b)	2013 Road Bans	61
		c)		
		d)		
PLANNING & DEVELOPMENT:	11.	a)	Subdivisions per Quarter Section	63
		b)	Safety Codes - Uniform Quality Management Plan	77
		c)		
		d)		
		e)		
CORPORATE SERVICES:	12.	a)	Donation to Fort Vermilion 225 th Anniversary Celebration	109
		b)	2013 Budget Review Date	113
		c)		

ADMINISTRATION:	13.	a)	Bylaw 887-13 Honorariums & Expense Bylaw	115
		b)	Finance Committee – Terms of Reference	123
		c)	Recovery Strategy for the Woodland Caribou in Canada (Species at Risk Act)	127
		d)	Vote on a Question - La Crete Municipal Swimming Pool	137
		e)	Think Local Market – Request for Letter of Support	139
		f)	Economic Development <i>(to be distributed at the meeting)</i>	
		g)	County of Northern Lights and the Dimestore Fisherman 2013	145
		h)		
INFORMATION / CORRESPONDENCE:	14.	a)	Information/Correspondence	155
IN CAMERA SESSION:	15.	a)	Legal <ul style="list-style-type: none">•	
		b)	Labour <ul style="list-style-type: none">•	
		c)	Land <ul style="list-style-type: none">• Treeosco Inc. (Mustus Energy)	
NEXT MEETING DATE:	16.	a)	Regular Council Meeting Tuesday, April 9, 2013 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	17.	a)	Adjournment	



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the March 12, 2013 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the March 12, 2013 Regular Council meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION:

Approved council minutes are posted on the County website.

RECOMMENDED ACTION:

That the minutes of the March 12, 2013 Regular Council meeting be adopted as presented.

Author: C. Gabriel Review by: _____ CAO _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, March 12, 2013
10:00 a.m.**

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

PRESENT: Bill Neufeld Reeve
Jacquie Bateman Councillor
Peter F. Braun Councillor
Elmer Derksen Councillor
Dicky Driedger Councillor
John W. Driedger Councillor (left the meeting at 2:30 p.m.)
Odell Flett Councillor
Eric Jorgensen Councillor
Lisa Wardley Councillor

REGRETS: Walter Sarapuk Deputy Reeve

ADMINISTRATION: Joulia Whittleton Chief Administrative Officer
William (Bill) Kostiw Director of Infrastructure Development &
Government Relations
Ron Pelensky Director of Community Services & Operations
Byron Peters Director of Planning and Development
Alison Kilpatrick Director of Corporate Services
Carol Gabriel Manager of Legislative and Support Services

ALSO PRESENT: Members of the media and the public.

Minutes of the Regular Council meeting for Mackenzie County held on March 12, 2013 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

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

AGENDA: 2. a) Adoption of Agenda

MOTION 13-03-147 MOVED by Councillor D. Driedger

That the agenda be approved with the following additions:

4. d) Delegation – Henry Froese

15. b) RCMP

15. c) Mustus Energy

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

**3. a) Minutes of the February 27, 2013 Regular
Council Meeting**

MOTION 13-03-148

MOVED by Councillor Wardley

That the minutes of the February 27, 2013 Regular Council meeting be adopted as presented.

CARRIED

DELEGATION:

4. b) Bill Wilson (High Level East Drainage)

No delegation present.

4. d) Henry Froese (ADDITION)

Henry Froese, La Crete Swimming Pool Committee, addressed Council in regards to the results of the plebiscite and next steps.

GENERAL REPORTS:

5. a) CAO Report

MOTION 13-03-149

MOVED by Councillor Wardley

That Councillor Jorgensen and Councillor Bateman be authorized to attend the AUMA Zone Meeting on March 26, 2013 in Grande Prairie.

CARRIED

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

MOTION 13-03-150

MOVED by Councillor Jorgensen

That administration investigate the construction of rural water line connections to access more provincial funding.

CARRIED

MOTION 13-03-151

MOVED by Councillor Bateman

That the CAO report for March 2013 be received for information.

CARRIED

GENERAL REPORTS:

5. a) Municipal Planning Commission Meeting Minutes – February 7, 2013

MOTION 13-03-152

MOVED by Councillor Derksen

That the Municipal Planning Commission meeting minutes of February 7, 2013 be received for information.

CARRIED

TENDERS:

6. a) Rocky Lane Waste Transfer Station Caretaker Contract

MOTION 13-03-153

MOVED by Councillor Braun

That the Rocky Lane Waste Transfer Station caretaking tenders be opened.

CARRIED

Tenders Received:

Marvin McNeil	\$900.00 per month
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MOTION 13-03-154

MOVED by Councillor D. Driedger

That the Rocky Lane Waste Transfer Station caretaking tender be awarded to the lowest qualifying tender.

CARRIED

PUBLIC HEARINGS:

7. a) None

COMMUNITY SERVICES:

8. a) None

ENVIRONMENTAL SERVICES:

9. a) None

OPERATIONS: 10. a) Grader Beats

MOTION 13-03-155 **MOVED** by Councillor Bateman

That the grader beat maps be TABLED to after lunch.

CARRIED

PLANNING & DEVELOPMENT: 11. a) Bylaw 878-12 Road Closure Lying west of SW 36-104-14-W5M and NW 25-104-14-W5M (Hog Barn Road Agreement) (Savage Prairie)

MOTION 13-03-156 **MOVED** by Councillor J. Driedger

That second reading be given to Bylaw 878-12, being a Road Closure Bylaw for the closure and sale of the Government Road Allowance lying west of SW 36-104-14-W5M and NW 25-104-14-W5M.

CARRIED

MOTION 13-03-157 **MOVED** by Councillor Bateman

That third reading be given to Bylaw 878-12, being a Road Closure Bylaw for the closure and sale of the Government Road Allowance lying west of SW 36-104-14-W5M and NW 25-104-14-W5M.

CARRIED

11. b) Plan 042 2979, Block 24, Lot 8 – Manufactured Dwelling – Single Wide Encroachment onto Public Utility Lane

MOTION 13-03-158 **MOVED** by Councillor Bateman

That administration proceed with obtaining legal advice to deal with the encroachment of the Manufactured Dwelling on Plan 042 2979, Block 24, Lot 8 in the Hamlet of La Crete.

CARRIED

Reeve Neufeld recessed the meeting at 12:01 p.m. and reconvened the meeting at 1:00 p.m.

DELEGATIONS:

4. a) Chris Risling, Municipal Affairs Assessment Services Branch

Reeve Neufeld recessed the meeting at 2:22 p.m. and reconvened the meeting at 2:31 p.m.

Councillor J. Driedger left the meeting at 2:30 p.m.

MOTION 13-03-159

MOVED by Councillor Jorgensen

That the 2013 tax year linear property assessment overview presented by Chris Risling from Municipal Affairs be received for information.

CARRIED

MOTION 13-03-160

MOVED by Councillor Bateman

That Council move in-camera at 2:31 p.m.

CARRIED

MOTION 13-03-161

MOVED by Councillor Wardley

That Council move out of camera at 4:17 p.m.

CARRIED

DELEGATION:

4. c) DCL Siemens (Rural Water Management Plan)

IN-CAMERA:

15. c) Land – Rural Water Management Plan

MOTION 13-03-162

MOVED by Councillor Wardley

That the County proceed with the Water Treatment Plant Assessment and the off-site levy review components of the Infrastructure Master Plans.

CARRIED

15. a) Legal – Town of High Level Service Sharing Agreement

MOTION 13-03-163

MOVED by Councillor Derksen

That the Reeve, Deputy Reeve and Councillor Wardley

(alternate) and administration be appointed to the Negotiating Committee for the regional service sharing review and that notification be sent to the Town of High Level as per Article 13, Schedule M of the Regional Service Sharing Agreement.

CARRIED

11. c) Area Structure Plans

MOTION 13-03-164

MOVED by Councillor Bateman

That administration be directed to proceed with the Area Structure Plans as discussed.

CARRIED

11. d) Antenna System Siting Protocol

MOTION 13-03-165

MOVED by Councillor Braun

That administration proceed with drafting an Antenna System Siting Protocol for review by Council.

CARRIED

**CORPORATE
SERVICES:**

**12. a) Transfer of Delayed Grant Funds to Sewer
Upgrading Reserve**

MOTION 13-03-166
(Requires 2/3)

MOVED by Councillor Wardley

That administration be authorized to transfer \$318,253.80 in grant funding received from Alberta Transportation in 2012, for expenditures made between 2006 – 2009 on the Fort Vermilion Main Lift Station Upgrade capital project, to the Sewer Upgrading Reserve as at December 31, 2012.

CARRIED

ADMINISTRATION:

**13. a) Vote on a Question – La Crete Municipal Swimming
Pool**

MOTION 13-03-167

MOVED by Councillor Wardley

That the Vote on a Question on the La Crete swimming pool be TABLED to the next meeting.

CARRIED

13. b) Letter of Support – Field of Dreams Stampede Committee

MOTION 13-03-168

MOVED by Councillor Flett

That a letter of support be provided to the Field of Dreams Stampede Committee for their grant application to update the existing grand stands.

CARRIED

13. c) Community Planning Association of Alberta – 2013 Planning Conference and Education Sessions

MOTION 13-03-169

MOVED by Councillor Braun

That Councillor Derksen be authorized to attend the Community Planning Association of Alberta Planning Conference in Red Deer on April 15 – 17, 2013.

CARRIED

OPERATIONS:

10. a) Grader Beats

MOTION 13-03-170

MOVED by Councillor Braun

That the revised grader beat maps be referred to the next Public Works Committee meeting for further input.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

14. a) Information/Correspondence

MOTION 13-03-171

MOVED by Councillor Jorgensen

The administration request clarification from the Mackenzie Housing Management Board regarding Motion 13-11.

CARRIED

MOTION 13-03-172

MOVED by Councillor Wardley

That the information/correspondence items be accepted for

information purposes.

CARRIED

IN CAMERA SESSION:

MOTION 13-03-173 **MOVED** by Councillor Jorgensen

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 5:05 p.m.

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

CARRIED

MOTION 13-03-174 **MOVED** by Councillor Wardley

That Council move out of camera at 5:47 p.m.

CARRIED

MOTION 13-03-175 **MOVED** by Councillor Derksen

That Councillor Braun be authorized to attend the Northwest Persons with Developmental Disabilities Annual Spring Celebration and Awards Night in Grande Prairie on May 24, 2013.

CARRIED

15. a) Legal – Regional Collaborative Governance

MOTION 13-03-176 **MOVED** by Councillor Flett

That the Regional Collaborative Governance be received for information.

CARRIED

15. b) Labour – RCMP (ADDITION)

MOTION 13-03-177 **MOVED** by Councillor Wardley

That administration continue to negotiate with the RCMP as

discussed.

CARRIED

**15. c) Land – Mustus Energy Ltd. – Option to Purchase
Lands NW 6-109-19-W5M to Treeosco Inc.
(ADDITION)**

MOTION 13-03-178

Requires Unanimous

MOVED by Councillor Wardley

That administration be authorized to enter into negotiations of the Option to Purchase agreement with Treeosco Inc. (Mustus Energy Ltd. parent company) by counter-offering with Grant of Option payment, purchase price, and subject to Treeosco entering into a Sale and Construction agreement for NW 6-109-19-W5M as discussed.

CARRIED

**NEXT MEETING
DATE:**

16. a) Regular Council Meeting
Wednesday, March 27, 2013
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

17. a) Adjournment

MOTION 13-03-179

MOVED by Councillor Jorgensen

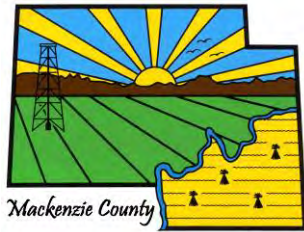
That the council meeting be adjourned at 5:50 p.m.

CARRIED

These minutes will be presented to Council for approval on March 27, 2013.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes – February 25, 2013

BACKGROUND / PROPOSAL:

Information Item. The adopted minutes of the February 25, 2013 meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION:

RECOMMENDED ACTION:

That the Municipal Planning Commission meeting minutes of February 25, 2013 be received for information.

Author: _____ Reviewed by: _____ CAO _____

**Mackenzie County
Municipal Planning Commission Meeting**

**Council Chambers
Fort Vermilion, AB**

Monday, February 25, 2013 @ 2:00 p.m.

PRESENT

Jack Eccles	Chair, MPC Member
Wally Schroeder	Vice-Chair, MPC Member
Jacquie Bateman	Councilor, MPC Member
Elmer Derksen	Councilor, MPC Member
Beth Kappelar	MPC Member (Via teleconference)

ADMINISTRATION

Byron Peters	Director of Planning & Development
Liane Lambert	Development Officer
Daljit Pannu	Development Officer

1. CALL TO ORDER

Jack Eccles called the meeting to order at 2:00 p.m.

2. ADOPTION OF AGENDA

MOTION 13-23 **MOVED** by Wally Schroeder

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MOTION 13-24 **MOVED** by Beth Kappelar

That the minutes of the February 7, 2013 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

There was no business arising from previous minutes.

4. DEVELOPMENT PERMIT

- a) Development Permit Application 20-DP-13
Dan Harder (Ancillary Building (Shop) with Height Variance
in "RC3")
Plan 052 0678, Block 01, Lot 06**

MOTION 13-25 MOVED by Beth Kappelar

That Development Permit 20-DP-13 on Plan 052 0678, Block 01, Lot 06 in the name of Dan Harder 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. A one and half feet (1.5') height **variance** for the Shop is hereby granted. The maximum height of the Shop shall be 21.5 feet from grade to peak.
2. **Minimum shop setbacks: 15.2 meters (50 feet) front yard; 7.62 meters (25 feet) rear yard; 7.62 meters (25 feet) from side yards, from the property lines.**
3. The maximum area of the shop shall be 223 square meters (2,400 square feet).
4. **This Shop is approved for personal purposes only and no commercial activity is permitted in this building. Should you require the shop for an Owner/Operator Business then a Business License is required.**
5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
6. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. *"One parking space, including the driveway area, shall occupy a minimum of 300 square feet."*
7. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
8. **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 of Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.

9. 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.
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
11. 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) Development Permit Application 24-DP-13
Ken Harder; (Tradesmens Business in "HC1")
Plan 122 3197, Block 02, Lot 10**

MOTION 13-26

MOVED by Wally Schroeder

That Development Permit 24-DP-13 on Plan 122 3197, Block 24, Lot 19 in the name of Ken Harder be APPROVED with the following conditions:

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

- 1. The Shop shall meet all Alberta Safety Code requirements for Commercial/Industrial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
2. Minimum building setbacks; 9.1 meters (30 feet) from 101st Street; 3.1 meters (10 feet) from rear yard; 1.5 meters (5 feet) from side yards.
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
4. All sewage disposal systems to be in conformance with the Alberta Private Sewage Treatment and Disposal Regulations.

5. 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 of Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
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. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 45 square meters of building area, which in this case is 7 public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. "One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet)."
8. If a sign is placed on the property the sign shall be located a minimum of:
 - a. 200 meters from regulatory signs, and
 - b. 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.
9. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.
10. The sign and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
11. 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.
12. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
13. 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

**c) Development Permit Application 195-DP-12
Alpine Builders; (Dwelling-Single Family with Garage with
Variance in “HR1B”)
Plan 052 3802, Block 24, Lot 19**

MOTION 13-27 **MOVED** by Beth Kappelar

That Development Permit 195-DP-12 on Plan 052 3802, Block 24, Lot 19 in the name of Alpine Builders be APPROVED with the following conditions:

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

1. The **Variance** to locate the Garage to the north side of the lot is hereby granted. The house shall face 109th Street.
2. The front of the building shall be 7.62 meters (25 feet) from the front property line; minimum building setbacks for the side and rear yards are: 1.52 meters (5 feet) rear yard; 1.52 meters (5 feet) side yards, from the property lines.
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
4. Building to be connected to the Municipal water and sewer system and the cost of connection fees will be borne by the owner.
5. The Municipality has assigned the following address to the noted property (**9806-109th Street**). You are required to display the address (**9806**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
6. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. “One parking space, including the driveway area, shall occupy 300 square feet.”
7. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Road/Maintenance Department of Mackenzie

County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.

8. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
9. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
10. Where the lowest opening of the house is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the house is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.
11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

5. **SUBDIVISION**

- a) **Subdivision Application 03-SUB-13
SE 9-110-15-W5M; Rocky Lane Area
Walter & Bonnie Sarapuk**

MOTION 13-28 **MOVED** by Beth Kappelar

That Subdivision application 03-SUB-13 be TABLED until the applicant provides a tentative plan showing all buildings and existing utilities.

CARRIED

Joulia Whittleton joined the meeting at 2:18 p.m.

Jack Eccles moved the meeting to in camera at 2:19 p.m.

Beth Kappelar's call got disconnected at 2:20 p.m.

Wally Schroeder moved the meeting out of in camera at 2:40 p.m.

6. MISCELLANEOUS ITEMS

a) Northpoint Municipal Reserve

MOTION 13-29 **MOVED** by Elmer Derksen

That Administration be authorized to negotiate Municipal Reserve with the developer of Northpoint Business Park.

CARRIED

Joulia Whittelton left the meeting at 2:45 p.m.

b) Action List

The Action List of February 25, 2013 was reviewed.

MOTION 13-30 **MOVED** by Jacquie Bateman

That Municipal Planning Commission's recommendation to Council be to seek legal advice on motions 10-251 & 12-059.

CARRIED

8. NEXT MEETING DATES

Municipal Planning Commission meeting dates are scheduled as follows:

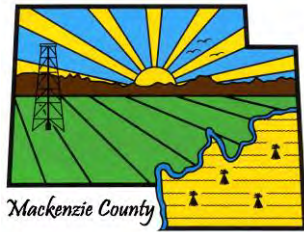
- ❖ March 14, 2013 at 10:00 a.m. in La Crete
- ❖ March 28, 2013 at 10:00 a.m. in Fort Vermilion

9. ADJOURNMENT

Elmer Derksen adjourned the Municipal Planning Commission meeting at 2:52 p.m.

These minutes were adopted this 14th day of March, 2013.

Jack Eccles, Chair



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	TENDER OPENING Wadlin Lake Caretaker Contract

BACKGROUND / PROPOSAL:

The County owns and operates a campground at Wadlin Lake and in the past has contracted the services of a caretaker to look after the site and collect usage fees.

Our last caretaker resigned at the end of last season. This year administration publicly advertised the contract to find a new parks caretaker. The tenders closed on March 19, 2013

OPTIONS & BENEFITS:

Option 1

That administration award the Wadlin Lake caretaker contract to the lowest bidder provided the price is acceptable and the contractor meets the county's qualifications

Option 2

Accept the tenders received for information and ask administration to re advertise for a parks caretaker for Wadlin Lake again

Author: Ron Pelensky **Reviewed by:** _____ **CAO** YW

COSTS & SOURCE OF FUNDING:

In the previous contract the contractor received \$4950/month for their services.

Once the bid of the new contract is known, Council will have to decide if they are receiving value for the proposed bid before they award the contract.

RECOMMENDED ACTION:

Motion 1:

That the Wadlin Lake Caretaking tenders be opened.

Motion 2:

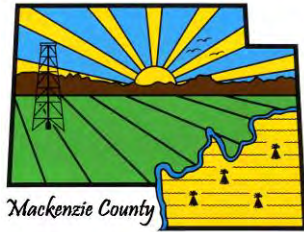
That the Wadlin Lake Caretaking contract be awarded to the lowest qualifying bidder.

Bidders:

Name

Price

Author: Ron Pelensky Reviewed by: _____ CAO YW



MACKENZIE COUNTY

REQUEST FOR DECISION

Meeting:	Municipal Planning Commission Meeting
Meeting Date:	March 27, 2013
Presented By:	Byron Peters, Director of Planning & Development
	PUBLIC HEARING
	Bylaw 884-13
Title:	Plan Cancellation for Consolidation Purposes
	Plan 922 1976, Block 1, Lot 1 (Pt. of SW 22-107-13-W5M)
	(Fort Vermilion Rural)

BACKGROUND / PROPOSAL:

Bylaw 884-13, being a Plan Cancellation application to cancel Plan 922 1976, Block 1, Lot 1 (Pt. of SW 22-107-13-W5M) for the purpose of consolidating it back into the quarter section from which it was taken, received first reading at the February 12, 2013 Council meeting.

BACKGROUND

In 1992 a 5 acres parcel was removed for the quarter section. Later, two brothers purchased the remainder of the land as well as the subdivision. They only just recently found out that the subdivision could be converted back into the quarter and feel that it is to their advantage to do this.

Currently, the subdivision contains a yardsite with a mobile home. There is also a mobile home on the remainder of the quarter section directly north of the subdivision. With the cancellation and consolidation of the lot, this will bring the dwelling units to the maximum number allowed for a parcel of land. In discussion with the applicant/owner he indicated that his brother currently lives in the trailer to the north, however this trailer has been sold and will be moving it off the land. They have no plans to use the old yardsite in the near future.

Administration did inform the applicant that if they dissolve the subdivision lot they are restricted to two dwellings one being a Garden Suit only.

Author: L. Lambert **Reviewed by:** _____ **CAO** _____

Section 3 Definitions

"GARDEN SUITE" means a secondary DWELLING UNIT on a parcel of land on which there is already a principal DWELLING UNIT and it is ACCESSORY to that principal DWELLING UNIT.

Bylaw 884-13 was presented to the Municipal Planning Commission (MPC) at their January 24, 2013 meeting where the following motion was made:

That the Municipal Planning Commission recommendation to Council be to approve Bylaw 8__-13, being a Plan Cancellation Bylaw to cancel and consolidate Plan 992 1976, Block 1, Lot 1 back into the quarter from which it was taken, subject to the public hearing input.

OPTIONS & BENEFITS:

Consolidation of lots can be completed by Bylaw or by registration of a consolidation plan. The applicant has chosen by Bylaw.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant.

RECOMMENDED ACTION:

Motion 1

That second reading be given to Bylaw 884-13, being a Plan Cancellation Bylaw to cancel and consolidate Plan 992 1976, Block 1, Lot 1 back into the quarter from which it was taken, subject to the public hearing input.

Motion 2

That third reading be given to Bylaw 884-13, being a Plan Cancellation Bylaw to cancel and consolidate Plan 992 1976, Block 1, Lot 1 back into the quarter from which it was taken.

Author: L. Lambert Reviewed by: _____ CAO _____

BYLAW NO. 884-13

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

**FOR THE PURPOSE OF CANCELLING A PLAN OF SUBDIVISION
IN ACCORDANCE WITH SECTION 658 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26,
REVISED STATUTES OF ALBERTA 2000.**

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2004, and

WHEREAS, Council of Mackenzie County has determined that a subdivision, as outlined in Schedule "A" hereto attached, be subject to cancellation, and

WHEREAS, Gerhard Goertzen and William Goertzen, being the registered owners of Plan 922 1976, Block 1, Lot 1, have requested that the subdivision lot be cancelled and consolidated back into SW 22-107-13-W5M, from which it was taken, and

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

1. That Subdivision Plan 922 1967, Block 1, Lot 1, as outlined in Schedule "A" hereto attached, is hereby cancelled in full and the lands shall revert back into SW 22-107-13-W5M, from which it was taken.

READ a first time this ___ day of _____, 2013.

READ a second time this ___ day of _____, 2013.

READ a third time and finally passed this ___ day of _____, 2013.

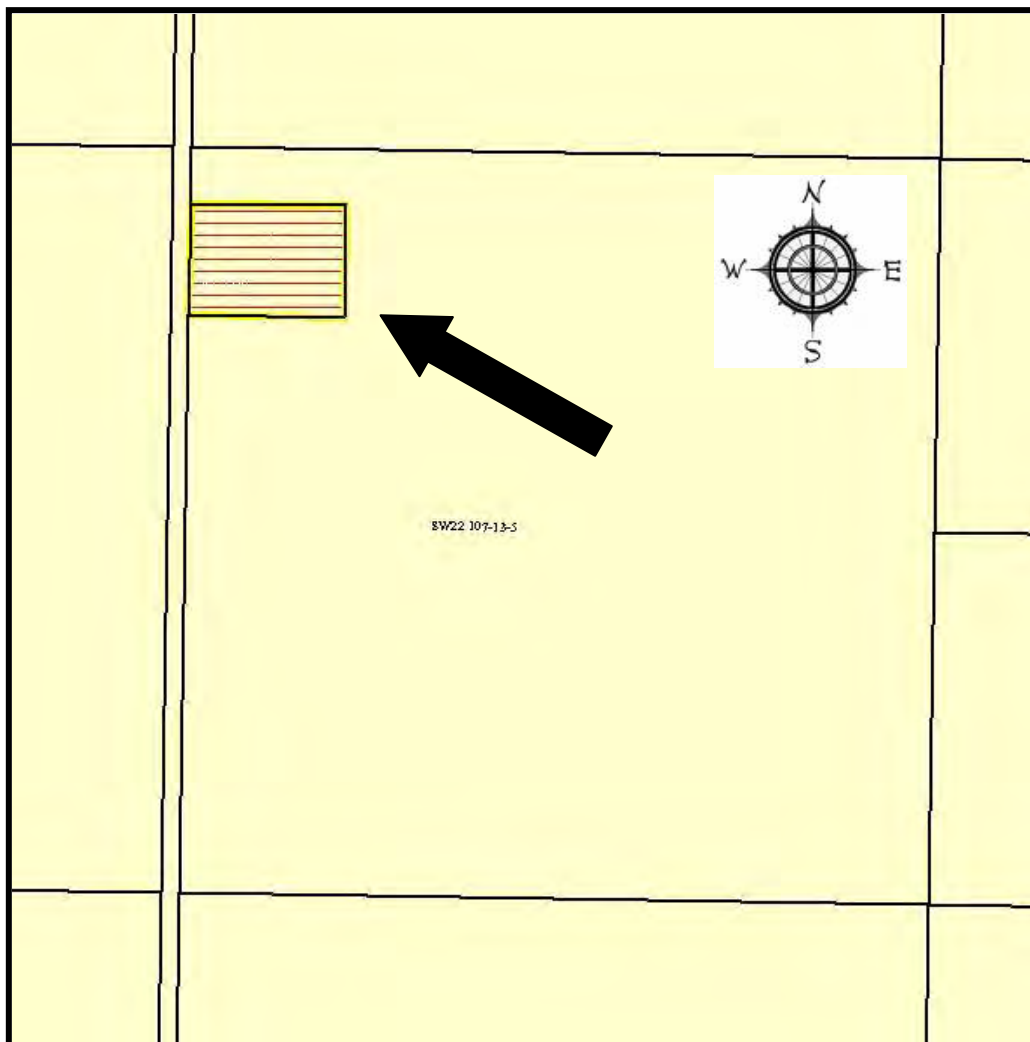
Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

BYLAW NO. 884-13

SCHEDULE "A"

1. That Subdivision Plan 922 1976, Block 1, Lot 1, located in Fort Vermilion Rural area, be cancelled in full and the lands shall revert back into SW 22-107-13-W5M from which it was taken.





Paid 400.00 Receipt # 154957, Jan 8/13

LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. _____

NAME OF APPLICANT William Goertzen		
ADDRESS Box 1082		
TOWN La Crete AB		
POSTAL CODE T0H 2H0	PHONE (RES.) 821-9454	BUS. 821-9454

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER Gerhard/William Goertzen		
ADDRESS Box 516		
TOWN Fort Vermilion		
POSTAL CODE T0H 1N0	PHONE (RES.) 927-3494	BUS. 927-3494

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

<input checked="" type="radio"/> QTR./LS. SW	SEC. 22	TWP. 107	RANGE 13	M. 5	OR	PLAN 9221976	BLK 1	LOT 1
--	---------	----------	----------	------	----	--------------	-------	-------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: subdivision for acreage TO: reverse/undo the acreage

REASONS SUPPORTING PROPOSED AMENDMENT:

There is no need for an acreage for us.
 We bought this 1/4 of land from the previous owner in 2009 as it was. Lately we heard from other land owners it can be (the acreage) changed back to just be a total 1/4. We, being farmers, know it'll be to our advantage and we hope to save money on taxes.



I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 400.00 RECEIPT NO. 154957

William Goertzen APPLICANT DATE Jan 12/13

NOTE: REGISTERED OWNER'S SIGNATURE REQUIRED IF DIFFERENT FROM APPLICANT.

[Signature] REGISTERED OWNER DATE Jan 12/13

Subdivision Application Map Lot Consolidation



Goertzen

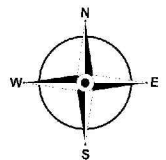
DISCLAIMER

Information on this map is provided solely for the user's information and, while thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.

The municipal district, its agents, employees or contractors will not be liable for any damages, direct or indirect, or lost profits or data arising out of use of information provided on this map.

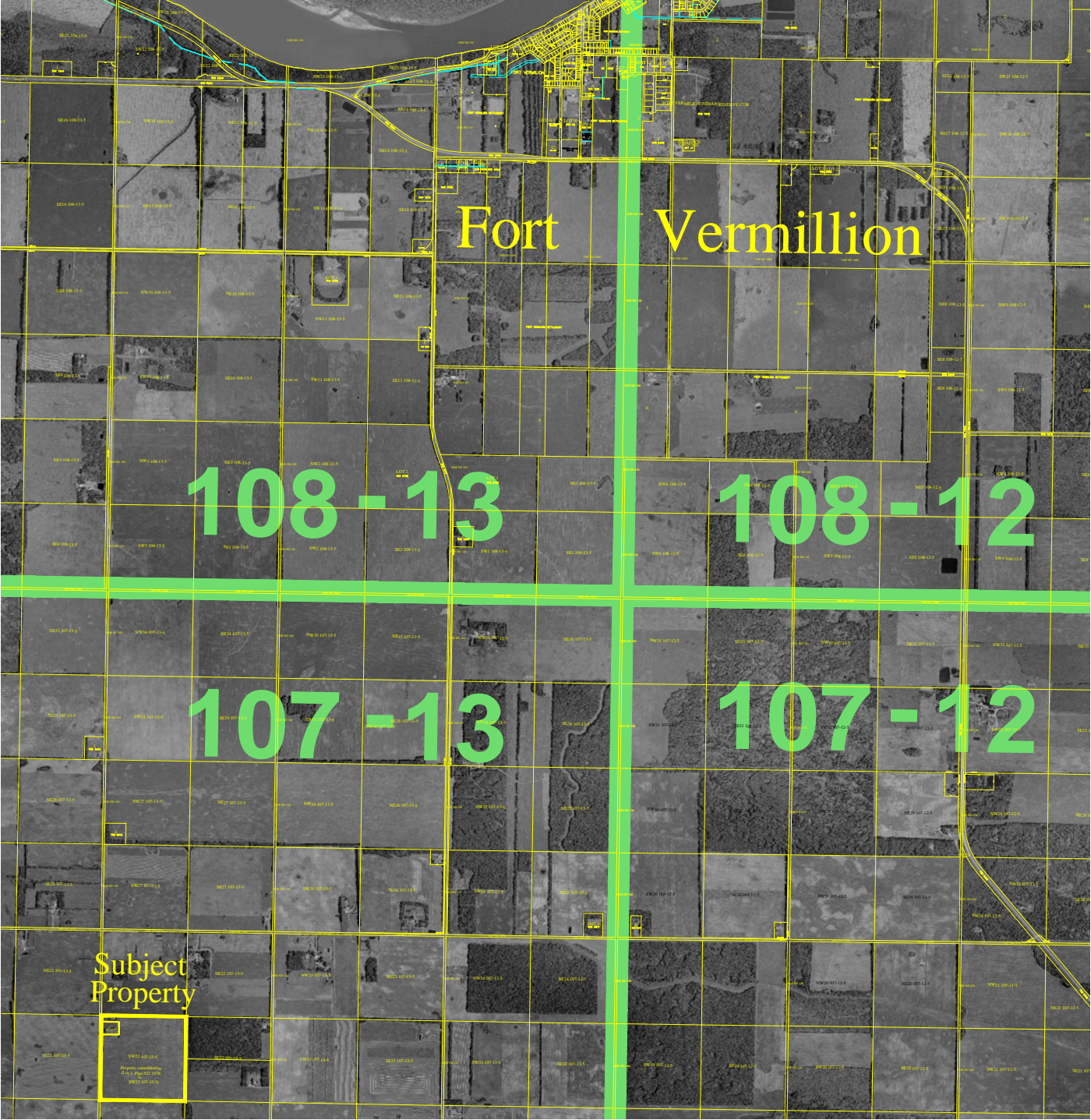


Mackenzie County



Not To Scale

Subject Property Map Lot Consolidation



Goertzen

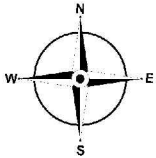
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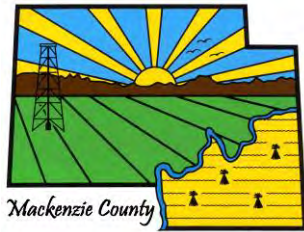
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Mackenzie County



Not To Scale



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	Wednesday, March 27, 2013 10:00 am
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	ESRD Mutual Aid Agreement

BACKGROUND / PROPOSAL:

The Mutual Aid Agreement between ESRD and Mackenzie County has been in effect for several years. In March of each year, the County and ESRD agree to meet to ensure the contents of this agreement are up to date. ESRD and the County discuss matters pertaining to administration, prevention and detection, presuppression, wildfire operations and training. Since the entire region of Mackenzie County is within the Forest Protection Area there are no specified zones. Roles for each party are specified by legislation, i.e.: ESRD is responsible for wildfire and the Municipality is responsible for structural and facility protection, this applies to the hamlets of Fort Vermilion, La Crete, and Zama City. If ESRD becomes aware of a structure or facility fire they will immediately notify the Municipality and if the Municipality becomes aware of a wildfire they will immediately notify ESRD. The subsequent are the proposed changes and/or additions:

pg.2 Municipal Aid Request Procedure (paragraph 3)

“...the Director of Community Services and Operations and to the Zama Supervisor if appropriate,”

pg.2 (paragraph 4-this sentence was added to the agreement)

“Any deployment exceeding 24 hours requires additional discussion between the Division and County.”

pg.3 Cost Recovery and Invoicing (point #4 was added)

“Services not covered under the *Forest Protection Payment Regulation* or Appendix D may be negotiated for individual incidents.”

Author: RP Reviewed by: _____ CAO _____

pg.3 Section B Prevention and Detection-Fire Permit Issuance

“...will be emailed to the CAO, the Director of Community Services & Operations and to the Fire Chiefs within 24 hours of permit issuance.”

pg. 7 Communications

“...which will be tested annually.”

pg.7

b) “ELECTRONIC COMMUNICATIONS: Electronic communications can or may be used for interoperability between the parties.”

pg. 17 Appendix D Estimated Rates

We updated the municipalities charge out rates

OPTIONS & BENEFITS:

Participation in a Mutual Aid Agreement with ESRD provides Mackenzie County and ESRD with an agreement of what information is to be shared and to whom will receive it. It also provides an agreement on the cost for the use of the other agencies resources during an emergency.

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

That the amended Mutual Aid agreement between ESRD and Mackenzie County be approved as presented.

Author: RP Reviewed by: _____ CAO _____

Annual Mutual Aid Fire Control Plan – 2013

This Mutual Aid Fire Control Plan is entered into by the Department of Environment and Sustainable Resource Development, Forestry and Emergency Response Division, Wildfire Management Branch, hereinafter called the Division, and **Mackenzie County**, hereinafter called the Municipality, under the Mutual Aid Fire Control Agreement between the Division and the Municipality dated **April 1, 2013**.

A. ADMINISTRATION

1. PURPOSE:

The purpose of this Annual Mutual Aid Fire Control Plan is to define operating procedures and responsibilities within the framework of the Mutual Aid Fire Control Agreement.

MUNICIPALITY:

Name: ***Mackenzie County***
Address: P.O. Box 640, Fort Vermilion, AB. T0H 1N0
Phone: (780) 927-3718
Fax: (780) 927-4266

DIVISION:

Name: **High Level Wildfire Management Area**
Address: Bag 900, High Level, AB. T0H 1Z0
Phone: (780) 926-3761
Fax: (780) 926-5446

2. MUTUAL AID ZONES:

Since the entire Mackenzie County is within the Forest Protection Area there are no specified zones. Roles for each party are specified by legislation, ie: the Division is responsible for wildfire and the Municipality is responsible for structural and facility protection, this is true even within the hamlets of Fort Vermilion, La Crete and Zama City.

If the Division becomes aware of a structure or facility fire they will immediately notify the Municipality, if the Municipality becomes aware of a wildfire they will immediately notify the Division.

The Municipality may respond to and take initial action on wildfires but must immediately notify the Division.

3. CONTACTS:

Names, addresses, and phone numbers of contact personnel for the Division and County are included in Appendix B – MOBILIZATION DIRECTORY.

4. MUTUAL AID REQUEST PROCEDURE:

Requests for mutual aid will be made by the following personnel:

Division

Wildfire Manager – *Doug Smith*
Wildfire Operations Officer – *Derrick Downey*
Wildfire Prevention Officer – *Michelle Shesterniak*
Area Duty Officer – As per Duty roster

Municipality

CAO - *Joulia Whittleton*
Director of Community Services and Operations – *Ron Pelensky*
Zama Supervisor – *Don Roberts*
Fire Chiefs – La Crete, Fort Vermilion and Tompkins – *Peter Wiebe*
Zama City – *Richard Hackett*

Although a request may be made verbally, such request must be followed up in writing on the Mutual Aid Request form (Appendix C). A request will be evaluated by the receiving agency based on available resources and ongoing priorities within their sphere of interest. Written requests to the County are to be emailed to the CAO, the **Director of Community Services and Operations and to the Zama Supervisor if appropriate**. Written requests to SRD are to be emailed to the High Level Fire Center. The mutual aid request will be acknowledged in writing on the Mutual Aid Request form.

Any deployment exceeding 24 hours requires additional discussion between the Division and County.

5. COST RECOVERY AND INVOICING:

All costs associated with mutual aid will be borne directly by the requesting agency or will be billed from the providing agency to the requesting agency as soon as time permits. Invoices for mutual aid must be accompanied by a copy of the Mutual Aid Request form.

All reimbursements made under the provisions of this Plan shall be in accordance with the Forest and Prairie Protection Act, Wildfire Management Branch policy, and the terms of the following:

1. This Plan incorporates by reference the Mutual Aid Fire Control Agreement between the Division and the Municipality.
2. Reimbursement to the Municipality shall be at the rates and terms established in the current printing of the *Forest Protection Payment Regulation* or at the rates included in Appendix D for specialized Municipal equipment.
3. Reimbursement to the Division shall be at the rates and terms established in the current printing of the *Forest Protection Payment Regulation* or at the rates included in Appendix D for specialized equipment.
4. Services not covered under the *Forest Protection Payment Regulation* or Appendix D may be negotiated for individual incidents.

6. MEETINGS:

The Division and the Municipality agree to participate in annual organizational meetings, in March of each year, to ensure that the contents of the Annual Mutual Aid Fire Control Plan are current and to discuss matters pertaining to administration, prevention and detection, presuppression, wildfire operations, and training.

B. PREVENTION AND DETECTION

1. FIRE PERMIT ISSUANCE:

The Division is responsible for issuing fire permits as required under the Forest and Prairie Protection Act (F&PPA) on all lands within the Forest Protection Area, including within the hamlets. During the fire season as designated by the Minister of Environment and Sustainable Resource Development, fire permits required under the F&PPA will be issued by qualified Forest Officers and the Fire Guardians from the Wildfire Management Area office. Fire permits within hamlets will only be issued with written approval from the County.

County Fire Chiefs may issue fire permits which are required by County By-law but not under the F&PPA. County By-law requires permits for cooking and warming fires as well as for any burning within a hamlet outside of fire season.

All fire permits issued by the Division within 2 miles of the established boundary of any hamlet will be emailed to the CAO, the Director of Community Services and Operations and to the Fire Chiefs within 24 hours of permit issuance.

2. FIRE CONTROL ORDERS:

Fire control orders will be requested by the Division, with input from the Municipality's Director of Community Services and Operations. The Division will take the lead role in advertisement and enforcement of the fire control order on lands within the Forest Protection Area.

3. COOPERATIVE PREVENTION OPPORTUNITIES:

The Municipality and the Division will develop a joint prevention advertisement to be run in the spring municipal newsletter on an annual basis. The Division will be responsible for providing the content of the advertisement and the Municipality will be responsible for printing and distribution of the newsletter.

4. COOPERATIVE DETECTION SHARING:

The Division will perform aerial detection during periods of high and extreme hazards on the Municipality:

The Municipality will provide ground detection through education of all Municipal staff on fire assessment and reporting procedures as outlined in this Annual Fire Control Plan.

All fires discovered by the Division within the Municipality's sphere of interest will be reported to the Fire Chief at **911**.

All fires discovered by the Municipality within the Division's sphere of interest will be reported to the Area Duty Officer at **(780) 926-6599 or 310-FIRE (3473)**.

5. PRESCRIBED BURNING:

The Division will be the lead agency for all prescribed burning on lands within the Forest Protection Area. Municipal Fire Departments will be included in these prescribed fires to assist with operations and to serve as a cross-training exercise.

The Municipality is the lead agency for all prescribed fires within the established boundaries of *the Hamlets of Fort Vermilion, La Crete and Zama City*. The Division will be included in these prescribed fires to assist with planning, operations, and to serve as a cross-training exercise.

6. WILDLAND/URBAN INTERFACE:

The Municipality agrees to address wildland/urban interface issues within the Municipality through the application of the seven disciplines of FireSmart:

1. Public Education
2. Legislation
3. Development
4. Vegetation Management
5. Emergency Planning
6. Interagency Cooperation
7. Cross Training

The Division agrees to assist the Municipality with wildland/urban interface issues through provision of resource materials and training on the wildland/urban interface disciplines and options to minimize hazards within the Municipality.

C. PRESUPPRESSION

1. COOPERATIVE PRESUPPRESSION ACTIVITIES:

The Division agrees to supply fire equipment to the Municipality on a short-term loan basis during periods of high or extreme hazard within the Municipality. The amount of equipment provided will be based on the request from the Municipality and the degree of hazard within the Forest Area at the time of the request. The Municipality agrees to return the equipment within 24 hours of notice from the Division.

The Division will provide a list of WFU crew contact names and numbers to the Municipality upon request. The Division will also assist the Municipality in obtaining WFU crews for wildfire suppression in the Municipality.

2. HAZARD AND RESOURCE INFORMATION SHARING:

The Division will provide the following information to the Municipality, upon request, when available during the fire season.

- Fire Weather Indices
- Weather forecast
- Pre-suppression resources

The information provided will be for the Forest Protection Area therefore, the Municipality must consider this when relying on the data provided. Weather forecast information for zones within the Forest Protection Area can be obtained at <http://srd.alberta.ca/Wildfire/FireWeather/Default.aspx> .

The Municipality will provide the following information to the Division upon request.

- Pre-suppression resources available

D. WILDFIRE OPERATIONS

1. PROVISION OF MANPOWER AND EQUIPMENT FOR MUTUAL AID:

The Division and the Municipality will provide mutual aid equipment and manpower as per the terms of this Plan and the Mutual Aid Request Form. This section describes the operational procedures for cooperative use of resources by both agencies during a wildfire, prescribed fire, or structural fire.

- a) When one agency requests assistance from another, the sending agency shall dispatch only personnel who meet or exceed the minimum requirements for qualification and certification by that agency.
- b) At the time of the request for assistance during a wildfire, the assisting agency shall endeavor to dispatch the nearest available resources to the incident.
- c) At the time of the request, each party shall assign a task force leader that supervises the activities of his/her agencies resources.
- d) It shall be policy for the requesting agency to release the assisting agency from emergency duties as soon as practicable and mutually desired.
- e) The Division will take charge of all wildland fires within the Forest Protection Area upon arrival. The Municipality will take charge of all structural fires upon arrival.
- f) The provision of firefighting services contemplated herein and provided by the Municipality and the Division as the case may be are solely and absolutely in the discretion of the respective agency and the said agency may, without rendering the agency liable for any claims, penalty, damage or losses whatsoever to the other party or to any third party, direct any of the following:
 - That there be no response whatsoever to the call for firefighting services by the respective agency regardless of the type of fire to be responded to; or
 - That there be dispatched in response to the call, resources as the respective agency may request; or
 - That there be dispatched in response to the call such lesser resources that, in the judgment of the respective Fire Chief or Forest Protection Officer, may be prudently available.

- g) Upon request the Division will provide a contact list of private manpower and equipment providers to the Municipality by April 1 of each year.
- h) If initial attack is done by an agency outside their area of jurisdiction, that agency will immediately attempt to gather and preserve evidence pertaining to the fire cause.
- i) The Division or the Municipality, as the case may be, shall indemnify and save harmless the party responding to a request for assistance from the other party from and against all losses, costs, damages, injury or expense to persons or property of every nature or kind whatsoever, arising out of, or in any way attributed to, the provision of emergency services contemplated hereunder, except where such loss, damage, injury or expense is caused by the negligence or willful act of any employee or agent of the party responding.
- j) The Division or the Municipality, as the case may be, shall indemnify and save harmless the party responding to a request for assistance from the other party, from damage or loss to its vehicles or equipment which is directly attributable to the provision of service contemplated hereunder, provided that there shall be no such indemnity if such loss or damage is the result of any negligent or willful act of an employee or agent of the party responding.

2. COMMUNICATIONS:

The mutual-aid response radio frequency will be **156.855** MHz, **which will be tested annually.**

- a) **RADIOS:** By the terms of this Agreement, each party agrees to permit the others to utilize radio frequencies for emergency purposes.
- b) ELECTRONIC COMMUNICATIONS:** **Electronic communications can or may be used for interoperability between the parties.**
- c) **TELEPHONES and CELL PHONES:** By the terms of this Agreement, each party agrees to keep their phone and cell phone numbers updated in the Mobilization Directory.

3. ESTABLISHED PROTOCOL FOR “TURN-OVER” OF RESPONSIBILITY:

As per the responsibilities outlined in Sections A.2 and D.1.d, the Municipality and Division agree to complete the “turn-over” of responsibility for fire suppression to the responsible agency as quickly and efficiently as possible.

Upon arrival at a fire, the commander for the responsible agency will meet with the present commander to obtain a briefing on present suppression tactics and to discuss a schedule for “turn-over” of responsibility. It is agreed that resources from the assisting agency will be released as soon as possible based on fire suppression success.

4. ESTABLISHED PROTOCOL FOR FORMATION OF JOINT COMMAND

As per the responsibilities outlined in Sections A.2 and D.1.e, the Municipality and Division agree to form joint incident command in accordance with the provisions of Incident Command System.

E. TRAINING

The Division and the Municipality agree to exchange training opportunities, including trainers, trainees, and materials. All local training that is multi-agency in nature and sponsored by one of the parties will be coordinated and made available to the other party.

Formalized training may be sponsored by the Division upon review by the Forestry Manager.

1. CERTIFICATION TRAINING OPPORTUNITIES.

Upon request the Division will sponsor and conduct a two-day wildfire suppression training course for members of the Municipal Fire Department.

A complete schedule of wildfire training courses offered at the Hinton Training Centre is available at <http://www.srd.alberta.ca/AboutSRD/Training/HintonTrainingCentre.aspx>

2. INFORMAL TRAINING OPPORTUNITIES.

The Division will assist the Municipal Fire Department in their spring hazard reduction burns and provide personnel to complete on-site field training.

The Division will provide a one-day wildland/urban interface land use planning workshop for Municipal administration and elected officials if requested.

3. JOINT MOCK-DISASTER EXERCISES.

The Division and the Municipality may develop and implement a mock wildfire response exercise to help fire managers identify strengths and weaknesses in the present agreements, to act as a cross-training exercise for Municipal and wildland firefighters, and to act as a public education tool for residents, Municipal and Provincial government administration, and elected officials.

4. ON THE JOB TRAINING OPPORTUNITIES.

The Municipality and the Division agree to provide training assistance as necessary while working on mutual aid fire suppression.

The Division agrees to provide fire permit field training to all new Municipal Fire Guardians.

F. EFFECTIVE DATES

This Annual Mutual Aid Fire Control Plan is in effect from April 1, 2013 to March 31, 2014.

IN WITNESS WHEREOF the parties hereunto have affixed their signatures and corporate seals on the day and year first written.

Wildfire Manager

Date: _____

CAO

Date: _____

APPENDIX A – MUTUAL ASSISTANCE ZONE MAPS

APPENDIX B – MOBILIZATION DIRECTORY

Division:

ESRD Area – *High Level Wildfire Management Area*

Address Bag 900
Town High Level, AB
Code T0H 1Z0
Phone (780) 926-3761
Fax (780) 926-5446
Cell (780) 926-6599 (Duty Officer)
Email high.wfops@gov.ab.ca

Wildfire Manager – *Doug Smith*

Address Bag 900
Town High Level, AB.
Code T0H 1Z0
Phone (780) 926-5412
Fax (780) 926-5446
Cell (780) 926-6872
Email doug.smith@gov.ab.ca

Wildfire Operations Officer – *Derrick Downey*

Address Bag 900
Town High Level, AB.
Code T0H 1Z0
Phone (780) 926-5426
Fax (780) 926-5446
Cell (780) 841-7528
Email derrick.downey@gov.ab.ca

Wildfire Prevention Officer – *Michelle Shesterniak*

Address Bag 900
Town High Level, AB.
Code T0H 1Z0
Phone (780) 926-5432
Fax (780) 926-5446
Cell (780) 926-0032
Email michelle.shesterniak@gov.ab.ca

Municipality:

All Fire calls Phone: 911

Town	Fort Vermilion	La Crete	Zama City
Fire Chief	Peter Wiebe	Peter Wiebe	Richard Hackett
Phone			(780) 683-0009
Fax			
Cell	(780) 247-3110	(780) 247-3110	(780) 926-6399
Email	pwiebeb12@gmail.com	pwiebeb12@gmail.com	house1521@hotmail.com

CAO – Joulia Whittleton

Address: Box 640
Fort Vermilion, AB.
T0H 1N0
Phone: (780) 927-3718
Fax: (780) 927-4266
Cell: (780) 841-8343
Email: jwhittleton@mackenziecounty.com

Director of Community Services and Operations – Ron Pelensky

Address: Box 640
Fort Vermilion, AB.
T0H 1N0
Phone: (780)-927-3718
Fax: (780) 927-4266
Cell: (780) 841-3860
rpelensky@mackenziecounty.com

Zama Supervisor – Don Roberts

Address: Box 11
Zama City, AB.
T0H 4E0
Phone: (780) 683-2378
Fax: (780) 683-2045
Cell: (780) 841-5050
Email: droberts@mackenziecounty.com

AEMA Contact – Bryce Daly

Address: 3201-10320, 99 St.
Town: Grande Prairie, AB.
Code: T8V 6J4
Phone: (780) 538-5295
Fax: (780) 833-4326
Cell: (780) 876-2920
Email: Bryce.Daly@gov.ab.ca

APPENDIX C – MUTUAL AID REQUEST FORM

FROM: Name
 Municipality or ESRD Area
 Phone
 Fax

TO: Name
 Municipality or ESRD Area
 Phone
 Fax

SUBJECT: MUTUAL AID REQUEST _____
 LOCATION _____

As per the Mutual Aid Fire Control Agreement, mutual aid fire suppression is requested for the above fire.

The following resources are requested:

Manpower: _____

Airtankers: _____

Helicopters: _____

Equipment: _____

All costs associated with this mutual aid will be borne by the requesting agency as per the rates specified in the current Annual Mutual Aid Fire Control Plan.

Please respond to this request by _____ (time and date).

Signature _____

Position _____

Your request for mutual aid assistance is approved/not approved as per this request and the terms of the Mutual Aid Fire Control Agreement.

Signature _____

Position _____

Date and Time _____

APPENDIX D – ESTIMATED REIMBURSEMENT RATES 2012

Wildfire Management:

<i>Resource</i>	<i>Rate</i>
Airtanker Group: (includes AAO and aircraft)	
CV580	\$2,179.00 per hour plus fuel and retardant
CL215 with 201-204	\$3,276.00 per hour plus fuel and retardant
Air Tractors (AT802)	\$1,708.00 per hour plus fuel and retardant
L188	\$4,439.00 per hour plus fuel and retardant
Birddog Aircraft	
Turbo Commander 690	\$1,708.00 per hour plus fuel
Cessna Caravan C208	\$971.00 per hour plus fuel
Helicopters:	
Contract Rappel	\$1,322.00 per hour plus fuel
Casual	Government rate plus fuel
Contract Intermediate	\$1,364.00 to \$1,416.00 per hour plus fuel
Contract Medium	\$1,500.00 to \$1,999.00 per hour plus fuel
Manpower:*	
RAP Crew (7 man)	Cost Estimate \$21.51-\$23.50/hour/person
HAC Crew (4 or 8 man)	Cost Estimate \$21.51-\$22.68/hour/person
Emergency Firefighters	Cost Estimate \$13.37-\$16.11/hour/person
Firetack 1 Crew (8 man)	Cost Estimate \$25.74/hour/person
Air Attack Officer (contract)	Actual Cost Estimate \$900.00/day/person
Specialized Equipment:	
Helitorch	Government Rate
Compressed Air Foam Unit	Contract Rate

*Manpower will be billed at actual cost. Estimated rates above do not include overtime rates, accommodations or meals.

Municipality:

<i>Resource</i>	<i>Rate</i>
Manpower:	
Firefighter	\$50.00/hour/person
Specialized Equipment: (includes fuel)	
Command Unit	\$200.00/hr
Pumper Unit	\$400.00/hr
Tanker Unit	\$400.00/hr
Consumables (eg: foam)	Cost + 10%

*Manpower costs do not include accommodations or meals.

Mutual Aid Fire Control Agreement

This is an agreement, authorized by section 6(d) of the *Forest and Prairie Protection Act*, RSA 2000, c. F-19, to facilitate mutual aid fire control efforts between

Her Majesty the Queen in right of Alberta
as represented by the Minister of Environment and
Sustainable Resource Development

(the "Department")

and

Mackenzie County

(the "Municipality")

Collectively, the "Parties"

This Agreement is made in consideration of the exchange of promises between the Parties set out herein.

1. In this Agreement:
 - (1) "Act" means the *Forest and Prairie Protection Act*, RSA 2000, c. F-19, as amended from time to time.
 - (2) "Forest Protection Area" means that area or those areas designated as such pursuant to section 41(c) of the Act.
 - (3) "Plan" means the Annual Mutual Aid Fire Control Plan. The Plan forms a part of this Agreement. The current Plan that has been agreed to by the Parties is set out in Appendix "A" to this Agreement.
2. The Department will endeavour to prevent and control all wildfires, excluding structure fires, on those lands that lie within the boundaries of the Forest Protection Area.
3. The Municipality will endeavour to prevent and control:
 - (1) all structure fires within the boundaries of the Municipality; and
 - (2) all wildfires on those lands within the boundaries of the Municipality that are outside of the boundaries of the Forest Protection Area.

4. (1) Each Party has authorized the following persons as their respective representatives for the purpose of reviewing and updating the Plan in accordance with section 5:
 - (a) Until further notice, the Department's authorized representative is any person holding the position of Wildfire Prevention Officer or Wildfire Manager.
 - (b) Until further notice, the Municipality's authorized representative is any person holding the position of Chief Administrative Officer or designate.
- (2) Either Party may change their authorized representative by written notice to the other.
5. The Plan will be reviewed and updated on an annual basis by the authorized representatives of the Department and the Municipality.
6. The Department and the Municipality agree to make payments in accordance with the terms of the Plan for services rendered to the other under this Agreement.
7. This Agreement shall continue from year to year until terminated by either Party in accordance with section 8.
8. This Agreement shall continue in effect from year to year until terminated by either Party by giving three (3) months written notice to the other, except that during the period between April 1 and October 31 of each year, this Agreement may be terminated only by the mutual consent of both Parties.
9. This Agreement may be amended by the Parties by agreement in writing.
10. The Municipality acknowledges this Agreement has been authorized by the council of the Municipality in accordance with s. 6(d) of the Act.

Agreed to by the Parties as indicated by the signatures of their duly authorized representatives.

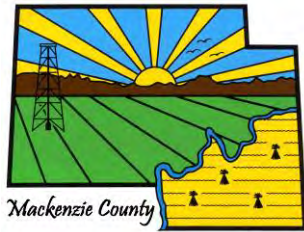
Date Signed

Her Majesty the Queen in right of Alberta as represented by the Minister of Environment and Sustainable Resource Development

Date Signed

Mackenzie County

Appendix A



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	John Klassen, Director of Environmental Services & Operations
Title:	PW039, Rural Road, Access Construction and Surface Water Management Policy

BACKGROUND / PROPOSAL:

One more step in the process of completing the recently created policy, PW039 Rural Road, Access Construction and Surface Water Management, is labeling and identifying Mackenzie County’s collector road system, which will form part of schedule “C” “Local Road Network”, therefore the first step in this process is to identify roads that need to be deemed as collector roads.

Administration created and presented to the Public Works Committee a map showing which roads were labeled collector roads as per “PW023 Road Specification Policy” and requested input pertaining to roads that should be added to the collector road classification.

At the February 25th Public Works Committee meeting the following motion was made;

MOTION 13-02-004

MOVED by Councillor Derksen

That a recommendation be taken to Council for the approval of the Mackenzie County collector road identification map as amended and have administration insert the map into PW 039.

Attached for Council perusal is a revised map identifying proposed collector roads within the County’s current road network.

Step two of this process will be to identify future collector roads which will service the newly sold Ag lands.

Author: John Klassen **Reviewed by:** _____ **CAO** YW

OPTIONS & BENEFITS:

Option 1:

To adopt the collector road identification map as presented.

Option 2:

To amend the collector road identification map and adopt as such.

One benefit of identifying the County’s collector roads is that it will provide a guideline for service levels and or upgrades of the said roads.

COSTS & SOURCE OF FUNDING:

NA

COMMUNICATION:

Once adopted this map will be shared at the upcoming public open house sessions pertaining to Policy PW039.

RECOMMENDED ACTION:

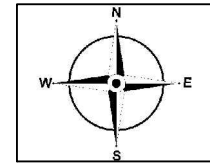
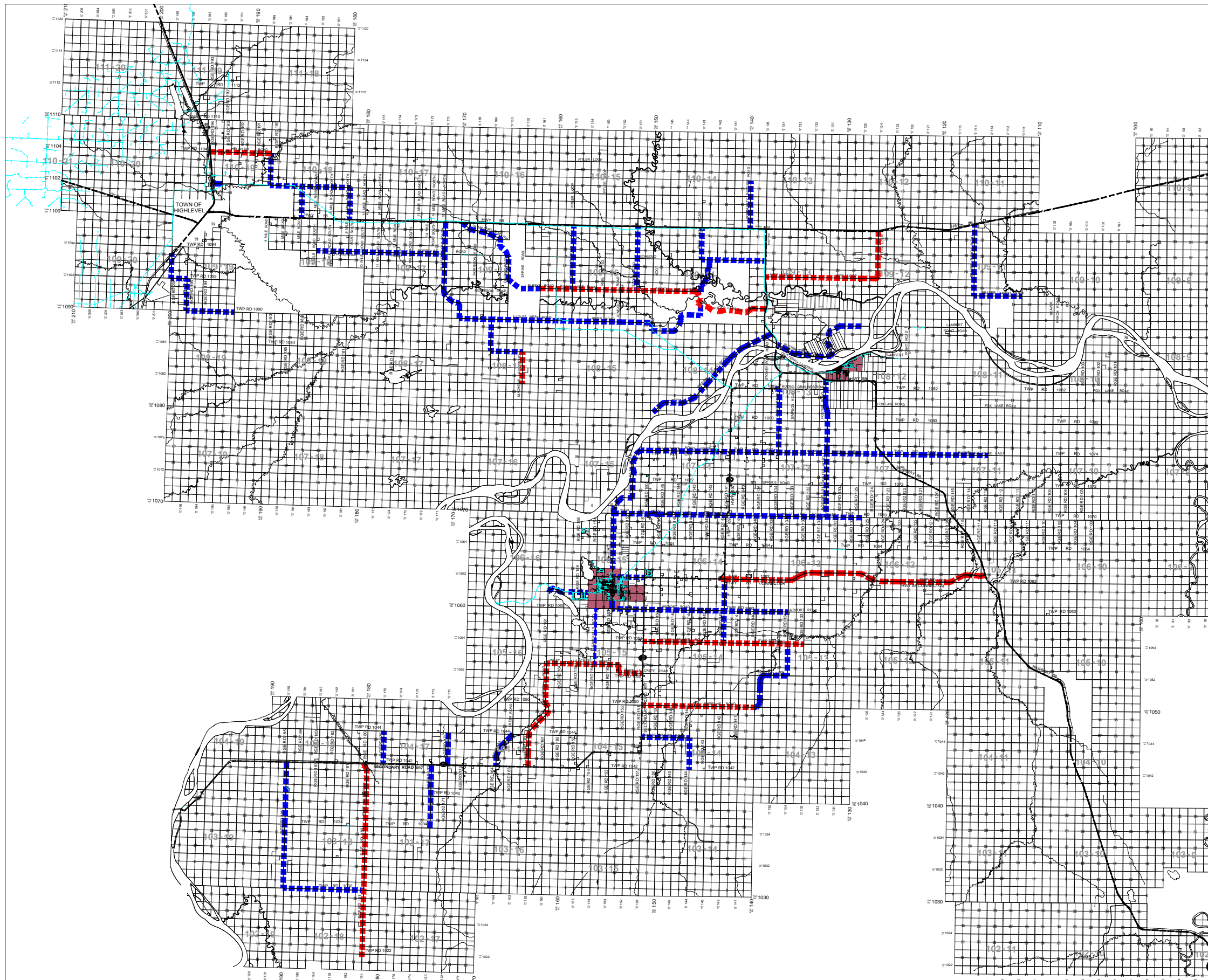
Motion 1:

That the collector road identification map be adopted as presented.

Motion 2:

That policy PW039 be amended to insert the collector road identification map under schedule “C” Local Road Network section.

Author: John Klassen Reviewed by: _____ CAO YW



Mackenzie County

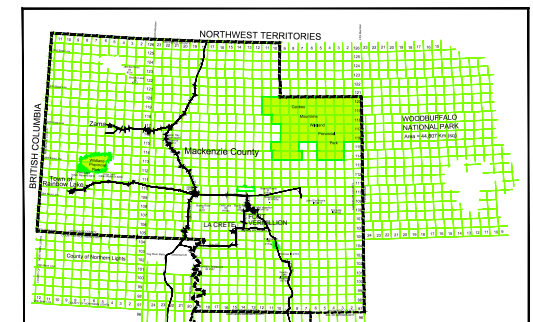
2013

Collector Roads



LEGEND

- ▬▬▬ Proposed Collector Road
- ▬▬▬ Collector Road As Per Policy PW023

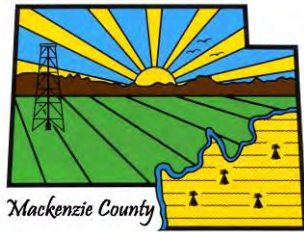


DISCLAIMER

Information on this map is provided solely for the user's information and, while thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied.

The County, its agents, employees or contractors will not be liable for any damages, direct or indirect, or lost profits or data arising out of use of information provided on this map.

Not To Scale



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	2013 Road Bans

BACKGROUND / PROPOSAL:

Road bans are applied to prevent heavy trucks from damaging the road infrastructure. Typically road bans are applied on paved surfaces in the spring when the road base is weak however they can be used to protect gravel roads.

In previous years the county has implemented the use of road bans however in 2012 no road bans were in effect. Road bans do affect industry as it restricts them from moving equipment and goods to projects and markets.

Road bans can be placed at different percentages to allow lighter loads to be transported and in addition to this they can be placed at certain times of the day (ie 11 am to 7pm) when there is no frost in the road.

The enforcement of Road bans are done by provincial highway commercial inspectors. Presently we have one officer in High Level and occasionally inspectors from Peace River that patrol this area.

In section 12 of the Highway act it provides exemptions to road bans. Some of these items are school bus, tractors, dairy vehicles and vehicles under 5000kg. The bread, mail, fertilizer, and heating fuel vehicles can travel at 90% of their weight. In addition to this vehicles carrying drinking water can carry 80% of their weight

Over the last few years and especially in 2012 the county has invested in road upgrading and paving projects on both Highway 88 connector and the Zama Access road. In addition to this a portion of these roads are still in the construction stage and may be more vulnerable to damages thus causing us to lose our investment and place us in a position for a claim with our construction contractor.

Author: Ron Pelensky **Reviewed by:** _____ **CAO** YW

OPTIONS & BENEFITS:

Option 1

That administration monitor the condition of Highway 88 Connector and Zama Access road and apply 75% road ban (without permit possibilities) when appropriate.

The benefit is the county would protect their infrastructure from damages caused by trucks transporting heavy loads.

Option 2

That council receive this report for information

The benefit of this option is it allows industry to continue to operate therefore providing continuous jobs and revenue to the area.

COSTS & SOURCE OF FUNDING:

If Road bans are implemented there would be some advertising costs which will be paid out of our operating budget.

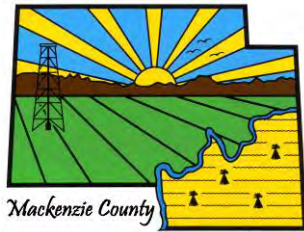
COMMUNICATION:

If road bans are implemented there would be road ban signs placed on the effected roads and adds advertised by radio, county's website and newspaper

RECOMMENDED ACTION:

That administration monitor the condition of Highway 88 Connector and Zama Access road and apply 75% road ban (without permit possibilities) when appropriate.

Author: Ron Pelensky Reviewed by: _____ CAO _____



MACKENZIE COUNTY REQUEST FOR DIRECTION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Byron Peters, Director of Planning & Development
Title:	Subdivisions per Quarter Section

BACKGROUND / PROPOSAL:

Recently the wording of Mackenzie County’s Land Use Bylaw Section 8.1 C. (a) i), that being the number of parcels allowed per quarter section, has come under discussion and debate.

(a) Density (maximum):

- i) RESIDENTIAL: Three (3) parcels per quarter section, river lot or original titled property with the balance of the quarter section, river lot or original titles property being one of the parcels.
- ii) All Other Uses: At the discretion of the Development Authority

It is felt that the wording of section i) does not clearly identify what a ‘parcel’ or ‘original title’ is.

This debate became known when the County received a subdivision application for two parcels out of a quarter section. The title for the land showed that it was not a whole quarter section as it was missing the lower southeast LSD (approximately 40 acres). Environment and Sustainable Resources (ESRD) retained this LSD due to a creek running through it. This portion retained by ESRD does not have a legal title.

The Planning Department has always handled a subdivision application according to the number of titles per quarter section; that being three residential titles per quarter section if zoned Agricultural District, before allowing additional parcels the land would have to be re-zoned.

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

In the case that came before the MPC, there is only one title for the quarter section, therefore, Administration felt that the applicant should be allowed his two additional parcels, bringing the number of titles to three. This subdivision application was tabled until clarification regarding the Land Use Bylaw was provided.

Administration provided multiple precedent examples to MPC and a legal opinion on the matter. After reviewing the information, the MPC felt confident issuing approval for the subdivisions in question, and did issue approval at the March 14, 2013 MPC meeting. The precedent examples, including explanations, are attached.

The summary of the legal opinion stated, "In conclusion, we suggest that the reference to "original titled parcel" be removed as it is ambiguous. We further suggest that the County amend the LUB to ensure that Council's intentions with respect to density in Agricultural districts are clearly conveyed in the LUB and cannot be varied."

The MPC also made the following motion, "That the MPC recommendation to Council be that the Land Use Bylaw be amended to remove the 'original titled parcel' reference, and to provide clarity on the allowable density of residences in the Agricultural zoning district."

Here is the recommendation by legal on how to resolve the ambiguity of section 8.1 C (a) i).

8.1 It is a fundamental use criteria of any of the above permitted or discretionary uses that the maximum density in the Agricultural "A" District shall be as follows:

- a) There shall be a maximum of three Lots subdivided out of:
 - a. a quarter section, or
 - b. a Parcel of Land equal to or greater than 160 acres.Each Lot subdivided shall have a maximum area as prescribed in (d) below.

- b) If the Parcel of Land:
 - a. is a river lot between 120 acres and 160 acres;
 - b. When originally granted by the Crown (pursuant to the *Land Titles Act* R.S.A. 2000, c. L-4 as amended) was between 120 and 160 acresthen there shall be a maximum of two Lots subdivided from it. Each Lot subdivided shall have a maximum area as prescribed in (d) below.

- c) If the Parcel of Land:
 - a. is a river lot of less than 120 acres;
 - b. when originally granted by the Crown (pursuant to the *Land Titles Act* R.S.A. 2000, c. L-4 as amended) was less than 120 acresthen no Lots may be subdivided from it.

Author: _____ Reviewed by: _____ CAO YW _____

- d) Each Lot subdivided shall have a maximum area of 10 acres. However, the maximum area may be increased to 12.5 acres only to accommodate the following factors:
 - a. existing out-building configuration;
 - b. shelterbelt configuration;
 - c. natural severance features (such as a water body, coulee or riverbank);
 - d. severance features due to a utility, pipeline, provincial or federal railway, provincial highway or municipal road.

- e) Parcels of land subdivided or approved by the subdivision authority as of **[insert date of enactment]* are considered conforming for the purposes of this Bylaw and the *Municipal Government Act* R.S.A. 2000 c. M-26, as amended.

- f) The subdivision authority reserves the discretion to grant or deny a subdivision requested (provided the subdivision is within the use criteria referenced); therefore, the subdivision authority may limit the size of the Lot subdivided to a size less than the maximum area reference. Likewise, the subdivision authority may reduce the number of Lots subdivided below the maximum number referenced above (or refuse a subdivision if within the maximum number referenced above).

OPTIONS & BENEFITS:

Administration feels that there is only one viable option, and that is to amend the Land Use Bylaw in order to remove ambiguity and to provide clear thresholds for the density of residences in the Agricultural zoning district. Clarifying the density issue ensures all applicants are treated equally, and removes potential liability from the County.

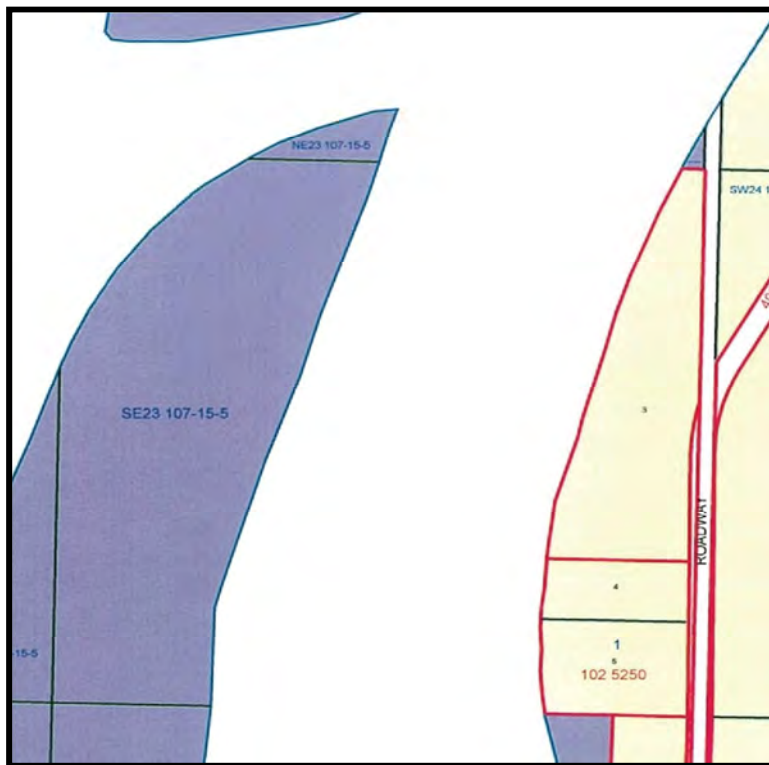
RECOMMENDED ACTION:

That administration drafts revisions to the Land Use Bylaw as discussed.

Author: _____ Reviewed by: _____ CAO YW _____

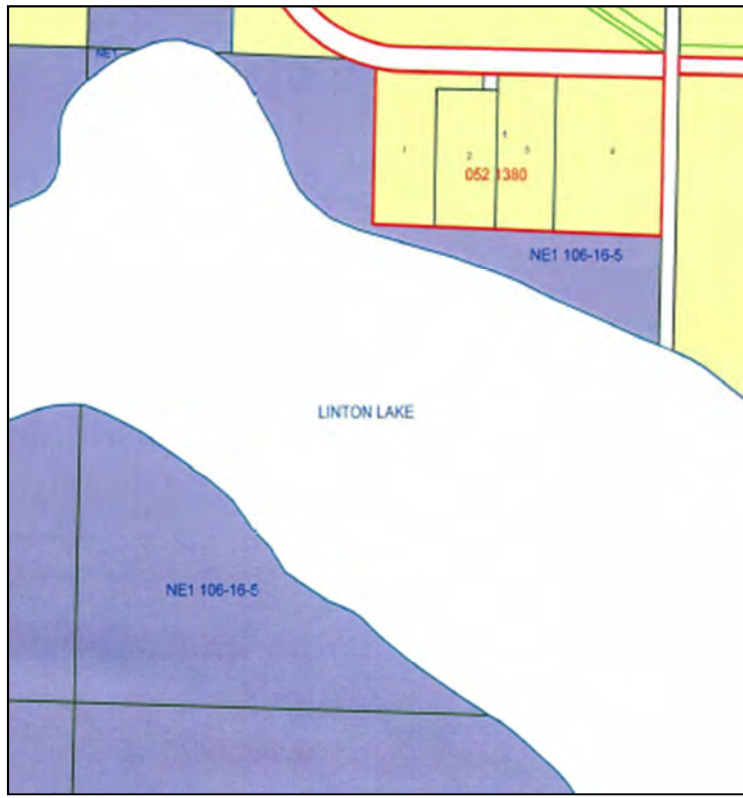
A review of previous subdivisions in the recent history was conducted by Administration to determine what precedent was followed. The following is a list of several quarter sections with multiple parcels removed from them, and a brief history of how they came about. The first one is a similar case, with part of the quarter still owned by ESRD.

1. SE 23-107-15-W5M



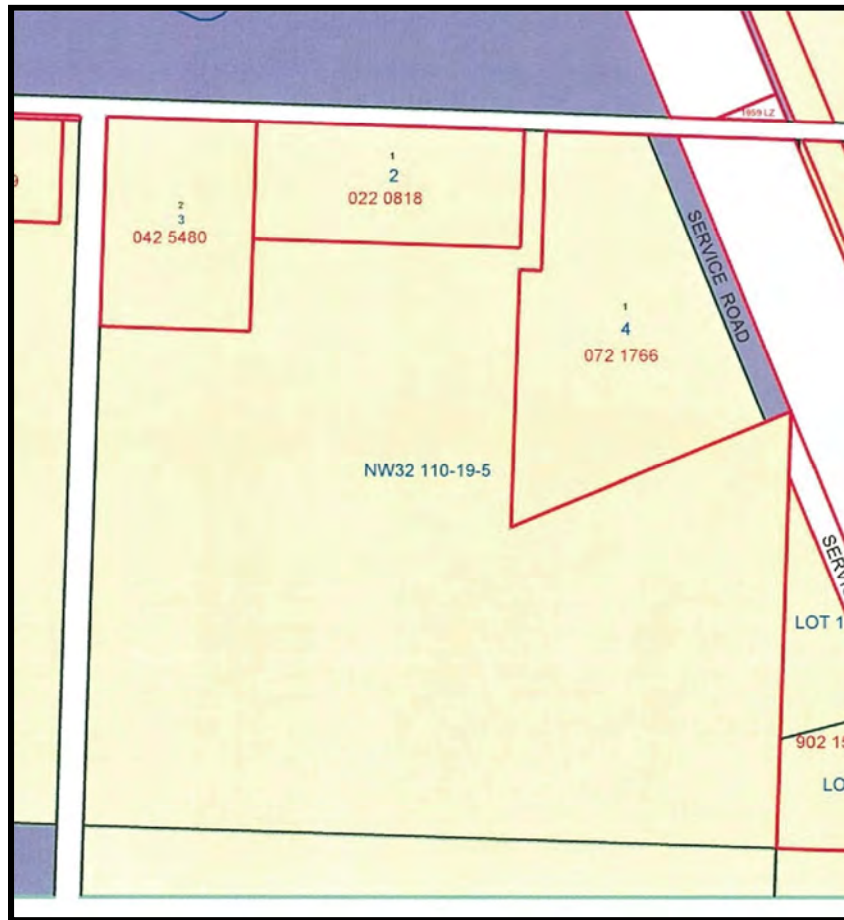
This parcel is an example of a quarter section that had only one title originally containing 24 acres. In 2010, an application was made to subdivide two pieces from the southern portion. The MPC approved this application as it met the LUB requirements of having only three titles/parcels per quarter section without rezoning. The majority of the quarter section is river or an island owned by ESRD. There is no title for the purple colored portion.

2. NE 1-106-16-W5M



This is another example of a quarter section that had a portion of it retained by ESRD. The larger lot in the far northeast corner is the remainder of the quarter section zoned as Agricultural. The other three lots were rezoned to Rural County Residential 3 "RC3" in 2004 in order to allow for the division of three additional parcels.

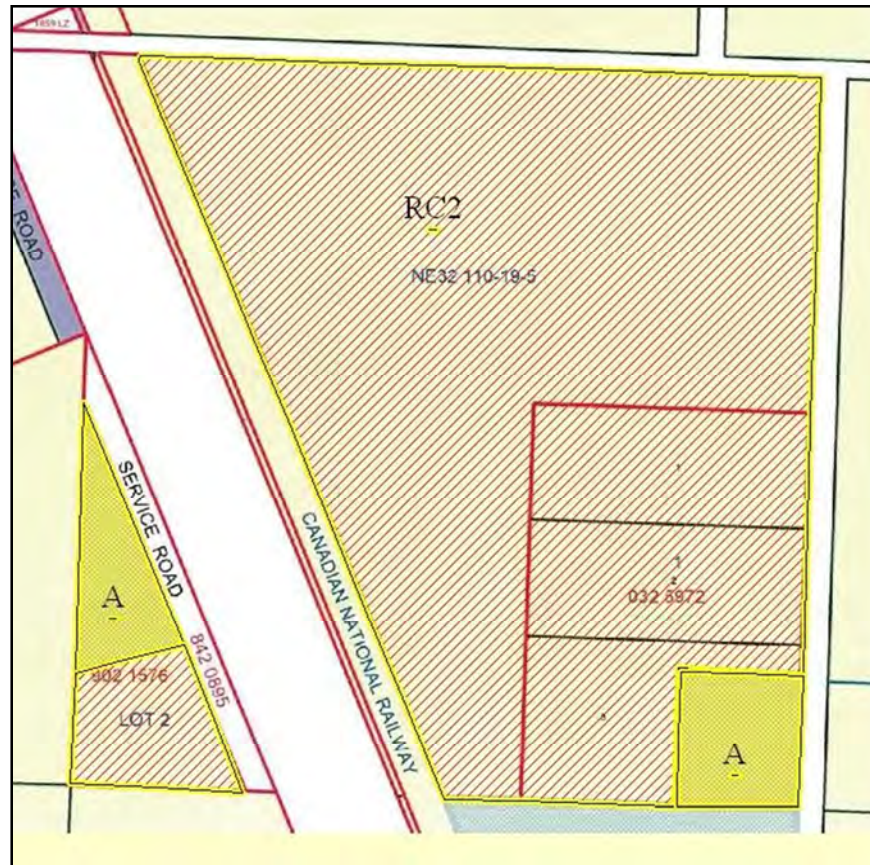
3. NW 32-110-19-W5M



NW 32-110-15-W5M has four titles to the quarter.

The two on the top are residential; the middle one is zoned as Agricultural, the other was rezoned to CR-1 (Now RC2) in 2003. The third parcel on the right is zoned as Rural Industrial District "RM1" 1 (Now, Rural Industrial 1 "RI1") in 2002 to allow for the subdivision of an Commercial/Industrial type of Development.

4. NE 32-110-19-W5M

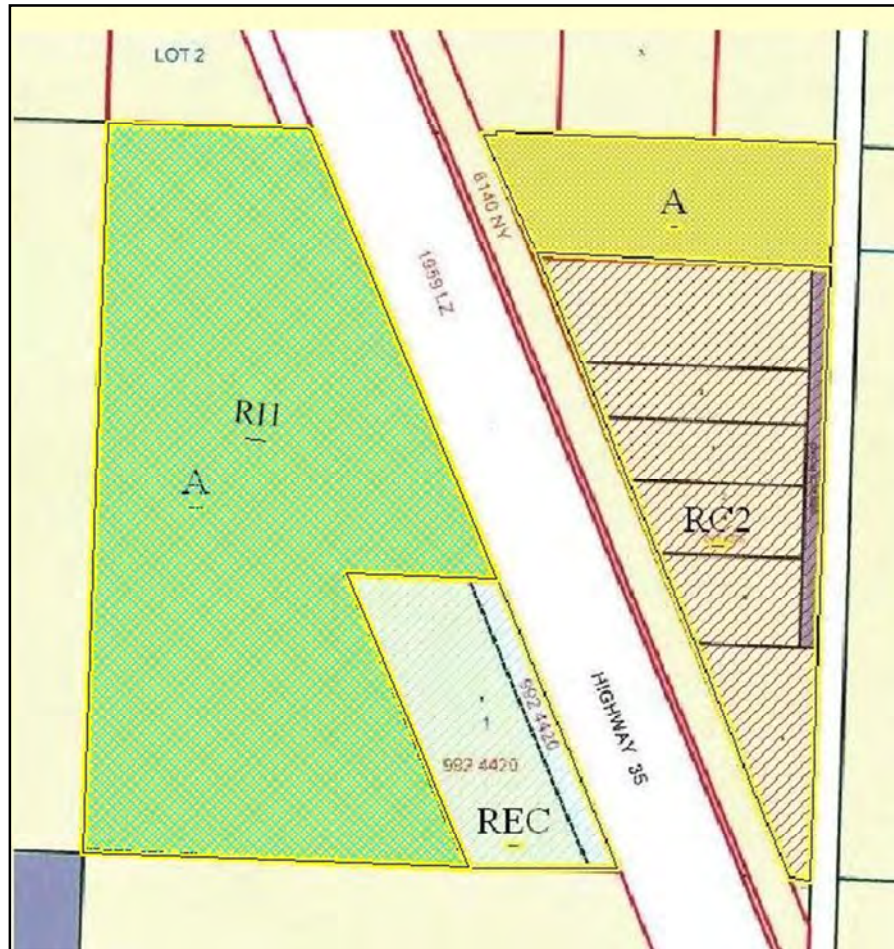


This quarter section has a total of seven titles from the quarter.

- 1994 the fragmented parcel on the west side of the highway was zoned to Country Residential District “CR-1” (Now RC2) to allow for the division of the piece, as the quarter section already had two titles zoned as Agricultural, one being the balance of the quarter and the other a C of T on the lower southern corner.
- In 2002, the east side the quarter section was zoned to Rural County “RC” (Now “RC2”) to allow for a multi lot subdivision.
- 2006 the north parcel on the fragmented piece was rezoned back to Agricultural district to accommodate a Greenhouse operation. This was allowed as at that time there was only one Agricultural subdivision taken from the quarter. And the maximum of two were allowed.
- A few years later the applicant wished to subdivide his homestead from the remainder of the quarter section. The applicant requested

that it be rezoned back to Agricultural District (even though two A1 subdivisions already existed), as the size he was asking for did not meet the RC2 zoning. The matter was brought forth to Council for a decision and denied.

5. SE 32-110-19-W5M



This quarter section has a total of nine titles from the quarter.

- 6 are zoned as RC2
- 1 as Recreational "REC" this one was Agricultural up until the year 2000
- 1 as Agricultural
- 1 as Rural Industrial

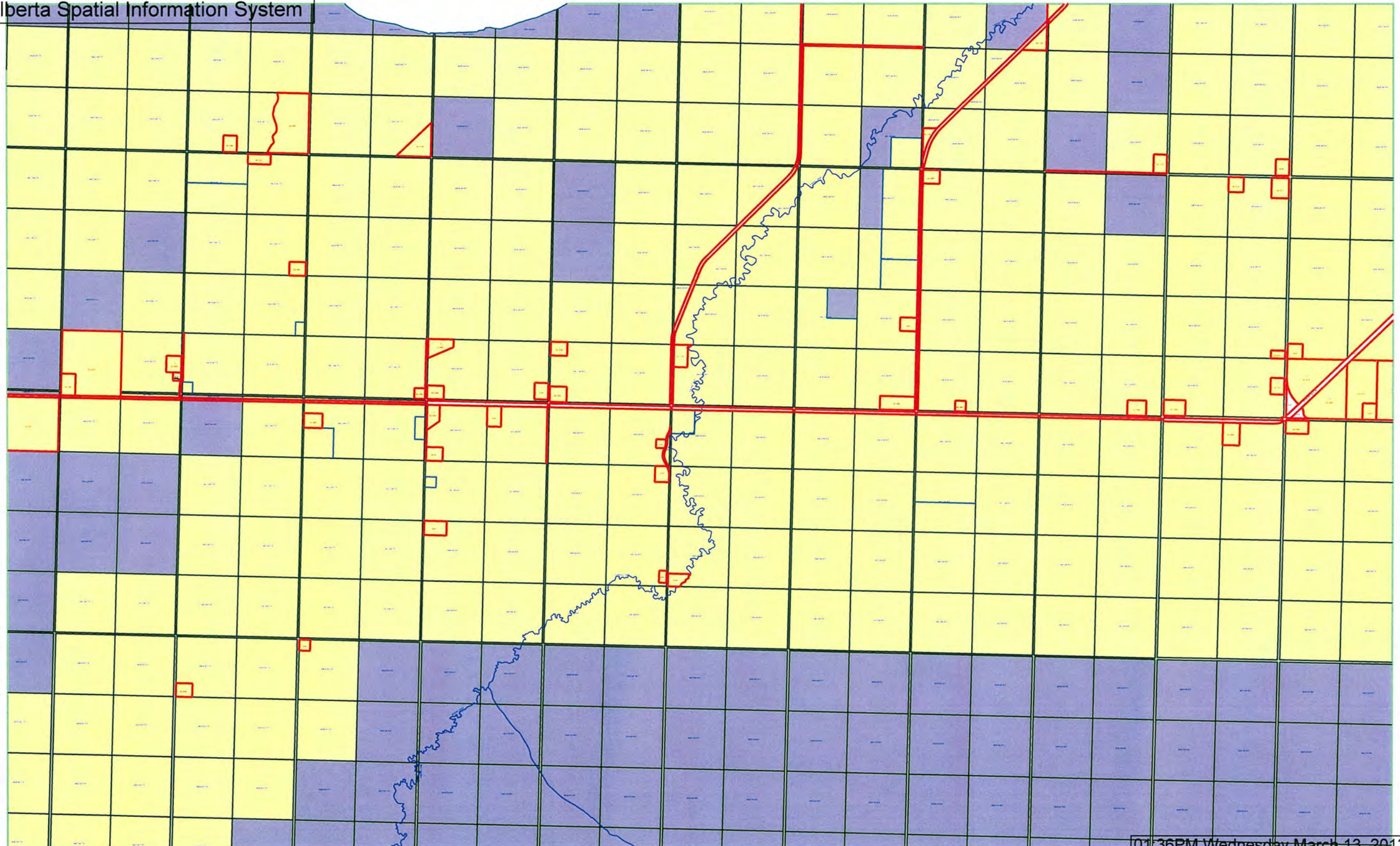
6. SE 3-107-15-W5M

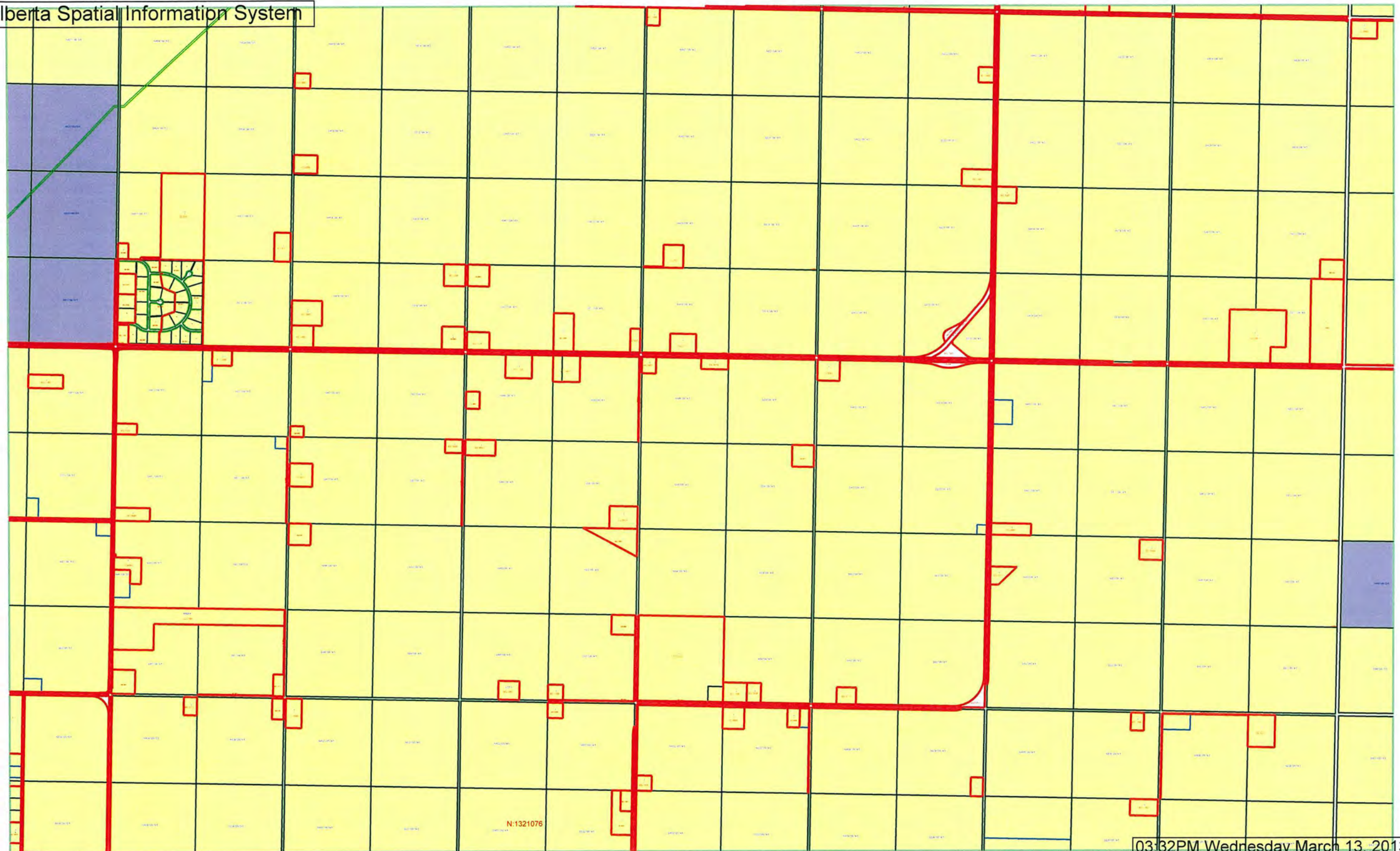


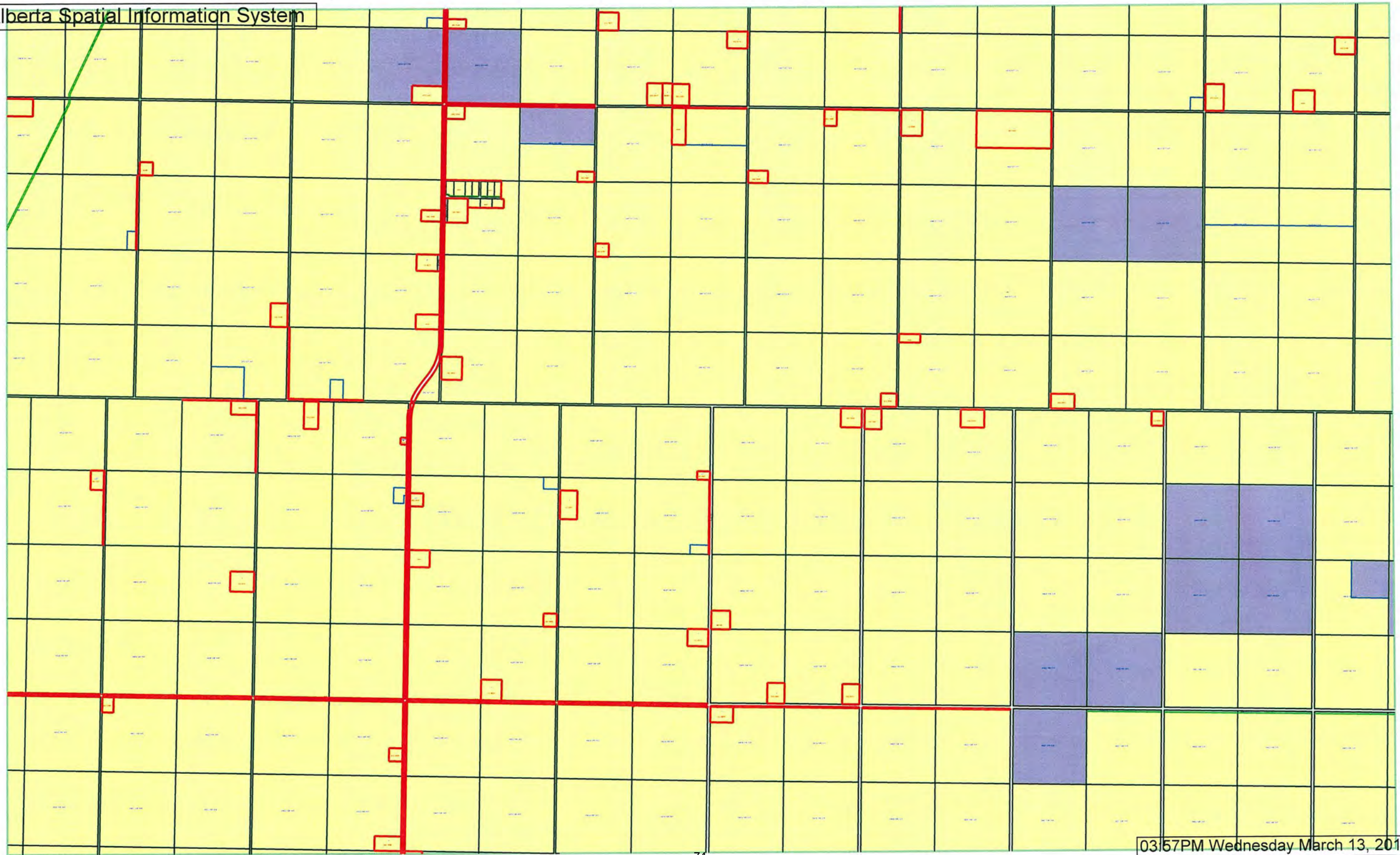
This quarter section has what looks like three parcels, but is actually only two titles. The west side is one complete fragmented piece. This quarter could be subdivided once more without rezoning.

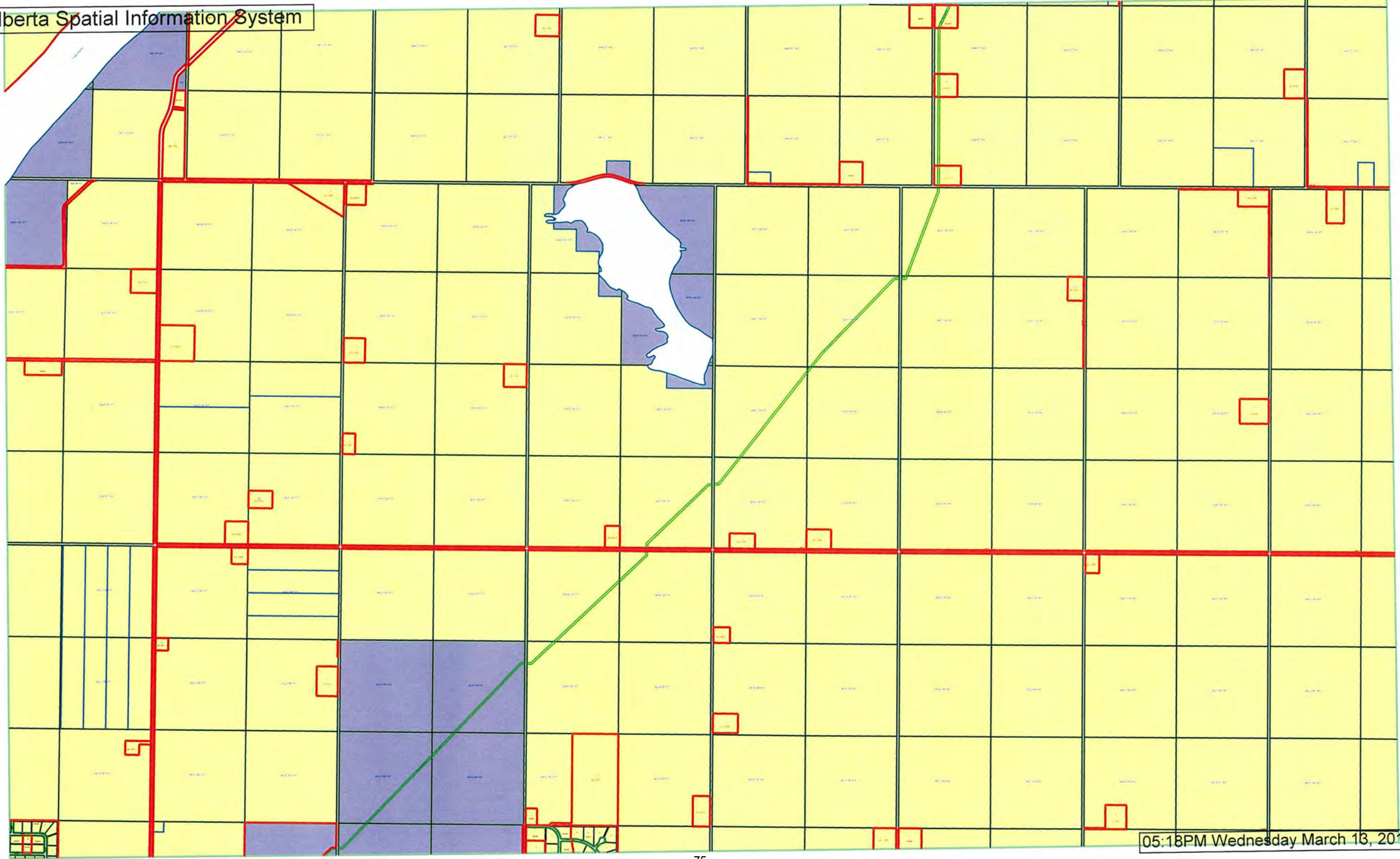
Prior to the mid 90's there are a few quarter sections that have more than three titles per quarter and zoned as agricultural i.e. 40 ac splits. However, after the mid 90's, no 40 ac splits have been allowed by the County, to the knowledge of the Planning Department, and an overview of large sections of the municipality shows that there are very few quarter sections that have more than three parcels per quarter. (See large maps). Those that do were rezoned prior to allowing multiple acreages. Nor are there many quarter sections that had a piece of land retained by ESRD as well as having the remainder of the quarter section further subdivided.

It's only been since the recent land sales by ESRD that many of the quarter sections were sold as partial pieces. Land owners are now inquiring about dividing these partial quarter sections into smaller pieces.











MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Byron Peters, Director of Planning & Development
Title:	Uniform QMP

BACKGROUND / PROPOSAL:

Mackenzie County is an accredited municipality in multiple safety disciplines. During the County's initial accreditation in late nineties, multiple Quality Management Plans (per discipline) were established and approved by Alberta Safety Codes Council.

Alberta Safety Codes Council has drafted and made available to all accredited municipalities a template of a Uniform Quality Management Plan (QMP). The advantage of QMP is uniformity of safety codes procedures for all accredited municipalities.

OPTIONS & BENEFITS:

County provides safety codes services via a contract with Superior Safety. At the time of the new contract preparation, Superior Safety agreed to provide services as per the Uniformed QMP. Although it was not in place yet, the County had a full intent of implementing it as recommended by Alberta Safety Codes Council.

Administration was delaying presenting the Uniform QMP to Council due to our past uncertainty with the fire discipline. Since this was rectified recently, we feel confident that it is advisable for Council to approve the Uniform QMP.

Please review the attached draft document.

COSTS & SOURCE OF FUNDING:

N/A

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

COMMUNICATION:

County Facebook page, County Image, safety codes and fire department staff to communicate when inspections are needed for fire safety purposes.

RECOMMENDED ACTION:

That the Uniform Quality Management Plan for the safety codes disciplines be adopted as presented.

Author: _____ Reviewed by: _____ CAO _____

Mackenzie County

Uniform Quality Management Plan

Version: March 2013

Mackenzie County

Uniform Quality Management Plan

This Uniform Quality Management Plan that includes Schedule A – Scope and Administration, and Schedule B – Uniform Service Delivery Standards, has been accepted by the Administrator of Accreditation.

Administrator of Accreditation

Date



SAFETY CODES COUNCIL

UNIFORM QUALITY MANAGEMENT PLAN

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Schedule A

Scope and Administration

SCOPE OF ACCREDITATION

The Municipality will administer the Safety Codes Act (SCA) including all pursuant regulations applicable to the following indicated discipline(s), within the municipal jurisdiction:

Building

- All parts of the Alberta Building Code, or
- Only those parts of the Alberta Building Code pertaining to housing and small buildings being 3 storeys or less in height, having a building area of 600m² or less and used as major occupancies classified as Group C - residential, Group D - business and personal services, Group E - mercantile, or Group F2 and F3 - medium and low hazard industrial.

Electrical

- All parts of the Canadian Electrical Code and all parts of the Code for Electrical Installations at Oil and Gas Facilities, and/or
- All parts of the Alberta Electrical and Utility Code.

Plumbing

- All parts of the National Plumbing Code of Canada, applicable Alberta amendments and regulations, and Private Sewage Disposal System Regulation.

Gas

- All parts of the Natural Gas and Propane Installations Code and Propane Storage and Handling Code and applicable Alberta amendments and regulations, excluding natural and propane gas highway vehicle conversions.

Fire

Alberta Fire Code Administration: (one is mandatory)

- All parts of the Alberta Fire Code, or
- All parts of the Alberta Fire Code except for those requirements pertaining to the installation, alteration, and removal of storage tank systems for flammable liquids and combustible liquids regulated under the Alberta Fire Code (see details in Appendix E)

Fire Investigations: (mandatory)

Cause, origin, and circumstance determination.

Fire Prevention Programs: (optional)

- Public education.
- Fire pre-plans (see details in Appendix E)
- Other (list) education provided upon request

ADMINISTRATION OF THE MACKENZIE COUNTY UNIFORM QUALITY MANAGEMENT PLAN

Adherence to the Uniform Quality Management Plan

Mackenzie County herein referred to as “The Municipality” is responsible for the administration, effectiveness, and compliance with this Uniform Quality Management Plan (UQMP) that includes Schedule A – Scope and Administration and Schedule B - Uniform Service Delivery Standards.

The Municipality will provide services under Schedule B – Uniform Service Delivery Standards through their own staff or one or more accredited agencies. When providing services through an agency(s), the Municipality will contract with the agency(s) to provide services in accordance with Schedule B – Uniform Service Delivery Standards. The Municipality is responsible for monitoring the contracted agency’s compliance with Schedule B – Uniform Service Delivery Standards.

The Municipality recognizes that the Safety Codes Council (SCC) or its representative may review/audit for compliance to this UQMP and will give full cooperation to the SCC or its representative in business related to the administration of the SCA including the conduct of reviews/audits. The Municipality will implement the recommendations of the reviewer/auditor.

The Municipality will encourage and maintain an atmosphere that supports objective and unbiased decisions. All Safety Codes Officers (SCOs) working in the Municipality have the ability and opportunity to make decisions relative to compliance monitoring independently, without undue influence of management, appointed or elected officials.

The Municipality, in the event that it ceases to administer the SCA for any new thing, process, or activity under the SCA, retains responsibility for services provided under the SCA while accredited, including the administration and completion of services for permits issued.

The Municipality recognizes that failure to follow this UQMP may result in suspension or cancellation of the Municipality's accreditation.

Policy for Personnel Training

The Municipality will ensure that SCOs of the Municipality attend updating seminars required by the SCC to maintain current SCO certification.

Freedom of Information

The Canadian Charter of Rights and Freedoms applies to all activities undertaken in the administration of this Quality Management Plan. The Freedom of Information and Protection of Privacy Act applies to all information and records relating to, created, or collected under this UQMP.

Records Retention & Retrieval

The Municipality will retain the files of all projects including those where an accredited agency(s) was involved, for at least three (3) years or in accordance with the Municipality's record retention policy, whichever is greater. Such files will be available at the Municipality's office. Files where an accredited agency was involved are the property of the Municipality and will be returned to the Municipality within a reasonable time after completion of the services, or upon request.

Declaration Of Status

The SCOs, staff, officers, and accredited agency(s), whether employed, retained or otherwise engaged by the Municipality will not participate in any safety codes administration, inspection, or investigation of properties or fires where they may have pecuniary interest.

Annual Review

The Municipality will conduct an annual review of this UQMP program. At the conclusion of the internal review, the executive authority for the Municipality will provide to the SCC, a letter of conformance findings including successes, area for improvement, and the methodology to achieve improvement / correction.

Revisions

Revisions to this UQMP may only be made to the Scope and will only be made by the Chief Administrative Officer responsible for this UQMP. A Resolution from the Municipal Council will be included with a revision. The SCC must approve any change in the UQMP.

Revision Control System

The Municipality will ensure its SCOs have ongoing access to a copy of this UQMP and contracted accredited Agencies are provided with a copy of this UQMP and any amendments.

The Municipality will maintain a registry of the SCOs and Agency(s) that have been provided with a copy of this UQMP and amendments. The Municipality will immediately distribute copies of approved amendments to all registered holders of this UQMP.

Notices

Any correspondence in regards to this UQMP will be forwarded to:

Name of Chief Administrative Officer

E-mail address

Name of Municipality

Address of Municipality

Phone number of Municipality

Fax number of Municipality

Municipality Agreement

In accordance with Council Resolution # _____ of *March 27, 2013* the *Mackenzie County* hereby provides agreement and signature to this UQMP.

Signature of Chief Administrative Officer

Signature of Chief Elected Official

Name & title of Chief Administrative Officer

Name & title of Chief Elected Official

Uniform Service Delivery Standards

Section 1: Scope of Services

The Uniform Service Delivery Standards establishes responsibilities and minimum performance criteria for providing compliance monitoring services under the SCA including:

- code advice,
- permit issuance,
- plans examinations,
- site inspections,
- site investigations,
- alternative solutions/variances,
- orders,
- verification of compliance,
- identification and follow-up of deficiencies and unsafe conditions,
- collection and remittance of SCC fees,
- issuance of Permit Services Reports, and
- maintaining files and records.

Section 2: Performance

The Municipality will:

- perform the services in an effective and timely manner,
- endeavour to work co-operatively with the owner and/or the owner's representative(s) to achieve compliance with the SCA and applicable Regulation(s),
- perform the services with impartiality and integrity, and
- provide services in a professional and ethical manner.

Section 3: Personnel

The Municipality will:

- employ persons knowledgeable about the applicable codes, standards and regulations, relative to the services it provides,
- employ SCOs who are certified and designated at an appropriate level to provide compliance monitoring and investigations relative to service levels the Municipality provides, and
- maintain a registry of all SCOs they employ, their level(s) of Certification, and Designation of Powers.

Section 4: Quality Management Plan Training

The Municipality will:

- train its SCOs and other involved staff in the requirements of this UQMP, and
- maintain the training records on the employee's file.

Section 5: Records

The Municipality will maintain a file system for all the records associated with performing the services including:

- permit applications and permits,
- plans, specifications, and other related documents,
- plans review reports,
- inspection reports,
- investigation reports,
- verifications of compliance,
- Alternative Solutions / Variances,
- Orders,
- Permit Services Reports, and
- related correspondence and/or other relevant information.

Section 6: SCC Operating Fees

The Municipality will collect the SCC operating fee for each permit issued under authority of the SCA, and remit those fees to the SCC in the manner and form prescribed by the SCC.

Section 7: Orders

Will be issued and served in accordance with the SCA, the Administrative Items Regulation, and SCC policy. Orders will be in the format provided on the SCC web site: www.safetycodes.ab.ca. Upon compliance with an Order, a notice of compliance will be provided to the person(s) to whom the Order was served and to the SCC.

Section 8: Alternative Solutions / Variances

Will be issued in accordance with the SCA and SCC policy. An Alternative Solution / Variance will be in the format directed by the SCC (available on the SCC web site: www.safetycodes.ab.ca).

A SCO may issue an Alternative Solution / Variance from a code or referenced standard if the SCO is of the opinion that the Alternative Solution / Variance provides approximately equivalent or greater safety performance than that prescribed by the code or standard.

A request for Alternative Solution / Variance must be made in writing and include support documentation. A SCO will only make a decision respecting an Alternative Solution / Variance after having thoroughly researched the subject matter.

A copy of an Alternative Solution / Variance issued will be provided to the:

- owner,
- contractor if applicable,
- SCC, and
- the Municipality's file.

Section 9: Compliance Monitoring

General

The Municipality will monitor compliance through a program of permit issuance, plans examination (when applicable), site inspection, and follow-up inspections or verification of compliance; using appropriately certified and designated SCOs to provide compliance monitoring in accordance with the SCA and associated codes and standards.

Permits / Permissions

The Municipality will collect all information required by the SCC to be collected as part of each permit application.

Permit Applications

Permit Applications will include the following information:

- name of the issuing Municipality,
- permit discipline type,
- date of application,
- applicant's name, address, and phone number, and email,
- contractor's name, address, and phone number, and email (if known),
- owner's name, address, and phone number, and email,
- project location by legal description, civic address, and municipality,
- description of the work,
- state the use or proposed use of the premises,
- a Freedom of Information and Protection of Privacy Act (FOIPP) statement that meets the requirements of FOIPP as per the following example:

“The personal information provided as part of this application is collected under the Safety Codes Act and the Municipal Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The information is required and will be used for issuing permits, safety codes compliance verification and monitoring and property assessment purposes. The name of the permit holder and the nature of the permit is available to the public upon request. If you have any questions about the collection or use of the personal information provided, please contact the municipality.”

- any other information the SCO or permit issuer considers necessary.

Permits

Permits will include the following information:

- a permit number or other unique identifier that has been assigned by the permit issuer to the undertaking,
- the date on which the permit is issued,
- the name of the owner and the person to whom the permit has been issued,
- where the undertaking is to take place,
- a description of the undertaking or portion of the undertaking governed by the permit, and
- contain any other information that the permit issuer considers necessary
- issuer's name, signature, and designation number,.

Permit Conditions

A permit may contain terms and conditions that include but not limited to:

- permission be obtained from the SCO before occupancy or use of the construction, process or activity under the permit,
- the date on which the permit expires,
- a condition that causes the permit to expire,
- the period of time that the undertaking may be occupied, used or operated,
- setting the scope of the undertaking being permitted,
- setting the qualifications required of the person responsible for the undertaking and/or doing the work,
- an identification number or label to be affixed to the undertaking,
- requirement to obtain the approval of a safety codes officer before any part of the building or system is covered or concealed.

Site Inspections

An SCO will inspect:

- to determine if the use, occupancy, sites or work complies with the SCA and relevant codes and standards, permits, and conditions,
- within the time frames noted in the discipline specific sections of this UQMP,
- in a timely fashion (endeavour to inspect within 2 working days and will not exceed 5 working days, when contacted for a required inspection unless otherwise noted in this UQMP),
- at the stage(s) indicated in the discipline specific sections of this UQMP, and
- all work or occupancy(s) in place at the time of the inspection.

The Municipality may, at their discretion, extend the time frame for a required site inspection(s) by documenting in the file:

- the reason for the extension, and
- the new time frame or date for conducting the inspection(s).

Inspection Reports

A SCO will, for each inspection required by this UQMP, complete an inspection report noting:

- permit number and file number (if applicable),
- discipline,
- municipality name and date,
- owner name, address, phone number, and email,
- contractor name, address, phone number, and email,
- legal description, address (if applicable), and municipality,
- stage(s) of work being inspected,
- a description of the work in place at the time of inspection,
- all observed deficiencies (any condition where the work is incomplete, or does not comply with the SCA or an associated code or regulation and in the opinion of the SCO is not an unsafe condition),
- all observed unsafe conditions (any condition that, in the opinion of a SCO, could result in property loss, injury, or death, and is not a situation of imminent serious danger),
- all observed situations of imminent serious danger and the action taken by the SCO to remove or reduce the danger, and
- name, signature, and designation number of the SCO conducting the inspection.

The Municipality will, for each required inspection:

- provide copies of Inspection Reports to the permit applicant, contractor, and Municipality's file; and if requested to the owner, project consultant, architect, or consulting engineers, and

- follow-up on noted deficiencies or unsafe conditions through re-inspection(s) (or at the discretion of the SCO, a verification of compliance may be accepted in lieu of an on-site reinspection).

Verification of Compliance

A SCO may, at their discretion, accept a verification of compliance (reasonable assurance provided from a third party that work complies):

- as follow-up to deficiencies or unsafe conditions noted on a site inspection, or
- in lieu of a site inspection when permitted in this UQMP (eg. labelled mobile home siting, minor residential improvements).

An SCO, when accepting a verification of compliance, will document the information to the permit file including:

- identification of the document as a verification of compliance,
- permit number and discipline,
- name and title of the person who provided the verification of compliance and how it was provided (i.e. written assurance, verbal assurance, site visit by designate, etc.),
- date accepted by the SCO, and
- signature and designation number of the SCO.

No-Entry Policy

When a SCO is unable to gain entry to a site for a required inspection, the SCO will leave a notification on-site in a visible location, or forward notification to the Owner or permit applicant (as appropriate), advising of the inspection attempt and requesting that the Municipality be contacted to arrange for the site inspection.

If the Municipality does not receive a response within 30 days of notification, the Municipality will mail the Owner or permit applicant (as appropriate), a second notification requesting that the Municipality be contacted within 30 days to arrange for a site inspection.

If the Municipality is not contacted within 30 days of the second notification, the inspection stage may be considered a “no-entry” and counted as the required interim or final inspection.

Permit Services Report

The Municipality will issue a Permit Services Report:

- within 30 days of completing the compliance monitoring services as required in this UQMP (completion of compliance monitoring services means; after the final or only required inspection, after acceptance of a verification of compliance in lieu of an inspection when permitted, or after compliance with the no-entry policy with respect to the final or only required inspection),
- to the Owner (the Owner, for the purposes of this UQMP means, in order of preference; the Owner of the project at the time the permit was purchased, at the time the compliance monitoring services were provided, or at the time the Permit Services Report was issued).

The Municipality will not issue a Permit Services Report or close a file if there is an unsafe condition, until such time as the unsafe condition is corrected.

The Municipality will, for administrative purposes, consider the file closed when the Permit Services Report is issued, however:

- will reactivate the file if any further activity related to the permit is initiated within 30 days, and
- may reactivate the file at any time.

APPENDIX A: BUILDING DISCIPLINE

Building Permits

The Municipality will, **prior** to permit issuance:

- obtain two complete sets of construction documents as outlined in the Alberta Building Code (ABC),
- obtain any letters or schedules required to be provided by the ABC,
- conduct a preliminary review of the construction documents to determine if professional involvement is required or if there are any potentially significant code compliance issues, and
- obtain documents with the seal and signature of a registered architect and/or professional engineer(s), when required by the ABC.

Construction Document Review

The Municipality will, not more than 15 days after permit issuance:

- complete a review of the construction documents in accordance with the requirements of the ABC,
- prepare a Plans Review Report,
- provide the Plans Review Report to the permit applicant, contractor, and Municipality's file; and if requested, to the owner, project consultant, architect, or consulting engineers, and
- provide one set of construction documents to the permit applicant for retention and review at the project site, and retain one set on the Municipality's file.

Compliance Monitoring on Projects requiring Professional Involvement

The Municipality will collect and maintain on file, required schedules and/or a letter(s) of compliance from the professional architect or engineer when a part or parts of the building require a professional architect or engineer.

The Municipality will collect and maintain on file all schedules and letters of compliance required in accordance with the ABC when overall professional architect and/or engineer involvement is required for the work covered under a permit.

Building Site-Inspections

A SCO will conduct site inspections at the stages indicated in the following tables:

Site Inspection Stages for Part 9 Buildings Not Requiring Overall Professional Involvement

Type Of Project	Type of Building & Major Occupancy	Minimum # of Inspections	Inspection Stage (NOTE: inspect all work in place at time of inspection)
New Construction OR Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of more than \$20,000)	Single & Two Family Dwellings (Group C)	2	<ul style="list-style-type: none"> o complete foundation (prior to backfill) OR o solid or liquid fuelled appliance(s) & framing (prior to covering up with insulation and vapour barrier) OR o insulation and vapour barrier (prior to drywall) AND o final, including HVAC completion within 365 days of permit issuance
New Construction OR Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of more than \$20,000)	Multi-family Residential, Townhouses, Small Apartments (Group C)	2	<ul style="list-style-type: none"> o complete foundation (prior to backfill) OR o solid or liquid fuelled appliance(s) & framing (prior to covering up with insulation and vapour barrier) OR o insulation and vapour barrier (prior to drywall) AND o final, including fire alarm and HVAC completion (within 180 days of permit issuance)
New Construction OR Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of more than \$20,000)	Business & Personal Services, Mercantile, Med. & Low Hazard Industrial (Group D, E, F2, F3)	2	<ul style="list-style-type: none"> o complete foundation (prior to backfill) OR o HVAC rough-in OR o framing, structure (prior to insulation and vapour barrier) AND o final, including HVAC completion (within 180 days of permit issuance)
Alteration, addition, renovation, reconstruction, change of occupancy, (with a value of work of \$20,000 or less) OR Other types of permits not covered in this table.	All types of Part 9 Buildings (Group C, D, E, F2, F3)	1	<ul style="list-style-type: none"> o final (within 180 days of permit issuance)

Site Inspection Stages for Part 3 Buildings Not Requiring Overall Professional Involvement

Type Of Project	Major Occupancy	Minimum # of Inspections	Inspection Stages (NOTE: inspect all work in place at time of inspection)
New Construction OR Alteration, addition, renovation, reconstruction, change of occupancy (with a value of work more than \$20,000)	A, B, C, D, E, F	2	<ul style="list-style-type: none"> o *foundation OR o *framing, structure OR o *HVAC rough-in OR o *fire suppression systems OR o *fire alarm system OR o *HVAC completion OR o *interior partitioning AND o *final (within 365 days of permit issuance) <p>* NOTE: Any of these site inspections may be combined when it's reasonable to do so, and if site conditions permit.</p>
Alteration, addition, renovation, reconstruction, change of occupancy (with a value of work \$20,000 or less) OR Other types of permits not covered in this table	A, B, C, D, E, F	1	<ul style="list-style-type: none"> o final (within 365 days of permit issuance)

Site Inspection Stages, Part 9 or Part 3 Buildings Requiring Overall Professional Involvement

Type Of Project	Major Occupancy	Minimum # of Inspections	Inspection Stages (NOTE: inspect all work in place at time of inspection)
New Construction OR Alteration, addition, renovation, reconstruction, change of occupancy (value of work more than \$20,000)	A, B, C, D, E, F	2	<ul style="list-style-type: none"> o interim inspection at approximately the mid-term of the work AND o final (within 365 days of permit issuance)
Alteration, addition, renovation, reconstruction, change of occupancy (value of work \$20,000 or less) OR Other types of permit not covered in this table.	A, B, C, D, E, F	1	<ul style="list-style-type: none"> o final (within 180 days of permit issuance)

Site Inspection of labelled mobile home siting, and minor residential improvements including detached garages, decks, or basement renovations will consist of at least one site inspection within 120 days of permit issuance, or at the discretion of the SCO, consist of a completed Verification of Compliance.

Site Inspection of Part 10 buildings will consist of at least one on-site inspection at the final set-up stage within 120 days of permit issuance.

Site Inspection of Solid or Liquid Fuelled Heating Appliances (under separate permit) will consist of at least one on-site inspection, prior to covering, within 120 days of permit issuance.

Site Inspection of Mechanical, Heating, or Ventilation Systems (under separate permit) will consist of at least one on-site inspection at the completion stage, prior to covering, within 120 days of permit issuance.

Site Inspection for Demolition permits (under separate permit) will be at the discretion of the SCO responsible for permit issuance for single family dwellings and their accessory buildings, and will consist of at least one on-site inspection prior to demolition for all other buildings.

Site Inspection of Non-flammable Medical Gas Piping Systems will be at the discretion of the SCO responsible for permit issuance. The SCO will follow up all ABC deficiencies identified by the testing Agency, to ensure compliance.

APPENDIX B: ELECTRICAL DISCIPLINE

Electrical Permits

The Municipality will issue Electrical Permits.

Construction Document Review

A SCO may, as a condition of the permit, require the permit applicant to submit construction documents (including plans and specifications) describing the work for any proposed electrical installation.

Electrical Site-Inspections

A SCO will conduct site inspections at the stages indicated in the following table:

Site Inspections for Electrical Installations

Type of Project	Minimum # of Inspections	Inspection Stages (NOTE: inspect all work in place at time of inspection)
Public Institutions, Commercial, Industrial, Multi-Family Residential (with value of work over \$4000)	2	<ul style="list-style-type: none"> ○ rough-in inspection (prior to cover-up) AND ○ final inspection (within 365 days of permit issuance)
Public Institutions, Commercial, Industrial, Multi-Family Residential (with value of work \$4000 or less)	1	<ul style="list-style-type: none"> ○ final inspection (within 90 days of permit issuance)
Single Family Residential or Farm Buildings under a Contractor Permit (with value of work over \$500)	1	<ul style="list-style-type: none"> ○ completed rough-in inspection (prior to cover-up) OR ○ final inspection (within 180 days of permit issuance)
Single Family Residential or Farm Buildings under a Homeowner permit (with value of work over \$500)	2	<ul style="list-style-type: none"> ○ completed rough-in inspection (prior to cover-up) AND ○ final inspection (within 365 days of permit issuance)
Single Family Residential or Farm Buildings under a Contractor or Homeowner permit (with value of work \$500 or less)	1	<ul style="list-style-type: none"> ○ final inspection (within 90 days of permit issuance)
Skid Units, Relocatable Industrial Accommodation, Manufactured Housing, Oilfield Pump-jacks, Temporary Services	1	<ul style="list-style-type: none"> ○ final inspection (within 90 days of permit issuance), including all additional wiring for Relocatable Industrial Accommodation and Manufactured Housing
Annual Permit (for minor alterations/additions conducted on one site)	2	<ul style="list-style-type: none"> ○ mid-term inspection AND ○ final inspection (within 60 days of expiry of permit)

APPENDIX C: PLUMBING DISCIPLINE

Plumbing Permits

The Municipality will issue Plumbing permits.

Construction Document Review

A SCO may, as a condition of the permit, require the permit applicant to submit construction documents (including plans and specifications) describing the work for any proposed plumbing installation.

Plumbing Site-Inspections

A SCO will conduct site inspections at the stages indicated in the following table:

Site Inspections for Plumbing Installations

Installation Type	Minimum # of Inspections	Plumbing Installation Stage (NOTE: inspect all work in place at time of inspection)
Public Institutions, Commercial, Industrial, Multi-Family Residential (with more than 10 fixtures)	2	<ul style="list-style-type: none"> ○ rough-in below grade prior to covering OR ○ rough-in above grade prior to covering AND ○ final completion (within 365 days of permit issuance)
Public Institutions, Commercial, Industrial, Multi-Family Residential (with 10 fixtures or less)	1	<ul style="list-style-type: none"> ○ rough-in below grade prior to covering OR ○ rough-in above grade prior to covering OR ○ final completion (within 180 days of permit issuance)
Single Family Residential or Farm Buildings under a Contractor Permit (with more than 5 fixtures)	1	<ul style="list-style-type: none"> ○ completed rough-in below grade OR ○ completed rough-in above grade prior to covering (within 180 days of permit issuance)
Single Family Residential or Farm Buildings under a Homeowner permit (with more than 5 fixtures)	2	<ul style="list-style-type: none"> ○ completed rough-in below grade (prior to covering) AND ○ final completion (within 365 days of permit issuance)
Single Family Residential or Farm Building (with 5 fixtures or less)	1	<ul style="list-style-type: none"> ○ final completion (within 90 days of permit issuance)

Permits for Private Sewage Disposal Systems

The Municipality will issue permits for Private Sewage Disposal System installations.

Permit Issuance for Private Sewage Disposal Systems

The Municipality will, **prior** to permit issuance require the permit applicant to provide all relevant installation details including:

- a site plan,
- the expected volume of sewage per day,
- the criteria used to determine the expected volume of sewage per day,
- description and details of all sewage system treatment and effluent disposal component(s),
- details of the method(s) used to determine the soil effluent loading rate, including the results of the method(s) and who they were conducted by, and the depth to the water table if less than 2.4 m from ground surface,

and

- require a Plumbing Group B SCO to complete a review of the information for compliance with the requirements of the Private Sewage Disposal System regulations.

Private Sewage Disposal System Site Inspections

A Plumbing Group B SCO will:

- conduct a minimum of one site inspection during installation, or
- if unable to conduct the inspection during installation, note the reason on file and conduct a final inspection within 30 days of permit issuance.

APPENDIX D: GAS DISCIPLINE

Gas Permits

The Municipality will issue Gas Permits.

Construction Document Review

A SCO may, as a condition of the permit, require the permit applicant to submit construction documents (including plans and specifications) describing the work for any proposed gas installation.

Gas Site-Inspections

A SCO will conduct site inspections at the stages indicated in the following table:

Required Site Inspections for Gas Installations

Installation Type	Minimum # of Inspections	Gas Installation Stages (NOTE: inspect all work in place at time of inspection)
Public Institutions, Commercial, Industrial, Multi-Family Residential (more than 400,000 BTU)	2	<ul style="list-style-type: none"> ○ rough-in AND ○ final completion (within 365 days of permit issuance)
Public Institutions, Commercial, Industrial, Multi-Family Residential (400,000 BTU or less)	1	<ul style="list-style-type: none"> ○ rough-in OR ○ final completion (within 180 days of permit issuance)
Single Family Residential or Farm Buildings under a Contractor Permit	1	<ul style="list-style-type: none"> ○ final completion (within 180 days of permit issuance)
Single Family Residential or Farm Buildings under a Homeowner permit	1	<ul style="list-style-type: none"> ○ final completion (within 365 days of permit issuance)
Temporary Heat Installations (under separate permit)	1	<ul style="list-style-type: none"> ○ final inspection (within 90 days of permit issuance)

APPENDIX E: FIRE DISCIPLINE

General

The Municipality will provide Alberta Fire Code services that include but are not limited to:

- code advice including but not limited to:
 - new construction under the Alberta Fire Code,
 - building upgrade programs,
 - Fire Safety Plan, development and implementation,
 - storage of dangerous goods, and
 - tire storage,
- plans examinations including but not limited to:
 - new construction under the Alberta Fire Code,
 - building upgrade programs,
 - residential secondary suites, and
 - Fire Safety Plans with emphasis to addressing the risk to occupied residential buildings,
- permit / permission issuance,
 - fireworks purchase, possession, handling, and discharge, and
 - storage tank systems for flammable liquids and combustible liquids installation, alteration or removal if included in scope,
- compliance monitoring site inspections for,
 - construction addressed in the Alberta Fire Code,
 - Fire Safety Plan practices with emphasis to addressing the risk to occupied residential buildings,
 - post-occupancy of facilities identified in the following Fire Code Compliance Inspection chart, and
 - special or other activities addressed in the Alberta Fire Code or at the discretion of the Fire SCO,
- Occupant Load Certificates for,
 - assembly occupancies, and
 - other occupancies at the discretion of the SCO,
- Alternative Solutions / Variances issuance,
- Orders and their enforcement,
- Verification of Compliance,
- no-entry advisory,
- Permit Services Report,
- identification and follow-up of deficiencies and unsafe conditions,
- collection and remittance of SCC fees, and
- maintaining files and records.

Storage Tank Systems For Flammable Liquids and Combustible Liquids

The Municipality will:

- obtain two complete sets of construction documents signed and sealed by a Professional Engineer as outlined in the Alberta Fire Code,
- have a Fire SCO:
 - complete a review of the construction documents to assess compliance with the requirements of the Alberta Fire Code,
 - initial all pages of the construction documents,
 - date stamp and sign the documents,
 - complete a Plans Review Report,

- provide the Plans Review Report to the owner, contractor, and municipality's file, and if requested, to the project consultant or consulting engineer, and
- provide one set of construction documents to the permit applicant for retention and review at the project site, and retain one set for the municipalities file.

Fireworks

The Municipality will, prior to issuing permission:

- respecting the purchase, possession, handling, discharge, fire or set-off; obtain from the applicant written confirmation that the person:
 - will conduct activities in accordance with safe practices outlined in the Alberta Fire Code,
 - is of at least 18 years of age, and
- respecting sales, obtain from the owner of the retail business, written confirmation that the business:
 - holds a valid municipal business license or confirmation of ownership of the business when the municipality does not require business to hold such license,
 - employees handling fireworks for sale are of at least 18 years of age,
 - manufacturer's instructions are posted at the sales location and provided with each sale,
 - record of each sale is retained for examination by the Fire SCO, and
 - stores fireworks in conformance with Part 3 of the Alberta Fire Code.

Fire Code Compliance Inspections

For the purpose of ensuring compliance with the SCA, a SCO may, at the discretion of the SCO, carry out an inspection for any thing, process, or activity to which this Act applies. In addition, inspections will be conducted in accordance with the following schedule.

Activity / Project	Type of use, occupancy, sites, or work	Inspection Frequency Range (May be by occupancy or individual unit)
New construction	Storage Tank Systems for Flammable Liquids & Combustible Liquids	○ N/A
Alteration, addition, renovation, reconstruction, or removal	Storage Tank Systems for Flammable Liquids & Combustible Liquids	○ N/A
Fire Safety Plan implementation and practices	All new construction, alteration, addition, renovation, reconstruction, or removal	○ 1 site inspection where a risk to occupied residential building(s) has been identified
Compliance Inspections	Special Events or Sites	○ On request or complaint
	Group A, Division 1 Assembly	○ On request or complaint
	Group A, Division 2 Assembly	○ On request or complaint
	Group A, Division 3 Assembly	○ On request or complaint
	Group A, Division 4 Assembly	○ On request or complaint
	Group B, Division 1 Care or Detention	○ On request or complaint
	Group B, Division 2 Care or Detention	○ On request or complaint
	Group C Residential – 1 to 5 family	○ On request or complaint

	Group C Residential – 5 to 12 family	○ On request or complaint
	Group C Residential – 12 to 25 family	○ On request or complaint
	Group C Residential – 25 and more family	○ On request or complaint
	Group D	○ On request or complaint
	Group E	○ On request or complaint
	Group F, Division 1	○ On request or complaint
	Group F, Division 2	○ On request or complaint
	Group F, Division 3	○ On request or complaint

“On request or complaint” means the process as defined by municipal operational policy.

“Once every month” means a specific day is set which shall apply in each month for each occupancy or site to be inspected. An inspection conducted within 7 days of this set date is deemed to have met with the quantitative intent of this UQMP.

Fire Investigations

Investigations will be conducted by a Fire SCO to determine the cause, origin, and circumstance of every fire in which a person dies or suffers injury that requires professional medical attention or in which property is damaged or destroyed. The results of each investigation will be reported to the Fire Commissioner in accordance with the Administrative Items Regulation. A Fire SCO may arrange for any additional municipal, law enforcement, agency, or other resources as required to assist in an investigation including representatives from the Fire Commissioner's Office. In the event of a fire resulting in a death or where arson is suspected, the investigation will include immediate notification to the Alberta Fire Commissioner's Office.

Fire Investigations will include the following information:

- file number,
- location of fire,
- date of fire,
- date of investigation,
- building / property use,
- cause of fire,
- origin of fire,
- value of loss,
- name and designation number of SCO conducting the investigation,
- comments, and
- date of completion/sign off.

Fire Investigations will utilize the applicable forms/reports as provided on the SCC web site:

www.safetycodes.ab.ca.

Fire Prevention Programs

Fire prevention programs will include but are not limited to public awareness and consultative services orientated to assisting one or more of the following:

- individuals,
- business, and
- industry

in understanding and providing effective Fire Safety Plans.

The Municipality will support and provide one or more but is not limited to the following educational programs annually:

- school curriculum,
- minority focused programs,
- seniors programs,
- community education, and
- other programs such as but not limited to:
 - Risk Watch (an injury prevention program),
 - Getting to Know Fire (fire educator lesson plans),
 - Seniors Fire Safety Programs,
 - Juvenile Firesetter Intervention Program,
 - Fire Smart, and
 - Shelter-in-Place.

**APPENDIX F: List Of Administrative Forms Available On
The SCC Web Site:**
www.safetycodes.ab.ca

1. Order
2. Alternative Solution / Variance
3. Request for Alternative Solution / Specific Variance
4. Model Fire Safety Plan
5. Fire Investigation Reports (samples)
 - a. Voluntary Consent to Search and/or Seizure
 - b. To Obtain a Warrant to Enter a Private Dwelling Place to Conduct a Fire Investigation
 - c. Casualties
 - d. Witness Statement
 - e. Physical Evidence
 - f. Sketches
 - g. Structure Fires
 - h. Motor Vehicle Fires
 - i. Wildland Fires
 - j. All Fires
 - k. Incident Investigation Field Notes
 - l. Insurance Information
 - m. Release From Responsibility
 - n. Records / Documents
6. Application for Designation of Powers
7. Sample Permits (SCA & non-SCA)
8. Sample Permission forms

APPENDIX G: Permit Services Report (sample)

PERMIT SERVICES REPORT

Issued by: _____ on _____ to _____
(Municipality name) (date of issue) (Owner name)

Re:

Permit number: _____

Type of Permit: Building Electrical Plumbing Gas

Location:

Municipality: _____

Lot ____ Block ____ Plan _____ OR Part of ____ Sec ____ Twp ____ Rge ____ West of _____

Status:

Compliance monitoring services have been provided as required by the SCA, and codes, regulations and policies pursuant to the Act. It is the opinion of the issuer of this report that:

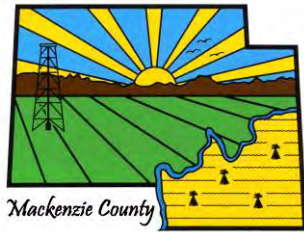
- work complies** with the intent of the SCA and applicable regulations.
- work may not comply** as
 - a Safety Codes Officer was unable to gain entry for the required site inspection(s)
 - the permit expired
 - the permit was cancelled
- deficiencies must be corrected** for the work to meet the intent of the SCA and applicable regulations (refer to attached list or inspection report). Please contact the Municipality within 30 days of this report if you wish to make arrangements to verify that deficiencies are corrected.

Yours truly,

Signature of Municipality Representative

cc: permit file

Note: This report remains on file as record of compliance or non-compliance with the provisions of the SCA, regulations, Codes, and standards. Pursuant to the SCA, the "Owner" is responsible for meeting the requirements of the Act.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Alison Kilpatrick, Director of Corporate Services
Title:	Donation to Fort Vermilion 225th Anniversary Celebration

BACKGROUND / PROPOSAL:

Fort Vermilion Recreation Board has addressed a letter to Mackenzie County Council and the CAO, requesting a donation of \$10,000 to assist with the costs of the hamlet's 225th Birthday Celebrations, scheduled to take place between March and June, 2013.

OPTIONS & BENEFITS:

The 225th Birthday Celebrations have the potential to engage the residents of Fort Vermilion and of Mackenzie County in a community based festival, and to raise the profile of the hamlet.

Council has the following options:

1. Deny the request;
2. Approve the request with funding coming from Grants to Other Organizations Reserve;
3. Defer the request to 2013 Budget review during April 9, 2013 council meeting.

COSTS & SOURCE OF FUNDING:

Potential sources of funding: 2013 operating budget (to be deliberated at April 9th meeting) or Grants to Other Organizations Reserve

Authors: A. Kilpatrick **Review Date:** Mar. 14, 2013 **CAO** YW

COMMUNICATION:

Cameron Cardinal, President, Fort Vermilion Recreation Board.

RECOMMENDED ACTION: (requires 2/3)

That a donation of \$_____ be approved, to assist the Fort Vermilion Recreation Board with the costs of the hamlet of Fort Vermilion's 225th Birthday Celebrations in 2013 with funding coming from Grants to Other Organizations Reserve.

Authors: A. Kilpatrick **Review Date:** Mar. 14, 2013 **CAO** YW

Mackenzie County Council
P.O Box 640
Ft. Vermilion, Alberta
T0H-1N0

March 12, 2013

Attn: Joulia Whittleton, CAO, & COUNCIL

The Fort Vermilion Recreation Board is a non-profit organization that has dedicated its efforts to offer the recreation facilities, programs and services, for the health and wellbeing of our community members in Hamlet of Fort Vermilion and surrounding area for over three decades. We feel that Collaboration and Partnerships with Mackenzie County is essential to our success in assisting us in maintaining a vibrant community for everyone to enjoy.

Founded in 1788 as a fur trading post ~Fort Vermilion was a vibrant and fur trade hub. 225 years later we are still vibrant, diverse and evolving, and we are historically the oldest Settlement in Alberta, and many of the descendant of the fur trade era still homestead and reside in the area today, and to that end we are rich in historical roots.

To celebrate the 225th Birthday of Ft. Vermilion, We Invite the County to come out and celebrate & support our efforts to make this special milestone memorable. As such, we are currently fundraising to help make this a success. Funds raised will go directly to cover costs for the 225th Birthday Celebrations scheduled starting March 2013 with the Winter Carnival, and ending with a main event in June 2013.

To honor the past 225 years we are requesting a \$10,000 donation from the county to make this celebration of events a success and enjoyment for all.

On behalf of the Board of Directors, I would like to say a Thank You in advance for your continued support and consideration of our requests, and look forward to hearing from you in the near future.



Cameron Cardinal

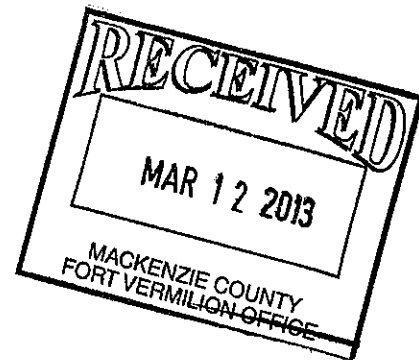
President

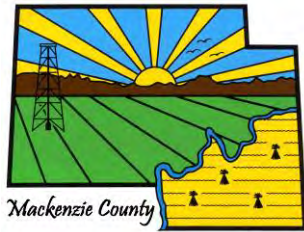
Fort Vermilion Recreation Board

Box 115, Fort Vermilion, Alberta

T0H-1Z0

P: 780-927-4222





MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Alison Kilpatrick, Director of Corporate Services
Title:	2013 Budget Review Date

BACKGROUND / PROPOSAL:

Under MGA, each council must approve their annual operating and capital budgets before establishing a tax rate bylaw.

OPTIONS & BENEFITS:

Council reviewed and approved 2013 Budget in December 2012 when the final assessments and requisitions were not known.

Administration recommends that Council establishes a date to review and discuss revised budgets and tax rates. We suggest April 11 or 12 as it will allow sufficient time for administration to prepare, and allowing time for drafting tax bylaw for the last council meeting in April.

COSTS & SOURCE OF FUNDING:

NA

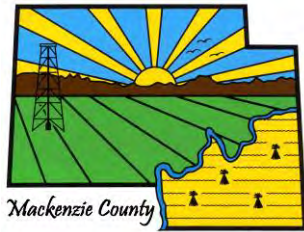
COMMUNICATION:

NA

RECOMMENDED ACTION:

That 2013 Budget review meeting be set for April _____ 2013.

Authors: _____ **Review Date:** _____ **CAO** _____ **YW** _____



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Bylaw 887-13, Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members

BACKGROUND / PROPOSAL:

Council established a bylaw to provide for honorariums and related expenses reimbursement for councillors and approved committee members.

OPTIONS & BENEFITS:

The existing Bylaw 877-12 outlines a signing authority process (see articles 13 and 14).

The Finance Committee is currently tasked with reviewing the council honorariums and expense claims. At their last meeting, the committee members made a recommendation that the bylaw be revised as follows:

*14. In the event that a discrepancy is noted on an expense or honorarium claim, Administration shall forward the claim to **Council the Finance Committee** for final decision.*

COSTS & SOURCE OF FUNDING:

Honorariums and expenses are included in the County's annual budgets.

COMMUNICATION:

The County's Annual Audited Financial Statement include annual honorariums paid to each Councillor.

Authors: YW **Review Date:** _____ **CAO** YW

RECOMMENDED ACTION:

Motion 1:

That first reading be given to Bylaw 887-13 being a bylaw to provide for honorariums and related expenses reimbursement for councillors and approved committee members.

Motion 2:

That second reading be given to Bylaw 887-13 being a bylaw to provide for honorariums and related expenses reimbursement for councillors and approved committee members.

Motion 3: (requires unanimous)

That consideration be given to proceed to third reading of Bylaw 887-13 being a bylaw to provide for honorariums and related expenses reimbursement for councillors and approved committee members.

Motion 4:

That third reading be given to Bylaw 887-13 being a bylaw to provide for honorariums and related expenses reimbursement for councillors and approved committee members.

Authors: _____ **Review Date:** _____ **CAO** **YW** _____

BYLAW NO. 877-12 887-13

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

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

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

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

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

HONORARIUMS

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

~~(a) Reeve \$900.00 per month~~

~~(b) Deputy Reeve \$750.00 per month~~

~~(c) Councillor \$600.00 per month~~

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

(a) Reeve \$1050.00 per month

(b) Deputy Reeve \$ 900.00 per month

(c) Councillor \$ 750.00 per month

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

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

TRANSPORTATION EXPENSES

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

REIMBURSEMENT FOR ACCOMMODATIONS AND MEALS

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

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

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

BENEFITS

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

SIGNING AUTHORITY

13. Administration shall have the authority to verify and sign the Reeve and Councillor expense claims and honorariums under the following conditions:
 - (a) Councillors have attended Council meetings in person or by teleconference.
 - (b) Workshops, conferences, conventions that have been approved by Council prior to submission of expense claim.
 - (c) Attendance at Committee meetings or Task Force meetings will be in accordance with the bylaws or Terms of Reference of that committee or task force.
14. In the event that a discrepancy is noted on an expense or honorarium claim, Administration shall forward the claim to **Council the Finance Committee** for final decision.
15. Council members will supply their expense claims and honorariums within 60 days after the incurrence of the expenditure. After this time, the expense claims will not be paid, unless there are special circumstances.
16. Council members will submit their December expense claim and honorarium by January 31 of the following year in order to expedite the closing of the year-end accounts.
17. No expenses other than those listed in this bylaw may be claimed.
18. This bylaw shall come into effect the day that it is passed and rescinds Bylaw **786-10 877-12** and all amendments made thereto.

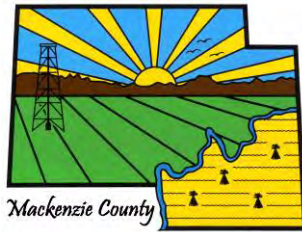
First Reading given on the day of , 2013.

Second Reading given on the day of , 2013.

Third Reading and Assent given on the day of , 2013.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Finance Committee – Terms of Reference

BACKGROUND / PROPOSAL:

Council has established a Finance Committee and Terms of Reference for this committee.

OPTIONS & BENEFITS:

Finance Committee recommends that Council amends the Term of Reference as follows:

14. Review Council monthly expenses and honorariums **and make decisions on any discretionary expenses.**

COSTS & SOURCE OF FUNDING:

Honorariums and expenses are included in the County's annual budgets.

COMMUNICATION:

The County's Annual Audited Financial Statement include annual honorariums paid to each Councillor.

RECOMMENDED ACTION:

That Finance Committee Terms of Reference be amended as presented.

Authors: YW **Review Date:** _____ **CAO** YW

Governance & Leadership

FINANCE COMMITTEE

Purpose:

To provide oversight over the municipality's financial matters.

Committee Structure:

The membership of the Committee will be comprised as follows:

- Reeve – Ex-officio (voting member)
- Four members of Council
- Chief Administrative Officer or designate
- Director of Corporate Services
- Others as required

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

Quorum:

Any three Councillors present at a meeting shall be considered a quorum. In order for the meeting to take place the Chief Administrative Officer or his/her designate must be present.

Term:

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

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

Authority:

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

Meeting Schedule:

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

General Responsibilities:

The Finance Committee shall be responsible for oversight of any matters involving finances and in particular:

Financial oversight duties:

1. Review financial reports as and if required.
2. Ensure that municipal investments are pursuant to Section 250 of the Municipal Government Act.
3. Initiate audits and bank proposals.
4. Review auditor's management letters and other audit related communications.

Advisory duties, provide recommendations to Council:

5. Review financial policies, reserve policies, and the format of monthly reports (operating and capital), and make recommendations to Council.
6. Review any Regional matters that may have financial implications, such as Regional Airports.
7. Explore/review and recommend options regarding sale and/or lease of the County owned lands (for example: airport lots/stalls)
8. Review fees and charges (including water, sewer, and garbage) payable by ratepayers under the various bylaws.
9. In general - provide recommendations to Council regarding the financial affairs and the financial management of the County, or as requested or required.

Delegated organizational duties:

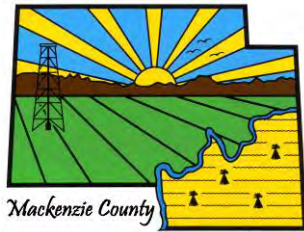
10. Be responsible for setting parameters and making recommendations to Council on the Union negotiations position.
11. Award and administer the Bursary Program.
12. Review and approve CAO's expense claims.
13. Review monthly MasterCard statements.
14. Review Council monthly expenses and honorariums and make decisions on any discretionary expenses.
15. Administer the use of the annually budgeted funds (if any) for the local recreational boards for emergent items.

Responsible for review of the following Bylaws/Documents:

- Fee Schedule Bylaw
- Financial Policies

Approved External Activities:

- Not Applicable



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	William Kostiw, Director of Infrastructure Development and Government Relations
Title:	Recovery Strategy for the Woodland Caribou in Canada (Species at Risk Act)

BACKGROUND / PROPOSAL:

Environment Canada completed a document titled Recovery Strategy for the Woodland Caribou in Canada in 2012. Prior to its release, the Alberta Government released a document titled Woodland Caribou Policy in Alberta.

OPTIONS & BENEFITS:

Please review the attached documents:

1. Woodland Caribou Policy in Alberta (2011)
2. Executive Summary, Recovery Feasibility Summary and Figure 3: Integrated risk assessment for boreal caribou ranges in Canada, reflecting the capacity of each range to maintain a self-sustaining local population of boreal caribou (*extracted from Recovery Strategy for the Woodland Caribou in Canada, 2012*)

Policy Implementation may have significant impact on economic development in our Region; therefore this subject is brought to Council's attention for discussion.

COSTS & SOURCE OF FUNDING:

NA

Authors: YW **Review Date:** _____ **CAO** YW

COMMUNICATION:

NA

RECOMMENDED ACTION:

For discussion.

Authors: _____ **Review Date:** _____ **CAO** **YW** _____

A Woodland Caribou Policy for Alberta



Policy Statement

The Government of Alberta is committed to achieving naturally sustaining woodland caribou populations.

Stabilizing, recovering and sustaining woodland caribou populations is an investment in maintaining Alberta's diverse natural environment. Successfully achieving this result will require the identification, maintenance and restoration of sufficient caribou habitat.

Caribou conservation is a shared government, public and private sector responsibility, led by government. A comprehensive, integrated partnership approach is needed to commit financial and other resources, in a manner which maximizes their effectiveness.

Immediate action is required to ensure the long-term presence of naturally thriving woodland caribou populations in Alberta. Implementation and associated land-use planning should provide certainty to industry and secure a broad range of environmental values. The implementation of this policy reflects our social licence and obligation to effectively conserve and manage our natural resources.

Policy Parameters

Conservation Focus

Efforts will be undertaken to stabilize, recover and sustain woodland caribou populations in Alberta. Actions will be undertaken to address caribou habitat needs, including achievement of these requirements in land-use planning and approvals. Areas within caribou ranges will be identified and established where caribou conservation is the highest land management priority and other activities/uses minimized. Adjacent provincial, territorial and federal jurisdictions will be engaged to support effective management of caribou populations.

- Maintaining caribou habitat is the immediate priority.
- Restoring disturbed habitat is a critical component of caribou habitat management.
- Management efforts will recognize habitat changes naturally in type and location over time.
- Prudent management of the land base and associated development will be required to reduce the impact on and facilitate the restoration of caribou habitat.
- Effective management of wildlife populations (e.g., predators and other prey species) will be required.

Policy Implementation

Interpretation and Considerations

Within the context of sustaining Alberta's caribou populations, planning and implementation will consider:

- Provincial and federal legislative requirements;
- First Nations rights and traditional uses;
- Social/economic impacts; and
- Stakeholder interests.

Conservation tools to be considered include, but are not limited to: legislated and non-legislated designated areas, deferrals of development activities, conservation offsets, caribou habitat restoration, and predator and prey management.

Planning will focus at the caribou range level and consider all available information, including local knowledge and circumstances. Each range will require a prescription of management actions.

- Establish range-specific caribou population and habitat objectives and specific measurable targets.
- Determine the required mix of management activities, in accordance with local opportunities and constraints.
- Where applicable, pursue cross-jurisdictional engagement and implementation.

Implementation will:

- Incorporate immediate and long-term actions;
- Include resources dedicated to ongoing caribou management efforts (e.g., caribou population and habitat monitoring, predator management and habitat restoration) and initiatives that benefit caribou management (e.g., critical habitat retention and effective mitigation of industrial activities);
- Apply different types and levels of management actions within individual ranges, as required, in order to deliver effective overall management;
- Potentially vary between caribou ranges in the type and level of actions taken;
- Have both spatial and temporal components;
- Use adaptive management to:
 - Evaluate success through monitoring caribou populations and habitats, including the success of caribou habitat restoration;
 - > Are we doing what we should be doing?
 - > Are actions having the desired effect?
 - Adjust management approaches when required;
 - Regularly review and enhance the policy; and
- Increase awareness of caribou population status and associated conservation strategies.

A schedule for planning and implementing actions will be developed.

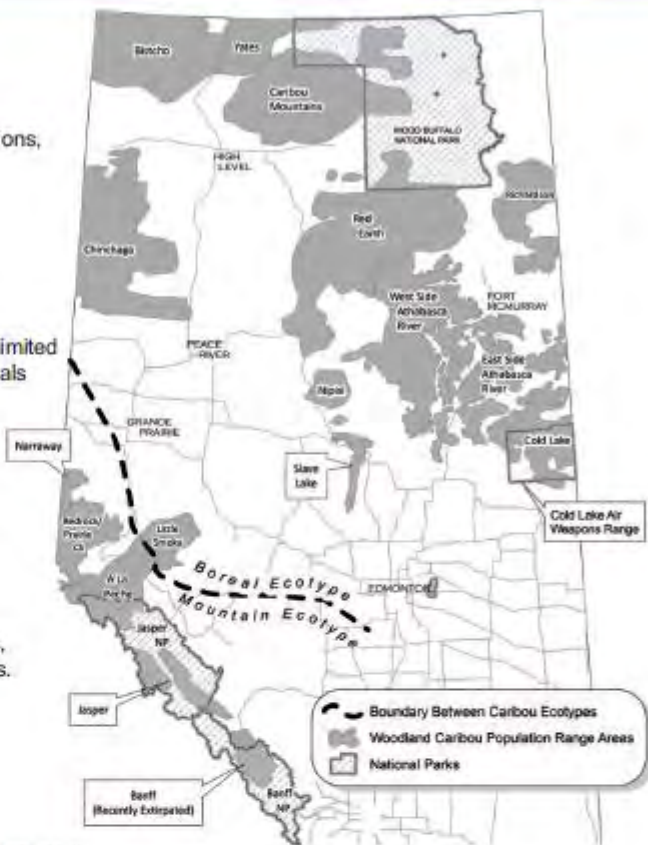


Figure 1. Woodland caribou population names and current range areas in Alberta.



EXECUTIVE SUMMARY

This recovery strategy is for the Woodland Caribou (*Rangifer tarandus caribou*), Boreal population herein referred to as “boreal caribou”, assessed in May 2002 as threatened by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC). Boreal caribou are distributed across Canada, occurring in seven provinces and two territories and extending from the northeast corner of Yukon east to Labrador and south to Lake Superior.

Boreal caribou are distributed broadly throughout the boreal forest. They require large areas comprised of continuous tracts of undisturbed habitat rich in mature to old-growth coniferous forest, lichens, muskegs, peat lands, and upland or hilly areas. Large areas with suitable quality habitat allow boreal caribou to disperse across the landscape when conditions are unfavorable (e.g. natural fire disturbance, anthropogenic disturbance) and to maintain low population densities to reduce their risk of predation.

The geographic area occupied by a group of boreal caribou that are subject to similar factors affecting their demography and used to satisfy their life history processes (e.g. calving, rutting, wintering) over a defined time frame is referred to as a range. There are 51 boreal caribou ranges in Canada. Information available to delineate boreal caribou ranges varies in certainty and therefore ranges are categorized into three types: conservation units, improved conservation units and local population units. In this recovery strategy, the group of boreal caribou occupying any of the three types of ranges is referred to as a “local population” of boreal caribou.

Due to the specific life history characteristics they possess, boreal caribou are limited in their potential to recover from rapid, severe population declines. Habitat alteration (i.e. habitat loss, degradation, and fragmentation) from both anthropogenic and natural sources, and increased predation as a result of habitat alteration have led to local population declines throughout their distribution. Some local populations of boreal caribou are at risk because of other factors, mainly over-harvest. Threats are closely interrelated and act cumulatively to have direct or indirect impacts on boreal caribou and their habitat. Recovery of all boreal caribou local populations across Canada is technically and biologically feasible.

The recovery goal for boreal caribou is to achieve self-sustaining local populations in all boreal caribou ranges throughout their current distribution in Canada, to the extent possible. Achieving the recovery goal would allow for local population levels sufficient to sustain traditional Aboriginal harvesting activities, consistent with existing Aboriginal and treaty rights of Aboriginal peoples of Canada. Ranges that are highly disturbed will take decades to recover from habitat alteration, as boreal caribou occur in mature boreal forest ecosystems that have evolved over centuries. Achieving this recovery goal for all local populations will take a number of decades.

To guide recovery efforts, the population and distribution objectives for boreal caribou across their distribution in Canada are, to the extent possible, to:

- Maintain the current status of the 14 existing self-sustaining local populations; and,
- Stabilize and achieve self-sustaining status for the 37 not self-sustaining local populations.

Performance indicators are identified as a means by which progress towards achieving the population and distribution objectives can be measured.

The critical habitat necessary to achieve the population and distribution objectives for the recovery and survival of boreal caribou is partially identified in this strategy. Critical habitat for boreal caribou is identified as: i) the area within the boundary of each boreal caribou range that provides an overall ecological condition that will allow for an ongoing recruitment and retirement cycle of habitat, which maintains a perpetual state of a minimum of 65% of the area as undisturbed habitat; and ii) biophysical attributes required by boreal caribou to carry out life processes.

Critical habitat for boreal caribou is identified for all boreal caribou ranges, except for northern Saskatchewan's Boreal Shield range (SK1), as additional information described in the schedule of studies is required.

This recovery strategy identifies 65% undisturbed habitat in a range as the disturbance management threshold, which provides a measurable probability (60%) for a local population to be self-sustaining. This threshold is considered a minimum threshold because at 65% undisturbed habitat there remains a significant risk (40%) that local populations will not be self-sustaining.

The recovery of boreal caribou requires actions that will vary according to both the habitat and population conditions within each boreal caribou range. This recovery strategy provides broad strategies and general approaches to achieve the population and distribution objectives, which will assist in the development of subsequent range plans and action plans. The suite of actions needed to maintain or recover the self-sustaining status of a boreal caribou local population will be determined and managed by the responsible jurisdictions in collaboration with Environment Canada, and consistent with this recovery strategy. The recovery actions most appropriate for a specific range will be governed by local opportunities and constraints, and the level of urgency for a given recovery action will be determined by both the population and habitat conditions within the range.

To guide the protection of critical habitat and the recovery of boreal caribou, range plans and/or action plans will be prepared following this recovery strategy. These plans will provide detailed information on recovery measures that will be implemented by provinces and territories, Environment Canada, other federal departments, wildlife management boards, Aboriginal communities, stakeholders, and other organizations involved in the conservation, survival and recovery of boreal caribou. Success in recovering boreal caribou will depend on the commitment, collaboration and cooperation among all interested parties.

RECOVERY FEASIBILITY SUMMARY

Recovery of boreal caribou is considered to be both technically and biologically feasible across the species' distribution in Canada based on the following four criteria outlined in the draft SARA Policies (Government of Canada, 2009).

Current evidence supports the conclusion that the recovery of all local populations is biologically and technically feasible. However, small local populations, and particularly those isolated from the core distribution of the national boreal caribou population, are at greater risk of not becoming self-sustaining. In these situations, a local population may have greater difficulty withstanding stochastic events, and may not experience enough immigration to maintain genetic diversity and therefore will be at greater risk of not persisting in the long-term. There may be other situations where recovery of a particular local population proves to be, over time and through unforeseen circumstances, not biologically or technically feasible and, as such, may affect the likelihood of achieving the population and distribution objectives.

1. Individuals of the wildlife species that are capable of reproduction are available now or in the foreseeable future to sustain the population or improve its abundance.

Yes. According to current best estimates, there are approximately 34,000 (see Section 3.2.2) boreal caribou across nine provinces and territories in Canada capable of successful reproduction and available to improve local population growth rates and abundance to achieve self-sustainability (Environment Canada, 2011b).

2. Sufficient suitable habitat is available to support the species or could be made available through habitat management or restoration.

Yes. Some boreal caribou local populations have sufficient suitable habitat within their ranges. For other boreal caribou local populations where sufficient suitable habitat is currently unavailable to support local populations at a self-sustaining level, sufficient habitat could be made available through habitat management or restoration.

3. The primary threats to the species or its habitat (including threats outside Canada) can be avoided or mitigated.

Yes. The primary threat to most boreal caribou local populations is unnaturally high predation rates as a result of human-caused and natural habitat loss, degradation, and fragmentation. These habitat alterations support conditions that favour higher alternate prey densities (e.g. moose (*Alces alces*), deer (*Odocoileus* spp.)), resulting in increased predator populations (e.g. wolf (*Canis lupus*), bear (*Ursus* spp.)) that in turn increase the risk of predation to boreal caribou. This threat can be mitigated through coordinated land and/or resource planning, and habitat restoration and management, in conjunction with predator and alternate prey management where local population conditions warrant such action. In some ranges, over-exploitation through hunting can also be an issue. This threat can be avoided or mitigated through regulations and stewardship.

4. Recovery techniques exist to achieve the population and distribution objectives or can be expected to be developed within a reasonable timeframe.

Yes. Recovery techniques (e.g. protection and management of boreal forest habitat, habitat restoration, predator and alternate prey management, hunting regulations, stewardship initiatives)

are available to achieve the population and distribution objectives for boreal caribou, although there is uncertainty with regard to the effectiveness of some of these techniques, as they have not yet undergone a sufficiently long trial period.



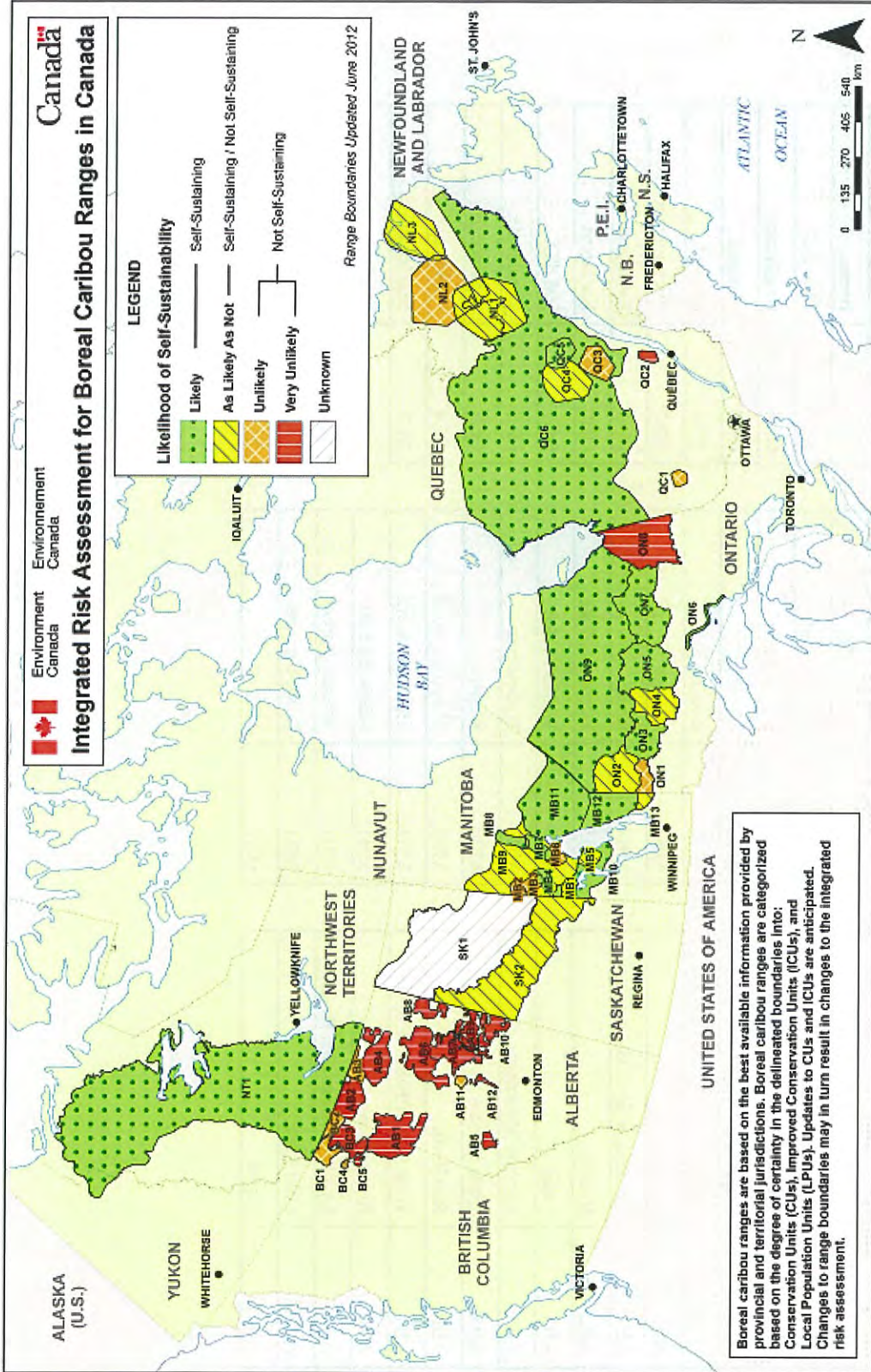


Figure 3. Integrated risk assessment for boreal caribou ranges in Canada, reflecting the capacity of each range to maintain a self-sustaining local population of boreal caribou.



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Vote on a Question - La Crete Municipal Swimming Pool

BACKGROUND / PROPOSAL:

The results of the La Crete Swimming Pool plebiscite results were presented at the last council meeting.

Council tabled this item to today's meeting.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

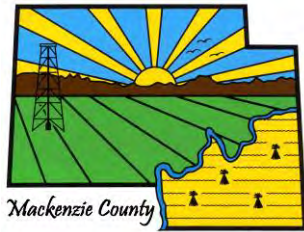
COMMUNICATION:

Results were posted on the County website and Facebook page.

RECOMMENDED ACTION:

For discussion.

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



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Think Local Market – Request for Letter of Support

BACKGROUND / PROPOSAL:

Mackenzie County is one of the municipal members on the Think Local Market initiative.

As you may recall, at the beginning of this initiative the County contributed \$2,500. It was discussed that the local chambers should assist with providing support to the new merchants.

The committee comprised of representatives from the member municipalities was going to recommend a pricing structure or a membership fee for the future. Although the committee holds regular meetings, we were not able to connect or attend on a regular basis due to lack of personnel. We hope it will be addressed once we have an Economic Development Officer in place.

At this time, administration has no assessment as to the use of this initiative in Mackenzie County.

OPTIONS & BENEFITS:

In order for this initiative to continue sustaining itself, a letter of support is requested for a grant application submitted to the Alberta Lottery Fund requesting \$75,000.

Please review the attached documents.

Authors: YW **Review Date:** _____ **CAO** YW

COSTS & SOURCE OF FUNDING:

Future pricing structure is unknown at this time and would have to be included in the County's annual operating budgets if we continue to participate.

COMMUNICATION:

The initiative is advertised through the County Image.

RECOMMENDED ACTION:

That a letter of support be written for the Think Local Marketing initiative.

Authors: _____ **Review Date:** _____ **CAO** **YW** _____

Carol Gabriel

From: Melanie A. Bekevich-Joos <manager@thinklocalmarket.com>
Sent: Wednesday, March 06, 2013 12:29 PM
To: danderson@highlevel.ca; Agnes Knudsen; Carol Gabriel; Eleanor Milette; Joanne Trudeau; Mat Bergeron; PREDA; Randy Hodgkinson; Ron Longtin Village of Berwyn; TJ Flynn
Cc: Deb Kalyn
Subject: 2 Requests
Attachments: Municipal Membership Pricing Considerations.docx

Dear Steering Committee,

I am writing with 2 requests. As you all know, I am due any day now and have been preparing personnel at the CF office to support me while I am off.

1) I have left Agnes with the task of pulling together the necessary documentation for our application to the Alberta Lotteries Fund. We are requesting \$75,000 and since this is a matching grant we need to show our in-kind contributions. We have a meeting set up with MLA Frank Oberle for next week to cultivate support from him. We require letters of support from each of your municipalities in support of the project itself, speaking to the merits and community benefits (we are applying under "community economic benefit"). The letter could be from you, a CAO or from an elected official. ***The deadline is March 15th***, so we'll be bugging you!

A second letter for the Alberta Lotteries Fund application outlining the time spent as Steering Committee members (approx 2 hrs per month plus travel time and expenses), as well as the time spent providing "merchant support" to TLM merchants in your communities. I would project approximately 10 hours per month, however, if it's more then please indicate time spent and we will adjust the budget accordingly.

2) We have 3 municipal presentations coming up that Deb Kalyn is undertaking and since we are aware of the financial shortfall for TLM I think it's important that we evaluate the municipal membership pricing structure. The next meeting is on Monday where we will be bringing a proposal forward to Athabasca County. At this stage we would require approximately 104 members in order to be sustainable. I've drafted a document (attached) for your consideration with a variety of options to consider. If you have time to review the document, please provide feedback/recommendations. Those of you who will be at the EDO Network meeting on Friday, this may be a good time to have some discussion about TLM pricing. Deb has been cc'd on this email so that we can keep her in the loop about the direction the Committee would like to take.

Thanks a ton, I'm looking forward to your feedback.

Melanie

--

Melanie A. Bekevich-Joos

Think Local Market, Project Manager

Phone: 780.625.2440



Follow us on Twitter



Like us on Facebook

Shop online at: www.thinklocalmarket.com



Submitted by: Melanie Bekevich-Joos

Municipal Membership Pricing Considerations

As a continuation to the last Steering Committee meeting’s discussion about the financial shortfall and sustainability of Think Local Market (TLM), I am submitting the following membership pricing considerations. Thus far we have completed 5 municipal presentations to councils and we are waiting to hear back from these municipalities. The pricing submitted involves a first year fee and a 50% reduction for every subsequent year.

We have 3 upcoming presentations scheduled that do not have membership pricing details. This may be an opportune time to make adjustments. The next presentation will take place in Athabasca County on March 11th, 2013.

The average fee for TLM membership is \$2,500 in year 1, and \$1,250 for every subsequent year. Knowing that our expenses will likely approach \$130,000 per annum (with no influx in staffing), we would require 104 municipalities in order to be sustainable. I anticipate that this kind of growth would take a minimum of 5-8 years to accomplish.

At this time, I would urge the Steering Committee to consider altering the Municipal Membership Pricing Structure. I have included a variety of potential scenarios for your consideration, including eliminating the discount for subsequent years or offering a 25% reduction in price for subsequent years. I would recommend the following conditions to this proposal:

- Municipalities who have made a commitment to membership be offered the 50% reduction in membership fees on an ongoing basis (ie. Town of Manning),
- Municipalities who have received presentations/proposals (ie. County of GP, City of GP, Grande Cache etc.) be offered until the end of 2013 to take advantage of the existing pricing structure.

Please review the financial forecast for the 3 cases (existing pricing, no reduction and 25% reduction in membership fees):

Scenario 1: Existing Pricing Structure with an estimated 8 new municipalities per year and 50% price reduction in year 2

	2013	2014	2015
# of Municipalities	22*	30*	38*
Membership Revenue (Year 1)	\$20,000	\$20,000	\$20,000
Membership Revenue (Year 2+)	\$0	\$10,000	\$20,000
Total	\$20,000	\$30,000	\$40,000

**Including 13 founding members + the Town of Manning*



Submitted by: Melanie Bekevich-Joos

Scenario 2: Pricing Structure with an estimated 8 new municipalities per year and 25% reduction in year 2

	2013	2014	2015
# of Municipalities	22*	30*	38*
Membership Revenue (Year 1)	\$20,000	\$20,000	\$20,000
Membership Revenue (Year 2+)	\$0	\$15,000	\$30,000
Total	\$20,000	\$35,000	\$50,000

**Including 13 founding members + the Town of Manning*

Scenario 3: Pricing Structure with an estimated 8 new municipalities per year and no price reduction in year 2

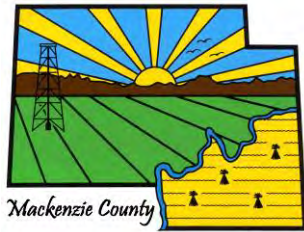
	2013	2014	2015
# of Municipalities	22*	30*	38*
Membership Revenue (Year 1)	\$20,000	\$20,000	\$20,000
Membership Revenue (Year 2+)	\$0	\$20,000	\$40,000
Total	\$20,000	\$40,000	\$60,000

**Including 13 founding members + the Town of Manning*

Scenario 4: Pricing Structure with an estimated 8 new municipalities per year and a 50% increase to existing membership structure

	2013	2014	2015
# of Municipalities	22*	30*	38*
Membership Revenue (Year 1)	\$30,000	\$30,000	\$30,000
Membership Revenue (Year 2+)	\$0	\$15,000	\$30,000
Total	\$30,000	\$45,000	\$60,000

**Including 13 founding members + the Town of Manning*



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	County of Northern Lights and the Dimstore Fisherman 2013

BACKGROUND / PROPOSAL:

The County of Northern Lights was selected to be featured in the television show, the Dimstore Fisherman. The attached letter requests partnership between the County of Northern Lights, Northern Sunrise County and Mackenzie County to promote the region. This partnership requires financial assistance and help in finding other sponsorship.

The goal is to produce the episode, including a 6 minute tourism video with the footage from filming to promote the region. This would include highlights on regional and county events such as the Fort Vermilion 225th Anniversary Celebration.

OPTIONS & BENEFITS:

This partnership would be beneficial in promoting tourism within the region.

COSTS & SOURCE OF FUNDING:

A commitment fee of \$5000.00 is requested.

COMMUNICATION:

N/A

RECOMMENDED ACTION:

For discussion.

Author: C. Smith **Reviewed by:** _____ **CAO** Y.W.

Caitlin Smith

Subject: FW: County of Northern Lights & The Dimestore Fishermen 2013
Attachments: signature pic for email3.jpg; ATT00001.htm; Testimonials from all over Canada.pdf; ATT00002.htm

From: Eleanor Miclette [<mailto:miclettee@countyofnorthernlights.com>]
Sent: Thursday, March 21, 2013 3:59 PM
To: Byron Peters; Carol Gabriel
Subject: FW: County of Northern Lights & The Dimestore Fishermen 2013

Hello Byron & Carol

I've been contacted by the Dimestore Fisherman show (see information below). This is a fishing show well know under the fishing folk in my County. The Dimestore Fisherman show is looking to do some filming in the County of Northern Lights and are looking for a partnership for this. The goal is to produce their show, and include a 6 min. tourism video with their footage to augment their overall cost.

On their link you can see some of the things they have done is Slave Lake for a more local idea of what they do.

Thinking of events like the Pow Wow, Paddle the Peace, Rodeo, Fort Vermillion Celebration and other regional and county events that we can highlight through this.

Northern Sunrise County has already come on board for 1/3 of the total cost. We would be looking for a \$5000 commitment from the County and help finding sponsorship for their travel and accommodations. This would mean that the bed & breakfast, restaurant etc. where they go would get airtime as well. See below for details.

It is a great way to promote our region and show some of what we have to offer as a whole.

Have a look at information below and maybe see if this is something you might want to partner on.

Cheers,

Eleanor Miclette | Manager of Economic Development & Community Services | County of Northern Lights
600-7th Ave NW | Box 10 | Manning | AB | Canada | T0H 2M0
Office: 780-836-3348 ext. 229 | Cell: 780-836-0973 | Fax: 780 836-3663

From: Jim Hoey [<mailto:jimhoey@nucleus.com>]
Sent: February-27-13 2:26 PM
To: Eleanor Miclette
Cc: Shannon Hoey
Subject: County of Northern Lights & The Dimestore Fishermen 2013

February 27, 2013

Dear Eleanor,

It was a pleasure speaking with you today on the phone regarding The Dimestore Fishermen television program attending the County of Northern Lights for filming a feature episode of our program in 2013. The Dimestore Fishermen provides a focus on exposing great Canadian communities to an international viewing audience while focusing on the cultural, historical and recreational aspects of the region or municipality that we are visiting. As we discussed, we are forwarding a summary of our opportunity for you.

We would like you to view our website at the following link

http://www.dimestorefishermen.com/prog_archives.cfm We note you will be able to view our programs on behalf of some great communities in Canada. There are also value added tourism digital assets inclusive for communities we have attended. We encourage you to experience the quality of our program and work for yourself. We feel it is very important for our host locations to see our program to know what level of quality we aspire to; as much as to understand the composition of our program. Our past two seasons have seen us film in HD. There are many testimonials on our site for your preview. We have also taken this opportunity to provide some more testimonials for you as attached to this email. We have been producing for over 14 years and 191 unique attendances of only Canadian destinations during our program's history.

The Dimestore Fishermen has a large domestic and international viewing audience. Our Canadian market includes 4 national broadcasters. We also air with SHAW, the largest distributor of cable in Canada, as a unique free video on demand program. The program broadcasts nationally in Canada with NTV Canada's Superstation and NEWCAP TV (a CTV affiliate). Both of these broadcasts can also be seen on Bell Express Vu and Shaw Direct (formerly Starchoice). NTV is also broadcast on SHAW, Telus, Rogers in Canada and select cable distributors in both the USA and the Caribbean. We are planning to air in 2013 with WILD TV Canada's All Hunting & Fishing Channel as a national broadcast airing at select times 4 times weekly on their HD & SD platforms both nationally in Canada. We enjoy a seasonal national broadcast airing at select times 3 times weekly on WFN (World Fishing network) on their HD & SD platforms both nationally in Canada and the USA with 3 million subscribers in 50 states on DISH network. WFN also enjoys broadcast with Comcast, Verizon and Charter Communications in the USA. Our program can also be seen on Calgary SHAW local cable 10, 5 times weekly Saturday @ 9:30am, Sunday @ noon, Monday @ 6:30pm, Thursday @ 2:30pm & midnight.

Our fee for attending for a five day shoot is \$14,900 + GST. We will attend the County of Northern Lights for 6 nights and 5 days. Our schedule during attendance usually provides for fishing for 2 days and filming in the community including scenics and other segment content for our program for 3 days. We will also require cost covered for our accommodations, food and guided fishing for the duration of our time at your location. The feature episode will broadcast 50-60 times during its' broadcast rotation in all of our markets of broadcast. In addition to the feature episode our opportunity also includes a 5-7 minute tourism digital asset featuring County of Northern Lights.

We hold the distinction of being one of the top broadcast Canadian outdoor television programs in North America.

Consider these facts regarding our program:

? We have been in business for more than 14 years.

? This spring of 2012 Calgary Economic Development's Mr. Luke Azevedo shared with us that he believes us to be the longest standing, wholly owned, independant production of our kind in our province.

? The Dimestore Fishermen television fishing program is proud to announce having won The Sportsman Channel's "2006 Sportsman of the Year" award at The Sportsman Channel's 4th Annual Producer Appreciation Event at the House of Blues as part of TSC's 2007 SHOT Show activities held in Orlando, Florida (2007). This award was voted on by many of our peers.

? Alberta MLA Dave Rodney (Canada's only man to summit Mount Everest twice) presented an Alberta Legislative Assembly Certificate commemorating our having won the "2006 Sportsman of the Year" award.

? We have been nominated for various awards in Outdoor television over the years including the Golden Moose awards in 2002 for Most Informative Outdoor program. 2005 & 2006 we were nominated at the TSC Awards for Fan Favorite Fishing Program & The Sportsman Channel's, "Sportsman of the Year".

? The Dimestore Fishermen broadcasts in 2012 nationally in Canada with 4 broadcasters namely NTV Canada's Superstation and NEWCAP TV (a national CTV affiliate) all of which are aired on Bell Xpress Vu & Star Choice and some selectively with SHAW and Rogers cable. We air on SHAW local cable 10 in Calgary 4 times weekly. We air with WILD TV 4 times weekly nationally in Canada. We also air nationally in the USA on WFN HD & SD platforms seasonally in 50 states with a 3 million home subscriber base.

? We have many of the same sponsors as when we started over a decade ago.

? We have broadcasted our program nationally in Canada and in the USA for over a decade.

? Our website is sponsored by western Canada's 3rd largest high speed internet company: Nucleus.

More information a number of ways to watch us Nationally in Canada & abroad

? NTV Canada's Superstation can be seen January-November on SHAW and nation-wide Bell Xpress Vu on channel 199. Or you can view NTV on Star Choice nation-wide on channel 310. The Dimestore Fishermen airs on NTV Canada's Superstation Saturday at 1:00PM ET.

? NEWCAP TV a CTV affiliate can be seen year round on Bell Xpress Vu on channel 237. Or you can view Newcap TV on Star Choice nation-wide on channel 319. The Dimestore Fishermen airs on NEWCAP TV Sunday at 6PM ET.

? WILD TV is Canada's All Hunting & Fishing Channel HD & SD. This channel is seen in every province and territory in Canada and reaches over 10 million broadcast homes via SHAW, Telus, Roger's, Eastlink, Cogeco, Bell Xpress Vu & SHAW Digital Direct as a specialty channel. We air 4 times weekly. Our air times in 2013 are Monday at 9:30PM ET, Saturdays at midnight ET & 10PM ET, Wednesday at 1PM ET.

? SHAW Video on Demand is a service offered to SHAW Cable customers. Households that receive SHAW Cable can order Video on Demand with their cable controller and receive high quality television series/episodes & movies anytime of day. The Dimestore Fishermen Outdoor Television program is offered as a free premium television program for SHAW subscribers. Shaw is a diversified communications company whose core business is providing broadband cable television, High-Speed Internet, Digital Phone, telecommunications services (through Shaw Business Solutions) and satellite direct-to-home services (through Shaw Direct). The Company serves 3.4 million customers, including 1.6 million Internet and 700,000 Digital Phone customers, through a reliable and extensive network, which comprises 625,000 kilometres of fibre.

? SHAW Local Cable 10 Calgary & Southern Alberta (commencing May 12). This is a local cable channel serving Calgary & area. It is received by a large percentage cable subscribers in Alberta. SHAW airs TDF 5 times weekly Saturday @ 9:30am, then get repeated 4 times during the week on Sunday @ noon, Monday @ 6:30pm, Thursday @ 2:30pm & midnight

? WFN World Fishing Network HD & SD. We air seasonally on WFN. This network is viewed in more than 20 million households through North American cable, satellite and telecommunications distributors. In Canada WFN can be seen on Bell Xpress Vu, Star Choice, SHAW, Telus, Roger's and other distributors. In the USA distributors include Verizon, Dish Network, Comcast, AT&T U-Verse and Charter Communications.

Program segment features

Our program is a Canadian community feature documentary for domestic, North American & global travelers. Our whole program is contoured for the viewer to have an experience of visiting one of the destinations where we are fishing during that program. Our program features a segment that airs for 5-6 minutes of length during the program and the segment is called "How the Heck do you Get Here?". There is an Earth satellite image that goes map in map to feature the local roadwork and there is a voice over throughout the segment that provides details for the viewer directly related to the pictures they are seeing while viewing the program. During this segment we feature exteriors/interiors of our accommodations and shots of the surrounding area/points of interest are also incorporated. Beauty footage that has been filmed while on location is also featured during this segment and throughout the episode. We do have a plaque at the end of this segment for our international broadcasts that features all of the contact info for the County of Northern Lights including website URL. The contact plaque is on screen for 7-10 seconds. We also will place contact information at the end of the program during the credit roll portion of the program in a Special Thanks area where the County of Northern Lights is mentioned first and is on screen for at least 5-7 seconds.

There is also a 2 minute segment of the program entitled "Locals Know". This is a segment feature where a host is interviewing a local who knows (Mayor, economic development director, tourism director or historian). We ask the interview subject questions relative to their background and then proceed to inquire on a wide range of topics potentially including area history, visitor attractions, local culture and other outdoor opportunities and eco adventures in the area we are fishing. This is an opportunity to feature the County of Northern Lights to a large domestic and international viewing audience in a very special way.

Partners

We are also able to tastefully feature partners of the project in a number of ways during the feature episode. Signage in the form of decals on boats and trucks are strong visuals for viewers. We encourage all of our supporters to have decals made with website URL's and phone numbers.

It is not uncommon to have a government or industry partner (forestry, industrial) involved in a feature episode. As a back drop while we are talking with a partner on camera we will be fishing with them or at one of their site projects talking informatively about how their efforts positively impact the area that the County of Northern Lights resides in.

Notification

The episode we film while in the County of Northern Lights will likely begin post production by November of 2013. Shortly before you receive the episode for preview we will also provide a tourism DVD that is provided

in a "web ready" format and is compatible with viewers for the internet. The tourism DVD will feature a voice over accompaniment that explains for the viewer what they can expect when traveling to the County of Northern Lights. With your provision of a hard drive we will also transfer a native file format for indexing the best possible quality HD digital asset for your library. The digital assets we provide are valuable for presenting the community in your chosen forms of multi media and public interaction. The tourism DVD comes fully authored with a title screen, chapter index and Dolby surround sound.

We will, after having provided the tourism DVD and the episode preview, contact the County of Northern Lights three weeks prior to any broadcast to the public, with an email outlining when and where the episode will be broadcasting in order to give enough lead time for media to be alerted locally to the airing of the episode.

We are truly Canada's outdoor show. We want you to know we are looking forward to working with you on making our attendance in 2013 a reality. Please feel free to contact us directly for any questions or concerns. My cell phone number is 403.874.4790. We look forward to hearing from you.

Please "Like" us on Facebook <http://www.facebook.com/thedimestorefishermen>

Best regards,

Jim Houle

Testimonials from all over Canada

George Wright - Executive Director, Lesser Slave Lake Regional Tourism, Alberta

"I've done 3 or 4 projects with Jim, I've also brought other partners in to do projects with The Dimestore Fishermen and you know it's been an absolute joy to go through the process. It just really is an excellent format for community recognition; to get the word out about your community, as well as the fishing that you have in the area. We see social media when the shows are on t.v. We see social media activated with a lot more hits, Facebook, we see a lot more hits on our website, we get a lot more email inquiries and telephone inquiries when we start to see the shows appear on the different networks. I've learned so much by working with them that I feel a lot more comfortable when it comes to having other media come in to the region. I play the tourism DVD at trade shows when I go to trade shows, and I get a lot of comments from people."

Danielle Gravelle – Development Officer, Town of Temiscaming, Quebec

"A production crew from the Dimestore Fishermen were in our community Aug. 19-24, 2010 to film an episode and produce a tourism video featuring the Town of Temiscaming, the municipality of Kipawa, Eagle First Nation and Wolf Lake First Nation .

On behalf of the partners involved in this endeavour, I am pleased to confirm that Jim Hoey of the Dimestore Fishermen did an excellent job in showcasing our communities and its tourism assets. So far, we have only received positive feedback from community members involved in one way or another in the production process. Mr. Hoey and his crew did their utmost to fulfill the heavy schedule we had prepared for them.

The episode has been broadcasted on Wild TV on various occasions since Feb. 2011. We recently learned that it will also air on Newcap TV. We received a great tourism video about our community and Lake Kipawa that we have uploaded to our respective websites.

All aspects of the agreement were respected and I have to say that Jim Hoey is a fine gentleman and businessman. He is a professional and I recommend the hiring of his services."

Patrick Noel – Manager of Marketing, Municipalité de Tadoussac, Quebec

"I just viewed the episode you sent us... it is great!! You and your team did a really great job in presenting the many aspects of Tadoussac in a fishing oriented program... Great concept, really professional people... Bravo!"

**Mr. Jeff MacTavish – Director of Economic Development, City of Miramichi
New Brunswick**

“The exposure that your television program, *The Dimestore Fishermen*, has provided our region has helped to describe recommended and required equipment, expected weather conditions, allowed for the promotion of our over 40 outfitters and showcased our community in a manner consistent with our needs. Additionally, the episodes clearly demonstrated the differences in fishing conditions spring, summer and fall.

You and your team have truly partnered with the community and have incorporated as much community content as possible without compromising your own established brand. The added value of the tourism DVD that is produced has also helped the City of Miramichi promote our seasonal activities during the trade shows that our staff attends.

Although, the City of Miramichi did not engage the services of *The Dimestore Fishermen* in 2010, I certainly expect that in the years to come, the partnership of community promotion that has been formed between the city and your program will continue to “spawn”!

Thanks for all you have done to help promote Miramichi as the premier location to fish Atlantic Salmon and I hope to see your line wet in our water soon!”

**Alan Burt - Creston Valley Development Authority liaison during our attendance
British Columbia**

“We were then asked if we would like to host Jim Hoey and his team from *The Dimestore Fishermen* to enable them to make a made for television fishing program that would feature the Creston Valley. This was the perfect solution. Jim and his cameraman, Warren, were the consummate professionals. They not only produced a great fishing program but they also included the best of the Creston Valley. This program will be seen by tens, and probably hundreds, of millions of people... Thank you Jim and thank you Warren. Your contribution to Canadian tourism in general and the economy of the Creston valley in particular is enormous. *The Dimestore Fishermen* will long be remembered in the Creston Valley with both gratitude and affection.”

**Tammy Hardwick - Manager, Creston & District Museum & Archives
British Columbia**

Hi Jim,

“I just wanted to let you know that we've had a few visitors into the Creston Museum who saw the Creston Episode on *Dimestore Fisherman*. They said they'd come to Creston, and to the Museum specifically, because of your show - so thanks for the great PR! We do appreciate it!”

Chris Andrews, Manager, Partner and Community Programs - Kootenay Rockies Tourism British Columbia.

KRT was instrumental in assisting us to film 3 episodes in the Kootenays. Other partners included the 2010 Vancouver Olympic and Paralympic Secretariat and Columbia Basin Trust.

“We had hoped to capture the essence, character and dramatic beauty of the Kootenay Rockies and highlight the incredible range of fishing. Jim Hoey and The Dimestore Fisherman captured all of what we wanted and more because of his personal nature, passion and professionalism. The end result was a series of three high quality episodes that represent the destination accurately and allow viewers to share in a genuine experience.”

Chris Ellis – Mayor, Township of Strong, Ontario

"Thanks so much for coming to Strong Township to tape an episode of The Dimestore Fisherman. We were excited making plans for your arrival and the whole municipality got behind us with a unique welcome to you and your crew. It was a lot of fun to be in the spot light briefly and you more than met our expectations. It was great having you participate in the fall fair during your stay. Thanks so much for the wonderful experience, we wish you all well and of course Happy Fishing!" Mayor Chris

Alex Getzlaf- Mayor of Avonlea, Saskatchewan

“Hi Jim, just a quick note to say hi and a big thank you. After viewing the Avonlea episode and tourism video I must let you know how impressed we are, we had a few guide lines we wanted and you were more than willing to accommodate us on what we wanted out of our show. The cast and crew were 1st class and therefore has resulted in what we feel is a 1st class show and promo video. Totally enjoyed our time with you and your team and look forward to meeting up with you in the future. The decision to have Dimestore feature Avonlea and area in a T.V. show will pay dividends for years to come.”

Debbie Honch, Executive Director - Prince Albert Tourism and Marketing, Saskatchewan

Prince Albert Tourism and the Prince Albert National Park, along with several other partners, engaged the Dime Store Fisherman to showcase our City and Region in the summer and fall of 2009. Jim Hoey and his team were excellent to work with and produced not only an outstanding fishing episode, but also a tourism promotional video that showcases our city of Prince Albert and Prince Albert National Park. The video does a great job of presenting the spirit of our communities and people. We are very proud of our past, celebrate our present and look forward with great expectations for our future....Jim and his team were able to capture that community pride and a few good fish to boot! Our thanks to the entire Dimestore Fisherman team!

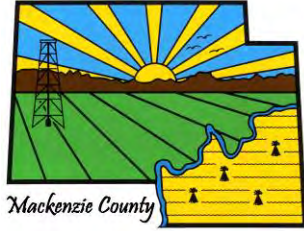
Sarah Clowes, Economic Development Officer, Township of Red Rock, Ontario

"The Township of Red Rock is pleased to have worked with The Dimestore Fishermen during the summer of 2012. The episode marketed the community to a large Dimestore Fishermen viewing audience. The episode highlighted the Red Rock 15th Annual Trout Derby, which was a great exposure for a small volunteers organization. The Township was pleased with the finished tourism DVD that was provided to the community. Jim and D'Arcy dedicated themselves wholeheartedly to their work while in Red Rock. Thanks!"

Madge Richardson - Mayor of Schreiber, Ontario

“Good morning Jim. Thank you so much. You've probably heard this before - but I really wasn't sure what to expect and you have surpassed it! I really enjoyed both the promotional and show DVD's. Gib has received a copy and is extremely proud. He will be our celebrity as word spreads in Schreiber (nothing spreads faster than news of any kind in a small town!!) and then when the segment is aired. He's a wonderful gentleman. It's really neat to see people you know on TV and I especially enjoyed your rapport with Cory and Lloyd, Jon and Pat. They too were great and will share the limelight with Gib! Very, very cool.

Congratulations Jim on a great show. Thank you for visiting Schreiber and thank you for portraying our Town and our area in a manner in which we are all proud. You captured why we love the town and why we wouldn't live anywhere else and why everyone should visit us at least once! Take care. It was great watching you on the DVD, hearing your narrative and seeing how you put everything together. You're a true professional and it was great meeting you and having your production in our community. You're really something. Thanks again, Madge”



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2013
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Local Road Bridge Program Review Survey Report
- AAMDC Survey – Summary of Responses on Proposed Changes to the Local Road Bridge Program
- County of Northern Lights – Medivac Services
- Alberta GOFA Special Release Bulletin
- Day of the Honey Bee Letter to Council
- Letter to Minister of Agriculture in Support of Day of the Honey Bee
- La Crete Recreation Society Minutes
- MMSA Monitor
- Northern Lights Forest Education Society
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RECOMMENDED ACTION:

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

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

From: [Gerald Rhodes](#)
Subject: Local Road Bridge Program Review Survey Report
Date: March-13-13 2:06:08 PM
Attachments: [AAMDC Member Response - Survey on Local Road Bridge Program Mar2013.pdf](#)

Hello Member CAOs

Please find attached a report on the summary of responses to the AAMDC survey on proposed changes to the Local Road Bridge program. This report will be provided to the Review Committee for the Local Road Bridge program for their consideration.

After this survey was issued and the responses received the new provincial budget was released last week which unfortunately zero-funded the bridge program (See special 2013 Provincial Budget edition of CONTACT <http://www.aamdc.com/advocacy/contact-newsletter>). As the review committee's work was not complete and their recommendations up to this time only draft this adds a wrinkle that was previously not anticipated.

Many of the Review Committee's recommendations were related to funding priorities and funding models. With no provincial funding for 2013-14, the AAMDC is still unclear about the province's intended outcomes of the collaborative review or the long-term intent for the Local Road Bridge Program. The AAMDC understands that the province is still willing to explore opportunities in alternative bridge designs to provide more affordable solutions for low volume bridges but the AAMDC is unsure when that work may begin. Based on past resolutions and the feedback provided in the survey, it is clear that provincial funding for bridges is critical to supporting the long-term management of these assets. The AAMDC will re-engage its efforts to advocating for renewed funding of the Local Road Bridge Program and will continue to explore opportunities for solutions to managing the current bridge infrastructure deficit in rural Alberta.

Despite these unforeseen changes to the funding of the Local Road Bridge Program, the AAMDC has chosen to share the results of the survey so that members are aware of the respective municipal positions across the province when it comes to local bridge management. Please forward this information to your respective councils.

Thank you.

Gerald Rhodes, *CLGM, MBA, CAE*
Executive Director
AAMDC - AB Association of
Municipal Districts & Counties
www.aamdc.com
Phone 780 955-4077
Fax 780 955-3615
Mobile 780 893-3783



AAMDC Survey on behalf of:
Review Committee for the Local Road Bridge Program

**Summary of Responses on
Proposed Changes to the Local Road
Bridge Program**

March 2013

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B. Survey on Proposed Changes to the Local Road Bridge Program	
C. Local Road Bridge System Statistics	

INTRODUCTION

This report provides a summary of the AAMDC's survey of its membership regarding a Review Committee's proposed changes to the Local Road Bridge Program. This information is being shared based on the request from members that the results of the survey be redistributed to municipalities.

BACKGROUND

The Local Road Bridge Program provides grant funding to assist municipalities with the maintenance and replacement of bridge structures on local roads. Over the past 10 years, Local Road Bridge Program funding has grown from \$8 million up to \$26 million for the 2012-13 year. The program also provides various guidelines for design standards, inspection processes and reporting requirements.

Over the past 5 years, AAMDC members have passed several resolutions encouraging the Government of Alberta to increase funding for bridges or to make changes to guidelines of the Local Road Bridge Program. In spring 2012, Alberta Transportation invited the AAMDC to join the ministry in a collaborative review of the Local Road Bridge Program. As part of its representation, the AAMDC invited members from the Alberta Rural Municipal Administrators' Association (ARMAA) and the Alberta Municipal Supervisors' Association (AMSA) to be part of the Review Committee.

In October 2012, the Review Committee completed a Draft Final Report which included a series of recommended changes to the Local Road Bridge Program. At that point, the Review Committee asked the AAMDC to survey its members to determine if the committee's recommendations were supported. The AAMDC opened an online survey available to rural municipalities between late December 2012 and March 1, 2013. During this time, the AAMDC also made presentations at District meetings (2,3,4 and 5) to educate members about the committee's review and its recommendations.

43 of the AAMDC's 69 members completed the survey. This represents a 62% response rate.

FUTURE OUTLOOK

The Local Road Bridge Program is one of four grants that is funded under the application-based Strategic Transportation Infrastructure Program. The other grants are the Resource Road Program, Local Municipal Initiatives and the Community Airport Program.

On March 7, 2013 the Government of Alberta released its budget for 2013-14 which provided zero funding for the Strategic Transportation Infrastructure Program – a loss of \$85.1 million based on the 2012-13 funding. Alberta Transportation has indicated that the grant has not been eliminated but has been zero-funded for this year.

Many of the Review Committee's recommendations were related to funding priorities and funding models. With no provincial funding for 2013-14, the AAMDC is still unclear about the province's intended outcomes of the collaborative review or the long-term intent for the Local Road Bridge Program.

The AAMDC understands that the province is still willing to explore opportunities in alternative bridge designs to provide more affordable solutions for low volume bridges but the AAMDC is unsure when that work may begin.

Based on past resolutions and the feedback provided in the survey, it is clear that provincial funding for bridges is critical to supporting the long-term management of these assets. The AAMDC will re-engage its efforts to advocating for renewed funding of the Local Road Bridge Program and will continue to explore opportunities for solutions to managing the current bridge infrastructure deficit in rural Alberta.

Despite these unforeseen changes to the funding of the Local Road Bridge Program, the AAMDC has chosen to share the results of the survey so that members are aware of the respective municipal positions across the province when it comes to local bridge management.

SURVEY RESPONSES

******Responses have been edited to maintain anonymity******

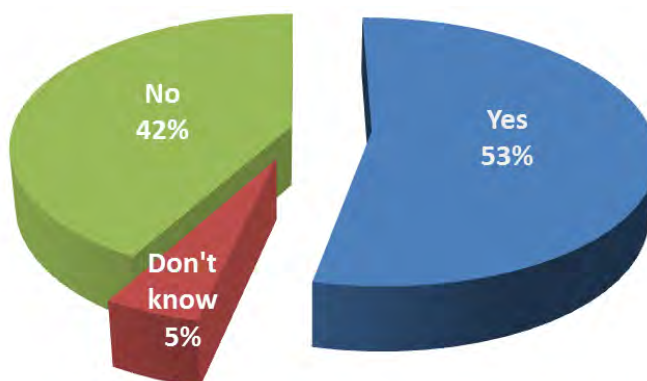
ROLES & RESPONSIBILITIES

The Review Committee determined that the local prioritization of bridge projects often does not align with the priorities of Alberta Transportation (AT). As such, the Review Committee determined that in order to maintain local priorities, municipalities should be provided full control over local bridge structures. This would entail municipal discretion over bridge management practices including the management of inspections and delivery of maintenance, rehabilitation, replacement and construction projects.

4

QUESTION

Does your municipality support the Review Committee's recommendation that municipalities should be provided full control over local road bridge structures?



Comments in Support

- *5 responses* - Yes, but only if funding is maintained on a long-term basis
- *2 responses* - Coordination can be done better at the local level to align bridge work with planned road construction

Comments in Opposition

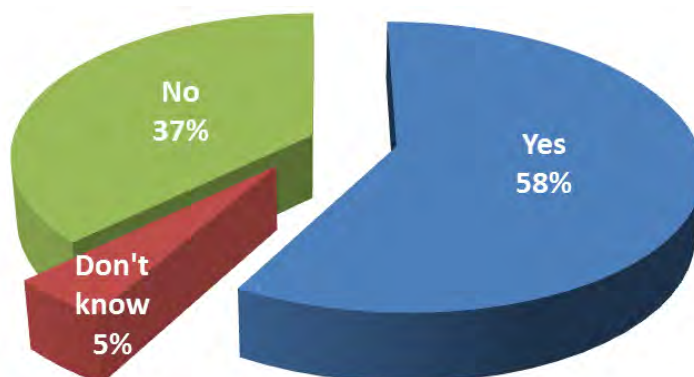
- Municipal bridges should remain a partnership between the province and municipalities as it supports the movement of industry of which the province benefits from
- Future funding is too uncertain – this will likely result in more provincial downloading
- Poorer municipalities would be unable to afford repair projects
- Municipalities would have to increase staffing and training
- AT should retain control as they have best knowledge of conditions and can direct funding accordingly
- The province should take on more ownership and responsibility for local bridges – the current system causes a duplication of work and has unclear roles, yet municipalities are ultimately responsible and liable
- Management of these assets should continue to be a collaborative effort by municipalities and Alberta Transportation

ROLES & RESPONSIBILITIES

5

QUESTION

Does your municipality agree with the Review Committee's recommendation for the discontinuation of Alberta Transportation's role in prioritizing funding, reviewing engineering designs and approving tender costs for local bridge projects that are funded through the Local Road Bridge Program?



Comments in Support

- 4 responses – Yes, municipalities have best knowledge of local priorities
- 2 responses – Current requirements for AT to approve tender costs for projects funded under the program and review engineering designs is unnecessary bureaucracy
- 2 responses – AT should remain available to review engineering designs on a request basis
- This would speed up processes – no need to wait for AT to approve projects

Comments in Opposition

- 5 responses – AT provides a valuable service as a second set of eyes in reviewing design and tender issues for municipalities
- Municipalities with current significant deficits would have no ability to 'catch up' under a formula-based program – AT should continue to distribute funding based on their assessment of needs

Other

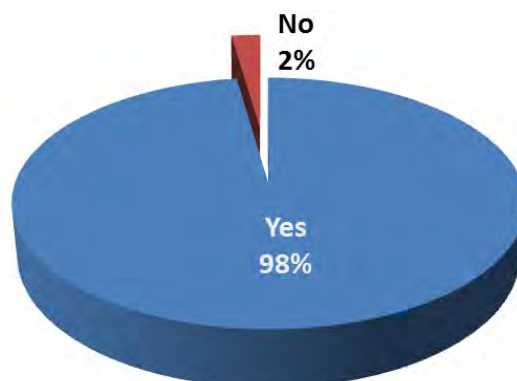
- 2 responses – AT should remain in charge of bridge designs
- If AT remains in control of funding prioritization, then municipalities should have access to a list that summarizes the priority of each project
- Any savings generated from these administrative changes should be allocated to the program

ROLES & RESPONSIBILITIES

6

QUESTION

Does your municipality agree with the Review Committee's recommendation that Alberta Transportation should continue to manage Level 1 and Level 2 inspections of 'major bridges' on the local road system?



Comments in Support

- Most of these larger bridges tend to serve greater provincial interest
- Municipalities would need to have increased training and funding in order to properly undertake the responsibility of managing inspections on major bridges
- AT needs to be involved in inspections to ensure inventory of bridge file information is accurate in order to distribute funding in an equitable manner
- Inspections for all bridges (not just 'major') should be AT's responsibility
- There are not enough "major bridge" structures within each municipality to maintain a certified inspector on staff
- It is more cost effective for AT to manage

Other

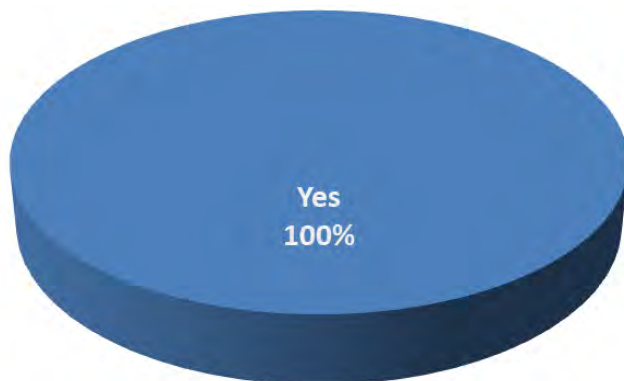
- In addition to inspections of major bridges, the repair and maintenance of all major bridges should be AT's responsibility

SYSTEM MANAGEMENT

7

QUESTION

Does your municipality support the continued use of the Bridge Inspection and Maintenance (BIM) system for the management of bridge inventory data?



Comments in Support

- *17 comments* – a valuable and good tool for tracking information

Other

- AT should provide the necessary training and certifications for BIM inspections
- It would be beneficial if BIM could be integrated with local government GIS systems

STANDARDS

Resolution 3-11F determined that AAMDC members are looking for alternative options for bridge engineering standards. The Review Committee has recommended that municipalities be given the ability to develop alternative engineering standards for low volume bridge structures but that bridge size structures on local roads should be designed to a consistent standard. One suggestion is that the AAMDC could facilitate the development of new engineering standards that could be applied to low volume road bridges.

8

QUESTION

Does your municipality have any suggestions on how the consistency in bridge standards can be maintained if the province provided municipalities the ability to use alternative bridge standards?

Comments in Support of Alternative Standards

- *12 responses* – Supportive of alternative options for low volume road bridge standards
- *9 responses* – Any use of alternative designs must be adopted by the province to maintain a consistent standard across all municipalities
- Alternative structures should only be applied to cases of significantly low volume roads
- Development of new standards should be done with input from AT, Transportation Association of Canada, Alberta Municipal Supervisors Association and AAMDC and that municipalities must be consulted prior to implementation

Comments in Opposition of Alternative Standards

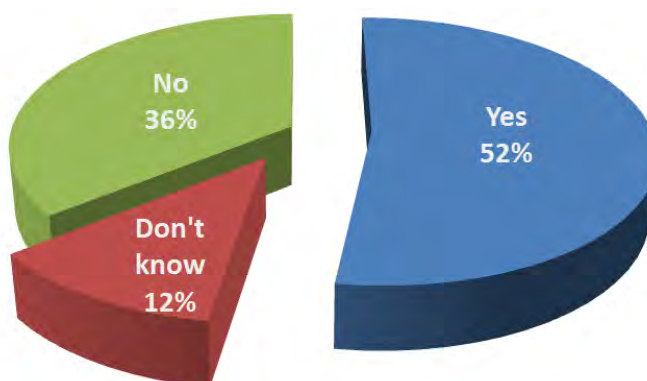
- *5 responses* – The provincial engineering standards should not be changed – lower standards could increase potential for bridge failure
- *2 responses* – Bridge standards should remain the responsibility of the province as they have the history and qualified expertise to manage it responsibly for the benefit of the province
- AT should return to the past practice of managing all bridges as it is the best educated owner. The previous system was envied by the world and was discontinued by privatization.
- AAMDC could be the regulatory body to ensure municipalities are consistent with design

FUNDING

9

QUESTION

Does your municipality support the Review Committee's recommendation that the Local Road Bridge Program should transition from the current project-based funding program to a formula-based funding allocation to municipalities?



Comments in Support

- 2 responses – Acceptable only if the level of funding is maintained or increased
- This would support more effective long-term planning

Comments in Opposition

- 3 responses – Transitioning to a formula-based allocation would likely result in a long-term reduction of the province's funding
- 2 responses – The current program works well
- The current program should remain and if a municipality does not agree with AT's assessment of project priority then a municipality always has the option to complete a project using their own funding sources
- The formula approach can only be supported if annual program funding is increased to \$55-60 million per year
- Municipalities would not effectively manage the money

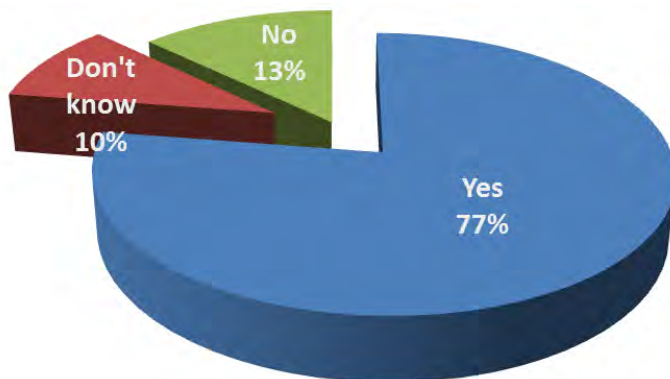
Other

- All major bridges should be the responsibility of the province and funded outside of this program
- Concerned that funding would not be indexed to inflation

FUNDING

10 QUESTION

Does your municipality support the Review Committee's recommendation for an allocation formula that is based upon the total replacement value of local bridge infrastructure managed by each municipality?



Comments

- There should a “level playing field” before the formula-based funding begins
- Need to front-end funding due to current needs for replacement

FUNDING

11

QUESTION

Are there other factors that should be included or considered in an allocation-based formula for bridge funding? If so, please specify.

Comments

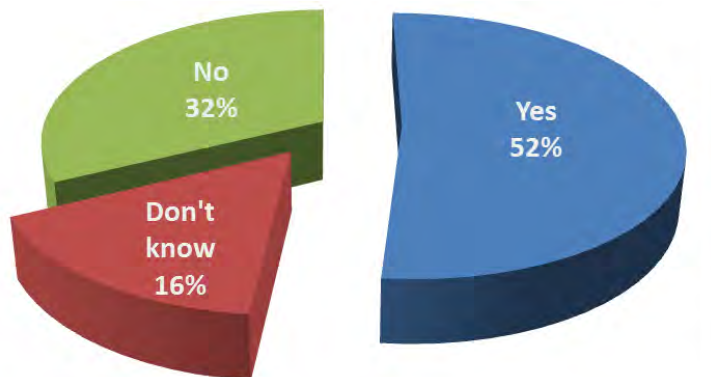
- *6 responses* – The formula should be based on the current deficit (age, condition, size) in each municipality so that funding responds to current needs of the day
- *2 responses* – Volume of traffic and vehicle weights
- *2 responses* – A portion of the funding should be reserved for emergency replacements due to unexpected failure
- *3 responses* – Inflation and/or market pricing must be factored into the funding
- Do not include major bridges as they should remain the responsibility of AT
- Equalized assessment
- Apply a base amount
- Include a “sustainable investment” component for distribution to municipalities with a limited local assessment base
- The formula should be adjusted to reflect costing particular to each region
- Include road portion upgrade
- A formula for new bridge construction for new roads
- Sufficiency rating

FUNDING

12

QUESTION

Does your municipality support the Review Committee's recommendation that an allocation-based funding program should be phased in over a 5 year period?



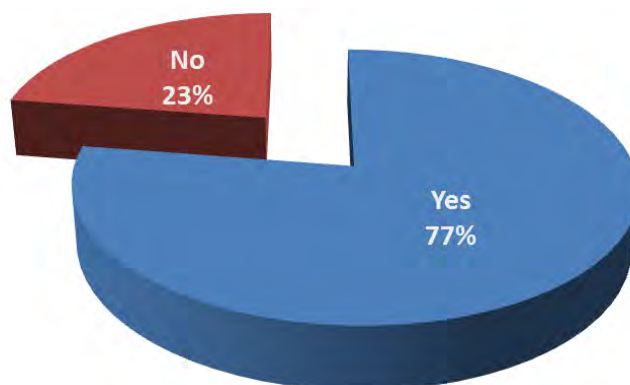
Comments

- 6 responses – Transition period should be 3 years or shorter
- Transition period should be longer than 5 years
- Make the change immediately, no need for a transition period

FUNDING

13 QUESTION

Does your municipality support the Review Committee's recommendation that there should be no restrictions placed on municipalities for how long funding from the Local Road Bridge Program can be accumulated before being expended?



Comments in Support

- If municipalities will have entire responsibility then they also need full flexibility in funding to plan and allocate work properly
- Unrestricted funding with provincial standards in place, pooled expenditures allow flexibility for progressive projects
- Will need a process for verification on what funds have been spent and what is placed in reserve

Comments in Opposition

- 3 responses – A five year maximum would encourage all municipalities to deal with their respective bridge deficit in a more expedient manner
- Restrictions should be enforced so work is completed as per bridge file

GENERAL COMMENTS

Roles & Responsibilities

- *4 responses* – Concerned that giving municipalities more control over costs, that the province will slowly ease out of funding local bridges
- This is a form of downloading from the provincial government to municipalities and local ratepayers
- The province has demonstrated a history of transferring responsibilities to municipalities without compensation – the suggestions of the committee would likely result in a similar outcome for bridges
- We recognize the system is not perfect. However, we do not believe that each and every municipality possesses the resources and expertise required to inspect, maintain, prioritize and manage the upgrade or reconstruction of AT's bridge culverts. AT plays a significant role in bridge culvert management. Their current expertise must be maintained in order to provide the support required by small local municipalities. Removing AT from the equation may also, in the long term, trigger the elimination of all funding. The committee's recommendations will shift all responsibility and liability to the municipalities

Funding Levels

- *3 responses* – The program needs to be see a significant increase to funding
- *2 responses* – The real key to the success of this transition would be stable, predictable, inflation indexed funding
- Current project-based funding system works effectively. However, suggest elimination/revision to current GAP Guidelines such that the funding go to a percentage based cost sharing between AT and municipality based on costs incurred on historical projects of similar scope of work. For example, based on a review of construction costs on projects to date involving replacement of a single span, concrete girder, timber substructure bridge, cost sharing could be quantified as say 85% AT and 15% County, rather than having to break down and evaluate each bid item
- The current levels of funding are insufficient to maintain Alberta's bridge infrastructure. The bridge infrastructure benefits all Albertans and funding needs to be in place for repairs and replacement with flexibility to include future new bridge infrastructure. The program should be reviewed every 5 years to ensure it is meeting the needs of the municipalities and Province.
- The funding level should float with the bridge costs and life cycle expectations so that money is available when it is required
- There should be an increase in funding over the next five years to bring infrastructure to a reasonable condition before transition

Consultation

- *2 responses* – A summary of survey results should be distributed to municipalities
- Municipalities should be consulted prior to any changes in the funding guidelines
- We are very concerned that the municipalities have not been directly consulted on this matter and that we have been asked to respond to a survey that is making recommendations that we have had no opportunity to provide input into. This initiative should not proceed until adequate consultation has occurred. We cannot afford to lose dedicated local road bridge funding. The economy of rural Alberta would be severely jeopardized if adequate funding is not provided. Our biggest concern is that the Province will transition the funding formula to a MSI type funding formula based on assessment. If this was to occur we would be severely disadvantaged. Agricultural assessment is capped to a level that doesn't allow us to assess the true market value of the improvements made by agriculture, thus restricting our ability to generate the revenue necessary to adequately support our infrastructure. We also have serious concerns that over time the Province will further download the responsibility for all funding of the program and liability for the program to the municipalities

Other

- The issue of who is liable for bridges should be clarified
- Special considerations should be made for unusual circumstances such as particularly heavy loads or natural disasters such as flooding
- If the current system is maintained, all bridges in the province should be prioritized in a list to determine funding
- More items should be included in GAP funding list

APPENDIX



Briefing to Members

PROPOSED CHANGES TO THE LOCAL ROAD BRIDGE PROGRAM

December 20, 2012

INTRODUCTION

The AAMDC recently completed a joint report with Alberta Transportation that recommends major changes to how local bridge structures are both managed and funded. Due to the significant impact that these proposed changes represent, the AAMDC is seeking input to determine if the recommendations align with our members' needs.

This briefing is intended to provide summary information to Councils and Administration about the changes that have been proposed. This will help each municipality determine its position prior to responding to the AAMDC survey.

This briefing provides the following:

- Background of the issue
- Details of the Local Road Bridge Program
- Findings of the Review Committee
- Recommendations of the Review Committee including background

For questions, please contact AAMDC Policy Analyst, Darren Reedy, at 780.955.4085 or by email at darren.reedy@aamdc.com.

BACKGROUND

Over the past five years, AAMDC members have passed several resolutions on the issue of provincial funding for bridges. Most recently, resolution 3-11F, *Alternative Bridge Structures and Eligibility of Funding*, directed the AAMDC to study alternative ideas, methods and theories for the replacement of bridge structures and to urge the Government of Alberta to change their funding guidelines to include more affordable options for bridge replacement.

In spring 2012, the AAMDC engaged in discussions with the Ministry of Transportation (TRANS) and was subsequently invited to partner with the ministry to conduct a collaborative review of the Local Road Bridge Program (LRBP). The LRBP provides grant funding through TRANS to assist municipalities with the maintenance and replacement of bridge structures on local roads.

The collaborative review committee involved six TRANS staff which included representation from the Technical Standards Branch and Program Management Branch along with several TRANS regional bridge managers. The AAMDC was represented by two members of the Alberta Rural Municipal Administrators' Association (ARMAA), two members of the Alberta Municipal Supervisors Association (AMSA) and two representatives of the AAMDC.

Between June and September, the committee met four times and reviewed all aspects of the Local Road Bridge Program. The review included program delivery, roles and responsibilities, funding, process, engineering standards, structure options and system management. In finalizing its review, the committee developed a draft report of recommendations for how the management and funding of local bridges in Alberta can be improved.

PROCESS FOR CHANGE

The draft report developed by the LRBP Review Committee will be reviewed by the Minister of Transportation. Due to the significant changes that have been proposed in the draft report, the AAMDC has chosen to survey our members to ensure there is general consensus to support the committee's recommendations. If so, the AAMDC will communicate this support to the Minister to encourage change.

If AAMDC members are not generally supportive of the recommendations, the AAMDC will request for the LRBP Review Committee to be reconvened to assess the feedback and develop alternative strategies to improve the current system.

LOCAL ROAD BRIDGE PROGRAM: DETAILS & PROCESSES

The local road bridge system consists of over 8,600 bridge structures which includes major bridges, standard bridges and culverts (greater than 1.5m diameter). Rural municipalities are responsible for the vast majority of bridge structures within the system.

Over the past 10 years, LRBP funding has ranged between \$8-26 million per year. Based on the current condition of local bridge structures, it is estimated that the value of replacement need over the next 10 years is approximately \$70 million per year.

In the current system, there is a high level of shared responsibility regarding the management of local bridge structures. Municipalities that seek funding through the LRBP must develop priority lists for bridge improvements. TRANS is responsible for collecting these lists and determining priorities on a regional level based on available funding. The LRBP's GAP-01 Funding Guidelines for Municipal Bridge Structures (<http://www.transportation.alberta.ca/3693.htm>) specifies which party is responsible for each type of cost associated with a bridge improvement.

TRANS staff often provide support in reviewing a consultant's plans and providing input on a project for a municipality. TRANS manages the Bridge Inspection and Maintenance (BIM) system that tracks and collects all bridge related data. TRANS also sets the minimum engineering standards for bridge structures.

FINDINGS OF THE COMMITTEE

Through the review, the committee explored three options for the management of bridges: full municipal control, full TRANS control, and shared control (current system). The committee identified various advantages and disadvantages of each option.

The committee held extensive conversations about the ability to reduce costs for low volume bridges by using alternative bridge standards. TRANS' current approach to bridge management is to design and build for a minimum 75 year life cycle. Municipalities have questioned if there is value in applying this same standard to low volume bridges and that alternative design standards may reduce costs while still meeting local needs. The committee discussed how alternative standards may be cheaper in the short term but could ultimately be costlier in the long run due to a shorter bridge life. In the end, the committee concluded that there was merit to exploring alternative engineering standards that catered to local low volume roads.

Problems with the Current System

The LRBP Review Committee identified the following major issues with the current system:

- The roles of TRANS and municipalities in management of the Local Road Bridge Program is not clear
- The local prioritization of bridge projects often does not align with the priorities of TRANS
- The current funding rules can result in non-optimal project decisions due to rules around cost share and eligibility of items for funding
- Current funding rules restrict the ability of municipalities to consider other delivery methods such as in-house forces
- The engineering standards under the current process restricts some potentially cost-effective structure options for low volume road cases
- The current program requires TRANS to provide significant administrative resources
- The ability of TRANS to influence design and construction on projects is complicated as TRANS is not the 'client' on the contracts

RECOMMENDATIONS OF THE COMMITTEE

The Draft Final Report of the Local Road Bridge Program Review Committee recommends the following changes to the program:

ROLES AND RESPONSIBILITIES

1 That municipalities take full control of all local bridges.

Municipalities would manage inspections and deliver maintenance, rehabilitation, replacement and construction projects.

Municipalities would have the discretion to hire consultants, contractors or use own forces to conduct bridge work.

2 That TRANS discontinue the practice of prioritizing funding, reviewing engineering designs and approving tender costs for local bridge projects. In turn, TRANS shall transform to a training and advisory support function for municipalities.

TRANS would provide technical assistance on a request basis and provide training to municipal employees on common and complex bridge issues.

TRANS would undertake spot-check quality assurance reviews of design and construction activities. These reviews would measure quality, identify systemic issues, hold consultants accountable, and be useful in training municipalities.

3 That TRANS should continue to manage Level 1 and Level 2 inspections for 'major bridges' on local roads.

Due to the small number of 'major bridges' on the local road system, the committee estimates it would be more cost effective for TRANS to continue managing this service.

SYSTEM MANAGEMENT

- 4 That municipalities continue to update inventory data and inspect local bridges using Alberta Transportation's Bridge Inspection and Maintenance (BIM) system.**

The committee considers the BIM system to be an effective tool for managing bridge data and ensuring inspections are completed on a timely and necessary basis.

The continued use of BIM allows Alberta Transportation to audit the safety of the bridge system and assess the cost-effectiveness of the funds that are granted to municipalities.

STANDARDS

- 5 That municipalities be given the ability to develop alternative engineering standards for bridge structures on low volume roads.**

The committee recognized that alternative engineering standards may be more cost effective for low volume bridges; however, the committee also noted that it is important that all bridge size structures on the local road system be designed and built to a consistent standard. The AAMDC could be asked to facilitate the development of new engineering standards that could be applied to low volume road bridge structures.

TRANS would participate in an advisory capacity for engineering standards.

FUNDING

- 6 That funding for the Local Road Bridge Program be transitioned from a project-based funding program to an annual formula-based allocation.**

With the committee's recommendation to provide municipalities with full control of local road bridge structures, the committee determined that the provincial funding program should also be modified to support greater municipal autonomy. Examples of other formula-based allocations from the province include the Rural Transportation Grants and the Municipal Sustainability Initiative.

The intent of the allocation-based funding program is to allow municipalities to manage bridge infrastructure in a manner that gives discretion to the municipality on whether funds are used immediately for maintenance and replacement projects or if they are saved in reserves for future scheduled projects.

Under an allocation-based funding formula, municipalities would have full discretion for how funds are used with the exception that funding must be reserved solely for bridge specific projects.

- 7 That the allocation-based funding formula be based upon the total replacement value of local bridge infrastructure managed by a municipality.**

The database of information provided by the BIM system allows TRANS to be able to evaluate the current and long term values needed to replace all local bridge infrastructures. The annual budget of the Local Road Bridge Program would be distributed based on each municipality's percentage ownership of the total replacement value.

Example: If the annual budget of the Local Road Bridge Program was \$50 million and Municipality A owns 2% of the replacement value of all local bridges in Alberta, then Municipality A would receive \$1 million in funding that year.

- 8 **That the funds distributed through the annual allocation be reserved solely for bridge structure related projects.**
- 9 **That the transition from the current project-based funding program to an allocation-based funding program be phased in over a 5 year period.**

The committee recognized that there are varying immediate needs across the province. By maintaining a portion of the Local Road Bridge Program funding on a project-based distribution for the first 5 years of implementation, then municipalities with emergent bridge needs can still be serviced under the current project-based program. During the same time, municipalities can begin to modify their capital budget planning to prepare for full implementation of the allocation-based funding program.

Example: Local Road Bridge Program – Transition of Funding Models

	Current Program Project-Based Funding	Proposed Program Allocation-Based Funding
Year 1	90%	10%
Year 2	70%	30%
Year 3	50%	50%
Year 4	30%	70%
Year 5	10%	90%
Year 6	-	100%

*These figures are presented as a hypothetical example.

After the five year transition period is complete, each municipality would be responsible for managing the grant allocation it receives along with own source funds to determine the best approach to meeting its local bridge structure needs.

- 10 **That municipalities have no restrictions on timelines for how long Local Road Bridge Program funds can be accumulated and held in reserves.**

The committee recognized that in order for a municipality to effectively manage its bridge infrastructure, it must have the ability to develop reserve funds for each of its bridge assets so that sufficient funds are available when it comes time for scheduled maintenance or replacement of bridge structures. Therefore, a municipality must have the ability to develop a reserve fund over the life of a bridge asset which can be up to 75 years or more.

NOTE: The level of annual funding provided to the Local Road Bridge Program would continue to be at the discretion of the Alberta Treasury Board. Municipalities would still be responsible for advocating a desired level of funding based on current municipal needs.

To obtain a full copy of the Review Committee’s Draft Final Report, please email darren.reedy@aamdc.com.

Proposed Changes to Local Road Bridge Program



Partners in Advocacy & Business

In 2012, the AAMDC partnered with Alberta Transportation to form a committee to conduct a collaborative review of the Local Road Bridge Program (LRBP). The LRBP Review Committee has put forth a series of recommendations in a Draft Final Report to the Minister of Transportation. Due to the significant impact that the Review Committee's recommendations will have on municipal operations, the AAMDC is consulting its members to gain an understanding of our members' support for the proposed changes.

Each AAMDC member municipality has been sent a briefing titled "Proposed Changes to the Local Road Bridge Program". The briefing provides a background of the issues and outlines the key recommendations of the Review Committee.

The results of this survey will be used to determine if the recommendations of the Review Committee can be supported by the AAMDC membership or if additional work is required of the Review Committee.

Proposed Changes to Local Road Bridge Program



Partners in Advocacy & Business

Please ensure your municipality has reviewed the AAMDC Briefing before responding to this survey.

Proposed Changes to Local Road Bridge Program



Partners in Advocacy & Business

Whenever possible, please use the comment boxes to support your answer. Your feedback will allow the Review Committee to determine if and how its recommendations need to be revised.

*A comment box can be expanded by clicking in the box and then dragging the bottom right corner of the box outwards.

Proposed Changes to Local Road Bridge Program

***1. Please indicate your municipality.**

2. Your name.

This ensures that AAMDC can contact the individual in case of any questions related to responses in this survey.

***3. This response is intended as input from which of the following?**

- An Administrator
- Council as a whole
- Other (please specify)

Proposed Changes to Local Road Bridge Program

Roles and Responsibilities

4. The Review Committee determined that the local prioritization of bridge projects often does not align with the priorities of Alberta Transportation. As such, the Review Committee determined that in order to maintain local priorities, municipalities should be provided full control over local bridge structures. This would entail municipal discretion over bridge management practices including the management of inspections and delivery of maintenance, rehabilitation, replacement and construction projects.

Does your municipality support the Review Committee's recommendation that municipalities should be provided full control over local road bridge structures?

- Yes
- Don't know
- No

Comment

5. Does your municipality agree with the Review Committee's recommendation for the discontinuation of Alberta Transportation's role in prioritizing funding, reviewing engineering designs and approving tender costs for local bridge projects that are funded through the Local Road Bridge Program?

- Yes
- Don't know
- No

Comment

Proposed Changes to Local Road Bridge Program

6. Does your municipality agree with the Review Committee's recommendation that Alberta Transportation should continue to manage Level 1 and Level 2 inspections of 'major bridges' on the local road system?

Yes

Don't know

No

Comment

Proposed Changes to Local Road Bridge Program

System Management

7. Does your municipality support the continued use of the Bridge Inspection and Maintenance (BIM) system for the management of bridge inventory data?

Yes

Don't know

No

Comment

Proposed Changes to Local Road Bridge Program

Standards

8. Resolution 3-11F determined that AAMDC members are looking for alternative options for bridge engineering standards. The Review Committee has recommended that municipalities be given the ability to develop alternative engineering standards for low volume bridge structures but that bridge size structures on local roads should be designed to a consistent standard.

One suggestion is that the AAMDC could facilitate the development of new engineering standards that could be applied to low volume road bridges.

Does your municipality have any suggestions on how the consistency in bridge standards can be maintained if the province provided municipalities the ability to use alternative bridge standards?

Proposed Changes to Local Road Bridge Program

Funding

9. Does your municipality support the Review Committee's recommendation that the Local Road Bridge Program should transition from the current project-based funding program to a formula-based funding allocation to municipalities?

Yes

Don't know

No

Comment

Proposed Changes to Local Road Bridge Program

The following questions are related to funding under a formula-based funding allocation program. If you answered "No" to Question 9, please skip to Question 14 - General Comments.

Proposed Changes to Local Road Bridge Program

Funding

10. Does your municipality support the Review Committee's recommendation for an allocation formula that is based upon the total replacement value of local bridge infrastructure managed by each municipality?

- Yes
- Don't know
- No

Comment

11. Are there other factors that should be included or considered in an allocation-based formula for bridge funding? If so, please specify.

12. Does your municipality support the Review Committee's recommendation that an allocation-based funding program should be phased in over a 5 year period?

- Yes
- Don't know
- No

Comment

Proposed Changes to Local Road Bridge Program

13. Does your municipality support the Review Committee's recommendation that there should be no restrictions placed on municipalities for how long funding from the Local Road Bridge Program can be accumulated before being expended?

Yes

Don't know

No

Comment

Proposed Changes to Local Road Bridge Program

General Comments

14. This represents the end of the survey. Please use this space to provide any other general comments related to this issue.



Partners in Advocacy & Business

The AAMDC thanks you for your time and efforts to respond to this survey!

Local Road Bridge System Statistics

Mun ID	Mun. Desc.	Culv/Stand. Brdg.		Major Bridge		Total		% of System		Allocation by %
		#	\$M	#	\$M	#	\$M	by #	by \$	\$21M Budget
CO001	COUNTY OF GRANDE PRAIRIE NO. 1	254	95.83	8	11.87	262	107.7	3.03	3.08	646,383
MD094	YELLOWHEAD COUNTY	138	62.21	20	44.9	158	107.11	1.83	3.06	642,842
MD014	M.D. OF TABER	166	98.92	6	3.04	172	101.96	1.99	2.91	611,933
CO017	MOUNTAIN VIEW COUNTY	232	70.96	18	28.63	250	99.59	2.89	2.85	597,709
CO012	ATHABASCA COUNTY	209	62.24	8	34.03	217	96.27	2.51	2.75	577,783
MD099	CLEARWATER COUNTY	145	59.69	25	35.18	170	94.87	1.97	2.71	569,381
MD048	KNEEHILL COUNTY	198	68.66	19	20.1	217	88.76	2.51	2.54	532,711
CO016	WHEATLAND COUNTY	250	77.92	7	9.12	257	87.04	2.97	2.49	522,388
MD016	M.D. OF GREENVIEW NO. 16	162	67.41	7	15.9	169	83.31	1.95	2.38	500,001
CO026	COUNTY OF LETHBRIDGE	161	75.4	1	4.27	162	79.67	1.87	2.28	478,155
CO002	VULCAN COUNTY	175	64.95	8	11.75	183	76.7	2.12	2.19	460,330
MD044	ROCKY VIEW COUNTY	225	66.11	8	9.75	233	75.86	2.69	2.17	455,289
MD009	M.D. OF PINCHER CREEK NO. 9	153	47.49	19	27.89	172	75.38	1.99	2.15	452,408
MD001	CYPRESS COUNTY	199	74.2	1	0.44	200	74.64	2.31	2.13	447,967
CO025	LEDUC COUNTY	186	65.64	7	8.69	193	74.33	2.23	2.12	446,106
MD092	WESTLOCK COUNTY	197	56.73	8	17.29	205	74.02	2.37	2.12	444,246
CO008	COUNTY OF FORTY MILE NO. 8	179	73.11	0	0	179	73.11	2.07	2.09	438,784
CO028	LAC STE. ANNE COUNTY	201	56.09	14	15.03	215	71.12	2.49	2.03	426,841
CO010	COUNTY OF WETASKIWIN NO. 10	164	56.84	8	9.11	172	65.95	1.99	1.88	395,812
MD022	COUNTY OF NORTHERN LIGHTS	150	58.39	5	5.95	155	64.34	1.79	1.84	386,149
CO023	RED DEER COUNTY	161	43.43	10	18.81	171	62.24	1.98	1.78	373,546
MD026	M.D. OF WILLOW CREEK NO. 26	129	41.83	11	18.9	140	60.73	1.62	1.74	364,483
MD031	M.D. OF FOOTHILLS NO. 31	158	48.4	8	11.01	166	59.41	1.92	1.70	356,561
CO003	PONOKA COUNTY	156	46.91	11	11.97	167	58.88	1.93	1.68	353,380
CO014	LACOMBE COUNTY	141	41.52	11	15.09	152	56.61	1.76	1.62	339,756
CO004	COUNTY OF NEWELL	155	53.5	3	2.44	158	55.94	1.83	1.60	335,735
MD125	M.D. OF BIG LAKES	88	35.39	9	20.33	97	55.72	1.12	1.59	334,415
MD090	STURGEON COUNTY	127	33.97	14	21.04	141	55.01	1.63	1.57	330,153
MD020	SADDLE HILLS COUNTY	141	43.55	6	10.22	147	53.77	1.70	1.54	322,711
MD077	BRAZEAU COUNTY	66	35.08	5	14.68	71	49.76	0.82	1.42	298,644
MD023	MACKENZIE COUNTY	64	28.16	10	18.06	74	46.22	0.86	1.32	277,398
CO005	COUNTY OF WARNER NO. 5	106	39.78	2	4.56	108	44.34	1.25	1.27	266,115
MD021	CLEAR HILLS COUNTY	90	41.8	3	2.53	93	44.33	1.08	1.27	266,055
CO011	COUNTY OF BARRHEAD NO. 11	135	31.03	5	12.98	140	44.01	1.62	1.26	264,135
MD087	M.D. OF BONNYVILLE NO. 87	116	37.32	4	4.08	120	41.4	1.39	1.18	248,470
CO031	PARKLAND COUNTY	117	38.32	2	1.62	119	39.94	1.38	1.14	239,708
MD143	REGIONAL MUNICIPALITY OF WOOD B	18	12.81	9	26.3	27	39.11	0.31	1.12	234,726
MD131	NORTHERN SUNRISE COUNTY	65	31.54	3	7.36	68	38.9	0.79	1.11	233,466
CO021	COUNTY OF TWO HILLS NO. 21	135	35.64	2	2.93	137	38.57	1.58	1.10	231,485
MD006	CARDSTON COUNTY	133	34.71	3	3.85	136	38.56	1.57	1.10	231,425
CO027	COUNTY OF MINBURN NO. 27	118	36.91	0	0	118	36.91	1.36	1.05	221,523
MD124	M.D. OF LESSER SLAVE RIVER NO. 124	45	16.4	5	20.24	50	36.64	0.58	1.05	219,902
CO024	COUNTY OF VERMILION RIVER	91	29.3	8	7.23	99	36.53	1.15	1.04	219,242
CO018	COUNTY OF PAINTEARTH NO. 18	113	35.7	0	0	113	35.7	1.31	1.02	214,261
CO022	CAMROSE COUNTY	108	28.63	4	6.7	112	35.33	1.30	1.01	212,040
MD130	M.D. OF SMOKY RIVER NO. 130	99	30.8	1	4.48	100	35.28	1.16	1.01	211,740
CO030	LAMONT COUNTY	145	35.25	0	0	145	35.25	1.68	1.01	211,560
MD047	STARLAND COUNTY	115	33.96	0	0	115	33.96	1.33	0.97	203,818
CO009	BEAVER COUNTY	134	32.08	1	0.28	135	32.36	1.56	0.92	194,215
CO007	COUNTY OF THORHILD NO. 7	89	31.43	1	0.36	90	31.79	1.04	0.91	190,794
CO006	COUNTY OF STETTTLER NO. 6	116	31.75	0	0	116	31.75	1.34	0.91	190,554
CO019	COUNTY OF ST. PAUL NO. 19	132	31.29	0	0	132	31.29	1.53	0.89	187,793
MD015	WOODLANDS COUNTY	72	27.47	3	3.23	75	30.7	0.87	0.88	184,252

Local Road Bridge System Statistics

Mun ID	Mun. Desc.	Culv/Stand. Brdg.		Major Bridge		Total		% of System		Allocation by %
		#	\$M	#	\$M	#	\$M	by #	by \$	\$21M Budget
CO029	FLAGSTAFF COUNTY	82	25.15	3	4.71	85	29.86	0.98	0.85	179,211
CO013	SMOKY LAKE COUNTY	86	22.87	2	2.47	88	25.34	1.02	0.72	152,083
MD019	BIRCH HILLS COUNTY	85	25.28	0	0	85	25.28	0.98	0.72	151,723
MD066	M.D. OF RANCLAND NO. 66	14	5.81	12	16.44	26	22.25	0.30	0.64	133,538
CO020	STRATHCONA COUNTY	80	21.23	1	0.07	81	21.3	0.94	0.61	127,836
TN026	MUNICIPALITY OF CROWSNEST PASS	18	6.5	10	14.12	28	20.62	0.32	0.59	123,755
MD133	M.D. SPIRIT RIVER NO. 133	48	17.13	2	2.75	50	19.88	0.58	0.57	119,314
MD136	M.D. OF FAIRVIEW NO. 136	56	17.19	1	2.22	57	19.41	0.66	0.55	116,493
TN068	PEACE RIVER	1	15.16	2	1.91	3	17.07	0.03	0.49	102,449
TN114	DRUMHELLER	12	5.16	5	10.22	17	15.38	0.20	0.44	92,306
Lac La Biche	LAC LA BICHE COUNTY	37	10.56	3	3.9	40	14.46	0.46	0.41	86,785
MD017	M.D. OF OPPORTUNITY NO. 17	18	9.94	1	1.9	19	11.84	0.22	0.34	71,060
MD061	M.D. OF WAINWRIGHT NO. 61	26	10.48	1	1.15	27	11.63	0.31	0.33	69,800
TN065	OKOTOKS	2	0.41	2	10.97	4	11.38	0.05	0.33	68,299
MD135	M.D. OF PEACE NO. 135	26	11.1	0	0	26	11.1	0.30	0.32	66,619
MD034	M.D. OF ACADIA NO. 34	20	5.54	1	4.57	21	10.11	0.24	0.29	60,677
MD052	M.D. OF PROVOST NO. 52	36	9.95	0	0	36	9.95	0.42	0.28	59,717
TN109	BANFF	0	0	2	7.49	2	7.49	0.02	0.21	44,953
TN016	CANMORE	6	2.67	4	4.36	10	7.03	0.12	0.20	42,192
TN022	COCHRANE	1	1.01	2	5.98	3	6.99	0.03	0.20	41,952
MS004	East Prairie Metis Settlement	7	1.81	2	4.67	9	6.48	0.10	0.19	38,891
TN032	EDSON	7	2.85	1	3.39	8	6.24	0.09	0.18	37,451
TN038	GIBBONS	0	0	1	5.55	1	5.55	0.01	0.16	33,309
TN071	PINCHER CREEK	0	0	3	4.15	3	4.15	0.03	0.12	24,907
TN110	CHESTERMERE	3	3.74	0	0	3	3.74	0.03	0.11	22,446
MS002	Peavine Metis Settlement	10	3.42	1	0.18	11	3.6	0.13	0.10	21,606
MD008	M.D. OF BIGHORN NO. 8	5	1.56	3	1.83	8	3.39	0.09	0.10	20,346
MS007	Kikino Metis Settlement	7	3.15	0	0	7	3.15	0.08	0.09	18,905
VI020	CARBON	0	0	2	2.86	2	2.86	0.02	0.08	17,165
TN097	TURNER VALLEY	0	0	1	2.67	1	2.67	0.01	0.08	16,025
TN082	SLAVE LAKE	0	0	2	2.64	2	2.64	0.02	0.08	15,844
MS003	Gift Lake Metis Settlement	3	1.23	1	1.2	4	2.43	0.05	0.07	14,584
TN105	WAINWRIGHT	0	0	1	2.25	1	2.25	0.01	0.06	13,504
TN017	CARDSTON	0	0	1	2.06	1	2.06	0.01	0.06	12,363
MS001	Paddle Prairie Metis Settlement	5	1.29	1	0.53	6	1.82	0.07	0.05	10,923
TN072	PONOKA	0	0	2	1.77	2	1.77	0.02	0.05	10,623
MS006	Buffalo Lake Metis Settlement	4	1.66	0	0	4	1.66	0.05	0.05	9,963
TN047	HIGH PRAIRIE	2	1.51	0	0	2	1.51	0.02	0.04	9,063
MS010	Fishing Lake Metis Settlement	5	1.39	0	0	5	1.39	0.06	0.04	8,342
VI106	STIRLING	3	1.18	0	0	3	1.18	0.03	0.03	7,082
VI124	ALBERTA BEACH	2	1.16	0	0	2	1.16	0.02	0.03	6,962
TN044	HANNA	2	1.15	0	0	2	1.15	0.02	0.03	6,902
TN101	VEGREVILLE	3	1.13	0	0	3	1.13	0.03	0.03	6,782
TN048	HIGH RIVER	7	1.07	0	0	7	1.07	0.08	0.03	6,422
TN077	REDWATER	1	1.07	0	0	1	1.07	0.01	0.03	6,422
TN046	HIGH LEVEL	1	0.53	1	0.51	2	1.04	0.02	0.03	6,242
MS009	Elizabeth Metis Settlement	5	1.02	0	0	5	1.02	0.06	0.03	6,122
VI119	WASKATENAU	1	0.93	0	0	1	0.93	0.01	0.03	5,582
TN033	ELK POINT	5	0.92	0	0	5	0.92	0.06	0.03	5,522
TN061	MILLET	2	0.77	0	0	2	0.77	0.02	0.02	4,621
TN102	VERMILION	1	0.74	0	0	1	0.74	0.01	0.02	4,441
TN054	LACOMBE	3	0.72	0	0	3	0.72	0.03	0.02	4,321
VI010	BEISEKER	2	0.62	0	0	2	0.62	0.02	0.02	3,721

Local Road Bridge System Statistics

Mun ID	Mun. Desc.	Culv/Stand. Brdg.		Major Bridge		Total		% of System		Allocation by %
		#	\$M	#	\$M	#	\$M	by #	by \$	\$21M Budgt
VI090	NAMPA	1	0.58	0	0	1	0.58	0.01	0.02	3,481
TN049	HINTON	1	0.55	0	0	1	0.55	0.01	0.02	3,301
TN023	COLD LAKE	2	0.54	0	0	2	0.54	0.02	0.02	3,241
TN089	STRATHMORE	2	0.5	0	0	2	0.5	0.02	0.01	3,001
TN086	STETTLER	2	0.46	0	0	2	0.46	0.02	0.01	2,761
TN005	BEAUMONT	1	0.45	0	0	1	0.45	0.01	0.01	2,701
TN001	ATHABASCA	1	0.43	0	0	1	0.43	0.01	0.01	2,581
SV040	South Baptiste	2	0.37	0	0	2	0.37	0.02	0.01	2,221
ID005	KANANASKIS IMPROVEMENT DISTRICT	6	0.36	0	0	6	0.36	0.07	0.01	2,161
SV037	Seba Beach	2	0.36	0	0	2	0.36	0.02	0.01	2,161
TN014	BRUDERHEIM	1	0.36	0	0	1	0.36	0.01	0.01	2,161
TN092	SYLVAN LAKE	2	0.36	0	0	2	0.36	0.02	0.01	2,161
TN011	BOW ISLAND	1	0.31	0	0	1	0.31	0.01	0.01	1,861
TN025	CROSSFIELD	2	0.25	0	0	2	0.25	0.02	0.01	1,500
TN002	BARRHEAD	1	0.24	0	0	1	0.24	0.01	0.01	1,440
SV046	Val Quentin	1	0.22	0	0	1	0.22	0.01	0.01	1,320
TN013	BROOKS	2	0.22	0	0	2	0.22	0.02	0.01	1,320
VI005	ANDREW	1	0.22	0	0	1	0.22	0.01	0.01	1,320
VI078	LINDEN	1	0.22	0	0	1	0.22	0.01	0.01	1,320
TN112	COALHURST	1	0.21	0	0	1	0.21	0.01	0.01	1,260
SV010	Crystal Springs	1	0.19	0	0	1	0.19	0.01	0.01	1,140
SV017	Horseshoe Bay	1	0.19	0	0	1	0.19	0.01	0.01	1,140
TN055	LAMONT	1	0.19	0	0	1	0.19	0.01	0.01	1,140
TN062	MORINVILLE	1	0.19	0	0	1	0.19	0.01	0.01	1,140
VI083	MARWAYNE	1	0.17	0	0	1	0.17	0.01	0.00	1,020
VI089	MYRNAM	1	0.17	0	0	1	0.17	0.01	0.00	1,020
SA002	Special Area 2	1	0.15	0	0	1	0.15	0.01	0.00	900
VI117	WARNER	1	0.14	0	0	1	0.14	0.01	0.00	840
TN006	BEAVERLODGE	1	0.11	0	0	1	0.11	0.01	0.00	660
TN106	WEMBLEY	1	0.11	0	0	1	0.11	0.01	0.00	660
TN087	STONY PLAIN	1	0.1	0	0	1	0.1	0.01	0.00	600
IR125	SADDLE LAKE #125	1	0.09	0	0	1	0.09	0.01	0.00	540
IR154	STURGEON LAKE #154	1	0.08	0	0	1	0.08	0.01	0.00	480



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

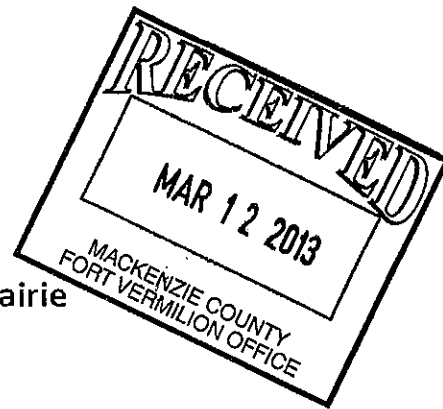
March 4, 2013

Honorable Fred Horne
Minister of Health
208 Legislature Building
10800 97 Avenue
Edmonton, AB T5K 2B6

53.10.04

Dear Honorable Minister:

**Re: Queen Elizabeth II Hospital – Grande Prairie
Medevac Services**



The Council for the County of Northern Lights has listened for a number of years, to the debate over medevac services for the north and the closure of the Edmonton City Center Airport. We recognize that the decision regarding the City Center Airport has been made, and that allowances for medevac services have been made at the Edmonton International Airport.

At a recent Council meeting it was requested that Alberta Health be contacted with respect to the services that will be available at the new Grande Prairie Hospital. We understand the Grande Prairie Hospital will be an Acute Care facility, and regional referral center for Northwestern Alberta; however with the activity and growth in the north and the number of residents who rely upon effective and efficient medevac services to obtain health care, our Council believes that this may be the most appropriate location for tertiary care.

Honorable Fred Horne

March 4, 2013

Page 2

We are interested in knowing whether Alberta Health has given any consideration to the feasibility of providing tertiary care at the Grande Prairie Hospital, and perhaps eliminating or easing the concerns regarding medevac services from the north. Thank you in advance for responding.

Yours truly,

A handwritten signature in cursive script that reads "Cheryl Anderson".

Cheryl Anderson

Reeve

Cc: Honorable Frank Oberle, MLA Peace River
Honorable Hector Goudreau, MLA Dunvegan
Municipalities in North Peace Region



BULLETIN

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Of The United States and Canada

*Alberta
Chapter*

Alberta GFOA Special Release Bulletin #14

March 18, 2013

March 7 2013 Provincial Budget Impact on Municipalities

Jules Tailleux, Chair
Emerging Issues Task Force



2013 Provincial
Budget.pdf

See details below or open file

Other links - see [AUMA Highlights of 2013 Provincial Budget](#)

Budget Overview

Operational Plan

- 2013 operating deficit = \$451m...2014 surplus = \$1,480m
- 2013 operational expense = \$38b...0% increase from prior year
 - impact of expected population plus inflation rate of 4.3% absorbed

Savings Plan

- established Contingency Account (previously Sustainability Fund)
- 2013 = \$691m...increasing annually to \$4,535m by 2015

Capital Plan

- 2013 capital spending = \$5,209m...\$15,041m over next 3 years
- investment largely funded by direct borrowing & use of public/private partnerships (P3s)

Programs

Includes, but may not be limited to...

- ✓ Summer Temporary Employment Program (STEP) suspended
 - impacts funding for our summer positions by \$24,000 across municipal departments
- ✓ Community Spirit Program cancelled
 - program offered charities with donation matching
- ✓ Community Initiatives Program (CIP)...\$500,000 reduction in funding in 2013 across the province
 - affects sport & recreation groups in securing funds (i.e. for playgrounds)

- ✓ Community Facility Enhancement Program (CFEP)...\$7.7m reduction in 2013 across the province
 - program used to help with upgrades to community recreation facilities & related infrastructure

Grants

Includes, but may not be limited to...

- ✓ Green Trip program...\$200m for 2013; \$667m over next 3 years
 - Municipal Sustainability Initiative (MSI)...\$896m for 2013; same as 2012
 - \$50m operating component to be eliminated over 4 years & transitioned to the Regional Collaboration Program
- ✓ Municipal Transportation Grant programs...\$520.8m for 2013; increase of \$8.7 (1.7%) from 2012
 - appear to be changes to the programs
- ✓ Municipal Water Infrastructure Grant programs...\$75m for 2013; reduction of \$102 (58%) from 2012
- ✓ Police grant funding. Reduction of \$5m in grants. No details yet

Education Property Taxes

- ✓ new policy for determining property tax requisition
 - total revenue to be collected (requisition amount) now based on 32% of total education system operating expense
 - province estimated to collect \$2.06b in 2013...increase of \$79m (4.0%) from 2012
 - elimination of mitigation formula
 - former 'averaging & capping formula' provided relief for property owners in rapid-growth municipalities, shifting the property tax burden onto slower-growth municipalities
 - Seniors School Property Tax Assistance program will be income tested for 2013 and will end as of 2014
 - rebate program provided refunds to seniors for year-to-year increase in education property taxes

Other Links

Highlights of 2013 Provincial Budget

Prepared by AUMA on March 7, 2013

http://www.auma.ca/live/digitalAssets/70/70593_Highlights_of_2013_Provincial_Budget.pdf

Alberta GFOA's Special Release Bulletins

Alberta GFOA, through the Communications Task Force, augments its Quarterly Newsletter Publications with Special Release Bulletins that will be distributed from time to time to all Members. These Bulletins are intended to provide information pertinent to various aspects of municipal finance. They will also be utilized to profile upcoming professional development and training opportunities. The Bulletins are intended to outline information on a specific topic in a brief and concise manner. In some cases, contact references will be provided in order that readers can obtain more detailed information from specific sources.

Current and archived Special Release Bulletins can be viewed on the Alberta GFOA Website at www.gfoa.ab.ca

March 8, 2013

Good day Your Worship and Councillors:

I have a vision of a future that requires change, but that change will not be possible without your continued support. Over four years ago, I began an epic campaign to change the world and to transform the way people viewed their place in it. This is the fourth time I have written to this Council; and I hope that you will continue to be a part of the change I speak of. I write again of the Honey Bee.

Many people still do not realise how important Honey Bees are to our way of life. This is troubling because Honey Bees are responsible for a third of all food we eat. Honey Bees are responsible for 70 percent of our food crop pollination. They are a keystone species; the very cornerstone to the sustainability of our agriculture and the primary basis of stability for our fragile environment. This issue is ever more severe because Honey Bees continue to die at alarming and catastrophic rates in Canada and in every country where they are raised.

There are many explanations offered to illuminate or shed light on the cause or causes of Honey Bee disappearances; foremost and most sinister among them being irresponsible pesticide use, such as neonicotinoids: clothianidin, thiamethoxam and imidacloprid. This is a matter that is currently both a source of passionately emotional and scientifically paramount debate between Canadian Beekeepers and Federal and Provincial Governments. Yet, the average person continues to be left in the dark regarding these concerns which have direct and profound impact on the health of not only wildlife but all citizens of this country. Bernard Vallat, the Director-General of The World Organisation for Animal Health, warned, that “Bees contribute to global food security, and their extinction would represent a terrible biological disaster.” Indeed, the demise of the Honey Bee would ensure the extinction of thousands of dependant animal and plant species, bring about the collapse of the food chain and guarantee the destruction of sustainable agriculture, our economy and the environment. As Honey Bees continue to perish, this represents a severe threat to the security of our Nation.

According to the Canadian Honey Council, “The value of honey bees to pollination of crops is estimated at over \$2 billion annually.” The Canadian Association of Professional Apiarists (CAPA) suggests that Canada sustained a national average of honey bee deaths of 29.3 % in 2011. Another source indicates that in 2012 almost 99,000 hives died or became unproductive. This amount of loss is greater than what is considered sustainable. Alarming, Honey Bees have been disappearing at percentages considered unsustainable for over a decade. Yet, the average person is largely unaware of this threat or what it represents.

That is why that primary of all known solutions is education, awareness and active governmental participation in a resolution to this crisis. Without understanding that there is a problem, we have seen that the general public will take for granted the severity of this global crisis. It is for this reason that I began my campaign in 2009. While it proudly originated in Saskatoon Saskatchewan, it did not end until it spread from coast to coast and found root in distant countries. I had an inspired dream that if municipal governments across Canada were to be unified by a collective, singular proclamation in dedication to the Honey Bee, that more people, through media attention, would be made aware of their alarming decline... ..And resolve to take more necessary action to save this critically important creature and prevent the permanent loss of color and vitality on our wondrous planet.

Imagine a world without blueberries, apples, oranges, broccoli, herbs, almonds, peaches, pears, and over 90 other food crops! Alternatively, imagine a world where only the rich can afford to eat a grape or a peanut! There are Billions of people around the world that already have difficulty finding nourishment in the meagre food they have. Imagine a world where even the middle-class cannot afford fruits and vegetables... ..the lower class will cease to exist and no one will be privileged enough to donate produce to food banks. The poor will starve and there will be chaos; however, this fate is still preventable. It is not yet too late; and you can be an asset in turning aside my terrible predictions. Inform your citizenry of this crisis and with your authority, call on your Provincial Government and our Federal Government to give answer to our collective appeal.

In 7 provinces across Canada and with the support of over 70 municipal governments, May 29, 2010 was recognised as the first annual “Day of the Honey

Bee”. It was officially recognised in declaration by three provincial governments – Saskatchewan, Manitoba and British Columbia and recorded in the Legislative Assembly Hansard of Alberta. The Standing Committee on Agriculture and Agri-Food Canada suggested, “That the Government (of Canada) follow in the footsteps of the Province of Saskatchewan... ..by proclaiming May 29, 2010 as the National Day of the Honey Bee and that this be reported to the House.” As a result, “Day of the Honey Bee” is currently a Motion in the House of Commons, submitted by Mr. Alex Atamanenko, Member of Parliament for BC Southern Interior, currently serving on the Standing Committee for Agriculture and Agri-Food Canada.

In 2011, this special day was endorsed for a second time by Saskatchewan, Manitoba and British Columbia; and supported by 163 municipal governments across Canada.

In 2012, I once more sent thousands of letters. Last year “Day of the Honey Bee” was again celebrated by three provinces; and 179 municipal governments; while many were issued in perpetuity. The national average of support for “Day of the Honey Bee” is just over 25% of the population of Canada! “Day of the Honey Bee” has even been celebrated in The United Kingdom and Turkey. I dearly hope that this year, that you may add to this amazing success.

Furthermore, because of this amazing support, more people learned about the plight of Honey Bees. All across Canada and abroad, beekeepers, apiarists, beekeeping associations, farmer’s markets, postsecondary institutions, municipal groups and other concerned individuals planned activities and events on May 29th and the week surrounding this date, to educate and inform the public. The potential that this day possesses to stimulate the local economy, farmer’s markets and fairs; and produce revenue for local beekeepers, as well as generate research funding, if given official support by this Council, is as overwhelming as it is undeniable.

Nonetheless, even though more than a quarter of the population of Canada has supported the establishment of this day, I have not been able to gain the same level of success with many other Provincial Governments or the Federal

Government of Canada. It is my hope that with my words, you may contribute to this continued success with wisdom and the authority your station affords.

And now therefore, I do humbly request:

- (a) That your Worship and Council, on behalf of your citizenry, resolve to proclaim May 29th, 2013 as the fourth annual “Day of the Honey Bee;” and (if bylaw allows) that this proclamation be issued in perpetuity;
- (b) That in the event proclamations are not issued as a matter of policy, that your Worship and Council please consider, for the purposes of educational awareness, making an exemption to that policy in order to greater serve the broader public interest;
- (c) That in the event there is a municipal ban on beekeeping within your influence, that in collaboration with your provincial apiarist and / or local beekeepers and respecting provincial regulations, that your Worship and Council resolve to antiquate this ban and formally sanction “backyard” or hobbyist beekeeping within your jurisdiction;
- (d) That your Worship and Council resolve to endorse the establishment of a recognised “Day of the Honey Bee” by your Provincial Government, by writing a letter of support to your respective Member of the Legislative Assembly, your respective Provincial Minister of Agriculture and your respective Provincial Apiarist.
- (e) That your Worship and Council resolve to endorse the establishment of a recognised “National Day of the Honey Bee” by the Federal Government of Canada, by writing a letter of support to all respective Members of Parliament of your jurisdiction and to Alex Atamanenko, Member of Parliament for BC Southern Interior. alex.atamanenko.a1@parl.gc.ca; atamaa@parl.gc.ca.
- (f) That your Worship and Council resolve to endorse the establishment of a recognised “National Day of the Honey Bee” by the Federal Government of Canada, by writing a letter of support to the Honourable Gerry Ritz, Minister of Agriculture and Agri-Food Canada:

The Honourable Gerry Ritz
Agriculture and Agri-Food Canada
1341 Baseline Road
Ottawa, Ontario K1A 0C5

Fax: 613-773-1081

(g) And that in the event a proclamation, endorsement and or response are issued, that the original be sent to the address and contact information provided in this correspondence below; for the purpose of keeping accurate tally and record; and that if copies of your response are to be sent to apiarists or beekeeper-groups that they be given copies.

By these requests, it is my goal that through collective proclamation, more of the populace will be made aware of the dire threats facing the Honey Bee; not only in your region but your province, across Canada and the world.

I thank you for your time and your considerations,

Sincerely,



Clinton Shane Ekdahl
Founder of "Day of the Honey Bee"
129 Avenue E South
Saskatoon, Saskatchewan, S7M 1R7
1 (306) 651 – 3955
cccssee@hotmail.co.uk

(Date here)

The Honourable Gerry Ritz
Minister of Agriculture and Agri-Food Canada
1341 Baseline Road
Ottawa, Ontario K1A 0C5:

Dear Honourable Gerry Ritz,

I, (Your name here), the Mayor of, (Your municipality name here) share a vision with the Founder of “Day of the Honey Bee,” Clinton Shane Ekdahl of Saskatoon, Saskatchewan, of a future that requires change, but that change will not be possible without your support. Over four years ago, Mr. Ekdahl began an epic campaign to change the world and to transform the way people viewed their place in it. We have received correspondence from Mr. Ekdahl that has convinced us of the merits of supporting a federally recognised “National Day of the Honey Bee” in Canada.

By the authority of my Office, I can speak for the citizens of (Your Municipality name here) and we have endeavored to support this important venture by issuing a Proclamation supporting “Day of the Honey Bee” in our jurisdiction. We have taken this important step because many people still do not realise how important the Honey Bee is to our way of life. This is troubling because Honey Bees are responsible for one of every three bites of food we eat and they are responsible for a vast percent of our food crop pollination. Like Mr. Ekdahl, we agree that Honey Bees are a keystone species; the very cornerstone to the sustainability of our agriculture and the basis of stability for our fragile environment. However, Honey Bees are dying at rates that are not sustainable or acceptable.

Mr. Ekdahl has informed us that there are many explanations offered to illuminate and shed light on the cause or causes of Honey Bee disappearances; foremost among them being irresponsible pesticide use, such as neonicotinoids: clothianidin, thiamethoxam and imidacloprid. Yet, the average person has been left in the dark regarding these concerns which have direct and profound impact on the health of not only wildlife but all citizens of this country. We wonder what safeguards the Federal Government is taking to ensure the safety and survival of this critically important species.

We believe that the primary of all known solutions is education, awareness and active governmental participation in a resolution to this crisis. We have resolved to take more necessary action to advance education and awareness of the issues facing the Honey Bee by participating in the “Day of the Honey Bee” initiative and informing our citizens of their importance.

We have joined 179 other jurisdictions, by issuing a Proclamation dedicated to the Honey Bee and we have added to the quarter of the population of Canada that has already supported this venture in 2012.

Because of our support, more people will learn about the plight of Honey Bees. (If you want to add anything specific that the Council or the community is doing this May 29th, you can detail it here) The potential that this day possesses to stimulate our local and national economy, farmer’s markets and revenue for thousands of beekeepers; as

well as generate research funding, if given official support by the Federal Government, is encouraging as well as incontrovertible.

And now therefore, I (Your Name Here) the Mayor of (Name of municipality) and with full support of Council and our Citizenry do humbly request:

- (a) That your Honour, on behalf of all Canadian citizens, resolve to proclaim May 29th, 2013 as the first annual “National Day of the Honey Bee;” and that this proclamation be issued in perpetuity for the benefit of all future generations;
- (b) That, for the purposes of assisting Honey Bee survival, vitality and species continuation, a public statement be issued from your Office encouraging municipal governments to antiquate Beekeeping prohibitions and encourage “backyard” or “Hobbyist” beekeeping across Canada;
- (c) That in the event a proclamation and or response are issued, that it be made public so that all Canadian citizens understand the impact that Honey Bees have on our way of life and the consequences that we would face, should their disappearances continue.

By these requests, it is our collective goal that through such proclamation, more of the populace will be made aware of the dire threats facing the Honey Bee across Canada and the world.

I thank you for your time and your considerations,

Sincerely,

(Signature Here)

Print name and other contact information here

(Official Municipal Seal Here)

**LA CRETE RECREATION SOCIETY
REGULAR MEETING
JANUARY 10, 2013**

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

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

Absent: John Zacharias, Director
George Fehr, Director

Call to Order: President Abe Fehr called the meeting to order at 6:07 p.m.

Approval of Agenda

1. Simon Wiebe moved to accept the Agenda as amended.
8.5 February Meeting Date
8.6 AGM CARRIED

Approval of Previous Meeting's Minutes

1. Peter Braun moved to accept the November 15, 2012 Regular Meeting Minutes as presented. CARRIED

Business from the Minutes

1. Discussion on YAC payment.
2. County operating funds should arrive early next week.

Review of Action Sheet

1. Reviewed items for information only.

Financial Report

1. Reviewed financial reports.
2. Operating account is showing a \$20,000 deficit. CARRIED

Manager's Report – Philip Doerksen

1. Manager's Report was reviewed for information.
2. Tracy had low turnout for junior curling. Discussion on prizes and incentives for kids and possibly hosting a bonspiel.

3. Wendy Morris moved to accept the Manager's Report as presented.
CARRIED

New Business

- 8.1 Rec Director/Challenge Cup – Discussion on hiring Ed Wiebe as a contractor for approximately 80 hours at \$20/hour to help Philip run the Challenge Cup tournament. Guidelines will be developed by a sub-committee. Paddle Prairie will not be allowed to attend. There are some problems drawing in another top team to compete with the Thrashers. Discussion on door prizes was held.

Wendy Morris moved to hire Ed Wiebe on contract basis for an estimated 80 hours on Challenge Cup. CARRIED

Peter Braun moved to appoint Abe Fehr, Simon Wiebe and Philip Doerksen to a Challenge Cup sub-committee. CARRIED

Abe Fehr moved to suspend Paddle Prairie from participating in the 2013 Challenge Cup Tournament. CARRIED

- 8.2 Credit Card – discussion on obtaining a credit card for Philip's use for Internet orders. Philip will research the possibility.
- 8.3 Swimming Pool Update – County will be doing a plebiscite to find out if people want a swimming pool.
- 8.4 Budget Review – Philip and Lori will re-adjust the 2013 budget based on the operating money received from the County.
- 8.5 February Meeting Date – meeting changed meeting to February 21st.
- 8.6 AGM – date set for March 14, 2013 at 7:30 p.m.

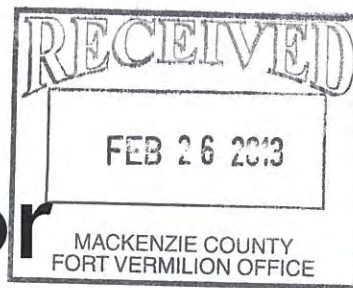
Abe Fehr moved to go in camera at 7:36 p.m.

Darlene Bergen moved to go out of camera at 7:45 p.m.

Simon Wiebe moved that the meeting be adjourned at 7:45 p.m.

Next Meeting: February 21, 2013

MMSA Monitor



MACKENZIE MUNICIPAL SERVICES AGENCY

Volume 20, Issue 02/13

FEBRUARY 2013

WELCOME TO A NEW PLANNER

Philip Rough joined the MMSA staff on November 19. He comes to the Agency to increase his planning portfolio and gain planning experience in rural and urban settings.

Before joining the Agency staff, Phil was working with Alberta Transportation in Peace River as a Planning and Development Technician.

Phil grew up in Zambia and England and attended high school in Toronto. He graduated from Ryerson University in 2005 with a Bachelor of Urban and Regional Planning (BURPL). He also obtained an

International Diploma in Humanitarian Assistance in 2008.

After graduation from Ryerson Phil came to Kneehill County in Three Hills, Alberta working there as a Planner for 3 years. His duties included regional planning, and subdivision and development permit processing.

He then worked as a logistician with a British Community Development organization for 3 months in Malaysia and 1 year in Sudan and Kenya with a Swiss Humanitarian Aid organization.

Currently, Phil is the Planner for Northern Sunrise County and the Village of Nampa. He is also working on the Shaftesbury Trail Study for the Municipal District of Peace No. 135. He represents the Agency on the committee for the development of the Comprehensive Regional Infrastructure Sustainability Plan (CRISP) for the Peace River Oil Sands Area (PROSA).

In Phil's spare time he is involved as a leader with a church Youth Group. He enjoys both winter and summer outdoor activities.



Philip Rough

Inside this issue:

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MORE STAFF PHOTO CONTEST ENTRIES	3
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STAFF PHOTO CONTEST

In 2012, the Agency held a photo contest where Staff members could enter their photos of our region. The entries were then judged by the Agency's Board of Directors at their meeting held December 7th.

The winning entries will be framed and displayed throughout our office.

The categories and winners are:

- Old buildings - Ali Taghavi
- Nature/Wildlife - Ron Rauckman
- Bridges/crossings - Yang Gao
- Landscapes - Yang Gao
- Churches - Elise Willison
- Winter scenes - Ali Taghavi
- People of the Peace - Elise Willison

- Agriculture/Industry - Ron Rauckman
- Open: First Prize - Audra Lindsey
Second Prize - Kemi Apanisile



First Prize:
Audra Lindsey
Peace River Valley

SUBDIVISION ACTIVITY SUMMARY 2008-2012

Five Year Historic Subdivision Activity

MUNICIPALITY	YEAR				
	2008	2009	2010	2011	2012
Berwyn	2			1	
Hines Creek					
Nampa	1		1		1
Girouxville					
Donnelly					
McLennan	3	2	1		
Falher	1	2	2		1
Fairview		1	1	2	
Grimshaw	3	3	1	1	3
Manning	1	2	2		
Rainbow Lake		1	1		
Peace River	4	5	6	5	5
MD 130	6	17	15	11	5
MD 135	9	6	7	7	7
MD 136	2	5	5	1	7
Clear Hills County	10	8	9	12	9
Northern Sunrise County	20	9	9	8	4
TOTAL SUBDIVISION APPLICATIONS	62	61	60	48	42

As can be seen on the chart, subdivision activity for the years 2011 and 2012 is down from the previous years. There is no significant cause for the downturn in activity other than the market dictates the need for additional subdivided lots. Historically, subdivision activity is mainly comprised of single parcel country residential lots or farmstead separations, with minor residential, commercial, or industrial lots in the urban centres.

Subdivision activity in the first month in 2013 is showing indications of a sharp increase and should this continue, it may prove to be one our busiest years in the last decade. We will keep you posted as the year progresses.

RURAL ADDRESSING

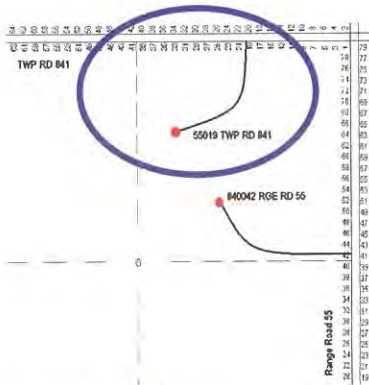
By Audra Lindsey

Rural addressing has been completed for three of our four Municipal Districts/ Counties. We anticipate that the Municipal District of Fairview No. 136 will have their rural addresses assigned by early summer. The GIS department at the Agency does the work of assigning the addresses, using templates provided by Spatial Data Warehouse, on behalf of the provincial government. Many people may be wondering exactly where the address numbers come from... How do we decide what number is assigned to a specific lot?

Just as urban addresses are created using a grid reference of streets and avenues, rural addresses use the grid created by township and range roads. The address numbers increase from east to west and from south to north, on a 40-metre grid. There are 80 address intervals (40 on each side of the road) in each mile (1 mile=1600 metres). Odd numbers are on the east or south side of a road and even numbers are on the west or north side of a road. Addresses are limited to 6 digits. It is important to note that the address is assigned to the point where the main access i.e. the lane or driveway, meets the road allowance.

As township road allowances are spaced two miles apart (whereas range roads are at one mile intervals) addresses more than a mile north of a true Township road will reference the "virtual" township road that would occur at the one -mile mark; this will be an odd-numbered road that is not actually "on the ground". For example there are addresses assigned in MD No.135 referencing Twp Rd 821 even though that road does not really exist.

In cases where more than one residence uses the same access road, the residences will be referenced as A, B, C, etc. with the same address.



55019 TWP RD 841
 55 (reference road is RR 55)
 019 (interval 19 in the grid west from RR 55
 Odd number indicates location on south side)
 TWP RD 841 (access is off of TWP Road 841)

TOWN OF FAIRVIEW DOWNTOWN STUDY

By Alisha Mody

Since August 2012, the MMSA has been working with the Town of Fairview to consider ways to enhance its commercial core. The Downtown Study recommends improvements to the streetscape, upgrades to Hemstock Park and a possible gateway entrance feature at the intersection of Highway 2 and 110th Street. Implementation would result in an improved pedestrian environment, as well as increased parking in the downtown core for drivers.

The recommendations for improvements to the streetscape include:

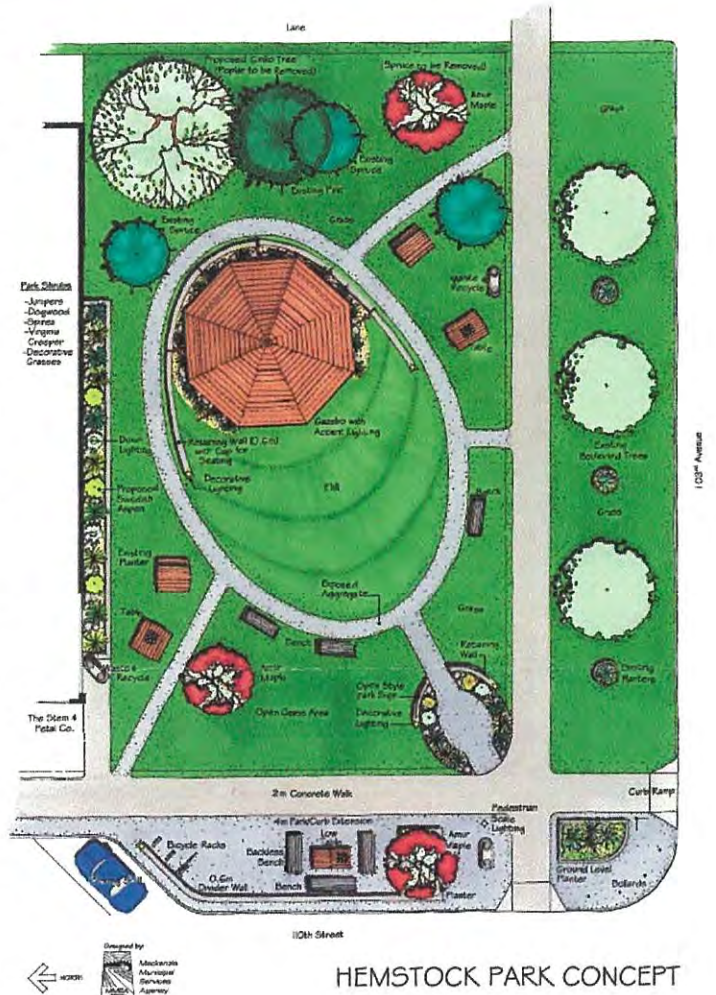
- pedestrian-scaled lighting that will provide appropriate light levels for pedestrians and vehicles;
- benches at key locations to encourage people to linger on Main Street, trees to provide texture and colour;
- closing unnecessary drive-ways to provide a consistent sidewalk cross-grade.

After developing a number of recommendations, the MMSA, with the help of Town staff, engaged in a number of consultation activities including presentations to the local Rotary Club, Chamber of Commerce and an afternoon at the local IGA. Verbal feedback was largely positive, with some great suggestions. Public input surveys were available, both hard copy and online using Survey Monkey – an MMSA first. Over 80 people provided feedback through the surveys. This community feedback was integrated into the recommendations.

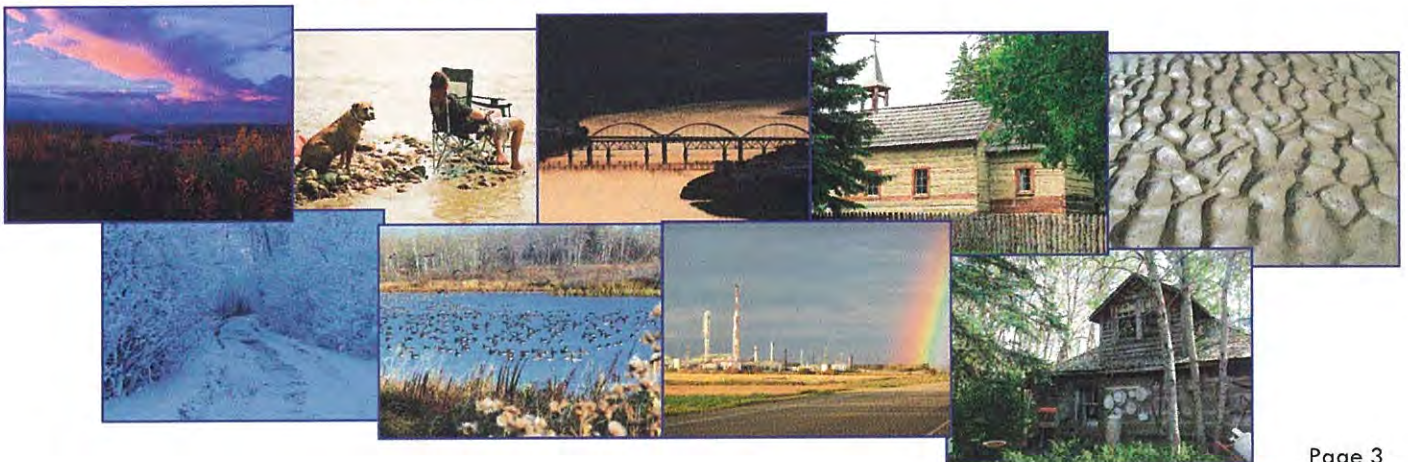
A *community café* is scheduled for **March 12** at 7:00 pm at the Legion Hall to give the business community and residents a final opportunity to provide feedback to both MMSA and Council. The community café will include a formal presentation of the Study recommendations. Presentation boards will highlight key information. Council will then have an opportunity to

approve the study document and move forward with

phased implementation of the Downtown Study.



MORE STAFF PHOTO CONTEST ENTRIES



Planning Today for Your Community's Tomorrow.



5109 - 51 St
Box 450
Berwyn AB TOH 0E0

Phone: 780-338-3862
Fax: 780-338-3811
E-mail: info@mmsa.ca
Website: www.mmsa.ca

The Mackenzie Municipal Services Agency provides land use planning and subdivision services for a large area in northwest Alberta. In a region stretching from Northern Sunrise County in the south and east to the Town of Rainbow Lake in the north, we provide municipal planning services to 12 member municipalities, pursuant to Section 625 of the Municipal Government Act. We also provide a full range of services on a contract fee-for-service basis.

Contact Us:

Check Out Our Website
www.mmsa.ca
For Robert E. Walter Memorial Scholarship And Subdivision Application Packages

Karen Diebert, Manager
karen.diebert@mmsa.ca

Howard Pinnock, Director of Planning
howard@mmsa.ca

Elise Willison, Senior Planner
elise@mmsa.ca

Alisha Mody, Municipal Planner
alisha@mmsa.ca

Philip Rough, Municipal Planner
philip@mmsa.ca

Ron Rauckman, Senior Graphics Technologist
ron.rauckman@mmsa.ca

Ali Taghavi, Senior GIS Technologist
ali@mmsa.ca

Audra Lindsey, GIS Technologist
audra@mmsa.ca

Brenda Taylor, Administrative Assistant
info@mmsa.ca

MUNICIPALITY	REPRESENTATIVE	MUNICIPALITY	REPRESENTATIVE
Village of Berwyn	Ron Longtin	M. D. of Fairview #136	Terri Wyness
Clear Hills County	Bonnie Bigam	M. D. of Peace #135	Veronica Bliska
Town of Fairview	Larry Chorney	Village of Nampa	Ed Skrlík
Town of Grimshaw	Brian Allen	Northern Sunrise County	Carolyn Kolebaba
Village of Hines Creek	Jim MacKenzie	Town of Peace River	Colin Needham
Town of Manning	Sunni Walker	Town of Rainbow Lake	Boyd Langford

AROUND THE REGION

On December 7, 2012 the MMSA Board of Directors held their annual Organizational meeting. Re-Elected to the Executive Committee are:

- Ron Longtin, Chair (Village of Berwyn)
- Veronica Bliska, Vice-Chair (MD of Peace No. 135)
- Carolyn Kolebaba, Director (Northern Sunrise County)
- Sunni Jean Walker, Director (Town of Manning)

- Brian Allen, Director (Town of Grimshaw)

The **ROBERT E. WALTER MEMORIAL SCHOLARSHIP** Review Panel members are:

- Terri Wyness (MD of Fairview No. 136)
- Bonnie Bigam (Clear Hills County)
- Jim MacKenzie (Village of Hines Creek)

CAO WELCOME: Kelly Bunn to the Town of Peace River.

STAFF GOOD-BYES:

In the Fall of 2012, two Planners moved on to further their careers. Kemi Apanisile moved back to Ontario and is working as a Development Specialist for Waterfront Toronto. Matthew Konowalchuk went down the highway to the County of Grande Prairie as a Planner for their Planning & Development Services.

In February 2013, we said goodbye to Jesse Auspitz. He returned to Ontario to work as a Planner for the Town of

Niagara on the Lake.

Nicole Halvorson leaves the Mighty Peace Tourist Association in February as well. With an office in the Agency building, Nicole become part of our Staff Family during the 7 years she was here.





FOREST EDUCATION SOCIETY
Box 414, High Level, AB. T0H 1Z0

<http://www.nlfes.org>

January 26, 2013

County of Mackenzie - councillor
PO Box 640
Fort Vermillion, AB
T0H1N0

Hello Mr. John Driedger



Greetings Northern Lights Forest Education Society (NLFES) Members,

We are interested in you and hope that you are interested in the Society. Your support will be greatly appreciated and will help the society administer many events in the community in 2013!

We have added information and improved of the NLFES website, so feel free to check it out at www.nlfes.org (members area: username – “nlfesorg”; password – “member2011”). Keep posted for meetings and upcoming events!

Winter has finally arrived - I am looking out at a bright sunny minus 22 day. Our educator John Thurston will be starting the science camps in May involving local schools. These camps are very popular in the schools and the NLFES is proud to provide this learning opportunity – thank-you John. We had over 400 students participate from 9 schools in 20 science camps in 2012; we are anticipating the same high interest in 2013. We have also started work on improving the existing trails and arboretum located at Footner Lake. This work is being completed with help from society members, people from the local community, and schools to provide an interpretative-recreational area for the community.

You will hear more from the Society this year as we continuing our work on the development plan for the Footner Lake Trails. We will be looking for assistance in acquiring material to continue repair of foot bridges, gravel surfacing material for the trails to allow better access by foot and in some case by wheel chair and supplies to complete other parts of the project. Spirit of the North school is currently taking on improving approximately 350 meters of trail as school project. This will provide an excellent opportunity for classes to get outdoors and learn about their natural environment. Please see the enclosed society News Letter for more information.

Enclosed is the 2013/2014 Annual Corporate Membership Invoice (to use if you choose to support the NLFES). We continue to offer corporations an annual membership for only \$250.00. We hope you will or will continue to support the society!

Thank you for your continued assistance. If you have any questions regarding this invoice, or the society, please contact me at (780) 926-9482.

Sincerely,



Tim Heemskerk, RPF
NLFES - President
Tim.heemskerk@gov.ab.ca



Paul Ebert, RPF
NLFES Vice-President
Paul.Ebert@gov.ab.ca



Northern Lights Forest Education Society

2013, Issue 1

Newsletter February 2013

Special points of interest:

- Work has started on the Footner Trails.
- Science camp registration is happening soon.
- Applicants have until May 1 to apply for a bursary.
- From Feb 1 to Feb 28 we gain 2 hrs and 14 minutes of day light!

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The Spirit Trail

In 2011 the Northern Lights Forest Education Society signed a Memorandum of Understanding with Alberta Sustainable Resources Development to proceed with work on the walking / skiing trails on the eastern shore of Footner Lake, near the High Level airport.

This past year Spirit of the North Community School decided to become involved. Their plan is to construct a multi- purpose trail, to be named Spirit Trail, from the trailhead to the lake. This will be a 350 meter wheel chair accessible trail. Staff, students, parents and community members began the

project this fall with the construction of the new bridge. This was a challenging project that an early snowfall stopped for the season. But once spring arrives, they plan to complete the bridge and then begin the upgrading of the trail surface.

Once completed the Spirit Trail will allow everyone a pleasant walk from the road out to what has come to be known as "The Point" which offers a great view of Footner Lake.



The young and older helped out this year on the Footner Trails. Above are some of the younger workers :) !!

Alberta Forestry Week => May 5—11, 2013

Alberta Forest Week is the first full week of May. To celebrate, SRD is hosting two events. Everyone is welcome to come out and have some fun while learning at the same time!

AESRD will be putting on events this week. These

events include things like a tour of the Arboretum, treasure hunts, camp fire out at the fish pond or a free BBQ.

The events are still being planned by Chris Thompson of AESRD.

If you are interested in having a specific event please

contact him at 780 929-5401 or christ-pher.thompson@gov.ab.ca



John Thurston out in the Boreal Forest. Please have your request for participation in the 2013 science camps by Feb 28!

Fire is a natural part of the Northern Boreal Forest ecosystem but we as humans try to control the spread of fire to protect our interests.



Jessica Roberts receiving her 2011 bursary check.

Science Camps a Great Success in 2012!

Science Camps 2013 John Thurston, the NLFES Forest Educator, will again be running Science Camps at Machesis Lake and Jakes Lake for Grade Four and Six students this spring. These camps promote environmental education while following the Alberta Science curriculum. They offer a fun day of Science in the forest, consisting of lessons in the morning and an environmental game in the afternoon. The theme of the Grade Four

Science Camp is "The Boreal Forest and Waste in Our World". This investigates how nature decomposes and uses natural material generated by the forest. The Grade Six camp, "Trees and Forests", introduces students to some of the plants and animals of the boreal forest and the role trees play in the ecosystem. Last year nine schools (over 400 students) participated in these Northern Lights Forest Education Society science ac-

tivities. Planning for the 2013 Science Camps has begun. Schools interested in having their students participate are encouraged to email Lexi Krossa at lexik@fvsd.ab.ca prior to February 28, 2013.

If you would like further information on what is involved in the science camps call John Thurston at 780-926-4799 or email thurston@incentre.net.

Wildfires Fires 2012—What will 2013 bring?

2012 was one of the busiest fire seasons in Upper Hay in recent memory. Crews in the Upper Hay area responded to a total of 250 wildfires that consumed an area of 333132 hectares. To put this in perspective the total area burned provincially was 377354 hectares. Several key factors are taken into consideration when allocating resources to fight a wildfire, including:

- The threat wildfire poses to lives, communities, watershed and

soil, natural resources and infrastructure.

- Opportunities for mountain pine beetle management control.
- A wildfire's ability to restore healthy and resilient forests.

Prior to the arrival of European settlers much of Alberta's landscape was shaped by fire. Traditional burning was used by many First Nations to shape the landscape and maintain ecosystems. Fire caused by

lightning is natural and provides a vital role in ecosystems by clearing the forest of disease and providing an opportunity for new growth. Many species of trees have become fire adapted such as pine, which have serotinous cones. These cones are sealed by resin which cracks when exposed to heat thus releasing the seeds inside. By actively suppressing fire for approximately the last one hundred years, Alberta's forests have aged significantly ... **continued on pg. 4**

NLFES Bursary Available for 2013!

Picture on the top right is of Jessica Roberts accepting her bursary check. A financial help that makes post secondary education and her chosen career road in life easier to attain.

Are you planning on attending a post secondary academic institution? Is your focus of study involved with

Forestry or Environmental Sciences? Do you want \$1000.00 to help out? By **May**

1, 2013 apply to the NLFES for:

The Northern Lights Forest Education Society provides three \$1000.00 bursaries in conjunction with the Northern Alberta Development Council (NADC) to qualified individuals that demonstrate the academic ability and financial need. To find out more about this bursary please contact Tim Heemsker at 780 926-9482 or visit the NLFES website at

www.nlfes.org.

Please send your completed application to nlfes.education@gmail.com

For more information on careers available in the boreal forest view the following YouTube video:

<http://www.youtube.com/watch?v=DEewbMP2zOY>

Future Development on Footner Trails

The total development of the trails is shown on the ortho map below. The Spirit Trail section 1 on the map and being sponsored by the Spirit of the North School is 350 m in length. This trail still needs completion of the bridge and surfacing of the trails. The parking area around the dock will also be improved and signs placed. Access control measures will also be placed at the trailhead.

The new trail being developed shown in brown below totals

1.2 km. It has been cleared and brushed out. The Junior Forest Rangers helped for part of week last summer brushing and clearing out these trails.

Section 5 is 900m long and Section 6 is 300m long.

These trails could potential use a mechanical mulcher pass to deal with the stumps then surfacing applied with some geo cloth placed in spots. Some removal of debris along the trail for fire smarting will also be needed.

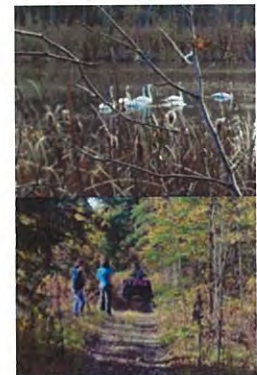
The old trials will need to be brushed and surfaced in area's to improve there use out into the future.

Once this work is completed more development can go into a interpretive trial and potential to look at working on the trails around Pierre's Pond.

The trails can be used by the schools for education, by the public for running, walking, hiking, and cross country skiing along Footner Lake.



Views from the point at the End of the Spirit Trail were a lookout will be placed. Thanks SNCS!!



Great views at Footner Lake including Trumpeter Swans!

Thank-you to all that have helped!

We had great help from individuals and organizations in the community—thanks. The ad from the Mackenzie Report was placed in the January 23, 2013 paper to thank those that specifically helped. The support was great!!

The Junior Forest Rangers, Spirit of the North School and children of NLFES members had fun helping out working on

the trails.

We look forward to continued support!!!



MACKENZIE REPORT, Wednesday, January 23, 2013 - Page 9

THE NORTHERN LIGHT FOREST EDUCATION SOCIETY
1000 10th Street, Box 100, Vermilion, AB T0V 1S0

Thank You

The Northern Light Forest Education Society (NLFES) would like to thank Spirit of the North school and all the donors that helped with improving the "Spirit Trail" located out at Footner Lake.

- Optimal Enterprises - Trailers, Chain Saw, Labour, Fuel
- ASRD - Quads & Trailers
- Northern Services - Trailer & Mini Excavator
- Ft Vermilion School Div. - Bobcat
- Rona Rightway Bldg. Products - Rebar
- Dechant Construction - Geocloth
- Knafsen Sand & Gravel - Gravel
- Arnold Enterprises - Bridge Deck Lumber, Labour, Fuel
- Cat Rentals - Tamper, Quad Trailer
- Dollar Store - Bobcat
- Rocky Lane School - Lumber
- ATCO Electric - Power Poles

The NLFES promotes forestry in the Northern Boreal forest through science camps, nursery for forestry students, guest speakers and other projects that can be used to promote forestry in the community.

Northern Lights Forest Education Society

The Northern Lights Forestry Society is a not for profit organization committed to enhancing the forests for the benefit of communities in Northwest Alberta. Through partnerships with schools, industry, local government, organizations, individuals, First Nations and Métis communities, the NLFES works to create awareness of the importance of our forests. Our organization offers a lot of services and support to our community of High Level and surrounding areas. Our part time forest educator, John Thurston is promoting forestry awareness in the surrounding communities through science day camps. The NLFES provides professional speakers to address forest issues. The organization assists in planning and promoting National Forest Week. Every year we provide funding for scholarships to encourage students to register in post-secondary education programs related to occupations in the forestry industry. The NLFES spearheads and supports community based projects involving our forests.

2012 Fires continued from page 2 ...- making them vulnerable to large scale wildfires.

A number of fires this year were caused by people recreating and working in forested areas. Human caused fires generally occur nearer to inhabited areas thus posing a greater danger to lives and communities. Members of the community are encouraged to practice safe and responsible means when using mechanized transport (ATV's and farm equipment). This includes having a working spark arrestor, stopping and checking for hotspots and having tools aboard for extinguishing a fire should one occur. Tools such as a shovel and fire extinguisher are often all that is needed to extinguish a small fire.

A total of 1318 fire permits were issued this year. Permits are required for any burning other than fires for warming or cooking (campfires). A fire permit is only valid for the period it is issued for. Each permit is unique and outlines restrictions and conditions for burning, including location, wind speed, time of day people are allowed to burn, and any suppression tools required. Fire permits are a method for ESRD to track what is burning on the landscape. One of the key ways that we know a fire is burning is by looking for smoke. By requiring fire permits, we can determine whether that smoke is a wildfire or permitted burning. This enables us to decide whether or not to dispatch crews or other resources.

For more information contact Chris Thomson, wildfire information officer at 780 926-5401 or christopher.thompson@gov.ab.ca

Message from the President

Hello everyone

While I write this message it is minus 37 and a gorgeous day!! I am looking forward to spring.

This past year has been a successful year and I look forward to what we can accomplish in 2013.

Priorities that we are working on include:

- CONTINUED DEVELOPMENT OF THE FOOTNER TRAILS
- FINDING AN APPLICANT FOR THE NLFES BURSARY
- SCIENCE CAMPS FOR 2013 :)



Adair Tower.
My daughter Kalista—I hope to pave a positive future for her!!

- DEVELOPING A GRANT APPLICATION TEM-

PLATE

- ACQUIRING SPONSORSHIP LETTERS TO ACCOMPANY GRANT APPLICATIONS
- DETAILING FORWARD PLANNING FOR THE FOOTNER TRAILS.

We are working on developing grant applications to MEC, Mackenzie County and looking at other possibilities. I look forward to the fun, enhancement of learning facilities and learning the we will achieve in 2013—come out and join in the excitement!

Sincerely,

Tim Heemskerck, RPF.

Email:
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Phone: 780.926.7013
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Box 414
High Level, Alberta
T0H 1Z0

We're on the web
www.nlfes.org