



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

NOVEMBER 8, 2016

10:00 A.M.

COUNCIL CHAMBERS
FORT VERMILION, AB

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, November 8, 2016
10:00 a.m.**

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

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the October 26, 2016 Regular Council Meeting	7
		b) Minutes of the November 1, 2016 Budget Council Meeting	17
DELEGATIONS:	4.	a) Dave West, Tolko (10:15 a.m.)	
		b)	
		c)	
COUNCIL COMMITTEE REPORTS:	5.	a) Council Committee Reports (verbal)	
		b) Community Services Committee Meeting Minutes	23
		c) Municipal Planning Commission Meeting Minutes	29
		d)	
GENERAL REPORTS:	6.	a) CAO Report	39
		b)	
TENDERS:	7.	a) None	

PUBLIC HEARINGS: Public Hearings are scheduled for 1:00 p.m.

- | | | | | |
|--|----|----|---|----|
| | 8. | a) | Bylaw 1052-16 Land Use Bylaw Amendment to Rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" (La Crete Rural) | 63 |
|--|----|----|---|----|

ADMINISTRATION:

- | | | | | |
|--|----|----|--|----|
| | 9. | a) | Bylaw 1055-16 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members | 73 |
| | | b) | Caribou Update (to be presented at the meeting) | |
| | | c) | Regional Committee for Species at Risk | 81 |
| | | d) | | |
| | | e) | | |

AGRICULTURE SERVICES:

- | | | | | |
|--|-----|----|--|--|
| | 10. | a) | | |
| | | b) | | |

COMMUNITY SERVICES:

- | | | | | |
|--|-----|----|---|----|
| | 11. | a) | 911 Dispatch Agreement – The City of Grande Prairie | 83 |
| | | b) | 2016 Campground Caretaker Bonus | 93 |
| | | c) | | |
| | | d) | | |

FINANCE:

- | | | | | |
|--|-----|----|---------------------------------------|----|
| | 12. | a) | Policy RESV14 Gravel Crushing Reserve | 97 |
| | | b) | | |
| | | c) | | |

OPERATIONS:

- | | | | | |
|--|-----|----|--|--|
| | 13. | a) | | |
| | | b) | | |

- PLANNING & DEVELOPMENT:** 14. a)
b)
- UTILITIES:** 15. a)
b)
- INFORMATION / CORRESPONDENCE:** 16. a) Information/Correspondence 101
- IN CAMERA SESSION:** 17. a) Legal
b) Labour
c) Land
• Knelsen Sand & Gravel Ltd. Proposals
- NOTICE OF MOTION:** 18. Notices of Motion
- NEXT MEETING DATES:** 19. a) Budget Council Meeting
November 22, 2016
10:00 a.m.
Fort Vermilion Council Chambers
b) Regular Council Meeting
November 23, 2016
10:00 a.m.
Fort Vermilion Council Chambers
- ADJOURNMENT:** 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the October 26, 2016 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 26, 2016, Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved Council Meetings minutes are posted on the County website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the October 26, 2016, Regular Council Meeting be adopted as presented.

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, October 26, 2016
10:00 a.m.**

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

PRESENT:

Bill Neufeld	Reeve
Lisa Wardley	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor (left at 3:24 p.m.)
John W. Driedger	Councillor
Eric Jorgensen	Councillor
Josh Knelsen	Councillor
Walter Sarapuk	Councillor (left at 3:35 p.m.)
Ray Toews	Councillor

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Ron Pelensky	Director of Community Services & Operations
David Fehr	Director of Facilities & Operations South
Byron Peters	Director of Planning & Development
Fred Wiebe	Director of Utilities
Bill Kostiw	Intergovernmental Relations & Special Projects Coordinator
Peng Tian	Director of Finance
Carol Gabriel	Director of Legislative & Support Services/Recording Secretary

ALSO PRESENT: Members of the Public and the Media

Minutes of the Regular Council meeting for Mackenzie County held on October 26, 2016 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:03 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 16-10-786

MOVED by Councillor Driedger

That the agenda be approved as presented.

- 4. b) Valerie Clarke, Wildrose Native Women's Society
- 12. b) V.S.I. Services Ltd.
- 13. a) CN Rail (Keg River)
- 14. d) Development Statistics Report January to September 2016
- 15. a) Friesen Waterline

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the October 11, 2016, Regular Council Meeting

MOTION 16-10-787

MOVED by Councillor Braun

That the minutes of the October 11, 2016 Regular Council Meeting be adopted as presented.

CARRIED

3. b) Minutes of the October 25, 2016, Organizational Council Meeting

MOTION 16-10-788

MOVED by Deputy Reeve Wardley

That the minutes of the October 25, 2016 Organizational Council Meeting be adopted as presented.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

5. a) Council Committee Reports

MOTION 16-10-789

MOVED by Deputy Reeve Wardley

That a letter be sent to the Mackenzie Regional Waste Management Commission regarding the increase in tipping fees and requesting a locked in rate.

CARRIED

Reeve Neufeld recessed the meeting at 10:55 a.m. and reconvened the meeting at 11:07 a.m.

DELEGATIONS:

4. a) Greg Newman, Chairman, Mackenzie Applied Research Association

Presentation by Greg Newman, Chairman of the Mackenzie Applied Research Association regarding their proposal for acquiring the old courthouse building in Fort Vermilion.

4. b) Valerie Clarke, Wildrose Native Women's Society (ADDITION)

Presentation by Valerie Clarke from the Wildrose Native Women's Society regarding their proposal for acquiring the old courthouse building in Fort Vermilion.

MOTION 16-10-790

MOVED by Councillor Knelsen

That the Council committee reports be received for information.

CARRIED

COMMUNITY SERVICES:

11. a) Fort Vermilion Court House Building Proposal

MOTION 16-10-791
Requires 2/3

MOVED by Councillor Bateman

That Mackenzie County assist the Mackenzie Applied Research Association (MARA) at a 50/50 cost share of the project costs to relocate the old Fort Vermilion Court House building, with funding coming from the General Capital Reserve up to a maximum of \$50,000.

CARRIED UNANIMOUSLY

AGRICULTURE SERVICES:

10. a) 2016 Agricultural Fair Meeting Minutes

MOTION 16-10-792

MOVED by Councillor Sarapuk

That the minutes of the 2016 Agricultural Fair Committee meetings be received for information.

CARRIED

10. b) 2017 Agricultural Fair & Tradeshow Date

MOTION 16-10-793

MOVED by Councillor Toews

That the 2017 Agricultural Fair & Tradeshow dates, August 11 & 12, 2017, be received for information.

CARRIED

MOTION 16-10-794

MOVED by Councillor Sarapuk

That the presentations by the Mackenzie Applied Research Association and the Wildrose Native Women's Society regarding the old courthouse building be received for information.

CARRIED

**11. b) La Crete Arena – Ice Chiller Replacement Project
Additional Funding Request**

MOTION 16-10-795

Requires 2/3

MOVED by Councillor Bateman

That the La Crete Recreation Society request for additional funding for the Ice Chiller Project be APPROVED in the amount of \$6,191.83, with funding coming from the Grants to Other Organizations Reserve.

CARRIED

12. b) V.S.I. Services Ltd. (ADDITION)

MOTION 16-10-796

Requires Unanimous

MOVED by Councillor Driedger

That the V.S.I. Services Ltd. level of support for 2017 be set at fifty percent (50%).

CARRIED UNANIMOUSLY

OPERATIONS:

13. a) CN Rail – Keg River (ADDITION)

MOTION 16-10-797

Requires Unanimous

MOVED by Councillor Knelsen

That a letter be sent to CN Rail requesting that they continue service and upgrade the service in Keg River.

CARRIED UNANIMOUSLY

MOTION 16-10-798

MOVED by Councillor Jorgensen

That a letter be sent to MP Warkentin, MP Viersen, MLA Jabbour and federal and provincial agriculture ministers, with a copy to

the County of Northern Lights, regarding the maintaining and upgrading the producer car siding service in Keg River.

CARRIED UNANIMOUSLY

Reeve Neufeld recessed the meeting at 12:13 p.m. and reconvened the meeting at 1:02 p.m.

GENERAL REPORTS: 6. a) None

TENDERS: 7. a) None

PUBLIC HEARINGS: 9. a) **Bylaw 1049-16 Road Closure Request for the West Side of NW 11-108-13-W5M (Fort Vermilion Area)**

Reeve Neufeld called the public hearing for Bylaw 1049-16 to order at 1:03 p.m.

Reeve Neufeld asked if the public hearing for proposed Bylaw 1049-16 was properly advertised. Byron Peters, Director of Planning & Development, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Neufeld asked the Development Authority to outline the proposed Road Closure Request. Byron Peters, Director of Planning & Development, presented the Development Authority's submission and indicated that first reading was given on September 28, 2016.

Reeve Neufeld asked if Council has any questions of the proposed Road Closure request. The following questions/comments were made:

- Discussion regarding the south side not being closed at the same time. The intersection should run straight through.
- There would be a potential of an offset intersection.
- The piece on the south side ties into the existing right-of-way.
- Easements could be put in place.
- Is there room for a Super B to travel? Yes.

Reeve Neufeld asked if any submissions were received in regards to proposed Bylaw 1049-16. No submissions were received.

Reeve Neufeld asked if there was anyone present who would

like to speak in regards to the proposed Bylaw 1049-16. Roger Toews stated that the surveyor has it figures out. The offset is going onto the next quarter (on the south end). He asked if there was a road allowance going north. The response was yes.

Reeve Neufeld closed the public hearing for Bylaw 1049-16 at 1:14 p.m.

MOTION 16-10-799 **MOVED** by Deputy Reeve Wardley

That Bylaw 1049-16 being a Road Closure Bylaw to close a portion of government road allowance adjoining the west boundary of NW 11-108-13-W5M for the purpose of consolidation with AMENDMENT to exclude a 30m portion of the north and south end and that it be forwarded to the Minister of Transportation for approval.

CARRIED

ADMINISTRATION: 9. a) None

FINANCE: 12. a) **Financial Reports – January 1 to September 30, 2016**

MOTION 16-10-800 **MOVED** by Councillor Knelsen

That the financial reports for the period of January 1 – September 30, 2016 be accepted for information.

CARRIED

PLANNING & DEVELOPMENT: 14. a) **Bylaw 1027-16 Land Use Bylaw Amendment to Rezone Part of NE 11-106-15-W5M from Agricultural “A” to La Crete Highway Commercial District “HC2” (La Crete Rural)**

MOTION 16-10-801 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1027-16 being a Land Use Bylaw Amendment to rezone Part of NE 11-106-15-W5M from Agricultural “A” to La Crete Highway Commercial District “HC2” for commercial development, subject to public hearing input.

CARRIED

14. b) **Bylaw 1054-16 Land Use Bylaw Amendment to Rezone Plan 032 5939, Block, Lot 5 from Hamlet Country Residential “HCR1” to Hamlet Industrial**

“HI1” (La Crete)

MOTION 16-10-802

MOVED by Councillor Braun

That first reading be given to Bylaw 1054-16 being a Land Use Bylaw Amendment to rezone Plan 032 5939, Block 1, Lot 5 from Hamlet Country Residential 1 “HCR1” to Hamlet Industrial 1 “HI1” to accommodate light industrial development as amended to include a buffer on the north and east side of the parcel, subject to public hearing input.

CARRIED

Reeve Neufeld recessed the meeting at 2:05 p.m. and reconvened the meeting at 2:14 p.m.

14. d) Development Statistics Report (ADDITION)

MOTION 16-10-803

Requires Unanimous

MOVED by Councillor Bateman

That the development statistics report for January to September 2016 be received for information.

CARRIED

UTILITIES:

15. a) Friesen Waterline (ADDITION)

MOTION 16-10-804

MOVED by Councillor Jorgensen

That the Friesen waterline update be received for information.

CARRIED

INFORMATION:

16. a) Information/Correspondence

MOTION 16-10-805

MOVED by Deputy Reeve Wardley

That a response letter be sent to the Town of High Level indicating that the new pickup truck is not viewed as an airport capital improvement expenditure and that the sports complex expansion project amount be amended to the \$3,152,350 budget that was presented at the High Level Sports Complex Design Task Force meeting on October 12, 2016, less any grants applied for.

CARRIED

MOTION 16-10-806

MOVED by Councillor Braun

That the information/correspondence items be received for information.

CARRIED

**IN-CAMERA
SESSION:**

17. In-Camera Session

MOTION 16-10-807

MOVED by Councillor Bateman

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 2:33 p.m.

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

CARRIED

Councillor Derksen left the meeting at 3:24 p.m.

Councillor Sarapuk left the meeting at 3:35 p.m.

MOTION 16-10-808

MOVED by Councillor Bateman

That Council move out of camera at 4:29 p.m.

CARRIED

14. c) Caribou

MOTION 16-10-809

MOVED by Councillor Bateman

That administration set up meetings during the AAMDC convention as discussed.

CARRIED

17. a) Legal

MOTION 16-10-810

MOVED by Councillor Braun

That the legal update be received for information.

CARRIED

17. b) Labour

MOTION 16-10-811 **MOVED** by Councillor Driedger

That the AUPE negotiations update be received for information.

CARRIED

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

**NEXT MEETING
DATES:**

- 19. a)** Budget Council Meeting
Tuesday, November 1, 2016
10:00 a.m.
Fort Vermilion Council Chambers

- b)** Regular Council Meeting
Tuesday, November 8, 2016
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: **20. a) Adjournment**

MOTION 16-10-812 **MOVED** by Councillor Driedger

That the council meeting be adjourned at 4:32 p.m.

CARRIED

These minutes will be presented to Council for approval on November 8, 2016.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the November 1, 2016 Budget Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 1, 2016, Budget Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Approved Council Meetings minutes are posted on the County website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the November 1, 2016, Budget Council Meeting be adopted as presented.

**MACKENZIE COUNTY
BUDGET COUNCIL MEETING**

**November 1, 2016
10:00 a.m.**

**Fort Vermilion Council Chambers
Fort Vermilion, AB**

PRESENT:

Bill Neufeld	Reeve
Lisa Wardley	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Elmer Derksen	Councillor
John W. Driedger	Councillor
Eric Jorgensen	Councillor (arrived at 10:15 a.m.)
Josh Knelsen	Councillor
Walter Sarapuk	Councillor
Ray Toews	Councillor

REGRETS:

ADMINISTRATION:

Len Racher	Chief Administrative Officer
Peng Tian	Director of Finance
Ron Pelensky	Director of Community Services & Operations
David Fehr	Director of Facilities & Operations (South)
Byron Peters	Director of Planning & Development
Fred Wiebe	Director of Utilities
Grant Smith	Agriculture Fieldman
Carol Gabriel	Director of Legislative & Support Services/Recording Secretary
Louise Flooren	Acting Finance Controller/HR Coordinator

ALSO PRESENT: None

Minutes of the Special Council meeting for Mackenzie County held on November 1, 2016 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

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

AGENDA: 2. a) Adoption of Agenda

MOTION 16-11-813 MOVED by Councillor Braun

That the agenda be approved as presented.

CARRIED

**MINUTES FROM
PREVIOUS MEETING:** 3. a) None

**COUNCIL COMMITTEE
REPORTS:** 5. a) None

GENERAL REPORTS: 6. a) None

TENDERS: 7. a) None

PUBLIC HEARINGS: 8. a) None

ADMINISTRATION: 9. a) Organizational Chart

MOTION 16-11-814 **MOVED** by Councillor Sarapuk

That Council move in camera at 10:02 a.m. to discuss the organizational chart.

CARRIED

All administration left the meeting with the exception of the Chief Administrative Officer.

Councillor Jorgensen arrived at 10:15 a.m.

MOTION 16-11-815 **MOVED** by Councillor Jorgensen

That Council move out of camera at 11:17 a.m.

CARRIED

Reeve Neufeld recessed the meeting at 11:18 a.m. and reconvened the meeting at 11:28 a.m. with all council and administration present.

MOTION 16-11-816 **MOVED** by Councillor Toews

That the organizational chart be approved as AMENDED.

CARRIED

ADMINISTRATION: 9. b) Request from Town of Peace River – Rotary House

Funding

MOTION 16-11-817

MOVED by Councillor Braun

That the request from the Town of Peace River for funding towards the Rotary House be received for information and that a letter of support be sent.

CARRIED

ADMINISTRATION:

9. c) STARS – Request for Funding

MOTION 16-11-818

MOVED by Councillor Toews

That the request for funding from STARS be received for information.

CARRIED

AGRICULTURE:

10. a) None

COMMUNITY SERVICES:

11. a) Clerical Support – Royal Canadian Mounted Police (RCMP)

MOTION 16-11-819

MOVED by Deputy Reeve Wardley

That Mackenzie County continue to support the RCMP with a contract clerical position and that administration draft a Memorandum of Understanding/Contract with the RCMP for a three year term which includes a job description and a minimum of three working days in the La Crete Office.

CARRIED

FINANCE:

12. a) Draft 2017 Operating Budget

Peng Tian and Louise Flooren presented the highlights of the significant budget changes for 2017.

Reeve Neufeld recessed the meeting at 12:08 p.m. and reconvened the meeting at 12:53 p.m.

DELEGATIONS:

4. a) Roberto Noce, Q.C., Miller Thomson LLP (IN-CAMERA)

IN CAMERA SESSION:

17. b) AUPE Negotiations

MOTION 16-11-820

MOVED by Councillor Braun

That Council move in-camera at 12:54 p.m.

CARRIED

MOTION 16-11-821

MOVED by Councillor Jorgensen

That Council move out of camera at 1:34 p.m.

CARRIED

MOTION 16-11-822

MOVED by Councillor Braun

That the Mediator's Recommendations for Terms of Settlement, dated October 24, 2016, between Mackenzie County and the Alberta Union of Provincial Employees (Local 118/008) be ACCEPTED.

CARRIED

Peng Tian and Louise Flooren continued the presentation of the highlights of the significant budget changes. The following suggestions were given by Council for the budget:

- Adjust the estimated decrease in tax revenue to \$1M.
- Increase the Enhanced Policing to two full-time equivalents (FTE) for 2017 instead of 1.5 FTE.
- Utilize the \$500,000 currently in the gravel reserves and \$1M from the general operating reserve for the 2017 gravel crushing program.

MOTION 16-11-823

MOVED by Councillor Braun

That Policy RESV14 Gravel Crushing Reserve be brought back to Council for review.

CARRIED

Peng Tian and Louise Flooren continued the presentation of the highlights of the significant budget changes.

Reeve Neufeld recessed the meeting at 2:26 p.m. and reconvened the meeting at 2:44 p.m.

Review of the draft 2017 operating budget.

The following suggestions were given by Council for the 2017 budget:

- Review and adjust line items (freight, fuel and oil, natural gas, electricity) affected by the implementation of the carbon tax.

Review of the Cash Flow Requirement.

Review of the Water & Sewer Rates.

OPERATIONS: 13. a) None

PLANNING & DEVELOPMENT: 14. a) None

UTILITIES: 15. a) None

INFORMATION/ CORRESPONDENCE: 16. a) None

NOTICE OF MOTION: 18. a) None

NEXT MEETING DATE: 19. a) Next Meeting Date

Budget Council Meeting
Tuesday, November 22, 2016
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 16-11-824 **MOVED** by Councillor Jorgensen

That the Special Council Budget meeting be adjourned at 3:25 p.m.

CARRIED

These minutes will be presented to Council for approval on November 8, 2016.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	Community Services Committee Meeting Minutes

BACKGROUND / PROPOSAL:

Unapproved minutes of the October 28, 2016, Community Services Committee Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the unapproved minutes of the October 28, 2016, Community Services Committee Meeting be received for information.

**MACKENZIE COUNTY
Community Services Committee Meeting**

**October 28, 2016
10:00 AM**

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

MINUTES

PRESENT:

Lisa Wardley	Deputy Reeve/Chair
Peter Braun	Councillor/Vice Chair
Josh Knelsen	Councillor
Ray Toews	Councillor
Bill Neufeld	Reeve

ALSO PRESENT:

Len Racher	Chief Administrative Officer (arrived 11:18 a.m.)
Ron Pelensky	Director of Community Services & Operations
David Fehr	Director of Facilities and Operations (South)
Jennifer Batt	Public Works Administrative Officer / Recording Secretary
Sylvia Wheeler	Public Works Administrative Officer

CALL TO ORDER:

1. **Call to Order: 10:06 a.m.**
Ron Pelensky called the meeting to order.

AGENDA:

2. **Adoption of Agenda**

ADDITIONS:

MOTION CS-16-10-39

MOVED by Councillor Braun

That the agenda be approved with the following additions:
-6.d. Terms of Reference
-6.e. Statistics for Mackenzie Frontier Tourism Assoc.

CARRIED

NEW BUSINESS:

6. a. **Election of Chair**

Mr. Pelensky called for nominations for the position of Chair of the Community Services Committee.

First Call: Councillor Braun nominated Councillor Wardley (accepts)

Second Call: No further nominations.

Third Call: No further nominations.

MOTION CS-16-10-40

MOVED by Reeve Neufeld

That nominations cease for the position of Chair.

CARRIED

Councillor Wardley was acclaimed as Chair of the Community Services Committee.

6. b. Election of Vice-Chair

Mr. Pelensky called for nominations for the position of Vice Chair of the Community Services Committee.

First Call: Councillor Toews nominated Councillor Braun (accepts)

Second Call: No further nominations.

Third Call: No further nominations.

MOTION CS-16-10-041

MOVED by Councillor Knelsen

That nominations cease for the position of Vice - Chair.

CARRIED

Councillor Braun was acclaimed as Vice - Chair of the Community Services Committee.

Mr. Pelensky turns Chair over to Chair Wardley.

6. d. Community Services Terms of Reference

MOTION CS-16-10-042

MOVED by Councillor Knelsen

That the Community Services Committee Terms of Reference be accepted for information.

CARRIED

6. c. Appointment of Council Representatives to Other Committees

MOTION CS-16-10-043

MOVED by Councillor Braun

That Councillor Toews be appointed to the Fort Vermilion Recreation Society and FCSS Boards, Councillor Braun be appointed to the La Crete Recreation Society and FCSS Boards, Councillor Wardley be appointed to the Zama Recreation Society and FCSS Boards.

CARRIED

MINUTES:

3. **Minutes of the September 8, 2016 meeting**

MOTION CS-16-10-044

MOVED by Reeve Neufeld

That minutes of the September 8, 2016 Community Services Committee meeting is accepted as presented.

CARRIED

6. e. **Statistics for Mackenzie Frontier Tourism Assoc.**

MOTION CS-16-10-045

MOVED by Councillor Braun

That Mackenzie County share campground statistics with Mackenzie Frontier Tourism Association.

CARRIED

5. a. **Campground Caretaker Bonus**

MOTION CS-16-10-046

MOVED by Councillor Braun

That Community Services Committee recommends to Council that the 2016 campground caretaker bonus be approved as amended as per Policy.

CARRIED

Deputy Reeve Wardley recessed the meeting at 11:03 a.m. and reconvened the meeting at 11:18 a.m.

DELEGATION:

5. c. **RCMP Reports – Sergeant Mooney**

MOTION CS-16-10-047

MOVED by Councillor Braun

That the Community Services Committee recommends to Council to change the RCMP clerical position to a contract position, with a minimum of 3 working days in the La Crete office, and that administration is to work with RCMP Sergeant to draft a job description and contract.

CARRIED

Deputy Reeve Wardley recessed the meeting at 12:17 p.m. and reconvened the meeting at 1:12 p.m.

5. b. **2017 Capital Budget requests review**

MOTION CS-16-10-048

MOVED by Councillor Knelsen

That the 2017 Capital projects for Parks & Campgrounds, and the Fire Departments be presented to Council during the 2017 budget meetings as discussed.

CARRIED

NEXT MEETING DATE: 7. a. The next Community Service Committee Meeting be scheduled for November 7th, 2016

ADJOURNMENT:

MOVED by Reeve Neufeld

MOTION CS-16-10-049

Meeting was adjourned at 2:33 p.m.

CARRIED

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the October 6th and 20th, 2016 Municipal Planning Commission meetings are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the Municipal Planning Commission meeting minutes of October 6th and 20th, 2016 be received for information.

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, October 6, 2016 @ 10:00 a.m.

PRESENT:	John W. Driedger	Chair, Councillor, MPC Member
	Jacquie Bateman	Councillor, MPC Member (via teleconference)
	Erick Carter	Vice Chair, MPC Member
	Jack Eccles	MPC Member
	Beth Kappelar	MPC Member
ADMINISTRATION:	Byron Peters	Director of Planning and Development
	Hayley Gavin	Planner
	Liane Lambert	Planner
	Caitlin Smith	Development Officer
	Lynda Washkevich	Administrative Assistant/Recording Secretary

MOTION

1. Call to Order

John W. Driedger called the meeting to order at 10:02 a.m.

2. Adoption of Agenda

MPC-16-10-166

MOVED by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

3. Minutes

a) Adoption of Minutes

MPC-16-10-167

MOVED by Jack Eccles

That the minutes of the September 22, 2016 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

None.

4. **DEVELOPMENT**

a) **213-DP-16 Homestead Kitchens –
Retail Store in “HC2” (La Crete)
Part of NE 04-106-15-W5M**

MPC-16-10-168

MOVED by Beth Kappelar

That Development Permit 213-DP-16 on Part of NE 04-106-15-W5M in the name of Homestead Kitchens be APPROVED with the following conditions:

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

1. This permit approval is for the operation of a Retail Store out of the existing building.
2. **The Retail Store shall meet all applicable Alberta Safety Code requirements for Commercial Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.**
3. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.
4. The municipality has assigned the following address to the noted property **9302 -100th Street, Unit _**. You are required to display the address (**9302 - _**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
5. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
6. This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.
7. Provide adequate off street parking as follows: The minimum

parking standards are 1 space per 30 square meters of building area which in this case is 14 public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. *“One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”*

8. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
9. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
10. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
11. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
12. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
13. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
14. Wiring and conduits of the sign must be concealed from view.
15. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.
16. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

17. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.

CARRIED

5. SUBDIVISION

- a) None

6. MISCELLANEOUS ITEMS

- a) **Bylaw 10XX-16 Land Use Bylaw Amendment to Rezone Part of Plan 032 5939, Block 1, Lot 5 from Hamlet Country Residential 1 “HCR1” to Hamlet Industrial 1 “HI1” (La Crete)**

Jack Eccles declared himself in conflict at 10:05 a.m. and abstained from the vote.

MPC-16-10-169

MOVED by Erick Carter

That the Municipal Planning Commission recommend to Council to approve Bylaw 10XX-16 being a Land Use Bylaw Amendment to rezone Plan 032 5939, Block 1, Lot 5 from Hamlet Country Residential 1 “HCR1” to Hamlet Industrial 1 “HI1” to accommodate light industrial development, subject to public hearing input.

CARRIED

Jack Eccles resumed his seat at the table at 10:12 a.m.

b) Action List

For information.

7. IN CAMERA

- a) None

8. MEETING DATES

- ❖ October 20, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ November 3, 2016 in La Crete
- ❖ November 24, 2016 in Fort Vermilion

9. ADJOURNMENT

MPC-16-10-170

MOVED by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 10:20 a.m.

CARRIED

These minutes were adopted this 20th day of October, 2016.

John W. Driedger, Chair

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, October 20, 2016 @ 10:00 a.m.

- PRESENT:** John W. Driedger Chair, Councillor, MPC Member (via Teleconference)
Jacquie Bateman Councillor, MPC Member
Erick Carter Vice Chair, MPC Member
Jack Eccles MPC Member (via teleconference)
Beth Kappelar MPC Member
- ADMINISTRATION:** Byron Peters Director of Planning and Development
Caitlin Smith Development Officer/Recording Secretary

MOTION

1. Call to Order

Erick Carter called the meeting to order at 9:59 a.m.

2. Adoption of Agenda

MPC-16-10-171

MOVED by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

3. Minutes

a) Adoption of Minutes

MPC-16-10-172

MOVED by Jacquie Bateman

That the minutes of the October 6, 2016 Municipal Planning Commission meeting be adopted as presented

CARRIED

b) Business Arising from Previous Minutes

None.

4. **DEVELOPMENT**

a) **221-DP-16 The Burger Shack
Restaurant (Fast Food) in “HC2” (La Crete)
Part of NE 04-106-15-W5M**

MPC-16-10-173

MOVED by Beth Kappelar

That Development Permit 221-DP-16 on Part of NE 04-106-15-W5M in the name of The Burger Shack be APPROVED with the following conditions:

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

1. **This permit approval is for the operation of a Restaurant (Fast Food) with the capacity of 76 seats out of the existing building.**
2. **Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at 926-7000.**
3. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.
4. Please provide adequate off street parking as follows: 25 public parking stalls, 1 space per each full time employee and 1 space for every 2 part time employees. *“One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”*
5. The Municipality has assigned the following address to the noted property (**9302 – 100th Street, Unit _**). You are required to display the address (**9302 - _**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
6. The property must at all times be kept in a neat and orderly fashion.
7. Building to be connected to the municipal water and

sewer system and the cost of connection fees will be borne by the owner.

8. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-927-3718. Access to be constructed at the developers' expense.
9. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
10. The total site area shall have a positive surface drainage without adversely affecting the neighbouring properties.
11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b) **223-DP-16 Northern Towing
Tarp Shelter in "HC2"
Plan 122 3197, Block 02, Lot 03**

MPC-16-10-174

MOVED by Jacquie Bateman

That the applicant be granted a time extension on the existing development permit 225-DP-15, up to a total of 3 extensions and that he be reimbursed \$100.00 of the application fee.

CARRIED

5. SUBDIVISION

- a) None

6. MISCELLANEOUS ITEMS

- a) None

b) Action List

For information.

7. IN CAMERA

a) None

8. MEETING DATES

- ❖ November 3, 2016 in La Crete
- ❖ November 24, 2016 in Fort Vermilion

9. ADJOURNMENT

MPC-16-10-175

MOVED by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 10:19.

CARRIED

These minutes were adopted this 3rd day of November, 2016.

Erick Carter, Vice Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Len Racher, Chief Administrative Officer
Title:	CAO Report

BACKGROUND / PROPOSAL:

The CAO and Director reports for October 2016 are attached for information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the CAO report for October 2016 be received for information.

For the month of October 2016

Date	Comments
October 5, October 19	Started taking road tours of the various areas to better understand some of the issues in the different wards
October 12	<p>CAO Meeting: Met with Dan Fletcher and Adam Clarkson to discuss REDI Meeting: Attended the Annual General Meeting for REDI. It was a great opportunity to sit down with other members and stakeholders of REDI and be able to understand what they do, their goals, and initiatives.</p> <p>Other invitees included members from the Chambers, Board of Trade, and REDI's project partners, other CAO's, Council Members, the Mackenzie Frontier Tourist Association, Mackenzie Oat Producers, and MARA. Kami Currie was there to discuss the Carcajou Project and Kireon was with REDI speaking on the Retail Gap Report.</p>
October 14	<p>NAEL Conference – Grande Prairie Attended with Reeve Neufeld and Byron Peters Listened to various presentations from the Mighty Peace Watershed Alliance, Northern Lakes College, Incident Management Teams in the Peace Region, and the Emergency Resource Agreement. Discussion topics included Victim services Funding, Canada Post closures, and the Caribou Strategy.</p>
October 17 & 18	AUPE Discussions – Edmonton
Other October Meetings	<p>3rd Edmonton meetings with Miller Thomson LLP 4th: Project Review meeting with WSP 4th, 13th, & 31st Managers Meetings 11th & 26th Council Meetings 11th & 24th, & 28th Budget Review with departments and Finance. 20th Ice Bridge start-up meeting 25th Organizational Council Meeting 21st Office Safety Meeting 27th Buffalo Head Project 28th Community Services Committee Meeting Employee evaluations throughout the month</p>

Other	Comments
Financial Departments payment processing	We have all been working together to get the county caught up in accounts payable. There have been many people that have stepped up and helped organize files, code, get signatures, and I have personally thanked each and every one of them.
Emergency Plan	Working towards developing an Emergency Management Team and an Emergency Response Plan
Commercial Fishing	An email was sent to David Park of the Policy & Planning Division of Alberta Environment and Parks about the closure of commercial fishing in Alberta, and he responded very clearly. See attached email response.

Respectfully,

Len Racher
 Chief Administrative Officer

Jessica Ruskowsky

From: Carol Gabriel
Sent: Tuesday, September 27, 2016 8:51 AM
To: Len Racher
Subject: FW: Closure of Commercial Fishing in Alberta

FYI

Carol Gabriel | Director of Legislative & Support Services | Mackenzie County

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

Direct: 780.927.3719 ext. 2524 | Main Line: 780.927.3718

Toll Free: 1.877.927.0677 | Cell: 780.926.6540

www.mackenziecounty.com



From: Dave Park [<mailto:Dave.Park@gov.ab.ca>]
Sent: September-27-16 8:49 AM
To: Carol Gabriel
Subject: RE: Closure of Commercial Fishing in Alberta

Hello Carol,

Former commercial fishers who have questions have been provided with departmental contact information. The commercial fishing licence was annually renewable and revocable. There is no intent to resume commercial fishing in Alberta.

Regards,

David Park, M.Sc.
Director, Fisheries Management Policy
Policy and Planning Division
Alberta Environment and Parks
Edmonton

Office: 780-427-8347

Email: dave.park@gov.ab.ca

Check out Alberta's new Fish Conservation and Management Strategy here: <http://aep.alberta.ca/fish-wildlife/fisheries-management/fish-conservation-management-strategy.aspx>

Note: This communication is confidential. It may contain privileged and confidential information. If you are not the intended recipient, you should not copy, distribute or take any action in reliance on it. If you have received this communication in error, please notify us at once by reply e-mail and then permanently delete the original, your reply and destroy any copy or print-out. Thank-you.

From: Carol Gabriel [<mailto:cgabriel@mackenziecounty.com>]

Sent: Tuesday, September 27, 2016 8:13 AM

To: Dave Park

Subject: Closure of Commercial Fishing in Alberta

Good morning Dave,

Our Council has been discussing this topic over the past couple of years since the announcement of the closure. Clarification is requested in regards to the ex gratia payment being offered to individuals who have held a license. If individuals do not sign the release or request the ex gratia payment...will their licence be reinstated should commercial fishing be reopened in the future?

Thank you.

Carol Gabriel | Director of Legislative & Support Services | Mackenzie County

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

Direct: 780.927.3719 ext. 2524 | Main Line: 780.927.3718

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MONTHLY REPORT TO THE CAO

For the Month of September

From: David Fehr
Director of Facilities and Operations (South)

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Drainage	ongoing	Various requests for drainage. Currently evaluating the requests.
Mulching	completed	Mulching has been completed at the Heritage intersection to reduce the hazard.
Winter sand	Oct 30/2016	Winter sand has been delivered and mixed

Projects	Timeline	Comments
Gravel on new roads	ongoing	1 mile of new road graveled
.		
New Road Infrastructure	ongoing	

Respectfully,

David Fehr
Director of Facilities and Operations (South)

MONTHLY REPORT TO THE CAO

For the Month of October 2016

From: Ron Pelensky
 Director of Community Services and Operations

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Regular road maintenance. FV Crew Completed graveling store road
Dogs	Ongoing	Two dogs picked up in Rocky Lane
Bylaw	Ongoing	Dealt with four back alley issues, dealing with La Crete hamlet garbage issues. Dog Patrols at Rocky Lane School Budget preparation
Emergency/Disaster Service	Ongoing	Don Roberts preparing for Emergency disaster in house exercise.
Health and Safety	Ongoing	Completed on site inspections on staff and contractors Assisted with reports on county incidents.
Peace Officer	Ongoing	Completed patrols on 3 separate weekends 42 tickets were issued, 70 warning tickets \$13,150 of possible fines
Fire Department	Ongoing	Fort Vermilion Responded to 1 Motor Vehicle accident, 2 Medical Assists, 1 grain dryer fire, 3 fire alarm, 1 La Crete assist La Crete responded to 6 Medical Assists, 1 Motor Vehicle Collision, 1 structure fire, 1 power line fire, 1 Fire Alarm, 2 FV assists Zama no calls
Fire Department Training	Ongoing	Regular practices held. La Crete & FV & Zama 7 members trained on Aerial Course and deputy chief trained on investigation procedures. Zama participated in a Apache ERP exercise
Zama Public Works	Ongoing	Regular maintenance

Capital Projects

Snow Plow Truck	Oct	Project awarded to Prairie Hydraulics Delivery expected in November 15
Road Regraveling Project	Oct	Completed
Purchase 3 Graders	Oct	Completed
Hutch Lake & Machesis Campground	Oct	Constructed Hutch Lake caretaker site. Machesis Lake horse camping is 99% complete.
Bridge Campground	Oct	Archaeological field work is complete, waiting for report and clearance from Alberta Government
FV 43 rd Ave Paving	Oct	Project Awarded to Knelsen Sand and Gravel Construction shut down for the winter
FV 45 Ave Cul-de-sac Paving	Oct	Project awarded to Knelsen Sand and Gravel Construction shut down for the winter
Store Road Reconstruction	Oct	Construction work complete, small amount of spot graveling left to do.
Heliport Road – oil dust control	Oct	Oil Dust control completed.
Fire Department Radios	Oct	Completed
Shoulder Pull	Oct	Rebuilt Blumenort rd east, repaired Foggy Tower road.
Oil Recycling Facilities	Oct	Buildings are set up, need to train caretakers and start utilizing facility
Fort Vermilion Sand/Salt shed	Oct	Project awarded to Alpine builders. Construction postponed to 2017
Fort Vermilion Shop extension	Oct	Awarded to Alpine Builders. Construction is 99% complete.

Personnel Update:

One grader operator position off on long term disability.

Other Comments:

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REPORT TO CAO
October, 2016

From: Grant Smith
Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Weed Inspections	2016	Weed notices have been issued to Alberta Transportation for Canada Thistle and Perennial Sow Thistle along hwy's 58, 88 & 697.
Council Motion 16-10-797 That a letter be sent to CN Rail requesting that they continue service and upgrade the service in Keg River.		It was suspected that CN was planning on shutting the loading site down as a result of the proposed subdivision. See attached letter and email.
Clubroot of Canola & Fusarium Grameniarum Inspections	2016	As per our recently implemented policies field inspections will be carried out in late August/September. No visible signs of these diseases were present.
Ag Fair & Tradeshow	2016	2017 Ag Fair dates are August 11 th & 12 th . Letters were sent to local Auction companies requesting that they refrain from holding auctions on these dates so attendance won't be affected.
Wolf Bounty	2016	We've received ten wolf carcasses as of October 31 st . 22 people have registered to participate in the bounty.
ALUS (Alternative Land Use Systems)	2016	I attended an ALUS Conference in Red Deer October 5,6 &7 th . There was intense discussion pertaining to applications, approvals, funding and inspections. There was also a field day to look at ALUS projects in the area.
Organic Growers Meeting	2016	An organic growers meeting was held in La Crete on October 27 th . Items discussed were challenges and issues Producers face in Mackenzie County as well as the possibility of the formation of a local Organic association.

		An Organic Conference is being scheduled in La Crete for the first week of April, 2017.
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Capital Projects

Projects	Timeline	Comments
Erosion Repairs	2016	Outback Ventures of La Crete has been selected to do the erosion repairs identified in the RFP. Completion date is October 31 st .
Blue Hills Erosion Repair	Spring 2016	The original approved bid amount of \$187,000 has been submitted to Northern Roadbuilders. The overage amount of \$35,000 will be decided upon after spring runoff as quantities will be measured then. WSP has surveyed and measured quantities. Northern Roadbuilders hasn't completed their survey. This should be done before September 30 th .
Buffalo Head/Steephill Flood Control Project	2017	A meeting was held in La Crete on September 6 th . The scope of the project has been changed to include road building and eliminating the retention pond. This will assist in obtaining the approval under the Water Act and with easement difficulties. A project meeting was held in La Crete on October 27 th to discuss updated plans, grant funding and possible re-routing of the channel to avoid Wetland Policy requirements that continue to delay the project.

Personnel Update:

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Other Comments:

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Colleen Sarapuk

Subject: FW: Rail Siding at Keg River

From: Anita Fleming [<mailto:Anita.Fleming@cn.ca>]

Sent: October-28-16 3:57 PM

To: Grant Smith

Cc: Carla Voss

Subject: Rail Siding at Keg River

Good afternoon Grant,

This will confirm that CN will be retaining access for the producer rail car loading at the station grounds adjacent to the planned land sale to Contractors leasing.

I trust this addresses the concerns raised but if you have any further questions, please let me know.

Anita Fleming

Director, Business Development & Real Estate

Office: 780-643-7656

Cell: 780-719-3940



Mackenzie County

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

October 27, 2016

County of Northern Lights
#600, 7th Ave NW
PO Box 10, Manning AB T0H 2M0

To Whom It May Concern:

RE: LETTER OF CONCERN SUBDIVISION APPLICATION 16-NL-11

Mackenzie County has the highest concentration of organic and transitioning growers in Alberta - representing approximately 200 farmers or half the provinces total organic producers and businesses. This number is expected to continue to grow as new land will open in this area.

We are writing to bring to your attention a situation that threatens the livelihoods of organic and transitioning farmers in Mackenzie County.

If subdivision application 16-NL-11 is approved, it may severely limit or completely prevent access to the Keg River loading facility.

Many organic farmers in the region rely entirely on the Keg River loading facility to ship their high value crops of oats, peas, barley and wheat to buyers in the south. The volume of grain that ships out from Keg River is not small: some farmers rent out 30+ cars annually and there is strong evidence this number will increase each year as the number of producers transitioning to organics is steady.

Approval of this application and the subsequent limitation of access to the loading facility will leave Mackenzie County farmers at a critical and disastrous disadvantage. There are no alternate options – trucking costs are too high for most grains and the High Level loading facility is inconsistent and difficult to access and challenging to load.

We ask the County of Northern Lights to protect the future livelihoods of farmers in Mackenzie County by scrutinizing the proposal, and acting to ensure that access and use of the Keg River Facility is not limited or constrained now, or in the future.

Sincerely,

Josh Knelsen, Chair
Mackenzie County Agricultural Service Board

MONTHLY REPORT TO THE CAO

For the month of October, 2016

From: Byron Peters
Director of Planning & Development

Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Waiting for province to initiate the actual LUF process for the LPRP. Province has initiated the process internally, no idea when they will formally begin the process and begin consultation.
Community Infrastructure Master Plans	Winter 2016	Final copies of all drafts have been received. MPE has started offsite levy review.

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Community Investment Readiness package	Fall 2016	REDI is finally moving forward and as a value add to our ec dev strategy we will be provided with profiles.
Economic Development Strategy	ongoing	Continue to do some visitations. Currently focusing on broadband, as there is quite a strong push by the province to improve broadband, and lots of initiatives and research going on.

Capital Projects

Projects	Timeline	Comments
Rural Addressing	2016	Sign installation is nearly complete. Contractor ran into sign supply problems from the manufacturer, getting mixed feedback as to when the installation will be complete. Did not meet the October target, but working with contractor to get the project substantially complete.

Land Use Bylaw review	2016	First phase public consultation is complete. GSA will be here November 8-10 for more consultation. Project progressing on schedule.
Airport Planning	2016	Have been beating up WSP to get the PAPI light paperwork completed. We're told it will be done this month.

Personnel Update:

All positions are currently filled, and I believe a strong team is currently in place.

Other Comments:

Caribou is addressed under its own update.

All in all, I believe everything is generally going well.

MONTHLY REPORT TO THE CAO

For the month of October 2016

From: Peng Tian
Director of Finance

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2017 Operating Budget Draft	October 31, 2016	2017 operating budget draft was completed for the Council meeting on November 1, 2016.
Purchase of Membership Share and Short Term Investment	October 31, 2016	Purchase of the membership share from Vision Credit Union and making short term investment in Vision Credit Union were completed in October 2016.
Municipal Internship Program - SFE	October 31, 2016	Municipal Internship Program – SFE was prepared and submitted to Municipal Affairs in October 2016.

Capital Projects

GTF Grant Applications	October 31, 2016	2016 GTF grant applications were approved by Alberta Municipal Affairs in October 2016.
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Personnel Update:

Louise Flooren was appointed as acting Controller in October 2016. Also, we are advertising a Finance Officer position now.

Other Comments:

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REPORT TO THE CAO

For the Month of October, 2016

From: Carol Gabriel
Director of Legislative & Support Services

Meetings Attended

- 2016-10-04 Managers Meeting
- 2016-10-04 Attended the La Crete Library Ribbon Cutting Ceremony
- 2016-10-05 Non-TCA/TCA Department Budget Meeting
- 2016-10-06 Teleconference with Lane Quinn regarding marketing results from benefit carriers.
- 2016-10-11 Regular Council Meeting
- 2016-10-13 Managers Meeting
- 2016-10-17 AUPE Mediation (Edmonton)
- 2016-10-17 AUPE Mediation (Edmonton)
- 2016-10-20 Meeting with S/Sgt Mooney regarding monthly reporting, enhanced policing services and clerical support.
- 2016-10-21 Office Safety Meeting
- 2016-10-24 Managers meeting to review draft operational budget
- 2016-10-25 Organizational Council Meeting
- 2016-10-26 Regular Council Meeting
- 2016-10-27 Composite Assessment Review Board Hearings
- 2016-10-28 Meeting with Len and Peng to review draft council budget package.
- 2016-10-31 Managers Meeting
- Various other individual or departmental meetings.

Council

- Coordinating various meetings for Council and management during the fall AAMDC convention in Edmonton in November.

Assessment Appeals

- Two appeals were heard by the Composite Assessment Review Board (CARB) on October 27, 2016. The third appeal scheduled to be heard in November was withdrawn.

Bylaws/Policies/Reports/Publications:

- Working on the November/December issue of the County Image which should be released by the end of November.

Citizen Engagement:

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

- Assisted in coordinating the Crime Prevention Community Meeting for November 3, 2016 in La Crete.

Records Management:

- No update.

Human Resources:

- HR Coordinator is assisting the Finance Department due to existing vacancy in the department.

Events:

- No current events.

Miscellaneous:

- Ongoing updates to the County website
- Ongoing updates to the County Facebook page regarding upcoming events, etc.
- Preparing for various meetings, including council, budget planning, etc.
- Various communication with legal regarding AUPE negotiations and other legal matters.
- Plus much, much more 😊

MONTHLY REPORT TO THE CAO

For the Month of October 2016

From: Fred Wiebe
Director of Utilities

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Sept/16	- Most sewer flushing complete and hydrant flushing complete.
Strategic Priorities	Nov/16	Hamlet Easement Strategy – coming back with more details and recommendations.

Capital Projects

Projects	Timeline	Comments
Master Meters	Sept/16	Complete.
FV- Hydrant Replacement	July/16	Complete.
FV-Frozen Water Service Repairs	Nov/16	Completed 4 of 6 services for this year as of Nov 1/16.
FV-Raw Water Truckfill Upgrade	Complete	Treated truckfill has been piped to east side of building for non-potable use.
LC-Raw Water Truckfill Upgrade	Complete	Deficiencies are corrected and just require O&M documentation.
LC- Lagoon Upgrade	Complete	Complete with final inspection to be completed next year.
LC- Main Lift Station Repair/Upgrade	Complete	Concrete island for rv fill that had to be removed needs to be replaced after ground settlement.
LC- Sanitary Sewer Main Upgrade	Nov/16	Project complete but some deficiencies that require repairs.

FV- 48 th Ave Water Services	Complete	Complete.
Rural Potable Water Infrastructure	Jan/17	Currently working on top slab(building floor) with rebar ready for inspection next week. Early freezing weather has delayed to project somewhat as more hoarding is required. Current target completion is end of February.
FV- Dechlorination	Complete	Dechlorination equipment is installed, tested and working.
FV- Lagoon Desludge	Complete	Complete.
LC- Paving Raw Water Fill	Jun/17	Done in conjunction with 94 th ave road improvement. Delayed until 2017.
FV- Paving FV WTP	Jun/17	Done in conjunction with the street improvements in FV. Delayed until 2017.
LC,FV,ZA- Exhaust Thimbles	Oct/16	Quotes received and work being awarded.
FV- Filter Media Replacement	Complete	Both filters have media replaced and are performing well.
FV- 49 th Ave Water Re-servicing	Sept/17	2 services are complete to ensure property owner is not delayed this year or early next year with his mobile home setup. Will complete in 2017.
FV 50 th Street Water Extension	Sep/17	Currently in discussions with property owners to review options and re-affirm if there is committed interest.

Personnel Update:

--

Other Comments:

--

Respectfully submitted,

Fred Wiebe
 Director of Utilities
 Mackenzie County

November 1, 2016

Report to Len Racher, CAO- Mackenzie County

From William Kostiw

This is a brief report on the projects I am involved in and some of the events I have or intend to take part in.

a) Caribou

The Caribou situation has certainly has not been resolved to Mackenzie County's satisfaction but the general feeling is the Province is starting to listen. The Range Plans and Caribou Habitat Zoning will likely proceed sooner than later but I don't think we will get firm answers until after the fall sitting of the Alberta Legislature, which is probably November 14-25, 2016. Hopefully the fall sitting of the Legislature also deals with the Softwood Lumber Agreement, the Pine Beetle issue and the Municipal funding for all sectors ie: Bridges, roads, water, etc.

As previously reported the Caribou issue is important but the real struggles are with the general Alberta Economy. Matters like Carbon Tax, U.S. Softwood Lumber Agreements, Alberta Green Energy, Oil & Gas drilling incentives, Royalties and the General Alberta Government Philosophy.

The Tuberculosis scare in southern Alberta is a big concern and hopefully they isolate the herd or animal affected. Certainly Councillor Jorgensen's concern about T.B spreading from buffalo to other species has some merit and we are taking it seriously. The intent is to continue meeting anyone that will listen to educate them to the seriousness of the Caribou Situation as it affects our finances, our industry, and certainly our people.

Further to this I will be attending a private meeting with the Whitecourt Area Contractors and the Federal Environment department people on November 9th in Edmonton. The intent is to push the November 2017 deadline to 2019 or at least 2018. At the November 2nd Tri Council meeting it was resolved to strike a small working committee to really focus on First Nations and government relations.

The meeting in Edmonton November 14 with our financial people should give us a better view of how the current economic situation is affecting us, plus adding the Caribou factor.

I will also continue to engage directly with senior people from Forestry, Oil & Gas, and Government.

The next action should be for Council to lobby senior government officials at the AAMD&C convention, for the finance committee to use the new information to help build an economic case and for the new Tri Municipal (Plus 1) to quickly develop a strategy and contacts for First Nations. It is imperative that we also endeavor to assist the First Nations in their quest for a better economic situation. Byron and myself will try to stay the course and methodically move forward developing the science, the financial impact and government strategy.

Members may also wish to brush up on the Federal Species at Risk Act, the Alberta Land Stewardship Act, and establish protocols to engage with all concerned or vested players.

We must be ever diligent and not give up. To date we have probably spent \$30,000 on consultants & lawyers, plus whatever Planning & Development is spending.

b) Buffalo Head Flood Management Project

This project is evolving into a more manageable state and hopefully will proceed in spring of 2017. We are still hopeful about our grant application and Council and yourself

should push hard at the AAMD&C convention. The project has been scaled down in size and cost so it should be more feasible even without government assistance. The other glitch is our application to Alberta Environment and Parks may not match our final design but I feel we should wait and see if we get funding before we approve final design and construction plans.

c) Jack Wiebe

This is a ridiculous situation but it seems the Bureaucracy has really dug in and it's going to be up to the Lawyers and the Ministries to make a final decision. I am not sure how much effort & Money the county wishes to invest to assist Jack and prove our positions but we are pushing hard.

d) Fox Lake Access Road

This project is proceeding and the construction contract was awarded to Prairie North. The regional director is working on a draft agreement for your perusal probably later in November.

e) Other Projects

The other projects I was originally asked to work on are agreements with Municipalities according to the new MGA. These are Regional Municipalities of Wood Buffalo, M.D. of Opportunity, Northern Sunrise County, County of Northern Lights, Paddle Prairie Metis Settlement, the First Nations of Little Red, Tall Cree, Beaver, and the Dene'. We should also update our agreements with the Towns of Rainbow Lake and High Level. It would be a big win if we could also get agreements with our other significant neighbours like the regional Municipalities of Northern Rockies, The Northwest Territory government and

Wood Buffalo National Park. I have not done any formal meetings as I am not sure if you see this as part of my work plan.

f) Phase III Public Land Sale

The Phase III Public Land Sale is still in consultations with First Nations but I think we have to go to the Deputy Minister level to get it moving forward.

g) Site “C” and Amisk Dams

It is in my opinion that these two dams will greatly change the chemistry and balance in the Peace River forever. This may be by changing water temperature, change flow spend and volume and causing more siltation or sand bars.

To offset this potential risk, I feel BC Hydro should provide mitigation funding to the affected First Nations, the Metis Settlement and to Mackenzie County.

- h)** Tolko is struggling with huge amounts of sawmill waste material and the Government of Alberta should allow them to use their “Bee Hive” burners until a better solution is found. Mackenzie County should provide a letter of support for the continued use of the Bee Hive burners at all of our sawmills. Perhaps a motion by council to provide this written support would be in order.

I have attached 3 documents for your perusal and intend to give Council the “A” document titled “Alberta Forest Products Roadmap” that was first drafted in about 2012/2013.

The one on Co2-EOR highlights the significant Oil & Gas reserves still to be developed in the Rainbow/Zama fields. It seems to me the County should make every effort to keep the oilfields active.

The third document is assessment information that shows the comparison to other Municipalities. Perhaps the finance department has already made you aware of these.

Thanks and I would be pleased to provide more information or discuss this report with you.

Regards,

William "Bill" Kostiw



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Byron Peters, Director of Planning and Development
Title:	PUBLIC HEARING Bylaw 1052-16 Land Use Bylaw Amendment to Rezone Part of NW 13-106-15-W5M from Agricultural “A” to Country Recreational “CR” (La Crete Rural)

BACKGROUND / PROPOSAL:

On October 11, 2016 first reading was given for Bylaw 1052-16 being a Land Use Bylaw amendment to rezone part of the NW 13-106-15-W5M from Agricultural “A” to Country Recreational “CR” to accommodate the development of a multi-lot subdivision, subject to the public hearing input.

This application for rezoning is a continuation of Bylaw 1043-16 (La Crete Golf Course) which is located directly east of this proposed location. The subdivisions will share a road between the two parcels of land.

The Planning department has concerns with the capability for private sewage systems in the area and requested a level one assessment report before the approval of Bylaw 1043-16 (La Crete Golf Course).

The report had concluded that the proposed development is not recommended for on-site private sewer systems (Pg. 4 of the report). The applicants then proposed to install an Alberta Private Sewage Disposal self-contained treatment systems that will discharge the treated water into the golf course ponds.

Due to the nature of the soil and the lot sizes, the Planning department recommends that the applicant complies with the same conditions as the development to the east located within the golf course.

Bylaw 10xx-16 was presented to the Municipal Planning Commission on September 22, 2016 where they made the following motion:

That the Municipal Planning Commission recommend to Council to approve Bylaw 10XX-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" for the purpose of a Multi-lot subdivision, subject to public hearing input.

OPTIONS & BENEFITS:

In another Country Recreational area (Hutch Lake), the land owners use holding tanks because there is no other option available to them.

As required by the Land Use Bylaw in section 7.36:

- (a) The installation of a holding tank must receive written permission from the Development Authority prior to the approval of the Private Sewage Treatment permit. Written permission from the COUNTY is not required for the Hutch Lake Recreation District.*
- (b) The applicant of a holding tank shall submit proof to the COUNTY that the site conditions on the property are not able to support a self-sustained private sewage system. This shall be obtained by a site evaluation as outlined in the Alberta Private Sewage Systems Standard of Practice 2009.*

While a holding tank is a quick and a cheap installation, there are other issues attached that make it a non-desirable system within the County. Some of those issues are:

- pumping every time it becomes full. This involves monitoring the tank level and hiring a professional sewer and waste professional to remove the waste. Depending on the size of the tank and use of water, this may need to be conducted every week which is costly and inconvenient.
- Holding tanks also present additional problems due to potential leaks, overflow and soil contamination which could get into the water table.
- The County also has concerns with the lack of monitoring for the waste haulers, such as verification that they are dumping into the County reservoir.

The soil on this quarter section could support a few on-site sewage systems; with the proposed lot sizes and quantity of lots, it cannot support multiple on-site sewer systems.

Option 1

MOTION 1

That second reading be given to Bylaw 1052-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" for the purpose of a Multi-lot subdivision.

MOTION 2

That third reading be given to Bylaw 1052-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural “A” to Country Recreational “CR” for the purpose of a Multi-lot subdivision.

Option 2

That Bylaw 1052-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural “A” to Country Recreational “CR” for the purpose of a Multi-lot subdivision be REFUSED.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant

SUSTAINABILITY PLAN:

The Sustainability Plan does not directly address re-zoning of districts within the County. As such, the proposed re-zoning neither supports nor contradicts the Sustainability Plan.

COMMUNICATION:

The bylaw amendment was advertised as per MGA requirements, and all adjacent landowners were notified by mail.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1052-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural “A” to Country Recreational “CR” for the purpose of a Multi-lot subdivision.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1052-16 being a Land Use Bylaw Amendment to rezone Part of NW 13-106-15-W5M from Agricultural "A" to Country Recreational "CR" for the purpose of a Multi-lot subdivision.

Mackenzie County

PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT

BYLAW 1052-16

Order of Presentation

_____ This Public Hearing will now come to order at _____.

_____ Was the Public Hearing properly advertised?

_____ Will the Development Authority _____, please outline the proposed Land Use Bylaw Amendment and present his submission.

_____ Does the Council have any questions of the proposed Land Use Bylaw Amendment?

_____ Were any submissions received in regards to the proposed Land Use Bylaw Amendment? *If yes, please read them.*

_____ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment?

_____ If YES: Does the Council have any questions of the person(s) making their presentation?

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

BYLAW NO. 1052-16
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2011, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to accommodate a multi-lot subdivision.

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

1. That the land use designation of the subject parcel known as:

Part of NW 13-106-15-W5M

within Mackenzie County, be rezoned from Agricultural "A" to Country Recreational "CR" as outlined in Schedule "A" hereto attached.

READ a first time this ___ day of _____, 2016.

PUBLIC HEARING held this ___ day of _____, 2016.

READ a second time this ___ day of _____, 2016.

READ a third time and finally passed this ___ day of _____, 2016.

Bill Neufeld
Reeve

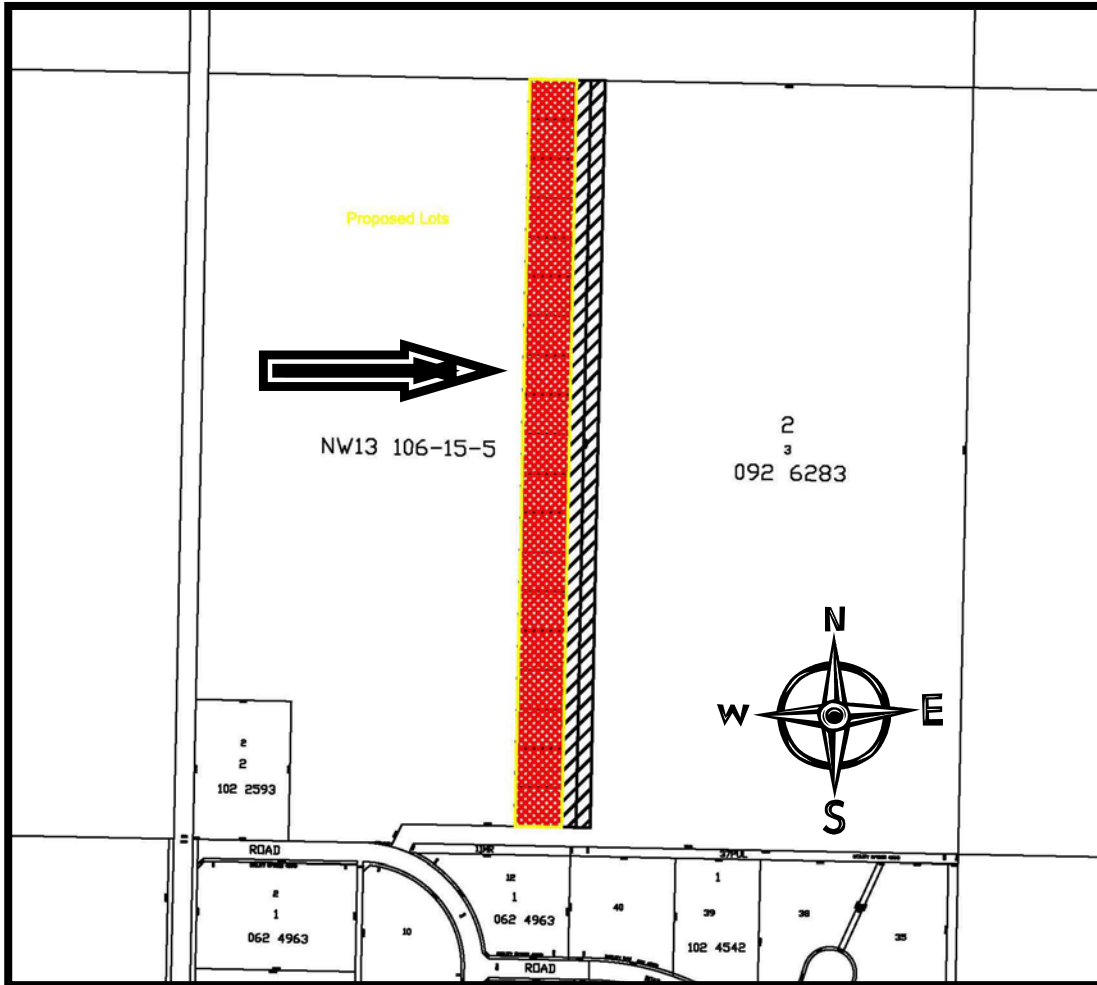
Len Racher
Chief Administrative Officer

BYLAW No. 1052-16

SCHEDULE "A"

1. That the land use designation of the following property known as:

Part of NW 13-106-15-W5M within Mackenzie County be rezoned from Agricultural "A" to Country Recreational "CR"



FROM: Agricultural "A"

TO: Country Recreational "CR"

BYLAW AMENDMENT APPLICATION



NOT TO SCALE

File No. Bylaw 1052-16

Disclaimer

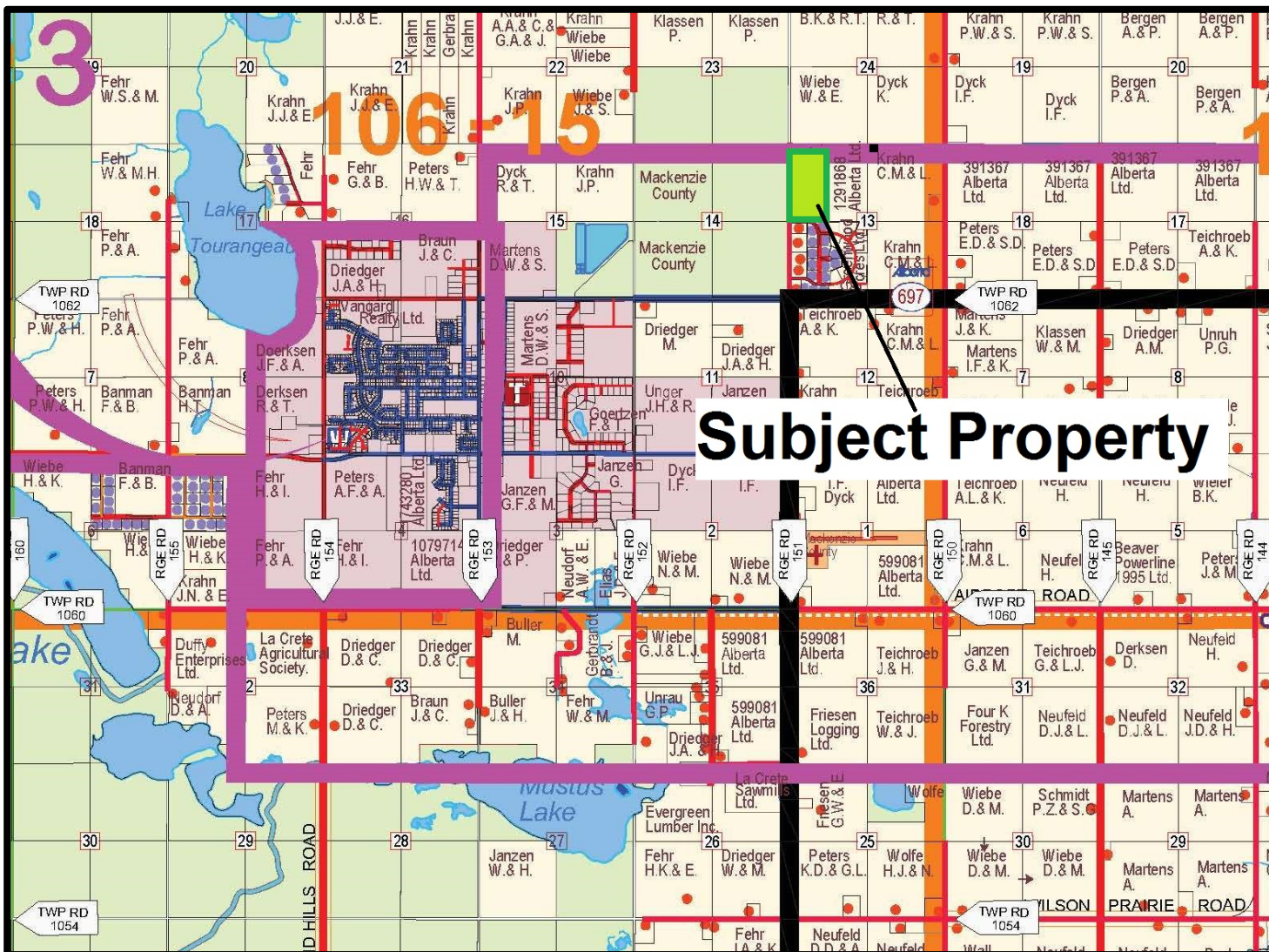
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Mackenzie County

BYLAW AMENDMENT APPLICATION

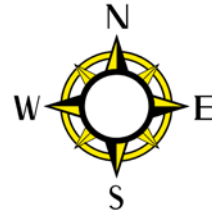


Subject Property

NOT TO SCALE

File No. Bylaw 1052-16

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Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Bylaw 1055-16 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members

BACKGROUND / PROPOSAL:

The Honorariums and Related Expense Reimbursement Bylaw is reviewed annually at the Organizational Meeting.

A motion was made to bring back the bylaw with the following amendment:

- (a) Council Meeting/Special Council Meetings \$300.00
- (b) Committee Meetings \$200.00
- (c) Seminars/Conventions/Workshops (see note) \$300.00

2.1 Councillors attending less than half of a Council Meeting may claim only half the honorarium.

2.2 A combined maximum of ~~two~~ **three** meetings may be claimed per day under Section 2 (a) and 2 (b).

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Operating Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Bylaws are available on the County website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1055-16 being the Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1055-16 being the Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members.

BYLAW NO. ~~1010-15~~ 1055-16

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

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

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

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

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

DEFINITIONS:

“Council Meeting/Special Council Meeting” – refers to a duly called meeting according to the Municipal Government Act.

“Committee Meetings” – refers to meetings related to Council Committees, Committee of the Whole, AAMDC Zone Meetings, Tri-Council Meetings, etc.

HONORARIUMS

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

- | | |
|------------------|----------------------|
| (a) Reeve | \$1,050.00 per month |
| (b) Deputy Reeve | \$ 900.00 per month |
| (c) Councillor | \$ 750.00 per month |

2. Councillors in attendance at council meetings, approved council committee meetings, seminars and conventions shall be paid according to the following rates plus mileage and meal allowance, where applicable.

- | | |
|---|----------|
| (a) Council Meeting/Special Council Meetings | \$300.00 |
| (b) Committee Meetings | \$200.00 |
| (c) Seminars/Conventions/Workshops (see note) | \$300.00 |
- 2.1 Councillors attending less than half of a Council Meeting may claim only half the honorarium.
 - 2.2 A combined maximum of ~~two~~ **three** meetings may be claimed per day under Section 2 (a) and 2 (b).
 - 2.3 Honorariums claimed under Section 2. (c) are all inclusive. Only one (1) per diem may be claimed per day.
3. Members-at-large appointed to approved council committees shall be paid \$200.00 per meeting when in attendance at approved council committee meetings, seminars and conventions, plus mileage and meal allowance, where applicable.
 4. Travel time to and from any council meeting, approved council committee meeting, seminar and/or convention shall be paid mileage and meal allowance, where applicable. Councillors or committee members driving to a seminar/convention shall be paid \$200.00 for one travel day there and one travel day back. Only one per diem per day shall be allowed.
 5. A monthly communication allowance shall be paid
 - (a) an internet access allowance of \$75, and
 - (b) a personal computer allowance of \$50, if applicable, and
 - (c) a telephone allowance of \$60 for Councillors, and
 - (d) a telephone allowance of \$100 for the Reeve.

TRANSPORTATION EXPENSES

6. Mileage shall be paid at the current non-taxable rate (as per Canada Revenue Agency Reasonable per Kilometer Allowance) for each kilometer travelled by each Councillor or committee member who is travelling with their personal vehicle on business of the municipality or its committees. Such mileage shall be calculated from the place of residence of the Councillor or committee member to

the place of the meeting and return. In addition, such mileage allowance shall apply to any approved convention or seminar.

7. Taxi fares, automobile rental, parking charges and public transportation fares will be reimbursed upon presentation of a receipt.

REIMBURSEMENT FOR ACCOMMODATIONS AND MEALS

8. Where a Councillor or committee member is required to travel on municipal business and overnight accommodation away from his/her regular place of residence is necessary, he/she may claim in respect of the time spent on travel status

(a) Either

(i) reimbursement of the cost of accommodation in a hotel, motel, guest-house, inn or other similar establishment, on a receipt submitted with the municipal expense account form, or

(ii) an allowance of \$50.00 per night

(b) in respect of each breakfast, lunch, or dinner,

(i) a meal allowance may be claimed as follows:

breakfast - \$15.00 including GST
(if time of departure is prior to 7:30 a.m.)

lunch - \$20.00 including GST
(if time of return is after 1:00 p.m.)

dinner - \$35.00 including GST
(if time of return is after 6:30 p.m.)

9. Meal claims will be calculated based on reasonable travel times to get to and return from meeting commencement and conclusion times.
10. A Councillor may claim reasonable government networking expenses while representing the County without prior approval. Reimbursement of these expenses will require approval by the Finance Committee based on the submission of actual receipts.
11. A Councillor or committee member may claim

- (a) an allowance for personal expenses for each full 24-hour period on travel status (as per the Canada Revenue Agency Appendix C – Meals and Allowances 1.2 Incidental Expense Allowance).
- (b) reasonable telephone expenses on County business.

ATTENDANCE AT POLITICAL EVENTS

In accordance with the Election Finances and Contributions Disclosure Act:

- 12. Should a member of Council be approved to attend a political event, on behalf of Mackenzie County, for which proceeds support a political party or candidate, Mackenzie County will reimburse the value of the meal or event upon submission of receipt. Mackenzie County will not reimburse any portion of a meal or event expense that constitutes proceeds to a political party or candidate. *(For example: If the individual charge is more than \$50, \$25 shall be allowed for expenses and the balance shall be considered as a contribution to the registered party, registered constituency association or registered candidate, as the case may be.)*
- 13. The individual purchasing the ticket may retain the tax receipt for his or her own purposes. The tax receipt issued by the party or candidate should be in the name of the individual purchasing the ticket.
- 14. Councillors are eligible to claim honorariums and mileage expenses to attend political functions.

BENEFITS

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

SIGNING AUTHORITY

- 13. Administration shall have the authority to verify and sign the Reeve and Councillor expense claims and honorariums under the following conditions:
 - (a) Councillors have attended Council meetings in person or by teleconference.
 - (b) Workshops, conferences, conventions that have been approved by Council prior to submission of expense claim.

- (c) Attendance at Committee meetings or Task Force meetings will be in accordance with the bylaws or Terms of Reference of that committee or task force.
14. In the event that a discrepancy is noted on an expense or honorarium claim, Administration shall forward the claim to the Finance Committee for final decision. A Councillor shall have the option to appeal a decision of the Finance Committee to Council as a Whole.
 15. Council members will supply their expense claims and honorariums within 60 days after submission date (1st of each month). After this time, the expense claims will not be paid, unless there are special circumstances. The Finance Committee shall review and make the final decision.
 16. Council members will submit their December expense claim and honorarium by January 31 of the following year in order to expedite the closing of the year-end accounts.
 17. No expenses other than those listed in this bylaw may be claimed.
 18. This bylaw shall come into effect the day that it is passed and rescinds Bylaw 974-14 and all amendments made thereto.

First Reading given on the _____ day of _____, 2016.

Second Reading given on the _____ day of _____, 2016.

Third Reading and Assent given on the _____ day of _____, 2016.

Bill Neufeld
Reeve

Len Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Len Racher, Chief Administrative Officer
Title:	Regional Committee for Species at Risk

BACKGROUND / PROPOSAL:

Discussion was held at the Tri-Council meeting on November 2, 2016 regarding the creation of a regional committee to discuss strategies for the impact of the Species at Risk Act. Participants would include, but not be limited to, the Town of High Level, Town of Rainbow Lake, Mackenzie County, and the County of Northern Lights.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Honorariums and expenses for meeting attendance with funding coming from the operating budget.

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That two Councillors be appointed to the Regional Committee for Species at Risk.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	911 Dispatch Agreement – The City of Grande Prairie

BACKGROUND / PROPOSAL:

Mackenzie County had a 5 year contract with the City of Grande Prairie to dispatch the County’s 911 services, this contract is due to expire December 31, 2016. The County has received a renewal letter, and draft agreement with the City of Grande Prairie for a 5 years period, expiring December 31, 2021. (Attached)

Some fees have increased since the last agreement (\$100 / station & .50 / resident), with the 2016 – 2017 yearly rates showing a fee increase of 3%, and subsequent increasing of 4% annually, the same as the last agreement.

Administration finds the Grande Prairie dispatch service meets the needs, and works well with the fire departments, and is familiar with the region’s needs.

OPTIONS & BENEFITS:

Option #1

Enter into an agreement with the City of Grande Prairie for 911 dispatch services.

Benefit

Continue all dispatching services.

Option #2

Request that administration look at other options for service providers.

Benefit

Other providers may be able to provide services at a lower cost.

COSTS & SOURCE OF FUNDING:

Operating Budgets

SUSTAINABILITY PLAN:

COMMUNICATION:

Administration to communicate Councils decision with the City of Grande Prairie.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration be authorized to enter into a 5 year agreement with the City of Grande Prairie for dispatching services as presented.

October 27, 2016

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

Dear Len,

Subject: Emergency Fire Dispatch Agreement

I am writing to advise you that we need to renew your municipalities' Agreement for the provision of Emergency Fire Dispatch Services. Your current agreement expires December 31, 2016. I am attaching a Draft Fire Dispatch Agreement which I have prepared for your review. The Draft Dispatch Agreement is the standard agreement that we have in place with all of our dispatch customers.

I am also attaching "Schedule A" Dispatch Service Fees which will be applicable to your renewal agreement. This information is based on the Dispatch Fee Formula which we use to calculate the fees for all of our Dispatch Service Agreements.

If the draft information is acceptable to you, let me know and we will proceed. The next step in the process is for me to take the information forward to Committee and Council for approval and signing. If you would like to sign and forward the documents for signature on our end, please ensure that you provide 2 original signed copies so that one may be returned to you.

I look forward to hearing back from you soon.

Should you have any questions with regards to this letter, please feel free to call me at (780) 830-5022 or I can be reached via email at jsaastad@cityofgp.com .

Sincerely,

Janine Saastad
Deputy Fire Chief
Grande Prairie Fire Department

EMERGENCY FIRE DISPATCH SERVICES AGREEMENT

THIS AGREEMENT made this _____ day of _____, 2016,

BETWEEN:

**THE CITY OF GRANDE PRAIRIE
("City")**

OF THE FIRST PART

AND:

**MACKENZIE COUNTY
("County")**

OF THE SECOND PART

WHEREBY IT IS AGREED:

1.1 Definitions:

In this Agreement the following words and expressions shall have the following meanings:

1.1.1 "Service Areas" means the areas serviced by the Mackenzie County Fire Departments.

1.1.2 "Dispatch Services" means the Emergency Fire Dispatch Services for emergency fire calls originating from or pertaining to Service Areas, but excluding the provision of 911 call taking and transfer services. This includes the actions to be taken by the Operator after establishing the need to dispatch the appropriate Fire Department(s) and all dispatch functions as outlined in the Standard Operating Procedures of the City in existence, from time to time.

1.1.3 "Operator" means that person or persons appointed by the City to carry out the City's call handling and dispatch responsibilities under this Agreement.

1.1.4 "Effective Date" means January 1, 2017.

2.1 Engagement:

The County engages the City to provide Mackenzie County with the Dispatch Services and the City agrees to provide Mackenzie County with the Dispatch Services.

2.2. Terms of Agreement:

This Agreement shall remain in force for five (5) years after the Effective Date ("Term").

- 2.3 Renewal:
Unless either party shall give written notice to the contrary no later than six (6) months prior to the expiry of the Term or any renewal term, as the case may be, the Term shall be automatically renewed for successive periods of five (5) years and all of the terms of this Agreement shall remain in force during each renewed term except for the Service Fee stipulated in Article 2.5 which will be agreed upon between the parties. Failing such agreement no later than three (3) months before any renewal date, this Agreement will be deemed to be terminated as of the date of the expiry of the Term or renewal term, as the case may be.
- 2.4 Termination upon Notice:
Either party may terminate this Agreement at any time during the Term upon giving six (6) months written notice to the other party.
- 2.5 Annual Service Fee:
- 2.5.1 The annual service fee ("Service Fee") is stated in Schedule "A".
- 2.5.2 The County shall pay the Service Fee to the City prior to the commencement of each year of the Term.
- 2.5.3 If the County shall terminate this Agreement effective on a date prior to an Anniversary Date, the Service Fee paid for that year will not be pro-rated.
- 2.5.4 If the City shall terminate this Agreement effective on a date prior to an Anniversary Date, the Service Fee paid for that year will be pro-rated.
- 2.6 911 Services:
It is specifically acknowledged that 911 call taking and transfer services are not covered by this agreement.
- 3.1 Covenants of the City:
Subject to Article 3.2 the City covenants and agrees with the County:
- 3.1.1 To provide the Dispatch Services to the County during the Term as provided in this Agreement;
- 3.1.2 To provide the Dispatch Services on a year round 24 hours per day, seven (7) days per week basis;

- 3.1.3 To provide a training session with respect to the operation of the dispatch system as needed;
- 3.1.4 To keep and maintain proper records with respect to the provisions of the Dispatch services including total calls received, the manner in which calls have been dealt with and any other information which the parties may jointly agree should be recorded;
- 3.1.5 To provide the County with current copies of all applicable Standard Operating Procedures and from time to time with any future amendments.

3.2 The County acknowledges that the City has other dispatch obligations and, having regard to those obligations; the City will use reasonable efforts to provide the best possible service as outlined in the City's Standard Operating Procedures. A copy of the City's Standard Operating Procedures will be available for review by the County at any time.

4.1 Covenants of the County:

The County covenants and agrees with the City:

- 4.1.1 That the County shall be responsible for the development of all public information relating to Dispatch Services available in the Service Area at its sole expense and any such public information shall be approved by the City prior to release to the public;
- 4.1.2 That the cost of any equipment required to fulfil the City's obligations hereunder including, but not limited to, the addition of telephone lines, fire response vehicle telephone and radio equipment shall be reimbursed to the City by the County subject to the City providing the County with written estimates of costs and receiving prior written approval from the County;
- 4.1.3 To obtain and maintain in force throughout the Term public liability insurance in the sum of at least \$2,000,000.00 per occurrence or such greater sum as the City's policy shall from time to time stipulate, upon three (3) months written notice, such insurance to cover against any claims for bodily injury, death and property damage, arising out of this agreement or the performance by the City of its obligations hereunder, the policy to include the City as a named insured;

4.1.4 To provide the City from time to time proof that such insurance remains in force;

4.1.5 Each party hereby agrees to indemnify, defend and hold the other harmless from any loss, liability, costs or damages arising from any and all liability; loss, damage, claims, demands, costs and expenses of whatsoever nature, including court costs and attorneys' fees, arising from or growing out of any injury or death of persons whomsoever (including officers, agents and employees of the Owner, of the Contractor and of any subcontractor as well as other persons) or loss of or damage to the property whatsoever (including property of or in the custody of the Owner, the Contractor or any subcontractor as well as other property) when such injury, death, loss or damage occurs from: the negligence of indemnifying party its Agents and employees and is within the scope of the work performed under this agreement; or when such injury, death, loss or damage arises out of a breach of the agreement, provided that with respect to the officers, directors, employees, and agents, such individuals are acting within the scope of their employment or agency, as applicable.

5.1 Force Majeure:

The City shall not be liable to the County for any failure of or delay in the performance of its obligations hereunder nor be deemed to be in breach of this Agreement, if such failure or delay has arisen from "Force Majeure" which, for the purposes of this Agreement, means any cause not within the reasonable control of the City including, without limitation, interruption of telecommunications or any utility service, acts of God, strikes, or other industrial disturbances, acts of war, and civil disturbance. Where the City is prevented from carrying out its obligations hereunder due to Force Majeure, the City shall, as soon as possible, give notice of the Occurrence of such Force Majeure to the County and the City shall thereupon be excused from the performance of such obligations for the period of time directly attributable to the effect of the Force Majeure.

5.2 Waiver:

No consent or waiver, express or implied, by either party to or of any particular breach or default by the other party shall be deemed to be a consent or waiver to or of any other breach or default hereunder.

5.3 Further Assurances:
The parties each covenant to do such things and execute such further documents as may be necessary or advisable to carry out terms of this Agreement.

5.4 Notices:

5.4.1 Any notice permitted or required under this Agreement may be delivered personally or sent by facsimile transmission or single registered mail addressed in the case of the City to:

City of Grande Prairie
Postal Bag 4000
10205 98 Street
Grande Prairie, AB T8V 2E7
Attention: Fire Chief
Fax: 780-538-0395

Or, in the case of the County to:

Mackenzie County
PO Box 640, 4511-46 Ave.
Fort Vermilion, AB
T0H 1N0
Attention: Chief Administrative Officer
Fax: 780 REQUIRED

5.4.2 Any notice delivered personally or sent by facsimile transmission shall be deemed to be received on the date of delivery.

A notice sent by mail shall be deemed to be delivered on the third business day following the date of mailing. In the case of a postal strike or other disruption of service, only delivery either personally or by facsimile transmission shall be effective.

5.5 Agreement:
This Agreement:

5.5.1 constitutes the entire agreement between the parties;

5.5.2 may only be amended by a further agreement in writing signed by both parties;

5.5.3 is not assignable, either wholly or in part, without prior written consent of the other party, which consent should not be unreasonably withheld;

5.5.4 enures to the benefit of and is binding upon the parties and their respective successors and permitted assigns;

5.6 Time shall be of the essence of this agreement.

IN WITNESS OF WHICH the parties have executed this Agreement.

THE CITY OF GRANDE PRAIRIE

MACKENZIE COUNTY

PER: _____

PER: _____

PER: _____

PER: _____

Schedule "A"

Fire Dispatch Service Fee Formula
Mackenzie County 2017 - 2021

Annual Base Fire Dispatch Fee
Per FD/Station \$2500 X number of FD/Stations

\$2500 X 4 = \$10,000.00

Fire Departments:

Fort Vermillion, Tompkins/Blue Hills, Lacrete, Zama

PLUS

Per Capita Fire Dispatch Fee

Fire \$2.25 X population

\$2.25 X 10,927 = \$ 24,585.75

**Population figures taken from 2011 Statistics Canada Census

EQUALS: Total Annual Dispatch Fee (2017) **\$34,585.75**

**The minimum charge for Dispatch Services has been established as \$6000.00 per year for all customers. This applies per contract area (County, Municipal District), not per Fire Department.

Subsequent yearly adjustments of 4% will be applied to all agreements to reflect increases in the Communications Centre's operating budget.

2017		\$ 34,585.75
2018	Add 4%	\$ 35,969.18
2019	Add 4%	\$ 37,407.95
2020	Add 4%	\$ 38,904.26
2021	Add 4%	\$ 40,460.43



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	2016 Campground Caretaker Bonus

BACKGROUND / PROPOSAL:

Mackenzie County has contract campground caretakers for Hutch Lake, Machesis Lake, and Wadlin Lake campgrounds.

The caretaker contracts, and Policy states the following:

B. MACKENZIE COUNTY SHALL:

- III. *Upon a successful yearend evaluation by the Director of Community Services and Operations, and a positive recommendation by the Community Services Committee, a 25% bonus of the total revenue will be paid to the Contractor (Bonus maximum \$8,000). A successful yearend will be determined on the basis of customer and County satisfaction as well as meeting and/or exceeding the terms of this contract. (Refer to Mackenzie County Policy COM001)*

Mackenzie County Policy # COM001 is attached for review.

During the October 28, 2016 Community Services Committee meeting, the committee reviewed campground revenues, and administrations caretakers evaluations (*HANDOUTS*) and the following motion was made:

That Community Services Committee recommends to Council that the 2016 campground caretaker bonus be approved as amended as per Policy.

CARRIED

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Cost :

Hutch Lake	revenue \$ 19,901.00	@ 25%	Bonus \$ 4,975.25
Machesis Lake	revenue \$ 1,950.00	@ 25%	Bonus \$ 487.50
Wadlin Lake	revenue \$ 64,816.00	@ 25%	Bonus \$ 8,000.00

Funding:

Operating budget

COMMUNICATION:

Administration to communicate with campground caretakers Councils decision.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the 2016 Campground Caretaker Bonus be approved as recommended.

Mackenzie County

Title	Parks Caretaker Bonus Policy	Policy No:	COM001
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Legislation Reference	Municipal Government Act, Section 18
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<p>Purpose</p> <p>To establish procedures for applying a bonus to the County's park caretakers for exceptional work completed throughout a season.</p>

POLICY STATEMENT AND GUIDELINES

1. Definitions:

For the purpose of this Policy terms shall be defined as follows:

- a) A **Caretaker** is a contract operator at a Mackenzie County park.
- b) **Caretaker Evaluation Form** is a form created by the County to evaluate the performance of a parks caretaker. The form will be completed by a County representative. The form is attached in Appendix "A".
- c) **County Park** refers to a campground facility within Mackenzie County boundaries. The County presently has three campgrounds with caretakers which are: Wadlin Lake, Hutch Lake and Machesis Lake.
- d) **Bonus** – a full bonus will be 25% of all the fees collected at the County Park up to a maximum of \$8,000 (maximum applies to all contracts entered into after January 1, 2015).
- e) **Community Services Committee** is a group of Councillors selected to represent Council as per their terms of reference.

2. Bonus Structure:

- a) The County administration will complete the caretaker's evaluation form regularly throughout the operating months to determine the quality of the caretaker's performance in relation to their duties.
- b) At the end of the season the County's administration will compile all the results from the evaluation forms and generate a summary sheet with an overall grading mark.

- c) Administration will recommend to the Community Services Committee the proposed bonus based on the grading mark as follows:
 - 90% or above will receive full bonus
 - Each percentage below 90% receives 1% less of the bonus

- d) The Community Services Committee will receive administration recommendations on caretaker's bonus and review any additional information to determine the amount of bonus each park caretaker will receive.

3. Administrative Responsibility :

Chief Administrative Officer or designate is responsible for compliance with this policy.

	Date	Resolution Number
Approved	24-Apr-13	13-04-259
Amended	13-Jan-15	15-01-021
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Len Racher, Chief Administrative Officer
Title:	Policy RESV14 Gravel Crushing Reserve

BACKGROUND / PROPOSAL:

Discussion was held at the Budget Council meeting regarding amendments to the Gravel Crushing Reserve Policy. An amended policy is attached for Council review and discussion.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy RESV14 Gravel Crushing Reserve be amended as presented.

Municipal District of Mackenzie No. 23 Mackenzie County

Title	Gravel Crushing Reserve	Policy No.	RESV 14
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Account Code	32-720
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Purpose

To establish a gravel crushing reserve. This reserve will provide funding to cover the gravel crushing costs associated with any **MD County** gravel pit.

Targeted Minimum	\$200,000 \$1
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Targeted Maximum	\$500,000 \$1,000,000
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Funding

- 1. A minimum of \$500,000 should be budgeted annually as a contribution to this Reserve with the exception of the year of crushing.**
- ~~2. Unspent budgeted funds from the annual gravel operating expenditures (code 2-32-534) will be placed into this Reserve.~~
2. During the years that require crushing, the needed funds would be taken from this Reserve.

Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the **MD municipality**.
2. **Reserves will be allocated annually, in conjunction with the budget process** ~~and the presentation of the audited financial statements to MD council~~, a list indicating the current and previous year-end balances for this reserve will be provided.
- 3. When the County completes a gravel crushing program the Reserve may be depleted to a zero balance in the year of crushing.**
4. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
Approved	2004-01-13	04-011
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 8, 2016
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Correspondence – Alberta Environment & Parks (Grant application for the construction of the Buffalo Head Prairie Flood Control project)
- Correspondence – Alberta Justice & Solicitor General (Fish & Wildlife Enforcement cease attendance at Alberta airport facilities)
- Correspondence – Mackenzie Frontier Tourist Association
- AUMA letter to Minister Shoi on Infrastructure Priorities
- Federal Infrastructure News Release November 2, 2016
- Alberta Emergency Management Agency Northwest Region Newsletter
- Rail Safety Improvement Program Awareness
- High Level Forests Public Advisory Committee Meeting Minutes
- Northern Alberta Broadband Preparedness Project Information Bulletin
- Municipal District of Peace Administration Building Grand Opening Invitation
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-

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

82386

October 14, 2016

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

Dear Reeve Neufeld:

Thank you for your letter regarding Mackenzie County's updated grant application for the construction of the Buffalo Head Prairie Flood Control project.

Department staff are currently reviewing your submission under the Alberta Community Resilience Program. We will inform you about the status of your application in early 2017. If you have questions in the meantime, please contact Mr. Andy Lamb, Director, Alberta Community Resilience Program, in our Red Deer office. Mr. Lamb can be reached at 403-340-4326 (dial 310-0000 for a toll-free connection), or at andy.lamb@gov.ab.ca.

Thank you for drawing our attention to the careful revisions to your grant application and for your continued efforts to improve flood resilience in Mackenzie County.

Sincerely,

Andre Corbould
Deputy Minister

cc: Andy Lamb
Environment and Parks

RECEIVED
OCT 28 2016

MACKENZIE COUNTY
FORT VERMILION OFFICE

October 26, 2016

Lenard Racher, Chief Administrative Officer
Mackenzie County
P.O. Box 640
Fort Vermilion, AB T0H 1N0

Dear Lenard Racher:

Subject: Fish and Wildlife Enforcement Branch personnel to cease attendance at Alberta airport facilities.

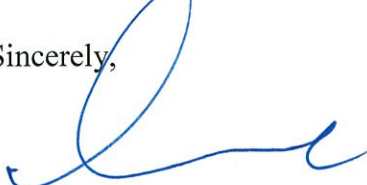
This is to advise you that Transport Canada officials have notified the Fish and Wildlife Enforcement Branch, Public Security Division, Alberta Justice and Solicitor General that federal restrictions prohibit armed Fish and Wildlife officers from accessing airport facilities unless boarding or disembarking from an aircraft. As a result, our officers have been directed not to attend airport facilities until the situation is resolved.

Until recently, our officers regularly attended airport facilities to conduct inspections of international hunters, commercial outfitters and guides and the items they import and export. They performed planned and unplanned inspections, joint forces operations and responded to requests from other law enforcement agencies. Officer safety principles and established protocols preclude officers from working unarmed; therefore, it is no longer possible to respond to calls for service at airport facilities, which includes requests for problem wildlife control.

The Canadian Aviation Security Regulations, 2012 provides for exemptions to accommodate access to aerodromes by armed peace officers, however, Transport Canada has recently denied an application for exemption submitted by the Fish and Wildlife Enforcement Branch.

We are attempting to resolve this matter and will notify you should the situation change. If you have any questions please contact Superintendent Pat Dunford at (780) 427-4277 or pat.dunford@gov.ab.ca

Sincerely,



Daniel Boyco
Chief Fish and Wildlife Officer

RECEIVED
NOV - 1 2016

MACKENZIE COUNTY
FORT VERMILION OFFICE



October 20, 2016

Mackenzie County
4511-46 Avenue
PO Box 640
Fort Vermilion AB
T0H 1N0

RECEIVED
OCT 27 2016

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

Dear Municipal Member;

The Mackenzie Frontier Tourist Association would like to thank you for your extraordinary municipal support in the past and into the future.

Over the past year, completed and ongoing projects are:

- Developed and printed **Golfing the Mackenzie Frontier** brochure featuring our 4 golf courses.
- Reprinted the Map/Directory Brochure.
- Developed in partnership with Travel Alberta and Mackenzie County the **Mackenzie Frontier Campgrounds** guide.
- Continue to supply these and other materials about the 'Frontier' to Visitor Information Centres across Alberta and the Northwest Territories.
- Partnered with REDI for the 1st Phase of the Carcajou to Fort Vermilion Chutes River Tourism Project... are now working on Phase 2 which will also compliment the History Check App (FHNAS) development.
- Working with Videographer Stephen Underhay in creating a 'year in the frontier' video, which will also include multiple b-roll videos (some we have received and posted on our Facebook already) and multiple still photos from across the region.
- Working with Matt Marcone in attaining high quality video and still photography of some designated sites across the region, to use on our social media and website. This may also be available in a partnership program to our members for additional promotional opportunities.
- Investigating region wide signage options to promote our region as well as events and destinations.
- Working on redesigning our website to be an information hub as well as promote what the region has to offer.
- Projects in the 'hopper': Winter in the Frontier Guide, speaker engagement projects, continuing to reprint print materials for distribution.

We invite you to visit and like our Facebook Page – www.facebook.com/mackenziefrontier and our 'under construction' website at www.mackenziefrontier.com

We are moving into our planning and budget, if you have any project ideas that you would like us to consider please forward via your municipal representatives or by email to Diane whose contact is listed below.

Also please find enclosed the 2017 yearly support invoice enclosed.

Sincerely,

Diane MacLeod

Diane MacLeod
Administrative Assistant, MFTA



September 23, 2016

The Honourable Amarjeet Sohi
Minister of Infrastructure and Communities
Confederation Building, Suite 707
House of Commons
Ottawa, ON K1A 0A6

Dear Minister Sohi:

Alberta's urban municipalities appreciate the 2016 infrastructure commitments and welcome the opportunity to provide input on phase 2 of the infrastructure plan.

We encourage the federal government to develop timely bilateral agreements while optimizing municipal engagement as municipalities understand local needs and are in the best position to prioritize infrastructure investments. We urge you to maintain the 50 per cent federal contribution and develop a formal requirement for a 40 per cent provincial contribution with the remaining 10 per cent provided by municipalities. This formula reflects our respective portion of the tax revenues.

We hope that an allocation model will be used so that infrastructure funding flows through the province to municipalities in a manner similar to the Gas Tax Fund. This approach allows for effective resource allocation and avoids the administrative burden associated with the grant application process. As the needs of small communities have been underfunded in the earlier Building Canada Fund, we propose that another Small Communities Fund be provided to support core infrastructure needs in these communities.

We are pleased to enclose information about urban infrastructure priorities in Alberta. Our residents need accessible and affordable transportation within and between communities, with investments that encompass new infrastructure as well as the repair and renewal of existing infrastructure. Long-term, predictable funding for public transit will help to stimulate economic growth, create more livable communities and reduce greenhouse gas emissions.

.../2

300 - 8616 51 Avenue, Edmonton, AB T6E 6E6 Toll Free: 310-AUMA (2862) Phone: 780-433-4431 Fax: 780-433-4454 auma.ca

Alberta Urban Municipalities Association

Alberta Municipal Services Corporation

The Honourable Amarjeet Sohi
Page 2

Social infrastructure is another priority investment in terms of building safe and viable communities. Investment priorities include affordable housing, proper access to medical care and emergency services, and recreational amenities to promote health/wellbeing and civic cohesion.

As well, broadband access needs to be improved as a cornerstone of modern life with the power to transform small communities.

As green infrastructure can be challenging due to Canada's climate and geography, we suggest that a dedicated funding program for local research and demonstration projects be created to support initiatives such as green stormwater management. This would help develop solutions suitable to the local environment.

In closing, we urge you to restore federal disaster program funding to appropriate levels as this funding is vital to assist communities in recovery efforts.

Thank you for the opportunity to provide input and for your ongoing efforts to address Alberta's infrastructure deficit.

Sincerely,



Lisa Holmes
AUMA President

Enclosure

cc: Honourable Adam Vaughan, Parliamentary Secretary to Prime Minister
Honourable Brian Mason, Minister of Alberta Infrastructure
Honourable Danielle Larivee, Minister of Alberta Municipal Affairs

Summary of Results from Urban Municipalities' Infrastructure Priorities Survey

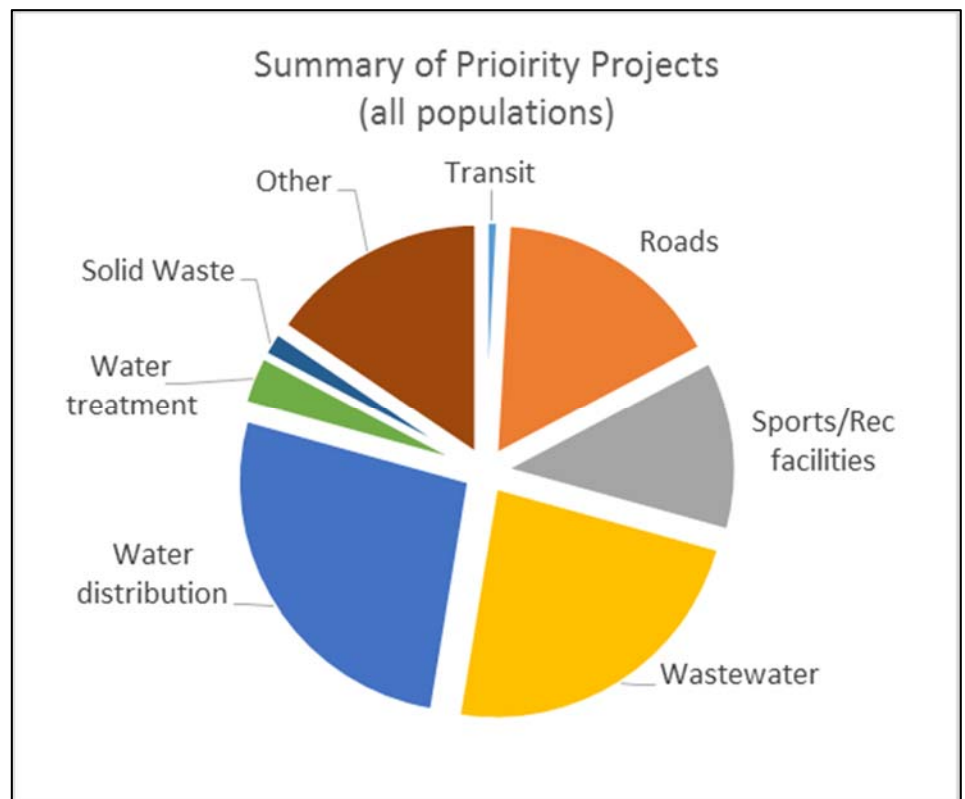
On January 22, 2016, AUMA distributed a survey to our members to gather high level information on the type and size of infrastructure priorities across the province.

Size of municipality	Number of municipalities that responded
Population less than 2500	69
Population 2,500 - 5,000	11
Population 5,000 - 10,000	17
Population 10,000 - 60,000	14
Population greater than 60,000	5

The survey received 116 responses from municipalities, a response rate of 43 percent. The majority of responses were from municipalities with populations less than 2,500.

Respondents were asked to identify the nature and type of their highest priority infrastructure project. It is important to note that each municipality has multiple priorities, and this survey was intended to capture the top priority area for each municipality. The chart below provides a summary of responses.

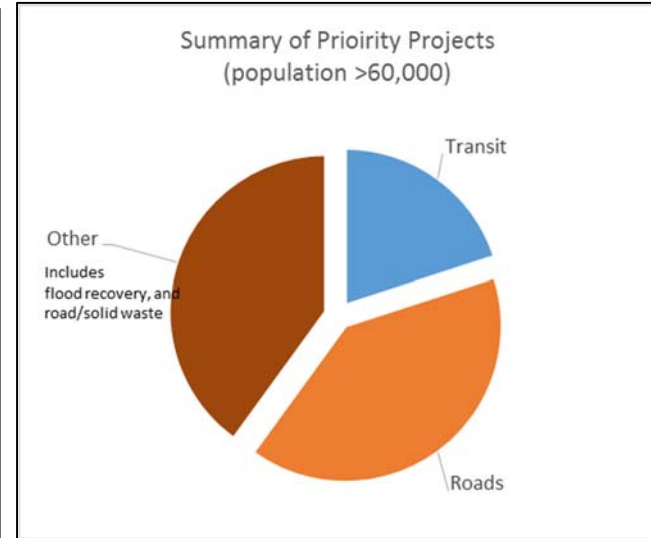
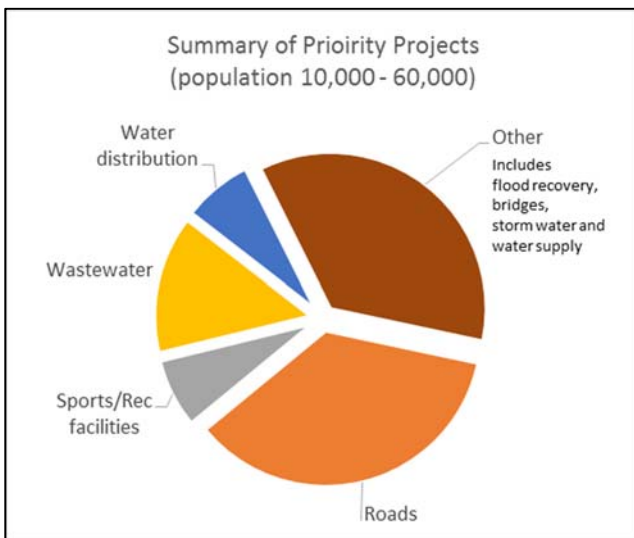
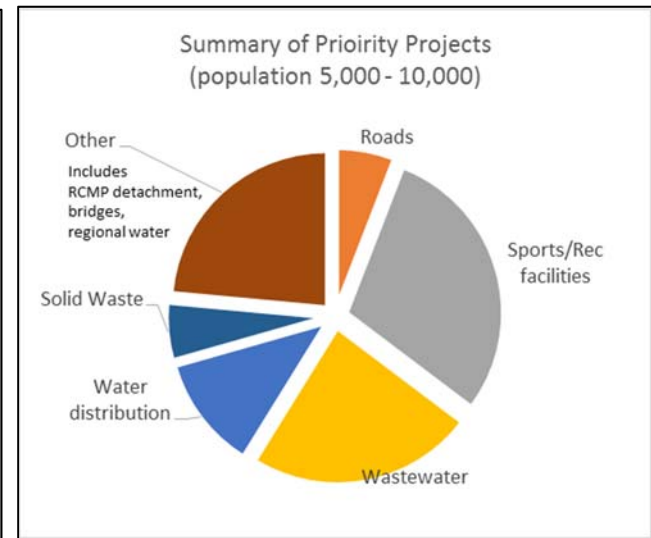
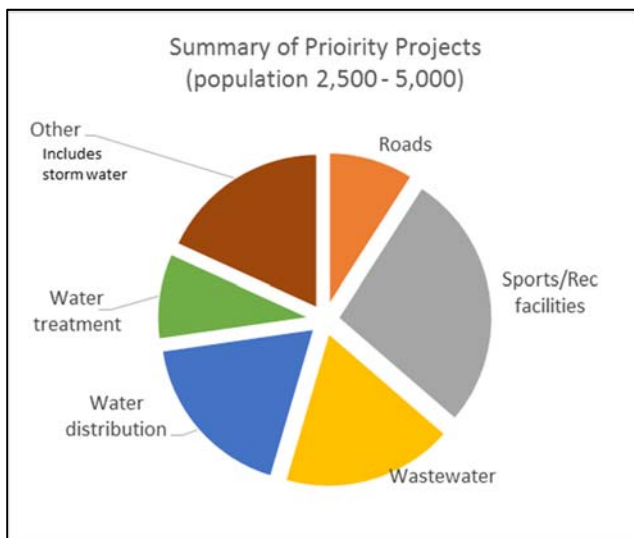
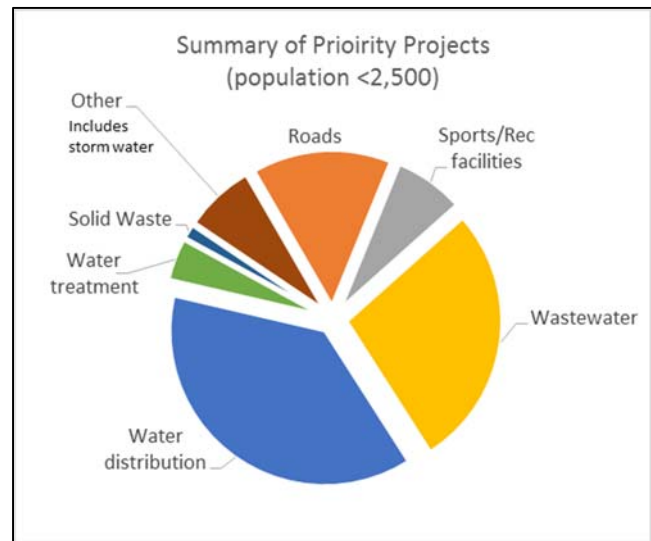
Over half of the priority projects involve water infrastructure, including waste water, water treatment, and water distribution. Roads and recreation facilities were also rated as a high priority by some municipalities, followed by solid waste, and roads.



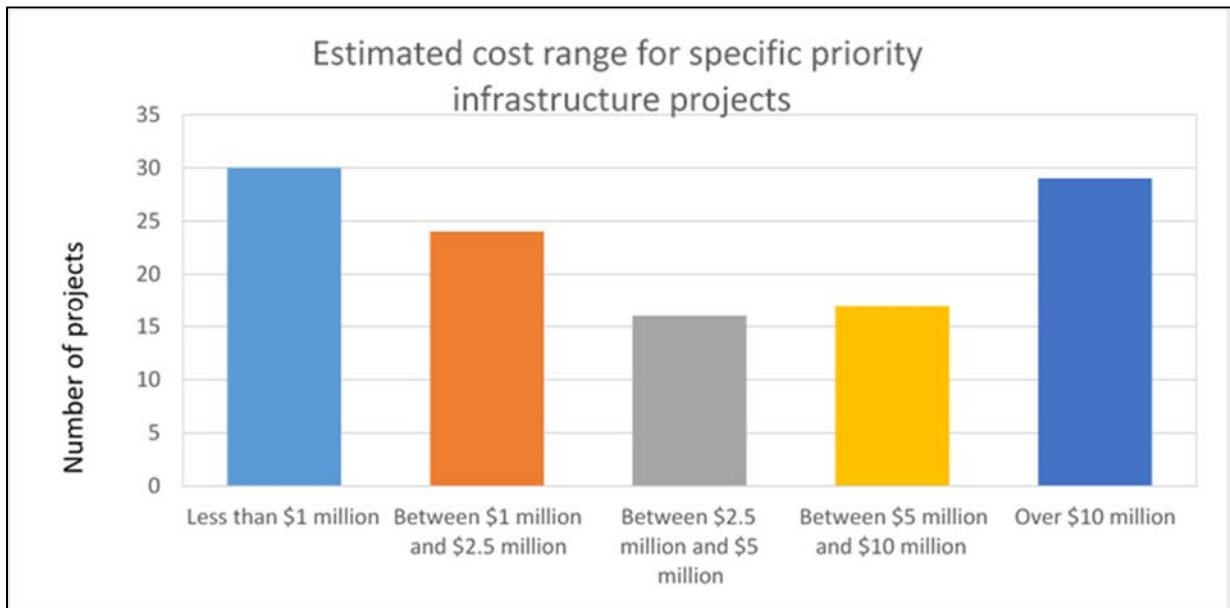
The charts below compare the priority infrastructure projects by municipal population.

Some interesting trends include the following:

- A majority of municipalities <2500 identified water-based projects as their top priority.
- Sports and recreational facilities were identified as priority project for a quarter of respondents in municipalities 2,500-10,000.
- Transit projects were identified as a priority only in the larger centres.
- Roads and bridges remain a priority for all sizes of municipalities.



The following chart indicates the estimated value for priority infrastructure projects. The scale of costs are quite evenly distributed, with a range of small to large projects listed as priorities.

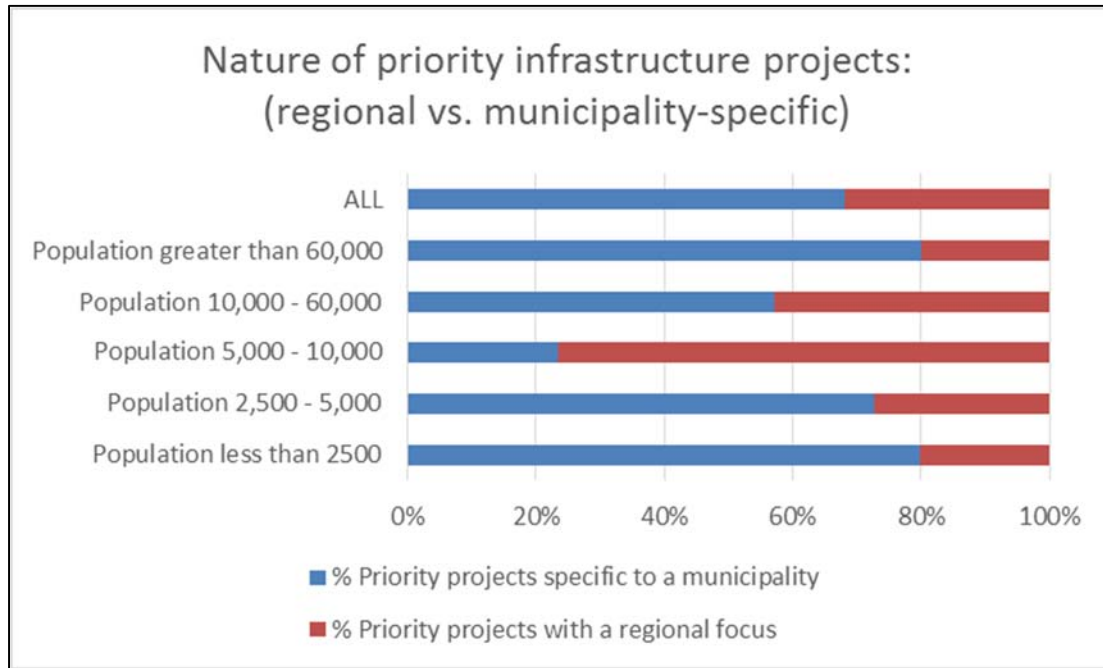


The table below summarizes other aspects of the projects. Of note,

- Most projects are considered shovel ready, and
- Most are upgrades or replacements to existing infrastructure.

	Percent of projects that are shovel ready	Percent of projects that are upgrades or replacements of existing infrastructure
Summary - All populations	77%	67%
Population less than 2500	72%	75%
Population 2,500 - 5,000	100%	73%
Population 5,000 - 10,000	82%	65%
Population 10,000 - 60,000	71%	43%
Population greater than 60,000	80%	20%

The chart below compares the nature of the priority infrastructure projects (regional versus municipality-specific) by municipal population. There is a strong indication that most priority projects are specific to a municipality, and are not considered regional in nature. This trend is generally consistent across villages, towns, and cities.



News Release
For immediate release

Alberta Municipalities Ready for Federal Infrastructure Investment

Edmonton, November 2, 2016 – Alberta’s urban municipalities are pleased that the federal government is adding a further \$81 billion in infrastructure funding over the next 11 years.

“Municipalities have shovel ready and shovel worthy projects that will support Alberta’s economic growth and the well-being of our residents,” said AUMA President Lisa Holmes. “The federal infrastructure funding will create much needed jobs and help to address the \$26 billion municipal infrastructure deficit through funding transit, transportation, water, recreation and social housing projects.”

The \$2 billion allocation for small and rural communities aligns with AUMA’s request for a dedicated funding program to better address the needs of small communities.

AUMA is calling for the new infrastructure funding to flow to municipalities through an allocation model in order to streamline the process and reduce the administrative costs of a grant application system. “The federal gas tax program is an excellent model upon which to design the new infrastructure funding program. It enables municipalities to prioritize their projects and accountably report the results of the infrastructure investment” said President Holmes. “We further urge the federal and provincial government to develop timely bilateral agreements so that construction is not delayed”.

About the AUMA

Founded in 1905, the Alberta Urban Municipalities Association represents all of Alberta’s urban municipalities, including cities, towns, villages, summer villages and specialized municipalities, as well as municipally related Associate and Affiliate members. Our goal is to develop a strong partnership between all three levels of government through a shared vision, with long-term planning that facilitates social and economic growth, a strategic and stable funding matrix for capital projects, vital emergency and social services and implementation and coordination in the delivery of services to ensure the long-term sustainability of Alberta municipalities.

For more information:

Matthew Wispinski
Executive Officer, Policy and Advocacy, AUMA
587-987-7208

Government of Alberta ■

Alberta Emergency Management Agency

Northwest Region Newsletter

Fall Edition / October 2016

AEMA -10320-99 Street, Grande Prairie, AB. T8V 6J4 Ph. 780 538-5295
www.aema.alberta.ca

IN THIS ISSUE: SUMMER REVIEW TRAINING CEMP UPDATE AEMA SUMMIT

*Alberta Emergency Alert: Stop.
Listen. Respond.*

www.emergencyalert.alberta.ca

*Emergency Alert mobile
application at*

<http://emergencyalert.alberta.ca/content/about/signup.html> or

*Text ALBERTA to 965965 to get
the app*

For AEA USERS!

Logon at:

www.activatealert.alberta.ca

NW Region Field Officer

Contact Information:

GP Office: 780 538-5295

Ken.hawrylenko@gov.ab.ca

Cell: 780-292-1155

Brice.daly@gov.ab.ca

Cell: 780-876-2930

Welcome

Welcome to the 2016 Fall Edition of the AEMA Northwest Region newsletter. In this issue, we will recap the summer and look ahead to the end of 2016.

After a very busy spring, the summer of 2016 resulted in zero NW Region AEMA Field Officer deployments. This allowed Brice and me to catch up on Community visits in the NW Region. We were also able to assist communities with applications related to the Emergency Management Preparedness Program as well as DRP applications for communities affected by the heavy summer rains that caused localized flooding.

There continues to be a great demand for the Scribe course we offer as well as the 72HR Personal Preparedness Train the Trainer Course. The beauty of the Train the Trainer course is that it allows those that complete the course to take it out to their respective communities and train residents at community events, Town hall meetings, forums, etc.

In the not too distant future, a DEM Course will be offered by AEMA and feel free to check out our AEMA Website for other courses offered on line.

Community Emergency Management Program (CEMP) provides your community access to 4 Emergency Management modules; CEMP now has **over 413 Registered** Users province wide with 219 Communities and Regions using the Program. Sign up today! It's free!

The 2016 AEMA Stakeholder Summit will be taking place in Edmonton. Dates are November 21-22, 2016. Go to <http://www.aema.alberta.ca/> for details or contact Brice or me for more information.

[One final gentle reminder below about the Public Alerting System:](#)

Public Alerting would like to see an increase of stakeholder engagement for the bimonthly Provincial Stakeholder Notification System. (PSNS) The test simply requires Users to enter a keystroke, which enables AEA to confirm the system is functioning correctly. The message is targeted at stakeholders in the role of DEM, DDEM, Fire Chief, D/Chief Fire Chief and CAO so stay tuned for upcoming tests

Future Training and Emergency courses now available

AEA Facts and Stats!

- 67,000,000 hits during the Ft. Mac Fires
- 124,000 people are using the App
- **Are you?**

IMPORTANT PH. NUMBERS

POC: 1-866-618-2362

CIC: 1-800-272-9600

Website:

<http://transportation.alberta.ca/735.htm>

Rail Safety: 780-427-7572

Website:

www.transportation.alberta.ca/521.htm

ICS Tid bits!

- No codes used, speak using plain language
- Types of Events range from 1 to 5
- Type of Resources; Type 1 is Large and a Type 4 is small

Training and courses – There are a wide selection of courses available to communities in Northwestern Alberta at no cost. Brice and Ken will come to your community and administer the courses. A few courses are also offered free of charge online at: <http://apsts.alberta.ca/online-courses/>

TRAINING ALERT!! – Final call for the last in a series of 72HR Personal Preparedness Train the Trainer Courses - Thursday October 13, 2016 in Grande Prairie. Contact Brice or Ken for details.

Also, the Town of High Level is hosting a Scribe Course on Thursday November 10, 2016 at 8:30 am. Contact Brice or Ken for details and to register.

Of note:

As we move into the latter part of fall, the NW Region is active with Table Top Exercises and live exercises. Should any communities require assistance or have any questions related to exercises, please contact us. Remember, exercises such as Table Tops can be small in scale with a few participants and expand accordingly. The key here is they are invaluable in developing and honing skillsets related to Emergency Management. Brice and I can tailor such exercises to ensure objectives are achieved with participants feeling much more confident afterwards. The exercises also allow for a great way of meeting other EM practitioners, have some fun, enjoy a coffee, snacks and leave with a sense of knowing your community is better positioned to deal with unexpected events because of the work that all participants have contributed.

******* Expressed Interest in Training*******

ICS 300 – We are conducting a 3 day course in High Level from November 7 to 9. Brice and I would like to hold a second 300 course by year end or in early 2017. If anyone is willing to host, please contact us as it is a great learning opportunity and allows people from the NW Region to network with each other.

Emergency Management thought of the day: The study of human behavior is a complex field. Everyone reacts to a situation in a different way. In emergency management, it is a benefit to be able to predict possible responses to an emergency or disaster. An event that causes the destruction of property, environment and lives will elicit responses ranging from shock to feelings of abandonment and grief.

Fast Fact: The public's attitude toward disasters is often a mixture of "What will happen will happen" and "It can't happen here." People living in high-risk areas accept the threat philosophically ("earthquakes come with the territory") (Drabek, 1986: 320, 340).



Supporting Alberta Communities

Earlier this year, AEMA deployed Major Event Support Apparatus (“MESA”) in response to wildfires in Parkland County and in the Regional Municipality of Wood Buffalo. The province has two MESA’s, stationed in Edmonton. A MESA can be deployed on short notice by AEMA personnel to a remote location that requires a mobile communications centre.

The MESA is a self-contained, mobile communications platform that provides a warm place to work, as well as 2-way radio, cellular & satellite based communications including internet services for the Incident Management Team on scene. The MESA is a resource, available to the local Authority in support of the incident response. For more information about the MESA, contact your local AEMA Field Officer.



Office of the Information and
Privacy Commissioner of Alberta

Privacy Emergency Kit:

It is important that first responders, health custodians, government workers, organizations and citizens know how personal or health information may be shared during a disaster or emergency situation. Privacy laws are not a barrier to appropriate information sharing in these circumstances.

A guidance document has been prepared by the Office of the Privacy Commissioner of Canada in consultation with this office and other Canadian provincial and territorial privacy oversight offices.

How information may be shared under Alberta’s privacy laws:

Alberta has three privacy laws: the *Freedom of Information and Protection of Privacy Act* (FOIP) - for the public sector, the *Health Information Act* (HIA) for the health sector, and the *Personal Information Protection Act* (PIPA) for the private sector. These Acts govern the collection, use and disclosure of personal or health information. Each Act contains provisions to allow for the sharing of personal or health information in the event of an emergency or disaster.

All three Acts require that any collection, use or disclosure of personal information or health information be limited to that which is needed to achieve the purpose of the collection, use or disclosure.

(See accompanying document)

For more info, visit: https://www.priv.gc.ca/en/privacy-topics/health-genetic-and-other-body-information/gd_em_201305/

From: [Rail Safety Improvement Program 1 / Programme d'amélioration de sécurité ferroviaire 1 \(TC\)](#)
Subject: Rail Safety Improvement Program Awareness/Sensibilisation Programme d'amélioration des passages à niveau
Date: October-27-16 8:00:43 AM
Attachments: [Renseignements Généraux PASF.pdf](#)
[CSIP Background Information \(French\).pdf](#)

Good Morning,

As you may be aware, the Minister of Transport Canada announced, on October 12th, the Rail Safety Improvement Program, an investment of more than \$55 million over a period of 3 years to improve rail safety across Canada.

The new program provides federal funding, in the form of grants and contributions, to improve rail safety and reduce injuries and fatalities related to rail transportation.

The program builds on Transport Canada's Grade Crossing Improvement Program (GCIP), Grade Crossing Closure Program (GCCP), and the Operation Lifesaver Program with increased overall funding, expanded list of eligible recipients and broader scope of projects that could be funded to enhance rail safety.

There are two key components under the new Program:

1. Infrastructure, Technology and Research;
2. Education and Awareness.

A call for proposals is now open for both components for projects to be considered for funding in fiscal year 2017-2018. Deadlines to apply is **December 23rd, 2016** for the Infrastructure, Technology and Research component and **January 31, 2017** for the Education and Awareness component.

You will find enclosed a background on the new program. For further information and details on the application process, you can also visit the [Rail Safety Improvement Program](#) website.

Please note that those applications already submitted under the previous GCIP and GCCP for funding in 2017-2018 (previous deadline of August 1, 2016) remain valid and will be evaluated with new applications. Should additional information be required under the new program, Transport Canada officials will be in contact with the applicants. However, applications submitted prior to September 1, 2015, must be submitted again under the new program to update project information.

As the deadlines for the proposals are quickly approaching, we are asking for your help spreading the news about the launch of the new program. Your collaboration will assist in improving rail safety across the country.

Best Regards,

Martin McKay,

Acting Director, Transit and West Projects / Directeur par interim, Projets de transport urbain et de l'Ouest (AHSE)
Transportation Infrastructure Programs, Programs Group / Programmes d'infrastructure de transport, Groupe de programmes
Transport Canada | Place de Ville (AHSE), Ottawa, Ontario K1A 0N5
Transports Canada | Place de Ville (AHSE) Ottawa (Ontario) K1A 0N5
Government of Canada | Gouvernement du Canada

.....
Bonjour,

Comme vous le savez probablement, le 12 octobre, le ministre de Transports Canada a annoncé le Programme d'amélioration de la sécurité ferroviaire, un investissement de plus de 55 millions de dollars sur une période de trois ans pour améliorer la sécurité ferroviaire à travers le Canada.

Le nouveau programme fournit du financement de subventions et de contributions pour améliorer la sécurité ferroviaire et réduire les blessures et décès liés au transport ferroviaire.

Le programme s'appuie sur le Programme d'amélioration des passages à niveau (PAPN), le Programme de fermeture de passages à niveau (PPFN) et le programme Opération Gareautrain avec une plus grande enveloppe de financement, une liste élargie de bénéficiaires admissibles, et un éventail plus vaste de projets qui pourraient être financés pour accroître la sécurité ferroviaire.

Le nouveau programme comprend deux volets principaux :

- 1- [Infrastructure, technologie et recherche](#)
- 2- [Éducation et sensibilisation](#)

Un appel de propositions est maintenant ouvert pour les volets pour que des projets puissent être admissibles à un financement pour l'exercice 2017-2018. Les dates limites pour faire une demande sont le **23 décembre 2016** pour le volet Infrastructure, technologie et recherche, et le **31 janvier 2017** pour le volet Éducation et sensibilisation.

Vous trouverez ci-joint un dossier d'information sur le nouveau programme. Pour davantage de renseignements sur le processus de demande, veuillez consulter le site Web du [Programme d'amélioration de la sécurité ferroviaire](#).

Veillez remarquer que les demandes déjà présentées dans le cadre du PAPN et du PPFN pour du financement en 2017-2018 (ancienne date limite était le 1^{er} août 2016) demeurent valides et seront évaluées avec les nouvelles demandes. Si des renseignements supplémentaires sont requis en vertu du nouveau programme, des représentants de Transports Canada communiqueront avec les demandeurs. Cependant, les demandes présentées avant le 1^{er} septembre 2015 devront être présentées de nouveau dans le cadre du nouveau programme pour mettre à jour les renseignements du projet.

Puisque les dates limites pour les propositions approchent rapidement, nous vous demandons de l'aide à diffuser la nouvelle du lancement du nouveau programme. Votre collaboration aidera à accroître la sécurité ferroviaire à travers le pays.

Bien à vous,

Martin McKay,

Acting Director, Transit and West Projects / Directeur par interim, Projets de transport urbain et de l'Ouest (AHSE)
Transportation Infrastructure Programs, Programs Group / Programmes d'infrastructure de transport, Groupe de programmes
Transport Canada | Place de Ville (AHSE), Ottawa, Ontario K1A 0N5
Transports Canada | Place de Ville (AHSE) Ottawa (Ontario) K1A 0N5
Government of Canada | Gouvernement du Canada

BACKGROUND INFORMATION

Rail Safety Improvement Program

The Rail Safety Improvement Program (RSIP) is a comprehensive approach to improving the safety of rail transportation through Infrastructure, Technology and Research, and Public Education and Awareness. The new program builds on Transport Canada's three rail safety programs: the Grade Crossing Improvement Program (GCIP); the Grade Crossing Closure Program (GCCP); and Operation Lifesaver, with an increased funding level, an expanded list of eligible recipients and a broadened scope of projects.

Eligible Recipients:

- Provinces and territories;
- Indigenous communities, groups and organizations;
- Municipalities, and local and regional governments;
- Road and transit authorities;
- Crown Corporations (including VIA Rail);
- For-profit organizations (i.e. railway operators, railway owners);
- Not-for-profit organizations; and
- Individuals.

Eligible Project Categories:

Infrastructure, Technologies, and Research:

- Safety enhancements and infrastructure such as installation of flashing lights, bells, gates; and roadway and intersection improvements.
- Technology such as the implementation of Intelligent Transportation System or other innovative technologies.
- Research and studies related to enhancing safety of rail lines such as blocked crossings.
- Closure of crossing for both private and public crossings.

Education and Awareness

- Projects that enhance awareness of grade crossing and trespassing hazards;
- Promote safe practices at road/railway grade crossings on railway property; and
- Research, studies and analysis that contribute to a better understanding of behaviours, attitudes and impact of rail safety issues.

Call for Proposals:

A call for proposals is now open for both components for projects to be considered for funding in fiscal year 2017-2018. The deadlines for the applications are as follows:

- Infrastructure, Technologies, and Research component: **December 23rd, 2016**
- Education and Awareness component: **January 31st, 2017**

For further information on the program and the application process, please review:

[The Applicant's Guide for Infrastructure, Technology and Research](#)

[The Applicant's Guide for Education and Awareness](#)

The following application forms, depending on project type need to be completed and submitted before the deadlines indicated above:

- [Safety-Related Infrastructure Improvements and Technology Implementation](#)
- [Safety-Related Research or Studies](#)
- [Grade Crossing Closures](#)
- [Education and Awareness](#)



HIGH LEVEL FORESTS PUBLIC ADVISORY COMMITTEE

MINUTES

Tuesday, October 25, 2016
5pm, High Level Seniors Center

PRESENT:

Aaron Doepel (LaCrete Sawmills)	Matt Marcone (Echo Pioneer)
Boyd Langford (Member of Public)	Melanie Plantinga (Tolko)
Chris Mitchell (Town of Rainbow Lake)	Paul Ebert (Agriculture & Forestry)
David Gillespie (Tolko)	Taylor Andersen (Norbord)
Gerry Wieler (La Crete Sawmills)	Terry Batt (Trapper's Association)
Jill Kubica (Seeds Forestry)	Terry Jessiman (Agriculture & Forestry)
John Thurston (Hungry Bend Sandhills Society)	Trevor Lafreniere (Tolko)
Marissa Green (Norbord)	Walter Sarapuk (MacKenzie County)

INFORMATION SENT:

Adam Marshall (Silvacom)	Exact Harvesting
Baptiste Metchooyeah (Dene Tha')	Fort Vermilion Heritage Center
Barry Toker (Watt Mountain Wanderers)	Fred Radersma (Norbord)
Bernie Doerksen (LaCrete Polar Cats)	Harvey Sewpagaham (LRRCN)
Beverly Noskiye (Peerless Trout First Nation)	Jon McQuinn (LRRF)
Carol Gabriel (Mackenzie County)	Keith Badger (Netaskinan Development)
Christine Malhmann Agriculture & Forestry	Kieran Broderick (Beaver First Nation)
Claude Duval (Watt Mnt Wanderers)	Lindee Dumas (LRRCN)
Connie Martel (Dene Tha')	Margaret Carroll (High Level & District Chamber of Commerce)
Conroy Sewepagaham (Lubicon Lake Nation)	Marilee Cranna Toews (Hungry Bend Sandhills Society)
Cory Ferguson (Paddle Prairie Metis Settlement)	Mike Cardinal (Tallcree First Nation)
Crystal McAteer (Town of High Level)	Mike Morgan (Town of High Level)
Dan Coombs (Agriculture & Forestry)	Paddle Prairie Metis Settlement
Dan Fletcher (Town of Rainbow Lake)	Sugu Thuraisamy (LRRF)
Dave Beck (Norbord)	Treetech
Tristina Macek (N'Deh Ltd. Partnership)	

CALL TO ORDER 5:40pm

1. WELCOME & INTRODUCTIONS

2. ACTION ITEMS FROM PREVIOUS MEETINGS

- Debris control near Zama processing yard and wrapper check
 - Melanie checked with Allen Plantinga and Nicholas Genier regarding these concerns. Following response was shared with the PAC: “No box was placed at the wrapper check as it was feared it would become a trash heap. But we monitored and cleaned as needed. Truckers were instructed to remove loose debris at initial wrapper check before they left the yard. I didn't hear anything further after that.”
 - What should members of the public do if they notice trash or have a concern? Contact Allen Plantinga? Melanie requests that they call the log haul issue and concern line. (780)926-2989. Concerns will be passed on to the company or supervisor best able to help with the issue.
- Concerns arising following harvest of cutblock near the crossing of the Chinchaga River by Highway 35 west of High Level.
 - Trevor shared the strategy that the companies are proposing in the submitted Detailed Forest Management Plan (DFMP) and have begun to implement. The companies will not apply for variances on buffers along the Chinchaga River. A 100m harvesting buffer will be maintained along the Chinchaga River. The companies will maintain a 300m no site preparation, no herbicide buffer along the Chinchaga River. We feel that these measures will prevent similar concerns arising from operations near the Chinchaga River.
 - Many of the concerns were brought to John Thurston by first nation community members from Chateh and Assumption. Has the above plan been communicated to that first nation? Trevor believes that Tim Gauthier has been in contact with the Dene Tha' First Nation about the strategy for harvesting near the Chinchaga River. John asks if this buffer might be applied conditionally. He had foresters who had explained that they might apply more buffer to one side of a river but then less to the other. For example, a 150m on one side but then only 50m on the other. Trevor says that this would not be the practice. The 100m would be a minimum buffered distance.

3. ROUND TABLE

- a. **Marissa Green – Norbord** – There were two employment open houses held by Norbord in the region recently. One in La Crete and one in High Level. They were well attended, especially in High Level where approximately 70 people stopped in.
- b. **Paul Ebert – Agriculture and Forestry** – It is business as usual for their department. The department is reviewing forestry plans as the

companies are submitting them and waiting for winter to come to allow for harvest operations to start.

- c. **John Thurston – Hungry Bend Sandhills Society –**
- i. During the summer he encountered some people who were in the area picking mushrooms. The places they camped were left in poor condition. Who would regulate these camps for the government? Terry Jessiman & Paul Ebert inform the group that this activity is not regulated by the Department of Agriculture and Forestry but the Department of Parks and Environment. In the Upper Hay Region, the office of Parks and Environment has been consolidated in Fort Vermillion following the closure of their Rainbow Lake office. If Parks and Environment is informed of camp locations or receive complaints about such activity they may be able to patrol these camps. In future inform Mike Kozij of Parks and Environment in Fort Vermillion and he will help from there.
 - ii. John has questions about burner recommissioning but will wait for presentation.
 - iii. John brought a list of Forestry Acronyms which was supplied to him by Darryl Kentner in 2009. He has found it to be very helpful over the years. He is giving it to Melanie for scanning and redistribution.
- d. **Walter Sarapuk – Mackenzie County –** The country has received complaints from county residents who had roads damaged by logging truck use. Where were these roads located? One was the “nine mile road” north, one was in the Rocky Lane area. It was apparently caused by trucks hauling private wood purchased by the mills. Norbord did have to shut down one hauler who did not comply with weight restrictions. Walter asks if hauling can be restricted to winter or if a higher rate of summer haul will be normal going forward? This year’s volume of summer harvest is not expected to be repeated. Norbord had to find volume to replace the timber which was consumed in the yard fire this spring.
- e. **Matt Marcone – Echo Pioneer –** Would like some information about the ongoing softwood lumber discussions. Aaron Doepel and David Gillespie provided historical information. David shared information about what will likely be happening in the upcoming months. Paul asks who Tolko High Level Lumber Division’s (HLLD) main customers are? Dave replies that approximately 45% of HLLD’s production is shipped to the US. John recalls that during previous discussions about softwood lumber there was conversation about the quality and efficiency of the US lumber industry. Some lumber produced in Canada is stronger than that produced in the United States. The American producers cannot produce enough lumber to supply the American demand. If it is not supplied by the US or Canadian producers how is it filled? South American, Asian and European lumber is shipped to fill the demand.

4. **NEW BUSINESS**

4.1 **Tolko Burner Recommission – David Gillespie**

David shares the presentation explaining why Tolko High Level Lumber Division is forced to seek a variance permit allowing the recommissioning and firing of the burner. David outlines the plans for a cleaner burn with 2-3 weeks of constant firing followed by a 1 week cool down and clean out. This cycle would last until the excess hog accumulated at HLLD is consumed. The variance is being requested for a 9 month period, which is longer than should be needed.

Questions:

Is Tolko exploring low cost, long term solutions to this problem? Is an inexpensive co-gen plant being considered? To build a co-gen large enough to handle the amount of hog generated by HLLD would cost approximately \$100million dollars, with the cost of energy being so low the return on this investment makes this not economically viable at this time. Dave lists examples of Alberta mills who have built co-gen facilities which they have chosen not to operate due to the cost of running. The problem of hog disposal is province wide. The industry and government need a unified approach to determine long term solutions.

Will the burner be run again next fall/winter? That is not the plan. Tolko is working with DMI Peace River Pulp and La Crete Sawmills for disposal of future sawdust and hog production. DMI will take the bark and La Crete will take the sawdust.

How long will the burner operate? Dave anticipates seven months. If the burning goes well it may be less.

What has the public response been so far? Positive and supportive. People realize that this is a necessary solution. They have family or friends working here and they understand that this needs to happen for HLLD to continue operating.

If a long hot burn is more efficient and releases less particulate then the previous method of burn, why was it not done this way in the past? There was no stock pile of material to keep the fire stoked. The temperature would naturally change based on the fuel (hog) being fed into the burner and when the mill was not running (evenings/weekends) there was little or no hog to burn. The temperature was frequently changing. With the stock piled hog the temperature should be maintained at a constant level for efficient burn.

Any concerns can be submitted to:

David Gillespie, Plant Manager – High Level Lumber
E-mail: david.gillespie@tolko.com

and/or

Alberta Environment and Parks
Regulatory Approvals Center
Main Floor, 9920 - 108 Street
Edmonton, Alberta T5K 2J6
Fax: (780) 422-0154
E-mail: esrd.epeapplications@gov.ab.ca

4.2 Harvesting Plans for 2016 – 17 – Trevor Lafreniere

Trevor displays the 2016 General Development Plan maps for the companies. The plan is following the commitments made in the submitted Detailed Forest Management Plan for major water courses. Trevor discusses some of the different species management zones which are shown on the map and the best practices associated with those zones.

4.3 Audit Findings October 2016 Audit – Melanie Plantinga

Melanie reviews the audit findings. Notes are in folder.

Questions: Will Tolko continue with the CSA certification? Yes, it is expected that Tolko will begin the process of upgrading to the CSA 2016. Tolko has 2 years to meet this standard.

This was the final HLFAC meeting that Taylor Anderson will attend. He will be continuing to work with Norbord but at their Grande Prairie site. Thank you, Taylor for your contributions to this group and the community of High Level. All the best to you in your future endeavors.

5. **NEXT MEETING – Tuesday November 29th, 2016 – Integrated Watershed Management Plan - Adam Norris, Watershed Coordinator, Mighty Peace Watershed Alliance**
6. **MEETING ADJOURNED – 7:10pm**

November 3, 2016

Northern Alberta Broadband Preparedness Project

Enhancing broadband infrastructure throughout northern Alberta is critical to our economic future.

The Northern Alberta Development Council is pleased to partner in an important initiative, the **Northern Alberta Broadband Preparedness Project**. Project partners include the NADC, Economic Development and Trade (ED SME Division) and five northern Alberta Regional Economic Development Alliances (REDA):

- *Northeast Alberta Information Hub Ltd. (Alberta HUB),*
- *Lesser Slave Lake Economic Alliance (LSLEA),*
- *Peace Region Economic Development Alliance (PREDA),*
- *Regional Economic Development Initiative (REDI)*
- *Grizzly Regional Economic Alliance Society (Growth Alberta)*

Visit our website at www.nadc.ca to view our featured video of this broadband project

The Northern Alberta Broadband Preparedness Project will develop an inventory of the regional broadband ecosystem, including existing and planned broadband civil infrastructure, service footprints and service levels.

The project will provide information on the current state of broadband capacity in northern Alberta and the related barriers towards economic growth, current usage, and requirements to support the emerging technology needs and demands.

The project assessment will be carried out for the NADC region as a whole and will include individual sub-regions for each northern Alberta REDA. Following the completion of this project in March 2017, northern Alberta REDA's will host a final deliverables seminar to present the final product in their region.

The project partners, in conjunction with Taylor Warwick Consulting Ltd., the project consultant, are planning a number of community engagement sessions in November and December 2016. The purpose of these sessions is to gather information and feedback from key community stakeholders on the current state of regional/local broadband infrastructure and services in the NADC region.

For more information about this project, please contact Dayna Brosseau, Senior Northern Development Officer at 780-815-4043 (To call toll free within Alberta dial 310-0000) or email dayna.brosseau@gov.ab.ca.

Visit the NADC's web and social media sites:



NADC: www.nadc.ca
Student funding: www.benorth.ca



Northern Alberta Development Council (NADC)
@NADCCA



P.O. Box 34
BERWYN, AB
T0H 0E0

Phone: (780) 338-3845
Fax: (780) 338-2222
Email: info@mdpeace.com

**The Council & Staff of the Municipal District of Peace
No. 135 is pleased to invite you to attend our
Open House celebrating the Grand Opening of our new
Administration Building and our 100 Year Anniversary**

Thursday, December 1, 2016

2:00 pm – 7:00 pm

**Please join us at 2:00 pm for the official ribbon cutting
and then for tours of the building, refreshments, snacks
and door prizes**

**Beef on a bun and desserts will be served from
5:00 pm – 6:30 pm**

**The Grand Finale will be at 7:00 pm with a spectacular
fireworks display to the north of the new building**