



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

NOVEMBER 25, 2015

1:00 P.M.

COUNCIL CHAMBERS
FORT VERMILION, AB



STRATEGIC PRIORITIES CHART

COUNCIL PRIORITIES (Council/CAO)

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

OPERATIONAL STRATEGIES (CAO/Staff)

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, November 25, 2015
1:00 p.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 November 10, 2015 Regular Council Meeting	7
DELEGATIONS:	4.	a)	Amisk Hydroelectric Project Integrated Environments – David Berrade (1:30 P.M.)	
		b)	Knelsen Gravel Haul Route – Concerned Ratepayer (3:00 P.M.)	
		c)		
		d)		
GENERAL REPORTS:	5.	a)		
		b)		
TENDERS:	6.	a)	Rocky Lane Waste Transfer Station Caretaker Tender (1:00 P.M.)	21
		b)		
		c)		
PUBLIC HEARINGS:	Public hearings are scheduled for 1:15 p.m.			

	7.	a)		
		b)		
COMMUNITY SERVICES:	8.	a)	Friends of Historical Northern Alberta – Preserving and Promoting History of Northern Alberta	23
		b)		
		c)		
UTILITIES:	9.	a)	Fort Vermilion Water Treatment Plant - Agricultural Truckfill Options	39
		b)		
		c)		
OPERATIONS:	10.	a)		
		b)		
PLANNING & DEVELOPMENT:	11.	a)	Community Advisory Committee – Economic Development & Streetscape Project	41
		b)		
		c)		
FINANCE:	12.	a)	Financial Reports – January 1 to October 31, 2015	45
		b)		
		c)		
ADMINISTRATION:	13.	a)	La Crete Agriculture Society - Request for Letter of Support	59
		b)	Northern Lakes College – Re-establishing Community Education Committee	63

	c)	Mackenzie Housing Management Board – Request to Change the Ministerial Order	69
	d)	Waster Transfer Station Hauling Contract Awarding	73
	e)		
	f)		
INFORMATION / CORRESPONDENCE:	14.	a) Information/Correspondence	77
IN CAMERA SESSION:	15.	a) Legal <ul style="list-style-type: none">• Waste Transfer Station Contract Awarding – Legal Opinion Letter	
		b) Labour <ul style="list-style-type: none">• Conflict of Interests – Legal Opinion Letter	
		c) Land	
NOTICE OF MOTION:	16.	Notices of Motion	
NEXT MEETING DATES:	17.	a) Special Council (Budget) Meeting Monday, November 30, 2015 10:00 a.m. Fort Vermilion Council Chambers	
		b) Council Meeting Tuesday, December 8, 2015 10:00 a.m. Fort Vermilion Council Chambers	
		c) Special Council (Budget) Meeting Monday, December 14, 2015 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	18.	a) Adjournment	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Minutes of the November 10, 2015, Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 10, 2015 Regular Council Meetings are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved council minutes are posted on the County website.

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the November 10, 2015 Regular Council Meetings be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, November 10, 2015
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve
Walter Sarapuk	Deputy Reeve (arrived at 10:34 a.m.)
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Ricky Paul	Councillor
Lisa Wardley	Councillor

REGRETS:

ADMINISTRATION:

Joulia Whittleton	Chief Administrative Officer (arrived at 12:00 p.m.)
Ron Pelensky	Director of Community Services & Operations
Len Racher	Director of Facilities & Operations (South)
Byron Peters	Director of Planning & Development
Fred Wiebe	Manager of Utilities
Carol Gabriel	Manager of Legislative and Support Services/Recording Secretary
Carrie Simpson	Executive Assistant to the CAO

ALSO PRESENT: Members of the public and the media.

Minutes of the Regular Council meeting for Mackenzie County held on November 10, 2015 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:04 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 15-11-836 MOVED by Councillor Driedger

That the agenda be approved with the following additions:

- 13. d) Mackenzie Regional Waste Management Commission – Tipping Fee Increase
- 13. e) Alberta Transportation Proposed Speed Zone Amendment – Town of High Level
- 15. a) Town of Rainbow Lake – Revenue Sharing Agreement

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

**3. a) Minutes of the October 28, 2015 Special Council
(Budget) Meeting**

MOTION 15-11-837

MOVED by Councillor Bateman

That the minutes of the October 28, 2015 Special Council (Budget) Meeting be adopted as presented.

CARRIED

**3. b) Minutes of the October 28, 2015 Regular Council
Meeting**

MOTION 15-11-838

MOVED by Councillor Wardley

That the minutes of the October 28, 2015 Regular Council Meetings be adopted with the following correction:

Request for Proposal for Engineering Services – Rural Potable Water Infrastructure

Stantec Proposal should be \$378,901.08

CARRIED

GENERAL REPORTS: 5. a) CAO Report

MOTION 15-11-839

MOVED by Councillor Wardley

That the CAO report for October 2015 be received for information.

CARRIED

5. b) Community Services Committee Meeting Minutes

MOTION 15-11-840 **MOVED** by Councillor Braun

That the Community Services Committee Meeting Minutes of June 1, 2015 be received for information.

CARRIED

PUBLIC HEARING: **7. a) None**

COMMUNITY SERVICES: **8. a) 2015 Campground Caretaker Bonus**

MOTION 15-11-841 **MOVED** by Councillor Bateman

That the campground caretaker scores be removed as they were not scored equally.

CARRIED

MOTION 15-11-842 **MOVED** by Councillor Driedger
Requires 2/3

That the 2015 Campground Caretaker Bonus for Hutch Lake be approved as recommended.

CARRIED

MOTION 15-11-843 **MOVED** by Councillor Braun
Requires 2/3

That the 2015 Campground Caretaker Bonus for Wadlin Lake be approved as recommended.

CARRIED

Councillor Wardley declared herself in conflict and abstained from the discussion and the vote on Motion 15-11-844.

MOTION 15-11-844 **MOVED** by Councillor Paul
Requires 2/3

That the 2015 Campground Caretaker Bonus for Machesis Lake be approved as recommended.

CARRIED

8. b) Recreational Lease Application Process

MOTION 15-11-845 **MOVED** by Councillor Wardley

That a letter be sent to the Minister of Alberta Agriculture and Forestry requesting a meeting to discuss the recreational lease application process.

CARRIED

8. c) Community Services Capital Projects – Reallocation

MOTION 15-11-846

Requires 2/3

MOVED by Councillor Bateman

That the 2015 Capital Project – Wadlin Lake Water Well (\$8,920), and the 2015 Other Capital Project (\$40,000) be reallocated to purchase block docks for the Hutch Lake day use area and Wadlin Lake.

CARRIED

8. d) Terms of Reference – Community Services Committee

MOTION 15-11-847

MOVED by Councillor Wardley

That the Community Services Committee Terms of Reference be approved as amended.

CARRIED

UTILITIES:

9. b) La Crete Lift Station Repairs

MOTION 15-11-848

MOVED by Councillor Braun

That administration proceeds with the La Crete Lift Station Repair - removing the bypass pumping; meter supply and install; and electrical portions of the original proposal in order to stay within the current 2015 budget.

CARRIED

Deputy Reeve Sarapuk arrived at 10:34 a.m.

9. c) Fort Vermilion Backwash Waste Dechlorination

MOTION 15-11-849

Requires 2/3

MOVED by Councillor Wardley

That \$50,000 be allocated from the Water Treatment Plant Reserve to the Fort Vermilion Backwash Waste Dechlorination project.

CARRIED

MOTION 15-11-850 **MOVED** by Councillor Jorgensen

That administration engages ATAP Infrastructure Management Ltd. to manage the Fort Vermilion Backwash Waste Dechlorination project.

CARRIED

OPERATIONS: **10. a) Policy PW039 Rural Road, Access Construction and Surface Water Management Policy**

Reeve Neufeld recessed the meeting at 11:04 a.m. and reconvened the meeting at 11:18 a.m.

Councillor Wardley and Councillor Paul rejoined the meeting at 11:19 a.m.

Councillor Jorgensen rejoined the meeting at 11:21 a.m.

MOTION 15-11-851 **MOVED** by Councillor Wardley

That administration bring back Policy PW039 Rural Road, Access Construction and Surface Water Management with the intent that the tax base not be responsible for anything other than the first access and that the municipality have the ability to remove an access.

CARRIED

MOTION 15-11-852 **MOVED** by Councillor Bateman

That the Road Reserve Policy be brought to the next budget meeting.

CARRIED

10. b) Disposal – Salt & Sand Shelter

MOTION 15-11-853 **MOVED** by Councillor Braun

That the La Crete salt and sand shelter be advertised for sale.

CARRIED

10. c) Blue Dot Program

MOTION 15-11-854 **MOVED** by Councillor Derksen

That a letter of support be sent to the Minister of Transportation in support of the High Level Forests Public Advisory Committee's Blue Dot Program.

CARRIED

Reeve Neufeld recessed the meeting at 11:50 a.m. and reconvened the meeting at 12:38 p.m.

Joulia Whittleton arrived at 12:00 p.m.

UTILITIES:

9. a) Fort Vermilion Frozen Water Services

MOTION 15-11-855 **MOVED** by Councillor Jorgensen

That the municipality commits to resolving the frozen water services in the Hamlet of Fort Vermilion over a period of three years and that administration hold an open house with affected landowners.

CARRIED

MOTION 15-11-856 **MOVED** by Deputy Reeve Sarapuk

That administration proceeds with completing the Fort Vermilion water service repairs on county property on a per service basis, while allowing the owner the option to continue repairs on private property at their own cost and that administration research payment options.

CARRIED

TENDERS: **6. a) Request for Proposal – Waste Transfer Station Hauling**

MOTION 15-11-857 **MOVED** by Councillor Driedger

That the Waste Transfer Station Hauling Request for Proposals be opened.

CARRIED

Councillor Bateman declared herself in conflict and left the meeting at 1:06 p.m.

Proposals Received

	Option 1	Option 2 – A	Option 2 - B
L & P Disposals	\$276,415.00	\$103,352.75	\$183,561.70
JL Waste	\$267,770.00	\$101,894.00	\$169,538.00
JL Waste	\$252,000.00		

MOTION 15-11-858 **MOVED** by Councillor Wardley

That administration review the Waste Transfer Station Hauling Contract proposals and bring it back to Council for awarding.

CARRIED

Councillor Bateman rejoined the meeting at 1:16 p.m.

UTILITIES:

9. d) Engineering Services Proposals Award – Rural Potable Water Infrastructure

MOTION 15-11-859 **MOVED** by Councillor Wardley

That the Rural Potable Water Infrastructure - Engineering Services project be awarded to MPE Engineering Ltd.

CARRIED

OPERATIONS:

10. d) Knelsen Gravel Pit Hauling

Councillor Derksen declared himself in conflict and refrained from the discussion and the vote on Motion 15-11-860.

MOTION 15-11-860 **MOVED** by Councillor Wardley

That the County support the proposed gravel extraction route by Knelsen Sand & Gravel (road allowance west on Township Road 106-4 for 1 mile and back north for 1 mile) and that administration be authorized to work with the developer on the construction of the public roadway inclusive of the application with the provincial government.

CARRIED

**PLANNING &
DEVELOPMENT:**

11. a) Sanitary Sewer System Expansion – La Crete

MOTION 15-11-861 **MOVED** by Councillor Braun

That the La Crete sanitary sewer system expansion be referred to the next budget meeting for further review.

CARRIED

**11. b) Land Sale Request, Lot 23PUL, Plan 922 2231
Hutch Lake Subdivision (High Level Rural)**

MOTION 15-11-862 **MOVED** by Councillor Wardley

That the request to purchase Plan 922 2231, Lot 23PUL in the Hutch Lake Subdivision be DENIED.

CARRIED

**11. c) Development Statistics Report
January to September 2015**

MOTION 15-11-863 **MOVED** by Councillor Wardley

That the development statistics report for January to September 2015 be received for information.

CARRIED

FINANCE: **12. a) Financial Reports – January 1 to September 30, 2015**

MOTION 15-11-864 **MOVED** by Councillor Jorgensen

That the financial reports for the period, January 1 – September 30, 2015, be accepted for information.

CARRIED

Reeve Neufeld recessed the meeting at 2:04 p.m. and reconvened the meeting at 2:15 p.m.

DELEGATIONS: **4. a) O2 Design – Economic Development & Streetscape
Design Project**

Presentation by O2 Design regarding the Economic Development and Streetscape Design project.

ADMINISTRATION: **13. a) Bylaw 1010-15 Honorariums and Related Expense
Reimbursement for Councillors and Approved
Committee Members**

Councillor Jorgensen stepped out of the meeting at 2:35 p.m.

MOTION 15-11-865 **MOVED** by Councillor Bateman

That third reading be given to Bylaw 1010-15 being the Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members as AMENDED.

CARRIED

Councillor Jorgensen rejoined the meeting at 2:38 p.m.

13. b) Policy FIN025 Purchasing Authority Directive and Tendering Process

MOTION 15-11-866 **MOVED** by Councillor Knelsen

That Policy FIN025 Purchasing Authority Directive and Tendering Process be received for information.

CARRIED

13. c) 2016 Growing the North Conference

MOTION 15-11-867 **MOVED** by Councillor Wardley

That Mackenzie County sponsor the 2016 Growing the North Conference Sponsorship as a Gold Sponsor in the amount of \$5,000.00.

CARRIED

13. d) Mackenzie Regional Waste Management Commission – Tipping Fee Increase (ADDITION)

MOTION 15-11-868 **MOVED** by Councillor Knelsen

That the Mackenzie Regional Waste Management Commission tipping fee increase be approved.

CARRIED

13. d) Alberta Transportation Proposed Speed Zone Amendment – Town of High Level (ADDITION)

MOTION 15-11-869 **MOVED** by Councillor Driedger

That Alberta Transportation's proposed speed zone amendment for the Town of High Level be received for information.

CARRIED

TENDERS:

6. a) Request for Proposal – Waste Transfer Station Hauling

Councillor Bateman declared herself in conflict and left the meeting at 3:15 p.m.

MOTION 15-11-870

MOVED by Councillor Knelsen

That the Waste Transfer Station Hauling contract be forwarded to the Public Works Committee for review and recommendation to Council.

DEFEATED

MOTION 15-11-871

MOVED by Councillor Wardley

That the Waste Transfer Station Hauling contract be awarded to the best qualified proposal, L & P Disposal, based on Option 1 as recommended by administration.

DEFEATED

MOTION 15-11-872

MOVED by Councillor Knelsen

That the Waste Transfer Station Hauling contract be awarded as follows:

Option 2 – Group 1 – L & P Disposals

Option 2 – Group 2 – JL Waste Management

Deputy Reeve Sarapuk requested a recorded vote.

In Favor

Councillor Derksen
Councillor Driedger
Reeve Neufeld
Councillor Braun
Councillor Knelsen

Opposed

Councillor Paul
Councillor Wardley
Deputy Reeve Sarapuk
Councillor Jorgensen

CARRIED

Reeve Neufeld recessed the meeting at 3:45 p.m. and reconvened the meeting at 3:53 p.m.

Councillor Bateman rejoined the meeting at 3:53 p.m.

**INFORMATION/
CORRESPONDENCE:**

14. a) Information/Correspondence

MOTION 15-11-873 **MOVED** by Deputy Reeve Sarapuk

That the information/correspondence items be received for information.

CARRIED

MOTION 15-11-874 **MOVED** by Councillor Jorgensen

That the Mackenzie Municipal Services Agency wetlands presentation be received for information.

CARRIED

MOTION 15-11-875 **MOVED** by Councillor Wardley

That the County support the Northwest Health Foundation Country Christmas as a snack sponsor and Christmas tree sponsor.

CARRIED

**IN-CAMERA
SESSION:**

15. In-Camera Session

MOTION 15-11-876 **MOVED** by Councillor Braun

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 4:10 p.m.

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

CARRIED

MOTION 15-11-877 **MOVED** by Councillor Jorgensen

That Council move out of camera at 4:20 p.m.

CARRIED

15. a) Legal – Town of Rainbow Lake – Revenue Sharing Agreement

MOTION 15-11-878 **MOVED** by Councillor Paul

That a response letter be sent to the Town of Rainbow Lake in regards to the revenue sharing agreement.

CARRIED

NEXT MEETING DATES:

17. a) Committee of the Whole Meeting
Wednesday, November 25, 2015
10:00 a.m.
Fort Vermilion Council Chambers
- b) Regular Council Meeting
Wednesday, November 25, 2015
1:00 p.m.
Fort Vermilion Council Chambers
- c) Special Council (Budget) Meeting
Monday, November 30, 2015
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **18. a) Adjournment**

MOTION 15-11-879 **MOVED** by Councillor Jorgensen

That the council meeting be adjourned at 4:21 p.m.

CARRIED

These minutes will be presented to Council for approval on November 25, 2015.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	Rocky Lane Waste Transfer Station Caretaker Tender

BACKGROUND / PROPOSAL:

Administration received notice that the caretaker for the Rocky Lane Waste Transfer Station was unable to fulfill his contract past November 7th, 2015 as he was moving. The contract was not due for extension or expiry until the end of March, 2016.

As there was short notice received from the caretaker, currently county staff is fulfilling the role for this transfer station, until a caretaker is found.

Administration has since prepared and advertised a tender for the Rocky Lane Waste Transfer Station for a 3 year contract with a closing date of November 25, 2015 1:00 p.m.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Operating Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Author: J. Batt Reviewed by: _____ CAO: JW

Administration to notify all proponents of Councils decision.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Rocky Lane Waste Transfer Station Caretaker request for proposals be opened.

Simple Majority Requires 2/3 Requires Unanimous

That administration negotiates and enters into a contract for the Rocky Lane Waste Transfer Station Caretaker with the best qualified bidder and that an update be provided to Council in future CAO reports.

Author: J. Batt Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Friends of Historical Northern Alberta – Preserving and Promoting History of Northern Alberta

BACKGROUND / PROPOSAL:

The Friends of Historical Northern Alberta (FHNA) is a not-for-profit society, incorporated in March 2015. FHNA is looking for \$5,000 each from thirty four (34) Municipal Districts and Counties north of the Yellowhead Highway. FHNA is creating a website and an app to help make each area successful in the historical preservation and tourism initiatives. They are also requesting a letter of support to be used for future grant applications & tourism development; these funds will be utilized to create the website and costs associated with that. The funds will also be used to apply for grants that will match their contributions.

OPTIONS & BENEFITS:

Please review the attached correspondence and information regarding this initiative.

COSTS & SOURCE OF FUNDING:

If council approves participation in this initiative, the Grants to other organizations reserve can be utilized to provide the requested \$5,000 grant.

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority

Requires 2/3

Requires Unanimous

For discussion.

Author: _____ Reviewed by: _____ CAO: JW

FHNAS Website & App Development

Northern Alberta currently attracts approximately 6% of Alberta's tourism revenue. While the region north of the Yellowhead Highway has much to offer, it faces the challenge of presenting such a broad spectrum of activities, natural resources and historical value due to the large geographical area that it covers.

FHNAS (Friends of Historical Northern Alberta Society) is building **a website that will bring all of these assets together.** The goal is not to replace existing websites but to be a conduit that leads the viewer to their item of interest.

We are actively seeking involvement from Municipal Districts, Historical Societies, businesses and other related organizations north of the Yellowhead Highway from border to border to border, excluding the mountain parks.

When potential guests are able to see the various points they will be able to plan day trips as well as extended vacations. By taking them through the region we will be promoting economic development, particularly in the smaller communities.

While our focus is historical tourism, we also recognize that by including other services and forms of entertainment we are encouraging more visitations.

Website & App Description

The website and app follow the same structure. The viewer will see a map of Northern Alberta with Icons placed by GPS Coordinates.

If the user is using location devices on their computer or phone, they will first see the location surrounding them. The screen can be moved, as with any other map, to take them on a journey through Northern Alberta. Our search feature will enable them to search various areas or items of interest.



(Figure 1: Example of Home Page of Website)

We will use a 'nesting' system where a Primary Icon will have Secondary Icons nested underneath it. After selecting the location of their choice, the user will then select which category interests them.



(Figure 2: Primary Icon Example)

The information icons will then be presented on a detailed map. Through the use of graphics the user will be able to see whether the point is a campground, a museum, a splash park, etc.

If it is a Historical Point of Interest they will be able to read the story of that place. If it is a Service they will be directed to more information via existing website links.



(Figure 3: Example of Information Icons)

The following is are examples of what will be included on the website.

Place Name – When selecting the place name, the story of how it’s name was given will be shown, where possible.

History & Museums - Museums, Interpretive Centers, and other Historical Points of Interest will be shown. Our goal is to engage the viewer in Northern Alberta’s history with interesting stories about the places on our website/app.

Recreation & Things to Do - Golf Courses, Trails, Watercraft & ATV Rentals, Corn Mazes, Bird Observatories, Splash Parks and other forms of entertainment.

Water Access - Boat Launches, Shore Fishing, Trails or roads to the water

Parks & Camping – Provincial or Municipal Parks & Camp Sites, Privately Owned Campsites & RV Parks, Remote Camping Sites and other related items.

Other Points of Interest – Community Icons (such as the Beaverlodge Beaver, Fahler Bee etc.), Boreal Center for Bird Observation, Kimiwan Lake Bird Walk, and other must see places that are not historical.

Traveler’s Needs – Rural Gas Stations and lodging places, Bed & Breakfasts, Cabin Rentals, Sani-dumps, and other services that cater to the traveler.

Total Number – All nested icons will appear.

How Will the Data Be Collected & Entered?

The website includes what we have named the ODEF File (Online Data Entry Form). This can be used by staff, volunteers and for uploads of data from outside sources such as Travel Alberta, Geographical Place names etc.

Each place will be assigned an individual file, through ODEF, in our database. This gives us the ability to audit the information for each place to ensure that the correct information is given and it meets our format criteria.

A message board is included so that FHNAS can communicate with the contributor to ensure the data is correct and both parties are ready for publication. A review date will be assigned to ensure that information on the website is always up-to-date.

We will be able to select whether the site information is to be placed on the web, the app or both. We can also decide if it is to be added to the database only in the case of private land or sensitive areas. This will ensure we have a record of the historical location even though visitation may not be permissible.

Website/App Launch

We will launch the website with the larger sites such as Museums, Provincial Campgrounds and larger Historical Points of Interest. Then on a daily basis using ODEF, we will be able to publish additional icons.

The website has been brought to a 'skeleton state', mainly through the resources of volunteers. The website developer has given us an estimate of \$20,000 with \$5,000 as an in-kind donation. Once we have raised the funds to pay for this service we estimate 45 days to launch. Our goal is January 1, 2016.

Marketing

The History of Northern Alberta is diverse. It includes pre-European history, the Fur Trade, Klondike Gold Rush, the steamboat era, the railway era, the building of the Alcan Highway, German POW's and settlers stories. This diverse history will be the backbone of the website and allow us a variety of target markets.

Our website will give a fresh look at what made Alberta a great province. Canada's 150th Birthday is in 2017. Our goal is to have the website well established, through various means of promotion, as the go to place to discover Northern Alberta in this important year.

We will use promoted social media posts, video & other marketing campaigns to attract Albertans, other Canadians & the US and European Markets.

Our Network

A project of this magnitude has not been tried before but is being enthusiastically received. The general consensus is that it has been needed for a long time.

We have begun networking and seeking support from other agencies & individuals. The following are examples of the relationships we have established and continue to cultivate. Our goal is to form a networking alliance to ensure all aspects of the project are being addressed.

Historical Society of Alberta	Edmonton & District Historical Society
Peace District Historical Society	Alberta Historical Resources Foundation
Alberta Travel	Historical Resources Management Branch
Archeological Society of Alberta	Spirit of the Peace Museum Network
Lesser Slave Lake Economic Alliance	Grouard Historical Society
Northern Alberta Development Council	Provincial Archives of Alberta
David Leonard – noted Historian	

It is our premise that a cooperative effort will serve the needs of all, and make each area successful in their historical preservation and tourism initiatives.

Support from Municipal Districts & Counties

Many of the small businesses that will be positively effected by this website are located in rural areas across Northern Alberta. Often they cannot afford additional advertising expenses.

They are the businesses that are the backbone of the Municipal Districts and Counties. As such, we are asking that these governing bodies donate to our project.

In addition to **financial support** we are requesting that, if your council agrees, you provide a **letter of support** to be used for grant applications and for any economic & tourism development committees you may be associated with.

We are also looking for **Historical Resource Survey** information. Contacts within the **historical community** and with your **economic development officer** will ensure we include all your area has to offer.

Photographs for social media use, links to promotional websites and your social media links are also needed.

Budget & Requested Funding

Our starting budget is estimated at \$325,000 and includes payment of the website developer, the contracts of the Executive Director, Historical Research Coordinator, and the Social Media / Administrative Assistant. (Currently all work is being done on a volunteer basis.)

Also included are the basic needs of any organization such as rent, utilities, and professional fees. Mileage is a larger than normal expense due to the extensive travel required to provide accurate information for the website.

We are asking each of the 34 Municipal Districts and Counties north of the Yellowhead Highway to make a cash donation. We hope to receive an average of \$5000 from each.

These funds are required to enable us to apply for grants and have the matching cash contributions in place.

FHNAS (Friends of Historical Northern Alberta) is a not-for-profit Society that was incorporated in March 2015.

Presentations

If you would like a presentation for you council please contact us. We can arrange a conference call, teleconferencing, or an in person presentation.

Due to the volume of presentations required and the time sensitive nature of the website development, we would gladly accept your donation with a follow up presentation at a later date.

Contact:

Sheila Willis

Executive Director

PO Box 351

Smith, AB T0G 2B0

Phone: 780-805-1390

Email: fhnas100@gmail.com

Join Us! Support FHNAS

FHNAS reflects a cross-section of people from all walks of life, from many professions and trades, government officials and interested individuals.

The common denominator is the passion for historical preservation and promotion of Northern Alberta.

We are hopeful that you and/or your organization would love to join us in this celebration of life in northern Alberta, as it is now and was in the past.

Help us bring life to history and history to life!

Contact:

Sheila Willis

PO Box 351, Smith AB T0G 2B0

780-805-1390

melandsheila@gmail.com

Regular Donations can be mailed to the above address
or for a tax deductible receipt donate to
The Historical Society of Alberta

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Mirror Landing and Beyond

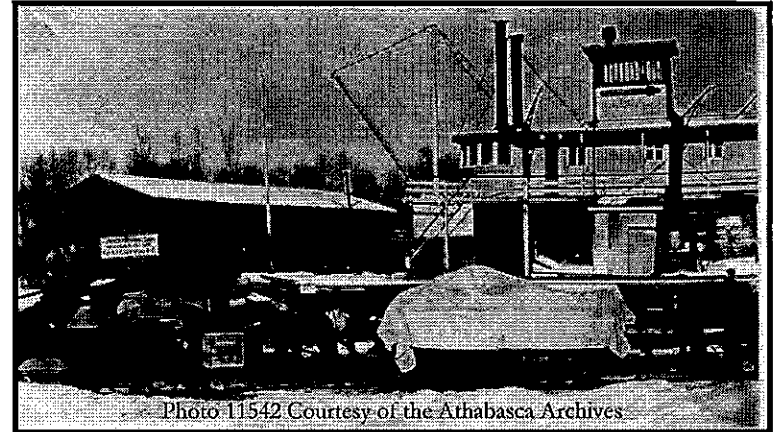


Photo 11542 Courtesy of the Athabasca Archives

Preserving and
Promoting the
History of
Northern Alberta

§~§~§

Friends of Historical
Northern Alberta Society

Who is the FHNAS?

What is the Purpose of the Society?

The FHNAS is comprised of individuals and groups who are passionate about **preserving and promoting the history of northern Alberta**. The ultimate goal is to increase historical tourism and economic benefit to the area. Our **Five Year Business Plan** is extensive and ambitious but a dream that is both **possible and promising**.

- Networking with groups and organizations throughout the region has already begun.
- The first project is the creation of a historical interpretive center at Mirror Landing.
- Plans include establishing a social media network to attract world-wide interest in this project.

It is a journey that will start with small steps.



History Notes of the Area

- First explored by **David Thompson** in 1798
- **Northwest Company Post** in 1799 to 1824 on the quarter where Mirror Landing was to be.
- The trail along the Lesser Slave River was one of the overland routes from Edmonton during the **Klondike Gold Rush**.
- Our portion of **The Peace River Trail** goes from Athabasca to **Moose Portage** by Fawcett Lake and is designated a multi-use trail.
- James Kennedy Cornwall, or **Peace River Jim** was active in the area and founded the **Northern Transportation Company**.
- **Silence of the North**, by Olive Frederickson, describes portion of this trail as well as the **Tomato Creek Stopping House** that her family operated.
- Smith was the first divisional point of the **ED & BC Railway**. It was named after Rathbone Smith the General Manager of all of J.D. McArthur's Railway Companies from 1913 - 1920.
- **Captain Barber** installed wing dams and dredged the river in 1910 to allow the **steamboats** to travel from Athabasca Landing to Grouard.
- **The Northland Call** was the first Northern Transportation Company boat to make the journey from Athabasca Landing to Grouard in Sept. 1910.
- What is now the **Old Smith Highway** was once the main highway to go north. It was part of the **Alcan Highway** of World War II.
- **German POW's** were employed by the logging camps at Fawcett Lake and Chisholm Mills during World War II.

History Notes of the Area

- **Mirror Landing**, at its peak, had about 30 buildings that included “**The Pioneer Druggists, Cornwall Rooms, Arloff’s Dry Goods, E.S. Veins General Merchants, The Athabasca Forwarding Company and the Offices & Warehouses of the Northern Transportation Company.** They also had a blacksmith, a pool hall and several stables.
- The **Lesser Slave River** is the only outlet from Lesser Slave Lake. While European involvement primarily began in 1799 the river would have been a route of travel for Aborigines for centuries.
- Being the **first divisional point of the railway**, Smith had many of the north bound **homesteaders** pass through or stay in the area.
- While **Mirror Landing’s demise** came when the steamboats were replaced by rail cars. **Smith’s economic decline** when Highway 2 was re-routed to connect with Highway 44, which was built in 1944.
- The **US Army Corp of Engineers** built our **yellow river bridge** in 1944. Prior to this ferries were used to cross the Athabasca River..
- The sawdust pile, concrete piles for the jack ladder and other **artifacts** can still be found at the **Fawcett Lake Provincial Park.**
- The **Bedaux Expedition**, of which the movie **The Champagne Safari** was based would have travelled through Smith on their way towards Ft. St. John.

Primary Goals

To create an interpretative & recreational center at Mirror Landing. The goal is not to build an exact replica but to use the town as a guideline and create a historically correct town that will serve the needs of its guests while engaging them in the rich history of northern Alberta.

To create an online presence to represent the historical assets of northern Alberta. The intent of this presence is to educate the general public about all stages of Alberta’s history and to encourage visitation to the region. This can include exploration by Albertans and out of region guests.

Looking years down the track, this project means that all historical areas in northern Alberta could receive due importance, promotion and preservation. One can foresee that the rising numbers of those interested in historical tourism will eventually include visitors touring historic sites in Northern Alberta, thus enabling not only the promotion of the history of the areas, but also providing an economical tourist benefit to the communities.

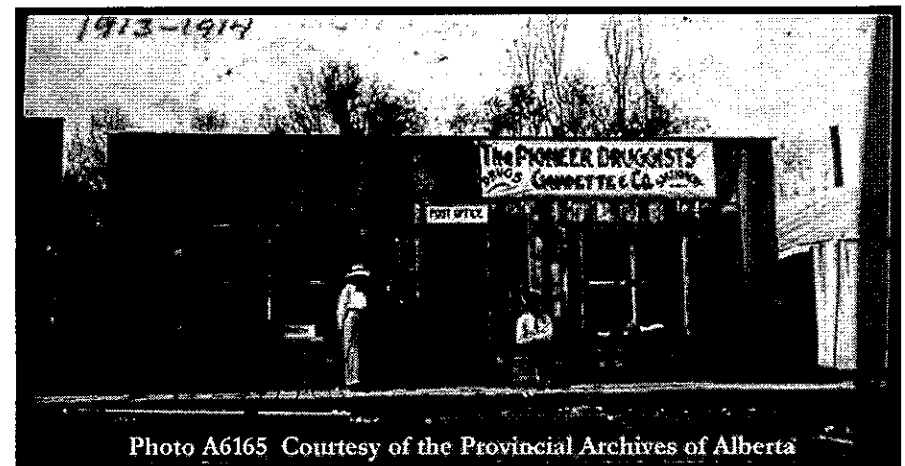
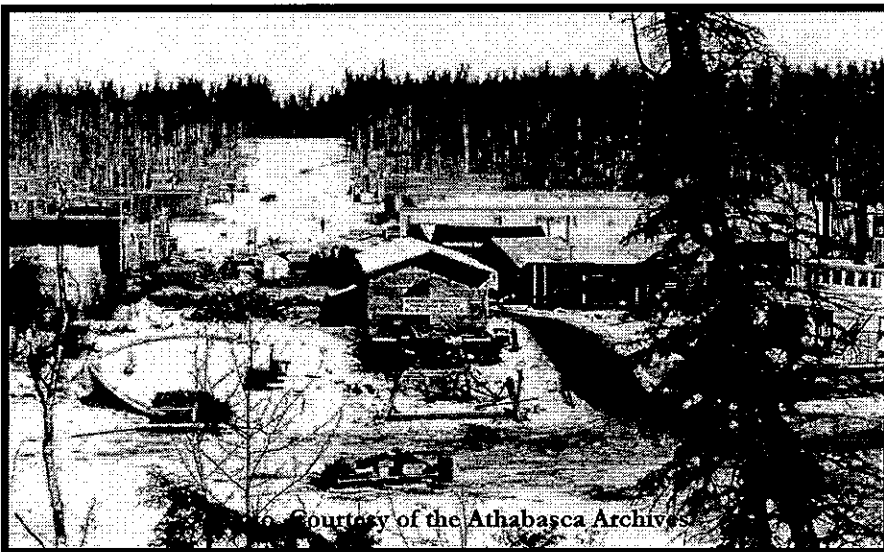


Photo A6165 Courtesy of the Provincial Archives of Alberta

Our Cooperative Effort Plan

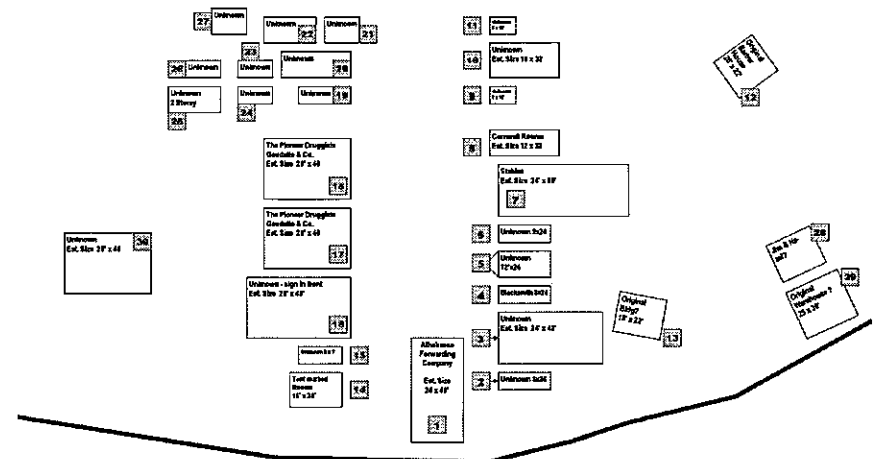
- By working cooperatively and networking with the groups, organizations & individuals that represent unique portions of Northern Alberta's history we are able to provide 'the big picture' to the general public.
- A cooperative effort will enable historical places, museums and other points of interest to highlight their assets to a global market.
- This 'big picture' will portray northern Alberta as a place filled with interesting, educational, travel and leisure opportunities.
- By presenting the 'big picture' we will be able to globally position northern Alberta as a tourism destination..
- Increasing tourism to northern Alberta will economically benefit each community in the region.

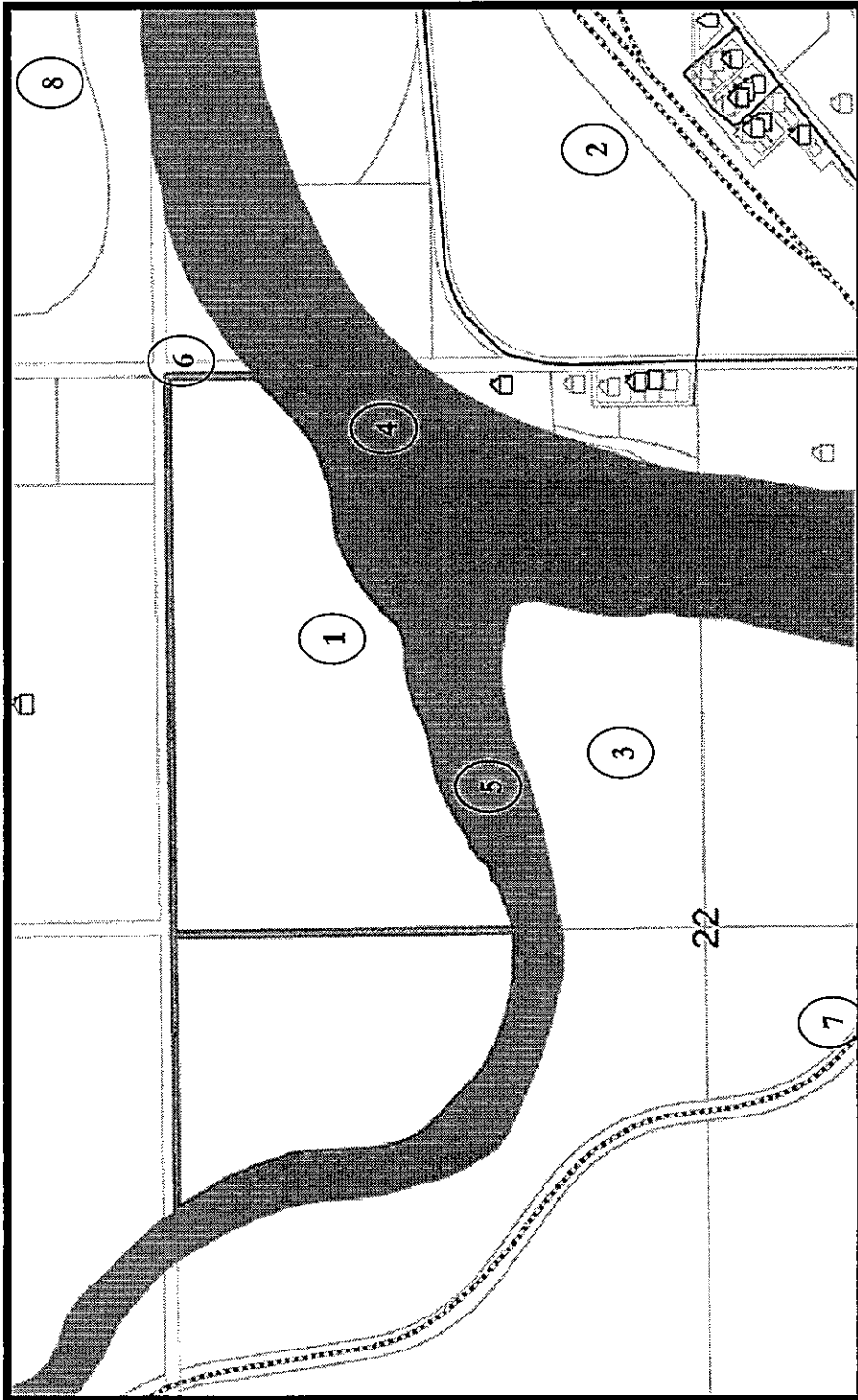


A Look at the Area

The Mirror Landing parcel is bordered in green in the picture to the left. Below is a map in progress of the Mirror Landing town site.

1. Marks the approximate location of Mirror Landing Town Site which included 30 some buildings.
2. The Hamlet of Smith
3. Surveyed as town site in 1913. Often Confused with Port Cornwall. Private Property.
4. Athabasca River
5. Lesser Slave River
6. Ferry Tower - Timbers still there.
7. Railway - Bridge over Athabasca River built in 1913/14
8. Smith River Bridge built in 1944 by US Army Corp of Engineers. Continues on to the Old Smith Highway, the original Highway 2 that was part of the Alcan Highway.





Economics & Tourism

- Northern Alberta currently attracts only 6% of Alberta's Tourism Market.
- Alberta Culture & Tourism hopes to increase tourism in Alberta from 7.4 billion to 11.4 billion over the next several years. This gives us a strategic advantage to implement our plans.
- The Mirror Landing Interpretive & Recreational Center will be a catalyst to attract attention to all regions of historical Northern Alberta.
- Its location will strategically give the incoming guest approximate 1 hour intervals in travel time.
- This shorter travel time between points of interest and major centers will create a the feeling of a 'short trip' in the mind of the traveler.
- The economic benefit of the Mirror Landing Interpretive & Recreational Center will not only be felt at the Center itself but in the Smith Community and in communities across northern Alberta.



The History of Mirror Landing

David Thompson was the first European person of note to encourage the use of the junction of the Lesser Slave & Athabasca Rivers. He journeyed up the Lesser Slave River to Lesser Slave Lake in 1798 to map the area.

The next year the Northwest Company built a trading post at this river junction which was in use to about 1824. Little is known about the people who undoubtedly used this river junction as a stopping point for the next 75 years.

It did catch Jim Cornwall's eye (better known as Peace River Jim) at the turn of the century. As steamboat traffic increased up and down the Athabasca River, Cornwall was exploring the possibilities and formed the Northern Transportation Company.

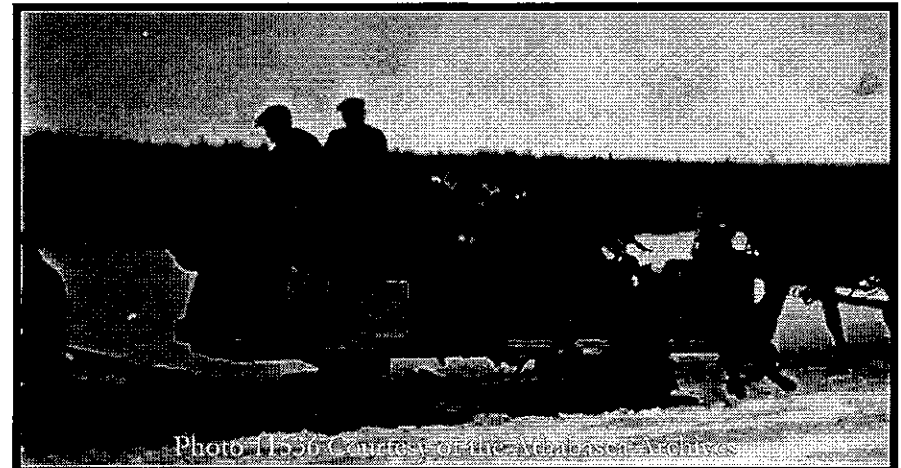
About the same time Captain 'Duff' Barber was making his way west from Ontario. It is said it was a chance encounter between the 2 men that led to the partnership in the Northern Transportation Company.

Soon the way to go to the Peace River Country was via one of the steamboats operating in the area. There was a snag though - the Lesser Slave River Rapids. The steamboats were not able to go up them. This led to the formation of Mirror Landing.

The land was used from 1906 as a stopping point where passengers and freight alike had to get off of the boats and then were moved by wagon 15 miles to

Marketing Strategy

- ***Mirror Landing & Beyond*** - Our Facebook Page "Mirror Landing and Beyond" has seen quality interaction since it was launched. This page will continue to promote the history of the area and update the public on the progress at the Mirror Landing site. There will be a Twitter feed generated from this page.
- ***FHNAS Facebook Page*** - A Friends of Historical Northern Alberta page will be started. This will share the museums, events, and other assets of historical northern Alberta to encourage visitation throughout the region.
- ***Historical Northern Alberta web site*** - We will begin working with a service provider to create a website that allows the user to view the historical and recreational assets in northern Alberta on one site. Where possible we will link to existing web pages so we are not duplicating efforts.



The Initial Steps

- ***Purchase the Land*** - we are negotiating with the present owners of the land. They have indicated their wish to preserve the site for history.
- ***Archeological Survey*** - Once a legal agreement has been made for the purchase of the land we will initiate our application for an the Archeological Survey of the Land. We have already spoken to the Head of this department and he is awaiting the application.
- ***Initiate the Steps for Road Access*** - Both permits needs to be applied for and contractors lined up to begin building a road into the site that will allow campers to access the site.
- ***Campsite Location & Survey*** - The Archeological Survey team will start at our campsite location. This is an important step as the Lesser Slave River is the only outlet from Lesser Slave Lake. We believe that Aboriginal artifacts could be present anywhere on this site. By conducting the survey and getting the 'all clear' we will avoid any delays in making the site accessible to the public.
- ***Historical Signage*** - We will begin introducing the history of Mirror Landing & Beyond to the public through the use of signs at strategically placed locations throughout the 100 acre parcel.
- ***Five Year Plan*** - We realize that factors such as the archeological survey, permits, financing, road access and other details may change the time frames of our goals and projects. This first year we will be exploring our options and getting our facts to present achievable goals in 2016.

The History of Mirror Landing - Page 2

Soto Landing at the mouth of the Salteaux River. Steam boats were waiting to take them up the rest of the river and across the Lesser Slave Lake to Grouard.

In 1909 Captain Barber first applied for homestead rights on the NW corner of this land parcel. He received title and also purchased the adjoining NE quarter, both north of the Lesser Slave River.

Business boomed and in 1912 he married Nellie Young, the niece of Leslie Wood, Hudson Bay Company factor at Athabasca Landing. They lived in his home at Mirror Landing which had previously been a store and telegraph office.

Mirror Landing by that time was well established as one of the major points on the way to the Peace Country. By 1913 there were approximately 30 businesses in and around the village. The Edmonton Dunvegan & British Columbia Railway was on its way north and starting a business in Mirror Landing would have looked like a sure fire way to make money.

As J.D. McArthur's railway was making its way north it was decided to place the tracks on the on the south shore of the Lesser Slave River. The business men of Mirror Landing sprang into action and incorporated as a Village with a name change to Port Cornwall, assumedly to honor 'Peace River Jim'. They asked for a \$3000 loan to install sidewalks and streetlights. They were getting ready for business.

Knowing that the tracks were being laid on the south

The History of Mirror Landing page 3

shore of the Lesser Slave River, James Wood, pushed through a land title in his name directly opposite Mirror Landing. It cost him \$15 an acre compared to the \$3 an acre that Captain Duff paid for his.

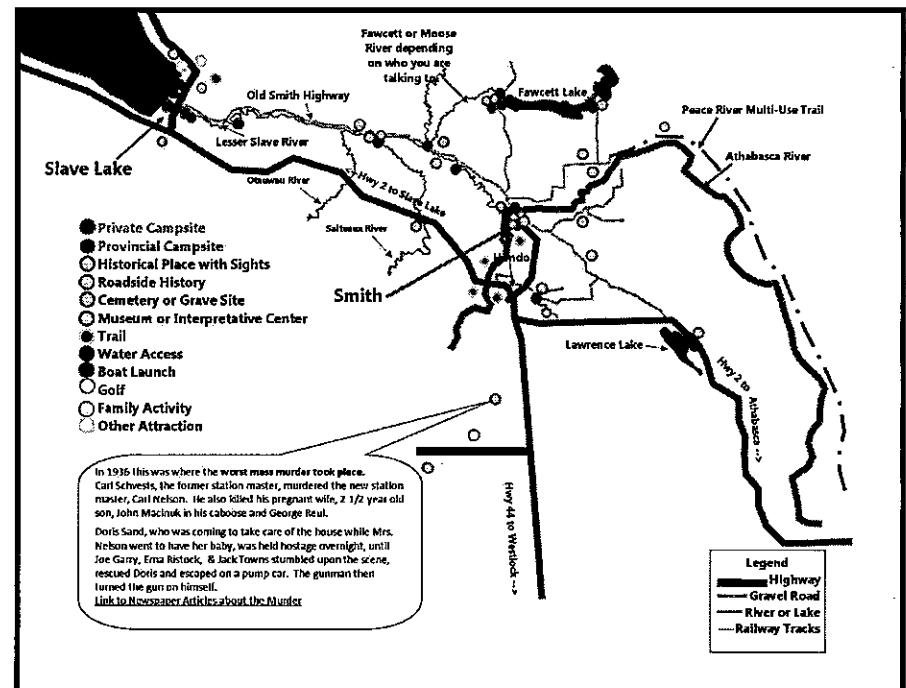
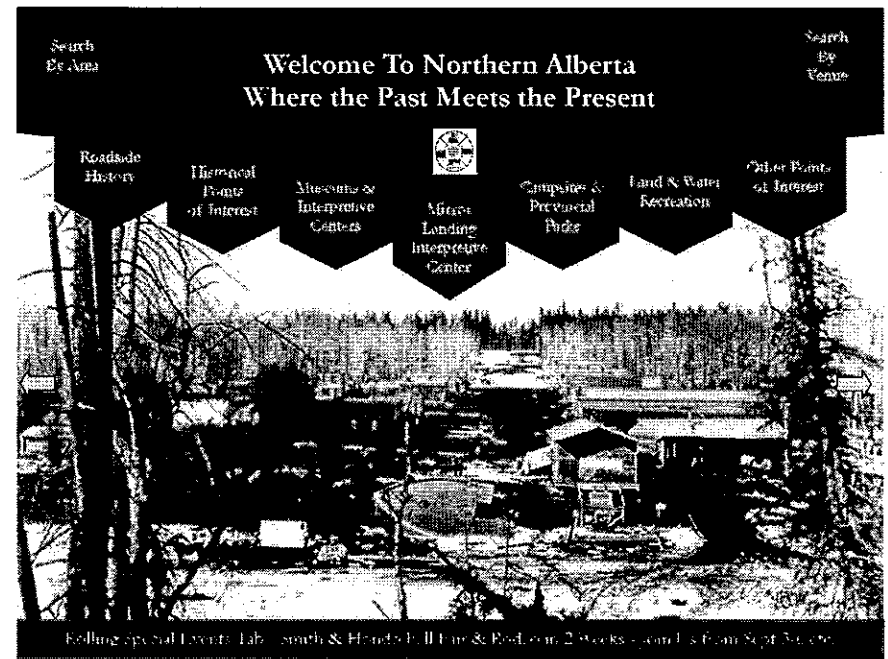
I'm sure it came as quite a shock when the ED & BC announced that they would be selling town site lots on the opposite shore of the Athabasca River from Mirror Landing (or technically Port Cornwall). It was named Smith after the General Manager of McArthur's railways - Rathbone Smith and this Hamlet still exists today.

By 1919 the Village of Port Cornwall was disbanded and only several people lived there. It was a harsh end to a promising dream.

The name Port Cornwall never caught on. Until 1957 residents of Smith received their mail at the Mirror Landing post office, located in Smith. Even today, when you are in the area and are posting on line your location will show Mirror Landing. To me this is proof that the dream lives on.

While Smith has its own historical claims to fame, Mirror Landing continues to touch people in their hearts. Our goal is to keep the historical flame of passion alive for this river junction and other communities across northern Alberta.

What will our website show?





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Fred Wiebe, Manager of Utilities
Title:	Fort Vermilion Water Treatment Plant - Agricultural Truckfill Options

BACKGROUND / PROPOSAL:

The Fort Vermilion Water Treatment Plant currently has 3 potable truckfills along with 1 raw water truckfill. Currently, agricultural trucks carrying chemicals are filling their tanks using the treated water truckfills causing concerns that there may be contamination occurring on the filling pad through contact with filling hoses.

Mackenzie County requested proposals for supply and install of a new truckfill connecting piping and components to existing treated water header. The tenders were opened at the September 30, 2015 council meeting and both bids came in at well over double the budget.

During this time, we have also learned that Mackenzie County has been approved for grant funding for the rural potable water infrastructure which includes a truckfill just outside of the hamlet of Fort Vermilion. The design of the new truckfill should keep in mind the concerns that have been brought forward.

Administration has also been contacted by Alberta Health Services regarding concerns they were receiving from Fort Vermilion residents. Alberta Health was quick to remind that the potable water haulers are required to meet compliance in the water they deliver and that Alberta Health monitors this.

OPTIONS & BENEFITS:

These following options were brought to the Public Works Committee for review and they made the following recommendation:

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

Option #1: That an additional truckfill on the east side of the water plant not be pursued due to funding approval from Small Communities Fund to build a truckfill just outside of the Fort Vermilion Hamlet boundaries but look at options at design stage of the new truckfill.

Option #2: Use one of the existing treated truckfills along with pump, meter, backflow preventer, actuator on the west side of the treatment plant and pipe it across the treatment plant to the east side as a temporary solution during the summer months until the new treated truckfill station is complete.

The downside to this option is that this may upset the potable water haulers that would now have longer lineups on the west side as we would now only have one truckfill and one barrel fill on for potable water haulers to use.

The PW committee made a motion recommending to Council to proceed with Option 2.

COSTS & SOURCE OF FUNDING:

Option #1: No costs associated.

Option #2: Estimated costs would be approximately \$25,000 coming from the 2015 capital project budget (\$40,900).

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

NA

RECOMMENDED ACTION:

That administration proceeds with supplying a truckfill on the east side of the Fort Vermilion Water Treatment Plant for agricultural purposes using infrastructure from one of the existing potable truckfills on the west side of the Water Treatment Plant.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Byron Peters, Director of Planning & Development
Title:	Community Advisory Committee – Economic Development & Streetscape Project

BACKGROUND / PROPOSAL:

As Council is aware, the Economic Development and Streetscape project has begun. One of the early recommendations from our consultants is to create a Community Advisory Committee. The thought is that a separate committee would be formed for each La Crete and Fort Vermilion, and that it would primarily be made of community members that are affiliated with other, existing groups. A specific emphasis would be placed on recruiting people that are not currently in leadership positions. It is anticipated that one councilor be appointed to each committee, along with 7 – 9 community members.

The proposed mandate for the committee would be to review the “what we heard” document that the consultants are creating to summarize their November visit to our region, to review the draft design in February, and to review the final design in April before it is submitted for approval by Council. Additional advice on how and who to consult would also be sought from the committee. The committee’s focus would be on the streetscape portion of the project, but would also be tasked with providing some input on the economic development portions.

The Community Sustainability Committee will still maintain its role as the steering committee for the project, and would independently review each of the above mentioned documents, and make independent recommendations to Council.

The advisory committee members could be selected without a public invitation to participate. In this case, administration and the consultants will create a list of community members that would be recommended to participate on the advisory committees. Another option is to invite public members to submit a letter of interest to participate in the project and select individuals based on their submissions. In this case, it may take a month or so to finalize the selection. In either scenario, administration

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

recommends that the Community Sustainability Committee selects the community members and a council member per each community advisory committee.

Since the public open houses were held, and the project has been widely advertised, including availability of online participation tools, administration recommends that the advisory committee public members be selected from a list that will be created by administration and consultants.

Creating an advisory committee also fits well with the requirements of the Citizen Engagement Policy, as a project of this nature falls under the consult or collaborate banner in two different areas.

OPTIONS & BENEFITS:

Creating the committee for each hamlet will ensure that the community continues to inform the direction of the documents that are being created. This should help ensure that they truly reflect the community desires and that the community takes ownership of the documents. This will also help to show the community that Council is sincere with this project being about what the people envision, letting the people drive the direction of our county and truly valuing their input.

COSTS & SOURCE OF FUNDING:

While the County's committees' members (public or council) would normally receive honorariums and reimbursement for expenses, in this case it is recommended that participation on the advisory committee be on voluntary basis so that no additional cost incurred to the project. Therefore, the overall advisory committees' costs would be minimal if per diems are not paid. Assuming a meal and other basic costs are covered, expenses are estimated at \$200 per meeting; \$200 x 6 meetings = \$1200.

This expense would be covered by the planning department's current operating budget. Depending on the meeting times, there could be some overtime requirements for one or two staff per meeting.

SUSTAINABILITY PLAN:

The Sustainability Plan does not mention public engagement.

COMMUNICATION:

A brief communications plan would be created, initially to recruit community members, and then to inform of their recommendations.

Author: BP Reviewed by: _____ CAO: JW

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That an Ad Hoc Community Advisory Committee for the Economic Development and Streetscape project be created for each Fort Vermilion and La Crete, and that the Community Sustainability Committee be authorized to appoint members to the advisory committee.

Simple Majority Requires 2/3 Requires Unanimous

That the Ad Hoc Community Advisory Committee public members for the Economic Development and Streetscape be selected and invited to participate by the administration and the Community Sustainability Committee members.

Author: BP Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Mark Schonken, Interim Director of Finance
Title:	Financial Reports – January 1 to October 31, 2015

BACKGROUND / PROPOSAL:

The Finance Department provides financial reports to Council as per policy.

OPTIONS & BENEFITS:

Please review the following financial reports for the period January 1 – October 31, 2015:

- Investment Report
- Operating Statement
- Projects Progress Report
- Aged Receivables

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: S. Wiebe **Reviewed by:** _____ **CAO:** JW

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for the period, January 1 – October 31, 2015, be accepted for information.

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

Investment Report for October 2015

Chequing Account on October 31, 2015

Bank account balance 18,167,602

Investment Values on October 31, 2015

Short term investments (EM0-0377-A) 9,887,630
 Short term T-Bill (1044265-26) 237,364
 Long term investments (EM0-0374-A) 8,099,481
18,224,476

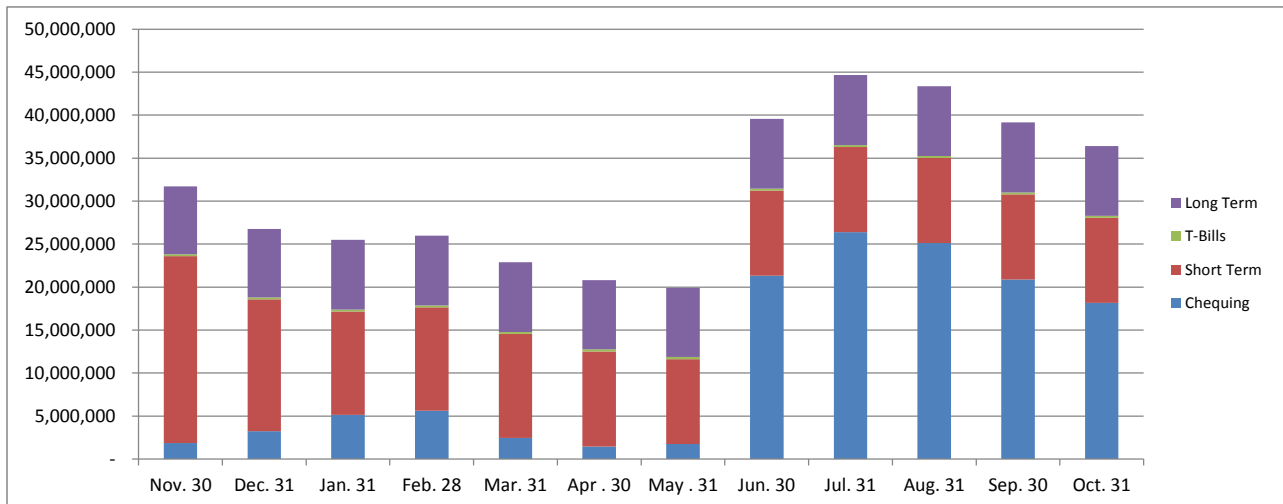
These balances include
'market value changes'.

Revenues

	Total	Short Term	Long Term
Interest received	263,415	102,122	161,293
Interest accrued	87,676	65,615	22,061
	351,091	167,737	183,354
Market value changes	-20,764		4,039
Interest received, chequing account	117,570	117,570	
Grand total revenues before investment manager fees	447,897	285,308	187,393
Deduct: investment manager fees for investments	-29,583	-7,433	-22,150
Grand total revenues after investment manager fees	418,314	277,875	165,242

Balances in the Various Accounts - Last 12 Months

	Chequing	Short Term	T-Bills	Long Term	Total
Nov. 30	1,865,638	21,731,398	236,403	7,892,963	31,726,402
Dec. 31	3,231,036	15,343,781	236,524	7,956,300	26,767,641
Jan. 31	5,136,862	12,022,221	236,644	8,118,449	25,514,177
Feb. 28	5,612,524	12,024,112	236,753	8,111,304	25,984,693
Mar. 31	2,480,618	12,071,129	236,874	8,099,842	22,888,463
Apr. 30	1,454,154	11,071,639	236,991	8,042,354	20,805,138
May. 31	1,747,887	9,883,994	237,057	8,050,877	19,919,815
Jun. 30	21,333,638	9,885,575	237,122	8,105,383	39,561,718
Jul. 31	26,397,330	9,885,600	237,189	8,146,843	44,666,961
Aug. 31	25,123,788	9,886,627	237,255	8,118,107	43,365,777
Sep. 30	20,894,752	9,887,654	237,309	8,119,455	39,139,169
Oct. 31	18,167,602	9,887,630	237,364	8,099,481	36,392,078



MACKENZIE COUNTY
STATEMENT OF OPERATIONS

October 31, 2015

	2014 Actual	2015 Actual	2015	\$ Variance	% Variance
	Total	Total	Budget		
OPERATIONAL REVENUES					
Property taxes	\$33,960,244	\$35,224,649	\$35,424,395	\$199,746	1%
User fees and sales of goods	\$4,317,992	\$3,529,128	\$4,558,590	\$1,029,462	23%
Government transfers	\$1,867,856	\$1,637,975	\$1,336,002	(\$301,973)	-23%
Investment income (operating)	\$422,686	\$430,284	\$350,000	(\$80,284)	-23%
Penalties and costs on taxes	\$444,838	\$657,378	\$250,000	(\$407,378)	-163%
Licenses, permits and fines	\$527,160	\$480,055	\$383,800	(\$96,255)	-25%
Rentals	\$124,928	\$126,117	\$77,831	(\$48,286)	-62%
Insurance proceeds	\$25,603	\$0	\$0	\$0	
Development levies	\$112,359	\$4,855	\$0	(\$4,855)	
Municipal reserve revenue	\$60,132	\$73,303	\$50,000	(\$23,303)	-47%
Sale of non-TCA equipment	\$76,982	\$533	\$0	(\$533)	
Other	\$482,106	\$164,908	\$347,425	\$182,517	53%
Total operating revenues	\$42,422,887	\$42,329,186	\$42,778,043	\$448,857	1%
OPERATIONAL EXPENSES					
Legislative	\$616,185	\$396,371	\$781,734	\$385,363	49%
Administration	\$6,214,049	\$4,133,612	\$6,377,151	\$2,243,539	35%
Protective services	\$1,608,343	\$794,657	\$1,808,679	\$1,014,022	56%
Transportation	\$16,084,363	\$6,907,755	\$18,918,919	\$12,011,164	63%
Water, sewer, solid waste disposal	\$4,846,137	\$1,986,060	\$4,888,386	\$2,902,326	59%
Public health and welfare (FCSS)	\$693,797	\$597,189	\$699,841	\$102,652	15%
Planning, development	\$1,054,417	\$738,644	\$1,116,749	\$378,105	34%
Agriculture and veterinary	\$1,315,747	\$1,093,302	\$1,652,736	\$559,434	34%
Recreation and culture	\$2,009,584	\$1,429,088	\$2,200,034	\$770,946	35%
School requisitions	\$6,306,111	\$4,978,584	\$6,535,310	\$1,556,726	24%
Lodge requisitions	\$490,719	\$788,108	\$783,885	(\$4,223)	-1%
Non-TCA projects	\$379,279	\$872,393	\$2,094,122	\$1,221,729	58%
Total operating expenses	\$41,618,731	\$24,715,763	\$47,857,546	\$23,141,783	48%
Excess (deficiency) before other	\$804,156	\$17,613,423	(\$5,079,503)	(\$22,692,926)	447%
CAPITAL REVENUES					
Government transfers for capital	\$8,481,362	\$4,646,637	\$14,231,923	\$9,585,286	67%
Other revenue for capital	\$1,401,131	\$16,998	\$628,800	\$611,802	97%
Proceeds from sale of TCA assets	\$553,000	\$528,646	\$525,403	(\$3,243)	-1%
	\$10,435,493	\$5,192,282	\$15,386,126	\$10,193,844	66%
EXCESS (DEFICIENCY) - PSAB Model	\$11,239,649	\$22,805,705	\$10,306,623	(\$12,499,082)	-121%
Convert to local government model					
Remove non-cash transactions	\$8,244,062	\$0	\$10,452,577	\$10,452,577	100%
Remove revenue for capital projects	(\$10,435,493)	(\$5,192,282)	(\$15,386,126)	(\$10,193,844)	66%
Long term debt principle	\$2,090,929	\$1,056,119	\$1,669,369	\$613,250	37%
Transfers to/from reserves	\$6,907,287	\$0	\$3,703,705	\$3,703,705	100%
EXCESS (DEFICIENCY) - LG Model	\$50,001	\$16,557,305	\$0	(\$16,557,305)	

Mackenzie County
Summary of All Units
For the Ten Months Ending October 31, 2015

	2014 Actual	2015 Actual	2015	\$ Variance	% Variance
	Total	Total	Budget		
OPERATING REVENUES					
100-Taxation	\$33,718,682	\$35,026,542	\$35,153,924	\$127,382	0%
124-Frontage	\$354,997	\$198,106	\$270,471	\$72,365	27%
420-Sales of goods and services	\$732,370	\$478,294	\$623,595	\$145,301	23%
421-Sale of water - metered	\$2,715,197	\$2,273,463	\$3,011,440	\$737,977	25%
422-Sale of water - bulk	\$870,425	\$777,372	\$923,555	\$146,183	16%
424-Sale of land	\$45,956	\$1	\$0	(\$1)	
510-Penalties on taxes	\$444,838	\$657,378	\$250,000	(\$407,378)	-163%
511-Penalties of AR and utilities	\$49,657	\$49,587	\$40,000	(\$9,587)	-24%
520-Licenses and permits	\$49,296	\$43,175	\$32,800	(\$10,375)	-32%
521-Offsite levy	\$112,359	\$4,855	\$0	(\$4,855)	
522-Municipal reserve revenue	\$60,132	\$73,303	\$50,000	(\$23,303)	-47%
526-Safety code permits	\$369,776	\$305,876	\$275,000	(\$30,876)	-11%
525-Subdivision fees	\$55,162	\$53,812	\$30,000	(\$23,812)	-79%
530-Fines	\$38,974	\$64,901	\$36,000	(\$28,901)	-80%
531-Safety code fees	\$13,952	\$12,290	\$10,000	(\$2,290)	-23%
550-Interest revenue	\$533,261	\$435,171	\$350,000	(\$85,171)	-24%
551-Market value changes	(\$110,574)	(\$4,887)	\$0	\$4,887	
560-Rental and lease revenue	\$124,928	\$126,117	\$77,831	(\$48,286)	-62%
570-Insurance proceeds	\$25,603	\$0	\$0	\$0	
592-Well drilling revenue	\$103,826	\$11,114	\$50,000	\$38,886	78%
597-Other revenue	\$165,028	\$65,235	\$159,000	\$93,765	59%
598-Community aggregate levy	\$92,623	\$13,390	\$75,000	\$61,610	82%
630-Sale of non-TCA equipment	\$76,982	\$533	\$0	(\$533)	
790-Tradeshaw Revenues	\$25,016	\$25,580	\$23,425	(\$2,155)	-9%
840-Provincial grants	\$1,867,856	\$1,637,975	\$1,336,002	(\$301,973)	-23%
890-Gain (Loss) Penny Rounding	\$0	\$2	\$0	(\$2)	
990-Over/under tax collections	(\$113,435)	\$0	\$0	\$0	
TOTAL REVENUE	\$42,422,887	\$42,329,186	\$42,778,043	\$448,857	1%
OPERATING EXPENSES					
110-Wages and salaries	\$5,810,098	\$4,886,856	\$6,630,578	\$1,743,722	26%
132-Benefits	\$1,107,369	\$1,053,635	\$1,414,901	\$361,266	26%
136-WCB contributions	\$39,501	\$31,079	\$38,833	\$7,754	20%
142-Recruiting	\$10,306	\$12,848	\$20,000	\$7,152	36%
150-Isolation cost	\$66,438	\$53,231	\$78,000	\$24,769	32%
151-Honoraria	\$571,863	\$341,646	\$602,250	\$260,604	43%
211-Travel and subsistence	\$288,543	\$191,660	\$396,920	\$205,260	52%
212-Promotional expense	\$100,672	\$58,981	\$82,500	\$23,519	29%
214-Memberships & conference fees	\$99,553	\$92,647	\$137,618	\$44,971	33%
215-Freight	\$117,871	\$61,944	\$134,640	\$72,696	54%
216-Postage	\$52,064	\$34,156	\$45,800	\$11,644	25%
217-Telephone	\$128,213	\$94,411	\$131,454	\$37,043	28%
221-Advertising	\$43,806	\$25,723	\$63,850	\$38,127	60%
223-Subscriptions and publications	\$7,254	\$5,939	\$12,245	\$6,306	51%
231-Audit fee	\$116,650	\$53,450	\$72,000	\$18,550	26%
232-Legal fee	\$50,814	\$2,398	\$73,000	\$70,602	97%
233-Engineering consulting	\$122,247	\$119,202	\$256,500	\$137,298	54%
235-Professional fee	\$1,535,390	\$1,105,423	\$1,711,364	\$605,941	35%
236-Enhanced policing fee	\$265,408	\$37,150	\$297,200	\$260,050	88%
239-Training and education	\$157,583	\$71,858	\$165,273	\$93,415	57%
242-Computer programming	\$78,337	\$59,519	\$98,428	\$38,909	40%
251-Repair & maintenance - bridges	\$26,536	\$198,183	\$838,500	\$640,317	76%
252-Repair & maintenance - buildings	\$150,824	\$78,971	\$158,320	\$79,349	50%
253-Repair & maintenance - equipment	\$339,438	\$291,133	\$379,870	\$88,737	23%
255-Repair & maintenance - vehicles	\$79,638	\$49,438	\$85,800	\$36,362	42%
258-Contract graders	\$144,000	\$64,867	\$150,840	\$85,973	57%
259-Repair & maintenance - structural	\$1,636,879	\$1,112,162	\$1,790,370	\$678,208	38%
261-Ice bridge construction	\$79,564	\$66,484	\$120,000	\$53,516	45%
262-Rental - building and land	\$30,085	\$28,398	\$32,210	\$3,813	12%
263-Rental - vehicle and equipment	\$56,286	\$44,257	\$60,045	\$15,789	26%
266-Communications	\$93,611	\$81,588	\$109,892	\$28,304	26%
271-Licenses and permits	\$4,118	\$295	\$8,300	\$8,005	96%
272-Damage claims	\$285	\$0	\$5,000	\$5,000	100%
273-Taxes	\$0	\$0	\$1,000	\$1,000	100%
274-Insurance	\$279,950	\$0	\$298,960	\$298,960	100%
342-Assessor fees	\$260,117	\$178,975	\$263,000	\$84,025	32%
290-Election cost	\$0	\$0	\$5,000	\$5,000	100%
511-Goods and supplies	\$786,446	\$480,627	\$893,803	\$413,176	46%
521-Fuel and oil	\$920,643	\$745,848	\$905,350	\$159,502	18%
531-Chemicals and salt	\$204,158	\$177,052	\$319,100	\$142,048	45%
532-Dust control	\$698,227	\$578,836	\$694,018	\$115,182	17%
533-Grader blades	\$123,534	\$105,113	\$137,500	\$32,387	24%
534-Gravel (apply; supply and apply)	\$2,767,176	\$1,025,596	\$2,369,955	\$1,344,359	57%
535-Gravel reclamation cost	\$132,375	\$0	\$0	\$0	
543-Natural gas	\$132,863	\$56,795	\$122,966	\$66,171	54%
544-Electrical power	\$597,395	\$512,302	\$846,392	\$334,090	39%
710-Grants to local governments	\$1,711,647	\$1,683,969	\$2,317,400	\$633,431	27%

735-Grants to other organizations	\$2,020,465	\$1,735,816	\$1,903,012	\$167,196	9%
747-School requisition	\$6,306,111	\$4,978,584	\$6,535,310	\$1,556,726	24%
750-Lodge requisition	\$490,719	\$788,108	\$783,885	(\$4,223)	-1%
810-Interest and service charges	\$39,831	\$24,152	\$36,000	\$11,848	33%
831-Interest - long term debt	\$687,927	\$358,377	\$621,195	\$262,818	42%
921-Bad debt expense	\$2,696	\$0	\$4,500	\$4,500	100%
922-Tax cancellation/write-off	\$1,402,310	\$3,686	\$50,000	\$46,314	93%
992-Cost of land sold	\$19,557	\$0	\$0	\$0	
993-NBV value of disposed TCA	\$771,676	\$0	\$315,993	\$315,993	100%
994-Change in inventory	(\$779,765)	\$0	\$1,197,655	\$1,197,655	100%
995-Depreciation of TCA	\$8,252,150	\$0	\$8,938,929	\$8,938,929	100%
TOTAL	\$41,239,452	\$23,843,370	\$45,763,424	\$21,920,054	48%
Non-TCA projects	\$379,279	\$872,393	\$2,094,122	\$1,221,729	58%
TOTAL EXPENSES	\$41,618,731	\$24,715,763	\$47,857,546	\$23,141,783	48%
EXCESS (DEFICIENCY)	\$804,156	\$17,613,423	(\$5,079,503)	(\$22,692,926)	447%
OTHER					
840-Provincial transfers for capital	\$8,481,362	\$4,646,637	\$14,231,923	\$9,585,286	67%
575-Contributed TCA	\$1,401,131	\$0	\$298,800	\$298,800	100%
597-Other capital revenue	\$0	\$16,998	\$330,000	\$313,002	95%
630-Proceeds of sold TCA asset	\$553,000	\$528,646	\$525,403	(\$3,243)	-1%
	\$10,435,493	\$5,192,282	\$15,386,126	\$10,193,844	66%
EXCESS (DEFICIENCY) - PS MODEL	\$11,239,649	\$22,805,705	\$10,306,623	(\$12,499,082)	-121%
CONVERT TO LG INCOME STATEMENT					
Remove non-cash transactions associated with PSAB changes					
993-NBV value of disposed TCA	\$771,676	\$0	\$315,993	\$315,993	100%
994-Change in inventory	(\$779,765)	\$0	\$1,197,655	\$1,197,655	100%
995-Amortization of TCA	\$8,252,150	\$0	\$8,938,929	\$8,938,929	100%
Remove TCA revenues					
Total of OTHER per above	(\$10,435,493)	(\$5,192,282)	(\$15,386,126)	(\$10,193,844)	66%
Add LTD principle paid					
832-Principle Payments	\$2,090,929	\$1,056,119	\$1,669,369	\$613,250	37%
Add/Deduct LG model TF to/from reserves					
920-Contribution from Capital Reserve	(\$3,832)	\$0	\$0	\$0	
930-Contributions from Operating Reserve	(\$1,605,110)	\$0	(\$2,173,676)	(\$2,173,676)	100%
940-Contribution from Capital Reserve	(\$7,764)	\$0	(\$509,645)	(\$509,645)	100%
762-Contribution to Capital (funding TCA projects)	\$2,112,492	\$0	\$4,152,026	\$4,152,026	100%
763-Contribution to Capital Reserves	\$3,678,692	\$0	\$1,735,000	\$1,735,000	100%
764-Contribution to Operating Reserves	\$2,732,808	\$0	\$500,000	\$500,000	100%
EXCESS (DEFICIENCY) - LG MODEL	\$50,001	\$16,557,305	\$0	(\$16,557,305)	

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to October 30, 2015	2015 Budget	2015 Budget Remaining on October 30, 2015	Status Update on October 30, 2015	Percentage of Completion (%)
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Administration Department

(6/01)	Signs with Flags for FV Office (CF)	6,940	6,940	-	18,060	18,060	Waiting on metal work to be completed	50%
(6/02)	LC - LC Office Heating/Cooling System	-	-	-	100,000	100,000		
(6/03)	Server Replacement	-	-	-	23,000	23,000	Quote received for new chipset available Q4 2015. Installation expected Oct/Nov.	10%
(6/04)	FV Office Building Improvements (roof and other) (CF)	144,708	144,708	-	5,292	5,292	Getting quotes	90%
(6/05)	Virtual City Hall (CF)	15,585	15,585	-	4,415	4,415	This phase of project completed	100%
(6/06)	Office Security & Access Control	-	-	-	30,000	30,000	Finalizing quote. Installation expected in November	20%
(6/07)	FV - Xerox Replacement	-	-	-	75,450	75,450	Installation expected November 2015	10%
(6/08)	FV - Fireproof Storage Cabinet (Records)	-	-	-	8,000	8,000	Checking prices. Novemberr 2015	10%
(6/09)	Zama House Purchase	-	-	-	100,000	100,000	Investigating options	0%
(6/10)	LC - Library Building	-	-	-	100,000	100,000	ATB building transfer is in progress	0%
(6/12)	Automatic Generator Unit (FV) (CF)	83,400	77,000	6,400	11,400	5,000	Completed	100%
(6/13)	Council Chamber Upgrade (CF)	16,418	-	16,418	22,500	6,082		95%
(6/14)	Zama Office Entrance (stones and a sign) CF)	7,246	-	7,246	18,000	10,754	Landscaping to be completed. No sign yet.	20%
(6/15)	Land Purchase from ESRD (CF)	42,673	42,673	-	133,328	133,328	Cancelled	15%
(6/18)	Land Purchase (South of High Level)	-	-	-	13,000	13,000	Waiting on ESRD	0%
<i>Total department 12</i>					30,064	662,445	632,381	

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to October 30, 2015	2015 Budget	2015 Budget Remaining on October 30, 2015	Status Update on October 30, 2015	Percentage of Completion (%)
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Fire Department

(6/01)	LC - High Level Aerial	-	-	-	-	-	Moved to High Level cost sharing	0%
(6/02)	LC - Command Unit	50,486	-	50,486	55,000	4,514	Complete	100%
(6/03)	C-Cans, training props, setting up training grounds	12,750	-	12,750	24,000	11,250	Complete	100%
(6/04)	FV - Compressed air foam system for rescue unit	12,630	-	12,630	12,500	(130)	Complete	100%
(6/14)	LC - Upgrade foam system on tanker (new)	10,995	-	10,995	11,000	5	Complete	100%
(6/27)	FV - New tanker/pumper, with equipment (CF)	-	-	-	375,000	375,000	Tanker ordered from First Truck Centre	0%
(6/30)	FV - Work bench (new)	5,466	5,466		5,500	5,500	Complete	100%
(6/31)	ZA - Power pack (new) (CF)	9,137	-	9,137	9,500	363	Complete	100%
<i>Total department 23</i>				95,997	492,500	396,503		

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to October 30, 2015	2015 Budget	2015 Budget Remaining on October 30, 2015	Status Update on October 30, 2015	Percentage of Completion (%)
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Transportation Department

(6/01)	FV - Deck Replacement on PW shop	1,450		1,450	7,500	6,050	Complete	100%
(6/02)	FV - Shop floor repair	-		-	12,000	12,000	Awarded contract	1%
(6/03)	FV - Steamer Unit - trailer	28,896		28,896	32,500	3,604	Complete	100%
(6/04)	FV - 3/4 ton Supervisor pick up	36,124		36,124	40,000	3,876	Delivered	100%
(6/05)	FV - 3/4 ton pick up (Accident)	37,977		37,977	35,000	(2,977)	Delivered	100%
(6/06)	FV - Parks Truck 3/4 ton	38,759		38,759	37,212	(1,547)	Delivered	100%
(6/07)	LC - Trucks (x2)	77,848	-	77,848	80,000	2,152	Delivered	100%
(6/08)	FV - 48th Street & 47th Avenue	504,243	-	504,243	616,000	111,757	Work Complete	99%
(6/09)	New Road Infrastructure (CF)	594,039	420,954	173,085	439,046	265,961	Ongoing	50%
(6/11)	FV & LC - AWD Graders x3	1,329,513	-	1,329,513	1,283,661	(45,852)	Complete	100%
(6/12)	LC - Snow Plow Truck	195,081	-	195,081	259,000	63,919	Complete	100%
(6/13)	FV - BF 75117 (CF & New)	305,913	29,800	276,113	816,000	539,887	In progress	99%
(6/14)	FV & LC - Truck and Gravel Trailer	236,536		236,536	280,000	43,464	Complete	100%
(6/15)	LC - Packer/Roller	24,980		24,980	30,000	5,020	Complete	100%
(6/17)	LC - 99th Ave 101 St. to 104 Ave	1,851,220		1,851,220	1,785,000	(66,220)	Construction complete, waiting on invoices	90%
(6/18)	Zama Bears paw Crescent (CF)	13,235		13,235	33,633	20,398	Complete	100%
(6/19)	LC - Engineering & Design for 113 Street and 109 Ave	42,640		42,640	100,000	57,360	Public Works Committee was presented with draft on 10/20/2015	15%
(6/20)	LC - Pave 2 Accesses	-		-	45,000	45,000	Complete, waiting for invoice	100%
(6/21)	Zama Utility Pole Relocation (CF)	53,513	53,513	-	8,943	8,943	Complete	100%
(6/22)	LC - Skidsteer 850	55,142	-	55,142	57,000	1,858	Complete	100%
(6/23)	LC - Tilt Deck Utility Trailer	15,894	-	15,894	16,000	106	Complete	100%
(6/25)	LC - Bobcat Attachment (snowblower)	5,940	-	5,940	8,000	2,060	Complete	100%
(6/26)	High Level South Rebuild	-	-	-	50,000	50,000	Not started	0%
(6/28)	FV - Heavy Duty Commercial Lawn Mower	22,348	-	22,348	21,000	(1,348)	Complete	100%

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to October 30, 2015	2015 Budget	2015 Budget Remaining on October 30, 2015	Status Update on October 30, 2015	Percentage of Completion (%)
(6/29)	Used Water Truck	45,000	-	45,000	50,000	5,000	Complete	100%
(6/30)	Blumenort Road & Rebuild Mile #3 on La Crete North Road	171,055		171,055	222,500	51,445	Complete, waiting for invoice	80%
(6/31)	Zama Access Pave (PH V) (CF)	-	-	-	6,000,000	6,000,000	Pending grants	0%
(6/33)	Rocky Lane Road Repair (Front of school)	283,875	-	283,875	330,000	46,125	Complete	100%
(6/37)	LC - Spruce Road Rebuild (CF & New)	259,844	258,003	1,841	43,459	41,618	Complete	100%
(6/42)	LC - 101 St & 100 Ave - Traffic lights (CF)	205,839	22,328	183,511	197,672	14,161	Complete	100%
(6/47)	LC - South - Shoulder pull and road rehabilitation (CF)	70,910	70,910	-	129,090	129,090	In progress	50%
(6/50)	Gravel Reserve (to secure gravel source) (CF)	14,349	13,845	504	137,155	136,651	In progress	0%
(6/53)	FV - Hamlet asphalt pavement overlay 44th Ave	9,631	9,631	-	50,369	50,369	Work Complete	99%
(6/57)	FV - Sand and salt shelter (CF)	-	-	-	200,000	200,000	Reviewing options	0%
(6/60)	FV - Cold storage/Emergency generator building (CF)	-	-	-	132,250	132,250	Looking into options	0%
(6/61)	FV - Child Lake/Boyer River road rebuilds (CF)	-	-	-	70,200	70,200	Cancelled	0%
(6/64)	FV - North- Shoulder pull and road rehabilitation	147,600	147,600	-	461,661	461,661	Ongoing	20%
<i>Total department 32</i>					<i>5,652,810</i>	<i>14,116,851</i>	<i>8,464,041</i>	

Airport Department

(6/01)	LC - Pave Apron Extension	94,457		94,457	110,000	15,543	Complete	100%
(6/02)	FV Airport Development (CF)	1,363,667	1,363,667	-	16,382	16,382	In progress	0%
(6/04)	LC Instrument Approach (CF)	44,670	36,112	8,558	13,889	5,331	In progress	15%
<i>Total department 33</i>					<i>103,015</i>	<i>140,271</i>	<i>37,256</i>	

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to October 30, 2015	2015 Budget	2015 Budget Remaining on October 30, 2015	Status Update on October 30, 2015	Percentage of Completion (%)
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Water Treatment & Distribution Department

(6/01)	FV & LC - Utility Trucks 3/4 Tonne Crew Cab x4	149,802	-	149,802	164,500	14,698	Complete	100%
(6/02)	FV - 48th Ave Waterline Replacement	2,662	-	2,662	91,000	88,338	Underground complete. Contractor to complete landscaping and paving in 2016	95%
(6/04)	FV - Hydrant Replacement	49,020	-	49,020	65,000	15,980	Hydrant installations complete. Landscaping and sidewalk repairs to be completed in 2016	95%
(6/05)	ZA - SCADA computer replacement	7,823	-	7,823	7,500	(323)	Complete	100%
(6/06)	ZA - Distribution pump house upgrades (CF & New)	74,641	74,641	-	843,928	843,928	Need to reapply for grant funding	1%
(6/07)	ZA - Well Reclamation	3,374	-	3,374	18,000	14,626	Well reclaimed and report submitted to Alberta Environment	100%
(6/08)	FV - Frozen Water Services Repairs (River Road)	9,182	-	9,182	75,000	65,818	Bringing PW committee recommendation to council	5%
(6/09)	FV - Raw Water Truck fill (pressured and filtered)	11,250	-	11,250	40,900	29,650	Bringing PW committee recommendation to council	5%
(6/10)	LC - Raw Water Truckfill Upgrade	2,526	-	2,526	58,000	55,474	Equipment has arrived, contractors to start work mid November	10%
(6/12)	Rural Potable Water Infrastructure	-	-	-	6,125,350	6,125,350	Contract award for Engineering Services recommendation to go to next council meeting	2%
(6/19)	FV - 50th St - Water & sewer extension (CF)	16,520	16,520	-	563,480	563,480	Awaiting infrastructure plan completion	1%
(6/23)	Generators for the three water treatment plants (CF)	686,945	66,512	620,433	633,488	13,055	Complete	100%
<i>Total department 41</i>					<i>856,072</i>	<i>8,686,146</i>	<i>7,830,074</i>	

Sewer Disposal Department

(6/01)	LC Lagoon Upgrade (CF)	7,147,446	6,134,541	1,012,905	1,168,809	155,904	Complete	100%
(6/02)	Zama - Lift station upgrade (CF & New)	116,439	116,439	-	1,256,052	1,256,052	Reapply for grant funding	1%
(6/03)	ZA/FV - Sewer Flusher	67,099	-	67,099	68,000	901	Complete	100%
(6/04)	LC - Main Lift Station Repair & Modification	9,810	-	9,810	62,000	52,190	Bringing PW committee recommendation to council	5%
(6/05)	LC - Sanitary Sewermain Upgrades	20,294	-	20,294	475,000	454,706	Public Meeting was held, contacting owners for agreements and project to be re-tendered in the beginning of 2016	5%
(6/06)	LC - Lift Station 5 Grinder	7,223	-	7,223	80,000	72,777	Manhole is installed and supplies have arrived. Electrician to install wiring and then grinder to be inserted	75%
(6/07)	FV - 49th Ave Sewer Repair	65,161	-	65,161	90,000	24,839	Sewer main repair completed. Final landscaping will be required in 2016 after settlement	95%
<i>Total department 42</i>					<i>1,182,492</i>	<i>3,199,861</i>	<i>2,017,369</i>	

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to October 30, 2015	2015 Budget	2015 Budget Remaining on October 30, 2015	Status Update on October 30, 2015	Percentage of Completion (%)
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Solid Waste Disposal

(6/01)	Two 40 Yard Bins (CF)	22,260	18,280	3,980	7,052	3,072	Complete	100%
(6/02)	Waste Bins	19,934	-	19,934	20,000	66	Complete	100%
(6/03)	LC - Blue Hills - Build up ramp	-	-	-	12,000	12,000	Contract Awarded	10%
(6/04)	LC - Waste Transfer Station - New Lights	-	-	-	12,000	12,000	Contract Awarded to Atco	15%
<i>Total department 43</i>					23,914	51,052	27,138	

Planning & Development Department

(6/01)	LC - La Crete Production Room (GIS)	7,732	-	7,732	8,000	268	Complete	100%
<i>Total department 61</i>					7,732	8,000	268	

Agricultural Services Department

(6/01)	HL - Rural Drainage - Phase II & Phase III (CF)	1,093,312	1,093,312	-	100,000	100,000	Negotiating with Dene Tha Band	0%
(6/02)	LC - Buffalo Head/Steep Hill/Bear River Drainage (Phase I) (CF)	154,167	85,433	68,734	1,314,567	1,245,833	Waiting for a reply from ESRD on the status of the application under the Water Act.	5%
(6/03)	Blue Hills Erosion Repair	21,687	-	21,687	275,000	253,313	Construction complete, waiting for invoices	90%
(6/04)	FV - Vehicle purchase for Ag Fieldman	35,622	-	35,622	40,000	4,378	Complete	100%
(6/05)	FV - ATV Purchase	10,113	-	10,113	12,000	1,887	Complete	100%
(6/06)	Tent	7,500	-	7,500	6,500	(1,000)	Complete	100%
<i>Total department 63</i>					143,656	1,748,067	1,604,411	

Recreation Department

(6/02)	FV - Capital (requests from Recreation Society)	48,285	-	48,285	224,500	176,215		5%
(6/03)	LC - Capital (requests from Recreation Society)	67,429	-	67,429	92,030	24,601		90%
(6/04)	Grounds Improvements (2014 - FV Walking Trail) (CF)	511,276	511,276	-	36,524	36,524		0%
(6/06)	ZA - Capital (requests from Recreation Society)	7,983	-	7,983	172,280	164,297		5%
(6/07)	LC Splash Park (CF)	-	-	-	255,000	255,000		0%

Code	Project Name	Total costs	Costs in prior years	Costs in current year up to October 30, 2015	2015 Budget	2015 Budget Remaining on October 30, 2015	Status Update on October 30, 2015	Percentage of Completion (%)
(6/08)	FV - Skate Park	10,000	-	10,000	70,000	60,000		0%
<i>Total department 71</i>				133,697	850,334	716,637		

Parks & Playgrounds Department

(6/01)	FV - Machesis Lake Water Well	9,900	-	9,900	9,000	(900)	Complete	100%
(6/02)	LC - Wadlin Lake Water Well	80	-	80	9,000	8,920		1%
(6/03)	HL - Hutch Lake, construct additional sites (campground area)	-	-	-	15,000	15,000	Construction complete	95%
(6/04)	Machesis Lake - Horse camp - road (CF)	133	-	133	25,000	24,867	Road Complete	30%
(6/05)	Bridge campground - Survey & improvements (CF)	-	-	-	39,000	39,000	Survey complete, waiting for drafting and further information	10%
(6/06)	LC - Wood Splitter	21,776	-	21,776	20,900	(876)	Complete	100%
(6/07)	OTHER	-	-	-	40,000	40,000		0%
(6/08)	FV - Table & Fire Pit Replacement	6,780	-	6,780	7,000	220	Complete	100%
(6/10)	Wadlin Lake - Grounds improvements (CF)	4,226	-	4,226	20,000	15,774	Clearing Done	50%
(6/12)	FV - Walking Trails (CF)	10,000	9,275	725	725	-	Complete	100%
<i>Total department 72</i>				43,620	185,625	142,005		

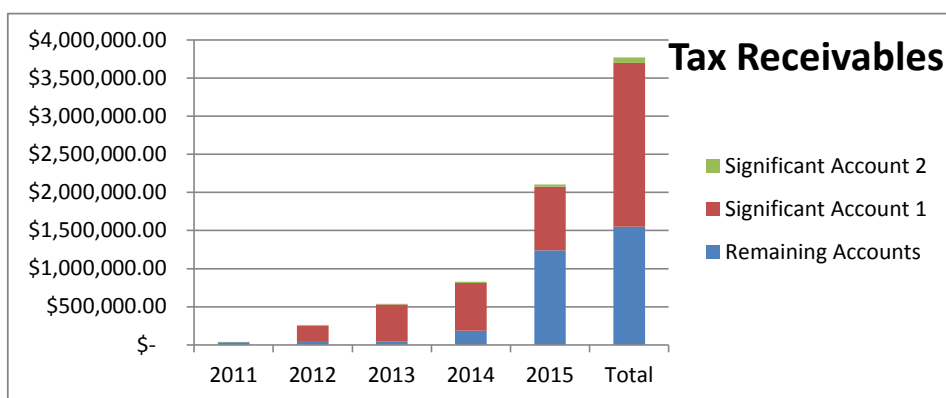
TOTAL 2015 Capital Projects

8,273,069	30,141,152	21,868,083
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October 2015 Aged Receivables

Tax Receivables

Year	Amount	Significant Account 1	Significant Account 2	Total Less Significant Accounts
2011	\$ 36,521.07	\$ -	\$ 2,474.54	\$ 34,046.53
2012	\$ 260,729.92	\$ 213,176.03	\$ 7,313.55	\$ 40,240.34
2013	\$ 537,307.94	\$ 483,018.10	\$ 8,168.06	\$ 46,121.78
2014	\$ 829,468.24	\$ 622,586.87	\$ 19,072.56	\$ 187,808.81
2015	\$ 2,105,224.26	\$ 833,106.41	\$ 30,672.49	\$ 1,241,445.36
Total	\$ 3,769,251.43	\$ 2,151,887.41	\$ 67,701.20	\$ 1,549,662.82



Tax Receivables from Oil Companies

Company	Total
238568	\$ 6,424.22
009926	\$ 28,455.23
006970	\$ 45,028.31
004542	\$ 19,746.18
010109	\$ 11,391.88
	\$ 111,045.82

Utility Receivables

Current	\$ 102,192.86
Period 1	\$ 24,940.02
Period 2	\$ 11,817.41
Period 3	\$ 16,927.30
Period 4	\$ 12,289.84
Total	\$ 168,167.43

Trade Receivables

Current	\$ 39,125.04
30-60 days	\$ 74,543.25
90 days	\$ 13,418.67
91 and over	\$ 125,359.90
Balance	\$ 252,446.86



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	La Crete Agriculture Society – Request for Letter of Support

BACKGROUND / PROPOSAL:

La Crete Agricultural Society is asking Mackenzie County for a letter of support to be sent to the Community Facility Enhancement Program to obtain additional funding for an air conditioning unit to be installed in the La Crete Heritage Centre.

OPTIONS & BENEFITS:

Correspondence is attached.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Communication would be made through correspondence to the La Crete Agricultural Society.

RECOMMENDED ACTION:

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

Simple Majority Requires 2/3 Requires Unanimous

That a letter of support be provided to the La Crete Agricultural Society in support of their funding application under the Community Facility Enhancement Program to have a small air conditioner installed in the large hall of the La Crete Heritage Centre.

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

La Crete Agricultural Society

Box 791, La Crete AB, T0H 2H0

(780)928-4447

lcheritagecentre@gmail.com

lacreteheritagecentre.weebly.com

Mackenzie County

Box 640

Fort Vermilion, AB

T0H 2H0

November 11, 2015

Dear Joulia and Councillors:

The La Crete Agricultural Society has been approved for a \$25,000 contribution to install air conditioning into the large hall at the La Crete Heritage Centre. The price quote came in at \$50,000 and we are now seeking funding for the matching \$25,000.

We wish to submit an application to Community Facility Enhancement Program for \$25,000. We are writing to request a support letter from Mackenzie County to be included in the application. The deadline for submission is December 15, 2015. The letter would need to be addressed to:

Community Facility Enhancement Program

Alberta Culture and Tourism

Suite 212, 17205 - 106A Avenue

Edmonton, Alberta T5S 1M7

The facility is well utilized and hosts many events with over 300 people. The hall gets very hot during the summer months and we believe the installation of an air conditioner would be a great amenity for the comfort of the public.

Thank you for your consideration.

Sincerely:

Susan Siemens

Program Coordinator

La Crete Agricultural Society



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Northern Lakes College – Re-establishing Community Education Committee

BACKGROUND / PROPOSAL:

Attached is correspondence from Northern Lakes College requesting participation from Council to re-establish the Community Education Committee for the High Level campus.

OPTIONS & BENEFITS:

Administration recommends that Council participates in this initiative and appoints a member to represent the County. Availability of quality, relevant educational programs to support the Region’s industries and businesses, and to provide educational opportunities locally for people residing in the Region are important contributing factors to future economic growth of the Region.

COSTS & SOURCE OF FUNDING:

It is assumed that an appointed councilor will claim honorariums and expenses associated with the meetings as per the County’s bylaw. The letter indicates that approximately five meetings per year should be expected to take place. Although the location of meetings is not identified, these likely will be held at the High Level campus facilities.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

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

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County participates and appoints a representative to the Northern Lake College Community Education Committee for the High Level campus.

Simple Majority Requires 2/3 Requires Unanimous

That Councilor _____ be appointed to the Northern Lake College Community Education Committee for the High Level campus.

Author: _____ Reviewed by: _____ CAO: JW



Northern
Lakes
College

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Office of the Regional Manager

RFD

Peace River Campus
Bag 700
Peace River, Alberta, T8S 1Z3
(780) 624-5176 ext 3705
Email: delorey@northernlakescollege.ca

Nov 3, 2015

Joulia Whittleton, CAO
Mackenzie County
4511- 46 Avenue
Fort Vermilion, Alberta, T0H 1N0

ATTENTION: Ms. Joulia Whittleton

Northern Lakes College is inviting participation from your council in re-establishing the – Community Education Committee (CEC) for the High Level campus. One of the main roles of a Northern Lakes College CEC is to work with College staff, students, and community leaders. The committees identify program and service needs for their communities, and region, support individual students, and advise each about the practices in community education. Also, the committee will assist the College with marketing and recruitment activities. The committee is comprised of key stake holders, such as: a member of the student council, First Nation, Métis, Municipality, Town, Chamber of Commerce and a community group.

The Committee develops a yearly budget to meet their community needs. The College provides each CEC with a maximum of \$5,000 each year. Each CEC selects a chair to represent their community at the Council meetings. The council also listens to the president's report on new initiatives and program opportunities. The Council and Board of Governors are the only two bodies within the College that provides direct input to our President.

The nominating authority can nominate someone for 2 year terms. All nominations are sent to the President of Northern Lakes College for approval. The CEC will meet up to five times a year. Included is the Term of Reference for the Council and Community Education Committees.

I'm proposing that the first CEC meeting be held in the next six-weeks or so at our Northern Lakes College, High Level campus.

Your participation is very much appreciated.

Sincerely,

Kevin Delorey

Kevin Delorey, MAIS
Regional Manager

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MACKENZIE COUNTY
FORT VERMILION OFFICE

Council of Community Education Committees and Community Education Committees Terms and Reference

Mandate

The Council of Community Education Committees (the Council), and its Community Education Committees (the Committees) are the principal public advisory bodies of Northern Lakes College (the College). The Council and its Committees make recommendations to the President that will enhance the quality, credibility and integrity of the adult education programs and services offered by the College to the community.

Purpose

The Council and its Committees are to:

1. Ensure that the community residents have access to education and training suitable to their needs and goals;
2. Represent the needs and views of the community to the President;
3. Represent the policies, procedures and position statements of the College to the community;
4. Promote adult education and advocate for the College in their communities.

Objectives and Deliverables

The Council and Committees will:

1. Understand College programs and policies as they relate to their communities;
2. Promote and publicize College programs and policies in their communities;
3. Provide reports and feedback on economic, political and social developments in their communities that may be relevant to the College;
4. Meet with their nominating bodies at least twice a year. At a minimum they should report on the following:
 - enrollments
 - programs offered in the local campus
 - achievements
 - needs of post-secondary learners in their communities
 - any other issue that may be relevant to the College and the community.

In turn they should inquire about any activities, present and future, that may have an effect on post-secondary education needs in their community;

5. The Chair or designate of each Committee will attend the Council and report on the activities of their respective community and in turn will report back to their Committee on the activities of the College;
6. Liaise with other adult education authorities and programs and any other organizations that have an interest in education in their communities for the betterment of adult education in general;
7. Where a Community Program Fund is available, it is the responsibility of Committees to use this money to promote and fund adult education in their communities, in consultation with the Regional Director of Community Learning Centres.

Authority

Prior to becoming Board governed, a Ministerial Order allowed the President to establish the Council and its Committees. Since becoming Board governed, the Board has set policy that authorizes the President to continue this practice.

Membership

1. Committee members are appointed by the President for one, two or three years from a list of nominees as noted below and are responsible to the President;
2. The Committee generally consist of five members, one of whom is nominated by the Student Association and four members nominated by competent and interested authorities from within the community;
3. In certain instances the Committee itself or the College may nominate a member;
4. In certain instances a Memorandum Of Understanding with an external committee may be established to have that group act as the Committee.

Operational Guidelines

1. The Committees will meet on a regular basis and follow an agenda that reflects the Objectives and Deliverables as noted above;
2. Minutes of meetings will be kept in an approved template and format;
3. Committee members will exercise due diligence in the performance of their duties, maintain respect for confidentiality in such circumstances that may apply, and follow procedures for disclosing and dealing with conflict of interest and act, at all times, in the interests of the College and their respective communities;
4. Committee members are expected to attend all meetings.

Review Cycle

These Terms of Reference will be reviewed annually by the Council at the AGM.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Mackenzie Housing Management Board – Request to Change the Ministerial Order

BACKGROUND / PROPOSAL:

Mackenzie County, Towns of High Level and Rainbow Lake appoints councilors and public members at-large to the Mackenzie Housing Board. The composition of the Board is established by a Ministerial Order. Under this MO, the Towns appointees' voting powers are limited to the senior housing matters.

OPTIONS & BENEFITS:

Please review the attached correspondence. Mackenzie Housing Management Board requests Council's support to expand the Town's representatives voting powers to other housing matters.

COSTS & SOURCE OF FUNDING:

NA

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

As per Council's motion/decision.

Author: _____ Reviewed by: _____ CAO: JW

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That a letter of support be provided to Mackenzie Housing Management Board with respect that the province give equal voting powers to the Town of High Level and Town of Rainbow Lake representatives for all housing matters due to expansion of the Board's services in the Region.

Author: _____ Reviewed by: _____ CAO: JW

MACKENZIE HOUSING MANAGEMENT

October 20, 2015

Box 350
La Crete, Alberta
T0H 2H0
Phone: 780-928-4349
Fax: 780-928-4345

Mayor McAteer and Council
Town of High Level
10511 – 103 Street
High Level, Alberta
T0H 1Z0

Reeve Neufeld and Council
Mackenzie County
Box 640
Fort Vermilion, Alberta
T0H 1N0

Mayor Langford and Council
Town of Rainbow Lake
P.O. Box 149
Rainbow Lake, Alberta
T0H 2Y0

Paul Driedger, Chair
La Crete Municipal Nursing Association
Box
La Crete, Alberta
T0H 2H0

Dear Mayors, Reeve, Chair and Councils:

Mackenzie Housing Management Board will be requesting a change to our Ministerial Order. Currently, the Towns of High Level and Rainbow Lake do not have voting power on any items pertaining to housing. With the building of a lodge in High Level, which will have a senior's housing component to it; and the plan to build a four-plex in Rainbow Lake, the Board feels strongly that all board members should have equal voting power on all issues before them.

Although it isn't necessary to have letters of support for this change, we feel that with the past turmoil regarding housing in this region, it would send a unified message that we are working together to improve and provide services to this region.

We look forward to receiving letters of support from all Members for the request to change our Ministerial Order.

Should you have any questions or need clarification please give Barbara Spurgeon a call at 780-841-5466 during business hours.

Yours truly



George Friesen
Board Chair

Cc: Adam Clarkson, CAO Town of High Level
Dan Fletcher, CAO Town of Rainbow Lake
Joulia Whittleton, CAO Mackenzie County

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FORT VERMILION OFFICE



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Waste Transfer Station Hauling Proposal Awarding

BACKGROUND / PROPOSAL:

At the November 10, 2015 Council meeting, the Waste Transfer Station Hauling Request for Proposals were opened; multiple motions were made.

The following proposals were received:

	Option 1	Option 2 – A	Option 2 - B
<i>L & P Disposals</i>	\$276,415.00	\$103,352.75	\$183,561.70
<i>JL Waste</i>	\$267,770.00	\$101,894.00	\$169,538.00
<i>JL Waste</i>	\$252,000.00		

The following motion of Council was carried:

“That the Waste Transfer Station Hauling contract be awarded as follows:

*Option 2 – Group 1 – L & P Disposals
Option 2 – Group 2 – JL Waste Management”*

Subsequent to the Council meeting and upon a detailed review of the submissions it was noted that one of the mandatory requirements of the issued RFP was not fulfilled by one of the proponents:

4.0 MANDATORY SUBMISSION REQUIREMENTS

4.1 Documents to be Submitted with the Proposal

4.1.5 Proof of Proponent's COR/SECOR or proof of COR/SECOR registration accompanied by a safety plan.

The JL Waste Management failed to submit a proof of COR/SECOR or proof of COR/SECOR registration accompanied by a safety plan. Instead, the JL Waste Management’s proposal included a statement:

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

"We are currently going through the application process of getting our COR approved. COR will be approved before contract start date of January 1' 2016".

OPTIONS & BENEFITS:

As the proponent did not provide a COR/SECOR letter of intent, and did not have COR/SECOR certification at the closing time of the Request for Proposal, and considering the motions that were made during Council's meeting, administration contacted, and forwarded all documents to the County's legal counsel for review.

The full legal opinion letter will be presented in-camera to Council as permitted under FOIP. To summarize, based on the tendering law, JL Waste Management should have been disqualified. Based on the legal opinion letter, the following action is recommended:

1. Council to rescind *Motion 15-11-872*
2. Council to make a motion directing administration to enter into negotiations and a contract for the Waste Transfer Station Hauling to the best qualified proposal, L&P Disposal.

In order to avoid this from happening in the future, administration will be requesting that a review period be provided to administration between council meetings and that a report with a recommendation to award be presented at a meeting subsequent to tender/RFPs opening meeting; or for smaller value contracts, administration be authorized to proceed with awards to the best qualified proponents while keeping Council informed of proceedings.

COSTS & SOURCE OF FUNDING:

The proposals are within the County's budget.

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

Administration will contact all proponents regarding Councils decision.

Author: _____ Reviewed by: _____ CAO: JW

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Motion 15-11-872 be rescinded due to failure to comply by JL Waste with the mandatory requirement for submissions as per the Request for Proposal for Waste Transfer Station Hauling.

Simple Majority Requires 2/3 Requires Unanimous

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

Author: _____ Reviewed by: _____ CAO: JW



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 25, 2015
Presented By:	Joulia Whittleton, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- 2015-10-28 Correspondence – Provincial Emergency Social Services
- 2015-11-03 Correspondence – 2016 Statistics Canada
- 2015-11-10 Correspondence Scott Land & Lease – Infrastructure Land Services
- 2015-08-13 Meeting Minutes La Crete Recreation Society
- 2015-09-10 Meeting Minutes La Crete Recreation Society
- 2015-10-09 Meeting Minutes AGM La Crete Recreation Society
- 2015-10-15 Meeting Minutes La Crete Recreation Society
- 2015-10-22 Meeting Minutes Northern Alberta Water & Wastewater Stakeholders Group
- 2015-10-27 Meeting Minutes High Level Forests Public Advisory Committee
-
-
-

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

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

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

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

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

October 28, 2015

AR81160

Directors of Emergency Management
Directors of Family and Community Support Services

Dear Sir/Madam:

In the past few years, the province has experienced a number of disasters. These events have reinforced the critical need to have a co-ordinated approach to supporting Albertans' basic needs during emergencies and include essential social services like emergency shelter, food, clothing and family reunification supports.

As a result, the Government of Alberta, under the guidance of the Ministry of Human Services, is leading the development of a Provincial Emergency Social Services Framework to support individuals and communities affected during emergencies.

The Framework is intended to coordinate the work of multiple levels of government as they respond to Albertans' needs when they are displaced. It defines expectations and accountabilities before, during and after an emergency.


Sometimes disaster response challenges the capacity of the local authority. In these instances the Framework will identify how the Ministry of Human Services will lead a provincially-coordinated response to provide support to communities and the local delivery of emergency social services and supports wherever possible. This requires the collective contributions of partners at the local, provincial and federal levels as well as partnership with private and non-profit sectors.

We look forward to presenting the Framework to you shortly. As the Framework nears implementation, the Alberta Emergency Management Agency, Municipal Affairs will work with your local emergency social services representatives to provide further training to ensure consistency across the province.

For more information on the development of the Framework, please contact Sonya Perkins, Director, Emergency Management and Business Continuity, Alberta Human Services at 780-644-1782.

Thank you for your continued support and collaboration on this important work.

Sincerely,



Carol Ann Kushlyk
Assistant Deputy Minister
Corporate Services
Human Services



Shane Schreiber
Acting Managing Director
Alberta Emergency Management Agency
Municipal Affairs

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MACKENZIE COUNTY
FORT VERMILION OFFICE



Statistics Statistique
 Canada Canada
 Ottawa, Canada
 K1A 0T6
 www.statcan.gc.ca

Info

November 3, 2015

His/Her Worship Bill Neufeld
 Mackenzie County
 4511-46 Avenue Box 640
 Fort Vermilion AB T0H 1N0

Subject: 2016 Census Program

Dear Mr./Madam Reeve:

In preparation for the 2016 Census, Statistics Canada is hiring staff for early enumeration areas. Members of your community are strongly encouraged to apply.

These temporary positions, at the supervisory and non-supervisory levels, provide valuable experience and practical employment skills. While preference will be given to community members, candidates will be brought in from other areas if local hiring is unsuccessful.

A Statistics Canada employee will be contacting you to discuss ways in which we can work together, as well as to identify a resource person to assist with the recruitment process in your community. Should you have any questions, please do not hesitate to contact Connie LeGrande, Aboriginal Liaison Program Advisor, by phone at 780-495-4009 or by email at connie.legrande@statcan.gc.ca.

Although the census begins in May 2016 across most of the country, early enumeration will begin in February 2016 in many remote communities in Canada's North. Census staff will visit each household in your community, conducting personal interviews to help complete the questionnaire. The data from this questionnaire will provide important information that you and your community need to plan for education, health care and other initiatives. I would like to reassure you that under the *Statistics Act*, information gathered from respondents remains strictly confidential.

I hope that we can rely on your help to hire local staff and to promote participation in the 2016 Census.

RECEIVED
 NOV 10 2015

...2



MACKENZIE COUNTY
 FORT VERMILION OFFICE

Serving Canada with
 high-quality statistical
 information that matters.

Au service du Canada avec des
 renseignements statistiques de
 grande qualité qui comptent.

Applications may be submitted online at www.census.gc.ca, or by paper. Copies of the enclosed application form can be made and distributed to your community members. Once completed, the paper application should be mailed to:

Prairies Regional Census Centre
Suite 350, EPCOR Tower
10423 - 101 Street NW
Edmonton, Alberta T5H 0E7

Sincerely,

A handwritten signature in black ink, appearing to read "L. Anderson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Lorne Anderson
Director, Western Region and Northern Territories
Statistics Canada

(La version française de cette lettre est disponible sur demande)



CENSUS • RECENSEMENT

www.census.gc.ca

www.recensement.gc.ca

2016 Census — Community contact

Statistics Canada would like to hire people from your community to work for the 2016 Census. Before hiring takes place, a census Field Operations Supervisor may need to contact a community member to discuss recruitment activities. Please provide the name of this person below, as well as his or her contact information.

Community name: _____

Contact name: _____

Telephone number: _____

Email address: _____

Once completed, please return this form by fax 780-495-2396 or mail before November 16, 2015. You may also contact the census representative identified in the enclosed letter and provide him or her with the required information.

Prairie Regional Census Centre
Western Region
Suite 350, EPCOR Tower
10423 – 101 Street NW
Edmonton, Alberta
T5H 0E7



Recensement de 2016 Personne-ressource de la collectivité

Statistique Canada souhaite embaucher des personnes de votre collectivité pour travailler au Recensement de 2016. Avant le début de la période d'embauche, un chargé des opérations sur le terrain pourrait avoir besoin de communiquer avec un membre de votre collectivité pour discuter des activités de recrutement. Veuillez inscrire ci-dessous le nom de cette personne ainsi que ses coordonnées.

Nom de la collectivité : _____

Nom de la personne-ressource : _____

Numéro de téléphone : _____

Adresse électronique : _____

Une fois le formulaire rempli, télécopiez-le au 780-495-2396 ou postez-le avant le 16 novembre 2015. Vous pouvez également communiquer avec le représentant du recensement dont le nom est indiqué dans la lettre ci-jointe et lui fournir les renseignements requis.

Centre régional du recensement des Prairies
Région de l'Ouest
Bureau 350, tour EPCOR
10423 – 101 Street NW
Edmonton (Alberta)
T5H 0E7

Privacy Act

The information you provide is used to determine suitability for employment. Personal information is protected under the *Privacy Act* and held in Personal Information Bank STC/PSE 902.

Loi sur la protection des renseignements personnels

Les renseignements que vous fournissez servent à déterminer l'aptitude pour l'emploi. Les renseignements personnels sont protégés en vertu de la *Loi sur la protection des renseignements personnels* et conservés dans le Fichier de renseignements personnels STC/PSE 902.

For office use only - À usage interne seulement	
LCO = BLR	Employment Number = Numéro d'emploi

Applicant information – Information au sujet du candidat

First name – Prénom	Full middle name(s) – Autre(s) prénom(s) au complet	Last name – Nom de famille
E-mail – Courriel		
Residential telephone number (other than a cell phone) Numéro de téléphone résidentiel (autre qu'un téléphone cellulaire)	Cellular number – Numéro de téléphone cellulaire	
Home (civil) address or P.O. Box or Rural Route number Adresse résidentielle (adresse de votre domicile) ou numéro de case postale ou de route rurale	Suffix – Suffixe (A, 1/2)	Apartment/unit/suite no. N° d'appartement/unité/suite
City, town, village, reserve – Ville, village, réserve	Province	Postal code – Code postal

Screening criteria – Exigences de présélection

Are you 18 years of age or older?
Êtes-vous âgé(e) de 18 ans ou plus? Yes – Oui No – Non

*(If 'No', please reapply when you are 18 years of age. All candidates must be 18 years old or older.)
(Si « Non », veuillez présenter une nouvelle demande lorsque vous aurez 18 ans. Tous les candidats doivent être âgés de 18 ans ou plus.)*

Are you a Canadian citizen?
Avez-vous la citoyenneté canadienne? Yes – Oui No – Non

*(If 'No', please answer the question below)
(Si « Non », veuillez répondre à la question ci-dessous)*

If you have indicated that you are not a Canadian citizen, by what means are you entitled to work in Canada? (Select only one answer)

Si vous avez indiqué que vous n'avez pas la citoyenneté canadienne, par quel moyen avez-vous le droit de travailler au Canada? (Ne sélectionnez qu'une seule réponse)

- Permanent Resident – Statut de résident permanent
- Work Permit (temporary residents with a valid work permit; temporary residents with a study permit and a valid work permit; refugees with a valid work permit) – Permis de travail (un permis de séjour temporaire et un permis de travail valide; un permis de séjour temporaire ainsi qu'un permis d'études et un permis de travail valide; un statut de réfugié et un permis de travail valide)
- Visitor Record clearly indicating authorization to work in Canada – Fiche de visiteur et l'autorisation de travailler au Canada
- None of the above – Aucune de ces réponses

Applicant education and language – Niveau de scolarité et langue(s) parlée(s) du candidat

What is the highest level of education you have completed? (Select only one answer)
Quel est le plus haut niveau de scolarité que vous avez atteint? (Ne sélectionnez qu'une seule réponse)

- Less than high school diploma or its equivalent – Inférieur au diplôme d'études secondaires ou à son équivalent
- High school diploma or a high school equivalency certificate – Diplôme d'études secondaires ou son équivalent
- Trade certificate or diploma – Certificat ou diplôme d'une école de métiers
- College, CEGEP or other non-university certificate or diploma – Certificat ou diplôme d'un collège, d'un CÉGEP ou d'un autre établissement d'enseignement non universitaire
- University certificate or diploma below the bachelor's level – Certificat ou diplôme universitaire inférieur au baccalauréat
- Bachelor's degree – Baccalauréat
- University certificate, diploma or degree above the bachelor's level – Certificat ou diplôme universitaire supérieur au baccalauréat

In which languages are you fluent enough to work and to conduct a conversation? (Select all that apply)
Quelle(s) langue(s) maîtrisez-vous suffisamment pour l'utiliser au travail et pour soutenir une conversation? (Sélectionnez tout ce qui s'applique)

English / Anglais French / Français Other language(s) - specify / Autre(s) langue(s) - précisez _____

Applicant employment experience and references – Expérience de travail et références du candidat

What level of position(s) are you seeking?

Quel est(ont) le(s) niveau(x) du (des) poste(s) que vous recherchez?

Supervisory
Superviseur

Non-supervisory
Autre que superviseur

Both
Les deux

How many hours a week are you available for work?

Combien d'heures par semaine êtes-vous disponible pour travailler?

Is there any time between March 7, 2016 and July 29, 2016 that you are not available for work?

Y a-t-il des moments entre le 7 mars 2016 et le 29 juillet 2016 pour lesquels vous n'êtes pas disponible?

Yes – Oui

No – Non

If 'Yes', please specify – Si « Oui », veuillez préciser _____

When are you available to work? (Select all that apply)

À quel moment êtes-vous disponible pour travailler? (Sélectionnez tout ce qui s'applique)

Weekdays
Le jour

Evenings
Le soir

Weekends
La fin de semaine

Which of the following do you have? (Select all that apply)

Lequel (ou lesquels) des énoncés suivants correspond à votre situation? (Sélectionnez tout ce qui s'applique)

- A valid driver's license – Possession d'un permis de conduire valide
- Full-time use of a car – Accès à une voiture en tout temps
- A landline telephone – Accès à un téléphone résidentiel avec service conventionnel à fil
- Access to a computer in your home – Accès à un ordinateur à la maison
- Access to a printer – Accès à une imprimante
- Access to Internet – Accès à l'Internet

Whether through paid or volunteer work, please indicate the number of months or years of experience you have in each of the following areas.

Que ce soit dans le cadre d'un travail rémunéré ou bénévole, veuillez indiquer le nombre de mois ou d'années d'expérience acquise pour chacun des champs d'expérience suivants.

	No Experience – Sans expérience	Less than 1 year – Moins de 1 an	From 1 year to less than 3 – De 1 an à moins de 3 ans	From 3 years to less than 5 – De 3 ans à moins de 5 ans	From 5 years to less than 10 – De 5 ans à moins de 10 ans	Over 10 years – 10 ans et plus
Dealing directly with the public Expérience de travail avec le public	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Telephone interviewing Expérience comme intervieweur travaillant par téléphone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal interviewing or canvassing door-to-door Expérience comme intervieweur ou représentant faisant du porte-à-porte	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Using a computer Utilisation d'un ordinateur	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computer data entry Expérience dans la saisie de données par ordinateur	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervising staff Expérience comme superviseur	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recruiting Expérience comme recruteur	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Giving training Expérience comme formateur	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

In some areas, additional assets are required. Which of the following statements applies to you? (Select all that apply)

Dans certaines régions, des atouts supplémentaires sont nécessaires. Lequel (ou lesquels) des énoncés suivants correspond à votre situation? (Sélectionnez tout ce qui s'applique)

- I am an Aboriginal person (First Nations, Métis or Inuit). – Je suis un(e) Autochtone (Premières Nations, Métis ou Inuits).
- I have experience working with Aboriginal people in Canada. – Je possède de l'expérience de travail avec les peuples autochtones au Canada.
- I am interested in working in a First Nations reserve or other Aboriginal community (First Nations, Métis and Inuit settlements). – Je suis intéressé à travailler dans une réserve des Premières Nations ou une autre communauté autochtone (Premières Nations, Métis et colonisation Inuits).
- I am willing and able to work away from home for several weeks at a time in the Northern Territories or in the northern area of some provinces. – J'ai l'intérêt et la capacité pour travailler loin de la maison pendant plusieurs semaines à la fois dans les Territoires du Nord ou dans une région au nord de certaines provinces.
- I speak and understand an Aboriginal language. – Je parle et comprend une langue autochtone.

Applicant employment experience and references (continued) – Expérience de travail et références du candidat (suite)

List up to three previous work experiences, whether paid or voluntary, starting with your current or most recent.
Énumérez jusqu'à trois expériences antérieures de travail, avec ou sans rémunération, en commençant par votre expérience actuelle ou la plus récente.

1. Employer or organization – Employeur ou organisation	Period – Période From De <table style="display: inline-table; border-collapse: collapse;"><tr><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td></tr><tr><td style="text-align: center; font-size: 8px;">MM-MM</td><td style="text-align: center; font-size: 8px;">YY-AA</td><td style="text-align: center; font-size: 8px;">À</td><td style="text-align: center; font-size: 8px;"></td></tr></table> To À <table style="display: inline-table; border-collapse: collapse;"><tr><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td></tr><tr><td style="text-align: center; font-size: 8px;">MM-MM</td><td style="text-align: center; font-size: 8px;">YY-AA</td><td style="text-align: center; font-size: 8px;"></td><td style="text-align: center; font-size: 8px;"></td></tr></table>					MM-MM	YY-AA	À						MM-MM	YY-AA		
MM-MM	YY-AA	À															
MM-MM	YY-AA																

Name of immediate supervisor – Nom du superviseur immédiat

Your job title and brief description of duties – Titre de votre poste et courte description des fonctions

2. Employer or organization – Employeur ou organisation	Period – Période From De <table style="display: inline-table; border-collapse: collapse;"><tr><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td></tr><tr><td style="text-align: center; font-size: 8px;">MM-MM</td><td style="text-align: center; font-size: 8px;">YY-AA</td><td style="text-align: center; font-size: 8px;">À</td><td style="text-align: center; font-size: 8px;"></td></tr></table> To À <table style="display: inline-table; border-collapse: collapse;"><tr><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td><td style="border: 1px solid black; width: 20px; height: 20px;"></td></tr><tr><td style="text-align: center; font-size: 8px;">MM-MM</td><td style="text-align: center; font-size: 8px;">YY-AA</td><td style="text-align: center; font-size: 8px;"></td><td style="text-align: center; font-size: 8px;"></td></tr></table>					MM-MM	YY-AA	À						MM-MM	YY-AA		
MM-MM	YY-AA	À															
MM-MM	YY-AA																

Name of immediate supervisor – Nom du superviseur immédiat

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MM-MM	YY-AA	À															
MM-MM	YY-AA																

Name of immediate supervisor – Nom du superviseur immédiat

Your job title and brief description of duties – Titre de votre poste et courte description des fonctions

Provide two references who have supervised your work or know of your work and to whom we may refer in confidence.
Veuillez fournir le nom de deux références qui pourraient répondre de votre travail et avec lesquelles nous pourrions communiquer à titre confidentiel.

1. Reference – Référence	
First and last name – Prénom et nom de famille	
Job title – Titre du poste	
Email address – Adresse électronique	
Telephone number (including area code and extension – if applicable) – Numéro de téléphone (incluant l'indicatif régional et le numéro du poste – s'il y a lieu)	Extension – Numéro de poste

Preferred language of communication – Langue de communication préférée: English – Anglais French – Français

2. Reference – Référence	
First and last name – Prénom et nom de famille	
Job title – Titre du poste	
Email address – Adresse électronique	
Telephone number (including area code and extension – if applicable) – Numéro de téléphone (incluant l'indicatif régional et le numéro du poste – s'il y a lieu)	Extension – Numéro de poste

Preferred language of communication – Langue de communication préférée: English – Anglais French – Français

Have you previously worked for Statistics Canada or the census? Yes – Oui No – Non
 Avez-vous déjà travaillé pour Statistique Canada ou pour le recensement?

If 'Yes', in what years? – Si « Oui », en quelle(s) année(s)? _____
 What was your job title? – Quel poste occupiez-vous? _____

Employment Equity – Équité en matière d'emploi

Your voluntary response to the Employment Equity questions will assist us in ensuring that our workforce is fully representative of the public it serves.
 Votre réponse volontaire aux questions sur l'Équité en matière d'emploi nous aidera à assurer que notre main d'œuvre représente fidèlement la population qu'elle dessert.

Are you male or female? Male Masculin Female Féminin
 Êtes-vous de sexe masculin ou féminin?

If you are an Aboriginal person, please specify the group to which you belong.
 Si vous êtes un(e) Autochtone, veuillez préciser à quel groupe vous appartenez.

First Nation (North American Indian) Inuk (Inuit) Métis Other - specify
 Indien de l'Amérique du Nord (Premières Nations) Inuit Métis Autre - précisez

Employment Equity (continued) – Équité en matière d'emploi (suite)

If by colour or race you are a visible minority, please specify the group that best describes your origin.
 Si vous êtes membre d'une minorité visible en raison de votre couleur ou de votre race, veuillez préciser le groupe décrivant le mieux votre origine.

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Arab
Arabe | <input type="checkbox"/> Filipino
Philippin | <input type="checkbox"/> Latin American
Latino-Américain | <input type="checkbox"/> West Asian
Asiatique occidentale |
| <input type="checkbox"/> Black
Noir | <input type="checkbox"/> Japanese
Japonais | <input type="checkbox"/> South Asian
Sud-Asiatique | <input type="checkbox"/> Other - specify
Autre - précisez _____ |
| <input type="checkbox"/> Chinese
Chinois | <input type="checkbox"/> Korean
Coréen | <input type="checkbox"/> Southeast Asian
Asiatique du Sud-Est | |

Do you have a disability or disabilities? Yes – Oui No – Non
 Avez-vous un (des) handicap(s)?

As an equal opportunity employer, Statistics Canada is committed to accommodating the needs of persons with disabilities. If you have any health or physical limitations, which may affect your performance during any phase of the appointment process, please identify any accommodation needed.

À titre d'employeur souscrivant au principe d'équité, Statistique Canada s'est engagé à prendre des mesures pour répondre aux besoins des personnes handicapées. Les personnes éprouvant des problèmes de santé ou ayant des incapacités physiques qui risquent de nuire à leur rendement pendant l'une ou l'autre des étapes du processus de nomination sont priées de nous faire part des besoins en matière de mesures d'adaptation à prendre.

Communicating with you – Pour vous contacter

Are you interested in being contacted about other job opportunities with Statistics Canada? Yes – Oui No – Non
 Êtes-vous intéressé à être contacté pour d'autres possibilités d'emploi à Statistiques Canada?

Which official language do you wish to use: – Quelle langue officielle désirez-vous utiliser:

- | | | |
|--|--|--|
| For correspondence?
Pour la correspondance? | For a written test?
Lors d'un examen écrit? | During an interview?
Lors d'une entrevue? |
| <input type="checkbox"/> English
Anglais | <input type="checkbox"/> English
Anglais | <input type="checkbox"/> English
Anglais |
| <input type="checkbox"/> French
Français | <input type="checkbox"/> French
Français | <input type="checkbox"/> French
Français |

What is the best time to contact you? (Select all that apply)
 Quel est le meilleur moment pour communiquer avec vous? (Sélectionnez tout ce qui s'applique)

- | | | |
|---|--|--|
| <input type="checkbox"/> Morning
Matin | <input type="checkbox"/> Afternoon
Après-midi | <input type="checkbox"/> Evening
Soir |
|---|--|--|

Feedback – Rétroaction

How did you find out about the jobs offered for the census? (Select all that apply)
 De quelle façon avez-vous pris connaissance des postes offerts au recensement? (Sélectionnez tout ce qui s'applique)

- | | | |
|--|---|--|
| <input type="checkbox"/> Word of mouth
Bouche-à-oreille | <input type="checkbox"/> Advertising
Publicité | <input type="checkbox"/> Flyer in the mail
Un prospectus par courrier |
| <input type="checkbox"/> Job centre / Employment counsellor
Centre d'emploi ou conseiller en emploi | <input type="checkbox"/> Posted materials
Matériel affiché | <input type="checkbox"/> Social media - specify
Médias sociaux - précisez _____ |
| <input type="checkbox"/> A census / Statistics Canada employee
Un employé du recensement ou de Statistique Canada | <input type="checkbox"/> Business card / handout
Une carte d'affaires ou un document | <input type="checkbox"/> Website - specify
Médias sociaux - précisez _____ |
| <input type="checkbox"/> Article or story in the news
Article ou reportage dans les médias | <input type="checkbox"/> Event or job fair
Événement ou salon de l'emploi | <input type="checkbox"/> Other - specify
Autre - précisez _____ |

IMPORTANT: Submit only one application; you will be considered for all positions and levels you have indicated an interest in.
IMPORTANT : Ne soumettez qu'une seule demande d'emploi; elle servira pour tous les postes et niveaux pour lesquels vous vous êtes dit intéressé.

Declaration – Déclaration

I certify all information I have provided to be true and complete.
 J'atteste que l'information fournie est exacte et complète.

 Signature

Date

MM	MM	DD	JJ	YYYY	AAAA				

Emplois au recensement

Census jobs

Êtes-vous intéressé à travailler dans votre collectivité?

Période de l'emploi :

diverses périodes d'emploi comprises entre janvier et juillet 2016, selon le lieu d'affectation

Taux de rémunération :

Les agents recenseurs (ou ceux occupant des postes équivalents) seront payés 16,31 \$ l'heure plus les dépenses autorisées

Les superviseurs seront payés 19,91 \$ l'heure plus les dépenses autorisées

Dans les collectivités sélectionnées du Nord et éloignées :

Les agents recenseurs (ou ceux occupant des postes équivalents) seront payés 19,92 \$ l'heure plus les dépenses autorisées

Les superviseurs seront payés 24,25 \$ l'heure plus les dépenses autorisées

Type de travail :

emploi à court terme dans votre collectivité

Exigences :

le candidat doit être âgé de 18 ans ou plus et autorisé à travailler au Canada

Are you interested in working in your community?

Period of employment:

varying employment periods between January and July 2016, depending on the location of the assignment

Rate of pay:

Enumerator (or equivalent positions) will be paid \$16.31 per hour plus authorized expenses

Supervisors will be paid \$19.91 per hour plus authorized expenses

In select Northern and Remote Communities:

Enumerators (or equivalent positions) will be paid \$19.92 per hour plus authorized expenses

Supervisors will be paid \$24.25 per hour plus authorized expenses

Type of work:

short-term work in your community

Requirements:

must be 18 years of age or older and eligible to work in Canada



Postulez dès maintenant / Dites-le à un ami

www.recensement.gc.ca

1-877-325-2016

ATS (un appareil de télécommunications pour personnes sourdes) : 1-866-753-7083



Apply now / tell a friend

www.census.gc.ca

1-877-325-2016

TTY (a telecommunications device for people who are deaf) : 1-866-753-7083



Emplois au recensement	Census jobs
recensement.gc.ca	census.gc.ca
1-877-325-2016	
ATS/TTY : 1-866-753-7083	
Emplois au recensement	Census jobs
recensement.gc.ca	census.gc.ca
1-877-325-2016	
ATS/TTY : 1-866-753-7083	
Emplois au recensement	Census jobs
recensement.gc.ca	census.gc.ca
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Emplois au recensement	Census jobs
recensement.gc.ca	census.gc.ca
1-877-325-2016	
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November 10, 2015

MacKenzie County
4511 - 46th Avenue
Fort Vermilion, Alberta T0H 1N0

Attention: Manager Water / Wastewater Resources

Re: Infrastructure Land Services

The new Canadian government has promised to pump over \$60B into infrastructure over the next decade starting in early 2016. This could mean significant new infrastructure work in Western Canada. Many projects begin with a need for public consultation and land acquisition. Scott Land & Lease is the leader in this space. Over the last 25 years, we have handled some of the largest and most complex municipal and regional infrastructure projects involving transportation, utilities and communications in the West.

Enclosed you will find an outline containing our competitive advantages, a list of our seasoned local experts, a sample of past projects we have worked on and the variety of services we provide to clients like you.

Land services come at the beginning of a project. It's one of the smallest line items in the budget yet selecting the right land company is critical to the project getting off the ground and being successful.

Call one of our team members to discuss your next important infrastructure project.

Sincerely,
Scott Land & Lease Ltd.

Gregg Scott
President,

Direct: 403-261-6501
Email: gscott@scottland.ca
Website: www.scottland.ca

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MACKENZIE COUNTY
FORT VERMILION OFFICE

WWW.SCOTTLAND.CA

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- Competitive rates
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Scott Land & Lease handles more infrastructure projects than any other land company in Western Canada. Here is what sets us apart:

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Types of Infrastructure We Support

Transportation

- Roads, bridges and rail lines
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- Temporary workspace agreements
- Damage settlements

Utilities

- Wireless cellular networks
- Electrical transmission and distribution lines
- Water, wastewater and sewer
- Energy transmission
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- Pipelines
- Route planning
- Right-of-way and crossing agreements
- Temporary workspace agreements

Communications

- Wireless cellular networks
- Wire line
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- Leasing and optioning
- Municipal permitting and regulatory
- Right-of-way agreements
- MLA's and co-locations
- High speed fibre-optic lines
- Access Agreements
- Negotiations

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Sample of Past Infrastructure Projects

Transportation

- Highway 63 Twinning
- Memorial Trail Widening - Town of Sylvan Lake
- Range Road 202 Widening - Lamont County
- Functional Planning Study, Highway 43 (Highway 723 to Smokey River)

Telecommunication

- Bell Mobility Western Expansion
- SaskTel 4G Upgrade
- Telus FTTP

- SASKTEL FTTP
- Alberta SuperNET Project (3,000 km of ROW)

Water & Sewer

- Anzac Effluent Outfall Pipeline
- WILD Water Services Commission System Expansion
- South Red Deer Regional Wastewater Commission Water/Sewerline
- Alberta Central East Waterline, Vermillion River Regional Water System Technical Committee

- Twin Valley Regional Water Services Commission Waterline

Public Consultation

- South Red Deer Regional Wastewater Commission
- Springbank to 19th Pipeline
- SW Calgary Ring Road
- FTTP South Foothills Transmission Line
- WATL
- Castle Rock Ridge to Chapel Rock Transmission Line

Contact Us



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GRANDE PRAIRIE

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Everywhere you need us!



LA CRETE RECREATION SOCIETY
REGULAR MEETING
AUGUST 13, 2015

Northern Lights Recreation Centre
La Crete, Alberta

President: Abe Fehr, President
Simon Wiebe, Vice President
Wendy Morris, Secretary-Treasurer
Ken Derksen, Director
Jeff Wiebe, Director
George Derksen, Director
Shawn Wieler, Director
Philip Doerksen, Arena Manager

Absent:
Dave Schellenberg, Director
John Zacharias, Director
Peter F. Braun, County Rep

Call to Order: President Abe Fehr called the meeting to order at 6:02 p.m.

Approval of Agenda

1. Shawn moved to accept the agenda as presented.

CARRIED

Approval of Previous Meeting's Minutes

1. Simon Wiebe moved to accept the June 11, 2015 regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Running Club account will be a separate line in budget.
2. Assistant book keeper from Friesen Accounting working with Gary.

Review of Action Sheet

1. Reviewed Action Sheet

Financial Report

Ken Derksen moved to accept financials as presented.

CARRIED

Manager's Report – Philip Doerksen

1. Working on quotes for playground equipment.
2. Finished wheelchair ramp.
3. Worked on boards at Blumenort.
4. Finished new storage room, cleaned arena boards, did some painting, fixed outdoor rinks, stripping and waxing floors.
5. Prepped and installed rubber flooring.
6. Working on sound system.
7. Working on kitchen cabinets.

Jeff Wiebe moved to accept Manager's Report as presented.

CARRIED

New Business

8.1 Capital Projects

-Bluehills rink high on priority list; estimated at \$35 000.

8.2 Minor Hockey Kitchen Cabinets

-Discussed possible plan and estimate for new cupboards in kitchen.

Ken Derksen moved to hire Homestead kitchens to install new kitchen cabinets.

8.3 Sound System

-Has been in arena since 1995 and is not working well. Philip talking to Heartbeat Productions out of Grande Prairie. Received quote of \$2807 for basic system. May need to also replace old speakers.

Simon Wiebe moved to give Philip a \$5000 budget to upgrade sound system in arena.

George Derksen moved to go in camera at 6:49 p.m.

Ken Derksen moved to go out of camera at 6:51 p.m.

Wendy Morris moved that the meeting be adjourned at 6:53 p.m.

Next Meeting will be September 10, 2015.

LA CRETE RECREATION SOCIETY
REGULAR MEETING
SEPTEMBER 10, 2015

Northern Lights Recreation Centre
La Crete, Alberta

Present: Abe Fehr, President
Wendy Morris, Secretary-Treasurer
Ken Derksen, Director
Jeff Wiebe, Director
George Derksen, Director
Shawn Wieler, Director
Peter F. Braun, County Rep
Philip Doerksen, Arena Manager
Richard Donaldson, Accountant

Absent:
Simon Wiebe, Vice President
Dave Schellenberg, Director
John Zacharias, Director

Call to Order: President Abe Fehr called the meeting to order at 5:59 p.m.

Approval of Agenda

1. Ken moved to accept the agenda as amended.
- Add 8.2 Budget

CARRIED

Approval of Previous Meeting's Minutes

1. Shawn Wieler moved to accept the August 13, 2015 regular Meeting Minutes as presented.

CARRIED

Business from the Minutes

1. Cupboards for kitchen are almost finished being installed.

Review of Action Sheet

1. Reviewed Action Sheet

Financial Report

1. Reviewed financials

Ken Derksen moved to accept financials as presented.

CARRIED

Manager's Report – Philip Doerksen

1. Put up nets.
2. Stripped and waxed floors.
3. Pizza Place will be Challenge Cup logo.
4. Put lines on parking lot.
5. Attended coalition meeting.
6. Installed new flooring.
7. Held Jolter cup floor hockey tournament.

George Derksen moved to accept Manager's Report as presented.

CARRIED

New Business

- 8.1 Curling/Fitness Equipment – seems to be lack of interest in curling; would like some type of indication as to interest in community
-discussion about revitalization of curling
-possibility of getting some fitness equipment

8.2 Budget

Jeff Wiebe moved to hold budget meeting on September 24th at 6:00 pm.

CARRIED

Peter Braun moved to go in camera at 6:37 p.m.

Wendy Morris moved to go out of camera at 6:39 p.m.

Shawn Wieler moved that the meeting be adjourned at 6:39 p.m.

Next Meeting will be October 15, 2015.

**LA CRETE RECREATION SOCIETY
ANNUAL GENERAL MEETING
SEPTEMBER 10, 2015**

**Northern Lights Recreation Centre
La Crete, Alberta**

Present: Abe Fehr, President
Wendy Morris, Secretary Treasurer
Ken Derksen, Director
Shawn Wieler, Director
Jeff Wiebe, Director
George Derksen, Director
Peter F. Braun, MD Rep
Philip Doerksen, Arena Manager
Richard Donaldson, Chartered Accountant
John Acreman, Recreation Coordinator
Suzi Friesen
Cait

Absent: Simon Wiebe, Vice President
John Zacharias, Director
Dave Schellenberg, Director

Call to Order: Chair Fehr called the meeting to order at 7:03 p.m., welcomed everyone and introduced the Board of Directors.

Approval of Agenda

1. Ken Derksen moved to accept the Agenda as amended.
- Add Rec Director Report CARRIED

Recreation Director Report – John Acreman (Recreation Director Report began the meeting as John Acreman had to leave due to evening programming.)

1. Special events, adult and youth programming in the community
2. Numbers of participants at programs increasing; starting to find some community members to take leads
3. Is aiming to have an Activity Guide put in mailboxes biannually
4. Would like to move into programming for senior citizens
5. Fall programs: New - ladies basketball; around 10 hours of youth activity a week, 12 hours of adult programming

Approval of 2013 Annual General Meeting Minutes

1. Minutes were reviewed by Chair Fehr.
Shawn Wieler moved to accept the September 18, 2014 Annual General Meeting Minutes.

CARRIED

Business from the Minutes

1. No Business from the Minutes.

Manager's Report –Philip Doerksen

1. Review Manager's report as presented
2. Successful, busy year; all ice sold to user groups
3. Built outdoor rink in BHP
4. New website was created for arena
5. Working on budgeting to upgrade chiller
6. Installed a water softener for curling rink water
7. Curling participation was slow
8. Purchased maintenance tractor for ball diamonds
9. Sold ads on arena lobby doors
10. Many events were held at the arena-curling bonspiel, figure skating carnival, challenge cup, 4 on 4 hockey tournament, loggers and truckers, RV trade show, auctions, graduation, Canada Day celebration, etc.
11. Bigger wheel chair ramp installed
12. Shuffle board painted on arena floor for seniors
13. Built new storage room
14. Rec director position was continued
15. Installed rubber flooring
16. Put new plywood on boards in Blumenort and finished up tennis courts
17. JaCar changed lights above ice surface.
18. TD Mechanical changed two air make up units.

Jeff Wiebe moved to accept the Manager's report.

CARRIED

Committee Reports:

Verbal reports were given

- i. Minor Hockey (Ken Derksen) - Last year was a very successful year. Midgets won provincial banner. Many teams went to the end of All Peace play downs. Hockey school will be held before the season starts. The season will begin in early October.
- ii. Senior Hockey (Philip Doerksen on behalf of Simon) – MCHL hockey league is on Mon-Tues-Sat, Rec hockey league is on Thursday and Friday, Shiny groups. Even though the league is not as popular as it once was, all ice from these time slots is being sold.
- iii. Figure Skating Club (Wendy Morris) – There were 58 skaters this year. A skating clinic with coach David Howe from Edmonton was held. Six skaters attended a competition in GP. Ice show, with a country theme was held in March. A test day, with a judge from Whitecourt, ended the season for StarSkaters.

- iv. Curling Club (Jeff Wiebe) – Curling lost some teams this year. There was a bonspiel in March with 8 teams. They are hoping to increase numbers this year.

Financial Report

1. Reviewed the Review Engagement Report as presented by Chartered Accountant Richard Donaldson from Daniel Ringrose's Office.
 2. Loss of about \$47, 000 because of items that needed to be replaced.
 3. Restricted fund is the pool committee fund.
 4. \$73 750 is the cost of the utilities, down due to lower cost.
- Peter Braun moved to accept the Review Engagement Report as amended.

CARRIED

Elections

1. Two 3-year positions are vacant.
2. Abe Fehr nominates John Zacharias,
3. George Derksen nominated Shawn Wieler.
4. Jeff Wiebe moved that all nominations cease.
5. Shawn Wieler and John Zacharias are appointed by acclamation for a three year term.

CARRIED

Business from the Floor

1. Suzi Friesen has a question regarding coach for figure skating. The figure skating club is working on bringing a coach from the Ukraine under a 3 year contract. To make it worth it, they need to fill a 20 hour work week. The following options are being considered: Pre-CanSkate program, adult, Mom's and tots lessons during the day, adult fitness classes and a possible CanSkate program in Fort. The club is wondering about using the upstairs arena room at a discounted rate.

An organizational meeting of the board will be held immediately following the AGM.

Wendy Morris moved to adjourn the meeting at 7:51 p.m.

LA CRETE RECREATION SOCIETY
REGULAR MEETING
OCTOBER 15, 2015

Northern Lights Recreation Centre
La Crete, Alberta

President: Abe Fehr, President
Simon Wiebe, Vice President
Wendy Morris, Secretary-Treasurer
Shawn Wieler, Director
Ken Derksen, Director
John Zacharias, Director
George Derksen, Director
Dave Schellenberg, Director
Peter F. Braun, County Rep
Philip Doerksen, Arena Manager

Absent: Jeff Wiebe, Director

Call to Order: President Abe Fehr called the meeting to order at 6:05 p.m.

Approval of Agenda

1. Peter Braun moved to accept the agenda as amended.
8.4 User groups

CARRIED

George Derksen arrived at 6:06 p.m.

Approval of Previous Meeting's Minutes

1. Simon Wiebe moved to accept the September 10th regular Meeting Minutes as presented.
2. John Zacharias moved to accept the September 10th Organizational Meeting Minutes for information.

CARRIED

CARRIED

Business from the Minutes

1. None

Review of Action Sheet

1. Reviewed items

Financial Report

1. Reviewed financials

Discussion around GST. Philip will check with Gary to make sure it's been paid.

2. Shawn Wieler moved to accept financials as presented.

CARRIED

Manager's Report – Philip Doerksen

1. Ice is in.

2. YC is starting to be rented.

Ken Derksen moved to accept Manager's Report

CARRIED

New Business

8.1 Youth Center

Community Member has shown interest in using facility for daycare in around a year.

Discussed pros and cons.

Abe Fehr moved to keep the Youth Centre space as is for a minimum of a year. The use of the space will be revisited at that time.

CARRIED

Dave Schellenberg arrived at 6:30.

8.2 Nipper quote

Discussion as to purchase of nipper. Decided to wait and see how curling numbers are.

Curling ice will go in November 9-10.

8.3 Swimming Pool Meeting

Abe and Simon met with Joulia Whittleton and Byron Peters. She recommended writing a letter to the council that we are still looking at getting a pool in La Crete.

8.4 User Groups

Use of facilities by user groups discussed. Philip would like all user groups to ask before using any facilities or areas in the building that they have not specifically rented out.

George Derksen moved to go in camera at 7:23 p.m.

John Zacharias moved to go out of camera at 7:30 p.m.

Dave Schellenberg moved that the meeting be adjourned at 7:40 p.m.

Next Meeting: November 12, 2015

MINUTES
NORTHERN ALBERTA WATER & WASTEWATER STAKEHOLDERS GROUP
Thursday, October 22, 2015
Wembley, AB

Attendees

Jillian Cormier, Alberta Municipal Services Corporation (AMSC) (AUMA)
Dan Rites, Alberta Water & Wastewater Operators Association (AWWOA)
Bernd Manz, Aquatera
Tracey Anderson, Aquatera
Andrew Stevenson, ATAP – Advanced Technology Applications
Lindsay Johnson, Edmonton Waste Management Centre of Excellence
Leslie Burke, Regional Municipality of Wood Buffalo (RMWB)
Kevin Haines, Athabasca County
Michelle Gairdner, City of Grande Prairie
Bob Buckle, City of Cold Lake
Duane Lay, City of Cold Lake
Robert Nygaard, Big Lakes County
Ian Willier, Big Lakes County
Jennifer Besinger, County of Grande Prairie
Kevin Siemens, County of Northern Lights
Rita Halkyard, County of Northern Lights
Meghan Payne, Lesser Slave Lake Watershed Council
Ray Skrepnek, M.D. Fairview
Simon Cardinal, M.D. of Opportunity
Dollie Anderson, M.D. of Opportunity
Robert Willing, M.D. of Peace No. 135
Andre Trudeau, M.D. of Smoky River No. 130
Rhonda Clarke-Gauthier, Mighty Peace Watershed Alliance
Eric Jorgensen, Mackenzie County
Fred Wiebe, Mackenzie County
Rachel Ouellette, Northern Lakes College
Reuel Thomas, Portage College
Ken Titford, Saddle Hills County
Shayne Steffen, Saddle Hills County
Roger Loberg, Town of Beaverlodge
Mary Nelson, Town of Grande Cache
Dirk Thompson, Town of Grimshaw
Chris McLeod, Town of High Level
Keith Straub, Town of High Level
Greg Gayton, Village of Hythe
Claude Lagace, Town of Sexsmith
Jonathan Anaka, Town of Wembley

Advisory/Administration

Deborah Clarke, Northern Alberta Development Council
Melonie Doucette, Northern Alberta Development Council
Sharon Mah, Northern Alberta Development Council
Kim Pinnock, Northern Alberta Development Council

Welcome

Claude Lagace, Mayor of Sexsmith, proxy for Bob Marshall, WNC Chairman, called the meeting to order at 9:31 a.m.

Mr. Chris Turnmire, Mayor of Wembley welcomed the WNC group to the Philip J. Currie Museum. Ross Sutherland, Deputy Reeve, County of Grande Prairie also welcomed WNC members to the County of Grande Prairie. Both reiterated the importance of water to the region and the timely relevance of the WNC's work in the region.

Adoption of Agenda

It was **ACCEPTED** by all in attendance **THAT** the agenda be accepted as presented.

CARRIED

Adoption of Minutes of the Lac La Biche, June 12, 2015 meeting

It was **MOVED** by Michelle Gairdner **THAT** the minutes of the Lac La Biche, June 12, 2015 meeting be accepted.

CARRIED

Welcomed new members: Town of Beaverlodge and Village of Hythe. Town of Grande Cache was also welcomed and thanked for participating as an observer.

Strategic Planning Session - Facilitator: Larry Stewart, Alberta Culture

WNC members participated in a facilitated discussion regarding the strengths, weaknesses, opportunities and threats facing the group.

They then moved into a formal planning session, identifying priorities for the WNC under the 4 areas identified in the Terms of Reference: Advocacy, Training, Public Education and Recruitment/Retention.

Roundtable and Topics for Discussion

- Members were asked to review the Northern Alberta Water and Wastewater Needs Assessment summary report and provide comments directly to the Northern Alberta Development Council

DRAFT MINUTES- For Approval at December 10, 2015 Meeting

(NADC) through Sharon S. Mah (Sharon.S.Mah@gov.ab.ca) by Friday November 13, 2015. The report will be tabled for final release at the December meeting.

- Kim Pinnock advised that the NADC will make a decision at their December council meeting regarding Council's continued support for an additional year. Members voiced their appreciation, and gratitude to NADC for spearheading the WNC group and their desire to see NADC continue to provide support
- The December meeting Agenda will include a review of the priorities identified during the planning session and a draft strategic plan.
- Members identified a need to create a WNC overview (2 pages) document for appointed members to take back to their council/administration to demonstrate what the WNC group has accomplished since its inception and moving forward. NADC will develop this document and forward to all members prior to the December meeting.

Next Meeting

The next meeting will be hosted by Big Lakes County and take place Thursday, December 10, 2015 in Faust.

Future meeting:

- Late March 2016 (location to be determined – not to coincide with AAMDC or AWWOA Conferences)

Eric Jorgensen moved that the meeting adjourn at 2:03 p.m.

CARRIED



HIGH LEVEL FORESTS PUBLIC ADVISORY COMMITTEE

MINUTES

Tuesday, October 27, 2015
5pm, High Level Seniors Center

PRESENT:

Taylor Andersen (Norbord)	John Thurston (Member of Public)
Dave Beck (Norbord)	Daniel Walton (NPTC)
Aaron Doepel (LCSM)	Michael Morgan (Town of High Level)
Krystle Fedak (Tolko)	Melanie Plantinga (Tolko)
Boyd Langford (Town of Rainbow Lake)	Margaret Carroll (High Level & District Chamber of Commerce)
Kevin Allen (Tolko)	Curtis Cole (Tolko)
Dan Coombs (E&P)	Michael Kozji (E&P)
Claude Duval (Watt Mnt Wanderers)	Bernie Doerksen (LaCrete Polar Cats)
Brent Holick (LaCrete Polar Cats)	

INFORMATION SENT:

Fort Vermilion Heritage Center	Christine Malhmann (E&P)
Carol Gabriel (Mackenzie County)	Harvey Sewpagaham (LRRCN)
Paddle Prairie Metis Settlement	Lindee Dumas (LRRCN)
Conroy Sewpagaham (LRRCN)	Pat Cabezas (N'Deh Ltd. Partnership)
Keith Badger (Netaskinan Development)	Beverly Noskiye (Peerless Trout First Nation)
Crystal McAteer (Town of High Level)	Kieran Broderick (Beaver First Nation)
Baptiste Metchooyeah (Dene Tha')	Mike Cardinal (Tallcree First Nation)
Connie Martel (Dene Tha')	Fred Radersma (Norbord)
Wayne Auger (Lubicon Lake Nation)	Timberbound Construction
Exact Harvesting	Treetech
Cheryl Ernst (High Level & District Chamber of Commerce)	Marilee Cranna Toews (Hungry Bend Sandhills Society)
Walter Sarapuk (MacKenzie County)	Jon McQuinn (LRRF)
Paul Ebert (E&P)	Sugu Thuraisamy (LRRF)
Vil Driedger (Driedger Construction)	John MacLellan (Tolko)
Matt Marcone (The MacKenzie Report)	Tim Gauthier (Tolko)

1. CALL TO ORDER

5:20PM – Aaron Doepel, LaCrete Sawmills Chairing Meeting

2. Adoption of the Agenda

2.1. Amendments to Agenda

- Rare Plant Species – Action Item from September
- New Business – 2014-15 SFM Annual Performance Reporting Summary

2.2. Daniel Walton Moves acceptance of revised agenda, Mike Morgan seconds motion.

3. Approval of Minutes (September 21st,)

Daniel Walton Moves acceptance of Minutes, Mike Morgan seconds motion.

3.1 “Blue Dot Program” – Aaron Doepel update

- School Division has run into an issue with Alberta Transportation about placing the signs in the right of way. Because of this we don't expect to be able to implement the program this harvest year.
- ACTION ITEM – It may help the approval process to ask that the municipalities send a letter of support for the program to the local MLA and Alberta Transportation.
- ACTION ITEM – The HLPAC will draft a letter to Alberta Transportation & the MLA.

3.2. Debris at Cardlock.

- ACTION ITEM – Tolko will send a representative to talk with the concerned cardlock manager. (Nicholas Genier)
- ACTION ITEM – Tolko will remind contractors during the startup meetings that there is a place for the removal of debris provided in the log yard.

3.3. Rare Species Tracking

- There is a note in the electronic mapping called a “Consultative Notation”. Mike brings an example of a plant Tolko was made aware of during summer operations.
- How can recreational users get this information? They can contact Alberta Government Environment & Parks. There are biologists in Peace River who may be able to help. Recreational users could pursue a data sharing agreement with the logging companies. If they have or request a lease that information could be made available at the time of application.

4. ROUND TABLE:

Brent Howlik – Why did the companies make a point of inviting the Polar Cats & Watt Mountain Wanderers to this meeting? The Land Use presentation was requested by the High Level Forests Public Advisory Committee in response to concerns John Thurston brought forward at the September Meeting re: snowmobile trail disturbance. It was felt that an expert should be asked to explain user rights & responsibilities.

5. NEW BUSINESS

5.1. **Michael Koziy** – What is Alberta Environment & Parks role in land use development? What do the clubs need to do to get a landuse lease or disposition? Online application – must have a survey of property. What about existing trails? There is a “CNT” (consultative notation) that reminds the forestry companies to inform the clubs of planned activity in their area. Communication is key to help people share the land for their different needs.

- Michael encourages people to consult the website if they have questions. <http://aep.alberta.ca/>
- Claude comments that the communication prior to harvesting operations on Watt Mountain last winter was good at the beginning. Now that the work is complete there has been difficulty communicating the clubs need for compensation to replace signs damaged during harvest. ACTION ITEM – Michael Morgan offers to speak with Joe Dolling & find out what is being done for the club.

5.2. **Cutis Cole / Aaron Doepel** – 2015-16 Harvesting Plans

- Curtis shows on a FMA map where Tolko plans to harvest. Aaron explains where LaCrete Sawmills will be working. Most hauling to High Level will be along HWY 35 from Twin Lakes area to High Level. Trucks will travel east from 13 mile road to town. There may also be trucks hauling from Little Red River Cree Nation’s quota east of Fort Vermilion. The harvesting north & west of High Level is going to be hauled into processing yards for delivery to High Level in summer 2016. Loads are still coming from processing yards, this will wrap up early November weather permitting. ACTION ITEM: Could the companies produce some “Hauling Hotline Cards” for distribution? Melanie will investigate and reply next meeting.

6. **CLIPPING SERVICE** – The HLFAC will no longer print articles for distribution at the meetings. We will now E-mail links to members of items of interest.

7. **NEXT MEETING** – Tuesday, November 24, 2015 5PM Location to be determined.

8. **ADJOURNMENT** - 7:30pm