



Mackenzie County

REGULAR COUNCIL MEETING AGENDA

AUGUST 9, 2016

10:00 A.M.

**COUNCIL CHAMBERS
FORT VERMILION, AB**



STRATEGIC PRIORITIES CHART

COUNCIL PRIORITIES (Council/CAO)

NOW	ADVOCACY
<ol style="list-style-type: none"> 1. FISCAL RESPONSIBILITY: Long term planning 2. CITIZEN ENGAGEMENT: Ratepayers surveys 3. DEVELOPMENT STANDARDS: Evaluation of infrastructure 4. POTABLE WATER: Availability & Infrastructure 5. INDUSTRY RETENTION AND ATTRACTION 6. CAMPGROUNDS: Expansion 7. LAND STEWARDSHIP COMMITTEE 8. MUNICIPAL ROADS: Upgrading 9. INTER-PROVINCIAL/ TERRITORIAL RELATIONS 10. RECREATION CENTRES & ARENA UPGRADES 11. EDUCATION STRATEGY: Environmental information for farmers 12. INDUSTRY RELATIONS AND GROWTH: Value added 	<div style="border: 1px solid black; padding: 5px;"> <input type="checkbox"/> <i>Provincial Government Relations</i> <input type="checkbox"/> <i>Transportation Development</i> <input type="checkbox"/> <i>Health Services</i> <input type="checkbox"/> <i>La Crete Postal Service</i> <input type="checkbox"/> <i>Land Use (Land Use Framework, conservation initiatives, agricultural land expansion)</i> </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><u>Codes:</u> BOLD CAPITALS – Council NOW Priorities CAPITALS – Council NEXT Priorities <i>Italics</i> – Advocacy Regular Title Case – Operational Strategies * See Monthly Capital Projects Progress Report</p> </div>

OPERATIONAL STRATEGIES (CAO/Staff)

CHIEF ADMINISTRATIVE OFFICER (Joulia)			
<ol style="list-style-type: none"> 1. INDUSTRY RETENTION AND ATTRACTION: meetings with local industries leaders 2. INTER-PROVINCIAL/ TERRITORIAL RELATIONS: develop a plan for symposium to share information (CAO & Sustainability Committee) 	May May	<input type="checkbox"/> <i>Provincial Government Relations</i> <input type="checkbox"/> <i>Transportation Development</i> <input type="checkbox"/> <i>Health Services</i> <input type="checkbox"/> <i>La Crete Postal Service</i>	
ECONOMIC DEVELOPMENT (Joulia/Byron)		AGRICULTURAL SERVICES (Grant)	
<ol style="list-style-type: none"> 1. INDUSTRY RELATIONS AND GROWTH: Value added (review development incentives options) 2. Tourism Strategy – SWOT analysis 3. <i>Land Use (Land Use Framework, conservation initiatives, agricultural land expansion)</i> <input type="checkbox"/> Economic Development Action Plan	Sept. Sept. August May	<ol style="list-style-type: none"> 1. EDUCATION STRATEGY: Environmental information for farmers 2. Emergency Livestock Response Plan 3. Agricultural Fair & Tradeshow <input type="checkbox"/> Easements for Existing Drainage Channels	Oct. August August
COMMUNITY SERVICES (Ron/Len)		PUBLIC WORKS* (Ron/Len)	
<ol style="list-style-type: none"> 1. CAMPGROUNDS: Expansion - Wadlin & Hutch Lake Plans 2. RECREATION CENTRES & ARENA UPGRADES 3. COR Certificate – External Audit Review <input type="checkbox"/> Construct dock expansion plan for campgrounds as per new design	April July March May	<ol style="list-style-type: none"> 1. MUNICIPAL ROADS: Upgrading <input type="checkbox"/> Hamlet 5 Year Upgrading Plan – Review & Update <input type="checkbox"/> Engineering Services Procurement RFP	July July Dec.
PLANNING & DEVELOPMENT (Byron)		LEGISLATIVE SERVICES (Carol)	
<ol style="list-style-type: none"> 1. DEVELOPMENT STANDARDS: Evaluation of infrastructure - engage consultant 2. LAND STEWARDSHIP COMMITTEE - fill positions 3. Infrastructure Master Plans - complete <input type="checkbox"/> LC & FV Streetscape - finalize design <input type="checkbox"/> LC & FV Airports - infrastructure review, ph. 1	April April April May April	<ol style="list-style-type: none"> 1. CITIZEN ENGAGEMENT: Ratepayers surveys 2. Filing/Records Management Procedure 3. By – Election (Ward 7) <input type="checkbox"/> SDAB Bylaw Review <input type="checkbox"/> Social Media Policy	May May May June
FINANCE (Mark)		ENVIRONMENTAL (Fred)	
<ol style="list-style-type: none"> 1. FISCAL RESPONSIBILITY: Long term planning 2. Non-traditional municipal revenue stream – research options 3. Multi-year capital plan 	Sept.	<ol style="list-style-type: none"> 1. POTABLE WATER: Availability & Infrastructure 2. Hamlet Easement Strategy <input type="checkbox"/> Establish Tactical Plan <input type="checkbox"/> Water Study Rocky Lane and High Level	July

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, August 9, 2016
10:00 a.m.**

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

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the July 12, 2016 Regular Council Meeting	7
DELEGATIONS:	4.	a) Kevin Hunt, Wildfire Technologist - Alberta Agriculture & Forestry (10:30 a.m.)	
		b) Barb Spurgeon, Mackenzie Housing Management Board (11:00 a.m.)	
		c) Gerhard Hirt – 9 Mile Road (11:30 a.m.)	
COUNCIL COMMITTEE REPORTS:	5.	a) Council Committee Reports (verbal)	
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Road 140A (2:00 p.m.)

		b)	Request for Proposal - Supply of New or Used Plow/Sanding Gravel Truck (3:00 p.m.)	69
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	f)		
FINANCE:	12.	a) Policy FIN023-Local Improvement Charge Cancellation Policy	137
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OPERATIONS:	13.	a) Third Access Request – NE 23 104 15 W5M	173
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PLANNING & DEVELOPMENT:	14.	a) Bylaw 1022-16 Service Road Closure	203
		b) Bylaw 1044-16 Land Use Bylaw Amendment to Amend Bylaw 649/07 being a Road Closure for NW 29-106-15-W5M (Plan 042 4702) La Crete Rural)	213
		c) Bylaw 718/09 Amending Bylaw 649/07	223
		d) Policy DEV009 - Subdivision Affidavits Policy	227
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	i)		
	j)		
UTILITIES:	15.	a) Rural Waterline Lateral (Danny Friesen)	265
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		• Option to Purchase Mackenzie County Lands (near High Level)	
NOTICE OF MOTION:	18.	Notices of Motion	
NEXT MEETING DATES:	19.	a) Committee of the Whole Meeting August 23, 2016 10:00 a.m. Fort Vermilion Council Chambers	
		b) Regular Council Meeting August 24, 2016 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	20.	a) Adjournment	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Carol Gabriel, Interim Chief Administrative Officer
Title:	Minutes of the July 12, 2016 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the July 12, 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 July 12, 2016, Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, July 12, 2016
10:00 a.m.**

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

PRESENT: Bill Neufeld Reeve
Jacquie Bateman Councillor
Peter F. Braun Councillor
Elmer Derksen Councillor
John W. Driedger Councillor
Eric Jorgensen Councillor
Josh Knelsen Councillor
Ray Toews Councillor
Lisa Wardley Councillor

REGRETS: Walter Sarapuk Deputy Reeve

ADMINISTRATION: Ron Pelensky Acting CAO/Director of Community Services
& Operations
Len Racher Director of Facilities & Operations (South)
Byron Peters Director of Planning and Development
Fred Wiebe Director of Utilities
Carol Gabriel Director of Legislative & Support
Services/Recording Secretary

ALSO PRESENT: Media
Members of the Public

Minutes of the Regular Council meeting for Mackenzie County held on July 12, 2016 in the Fort Vermilion Council Chambers.

CALL TO ORDER: 1. a) Call to Order

Reeve Neufeld called the meeting to order at 10:01 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 16-07-521 MOVED by Councillor Jorgensen

That the agenda be approved with the following additions:

4. a) Brenda Friesen, Ivy Lane Registry

- 4. b) Ryan Konowalyk, Regional Director – Peace Region, Alberta Transportation
- 9. e) Machesis Lake Horse Campground Grand Opening

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

- 3. a) Minutes of the June 30, 2016, Regular Council Meeting**

MOTION 16-07-522

MOVED by Councillor Toews

That the minutes of the June 30, 2016 Regular Council Meeting be adopted as presented.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

- 5. a) Council Committee Reports**

MOTION 16-07-523

MOVED by Councillor Driedger

That the Council Committee Reports be received for information.

CARRIED

- 5. b) Municipal Planning Commission Meeting Minutes**

MOTION 16-07-524

MOVED by Councillor Wardley

That the approved minutes of the June 23, 2016 Municipal Planning Commission meeting and the unapproved minutes of the July 7, 2016 Municipal Planning Commission be received for information.

CARRIED

- 5. c) Agricultural Service Board Meeting Minutes**

MOTION 16-07-525

MOVED by Councillor Toews

That the unapproved minutes of the June 24, 2016 Agricultural Service Board be received for information.

CARRIED

GENERAL REPORTS:

- 6. a) CAO Report**

MOTION 16-07-526 **MOVED** by Councillor Wardley

That the County pursue purchasing the leased lands at the Wadlin Lake and Hutch Lake campgrounds.

CARRIED

MOTION 16-07-527 **MOVED** by Councillor Bateman

That the completion of the CAO report be TABLED until following the delegations.

CARRIED

DELEGATIONS: **4. a) Brenda Friesen, Ivy Lane Registry (ADDITION)**

MOTION 16-07-528 **MOVED** by Councillor Jorgensen

That a letter be sent to Service Alberta and Alberta Justice identifying concerns regarding the exclusion for the Alberta Association of Registry Agents from the online portal and requesting that a fee model be put in place for an annual review of fees and the notification of renewal registration notices.

CARRIED

Reeve Neufeld recessed the meeting at 11:22 a.m. and reconvened the meeting at 11:30 a.m.

4. b) Ryan Konowalyk, Regional Director - Peace Region, Alberta Transportation (ADDITION)

9. d) Fox Lake Access Road

MOTION 16-07-529 **MOVED** by Councillor Jorgensen

That the County agree to the request from Alberta Transportation to create a municipal road allowance on the 14 km access from the Wentzel River to the Peace River crossing accessing Fox Lake and that the County not be responsible for capital, operational and maintenance costs; or liability for the public road way and the ferry/ice-bridge.

CARRIED UNANIMOUSLY

Reeve Neufeld recessed the meeting at 12:07 p.m. and

reconvened the meeting at 12:58 p.m.

GENERAL REPORTS: 6. a) CAO Report

MOTION 16-07-530

Requires 2/3

MOVED by Councillor Bateman

That Mackenzie County implement a wolf bounty (\$200 per wolf) effective immediately, in response to conserving the caribou in our region as a result of the issues identified at the caribou protection area stakeholder information session held July 11, 2016, up to a maximum of \$100,000 with funding coming from the General Operating Reserve.

CARRIED

MOTION 16-07-531

Requires 2/3

MOVED by Councillor Bateman

That administration be authorized to engage a consultant(s) to prepare a caribou/industry protection strategy and that the budget be amended to include \$300,000 with funding coming from the General Operating Reserve.

CARRIED

MOTION 16-07-532

MOVED by Councillor Bateman

That the County requests that Alberta Forestry begin combating forest fires within the proposed caribou protection area within a 48 hour period of spotting the fire in order to maintain the current caribou habitat.

CARRIED

MOTION 16-07-533

MOVED by Councillor Jorgensen

That a letter be sent to the Standing Committee on Aboriginal Affairs and Northern Development notifying them of the caribou situation in the Mackenzie Region as a result of the Species at Risk Act (SARA) and the proposed caribou protection area.

CARRIED

MOTION 16-07-534

MOVED by Councillor Wardley

That a letter be sent to MP Arnold Viersen, MP Chris Warkentin, and MP Bob Zimmer notifying them of the caribou situation in the Mackenzie Region as a result of Species at Risk Act (SARA) and

the proposed caribou protection area.

CARRIED

MOTION 16-07-535

MOVED by Councillor Braun

That the Acting CAO and Directors reports for June, 2016 be received for information.

CARRIED

Reeve Neufeld recessed the meeting at 2:03 p.m. and reconvened the meeting at 2:16 p.m.

MOTION 16-07-536

MOVED by Councillor Jorgensen

That a caribou protection area information session be held with elected officials from Mackenzie County, Town of High Level, Town of Rainbow Lake, and the local First Nations and the Paddle Prairie Metis Settlement on August 2, 2016 in High Level.

CARRIED

TENDERS:

7. a) **None**

PUBLIC HEARINGS:

8. a) **None**

ADMINISTRATION:

9. a) **2016 Ratepayers Meeting Minutes**

MOTION 16-07-537

MOVED by Councillor Toews

That the draft 2016 ratepayers meeting minutes be accepted for information.

CARRIED

9. b) **AAMDC MGA Survey**

MOTION 16-07-538

MOVED by Councillor Wardley

That administration submit the AAMDC MGA Survey as completed by Council.

CARRIED

Reeve Neufeld recessed the meeting at 3:23 p.m. and reconvened the meeting at 3:30 p.m.

9. c) Notice of Motion – MOTION 15-05-373

Councillor Knelsen declared himself in conflict of interest at 3:33 p.m. and abstained from the discussion and the vote.

MOTION 16-07-539

MOVED by Councillor Toews

That the Notice of Motion – MOTION 15-05-373 be received for information.

CARRIED

9. e) Machesis Lake Horse Campground Grand Opening (ADDITION)

MOTION 16-07-540

Requires Unanimous

MOVED by Councillor Bateman

That the Community Services Committee members be authorized to attend the Machesis Lake Horse Campground Grand Opening on July 13, 2016.

CARRIED UNANIMOUSLY

AGRICULTURE SERVICES:

10. a) None

COMMUNITY SERVICES:

11. a) Fort Vermilion Court House Building

MOTION 16-07-541

MOVED by Councillor Jorgensen

That the use of the old Fort Vermilion court house building be received for information.

DEFEATED

MOTION 16-07-542

MOVED by Councillor Wardley

That administration works with local community groups to come forward with proposals of use for the old Provincial Court House building in Fort Vermilion.

CARRIED

FINANCE:

12. a) Financial Reports – January 1 to May 31, 2016

MOTION 16-07-543 **MOVED** by Councillor Wardley

That the financial reports for the period of January 1 – May 31, 2016 be accepted for information.

CARRIED

OPERATIONS: **13. a) None**

**PLANNING &
DEVELOPMENT:** **14. a) Community Advisory Committee –Streetscape Project**

MOTION 16-07-544 **MOVED** by Councillor Braun

That the terms of reference for the Community Advisory Committee be revised as presented in order to transition into a Community Streetscape Implementation Committee.

CARRIED

UTILITIES: **15. a) None**

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

MOTION 16-07-545 **MOVED** by Councillor Wardley

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

CARRIED

Councillor Derksen stepped out of the meeting at 4:02 p.m.

MOTION 16-07-546 **MOVED** by Councillor Wardley

That a letter be sent to Alberta Environment and Parks requesting information regarding their efforts in the past year on the development of the Lower Peace Regional Plan.

CARRIED

Reeve Neufeld recessed the meeting at 4:03 p.m. and reconvened the meeting at 4:14 p.m. with all members present.

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

MOTION 16-07-547

MOVED by Councillor Toews

That Council move in-camera to discuss issues under the Freedom of Information and Protection of Privacy Regulations 18 (1) at 4:14 p.m.

17. a) Legal

17. b) Labour

- CAO Recruitment
- Project Coordinator
- AUPE Negotiations Update

17. c) Land

- Gravel Land Purchase
- Option to purchase Mackenzie County Lands (near High Level)

CARRIED

MOTION 16-07-548

MOVED by Councillor Jorgensen

That Council move out of camera at 5:51 p.m.

CARRIED

17. b) Labour – CAO Recruitment

MOTION 16-07-549

MOVED by Councillor Braun

That the CAO interviews be set up as discussed.

CARRIED

17. b) Labour – Project Coordinator

MOTION 16-07-550

MOVED by Councillor Driedger

That the Reeve and Deputy Reeve be authorized to negotiate a projects coordinator position.

CARRIED

MOTION 16-07-551

MOVED by Councillor Braun

That Carol Gabriel be appointed as the Interim CAO until the CAO recruitment has been completed.

CARRIED

17. b) Labour – AUPE Negotiations Update

MOTION 16-07-552

MOVED by Councillor Toews

That the AUPE negotiations proceed as discussed.

CARRIED

17. c) Land – Gravel Land (Pit) Purchase

MOTION 16-07-553

MOVED by Councillor Toews

That the gravel land (pit) purchase be TABLED for more information.

CARRIED

**17. c) Land – Option to purchase Mackenzie County Land
(near High Level)**

MOTION 16-07-554

MOVED by Councillor Wardley

That administration be authorized to enter into negotiations for the sale of lands located at NW ¼, Section 6-109-19-W5M and that administration proceed with the rezoning of the said lands.

CARRIED

MOTION 16-07-555

MOVED by Councillor Knelsen

That a letter of support be provided to Ripple Rock Resources for grant application purposes.

CARRIED

NOTICE OF MOTION:

18. a) None

**NEXT MEETING
DATES:**

- 19.**
- a) Regular Council Meeting
Tuesday, August 9, 2016
10:00 a.m.
Fort Vermilion Council Chambers
 - b) Committee of the Whole Meeting
Tuesday, August 23, 2016
10:00 a.m.
Fort Vermilion Council Chambers

- b) Regular Council Meeting
Wednesday, August 24, 2016
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 16-07-556 MOVED by Councillor Jorgensen

That the council meeting be adjourned at 5:56 p.m.

CARRIED

These minutes will be presented to Council for approval on August 9, 2016.

Bill Neufeld
Reeve

Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Peng Tian, Director of Finance
Title:	Finance Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the July 11, 2016 Finance Committee meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Finance Committee minutes are posted on DocuShare.

Author: C. Robinson **Reviewed by:** _____ **CAO:** CG

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Finance Committee unapproved meeting minutes of July 11, 2016 be received for information.

Author: C. Robinson **Reviewed by:** _____ **CAO:** CG

**MACKENZIE COUNTY
FINANCE COMMITTEE MEETING**

**July 11, 2016
1:05 p.m.**

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

PRESENT: Jacquie Bateman Councillor
Peter F. Braun Councillor
Lisa Wardley Councillor
Josh Knelsen Councillor
Bill Neufeld Reeve, ex-officio

ADMINISTRATION: Ron Pelensky Chief Administrative Officer
Peng Tian Director of Finance
Oxana Mamontova Finance Officer
Carlee Robinson Finance Clerk/ Recording Secretary

CALL TO ORDER: 1. a) **Call to Order**
Peter Braun, Chair called the meeting to order at 1:05 p.m.

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

MOTION FC-16-05-99 **MOVED** by Bateman
That the Agenda be approved as presented.

CARRIED

MINUTES FROM PREVIOUS MEETING: 3. a) **Minutes of the May 24, 2016 Finance Committee Meeting**

MOTION FC-16-05-100 **MOVED** by Councillor Wardley
That the minutes of the May 24, 2016 Finance Committee meeting be approved as presented.

CARRIED

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

DELEGATIONS: 5. a) **None**

BUSINESS:

6. a) Review Policy ADM049 – Bursaries

MOTION FC-16-05-101

MOVED by Councillor Wardley

That administration update Policy PW049 – Bursaries as discussed brings Policy ADM049 to the next Council meeting for approval.

CARRIED

6. b) Bursaries - Request for Invoice Decision – Trisha Ward

MOTION FC-16-05-102

MOVED by Councillor Knelsen

That the invoice reversal request be approved as presented.

MOVED

6. c) Banking Proposal – Vision Credit Union

MOTION FC-16-05-103

MOVED by Councillor Bateman

The Special Arrangement terms expressed in our current banking service provider ATB Financial's proposal remain firm for a period of 3 years. The contents of this proposal are considered to be of a confidential matter between Mackenzie County and ATB Financial. Mackenzie County's special agreement with ATB Financial is within the time period from December 2015 to December 2018.

Prior to expiry of this arrangement, it is recommended that the request for proposal be issued and sent out to all major financial institutions within the County.

CARRIED

6. d) Quarterly Fuel Report

MOTION FC-16-05-104

MOVED by Wardley

That the quarterly fuel usage report for quarter 1 of 2016 be accepted for information and that administration adds a dyed diesel column to the spreadsheet as discussed.

CARRIED

6. e) MasterCard Statements (Handout)

MOTION FC-16-05-105

MOVED by Councillor Bateman

That the MasterCard Statements for May 2016 and June 2016 be received for information.

CARRIED

6. f) Cheque Lists (Handout)

MOTION FC-16-05-106

MOVED by Councillor Bateman

That the cheque lists for May 24 to July 11, 2016 be received for information.

CARRIED

6. g) Councillors' Honorariums and Expense Claims

MOTION FC-16-05-107

MOVED by Councillor Bateman

That the Councillors' Honorariums and Expense Claims for April 2016 be approved and May 2016 be adjusted as discussed.

CARRIED

IN CAMERA:

7. a) None

**ADDITIONS TO
AGENDA:**

8. a) None

**NEXT MEETING
DATE:**

**9. a) September 14, 2016 at 1:00 p.m.
Fort Vermilion Corporate Office**

ADJOURNMENT:

10. a) Adjournment

MOTION FC-16-05-108

MOVED by Councillor Knelsen

That the Finance Committee meeting be adjourned at 2:22 p.m.

CARRIED

These minutes were approved by the Finance Committee on _____, 2016.

Peter Braun
Chair, Councillor

Chief Administrative Officer

DRAFT



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Tompkins Crossing Committee Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the July 8, 2016 meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: S Wheeler Reviewed by: _____ CAO: CG

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Tompkins Crossing Committee unapproved meeting minutes of July 8, 2016 be received for information.

Author: S. Wheeler Reviewed by: _____ CAO: CG

**MACKENZIE COUNTY
Tompkins Crossing Committee
July 8, 2016 2:00 p.m.
La Crete Conference Room**

PRESENT:	Bill Neufeld	Reeve
	Josh Knelsen	Councillor
	John W. Driedger	Councillor
	Peter Braun	Councillor

ADMINISTRATION:	Len Racher	Director of Facilities & Operations (South)
	Dave Fehr	Public Works Supervisor (South)
	Sylvia Wheeler	Public Works Admin Officer / Recording Secretary
	Madison Dyck	Public Works Admin Assistant

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

Chair Knelsen called the meeting to order at 2:02 p.m.

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

MOTION TC-16-07-007 **MOVED** by Councillor Braun

That the agenda be adopted as presented.

CARRIED

MINUTES: **3. a) Adoption of Minutes from April 8, 2016**

MOTION TC-16-07-008 **MOVED** by Reeve Neufeld

That the minutes from April 8, 2016 be adopted as presented.

CARRIED

NEW BUSINESS: **4. a) Draft Sub-Contract**

MOTION TC-16-07-009 **MOVED** by Councillor Braun

That Administration make additional revisions to Sub-Contract and proceed with advertising the Invitation for Proposal.

CARRIED

ADDITIONS: 5. a) None

NEXT MEETING: 6. a) At the Call of the Chair

MOTION TC-07-010 **MOVED** by Councillor Driedger

That the next Tompkins Crossing Committee meeting be scheduled for August 25, 2016 at 10:00 am.

CARRIED

ADJOURNMENT: 7. a) Adjournment

MOTION TC-16-07-011 **MOVED** by Reeve Neufeld

That the meeting be adjourned at 3:08 p.m.

CARRIED

These minutes were adopted at the _____ meeting.

Josh Knelsen, Chair

**Len Racher,
Director of Facilities
& Operations (South)**



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Agricultural Service Board Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the July 28, 2016 Agricultural Service Board Meeting 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 Agricultural Service Board unapproved meeting minutes of July 28, 2016 be received for information.

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

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING**

**Thursday July 28, 2016
9:00 a.m.
La Crete, AB**

PRESENT:	Josh Knelsen Bill Neufeld Terry Batt Ernie Dyck Eric Jorgensen	ASB Chair Reeve (left meeting at 10:40 a.m.) Member at Large Member at Large Council Representative
REGRETS:	David Doerksen	Member at Large
ALSO PRESENT:	Carol Gabriel Grant Smith Colleen Sarapuk Elmer Derksen Donny Roberts	Acting Chief Administrative Officer Agricultural Fieldman Public Works Administrative Officer (Recording Secretary) Councillor Zama Site Manager

Minutes of the Mackenzie County Agricultural Service Board meeting held on Thursday, July 28, 2016.

CALL TO ORDER: 1. a) Call to Order

Chair Knelsen called the meeting to order at 9:01 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION ASB 16-07-066 Moved by Bill Neufeld

That the agenda be adopted with the item 7.b) switched with item e).

CARRIED

PREVIOUS MINUTES 3.a) Minutes of the June 24, 2016 ASB Minutes

MOTION ASB 16-07-67 Moved by Terry Batt

That the minutes of the June 24, 2016 ASB meeting be approved as amended.

CARRIED

**BUSINESS ARISING OUT
OF THE PREVIOUS
MINUTES
MOTION ASB 16-07-68**

4.a) Agricultural Land Lease Concern

Moved by Bill Neufeld

That a letter be sent to the concerned ratepayer advising that the lease in question will remain status quo, and that the Agricultural Land Lease concern be received for information.

CARRIED

ACTION LIST

5.a) Action List

MOTION ASB 16-07-69

Moved by Terry Batt

That the action list be received as information.

CARRIED

7.a) Fieldman Report

MOTION ASB 16-07-70

Moved by Eric Jorgensen

That the Fieldman Report be received for information.

CARRIED

7.b) Wolf Bounty

MOTION ASB 16-07-71

Moved by Terry Batt

That the Draft Wolf Bounty Policy be brought to Council for approval as amended.

CARRIED

Meeting Recess 10:10 a.m.

Meeting Reconvened 10:17 a.m.

7.c) Rosenberger Flood Control Repairs

MOTION ASB 16-07-72

Moved by Bill Neufeld

That administration secure funding from the Provincial Government to repair the Rosenberger Flood Control Channel.

CARRIED

7.d) Buffalo Head/Steephill Creek Repairs

MOTION ASB 16-07-73

Moved by Bill Neufeld

That the ASB Chair, Reeve, and Agricultural Fieldman meet with the affected landowners to discuss Easements, and bring back information to the next ASB meeting.

CARRIED

7.e) Alberta Environment Concern (Bluehills)

MOTION ASB 16-07-74

Moved by Terry Batt

That the ASB Chair and Agricultural Fieldman meet with the concerned landowner to discuss issue further, and bring back information to the next ASB Meeting.

CARRIED

**SET NEXT MEETING
DATE**

9.a) Next Meeting Date

Call of the Chair.

ADJOURNMENT

9.a) Adjournment

MOTION ASB 16-07-75

Moved by Eric Jorgensen

That the ASB meeting be adjourned at 10:55 p.m.

CARRIED

These minutes will be present for approval at the next ASB Meeting.

Josh Knelsen, Chair

Grant Smith, Agricultural Fieldman



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Byron Peters, Director of Planning & Development
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The approved meeting minutes of the July 7, 2016 and the unapproved minutes of the July 21, 2016 Municipal Planning Commission meetings are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the Municipal Planning Commission approved meeting minutes of July 7, 2016 and the unapproved minutes of the July 21, 2016 meeting be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, July 7, 2016 @ 10:00 a.m.

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

MOTION

1. Call to Order

John W. Driedger called the meeting to order at 10:01 a.m.

2. Adoption of Agenda

MPC-16-07-112

MOVED by Jack Eccles

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

**e) 01-SUB-16 Ernie & Shannon Peters
(La Crete Rural)
SW 1-107-14-W5M**

CARRIED

3. Minutes

a) Adoption of Minutes

MPC-16-07-113

MOVED by Erick Carter

That the minutes of the June 23, 2016 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

None.

4. DEVELOPMENT

a) 128-DP-16 Select Developments – Dwelling – Single Family in “HCR2” (Isaac Dyck Subdivision) Plan 992 0893, Block 01, Lot 02

MPC-16-07-114

MOVED by Beth Kappelar

That Development Permit 128-DP-16 on Plan 992 0893, Block 02, Lot 02 in the name of Select Developments be APPROVED with the following conditions:

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

1. Minimum building setbacks are:

a) 15.2 meters (50 feet) front (East) yard;

b) 7.6 meters (25 feet) rear (West) yard;

c) 4.6 meters (15 feet) side (North & South) yards; from the property lines.

2. The existing Manufactured Home shall be removed from the property after occupancy of the new Dwelling – Single Family.

3. The lowest opening of the building shall be a minimum of 2.0% above the centerline elevation of the street abutting the property.

4. 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.

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. The Municipality has assigned the following address to the noted property **9206 – 94th Street**. You are required to display the address (**9206**) 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.

7. Provide adequate off street parking as follows: *The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. "One parking space, including the driveway area, shall occupy 300 square feet."*

8. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.

9. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

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

11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

5. SUBDIVISION

- a) **29-SUB-15 1880894 Alberta Ltd. (PineRidge)
(Time Extension)
Part of SE 16-106-15-W5M**

MPC-16-07-115

MOVED by Erick Carter

That a Time Extension be GRANTED to subdivision application 29-SUB-15 in the name of 1880894 Alberta Ltd., on SE 16-106-15-W5M. The Time Extension will expire on July 7, 2017.

CARRIED

**b) 17-SUB-15 Darwen & Joanne Dyck
(High Level Rural)
SE 5-110-18-W5M**

MPC-16-07-116

MOVED by Jack Eccles

That Subdivision Application 16-SUB-16 in the name of Darwen & Joanne Dyck on SE 5-110-18-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, approximately 12.44 acres (5.03 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) The east boundary line shall be moved west approximately 68.56 meters, 91.44 meters from the existing pumpout discharge line. Reducing the requested 15.60 acres down to approximately 12.44 acres.
 - c) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - d) Enter into a Road Acquisition agreement for the westerly 5.18 meters of the SE 5-110-18-W5M that is required for future road widening.
 - e) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.

f) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$_____ per acre. Municipal reserve is charged at 10%, which is \$_____ per subdivided acre. **12.44 acres** times \$_____ equals \$_____.

g) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).

h) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.

i) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

j) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

k) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

l) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.

CARRIED

**c) 24-SUB-16 Danny Friesen
(Fort Vermilion Area)
NE 21-108-12-W5M**

MPC-16-07-117

MOVED by Jacquie Bateman

That Subdivision Application 24-SUB-16 in the name of Danny Friesen on NE 21-108-12-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) Enter into a Road Acquisition agreement for the westerly 5.18 meters of the NE 21-108-12-W5M that maybe required for future road widening.
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - e) **Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.**
 - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - g) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.
 - h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
 - i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting**

from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.

CARRIED

**d) 27-SUB-15 Wilhelm & Elizabeth Wiebe
(Wolfe Lake Road Area)
SE 33-106-14-W5M**

MPC-16-07-118

MOVED by Jacquie Bateman

That Subdivision Application 27-SUB-16 in the name of Wilhelm & Elizabeth on SE 33-106-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** single lot subdivision, approximately 11.81 acres (5.03 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) The existing pumpout discharge line shall be relocated 4.03 meters to the west as shown on the tentative plan drafted by the survey company Altus Geomatics File # 194299.
 - c) The east boundary line shall be moved west approximately 16.69 meters, 91.44 meters from the relocated pumpout discharge line. Reducing the requested 12.88 acres down to approximately 11.81 acres.
 - d) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - e) Enter into a Road Acquisition agreement for the westerly 5.18 meters of the SE 5-110-18-W5M that is required for future road widening.

f) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.

g) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.

h) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

i) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

j) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

k) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.

CARRIED

**e) 01-SUB-15 Ernie & Shannon Peters
(La Crete Rural)
SW 1-107-14-W5M**

MPC-16-07-119

MOVED by Jack Eccles

That a Time Extension be GRANTED to subdivision application 01-SUB-16 in the name of Ernest D. Peters and Shannon D. Peters on SW 1-107-14-W5M. The Time Extension will expire on July 7, 2017.

CARRIED

6. MISCELLANEOUS ITEMS

a) Action List

For information.

7. IN CAMERA

a) None

8. MEETING DATES

- ❖ July 21, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ August 3, 2016 at 10:00 a.m. in La Crete
- ❖ August 18, 2016 at 10:00 a.m. in Fort Vermilion
- ❖ September 9, 2016 at 10:00 a.m. in La Crete
- ❖ September 22, 2016 at 10:00 a.m. in Fort Vermilion

9. ADJOURNMENT

Beth Kappelar left the meeting at 10:22 a.m.

MPC-16-07-120

MOVED by Erick Carter

That the Municipal Planning Commission Meeting be adjourned at 10:28 a.m.

CARRIED

These minutes were adopted this 21st day of July, 2016.

Original Signed _____

John W. Driedger, Chair

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, July 21, 2016 @ 10:00 a.m.

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

ADMINISTRATION: Liane Lambert Planner
Caitlin Smith Development Officer
Morgan Friesen Administrative Assistant/Recording Secretary

MEMBERS OF PUBLIC: Darwen & Joanne Dyck

MOTION

1. Call to Order

Erick Carter called the meeting to order at 9:57 a.m.

2. Adoption of Agenda

MPC-16-07-121

MOVED by Beth Kappelar

That the agenda be adopted as presented.

CARRIED

MPC-16-07-122

MOVED by Beth Kappelar

That item 5.a) 17-SUB-16 Darwen & Joanne Dyck be moved up to first item on the agenda.

CARRIED

3. Minutes

a) Adoption of Minutes

MPC-16-07-123

MOVED by Beth Kappelar

That the minutes of the July 7, 2016 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

None.

5. SUBDIVISION

**a) 17-SUB-15 Darwen & Joanne Dyck
(High Level Rural)
SE 5-110-18-W5M**

MPC-16-07-124

MOVED by Beth Kappelar

That Subdivision Application 17-SUB-16 in the name of Darwen & Joanne Dyck on SE 5-110-18-W5M be REVISED with the following conditions:

1. This approval is for a TYPE B single lot subdivision, approximately 15.60 acres (6.31 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - b) Provision of access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) Enter into a Road Acquisition agreement for the westerly 5.18 meters of the SE 5-110-18-W5M that is required for future road widening.
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2009.
 - e) Provision of municipal reserve in the form of money in lieu of

land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$3,500.00 per acre. Municipal reserve is charged at 10%, which is \$350.00 per subdivided acre. 15.60 acres times \$350.00 equals \$5,460.00,

f) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the Municipal Government Act Section 667 (1) (a).

g) Provision of a storm water management plan. Contact Planning and Development staff at 780-928-3983 to discuss the requirements for your subdivision.

h) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.

i) Provision of utility right-of-way as required by ATCO Electric, Telus and Northern Lights Gas and others.

j) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.

k) Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.

4. DEVELOPMENT

- a) 146-DP-16 The Espresso House Inc. – Restaurant in
"HC2" (La Crete)
Part of NE 04-106-15-W5M**

MPC-16-07-125

MOVED by Jack Eccles

That Development Permit 146-DP-16 on Part of NE 04-106-15-W5M in the name of The Espresso House Inc. 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 (Coffee Shop) with the capacity of 35 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: 12 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

5. SUBDIVISION

**b) 26-SUB-16 Northpoint Business Park
Part of NE 10-106-15-W5M**

MPC-16-07-126

MOVED by Jacquie Bateman

That Subdivision Application 26-SUB-16 in the name of Northpoint Business Park on Part of NE 10-106-15-W5M, be APPROVED with the following conditions;

1. This approval is for 3 lot subdivision, 7.47 acres (3.02 hectares) in size.

2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:

a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,

b) Provision of access to each lot within the subdivision in accordance with Mackenzie County standards at the developer's expense.

c) Provision of all sanitary systems including service lines, main

and appurtenances as required by the Municipality,

d) Provision of all water lines, including all fittings and valves as required by the County,

e) Provision of municipal servicing (water and sanitary sewer) to each lot,

f) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County. Where trunk storm sewer mains are required, the County shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current County policy; The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:

- (1) Drainage of internal road system,
- (2) Erosion prevention systems, if required,
- (3) Direction of site drainage

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

h) Provision of street lighting with overhead wiring, design and location as required by the County, as previously approved in first phase.

i) Engineered signage package,

j) Provision of utilities (power, telephone, etc.) to each lot. Gas may be installed in accordance to the gas company's policies upon request of the service. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached.

k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public

utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,

l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.

m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,

n) Any outstanding property taxes shall be paid in full prior to registration of title,

o) Provision of off-site levies as required by the County as follows:

i) Subdivision Off-Site Levies (Bylaw 319/02) are imposed for the construction and maintenance of off-site municipal services, including:

a) new or expanded facilities for the storage, transmission, treatment or supplying of water;

b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;

c) new or expanded storm sewage drainage facilities;

d) new or expanded facilities for the storage, transfer, or disposal of waste;

e) land required for or in connection with any facilities described in clauses (a) to (d); and

f) ongoing maintenance of the facilities described in clauses (a) to (d).

The levy is calculated at \$1,000.00 per lot. 3 lots at \$1,000 equals \$3,000.00,

ii) Subdivision Levies for Water Servicing (Bylaw

440/04) Offsite Levies for water servicing are for the cost of new or expanded facilities for the storage, transmission, treatment or supplying of water. The levy is calculated at \$1,421.40 per acre. Your subdivision is a total of 7.47 acres. 7.47 acres at \$1,421.40 equals \$10,617.86.

Total Levies = \$13,617.86

p) **Provision of municipal reserve in the form of money in lieu of land. Specific amount to be based on 10% of the market value of the subject land and on the current market value. The current market value for this property is \$40,000.00 per acre. Municipal reserve is charged at 10%, which is \$4000.00 per subdivided acre. 7.47 acres times \$4000.00 equals \$29,880.00, or**

q) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667 (1) (a).**

r) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure.

CARRIED

6. MISCELLANEOUS ITEMS

a) Action List

For information.

7. IN CAMERA

a) None

8. MEETING DATES

- ❖ August 3, 2016 at 10:00 a.m. in La Crete
- ❖ August 18, 2016 at 10:00 a.m. in Fort Vermilion

- ❖ September 9, 2016 at 10:00 a.m. in La Crete
- ❖ September 22, 2016 at 10:00 a.m. in Fort Vermilion

9. ADJOURNMENT

MPC-16-07-127

MOVED by John W. Driedger

That the Municipal Planning Commission Meeting be adjourned at 10:06 a.m.

CARRIED

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

Original Signed _____

Erick Carter, Vice Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Carol Gabriel, Interim Chief Administrative Officer
Title:	CAO Report

BACKGROUND / PROPOSAL:

The Interim CAO and Director reports for July, 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 Interim CAO report for July, 2016 be received for information.

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

REPORT TO THE CAO

For the Month of July, 2016

From: Carol Gabriel
Interim CAO/Director of Legislative & Support Services

Meetings Attended

- 2016-07-19 – Meeting with Barb Spurgeon, CAO of Mackenzie Housing Management Board regarding an update on the proposed High Level seniors lodge. An email update was provided to Councillors on July 20, 2016 and is also attached to this report.
- 2016-07-20 – Regional Sustainability Committee Teleconference
- 2016-07-21 – Regional Sustainability Study – Procurement Working Group Teleconference.
- 2016-07-21 – CAO's meeting was held in High Level. Discussed the agenda for the Tri-Council meeting on August 3, 2016 and other various items.
- 2016-07-21 – Mackenzie Regional Golf Committee Meeting was held in High Level. Approximately 50% of the sponsorships are in. The Committee reduced the rates this year due to the economy in order to keep the event going.
- 2016-07-25 – AUPE Negotiations Committee Meeting. An update will be provided to Council in-camera on August 9, 2016.
- 2016-07-25 – Meeting with Alberta Environment & Parks regarding Wadlin Lake. Discussed the requirements for the Management Plan which is now a standardized template to accommodate pre-planning and future recreational opportunities. Management Plans are required for all recreational areas.
- 2016-07-26 – Meeting with Special Projects Coordinator to discuss short term contract and special projects list with the Reeve and Deputy Reeve.
- 2016-07-27 – Attended Court due to subpoena as a Trial Witness – individual plead guilty and therefore a trial was not necessary. Individual is not allowed on the Mackenzie County premises in Fort Vermilion for the four month period of his probation. Administration is looking at additional security measures including surveillance of the outside of the building.
- 2016-07-27 – Assisted Council with the setup of Skype interviews with CAO candidates.
- 2016-07-28 – Agricultural Service Board Meeting
- Various managers meetings and council meetings

Assessment Appeals

- Hearings have been scheduled for the six appeals received. Four to the Local Assessment Review Board (LARB) and two to the Composite Assessment Review Board (CARB).
- LARB hearings are scheduled for September 1, 2016 and the CARB hearings have been scheduled for October 27, 2016.
- All Complainants have been notified of their hearings and their disclosure timelines.

Bylaws/Policies/Reports/Publications:

- Reviewing Council Committee Bylaw drafted by our Intern to be presented to Council in August 2016.
- Reviewing video surveillance policy drafted by our Intern to be presented to Council in August 2016.

Citizen Engagement:

- Various postings on the County's website and Facebook page regarding Request for Proposals, Tenders, and the Agricultural Fair.

Records Management:

- The temporary position in the records department was extended to January 2018 due to unforeseen circumstances.

Human Resources:

- Software demonstrations were held for the purchase of the HR/Payroll Module. The Finance Department, IT Department, and HR participated in this demonstration. An upgrade to the Diamond software is required prior to moving forward with the module.
- In discussions with Lane Quinn Benefits Consultant regarding the 2016 renewal.
- Various staff performance evaluations were completed.

Events:

- Organizing continues for the 8th annual Mackenzie Regional Charity Golf tournament on September 7, 2016.

Miscellaneous:

- Ongoing updates to the County website
- Ongoing updates to the County Facebook page regarding upcoming events, wildfire updates, etc.
- Assisting with reviewing various correspondence, etc. regarding the caribou strategy.
- Responding to various ratepayer concerns, etc.
- Setup DocuShare access for Councillors to access development permits in their ward for information purposes.

MONTHLY REPORT TO THE CAO

For the Month of July 2016

From: Ron Pelensky
 Director of Community Services and Operations

Program/Activity/Project	Timeline	Comments
Road Maintenance	Ongoing	Regular road maintenance. Lots of Grading do to rainy weather. Crew working on regravelling program with two trucks. Asphalt crackseal program is complete. Repaired Tandem axel gravel truck
Dogs	Ongoing	One dog picked up
Bylaw	Ongoing	Responded to 3 back alley complaints in La Crete. Issued 6 verbal clean up orders and 9 written warnings Also dealt with 3 parked vehicle issues
Emergency/Disaster Service	Ongoing	Worked on emergency disaster manual Training for Emergency Alert use
Health and Safety	Ongoing	Hosted fire extinguisher training Completed Building Inspections and site inspections
Peace Officer	Ongoing	Provided patrols on the weekend of July 8 Issued 59 warnings and 4 traffic violations totaling \$1474 in fines Waiting for signed MOU from RCMP for new Peace Officer.
Fire Department	Ongoing	Fort Vermilion Responded to 1 Motor Vehicle accident, 3 Medical Assists, 1 propane leak, 2 False alarms, 1 outdoor fire La Crete responded to 4 Medical Assists, 2 Motor Vehicle Collision, 2 Fire Alarms, 1 Outdoor Fire Zama no calls
Fire Department Training	Ongoing	Regular practices held. La Crete & FV & Zama In house probationary firefighter, rope and water rescue training.

Zama Public Works	Ongoing	Regular spring/summer maintenance. Installed a sump system at the park
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Capital Projects

Snow Plow Truck	July	Tender advertised, closes Aug 9th.
Road Regraveling Project	July	Contractors completed the regraveling program. County staff still working in FV area
Purchase 3 Graders	July	Agreement to purchase graders through Finning is complete. Three Graders delivered.
Hutch Lake & Machesis Campground	July	Constructed Hutch Lake caretaker site. Machesis Lake horse camping is 99% complete.
Bridge Campground	July	Discussions with Alberta Culture and Tourism about combining archaeological work with former employee Heinz Pyszczyk. Met with Heinz and his schedule looks quite full and may only have time for part of the project.
FV 43 rd Ave Paving	July	Project Awarded to Knelsen Sand and Gravel Construction planned for Aug.
FV 45 Ave Cul-de-sac Paving	July	Project awarded to Knelsen Sand and Gravel Construction planned for Aug.
Store Road Reconstruction	July	Engineers prepared grade plan Raymond Vanpatten negotiated back slope agreements and applying for borrow pits. Started construction with hired equipment.
Heliport Road – oil dust control	July	Raymond Vanpatten digging out the soft spots and shaping the road. Oil is planned for early Aug
Fire Department Radios	July	Vector and Motorola has resolved pager issues. Radio system is complete
Shoulder Pull	July	Rebuilt Blumenort rd east
Oil Recycling Facilities	July	Buildings are set up, need to change signing and some minor repairs before using

Fort Vermilion Sand/Salt shed	July	Tender being advertised with closing date August 9th
Fort Vermilion Shop extension	July	Awarded to Alpine Builders. Construction started

Personnel Update:

One grader operator position off on long term disability. Second grader operator position off on short term disability. David Lizotte has temporary filled the High Level Grader operator position

Other Comments:

MONTHLY REPORT TO THE CAO

For the Month of July 2016

From: Len Racher
Director of Facilities and Operations (South)

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
94 th ave.	Tentative start Aug.2	Survey work has started, easements are in place for walking trail, tree limbs have been removed where needed.
Oil dust control	In progress	Two Graders and a packer are applying oil in Blumenort, LaCrete, Bluehills, West LaCrete, and Fort Vermilion.
Wadlin Lake		Fish cleaning station now requires the discarded parts to be put into drums and sealed and removed from site. We are looking into the cost of a cement tank that can be Vac-trucked out. Cost for crews to deliver and haul out drums is expensive and is taking up man power that can be used elsewhere in the organization.
Winter Sand	Going to Council August 9	Proceed with recommendation

Projects	Timeline	Comments
Sand/Salt shed	Completed	Very nice building, Lago blocks will be installed and sand salt mix will be done middle to end of September
Ice Bridge Contract	Out in advertisement	Will go to committee

Other Activities	Timeline	Comments
Mechesis Grand opening Ag Fair Re		Horse camping Attend

Respectfully,

Len Racher
 Director of Facilities and Operations (South)

REPORT TO THE CAO & COUNCIL

July, 2016

From: Grant Smith
Agricultural Fieldman

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2016	Roadside spraying commenced June 10 th , completion date was July 10 th . All roads north of the peace river were sprayed.
Roadside Mowing	2016	Mowing commenced July 11 th . All county roads are mowed. North of the peace river will receive a single pass cut, south of the peace will receive a full width cut. Completion date is August 15 th .
Weed Inspections	2016	Weed Inspectors have been busy inspecting fields and oil leases. There appears to be an increased presence of White Cockle in the Machesis Lake area. Alberta Transportation will likely be issued notices to control as they aren't going to spray their roadsides this year.
Clubroot of Canola & Fusarium Grameniarum Inspections	2016	As per our recently implemented policies field inspections will be carried out in late August/ September.
Ag Fair & Tradeshow	2016	Everything is on schedule. There is an increase in tradeshow bookings. The ASB is scheduled to cook the breakfast from 8:00-10:00 am on Saturday, August 6 th .

Capital Projects

Projects	Timeline	Comments
Erosion Repairs	2016	An RFP will be issued to local contractors. Completion date will be October 30, 2016. Funding will be from 2016 ASB Operating Budget.
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 Road Builders has surveyed and we will meet and compare their findings with ours.

Personnel Update:

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Other Comments:

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MONTHLY REPORT TO THE CAO

For the month of July 2016

From: Peng Tian
Director of Finance

Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Grants to Local Governments	July 31, 2016	2016 operating grants for Town of High Level and the second payment of the operating grants to Town of Rainbow Lake have been processed before July 31, 2016.
2016 Requisitions	July 31, 2016	The school fund for Opted Out School Board and the payment for Lodge Requisition were paid in July 2016.
Tax Preauthorized Payments	July 31, 2016	The monthly tax preauthorized payments were recalculated and updated in July 2016.
Operating Budget Amendments for July 2016	Ongoing	The operating budget was updated in July for the operating budget amendment motions.

Capital Projects

Capital Budget Amendments for July 2016	Ongoing	The capital budget was also updated in July for the capital budget amendment motions.
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Personnel Update:

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Other Comments:

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MONTHLY REPORT TO THE CAO

For the Month of July 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 with hydrant flushing starting in Aug.
Strategic Priorities	1.Sept	Hamlet Easement Strategy – coming back with more details and recommendations.

Capital Projects

Projects	Timeline	Comments
Master Meters	Sept/16	1 large meter remaining in LC 2 large meters remaining in FV.
FV- Hydrant Replacement	July/16	Complete.
FV-Frozen Water Service Repairs	Aug/16	Reviewing further measurements found by operators and interpreting findings.
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	Oct/16	Some seeding to be completed in 2016 and 1 year inspection to occur in fall 2016.
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	Oct/16	Project complete with final inspection to take place August 8, 2016. Looking at putting asphalt millings on roadway for dust control.

FV- 48 th Ave Water Services	Complete	Complete.
Rural Potable Water Infrastructure	Jan/17	As of Aug 2/16, Pipe fusing about 50% complete and 1.6 km waterline installed. Truckfills have both reservoirs dug and mud slab installed. FV current working on approaches and driveway and floor slab scheduled for coming week.
FV- Dechlorination	Complete	Dechlorination equipment is installed, tested and working.
FV- Lagoon Desludge	Oct/16	Scheduled to be done in the fall when fields are harvested.
LC- Paving Raw Water Fill	Sept/16	Done in conjunction with 94 th ave road improvement.
FV- Paving FV WTP	Sept/16	Done in conjunction with the street improvements in FV. Atco pole has been moved out of traffic area.
LC,FV,ZA- Exhaust Thimbles	Aug/16	Consultant has inspected and is working on engineered drawings to be sent to contractors for quotes.
FV- Filter Media Replacement	Complete	Both filters have media replaced and are performing well.

Personnel Update:

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Other Comments:

<p>Personal: I'm just back from a 2 week vacation using a lot of the time to work on my newly acquired acreage. I also did some camping/fishing at Hutch Lake which was quite relaxing.</p>

Respectfully submitted,

Fred Wiebe
 Director of Utilities
 Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Tender - Removal of BF78103 and Construction of Range Road 140A (2:00 pm)

BACKGROUND / PROPOSAL:

Administration advertised the invitation to tender 'Removal of BF78103 and Construction of Range Road 140A' on the County Website, County Facebook and in the Big Deal Bulletin.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2016 Capital Budget code 6-32-30-28 \$120,000.

SUSTAINABILITY PLAN:

COMMUNICATION:

Successful bidder will be notified.

Author: S Wheeler **Reviewed by:** L Racher **CAO:** CG

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the tenders for Removal of BF78103 and Construction of Range Road 140A be opened.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That the tenders for 'Removal of BF78103 and Construction of Range Road 140A' be referred to the Public Works Committee for review and award, subject to being within budget.

Author: S Wheeler **Reviewed by:** L Racher **CAO:** CG



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Ron Pelensky, Director of Community Services and Operations
Title:	Request for Proposal - Supply of New or Used Plow/Sanding Gravel Truck (3:00 pm)

BACKGROUND / PROPOSAL:

Administration advertised a Request for Proposal 'Supply of New or Used Plow/Sanding Gravel Truck' on the Alberta Purchasing Connection (APC) website.

OPTIONS & BENEFITS:

That the 'Supply of New or Used Plow/Sanding Gravel Truck' Request for Proposals be awarded to the lowest qualified bidder.

COSTS & SOURCE OF FUNDING:

Funding to come from the 2016 Capital project in the amount of \$290,000.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

The request for proposal was advertised on the APC website, and by contacting suppliers.

Author: R. Pelensky **Reviewed by:** _____ **CAO:** CG

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That the Supply of New or Used Plow/Sanding Gravel Truck Request for Proposals be opened.

Motion 2:

- Simple Majority Requires 2/3 Requires Unanimous

That the Supply of New or Used Plow/Sanding Gravel Truck Request for Proposals be referred to the Public Works Committee for review, and awarded to the best qualified proponent while remaining in budget.

Author: R. Pelensky Reviewed by: _____ CAO: CG



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Ron Pelensky, Director of Community Services and Operations
Title:	Tender - Supply and Construct Wooden Post Frame Sand Shed (3:00 pm)

BACKGROUND / PROPOSAL:

Administration advertised an invitation to tender 'Supply and Construct Wooden Post Frame Sand Shed' on the County Website, and Alberta Purchasing Connection (APC) website.

OPTIONS & BENEFITS:

That the 'Supply and Construct Wooden Post Frame Sand Shed' Tender be awarded to the lowest qualified bidder.

COSTS & SOURCE OF FUNDING:

Funding to come from the 2016 Capital project in the amount of \$200,000.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

The tender was advertised on the APC website, Mackenzie county website, and by contacting suppliers.

Author: R. Pelensky **Reviewed by:** _____ **CAO:** CG

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That the Supply and Construct Wooden Post Frame Sand Shed tenders be opened.

Motion 2:

- Simple Majority Requires 2/3 Requires Unanimous

That the Supply and Construct Wooden Post Frame Sand Shed Tender be awarded to the lowest qualified bidder.

Author: R. Pelensky Reviewed by: _____ CAO: CG



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Carol Gabriel, Interim Chief Administrative Officer
Title:	Seeking Input on Energy Efficiency and Community Energy in Alberta

BACKGROUND / PROPOSAL:

The province has recently convened an Energy Efficiency Advisory Panel to engage Albertans in determining the types of programs that should be developed to help individuals, businesses and communities reduce greenhouse gas emissions.

The province estimates that over the next five years, carbon pricing will raise \$9.6 billion, which will be reinvested in supporting Alberta’s move to a lower carbon future:

\$3.4 billion will help households, businesses and communities adjust to the carbon levy, which will be applied to fuels starting in 2017. Much of this will be spent through rebates to lower income Albertans. AUMA had been advocating that municipalities also receive a rebate on the levy.

While the primary task of the Panel is to provide advice on the programs Energy Alberta will deliver, there is also an opportunity to provide input on how the province should roll out their other funding such as the \$2.2 billion envelope for green infrastructure.

The Panel is planning engagement sessions for municipalities at the end of September, with more details on these sessions expected to be released later in August. In the meantime the municipalities can review the panel’s discussion document and provide a written submission.

If Mackenzie County does provide a written submission, AUMA is asking for a copy of the submission by September 1, so they can reflect member input on their own submission.

A discussion document has been developed to help guide the conversation. It outlines key areas and issues they would like to hear Alberta’s opinions on, including:

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

- Which sectors or areas would you like to see support directed to?
- What types of programs and technologies would best promote energy efficiency and community energy systems, based on cost-effectiveness and greatest impact of greenhouse gas reductions?
- Understanding program funding starts from \$45 million per year, what level of funding or other support should be offered to different programs?
- Are there other ways, aside from financial incentives, to help promote energy efficiency and community

Attached is the document that was developed for the discussion.

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

For discussion.

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

Energy Efficiency and Community Energy in Alberta:

DISCUSSION DOCUMENT





Contents

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Minister's Message

From the outset of announcing Alberta's Climate Leadership Plan in November 2015, the provincial government has focused on developing and implementing energy efficiency and community energy systems as the easiest and most economical way to reduce greenhouse gas emissions. The new *Climate Leadership Implementation Act* brings Albertans one step closer to saving on their energy bills and helping to lower greenhouse gas levels throughout the province.

The Act establishes Energy Efficiency Alberta, the public agency that will put provincial-scale energy efficiency and community energy system programs in place in early 2017. The Energy Efficiency Advisory Panel will ensure this timeframe is met.

The Energy Efficiency Advisory Panel will engage with a cross-section of Albertans, including individuals, Indigenous communities, and municipal and industry stakeholders, to determine the types of energy savings and community energy programs that Energy Efficiency Alberta can deliver in the short- and medium-term. Alberta's approach to energy efficiency and community energy systems will ensure the largest reduction of greenhouse gas emissions at the lowest possible cost to the economy.

This discussion document is meant to help guide the engagement process. Throughout the document a number of questions will provide a starting point for conversations. These conversations will provide the information the panel needs to develop its recommended approach, programming options and general advice to government.

We invite you to share your perspective.

Energy efficiency and community energy systems program development is another leadership step Alberta is taking on its fight on climate change. It adds to efforts to protect the health of Albertans, our environment and our economy.

Shannon Phillips, Minister of Environment and Parks, Minister Responsible for the Climate Change Office

June 2016



Message from the Advisory Panel Chair

I am delighted the Government of Alberta invited me to chair its Energy Efficiency Advisory Panel. Experience around the world and evidence from many independent international agencies confirms that energy efficiency is *the most cost effective* energy investment that any jurisdiction can make. Energy efficiency, combined with targeted investments in community-level renewable energy, creates reliable green jobs, delivers regional economic development, reduces fuel poverty for those on low incomes and reduces carbon pollution at least cost.

Through this initiative, the Alberta economy will benefit from deploying the smartest new technologies emerging in the fields of energy efficiency and small scale renewables and Albertans will know that every single dollar invested will generate social, economic and environmental pay offs. Those benefits will be experienced both in the short term and in the long term.

The work of our panel will ensure that the benefits are maximized in line with international best practices and that accountability for performance is hardwired into the design of the independent agency that will be charged with responsibility for developing and executing programs.

The agency needs to be high performing and effective, measuring and reporting on performance in real time. In addition the agency needs to enthuse Albertans with the possibilities: for transformation of the provincial economy; for the creation of opportunity for Indigenous communities and other key sectors of Alberta's municipal and civil society sectors; for reductions in energy costs for all consumers; and for social and environmental leadership in Canada.

It is the job of our panel – working closely with all stakeholders and communities – to design and deliver that vision.

Dr. David Wheeler, Chair, Energy Efficiency Advisory Panel

June 2016

Overview and Context: Energy Efficiency and Community Energy in Alberta

Alberta's Climate Leadership Plan was launched in November 2015, based on recommendations from the Climate Change Advisory Panel. This panel, chaired by Dr. Andrew Leach, based on public, Indigenous and stakeholder engagement, delivered a report with specific recommendations on energy efficiency and community energy:

- An energy efficiency strategy is a key complementary program to the proposed economy-wide carbon levy.
- A dedicated Energy Efficiency Alberta entity would address the unique structure of the Alberta electricity market.
- Energy efficiency programming should be broadened to include the deployment of community-scale energy systems.
- Performance accountabilities are foundational to the programming and least cost incremental reductions should be pursued as a priority.
- Integrating services for audits, incentives, financing and installation for the full range of best new building energy technologies can reduce barriers to adoption.

Demand-side management and community energy systems will help reduce greenhouse gas emission in households, communities and businesses, help Albertans reduce their energy use and lower their energy costs.

In Budget 2016, Alberta estimated that, over the next five years, carbon pricing is expected to raise \$9.6 billion, all of which will be reinvested in the economy and a rebate program for Albertans:

- \$6.2 billion will help diversify our energy industry and create new jobs:
 - \$3.4 billion for large-scale renewable energy, bioenergy and technology;
 - \$2.2 billion for green infrastructure such as transit; and
 - \$645 million for Energy Efficiency Alberta, a new provincial agency that will support energy efficiency programs and services for homes and businesses.
- \$3.4 billion will help households, businesses and communities adjust to the carbon levy.

The Government of Alberta, through the *Climate Leadership Implementation Act*, established Energy Efficiency Alberta, a public agency to deliver energy efficiency and community energy system programs. The agency will be established and operational by the end of 2016, with the expectation that energy efficiency and community energy system programs will be launched in early 2017. The agency will:

- Raise awareness among energy consumers of energy use and the associated economic and environmental consequences;

- Promote, design and deliver energy efficiency and conservation programs, and develop community energy systems (including community energy systems, and micro- and small-scale generation); and
- Promote the development of an energy efficiency and community energy services industry.

The agency will ensure programs are relevant to a broad range of Albertans, organizations and industries, including rural, remote and Indigenous communities, the agricultural sector, businesses and small industrial consumers, and not-for-profits¹.

Energy Efficiency Advisory Panel

The Energy Efficiency Advisory Panel will help launch Energy Efficiency Alberta. The panel will engage with Albertans and produce a report to the Minister of Environment and Parks, Responsible for the Climate Change Office, on the path forward. The report will include:

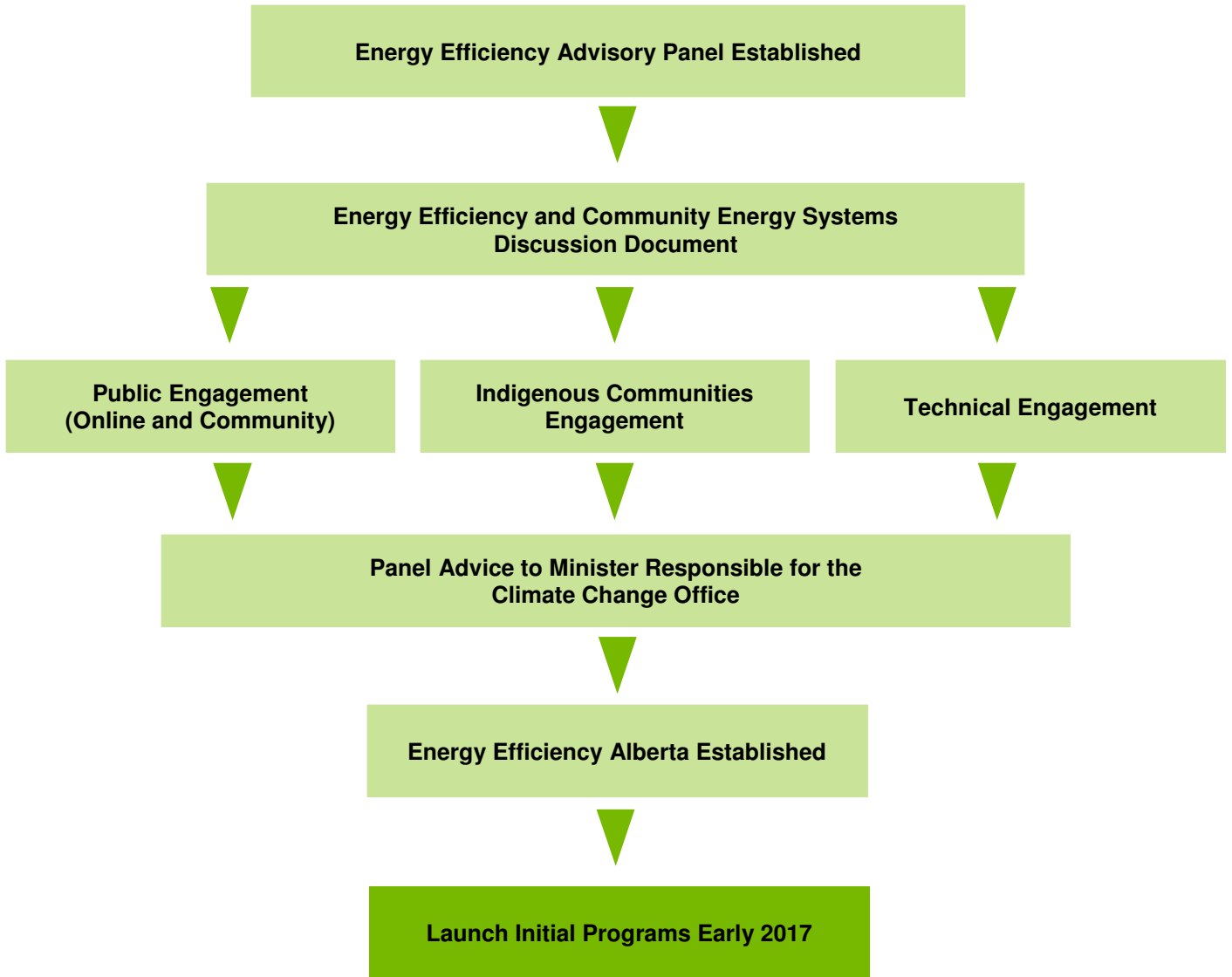
- Advice on programs the agency could undertake that would be lowest cost and highest impact in terms of maximizing economic and social benefits, while significantly reducing greenhouse gas emissions.
- Recommendations for education and outreach initiatives to help consumers reduce energy use and emissions.
- A vision for energy efficiency's long-term mission and goals. Recommendations will include how to promote, design and deliver demand-side energy management programs that deliver an environmental advantage. Examples include energy efficiency and conservation, fuel switching, demand response, and demand-side energy systems.

The panel comprises individuals with the expertise and experience that will help Alberta establish long-term energy efficiency and community energy systems programming to bring the greatest reduction of greenhouse gas emissions at the lowest overall cost to the economy.

Over the coming months, the panel will gather input from Albertans, Indigenous communities, municipal and other civil society sectors, and technical stakeholders. This will ensure a well-rounded perspective on the challenges and opportunities related to energy efficiency and community energy.

Visit www.EnergyEfficiency.alberta.ca for more information, to learn about the engagement process, opportunities, to attend public meetings, or to submit feedback online.

¹ Examples may include replacing diesel generated electricity in remote First Nation communities, or bioenergy operations on farms.



The image above outlines how the panel's engagement ties into the development of the agency and the launch of programs in early 2017.

The purpose of this document is to help facilitate discussions by highlighting the various energy efficiency and community energy program areas, programming tools and opportunities available to Albertans.

For the purposes of this document:

Energy efficiency refers to initiatives that would increase the effective use of energy through a particular technology or process. Exchanging a light bulb for one that uses less energy is an example of energy efficiency.

Energy conservation is simply using less energy. Turning off a light when you leave the room is an example of energy conservation.

Demand side management (DSM) refers to all changes made by energy users to achieve large-scale energy efficiency improvements (International Energy Agency, 2011). It includes activities that change how much energy consumers use, when it is used it, or in what form – for example shifting electricity use from periods of high peak to off-peak hours, and improving energy efficiency and conservation.

Community energy systems technologies includes both micro-generation and small-scale energy generation. Micro-generation is not intended to produce electricity beyond the owner's needs. Generated capacity is less than one megawatt from alternative or renewable sources of energy. Small-scale community generation refers to generation owned by a local community, co-operative or non-profit organization (including schools, post-secondary institutions and hospitals, etc.). Generation capacity from alternative or renewable sources of energy may be larger than a micro-generation site.

Opportunities for Energy Efficiency and Community Energy

Energy efficiency is widely recognized as the most cost-effective way to reduce greenhouse gas emissions. Energy efficiency is always less expensive and easier to use than developing new energy sources over the long term. Through energy efficiency gains, it is possible to defer the development of new sources of energy while continuing to meet demand.

Across Alberta, the unique needs of individuals, communities and businesses may differ. Energy efficiency and community energy programs can be designed specifically to cater to these sectors. For example:

- Province-wide programs (residential, commercial and transportation)
- Indigenous community programs
- Institutional programs (schools, hospitals, charitable sector)
- Lower-income programs
- Agricultural programs and programs with a rural focus

- Small/medium business and small industrial consumer programs
- Not-for-profit group programs
- Community energy systems including district energy, combined heat and power and small-scale renewables
- Programs targeting micro-generation

Each unique sector or area has opportunities for efficiency in housing, buildings, transportation and renewable and alternative energy are available. Within housing, specific opportunities include:

- Heating, ventilation and air conditioning systems (HVAC)
- Building envelope (e.g., insulation)
- Information and building management (e.g., day-to-day operations, programmable thermostats, smart metering, storage, etc.)
- End-use technologies (e.g., kitchen appliances, electronics);
- Lighting
- Renewable energy generation

In the transportation sector, energy efficiency opportunities include:

- Fuel switching (from gas vehicles to electric, hybrid and other advanced technology vehicles)
- Conservation (e.g., ride sharing, public transportation, biking or walking);
- Vehicle fuel efficiency awareness (e.g., fuel consumption labels, comparator charts)
- Driving practices (e.g., slow acceleration, driving consistent speeds)

Barriers to Implementing Energy Efficiency and Community Energy

While energy efficiency is one of the best ways to achieve cost-effective greenhouse gas emission reductions, it is sometimes difficult to implement energy efficiency improvements. A number of factors such as those below can be barriers to adoption.

Awareness – Homeowners, businesses and communities can be unaware of their level of energy efficiency and are unsure what they can do to change their energy consumption.

Ownership Transfer Barrier – This arises when the payback period on an energy efficiency upgrade or a small scale renewable investment exceeds the length of time the owner or manager will own a facility or business.

Payback Periods - Individual consumers, businesses and communities are sometimes much more sensitive to the initial cost of a device than to future long-term cost savings.

Split Incentive Problem – This arises when the person, business or community responsible for facility maintenance is not responsible for energy costs, which means there is no incentive to make efficiency upgrades or explore opportunities for renewable energy, smart grid or storage investments.

Technical Capacity – Individuals, community organizations and small businesses may lack access to technical expertise and may be unable to explore and execute investments in efficiency or small scale renewables.

Technological Risk – New or unfamiliar technologies are sometimes associated with higher risk, because of unproven performance.

Transaction Costs - There can be time-consuming steps involved in improving energy efficiency and deploying community energy systems, including energy audits, researching energy efficiency opportunities, designing systems and installing devices.

Upfront Costs - The upfront costs for high-impact energy efficiency upgrades, or the need to finance a renewable energy development, may exceed the capital budgets for repairs and renovations at household, small business or community levels.

How do we overcome these barriers to promote energy efficiency and community energy?

Discussion – Barriers:

- Q1.** Are there barriers not listed that you think are important?
- Q2:** What are the most significant barriers to adopting energy efficient and community energy system technologies that are common to all sectors?
- Q3.** Are certain barriers unique to a particular sector?
- Q4.** Given the large number of potential program areas, where should government focus its efforts in the short-, medium- and long-term?

Programming Tools and Options

Different programming tools can promote energy efficiency and community energy systems.

Consumers can take advantage of a number of available low-cost energy efficiency measures. Many homeowners and businesses, however, are not fully aware of opportunities to reduce their energy consumption and utility bills. **Education and outreach** provides information on best practices in technology as well as associated benefits and risks. This allows consumers to learn about new technologies and compare different options to improve energy efficiency.

Examples:

- Home and business energy assessment tools
- Detailed energy billing
- Building and equipment labeling
- Consumer-focused websites

A major barrier to implementing energy efficiency is the up-front capital costs associated with many energy efficiency improvements. **Incentives**, whether direct grants or loans, or indirect tax breaks, help users adopt newer, more efficient technologies. Incentives can reduce some risk of investing in new technologies to reduce energy use and greenhouse gas emissions.

Examples:

- Rebates for new energy efficiency and community energy system technologies
- No- or low-interest loans
- Rebates for household and business energy audits

Once technologies mature, implementing **standards and regulations** and other policy tools can ensure the level of energy efficiency is continually improving throughout all sectors in the province.

Complementary programs and policy approaches support improvements.

Examples:

- Equipment and appliance minimum performance standards
- Building codes

What programming tools best promote energy efficiency and community energy?

Discussion – Programming Tools:

- Q1.** Which programming tools are most effective at driving uptake of energy efficiency and community energy system technologies and why?
- Q2.** Are certain programming tools more effective than others at driving efficiency in a particular sector? If so, please specify the programming tool (or combination of tools) and the sector.

Defining Success

To design effective energy efficiency and community energy programs, it is necessary to develop an objective approach to determine which technologies should be selected. Some examples of measures of success include:

Economic impact: the number of stable green jobs associated with program options and the direct and indirect benefits to urban and rural economies associated with the implementation of programs.

Cost-effectiveness: the cost of achieving greenhouse gas (GHG) emissions reductions, also known as the abatement cost. Technology or behaviour changes with a lower abatement cost will achieve greater emissions reductions and energy savings per dollar invested.

GHG reduction potential: the total GHG reduction potential of a particular technology or program.

Incentive cost: the cost of the incentive to motivate energy consumers to adopt the technology or behaviours (based on the incremental cost between the conventional technology/behaviour and the energy efficient alternative).

Proven: the program or technology has been proven to be successful in Alberta, or elsewhere in the world.

Regional diversity and reach: the potential reach of a particular technology or program in terms of the number of households, people, buildings, communities or businesses that can implement this technology.

Regional relevance: ensuring that programs are helpful to Albertans in all types of communities, including rural and remote.

Social benefit: the reduction of energy costs to low- and middle income households.

Social inclusion: the economic and social benefits to Indigenous communities, for example, through job creation and lower energy costs per household.

What measures of success best demonstrate energy efficiency and community energy?

Discussion – Measures of Success:

- Q1.** Which measures of success do you feel are most important to informing energy efficiency and community energy programming?
- Q2.** Are there additional measures you would add? Are there any measures you think should be removed?

Technologies

A large number of energy efficiency and community energy technologies and measures are available to consumers. Technologies vary significantly from sector to sector, and in terms of capital costs, installation costs, maturity of technology, and impact on energy use. Energy audits often are used to assess the specific needs of a household, business or industrial facility, and to recommend appropriate equipment or appliance upgrades.

Examples of Energy Efficient Technologies and Practices

	Category	Technologies and Behaviours
Residential Buildings	Low cost conservation measures	Programmable thermostats, weather stripping, low flow showerheads, energy audits
	Appliances	High efficiency appliances (e.g., fridges, washing machines)
	Space and water heating	Insulation, high efficiency furnace and hot water heaters, waste heat recovery systems
	Lighting	Light emitting diodes (LED)
	Building operations	Day-to-day management and operations to improve efficiency
	Behavioural change	Individuals take responsibility for reducing energy use
Commercial Buildings	Auxiliary Motors	High efficiency motors
	Space and water heating	High efficiency furnaces and boilers, furnace vent dampers, and waste heat recovery
	Lighting	Fluorescent upgrades (e.g., t5), bulb, light emitting diodes (LED)
	Auxiliary equipment	High efficiency equipment
	Building operations	Day-to-day management and operations to improve efficiency
	Behavioural change	Individuals take responsibility for reducing energy use
Transportation	High efficiency passenger and commercial vehicles	High efficiency gasoline, high efficiency diesel, hybrid electric and electric vehicles
	Commercial vehicle upgrades	Devices to increase efficiency of commercial vehicles (e.g., anti-idling devices, aerodynamic aids, etc.)
	Conservation and efficient driving techniques	Ride sharing, public transit, fuel consumption labeling, driving consistent speeds, slow acceleration, etc.

Examples of Small-Scale and Community Energy Technologies and Practices

Technology	Application Examples	Considerations
Solar Photovoltaic (Solar PV) - Producing electricity using solar energy	<ul style="list-style-type: none"> • Residential • Commercial • MUSH sector (Municipal, Universities, Schools and Hospitals) • Industrial • Community 	<ul style="list-style-type: none"> • Capital costs decrease as technology improves • Alberta has good solar PV potential • Requires space and access to sunlight
Solar Thermal – Producing hot water using solar energy	<ul style="list-style-type: none"> • Residential • Commercial • MUSH sector • Industrial 	<ul style="list-style-type: none"> • Mature technology • Alberta has good solar thermal potential • Requires space and access to sunlight
Small Wind Turbines	<ul style="list-style-type: none"> • Residential • Commercial • MUSH sector 	<ul style="list-style-type: none"> • Not as common as solar technologies • Wind potential varies throughout Alberta
Geothermal – using earth’s heat to produce electricity and/or heat	<ul style="list-style-type: none"> • Residential • Commercial • MUSH sector • Industrial • Community 	<ul style="list-style-type: none"> • Potential varies throughout province • Installation is more involved than other technologies • Can include benefit of electricity and heat provisions
Combined Heat and Power systems	<ul style="list-style-type: none"> • Commercial • MUSH sector • Industrial • Community 	<ul style="list-style-type: none"> • Improved efficiency with combined generation • Scalable and suitable for aggregate and larger systems

What technologies and practices best drive energy efficiency and community energy?

Discussion – Technologies and Practices:

- Q1. What are the most important factors in determining which technologies and practices should be included in energy efficiency and community energy programs?

Getting Involved

Albertans are invited to participate and provide feedback to the Energy Efficiency Advisory Panel. This feedback will inform energy efficiency and community energy system programming, which can help Albertans, businesses and communities transition to a lower carbon economy.

Visit www.EnergyEfficiency.alberta.ca for more information, to learn about the engagement process, opportunities, to attend public meetings, or to submit feedback online.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Carol Gabriel, Interim Chief Administrative Officer
Title:	Mighty Peace Watershed Working Alliance Groups

BACKGROUND / PROPOSAL:

The Mighty Peace Watershed Alliance (MPWA) is the designated Watershed Planning and Advisory Council for the Peace and Slave River Watersheds in Alberta under the *Water for Life* strategy. Currently several issues of concern have been identified by the MPWA and now appropriate people are being sought to contribute to a multi-stakeholder, consensus decision-making process in a Working Group setting. Two concern areas that have been identified are:

- Non- saline Ground Water
- Peace River Flow Regime

The goal for these working groups is to have draft recommendations about how to deal with the Non-saline Ground Water in the Peace and Slave River Watersheds, and how to approach the Peace River Flow as an issue of concern ready by January 2017.

Specific to the concern of the Peace River Flow Regime they are in need of people who are involved in water quality, quantity and use and represent the sectors present in the watershed to work through this issue.

Specific to the Non-saline Ground water issue they are looking for people who are involved with non-saline ground water use and represent the range of sectors in the watershed to work through this issue.

Attached is the list of components and questions for the Non-Saline Ground Water working group as well the list of components and questions for the Peace River Flow Regime Working group.

They are hoping that someone from Mackenzie County could fill the Rural Municipality seat for the Non-saline Groundwater working group and that

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

someone could fill the Rural Municipality/Fort Vermillion seat for the Peace River Flow Regime working group.

Interested participants are asked to commit to 5 meetings (full days) from September 2016 to January 2017.

Also attached are the Terms of Reference for both of the working group.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Honorariums and travel and subsistence for meeting attendance – Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

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

From: [Adam Norris](#)
To: [Carol Gabriel](#)
Cc: [Eric Jorgensen](#)
Subject: MPWA working groups
Date: July-25-16 9:38:20 AM
Attachments: [Non-saline Ground Water working group letter 4.7.16.pdf](#)
[Non-saline Ground Water Draft Terms of Reference.pdf](#)
[Peace River Flow Regime working group letter 4.7.16.pdf](#)
[Peace River Flow Regime Draft Terms of Reference.pdf](#)

Hi Carol, thanks for talking with me this morning. I have attached a letter of invitation and draft Terms of Reference for each of the working groups. We are hoping that someone from Mackenzie County could fill the Rural Municipality seat for the Non-saline Groundwater working group and someone could fill the Rural Municipality/Fort Vermillion seat for the Peace River Flow Regime working group.

Please let me know if there are any questions.

Thank you,

Adam Norris, M.Sc., B.i.T.

Watershed Coordinator

Mighty Peace Watershed Alliance

Box 217, McLennan, AB T0H 2L0

Office: 780-324-3355

Cell: 780-552-4354

email: mpwa.coordinator@telus.net

Website: <http://www.mightypeacewatershedalliance.org>



July 4, 2016

The Mighty Peace Watershed Alliance (MPWA) is the designated Watershed Planning and Advisory Council for the Peace and Slave River Watersheds in Alberta under the *Water for Life* strategy. Presently, the MPWA is working on an Integrated Watershed Management Plan for the Peace and Slave River Watersheds in Alberta. Several Issues of Concern have already been identified by the MPWA and now appropriate people are being sought to contribute to a multi-stakeholder, consensus decision-making process in a Working Group setting. One identified Issue of Concern is Non-saline Ground Water.

Our goal is to have draft recommendations about how to deal with Non-saline Ground Water in the Peace and Slave River Watersheds ready by January 2017. The background work completed in the State of the Watershed and other technical projects will provide a basis for moving this process forward. What we need are people who are involved with non-saline ground water use and represent the range of sectors present in the watershed to work through this issue. This will involve ensuring the issue is framed properly, reviewing impacts of land use/human activity on watershed function, examining and evaluating Beneficial Management Practices (BMPs) to mitigate negative impacts and using consensus decision-making to identify the most appropriate BMPs for the Peace and Slave River Watersheds.

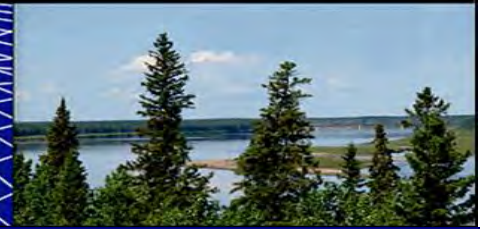
The Non-saline Ground Water Working Group will provide draft recommendations to the Integrated Watershed Management Plan Steering Committee who will then bring all the Issues of Concern together and take it to the MPWA Board of Directors for validation. The Integrated Watershed Management Plan, including the Non-saline Ground Water component, will be then taken out for validation by the different sectors in the Watershed. The plan will make recommendations to solve issues and feed in to the Government of Alberta's Land Use Framework and Regional Planning Efforts.

The following is a list of components and questions to help start the work of the Non-Saline Ground Water working group.

1. Conflicts between industrial and residential use of ground water
 - a. Fox creek/Valleyview area availability
 - b. Hot spots - wherever there is currently a lot of Oil and Gas activity
 - c. West County of Grande Prairie/ Wembley
 - d. West of Saddle Hills - natural gas contamination of drinking wells
 - e. La Crete area
 - f. What interaction is there between hydraulic fracturing and non-saline ground water?
2. Lack of background information
 - a. Capacity and recharge rates of aquifers
 - b. Linkages between ground water and surface water
 - c. What are the exact problems with the lack of information (examples)?
 - d. What is the viability of aerial surveys for the Peace and Slave watersheds and ground water mapping
3. Sharing of information
 - a. What information does Alberta Energy Regulator receive about water discoveries?
 - b. What is the feasibility of bringing together all the known information on ground water including driller's logs?
 - c. Who becomes responsible for integrating ground water information?



Mighty Peace Watershed Alliance



- d. Where is there uncollated data?
- e. Is there a well drillers association?
- f. Well testing/water quality in ground water? What are the current reporting requirements?
4. Who will do the gap filling work?
5. Availability of ground water reserves and their sustainability
 - a. What risks are there to our non-saline ground water?
6. Public Education about ground water
7. Grimshaw Gravels Aquifer - could this be an example/model/template for management?
 - a. What are the risks to future sustainability? How do we set thresholds?
8. Identify resources for ground water management (ground water mapping)
 - a. What are the BMPs? Are they being used? Are they effective? Who is doing these?
9. Potability
 - a. Assess the risk of selenium in ground water in the upper watershed?
 - b. Are there any other particular contaminants that are a risk locally? Arsenic, mercury
 - c. Access to drinking water
10. Is there an appropriate regulatory framework in place surrounding Non-saline Ground Water?
 - a. Is there an appropriate metric to determine when and where non-saline ground water will be used so that it is sustainable?
 - b. How do Alberta Energy Regulator and Alberta Environment and Parks interact on ground water?

We are asking interested participants to commit to at least 5 meetings (full day) from September 2016 to January 2017, of Non-saline Ground Water, land use that is affecting ground water and potential solutions or opportunities to the table. Work will be done in a multi-stakeholder setting and the ability to constructively engage with those from a different sector or with a different opinion is critical.

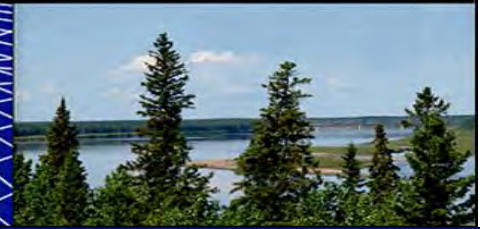
More information regarding the MPWA or the Integrated Watershed Management Plan can be found on our website mightypeacewatershedalliance.org or by contacting the office at 780-324-3355.

Thank you,

The Integrated Watershed Management Plan Steering Committee

By:

Adam Norris
Watershed Coordinator
780-552-4354
mpwa.coordinator@telus.net



July 4, 2016

The Mighty Peace Watershed Alliance (MPWA) is the designated Watershed Planning and Advisory Council for the Peace and Slave River Watersheds in Alberta under the *Water for Life* strategy. Presently, the MPWA is working on an Integrated Watershed Management Plan for the Peace and Slave River Watersheds in Alberta. Several Issues of Concern have already been identified by the MPWA and now appropriate people are being sought to contribute to a multi-stakeholder, consensus decision-making process in a Working Group setting. One identified Issue of Concern is the Peace River Flow Regime.

Our goal is to have draft recommendations about how to approach Peace River Flow Regime as an Issue of Concern in the Peace and Slave River Watersheds ready by January 2017. The background work completed in the State of the Watershed and other technical projects will provide a basis for moving this process forward. What we need are people who are involved with water quality, quantity and use and represent the range of sectors present in the watershed to work through this issue. This will involve ensuring the issue is framed properly, reviewing impacts of land use/human activity on watershed function, examining and evaluating Beneficial Management Practices (BMPs) to mitigate negative impacts and using consensus decision-making to identify the most appropriate BMPs for the Peace and Slave River Watersheds.

The Peace River Flow Regime Use Working Group will provide draft recommendations to the Integrated Watershed Management Plan Steering Committee who will then bring all the Issues of Concern together and take it to the MPWA Board of Directors for Validation. The Integrated Watershed Management Plan, including the Peace River Flow Regime component, will be then taken out for validation by the different sectors in the Watershed. The plan will make recommendations to solve issues and feed in to the Government of Alberta's Land Use Framework and Regional Planning Efforts.

The following is a list of components and questions to help start the work of the Peace River Flow Regime working group.

1. Assess funding options for characterizing the management options for wetlands affected by flow regime
2. Effect of flow regime on lower Peace Watershed wetlands
3. How to be ensure effective Parks Canada engagement
4. Is the amount of gauging along the Peace River appropriate?
5. What are the costs (operational, structural and hazards) and benefits associated with changes to flow regime?
6. What are the transboundary issues? What processes are in place to deal with these?
7. What are the data gaps about ice jams? What are the possible solutions to deal with it?
8. What changes in flow regime are needed to achieve desired ecological outcomes?
 - a. What frequency of flooding is needed to achieve ecological outcomes?
 - b. What drives flooding in wetlands complexes beyond ice jams?
 - c. Effect on wildlife and fish
 - d. Effect on riparian zone
 - e. Impact on channel development
 - f. How do we apply the optimization model to the different objectives for flow regime?
 - g. Effect on water temperature
 - h. Volume and timing
 - i. What percentage of the flooding is controlled by BC dams?



- j. What are the alternatives to ice jams for restoring ecological function?
9. What are the flood risks associated with changed flow regimes?
10. What are the barriers to addressing data gaps?
11. How does this Issue of Concern fit into in the Land Use Framework?
12. Effects of flow regime on the ability of First nations to exercise Mode of Life as guaranteed by Treaties
13. What technical resources are available (eg. Lidar, satellite digital elevation model)?
14. What should be the objectives for the flow regime?
15. What conditions are necessary to enable transportation (ferries, ice bridges, First Nations/bush travel with boats)? What costs/benefits are associated with restoring these?
16. Effect on recreational opportunities
17. Promote communication of relevant information between parties
18. Assemble and present First Nation's knowledge and concerns around the impact of Peace River Flow Regime on their way of life
19. Understand and promote the work done by Peace Athabasca Delta Ecological Monitoring Program
20. Identify opportunity within the trans-boundary process to inform and make recommendations

We are asking interested participants to commit to 5 meetings (full day) from September 2016 to January 2017, to bring understanding of Peace River Flow Regime and potential solutions or opportunities to the table. Work will be done in a multi-stakeholder setting and the ability to constructively engage with those from a different sector or with a different opinion is critical.

More information regarding the MPWA or the Integrated Watershed Management Plan can be found on our website mightypeacewatershedalliance.org or by contacting the office at 780-324-3355.

Thank you,

The Integrated Watershed Management Plan Steering Committee

By:

Adam Norris
Watershed Coordinator
780-552-4354
mpwa.coordinator@telus.net



Mighty Peace Watershed Alliance

Integrated Watershed Management Plan Working Group Non-saline Ground Water Terms of Reference

The following document describes the purpose and structure of the working groups including what they should achieve, who will participate, how work will be done and when it will be completed. The Board of Directors approved these Terms of Reference on

Context

The Mighty Peace Watershed Alliance Society (MPWA) is a multi-stakeholder not-for-profit organization registered under Alberta’s Society Act. The MPWA is one of several *Watershed Planning and Advisory Councils* created under Alberta’s *Water for Life* strategy. The MPWA is committed to achieving and implementing the three goals of the strategy:

- Safe, secure drinking water supply
- Healthy aquatic ecosystems
- Reliable, quality water supplies for a sustainable economy.

The implementation of these goals is guided by the vision, mission and shared values of the MPWA:

Vision – The Peace is a healthy, sustainable watershed that supports our social environmental and economic objectives.

Mission – To promote watershed excellence, the Mighty Peace Watershed Alliance will monitor cumulative effects from land use practices, industry and other activities in the watershed and work to address issues through science, education, communication policy and by supporting watershed stewardship.

Shared Values - The Mighty Peace Watershed Alliance will:

Respect a diversity of peoples and values	<i>By demonstrating individual and collective respect for the air, land and water and by appreciating the diversity of values and opinions found in the Peace watershed.</i>
--	--

Be an ambassador	<i>By promoting our vision and mission, demonstrating integrity, accountability and practicality, and practicing effective communication, knowledge-building and consensus decision-making.</i>
Be a trustworthy and credible source of information	<i>By being well-informed and providing sound advice through an adaptive watershed approach that integrates traditional local and scientific knowledge in information-gathering and problem solving.</i>
Be fair and transparent to all	<i>By seeking balanced representation and listening to all stakeholders in an open, transparent manner.</i>
Be inclusive and collaborative	<i>By facilitating inclusive and collaborative processes and partnerships, promoting membership and interaction and providing opportunities for all stakeholders to be involved.</i>
Be action-oriented and innovative	<i>By being motivated, resourceful and action-oriented in finding new, innovative ideas and win-win strategies.</i>
Foster stewardship	<i>By encouraging and enabling individuals and organizations to be good stewards of the watershed.</i>

Objectives

The working groups will work through the Issues of Concern as directed by the Integrated Watershed Management Plan Steering Committee (IWMP SC) in a consensus process. The end goal for each Issue of Concern is a set of concrete recommendations to the IWMP SC on how to improve water quality and quantity in pursuit of the 3 goals of the *Water for Life* strategy. This includes statements about the Issue of Concern and potential options for addressing this, which are ranked.

Working Group Task

1. To review the information presented by the Integrated Watershed Management Plan Steering Committee (IWMP SC), review and assess for completeness and data gaps.
2. The working group will ensure that Issue of Concern is properly framed through discussion and brainstorming.
3. The working group will develop statements for their assigned Issues of Concern to clarify and frame the issue. Subsequent to this, the working group will identify and evaluate potential management options of how to address the issues.
4. Finally, recommendations will be made by the Working Group to the IWMP SC on how best to move forward on their designated Issue of Concern. This recommendation will include ranked management options and indications of the consensus achieved within the Working Group.

What is in scope?

The IWMP SC will indicate to each working group what the Issue(s) of Concern they are to deal with is/are. Each issue is to be considered, diagnosed and potential management options for addressing are to be sought out, collected and evaluated. Please see Appendix I for more detail on each Issue of Concern.

What is out of scope?

Issues of Concern not assigned to a particular Working Group are out of scope, as is engaging consultants without the approval of the IWMP SC or implementation activities. The Working Groups will not engage in lobbying or promotion of a particular management option.

Membership

1. Membership of the Integrated Watershed Management Plan Working Groups must be approved by the IWMP SC and shall consist of the following classifications:

Non-saline Ground Water

- Agriculture and Forestry member
 - Alberta Environment and Parks member
 - Alberta Geological Survey member
 - Alberta Energy Regulator member
 - First Nation member
 - Grimshaw Gravels Aquifer Management Advisory Association member
 - Integrated Watershed Management Plan Steering Committee member
 - Mining Industry member
 - Municipality using ground water member
 - North Peace Tribal Council Land and Water Table member
 - Oil and Gas Industry member
 - Public at Large member
 - Rural Municipality member
2. The Working Group can, with approval from the IWMP SC, call upon the expertise of people outside the Working Group and outside the MPWA.

Meetings

Meetings will be set as required and notification will be provided electronically.

Reporting

1. The Working Groups is responsible to and reports to the Integrated Watershed Management Plan Steering Committee, which in turn is responsible to and reports to the MPWA board (MPWA Process Guide section 6.1).
2. The Working Group will report to the IMWP SC after every meeting and the IWMP SC will report to the Board at minimum at every regular Board meeting.

Quorum

A simple majority of committee members shall constitute quorum.

Delegation

The Working Group may, with permission from the IWMP SC, delegate tasks to other qualified individuals or groups.

Timelines

The Working Group will convene in September 2016 and complete their work by January 2017.



Mighty Peace Watershed Alliance

Integrated Watershed Management Plan Working Group Peace River Flow Regime Terms of Reference

The following document describes the purpose and structure of the working groups including what they should achieve, who will participate, how work will be done and when it will be completed. The Board of Directors approved these Terms of Reference on

Context

The Mighty Peace Watershed Alliance Society (MPWA) is a multi-stakeholder not-for-profit organization registered under Alberta’s Society Act. The MPWA is one of several *Watershed Planning and Advisory Councils* created under Alberta’s *Water for Life* strategy. The MPWA is committed to achieving and implementing the three goals of the strategy:

- Safe, secure drinking water supply
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The implementation of these goals is guided by the vision, mission and shared values of the MPWA:

Vision – The Peace is a healthy, sustainable watershed that supports our social environmental and economic objectives.

Mission – To promote watershed excellence, the Mighty Peace Watershed Alliance will monitor cumulative effects from land use practices, industry and other activities in the watershed and work to address issues through science, education, communication policy and by supporting watershed stewardship.

Shared Values - The Mighty Peace Watershed Alliance will:

Respect a diversity of peoples and values	<i>By demonstrating individual and collective respect for the air, land and water and by appreciating the diversity of values and opinions found in the Peace watershed.</i>
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Be an ambassador	<i>By promoting our vision and mission, demonstrating integrity, accountability and practicality, and practicing effective communication, knowledge-building and consensus decision-making.</i>
Be a trustworthy and credible source of information	<i>By being well-informed and providing sound advice through an adaptive watershed approach that integrates traditional local and scientific knowledge in information-gathering and problem solving.</i>
Be fair and transparent to all	<i>By seeking balanced representation and listening to all stakeholders in an open, transparent manner.</i>
Be inclusive and collaborative	<i>By facilitating inclusive and collaborative processes and partnerships, promoting membership and interaction and providing opportunities for all stakeholders to be involved.</i>
Be action-oriented and innovative	<i>By being motivated, resourceful and action-oriented in finding new, innovative ideas and win-win strategies.</i>
Foster stewardship	<i>By encouraging and enabling individuals and organizations to be good stewards of the watershed.</i>

Objectives

The working groups will work through the Issues of Concern as directed by the Integrated Watershed Management Plan Steering Committee (IWMP SC) in a consensus process. The end goal for each Issue of Concern is a set of concrete recommendations to the IWMP SC on how to improve water quality and quantity in pursuit of the 3 goals of the *Water for Life* strategy. This includes statements about the Issue of Concern and potential options for addressing this, which are ranked.

Working Group Task

1. To review the information presented by the Integrated Watershed Management Plan Steering Committee (IWMP SC), review and assess for completeness and data gaps.
2. The working group will ensure that Issue of Concern is properly framed through discussion and brainstorming.
3. The working group will develop statements for their assigned Issues of Concern to clarify and frame the issue. Subsequent to this, the working group will identify and evaluate potential management options of how to address the issues.
4. Finally, recommendations will be made by the Working Group to the IWMP SC on how best to move forward on their designated Issue of Concern. This recommendation will include ranked management options and indications of the consensus achieved within the Working Group.

What is in scope?

The IWMP SC will indicate to each working group what the Issue(s) of Concern they are to deal with is/are. Each issue is to be considered, diagnosed and potential management options for addressing are to be sought out, collected and evaluated. Please see Appendix I for more detail on each Issue of Concern.

What is out of scope?

Issues of Concern not assigned to a particular Working Group are out of scope, as is engaging consultants without the approval of the IWMP SC or implementation activities. The Working Groups will not engage in lobbying or promotion of a particular management option.

Membership

1. Membership of the Integrated Watershed Management Plan Working Groups must be approved by the IWMP SC and shall consist of the following classifications:

Peace River Flow Regime

- Alberta Environment and Parks member
 - Alberta Transportation member
 - BC Hydro member
 - Environmental Non-Government Organization member
 - First Nation (outside of Wood Buffalo National Park) member
 - First Nation member of Peace-Athabasca Delta Ecological Monitoring Program member
 - Hamlet of Fort Vermilion member
 - Integrated Watershed Management Plan Steering Committee member
 - Neutral Scientific Advisor
 - Parks Canada member
 - Rural Municipality member
 - Town of Peace River member
 - Trans-boundary Secretariat member
 - Upper Watershed Aboriginal Community member
2. The Working Group can, with approval from the IWMP SC, call upon the expertise of people outside the Working Group and outside the MPWA.

Meetings

Meetings will be set as required and notification will be provided electronically.

Reporting

1. The Working Groups is responsible to and reports to the Integrated Watershed Management Plan Steering Committee, which in turn is responsible to and reports to the MPWA board (MPWA Process Guide section 6.1).
2. The Working Group will report to the IWMP SC after every meeting and the IWMP SC will report to the Board at minimum at every regular Board meeting.

Quorum

A simple majority of committee members shall constitute quorum.

Delegation

The Working Group may, with permission from the IWMP SC, delegate tasks to other qualified individuals or groups.

Timelines

The Working Group will convene in September 2016 and complete their work by January 2017.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Carol Gabriel, Interim Chief Administrative Officer
Title:	Mackenzie Housing Management Board Member Appointments

BACKGROUND / PROPOSAL:

The Mackenzie Housing Management Board has sent a letter (attached) requesting that the County extend the member appointments to December 31, 2016.

Appointments to the Mackenzie Housing Management Board are for a one year term ending in October of each year. Due to the amalgamation of housing authorities expected to take place on January 1, 2017, they are requesting that the current appointments be extended.

OPTIONS & BENEFITS:

Once the amalgamation process has been completed a new Ministerial Order is in place for the new Board advertising will occur for application to the new Board.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Members will be notified by letter of the extension of their appointments.

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the current member appointments to the Mackenzie Housing Management Board be extended to December 31, 2016.

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

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

August 3, 2016

Mr. B. Nuefeld, Reeve
Mackenzie County
Box 640
Fort Vermilion, Alberta
T0H 1N0

Dear Bill:

Re: Amalgamation of Housing Authorities

Mackenzie Housing Management Board is in the process of amalgamating with High Level Housing Authority. The target date for the amalgamation is January 1, 2017. This means that Mackenzie Housing Management Board would no longer be a viable organization.

Normally, appointments to the housing authorities take place in October and are in effect for a one year period, November 1 – October 31. This year, however, we are requesting you extend the current appointments to December 31, 2016.

Thank you for your consideration of this matter, should you have any questions, please give me a call at 780-841-1360.

Sincerely,



George Friesen
Board Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Carol Gabriel, Interim Chief Administrative Officer
Title:	Boreal Housing Foundation – Draft Ministerial Order

BACKGROUND / PROPOSAL:

Attached is the draft Ministerial Order (MO) for the amalgamated housing board called the Boreal Housing Foundation as discussed at the Tri-Council meeting on August 3, 2016. The changes discussed at the Tri-Council meeting have been approved by the implementation committee members and therefore it is being presented to each Council. The Implementation Committee is seeking support from each municipality to go forward with sending the MO to the Minister for approval.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County support the draft Boreal Housing Foundation Ministerial Order as presented.

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

APPENDIX

Boreal Housing Foundation

1. **Boreal Housing Foundation** (hereafter referred to as the “management body”) is hereby established as a management body.
2. The members of the management body are as follows:
 - Mackenzie County
 - Town of High Level
 - Town of Rainbow Lake
 - La Crete Municipal Nursing Association
 - Dene Tha First Nation
 - Beaver First Nation
 - Tall Cree First Nation
 - Little Red Cree First Nation
3. (1) The management body shall be governed by a board (hereafter referred to as “the board”), comprised of a maximum of thirteen (13) members appointed from within the borders of Mackenzie County as follows, and in accordance to subsection (2):
 - (a) Three (3) members of the board shall be appointed by Mackenzie County.
 - (b) Two (2) members of the board shall be appointed by the Town of High Level as follows:
 - (c) Two (2) members of the board shall be appointed by the Town of Rainbow Lake as follows:
 - (d) Two (2) members of the Board shall be appointed by La Crete Municipal Nursing Association.
 - (e) One (1) member of the Board shall be appointed by the Dene Tha First Nation.
 - (f) One (1) member shall be appointed by the Beaver First Nation
 - (g) One (1) member shall be appointed by the tall Cree First Nation; and
 - (h) One (1) member shall be appointed by Little Red Cree First Nation
- (2) For the purposes of subsection 3(1), the members of the management body have the sole discretion to determine:
 - (a) The boundaries of the areas from which the members of the board may be appointed;
 - (b) How residency in the areas from which members of the board may be determined.
- (3) The board shall be appointed as follows:

- (a) Members of the board shall be appointed by the member of the management body in accordance with the Order and at the times the board request the member of the management body.
 - (b) The term of office for each member of the board shall be for a one (1) year term.
 - (c) Members of the board appointed under clause 3(a), may hold consecutive terms of office.
 - (d) If the office of a board member is vacated, an individual shall be appointed to the board in the same manner as the vacating member of the board, on the vacancy occurring or as soon as possible thereafter, as a member of the board to complete the term of the vacating member.
 - (e) The chairperson, vice-chairperson or any other officer of the board; as the board determines necessary, shall be appointed from among the board members in the manner and at the times the board determines appropriate.
 - (f) The term of office for the chairperson, vice-chairperson or any other officers of the board shall be for a one (1) year term.
 - (g) The chairperson, vice-chairperson or any other officers of the board, may hold consecutive terms of office, as long as each officer is a member of the board.
- (4) The lodge reserve policy cannot be changed without the unanimous approval of all the members of the Board.
 - (5) The board is a continuing body.
 - (6) The board shall provide the Deputy Minister with the name of its chairperson and vice-chairperson as soon as possible on selection, and shall notify the Deputy Minister of any change of chairperson and vice-chairperson.
4. The board shall:
 - (a) Designate the offices of the management body and
 - (b) Immediately notify the Deputy Minister of the location of its primary place of business in Alberta and any other offices, the management body address for service, and any change in the location of such offices or address for service.
 5. For the purpose of providing lodge accommodation, the management body may requisition the following municipalities:
 - Mackenzie County
 - Town of High Level
 - Town of Rainbow Lake

6. A minimum of seven (7) voting board members is considered quorum.
7. All financial matters of the lodge requires a three quarter (6) majority approval of the requisitioning board appointees to pass the motion; and a two thirds (9) approval of the full board. All other matters require a majority vote of the full board.
8. (1) The management body is responsible for the operation and administration of the housing accommodation listed in Schedule "A"

(2) In addition to the housing accommodation operated under subsection 8(1), the management body may operate Rent Supplement housing accommodation as designations are allocated to the management body by the Minister under the Rent Supplement Program Regulation.
9. For the purpose of the Act, the management body has and is subject to the powers, functions or duties as provided in the following Regulations:
 - (a) Management Body Operations and Administration Regulation;
 - (b) Social Housing Accommodation Regulation
 - (c) Housing Accommodation Tenancies Regulation;
 - (d) Rent Supplement Regulation; and
 - (e) Lodge Assistance Program Regulation



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Grant Smith, Agricultural Fieldman
Title:	Policy ASB020 Wolf Depredation Management Policy

BACKGROUND / PROPOSAL:

Council made a motion at the July 12, 2016 Council meeting for the implementation of a wolf bounty effective immediately in response to conserving the caribou in our region as a result of the issues identified at the caribou protection area stakeholder information session held on July 11, 2016.

Subsequently administration drafted a Wolf Depredation Management policy which was circulated to Council and presented to the Agricultural Service Board (ASB) on July 28, 2016 for review. The ASB is recommending approval by Council. A copy of the policy is attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Council has established a budget of \$100,000 and set the wolf bounty at \$200.00/wolf carcass.

SUSTAINABILITY PLAN:

COMMUNICATION:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy ASB020 Wolf Depredation Management Policy be adopted as presented.

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

MACKENZIE COUNTY

Title	AGRICULTURE SERVICE BOARD – WOLF DEPREDATION MANAGEMENT PROGRAM	Policy No.	ASB020
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Legislation Reference	
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Purpose:
Mackenzie County supports wolf population control efforts in order to reduce Livestock and Boreal Woodland Caribou (*Rangifer Tarandus Caribou*) predation. Mackenzie County will implement procedures to provide a Wolf Depredation Management Program for the purpose of promoting the lawful harvesting of wolves. Through this program, participants will receive monetary compensation for the entire carcass of an adult wolf lawfully harvested within the boundaries of Mackenzie County.

Policy Statement and Guidelines

1. Mackenzie County Wolf Depredation Management Program will be established for a period of one calendar year, at which time, the program and this policy will be evaluated.
2. Council will, during budget deliberations, establish a budget for the Wolf Depredation Management Program.
3. By resolution of Council, the Wolf Depredation Management Program will be activated or terminated.
4. Mackenzie County shall pay compensation of two hundred dollars (\$200) per adult wolf taken by a registrant within the boundaries of Mackenzie County in accordance with the listed conditions.
5. Eligible registrants requesting compensation shall be registered in advance with Mackenzie County and have entered into a Hold-Harmless Agreement, attached as Appendix A.
6. Entire wolf carcass shall be delivered to a location designated by the Agricultural Fieldman for examination and marking, and authorization of payment of compensation;
 - a) Examination of the carcass will be performed to verify the animal has been destroyed by means other than vertebrate toxicant.
 - b) The carcass will be marked by a representative of Mackenzie County; a carcass that has been previously marked will be rejected.

- c) If eligible, the claimant will be provided with a payment authorization.
7. Registrants will be responsible for disposal of all parts of the wolf carcass using provincially recognized carcass disposal methods.
 8. To request authorization for compensation, the participants will provide proof of permission from the owner or authorized occupant of the land upon which the harvested was conducted, and declare the following;
 - a) The legal land location where the wolf was harvested.
 - b) The date of harvest.
 - c) The harvest was conducted in a lawful manner, in accordance with current legislation.
 - d) The participant in the legal landowner or authorized occupant of the land; and/or
 - e) The participant had permission to harvest on said land.
 9. Individuals participating on the Wolf Depredation Management Program will follow all Federal and Provincial Legislation and Regulations including, but not limited to the *Wildlife Act* and *Wildlife Regulations*, the *Firearms Act*, the *Petty Trespass Act*, and *Alberta Hunting and Trapping Regulations*, and any amendments or successor legislation thereto.
 10. Participants will be removed from the list of eligible participants and will forfeit all benefits form the said program; if it is determined they have not adhered to the Policy as set by Mackenzie County Council.
 11. Disputes over eligible claims for compensation will be settled at the discretion of the Agricultural Fieldman or designate, whose decision will be final and binding.

	Date	Resolution Number
Approved		
Amended		
Amended		

Policy ASB020 Wolf Depredation Management Program
Appendix A

**Contract of Participation - Wolf Depredation Management Program
Between Participants and Mackenzie County**

In an effort to support population control efforts and to further public interest regarding predatory wildlife, Mackenzie County ("County") has approved a Wolf Depredation Management Program ("Program") for the purpose of promoting wolf harvesting within the County. Through this program, eligible individuals ("Participants") will receive monetary compensation ("Compensation") with the presentation at a location designated by County Administration of an adult wolf carcass harvested lawfully within the County and in accordance with this Contract ("Contract") of Participation.

The terms and conditions of participation in the Program are as follows;

1. **STATUTORY ADHERENCE:** While participating in the Program, the Participant will, at all times, abide by all statutes, regulations, and bylaws enacted by the Federal, Provincial, and Municipal governments, and the Participant agrees there has been NO violation of any statutory or regulatory provision in any way. The relevant statutes include but are not limited to: the *Firearms Act*, the *Petty Trespass Act*, the *Wildlife Act*, and the *Wildlife Regulations* or any current *Hunting or Trapping Regulations*. A Participant who fails to strictly adhere to all relevant laws will forfeit any right to compensation under the Program.
2. **INDEMNIFICATION AND HOLD HARMLESS:** The Participant will indemnify and hold harmless the County, its officers, representatives, agents and employees, from and against any and all liability for any and all claims, costs, damages and expenses or liability arising out of or on account of injury or death to persons or damage or destruction to property resulting from or arising out of or in any way connected to the Program or participation in the Program.
3. **PRECONDITIONS OF COMPENSATION:** Intended participants will notify the Agricultural Fieldman or his/her designate of their intention to participate in the Program, in advance of participation. In order to obtain the compensation, the entire carcass of a lawfully harvested adult wolf will be presented to an appropriate representative of the County at a delivery point as designated by the representative responsible for administration of the Program. Any carcass received by a representative of the County will be marked, and any carcass that has been previously marked by a representative of the County will be rejected. To qualify for the compensation, a wolf must have been lawfully harvested within the boundaries of the County, by a ratepayer of the County. Any individual who has not previously agreed to the terms and conditions of

this Contract will be considered ineligible to receive the Compensation. The Participant will provide the date of harvest and the location where each wolf was harvested, and will produce appropriate documentation as follows:

- a. **If the wolf was harvested on private property**, the Participant will, at the time of presentation of the carcass to a representative of the County, produce **either**:
 - i. a letter of permission, signed by the registered owner or authorized occupant of the property, authorizing the Participant to harvest wolves on the property, or
 - ii. proof that the Participant is the registered owner or authorized occupant of the property

 - b. **If the wolf was harvested on public lands used for Agricultural Production such as grazing leases**, the Participant will, at the time of presentation of the carcass to a representative of the County, **produce one** of the following:
 - i. proof that the Participant is authorized to maintain livestock on that land,
 - ii. a letter of permission, signed by the person authorized to maintain livestock on that land, authorizing the Participant to harvest wolves on the land,
 - iii. proof that the land is within 8 kilometers (5 miles) of property owned by the Participant or lands on which the Participant is authorized to maintain livestock, or lands for which the Participant has a signed letter authorizing permission as contemplated in (ii) above:
 - a) **and** if the land is leased, a letter of permission, signed by the lessee.
 - b) **and** if the land is not leased, proof that the land is not leased.

 - c. **Any wolf that was harvested on crown land not being used for Agricultural Production** (green zone) will be accepted under the following conditions;
 - i. Written permission from the trapline owner.
 - ii. Participant holds a big game license within big game season.
4. **COMPENSATION:** If, and only if, the representative of the County is satisfied that the Participant has complied with the terms and conditions of this Contract, the compensation will be paid by the County to the Participant. Compensation will be paid by the County to a successful Participant at the rate established in the Fee Schedule Bylaw, which may be amended from time to time as determined by Council for the County.

SIGNED on this _____ day of _____, 2____.

Participant Name

Participant Signature

County Representative Name

County Representative Signature



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	Archeological Study Bridge Campground

BACKGROUND / PROPOSAL:

Mackenzie County currently has applied to obtain a Recreational Lease with Alberta Lands and Parks for the Bridge Campground. One of the conditions of obtaining the lease is that Mackenzie County needs to obtain an archeological clearance.

Administration has received an estimate of \$45,000 to complete the area dependent on the scope of the area to be studied. This amount can be reduced if Council decides they want the study area reduced.

OPTIONS & BENEFITS:

Option #1

Request a smaller scale study of just the roadways, while staying within budget.

Option #2

Request a larger study of the area to allow for further development, if required.

COSTS & SOURCE OF FUNDING:

Option #1

Capital budget amount of \$12,050 is remaining for obtaining the lease.

Option #2

Council would have to allocate an additional \$32,950 to allow for a larger study of the area.

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

SUSTAINABILITY PLAN:

NA

COMMUNICATION:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the budget be amended to include an additional \$32,950 to allow for a larger archeological study to allow for further development of the Bridge Campground Capital project with funding coming from the General Capital Reserve.

Author: Ron Pelensky Reviewed by: _____ CAO: CG



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	Canada 150 Community Infrastructure Program

BACKGROUND / PROPOSAL:

Mackenzie County applied for 3 grants under the Canada 150 Community Infrastructure Program (Fort Vermilion – Ice Plant Replacement, La Crete – Arena Upgrade, Mackenzie County – Parks & Campgrounds projects).

The Fort Vermilion Ice Plant Replacement proposed project consists of removing the old freon plant, constructing a small building, and constructing a new ammonia ice plant. The estimated cost of this project is \$980,000.

Administration has received an inquiry from the Infrastructure Program Committee about the Fort Vermilion Ice Plant Replacement application, more specifically an additional \$10,000 is needed to account for the \$980,000. Administration made a clerical error when filling out the grant application, and placed \$480,000 in the grant request vs \$490,000.

The granting committee cannot adjust our application to \$490,000 as the application date has passed.

The error may be an advantage to us as they may choose our proposal over others as Mackenzie County will be providing 51% of the matching grant. They provide more points if they don't have to come up with as much funding.

The other point to remember if we get approved and when we go to Request for Proposal the final costs may be lower or possibly higher. At this stage this is only a good project estimate number.

Author: R. Pelensky **Reviewed by:** _____ **CAO:** CG

OPTIONS & BENEFITS:

That Council allocates \$10,000 from the General Capital Reserve to meet the minimum 50% matching grant funding amount for the Fort Vermilion – Ice Chiller project.

COSTS & SOURCE OF FUNDING:

Council will have to commit \$10,000 from the General Capital Reserve to meet the minimum 50% matching grant funding amount for the Fort Vermilion – Ice Chiller project.

SUSTAINABILITY PLAN:

Having recreational community infrastructure helps building vibrant communities.

COMMUNICATION:

A letter will be sent to the Canada 150 Community Infrastructure Program with the County’s commitment of the additional funds.

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the budget be amended to include an additional \$10,000 from the General Capital Reserve for the Fort Vermilion – Ice Chiller project, subject to grant funding.

Author: _____ RP _____ Reviewed by: _____ CAO: CG _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	La Crete Arena – Ice Chiller Replacement Project – Additional Funding Request

BACKGROUND / PROPOSAL:

The La Crete Recreation Board has an agreement with Mackenzie County to manage and operate the La Crete areas facility. This facility is now approaching approximately 30 years old, and requires upgrading. The La Crete Recreation Board has been working towards improving the aging facility, which includes the replacement of the ice chiller.

In the 2016 Capital budget, the La Crete Recreation Board was approved in the 2016 Capital Budget for the Arena – Ice Chiller Project in the amount of \$375,400.

While the ice chiller was being installed, the contractor noted that some of the pipes have started leaking causing additional repairs being required. These repairs have been completed, and CIMCO estimated at the time of the repairs that the cost may be \$15,000.

OPTIONS & BENEFITS:

OPTION #1

Approve the La Crete Recreation Boards request for an additional \$15,000 in funds for this project with the funds from the Grants to Other Organizations Reserve.

OPTION #2

That Council requests that the La Crete Recreation Society look at funding these additional costs from other approved Capital Projects that have funds remaining.

Author: R. Pelensky **Reviewed by:** _____ **CAO:** CG

COSTS & SOURCE OF FUNDING:

That an additional \$15,000 be added to the La Crete Arena – Ice Chiller Replacement project with funds coming from the Grants to Other Organizations Reserve with the new total budget being \$390,400.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Administration to communicate Council’s decision to the La Crete Recreation Board.

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the budget be amended to include an additional \$15,000 to the La Crete Arena – Ice Chiller Replacement project for pipe replacement with funds coming from the Grants to Other Organizations Reserve, with the new total budget being \$390,400.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Ron Pelensky, Director of Community Services & Operations
Title:	Request to Waive Contracted Services Fee – Norbord Fire

BACKGROUND / PROPOSAL:

Mackenzie County and the Town of High Level entered into a Regional Services Sharing Agreement. As part of this agreement the Town of High Level supplies fire services within a 40km radius. This agreement allows the Town to charge back costs to the County.

In May of 2016, Norbord Incorporated, an OSB plant that is located 5km south of High Level caught fire and the Town of High Level responded with aid from several other fire departments.

This was a major fire that took a week to distinguish. It is our understanding that the fire departments that responded charged the uniform rate as set out in the Regional Fire Services Agreement; however this rate does not match our Regional Sharing Agreement with the Town of High Level. This fire response is unique in the way that several fire departments responded and were charged under the Town of High Level invoice (see handout). Some of their charges do not match our Fee Schedule Bylaw, such as; travel time, accommodations, meals, additional pick-up’s, etc.

Mackenzie County has a Fire Services Bylaw that states it will charge fees to residents or businesses that use fire services. The Bylaw is not clear on whether we should be placing charges like the one from the Town of High Level under contract services or charging each unit separately.

Attached is the Fee Schedule Bylaw with the Fire Services Fees.

Author: C. Simpson **Reviewed by:** RP **CAO:** CG

OPTIONS & BENEFITS:

Option 1:

- That Norbord Inc. be invoiced for the fire services and place the Town of High Level invoice under the contracted services with no additional administration 15% fee.

Option 2:

- That Norbord Inc. be invoiced for the fire services under the contracted services with an additional 15% as per the fee schedule Bylaw.

Option 3:

- That Norbord Inc. be invoiced for the fire services for each unit as per the fee schedule bylaw.

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That Norbord Inc. be invoiced for the fire services and place the Town of High Level invoice under the contracted services with no additional administration 15% fee.

Author: C Simpson Reviewed by: RP CAO: CG

FIRE SERVICES FEES

Provincial Roadways Incidents

Alberta Transportation Policy #TCE-DC-501 states that Alberta Transportation is to be invoiced for recovery of services according to the rates set in the policy.

Item	Amount
<i>Response fees including man power:</i>	
Pumper Unit	As per AT Policy #TCE-DC-501
Ladder Unit (Aerial)	As per AT Policy #TCE-DC-501
Tanker Unit	As per AT Policy #TCE-DC-501
Rescue Unit	As per AT Policy #TCE-DC-501
Command Unit	As per AT Policy #TCE-DC-501
Contracted Services (i.e water haulers, equipment, labour, etc.)	Road Builders Rates

ESRD Provincial Incidents – as per Mutual Aid Agreement

Item	Amount
Pumper Unit	\$400.00 per hour
Ladder Unit (Aerial)	\$400.00 per hour
Tanker Unit	\$400.00 per hour
Rescue Unit	\$400.00 per hour

ESRD Provincial Incidents – as per Mutual Aid Agreement

Item	Amount
Sprinkler Trailer	\$400.00 per day
Command Unit	\$200.00 per hour
Contracted Services (i.e water haulers, equipment, labour, etc.)	Road Builders Rates
<i>Manpower Fee:</i>	
Officers	\$50.00 per man hour
Firefighter	\$50.00 per man hour



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Peng Tian, Director of Finance
Title:	Policy FIN023 – Local Improvement Charge Cancellation Policy

BACKGROUND / PROPOSAL:

At the Regular Council Meeting on June 14, 2016 council requested Policy FIN023 be amended as per Motion 16-06-465.

OPTIONS & BENEFITS:

Schedule A has been amended as follows:

Add Coalition for Far Northwest Alberta (Brighter Futures) Tax Roll 296353 for exemption of Local Improvement Bylaw 658/07 for \$181.86.

Delete La Crete Senior Inn Society Tax Roll 076836 exemption for Local Improvement Bylaw 423/04 for \$129.97 it has expired in 2014.

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

Author: Jeri Phillips **Reviewed by:** Peng Tian **CAO:** CG

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That Policy FIN023 Local Improvement Charge Cancellation Policy be amended as presented.

Author: Jeri Phillips **Reviewed by:** Peng Tian **CAO:** CG

Mackenzie County

Title: Local Improvement Charge Cancellation	Policy No: FIN023
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Purpose

To provide financial relief to non-profit groups, or registered charities that may have a yearly local improvement tax payable to the County.

Policy Statement and Guidelines

The County recognizes the limited financial capacity of selected non-profit groups or registered charities. If Council considers it equitable to do so, it may cancel the yearly local improvement charge in respect to a particular property that is owned by the non-profit group or registered charity.

Under section 397 of the MGA, no land is exempt from a local improvement charge if a local improvement tax bylaw authorized that particular property to pay for a local improvement that benefited that area of the municipality.

However, under section 347 of the MGA, Council has the ability to cancel, reduce or refund all or part of a tax.

Guidelines

1. Administration will provide Council with a list (Schedule A) of non-profit groups or registered charities properties' that Council will consider for approval whether it is equitable to cancel the yearly local improvement charge. The list will contain the name of the group, roll number of the property and the amount of the local improvement charge and other details that administration may find pertinent.
2. Schedule A may be amended from time to time and will be brought forward for Council approval.
3. This Schedule A will be part of the yearly budget documentation to support the expenditure code 922 – Tax Cancellation/Write Offs.

	Date	Resolution Number
Approved	14-May-03	03-328
Amended	08-Jul-03	03-377
Amended	12-Jun-07	07-06-552
Amended	10-Jun-08	08-06-415

Amended	10-Jul-08	08-07-490
Amended	14-Sep-10	10-09-743
Amended	29-Sep-10	10-09-781
Amended	26-Jun-13	13-06-450
Amended		

Tax Cancellation/Write Offs
Schedule A

Name	Roll Number	Details	Amount	Expiry Date
Friends of the Old Bay House Society 4405 River Road Fort Vermilion	076893	Sewer Sidewalk	1,027.51 431.38	2019 2016
		Total	1,458.89	
La Crete Senior Inn Society 10014 - 99 Avenue La Crete	076836	C,G,Sidewalk	129.97	2014
		Total	129.97	
La Crete Municipal Nursing Association 9802 - 105 Street La Crete	181096	98 Ave Curb & Gutter	628.97	2019
10501 - 98 Ave La Crete	082369	98 Ave Curb & Gutter	298.73	2019
10505 - 98 Ave La Crete	082368	98 Ave 100 St	293.30	2019
9802 - 105 Street La Crete	072022	Curb & Gutter 98 Ave	475.77	2019
Total			1,696.77	
Fort Vermilion and District Board of Trade 4801 River Road Fort Vermilion	105963	Curb, Gutter, Sidewalk 47 St/49 Av FV	530.12	2019
		Total	530.12	
Coalition For Far Northwest Alberta (Brighter Futures)	296353	Curb/Gutter 52 Ave & 43 St FV	181.86	2018
		Total	181.86	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Peng Tian, Director of Finance
Title:	Policy ADM049 – Bursary Policy

BACKGROUND / PROPOSAL:

At the July 11, 2016 Finance Committee meeting, the following motion was made:

MOTION FC-16-05-101 **MOVED** by Councillor Wardley

That administration update Policy ADM049 – Bursaries as discussed and brings Policy ADM049 to the next Council meeting for approval.

CARRIED

The updated policy is attached for review.

OPTIONS & BENEFITS:

The updated policy provides more clarity and consistency regarding applicant requirements such as the return service agreement.

COSTS & SOURCE OF FUNDING:

Annual Operating Budget

SUSTAINABILITY PLAN:

N/A

Author: E. Nyakahuma **Reviewed by:** _____ **CAO:** CG

COMMUNICATION:

The approved policy will be available on the County website.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy ADM049 Bursary Policy be amended as presented.

Author: E. Nyakahuma Reviewed by: _____ CAO: CG

Mackenzie County

Title	Bursaries	Policy No:	ADM049
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Legislation Reference	MGA, Section 1 b)
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Purpose

To encourage and to afford an opportunity to Mackenzie County residents to pursue studying in priority fields which are critically appealing to the Mackenzie Region, and thereby enhance the residents' abilities to make a meaningful contribution to their communities.

Policy Statement and Guidelines

Statement:

Mackenzie County Council recognizes the need for a skilled and knowledgeable workforce in the Mackenzie Region and therefore encourages further learning. In order to provide financial assistance to qualified applicants/students, a bursary fund is established during an annual budgeting process.

Guidelines:

1. Student Eligibility

- 1.1 First time university/college students may receive a bursary within two years from their public school graduation date and either student or immediate family must be living in the County.
- 1.2 Students returning to their second to fourth year of studies may apply to receive a bursary. Student's immediate family must be living within Mackenzie County.
- 1.3 Mature students are eligible to receive a bursary at the discretion of the Finance Committee. The student's immediate family must be living within Mackenzie County. These students will be given third priority.
- 1.4 Students enrolled in part time studies will be eligible for a bursary prorated to the number of months studied compared to a full time program.
- 1.5 Must be enrolled in a post-secondary education or certified trade institution.
- 1.6 Must commit to live and work in the Mackenzie region ~~for a six-month period~~ upon graduation ~~of~~ from a post-secondary institution ~~education for each bursary received~~. **Work experience must be obtained in the field of study for which the bursary was received. The length of return service will be based on the amount**

awarded as follows:

- \$500 – 3 months
- \$1,000 – 6 months
- \$1,500 – 9 months
- \$2,000 – 12 months

1.7 Must be able to demonstrate commitment to community and education.

Note: Bursary applications received after initial deadline will be awarded on a first come first served basis

2. Return Service Agreement

Every student selected to receive a Mackenzie County Bursary must sign an agreement. The Agreement commits the student to live and work in the field of study the bursary was received for within the Mackenzie region ~~for a six-month period upon graduation of post-secondary studies for each bursary received.~~ The length of return services is based on the total value of bursary support with three months of return service for each \$500 of total bursary support or any portion thereof. For example: a bursary of \$1000 has a return service agreement of six months.

Students not returning to work within the Mackenzie region may be expected to reimburse bursary grants received.

3. Bursary Amount

The usual amount of the bursary ~~is \$1,000.00~~ will be dependent on the length and field of study; ~~however both~~ the number and value of bursaries available each year may vary.

4. Bursary Cancellation

If a bursary is excluded or expelled from the institution or discontinues his/her studies on his/her own accord, the bursary shall be cancelled and the bursar shall have to repay the County the full bursary amount within one month of cancellation/discontinuation of studies. The bursar shall be responsible for notifying the County.

5. Bursary Awarding

The Finance Committee shall be responsible to review the applications and award the annual bursaries.

6. Administrative Process

- 6.1 The bursary applications (Schedule A) shall be advertised during the first two weeks of ~~April~~ **March** with the closing date for applications being 4:30 p.m. on the last day of April.
- 6.2 Successful bursary recipients will receive notification within two weeks of the awards; however, the funds will not be provided until the Return Service Agreement (Schedule B) has been signed **and** confirmations of acceptance from the post-secondary institution ~~and of tuition paid~~ have been received.
- 6.3 If not all annually allocated funds have been distributed, the Finance Committee may re-advertise the bursary applications.
- 6.4 Any unused funds in any given year shall be allocated to the Bursary Reserve established by Council.

7. Administrative Responsibilities

Chief Administrative Officer or Designate shall be responsible for monitoring compliance with this policy.

	Date	Resolution Number
Approved	12-Apr-11	11-04-347
Amended	26-Mar-14	14-03-197
Amended	11-Aug-15	15-08-547

MACKENZIE COUNTY BURSARY APPLICATION (SCHEDULE A)

General Guidelines

Student Eligibility

- First time university/college students may receive a bursary within two years from their public school graduation date and either student or immediate family must be living in the County.
- Students returning to their second to fourth year of studies may apply to receive a bursary. Student's immediate family must be living within Mackenzie County.
- Mature students are eligible to receive a bursary at the discretion of the Finance Committee. The student's immediate family must be living within Mackenzie County. These students will be given third priority.
- Students enrolled in part time studies will be eligible for a bursary prorated to the number of months studied compared to a full time program.
- Must be enrolled in a post-secondary education or certified trade institution.
- Must commit to live and work in the Mackenzie region for a six-month period upon graduation of post-secondary education for each bursary received.
- Must be able to demonstrate commitment to community and education.

Note: Bursary applications received after initial deadline will be awarded on a first come first served basis

Return Service Agreement

Every student selected to receive a Mackenzie County Bursary must sign an agreement. The Agreement commits the student to live and work within the Mackenzie region for a six-month period upon graduation of post-secondary studies for each bursary received. The length of return services is based on the total value of bursary support with three months of return service for each \$500 of total bursary support or any portion thereof. For example: a bursary of \$1000 has a return service agreement of six months.

Students not returning to work within the Mackenzie region may be expected to reimburse bursary grants received.

Bursary Amount

The usual amount of the bursary is \$1,000.00; however both the number and value of bursaries available each year may vary.

Successful Bursary recipients will receive notification in May; however, the funds will not be provided until the Return Service Agreement has been signed and you have provided us with confirmations of acceptance from the post-secondary institution of your choice and of tuition paid.

Application Must Include:

- A cover letter including reason for application, the field of study, career goal and date of graduation.

First year applicants

- 3 reference letters: 1 public school or college or university related, and 2 personal references.

Returning applicants

- Proof of course completion (academic transcript)
- Proof of course registration or Receipt of tuition paid

Application deadline

The deadline for **receipt** of application is _____ at **4:30 p.m.** at the following address:

Finance Committee, Mackenzie County
Box 640, Fort Vermilion, Alberta T0H 1N0
Fax: (780) 927-4266
Email: jwhittletonoffice@mackenziecounty.com

MACKENZIE COUNTY BURSARY APPLICATION FORM (SCHEDULE A)

CONTACT INFORMATION (please print)

Full Name: _____ Phone Number: _____

Mailing Address: _____

City/Town: _____ Postal Code: _____

Street Address or Land Location: _____

Number of Years Lived in Region: _____

EDUCATIONAL INFORMATION

Name of Public School: _____ Graduation Date: _____

Provide a list of the grade twelve subjects, with final grade, that you are using as entry level for post-secondary or trade education. (Please provide a copy of your transcripts if available.)

Returning Students: Please provide a copy of your most recent transcripts.

Post-Secondary Institution: _____

Program of Study: _____

Length of Program Studies you plan to attend: 1yr. 2 yr. 3 yr. 4yr. more

Date you expect to graduate: _____ 20____

PERSONAL INFORMATION

Please explain how your choice of post-secondary education will benefit the Mackenzie County area?

Please list any community involvement and past work experiences.

Please list any extracurricular activities, hobbies and interests.

**Your application may not be considered if information is missing.
Have you answered all the questions?**

APPLICANT DECLARATION

I declare that:

to the best of my knowledge, the information given on this application is true.

I agree to:

provide any information needed to verify any statement made on this application.

I understand that:

I may have to repay my bursary if I do not fulfil my return service agreement.

I may be denied a bursary if I have made any false or misleading statements on this application.

I consent to:

The use of my name and/or photograph by Mackenzie County for the purposes of publicizing the Mackenzie County Bursary Program.

X _____
Signature of Applicant

Date Signed

RETURN SERVICE AGREEMENT

THIS AGREEMENT made this _____ day of _____, 20_____.

BETWEEN

Mackenzie County
(referred to as the "Sponsor")

and

(referred to as the "Student")

of the _____ of _____, in the Province of Alberta

WHEREAS the Sponsor has established a bursary to provide assistance to eligible students and to promote the development of vocational or professional expertise within ~~northern Alberta~~ the Mackenzie region; and

WHEREAS the Student has applied to the Sponsor for a Bursary to assist him in his course of studies: and

WHEREAS a Bursary consists of a financial assistance award from the Sponsor; and

WHEREAS the Student has undertaken to work and provide services in the Sponsor region; now

THEREFORE the parties agree as follows:

1. For the purposes of this agreement, "sponsor region" means the area within the boundaries of the Mackenzie County.
2. Upon approval of the Student's application by the Sponsor and upon receipt of confirmations of the Student's registration in the course of studies and of tuition paid, the Sponsor will pay to the Student the sum of \$ _____ as an award in order for the Student to commence the course of studies as outlined in the Student's bursary application.
3. The Student
 - a) agrees and undertakes to obtain, within six (6) months from the last day of his/her studies, employment in northern Alberta for a continuous period of _____ months.

- b) agrees and acknowledges that his employment under (a) is to be in an occupation or field of endeavor which relates to his course of studies and is to be otherwise satisfactory to the Sponsor;
 - c) Must annually provide written information to the Sponsor regarding the status and location of employment; commencing on the date on which employment is obtained in accordance with this Agreement and until the completion of work commitments under this Agreement;
 - d) Must in writing notify the Sponsor within seven (7) days of the following events:
 - i) a withdrawal from the course of studies; or
 - ii) a failure to maintain a passing grade in his course of studies in any academic year; or
 - iii) a change of address.
4. The Sponsor may, in its absolute discretion, require repayment in full by the Student of the Bursary to the Sponsor for failure to comply with clause 3 of this Agreement or upon the occurrence of one or more of the events in clause 3(d). Repayment will occur according to the following schedule based on total value of awards received:
- ≤ \$500 repayment due within 3 months of invoice date
 - \$500-\$1000 repayment due within 6 months of invoice date
 - > \$1000 repayment due within 1 year of invoice date
5. If the Sponsor requires repayment of the financial assistance for failure to maintain employment in accordance with clause 3(a), the Sponsor may, in its absolute discretion, consider the employment commitment under clause 3(a), to be partially fulfilled and accordingly reduce the repayment obligations of the Student under this Agreement on a pro rata basis.
6. The Sponsor may waive a default of this Agreement only by written notice to the Student.
7. The Student agrees and acknowledges that he has the sole obligation to seek employment and lodging to fulfill his commitment under this Agreement and that there is no obligation upon the Sponsor to provide any employment position or lodging place to help fulfill this commitment.
8. The Student allows the Sponsor to release his name as a bursary recipient for advertising and recognition of the bursary.
9. All notices and other written communications required or permitted under this Agreement can be delivered by hand, or sent by registered mail or faxed to the addressee as follows:

To the Sponsor: c/o Mackenzie County
P.O. Box 640
Fort Vermilion, AB
T0H 1N0
Phone: (780) 927-3718
Fax: (780) 927-4266

To The Student _____

Phone: () _____
Fax: () _____

IN WITNESS WHEREOF the parties hereto have executed this Agreement on the date first written above.

SIGNED IN THE PRESENCE OF

_____ Signature of Witness	_____ Signature of Student or Parent/Guardian if Student is under 18
Printed name of Witness:	_____
Address of Witness:	_____
Postal Code of Witness:	_____
Phone Number of Witness	_____

TO BE COMPLETED BY THE SPONSOR

_____ Witness	_____ Signature of Sponsor
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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Peng Tian, Director of Finance
Title:	Tax Recovery Auction – Sale of Land/Properties By Public Auction

BACKGROUND / PROPOSAL:

The MGA states that

“Section 418(1) Each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid.”

“Section 419 The council must set

- (a) for each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonable possible to the market value of the parcel, and
- (b) any conditions that apply to the sale.”

There are four (4) parcels of land to be offered for sale that were placed on the Tax Notification List. Notices and letters have been sent with no response and/or arrangements made for the orderly repayment of the arrears.

Tax Roll Number	Land Location	Notification Registration	Reserved Bid	Outstanding Taxes	Comments
219457	2938RS; 01; 11	082150962 082150963	49,970	29,842.81	Last Payment May 2014. Notification April 2008
300574	902 2917; 02A; 24	062168689	18,740	8,707.37	Last Payment March 2004 Notification May 2006
117447	882 1687; 10; 10	152123226	26,420	1,707.90	Last Payment January 2013 Notification April 2015
077048	882 1687; 10; 06	152123226	23,810	1,664.84	Last Payment January 2013 Notification April 2015

Author: Jeri Phillips **Reviewed by:** Peng Tian **CAO:** CG

Below are Motions 15-09-648 and 15-09-651 from the September 30, 2015 Regular Council meeting.

- Motion 15-09-648 for Tax Roll 219457 states that the following properties be removed from the 2015 auction list due to property taxes being paid or payment arrangements made.
- Motion 15-09-651 for Tax Roll 300574 states that the following properties remain in the current owners name and the County continues to attempt to collect property taxes.

MOTION 15-09-648 **MOVED** by Councilor Paul

That the following properties be removed from the 2015 auction list due to property taxes being paid or payment arrangements made.

- Tax Roll 229967
- Tax Roll 229959
- Tax Roll 082047
- Tax Roll 148076
- Tax Roll 074410
- Tax Roll 229966
- Tax Roll 229970
- Tax Roll 229971
- Tax Roll 229972
- Tax Roll 106062
- Tax Roll 192383
- Tax Roll 192383
- Tax Roll 307114
- Tax Roll 219457
- Tax Roll 082453
- Tax Roll 077029
- Tax Roll 296347
- Tax Roll 229919

CARRIED

MOTION 15-09-651 **MOVED** by Councilor Wardley

That the following properties remain in the current owners name and the County continues to attempt to collect property taxes.

- Tax Roll 300574, Plan 902 2974; Block 02A; Lot 24

CARRIED

The owner of Tax Roll 219457 entered into a Tax Arrears Agreement in 2015; because of non-payment, this property has been included in 2016 Tax Recovery Auction list.

Author: Jeri Phillips **Reviewed by:** Peng Tian **CAO:** CG

Tax Roll 300574 has been included in 2016 Tax Recovery Auction list; no funds for property taxes have been collected since 2015 (Motion 15-09-651).

Administration is recommending that the Tax Recovery Auction for properties under tax arrears be set for October 11, 2016. The following advertising requirements would apply:

Ad in Queens Printer	Not less than 40 days	Not more than 90 days	Council Meeting Date
August 31	October 10	November 29	August 9

OPTIONS & BENEFITS:

If a Tax Arrear Agreement is in place and/or taxes are paid in full before the auction commences the property will not be auctioned.

COSTS & SOURCE OF FUNDING:

Any fees will be charged to the respective Tax Rolls.

Per MGA, Section 427:

The money paid for a parcel of land at a public auction must be deposited in a separate account for sale proceeds.

“The following must be paid first and in the following order:

- a) any remedial costs relating to the parcel;
 - a.1) the tax arrears in respect of the parcel;
- b) any lawful expenses of the municipality in respect of the parcel;
- c) any expenses owing to the Crown that have been charged against the parcel of land under section 553 (Adding amounts owing to a tax roll);
- d) an administration fee of 5% of the amount paid for the parcel, payable to the municipality.”

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Letters will be sent to those registered as having an interest on the title as well as the property owners advising of the Tax Recovery Auction.

Author: Jeri Phillips **Reviewed by:** Peng Tian **CAO:** CG

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Tax Recovery Auction for properties under tax arrears be set for October 11, 2016.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That the reserve bid for the properties being sold by public auction be set as follows:

Tax Roll Number	Ward	Zoning	Legal	Civic	Outstanding Taxes	Reserved Bid
219457	07	MHS-2	2938RS; 01; 11	4720-49 AVE	29,842.81	49,970
300574	09	F	902 2917; 02A; 24		8,707.37	18,740
117447	10	HG1	882 1687; 10; 06	953 WILDCAT AVE	1,707.90	26,420
077048	10	HG1	882 1687; 10; 10	976 WILDCAT AVE	1,664.84	23,810

Author: Jeri Phillips **Reviewed by:** Peng Tian **CAO:** CG



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Peng Tian, Director of Finance
Title:	Financial Reports – January 1 to June 30, 2016

BACKGROUND / PROPOSAL:

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

OPTIONS & BENEFITS:

Please review the following financial reports for the period January 1 – June 30, 2016:

- Investment Report
- Statements of Operations by Object and Department
- Projects Progress Report
- Aged Receivables

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: Oxana Mamontova **Reviewed by:** Peng Tian **CAO:** CG

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

Author: Oxana Mamontova **Reviewed by:** Peng Tian **CAO:** CG

Investment Report for June 2016

Chequing Account on June 30, 2016

Bank account balance 23,517,981

Investment Values on June 30, 2016

Short term investments (EM0-0377-A)	12,096,622
Short term T-Bill (1044265-26)	237,747
Long term investments (EM0-0374-A)	8,329,901
Short term notice on amount 31 days	1,274
Short term notice on amount 60 days	4,875
Short term notice on amount 90 days	3,801
	<u><u>20,674,219</u></u>

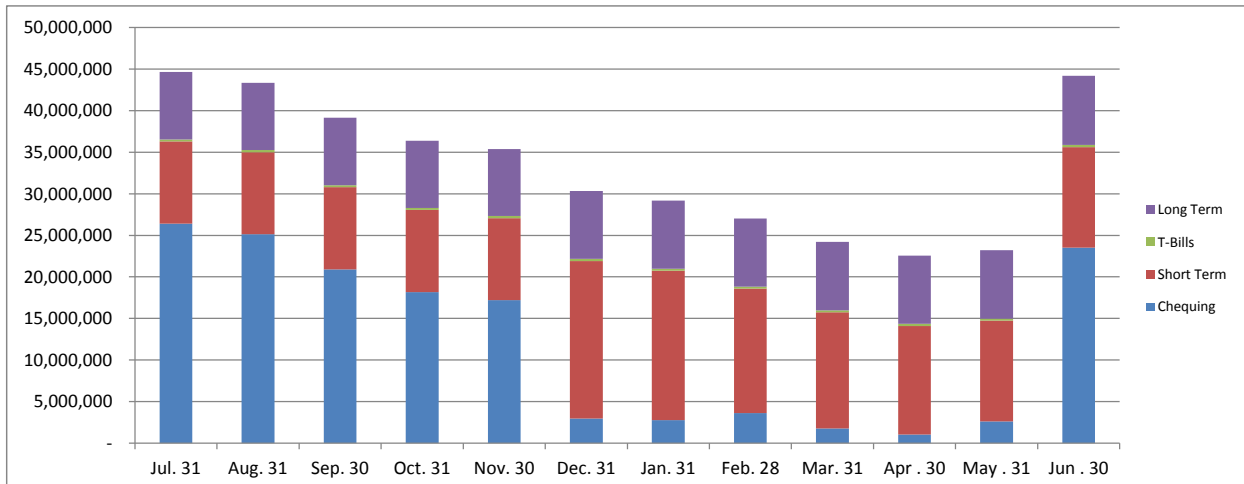
These balances include 'market value changes'.

Revenues

	<i>Total</i>	<i>Short Term</i>	<i>Long Term</i>
Interest received	154,952	51,068	103,884
Interest accrued	53,978	54,493	(515)
	208,929	105,561	103,369
Market value changes	105,594		66,094
Interest received, chequing account	14,321	14,321	
Grand total revenues before investment manager fees	328,844	119,882	169,463
Deduct: investment manager fees for investments	-14,599	-3,437	-11,162
Grand total revenues after investment manager fees	314,245	116,445	158,301

Balances in the Various Accounts - Last 12 Months

	Chequing	Short Term	T-Bills	Long Term	Total
Jul. 31	26,397,330	9,885,600	237,189	8,146,843	44,666,961
Aug. 31	25,123,788	9,886,627	237,255	8,118,107	43,365,777
Sep. 30	20,894,752	9,887,654	237,309	8,119,455	39,139,169
Oct. 31	18,167,602	9,887,630	237,364	8,099,481	36,392,078
Nov. 30	17,188,418	9,888,659	237,417	8,081,738	35,396,233
Dec. 31	2,960,308	18,959,215	237,473	8,171,084	30,328,080
Jan. 31	2,772,109	17,969,964	237,528	8,194,472	29,174,072
Feb. 28	3,613,083	14,980,328	237,579	8,189,257	27,020,247
Mar. 31	1,754,505	13,988,864	237,610	8,237,943	24,218,922
Apr. 30	1,028,981	13,074,135	237,663	8,200,802	22,541,582
May . 31	2,631,668	12,100,192	237,693	8,233,190	23,202,743
Jun . 30	23,517,981	12,106,571	237,747	8,329,901	44,192,200



**MACKENZIE COUNTY
STATEMENT OF OPERATIONS**

July 31, 2016

	2015 Actual	2016 Actual	2016	\$ Variance	% Variance
	Total	Total	Budget		
OPERATIONAL REVENUES					
Property taxes	\$35,309,092	\$28,799,841	\$33,921,049	\$5,121,208	15%
User fees and sales of goods	\$4,619,126	\$2,340,324	\$4,594,216	\$2,253,892	49%
Government transfers	\$1,501,319	\$583,035	\$1,302,914	\$719,879	55%
Investment income (operating)	\$500,870	\$262,384	\$360,000	\$97,616	27%
Penalties and costs on taxes	\$1,057,962	\$518,340	\$1,288,413	\$770,073	60%
Licenses, permits and fines	\$539,489	\$225,324	\$448,000	\$222,676	50%
Rentals	\$140,117	\$52,743	\$80,455	\$27,712	34%
Insurance proceeds	\$329,409	\$36,663	\$0	(\$36,663)	
Development levies	\$47,870	\$0	\$0	\$0	
Municipal reserve revenue	\$92,428	\$22,999	\$50,000	\$27,001	54%
Sale of non-TCA equipment	\$8,061	\$0	\$0	\$0	
Other	\$501,684	\$287,401	\$308,000	\$20,599	7%
Total operating revenues	\$44,647,427	\$33,129,054	\$42,353,047	\$9,223,993	22%
OPERATIONAL EXPENSES					
Legislative	\$543,500	\$321,868	\$796,640	\$474,772	60%
Administration	\$6,882,710	\$3,298,215	\$7,489,653	\$4,191,438	56%
Protective services	\$1,406,990	\$547,169	\$1,864,996	\$1,317,827	71%
Transportation	\$16,128,251	\$3,845,950	\$18,428,976	\$14,583,026	79%
Water, sewer, solid waste disposal	\$4,793,168	\$1,232,079	\$4,955,238	\$3,723,159	75%
Public health and welfare (FCSS)	\$639,256	\$729,248	\$789,053	\$59,805	8%
Planning, development	\$1,072,553	\$561,839	\$1,296,071	\$734,232	57%
Agriculture and veterinary	\$1,397,583	\$421,630	\$1,343,446	\$921,816	69%
Recreation and culture	\$2,268,946	\$1,201,042	\$2,324,449	\$1,123,407	48%
School requisitions	\$6,635,781	\$7,620	\$6,836,582	\$6,828,962	100%
Lodge requisitions	\$788,108	\$852,083	\$852,083	\$0	
Non-TCA projects	\$1,092,265	\$361,224	\$1,569,288	\$1,208,064	77%
Total operating expenses	\$43,649,111	\$13,379,967	\$48,546,475	\$35,166,508	72%
Excess (deficiency) before other	\$998,316	\$19,749,087	(\$6,193,428)	(\$25,942,515)	419%
CAPITAL REVENUES					
Government transfers for capital	\$5,102,465	\$0	\$12,635,212	\$12,635,212	100%
Other revenue for capital	\$733,150	\$124,194	\$933,641	\$809,447	87%
Proceeds from sale of TCA assets	\$528,614	\$0	\$492,932	\$492,932	100%
	\$6,364,229	\$124,194	\$14,061,785	\$13,937,591	99%
EXCESS (DEFICIENCY) - PSAB Model	\$7,362,545	\$19,873,281	\$7,868,357	(\$12,004,924)	-153%
Convert to local government model					
Remove non-cash transactions	\$9,541,342	\$0	\$10,629,659	\$10,629,659	100%
Remove revenue for capital projects	(\$6,364,229)	(\$124,194)	(\$14,061,785)	(\$13,937,591)	99%
Long term debt principle	\$1,669,369	\$0	\$1,578,512	\$1,578,512	100%
Transfers to/from reserves	\$8,820,289	\$0	\$2,857,719	\$2,857,719	100%
EXCESS (DEFICIENCY) - LG Model	\$50,000	\$19,749,087	\$0	(\$19,749,087)	

Mackenzie County
Summary of All Units
For the Six Months Ending June 30, 2016

	2015 Actual Total	2016 Actual Total	2016 Budget	\$ Variance	% Variance
OPERATING REVENUES					
100-Taxation	\$34,974,510	\$28,677,405	\$33,782,194	\$5,104,789	15%
124-Frontage	\$197,247	\$122,437	\$171,497	\$49,060	29%
261-Ice Bridge	\$95,530	\$139,640	\$0	(\$139,640)	
420-Sales of goods and services	\$693,522	\$338,567	\$590,395	\$251,828	43%
421-Sale of water - metered	\$3,006,884	\$1,531,327	\$3,093,285	\$1,561,958	50%
422-Sale of water - bulk	\$918,721	\$470,431	\$910,536	\$440,105	48%
424-Sale of land	\$1	\$0	\$0	\$0	
510-Penalties on taxes	\$1,057,962	\$518,340	\$1,288,413	\$770,073	60%
511-Penalties of AR and utilities	\$61,483	\$27,375	\$48,000	\$20,625	43%
520-Licenses and permits	\$49,879	\$33,413	\$36,000	\$2,587	7%
521-Offsite levy	\$47,870	\$0	\$0	\$0	
522-Municipal reserve revenue	\$92,428	\$22,999	\$50,000	\$27,001	54%
526-Safety code permits	\$342,366	\$128,454	\$325,000	\$196,546	60%
525-Subdivision fees	\$55,156	\$30,562	\$35,000	\$4,438	13%
530-Fines	\$78,310	\$28,192	\$39,000	\$10,808	28%
531-Safety code fees	\$13,777	\$4,703	\$13,000	\$8,297	64%
550-Interest revenue	\$548,519	\$156,790	\$360,000	\$203,210	56%
551-Market value changes	(\$47,649)	\$105,594	\$0	(\$105,594)	
560-Rental and lease revenue	\$140,118	\$52,743	\$80,455	\$27,712	34%
570-Insurance proceeds	\$329,409	\$36,663	\$0	(\$36,663)	
592-Well drilling revenue	\$11,114	\$34,848	\$20,000	(\$14,848)	-74%
597-Other revenue	\$206,704	\$60,989	\$143,500	\$82,511	57%
598-Community aggregate levy	\$101,272	\$0	\$70,000	\$70,000	100%
630-Sale of non-TCA equipment	\$8,062	\$0	\$0	\$0	
790-Tradeshaw Revenues	\$25,580	\$24,550	\$26,500	\$1,950	7%
840-Provincial grants	\$1,501,318	\$583,035	\$1,302,914	\$719,879	55%
890-Gain (Loss) Penny Rounding	\$1	\$0	\$0	\$0	
990-Over/under tax collections	\$137,336	\$0	(\$32,642)	(\$32,642)	100%
TOTAL REVENUE	\$44,647,430	\$33,129,057	\$42,353,047	\$9,223,990	22%
OPERATING EXPENSES					
110-Wages and salaries	\$6,354,973	\$3,751,854	\$7,168,699	\$3,416,845	48%
132-Benefits	\$1,255,906	\$797,886	\$1,514,850	\$716,964	47%
136-WCB contributions	\$40,547	\$0	\$51,743	\$51,743	100%
142-Recruiting	\$12,848	\$2,865	\$20,000	\$17,135	86%
150-Isolation cost	\$66,993	\$41,846	\$72,000	\$30,154	42%
151-Honoraria	\$478,774	\$285,315	\$648,900	\$363,585	56%
211-Travel and subsistence	\$265,578	\$122,943	\$405,635	\$282,692	70%
212-Promotional expense	\$77,983	\$16,904	\$82,500	\$65,596	80%
214-Memberships & conference fees	\$107,460	\$36,151	\$143,321	\$107,170	75%
215-Freight	\$107,164	\$42,437	\$141,460	\$99,023	70%
216-Postage	\$44,344	\$24,833	\$43,150	\$18,317	42%
217-Telephone	\$124,467	\$22,386	\$123,640	\$101,254	82%
221-Advertising	\$36,405	\$15,681	\$63,220	\$47,539	75%
223-Subscriptions and publications	\$6,878	\$4,898	\$12,738	\$7,840	62%
231-Audit fee	\$75,950	\$58,800	\$76,000	\$17,200	23%
232-Legal fee	\$68,527	\$43,662	\$60,500	\$16,838	28%
233-Engineering consulting	\$240,054	\$29,497	\$166,000	\$136,503	82%
235-Professional fee	\$1,669,025	\$750,645	\$1,815,514	\$1,064,869	59%
236-Enhanced policing fee	\$153,400	\$38,400	\$297,200	\$258,800	87%
239-Training and education	\$96,483	\$50,214	\$163,329	\$113,115	69%
242-Computer programming	\$78,633	\$20,477	\$108,681	\$88,204	81%
251-Repair & maintenance - bridges	\$205,079	\$2,817	\$602,000	\$599,183	100%
252-Repair & maintenance - buildings	\$151,352	\$58,923	\$195,820	\$136,897	70%
253-Repair & maintenance - equipment	\$421,486	\$151,999	\$369,800	\$217,801	59%
255-Repair & maintenance - vehicles	\$64,432	\$36,571	\$81,900	\$45,329	55%
258-Contract graders	\$104,461	\$32,675	\$150,840	\$118,165	78%
259-Repair & maintenance - structural	\$1,596,984	\$233,865	\$1,588,193	\$1,354,328	85%
261-Ice bridge construction	\$77,703	\$90,094	\$120,000	\$29,906	25%
262-Rental - building and land	\$29,340	\$30,931	\$29,812	(\$1,119)	-4%
263-Rental - vehicle and equipment	\$56,773	\$37,778	\$81,695	\$43,917	54%
266-Communications	\$97,814	\$42,292	\$117,638	\$75,346	64%
271-Licenses and permits	\$1,290	\$495	\$8,568	\$8,073	94%
272-Damage claims	\$0	\$1,000	\$5,000	\$4,000	80%
274-Insurance	\$313,112	\$0	\$298,960	\$298,960	100%
342-Assessor fees	\$264,623	\$126,730	\$263,000	\$136,270	52%
290-Election cost	\$0	\$2,855	\$5,000	\$2,145	43%
511-Goods and supplies	\$861,048	\$361,014	\$935,116	\$574,102	61%
521-Fuel and oil	\$740,479	\$434,955	\$1,017,070	\$582,115	57%

Mackenzie County
Summary of All Units
For the Six Months Ending June 30, 2016

	2015 Actual	2016 Actual	2016	\$ Variance	% Variance
	Total	Total	Budget		
531-Chemicals and salt	\$268,567	\$153,608	\$328,700	\$175,092	53%
532-Dust control	\$568,170	\$434,462	\$728,405	\$293,943	40%
533-Grader blades	\$149,959	\$131,472	\$137,500	\$6,028	4%
534-Gravel (apply; supply and apply)	\$1,612,430	\$203,802	\$1,617,378	\$1,413,576	87%
535-Gravel reclamation cost	\$29,792	\$0	\$0	\$0	
543-Natural gas	\$87,911	\$27,896	\$113,877	\$85,981	76%
544-Electrical power	\$689,859	\$277,843	\$679,037	\$401,194	59%
710-Grants to local governments	\$1,927,281	\$1,400,108	\$1,805,000	\$404,892	22%
735-Grants to other organizations	\$2,068,118	\$1,764,666	\$2,104,245	\$339,579	16%
747-School requisition	\$6,635,781	\$7,620	\$6,836,582	\$6,828,962	100%
750-Lodge requisition	\$788,108	\$852,083	\$852,083	\$0	0%
810-Interest and service charges	\$29,536	\$5,055	\$27,000	\$21,945	81%
831-Interest - long term debt	\$614,288	(\$42,672)	\$562,323	\$604,995	108%
921-Bad debt expense	\$4,324	\$114	\$3,800	\$3,686	97%
922-Tax cancellation/write-off	\$1,190,753	\$0	\$1,502,106	\$1,502,106	100%
970-Other expenses	\$2,260	\$0	\$0	\$0	
993-NBV value of disposed TCA	\$834,784	\$0	\$880,169	\$880,169	100%
994-Change in inventory	(\$216,403)	\$0	\$580,324	\$580,324	100%
995-Depreciation of TCA	\$8,922,961	\$0	\$9,169,166	\$9,169,166	100%
TOTAL	\$42,556,847	\$13,018,745	\$46,977,187	\$33,958,442	72%
Non-TCA projects	\$1,092,265	\$361,225	\$1,569,288	\$1,208,063	77%
TOTAL EXPENSES	\$43,649,112	\$13,379,970	\$48,546,475	\$35,166,505	72%
EXCESS (DEFICIENCY)	\$998,318	\$19,749,087	(\$6,193,428)	(\$25,942,515)	419%
OTHER					
840-Provincial transfers for capital	\$5,102,465	\$0	\$12,635,212	\$12,635,212	100%
575-Contributed TCA	\$718,363	\$0	\$323,020	\$323,020	100%
597-Other capital revenue	\$14,787	\$124,194	\$610,621	\$486,427	80%
630-Proceeds of sold TCA asset	\$528,614	\$0	\$492,932	\$492,932	100%
	\$6,364,229	\$124,194	\$14,061,785	\$13,937,591	99%
EXCESS (DEFICIENCY) - PS MODEL	\$7,362,547	\$19,873,281	\$7,868,357	(\$12,004,924)	-153%
CONVERT TO LG INCOME STATEMENT					
Remove non-cash transactions associated with PSAB changes					
993-NBV value of disposed TCA	\$834,784	\$0	\$880,169	\$880,169	100%
994-Change in inventory	(\$216,403)	\$0	\$580,324	\$580,324	100%
995-Amortization of TCA	\$8,922,961	\$0	\$9,169,166	\$9,169,166	100%
Remove TCA revenues					
Total of OTHER per above	(\$6,364,229)	(\$124,194)	(\$14,061,785)	(\$13,937,591)	99%
Add LTD principle paid					
832-Principle Payments	\$1,669,369	\$0	\$1,578,512	\$1,578,512	100%
Add/Deduct LG model TF to/from reserves					
930-Contributions from Operating Reserve	(\$370,205)	\$0	(\$1,178,928)	(\$1,178,928)	100%
940-Contribution from Capital Reserve	(\$515,310)	\$0	(\$322,326)	(\$322,326)	100%
762-Contribution to Capital (funding TCA projects)	\$3,459,941	\$0	\$871,748	\$871,748	100%
763-Contribution to Capital Reserves	\$3,716,473	\$0	\$3,240,267	\$3,240,267	100%
764-Contribution to Operating Reserves	\$2,529,390	\$0	\$246,958	\$246,958	100%
EXCESS (DEFICIENCY) - LG MODEL	\$50,002	\$19,749,087	\$0	(\$19,749,087)	

Project Progress Report for June 2016

Project Name	Total costs	Costs in prior years	Costs in current year up to June 30, 2016	2016 Budget	Budget Remaining on June 30, 2016	Status Update on June 30, 2016	Percentage of Completion (%)
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Administration Department

Signs with Flags for FV Office (CF)	6,940	6,940	-	18,060	18,060	Waiting for metal works to be completed	50%
Payroll software	-		-	20,000	20,000	Fall 2016	0%
FV - Phone System Upgrade	17,598		17,598	20,000	2,402	All materials purchased, now configuring and installing.	75%
High Level Office Security	-		-	10,000	10,000	Completed	100%
FV - Fireproof Storage Cabinet (Records)	83	83		8,000	8,000	Aug. 2016	0%
LC - Library Building	108,976	-	108,976	107,970	(1,006)	10% Hold back	90%
Zama Office Entrance (stones and a sign) CF)	7,246	7,246	-	10,754	10,754		
Land Purchase (South of High Level)	-	-	-	13,000	13,000	Negotiating setbacks with province	0%
LC Office - Installation of Generator	-		-	28,000	28,000	Connect Unit	90%
<i>Total department 12</i>			<i>126,573</i>	<i>235,784</i>	<i>109,211</i>		

Fire Department

LC -Aerial Unit Upgrade	-		-	30,000	30,000	Waiting for delivery of truck	0%
FV - New tanker/pumper, with equipment (CF)	-	-	-	375,000	375,000	Ordered - awaiting truck build	0%
<i>Total department 23</i>			<i>-</i>	<i>405,000</i>	<i>405,000</i>		

Enforcement Department

Peace officer vehicle	22,910	-	22,910	80,000	57,090	Awaiting invoices	90%
<i>Total department 26</i>			<i>22,910</i>	<i>80,000</i>	<i>57,090</i>		

Transportation Department

Heliport Road	1,593		1,593	285,000	283,407	Planning project	5%
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Project Name	Total costs	Costs in prior years	Costs in current year up to June 30, 2016	2016 Budget	Budget Remaining on June 30, 2016	Status Update on June 30, 2016	Percentage of Completion (%)
AWD Graders (x3) LC, ZA, FV (2-16M, 1-14M)	578,251		578,251	1,416,000	837,749	2 graders delivered, awaiting invoices, 1 yet to be received.	66%
FV - 6" pump w/hoses	19,158		19,158	28,000	8,842	Completed	100%
FV- 43rd Ave, East of 50th Street	-		-	135,000	135,000	Project awarded to Knelsens	5%
FV - 45 Ave Cul-de-sac, East of 52nd Street	-		-	140,000	140,000	Project awarded to Knelsens	5%
FV - PW Pick up Truck	40,175		40,175	40,000	(175)	Truck received, awaiting invoicing	90%
Rocky Lane Store Road Reconstruction	1,806		1,806	400,000	398,194	Engineering Project-signing easements	5%
FV - Sander	-		-	10,000	10,000		0%
New Road Infrastructure (CF)	698,442	655,019	43,423	204,981	161,558	12 New Road Applications	25%
FV - Skid Steer Broom	-		-	7,000	7,000		0%
FV - Snowplow blade	-		-	5,500	5,500		0%
LC - Packer/Roller	24,980		24,980	25,000	20	Complete	100%
LC - Sander/Spreader	11,066		11,066	10,000	(1,066)	Complete	100%
LC - Crew Cab 4x4 Trucks (x2)	79,873		79,873	80,000	127	Complete	100%
LC - Engineering & Design for 113 Street and 109 Ave (CF)	53,549	53,549	-	46,451	46,451	Still in Design phase from last year	0%
LC - 94th Ave Asphalt Overlay	33,347		33,347	870,000	836,654	Contract Awarded	15%
LC - Lagoon Access Paving	-		-	25,000	25,000	Contract Awarded	0%
LC - Dump Trailer	28		28	22,000	21,972	Complete	100%
High Level South Rebuild (CF)	-	-	-	50,000	50,000	Planning project	0%
LC - Loader Scales	9,520		9,520	9,996	476	Complete	100%
Zama Access Pave (PH V) (CF)	-	-	-	6,000,000	6,000,000	On hold - No grant received	0%
LC - Salt shed	2,014		2,014	300,000	297,986	Electrical, Doors and Interior remaining	80%
ZA - Tractor	14,900		14,900	30,000	15,100	Complete	100%
BF 78103	2,852		2,852	120,000	117,148	Being reviewed by our lawyers	40%

Project Name	Total costs	Costs in prior years	Costs in current year up to June 30, 2016	2016 Budget	Budget Remaining on June 30, 2016	Status Update on June 30, 2016	Percentage of Completion (%)
Snow Plow Truck Replacement	-		-	290,000	290,000	Preparing tender	0%
Fire Damaged Toolcat Replacement	96,463		96,463	96,464	1	Complete	100%
LC - South-Shoulder pull and road rehabilitation(CF)	171,919	171,919	-	128,081	128,081	Quotation Stage	10%
Gravel Reserve (to secure gravel source) (CF)	31,899	31,899	-	119,101	119,101		0%
FV - Sand and salt shelter (CF)	-	-	-	200,000	200,000	Preparing tender	0%
FV - Cold storage/Emergency generator building (CF)	-	-	-	147,250	147,250	Tender awarded - Alpine Builders	10%
FV - North- Shoulder pull and road rehabilitation (CF)	158,922	147,600	11,322	461,661	450,339	Working on Blumenort Road	30%
<i>Total department 32</i>			970,771	11,702,485	10,731,714		

Airport Department

FV - Pole Tarp Storage Shed	-	-	-	45,000	45,000	Planning	0%
<i>Total department 33</i>			-	45,000	45,000		

Water Treatment & Distribution Department

LC - Paving Raw Water Truckfill Station	-		-	48,000	48,000	Done in conjunction with Street Improvements projects.	5%
FV - 48th Ave Waterline Replacement(CF)	89,251	75,226	14,025	25,774	11,749	Complete.	100%
FV - Paving for Water Treatment Plant	-		-	250,000	250,000	Done in conjunction with Street Improvements projects.	5%
FV - Hydrant Replacement (CF)	52,020	49,020	3,000	15,980	12,980	Getting quotes for sidewalk replacement and then contractor to finalize landscaping.	95%
LA - Well number 4	133,696		133,696	150,000	16,304	AE doing desktop analysis for additional well, GWUDI assess. in the works and application for surface water diversion sent ASRD	1%
ZA - Distribution pump house upgrades (CF & New)	79,625	79,625	-	838,944	838,944	Awaiting grant funding approval.	1%
FV - Frozen Water Services Repairs (River Road) (CF)	14,519	14,486	33	196,214	196,181	Data collected by operators, being evaluated and list for interested residents being compiled.	5%
FV - Raw Water Truck fill (pressured and filtered) (CF)	43,930	12,500	31,430	28,400	(3,030)	Diverting treated water truckfill to east side is complete.	100%
LC - Raw Water Truckfill Upgrade	56,662	15,837	40,825	42,163	1,339	Awaiting some final electrical drawings.	99%

Project Name	Total costs	Costs in prior years	Costs in current year up to June 30, 2016	2016 Budget	Budget Remaining on June 30, 2016	Status Update on June 30, 2016	Percentage of Completion (%)
LC - Waterline Bluehills	-	-	-	833,250	833,250		0%
LA - Rural Potable Water Infrastructure (CF)	452,052	32,059	419,993	6,562,557	6,142,564	Brushing & clearing complete. Startup meeting July 5/16 with staking and fusing occurring immediately after.	10%
(6/13)Fort Vermilion Backwash Waste Dechlorination	49,020		49,020	50,000	980		
FV - 50th St - Water & sewer extension (CF)	16,520	16,520	-	563,480	563,480	Reviewing options w/ engineer.	1%
<i>Total department 41</i>			692,021	9,604,762	8,912,741		

Sewer Disposal Department

LC Lagoon Upgrade (CF)	7,254,070	7,218,918	35,153	84,433	49,281	Only grass seeding and 1 year inspection remaining.	98%
Zama - Lift station upgrade (CF & New)	116,439	116,439	-	1,256,052	1,256,052	Awaiting grant funding approval.	1%
LC - Main Lift Station Repair & Modification (CF)	61,000	10,900	50,100	51,100	1,000	Repairs complete, some site work still required once ground has settled.	98%
LC - Sanitary Sewermain Upgrades (CF)	53,356	31,187	22,169	893,813	871,644	Main sewer line is installed with the exception of the CIPP pipe. Service installations almost complete.	70%
FV - River Road Lift Station Repair	-		-	10,000	10,000	Contractor been given go ahead to start.	5%
<i>Total department 42</i>			107,421	2,295,398	2,187,977		

Solid Waste Disposal

Waste Bins 40 & 6 yd	-		-	40,000	40,000	Ordered - awaiting invoices	50%
ZA - WTS Fence	380		380	25,000	24,620	Old fence removed - awaiting invoices & install	25%
LC - Blue Hills - Build up ramp (CF)	8,410	8,410	-	3,590	3,590	Road work to be done	75%
<i>Total department 43</i>			380	68,590	68,210		

Planning & Development Department

New GIS Computer	9,009		9,009	9,000	(9)	New computer is provisioned and all S/W installed.	100%
<i>Total department 61</i>			9,009	9,000	(9)		

Project Name	Total costs	Costs in prior years	Costs in current year up to June 30, 2016	2016 Budget	Budget Remaining on June 30, 2016	Status Update on June 30, 2016	Percentage of Completion (%)
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Agricultural Services Department

HL - Rural Drainage - Phase II & Phase III (CF)	-	-	-	100,000	100,000	Negotiating with Dene Tha	0%
LC - Buffalo Head/Steep Hill water mangement (Phase I) (CF)	193,100	178,201	14,899	1,721,800	1,706,901	Still waiting for approval under the Water Act from AE&Parks. ASB is scheduling a meeting with landowners concerning project status and easements in late July.	
<i>Total department 63</i>			14,899	1,821,800	1,806,901		

Recreation Department

FV - Ball Diamonds CF	-	-	-	160,000	160,000	One old diamond has been taken down and working on the second diamond. In the middle of June the contractor starts with a completion date on August 15th. Both diamonds up and fencing complete, will be installing wheeping tile, shale seeding.	50%
FV - Ventilations/fans installed	9,453		9,453	6,000	(3,453)	Difficuly receiving quotes. Current contractor CJ Contracting will be giving a quote and hope to have completed by next hocky season (OCT 2016). Will look into it, waiting on contractor quote (electrician) still.	5%
FV - Skate Shack	-	-	-	30,000	30,000	The skate shack will be moved this summer up to the rodeo grounds. Thomas Simpson is in charge of this project. It is only about 10% complete with plans of being 100% by fall. Next meeting August 9th.	10%
LC - Capital (requests from Recreation Society) CF	66,510	66,510	-	15,000	15,000	Arena Main llghts - Completed 2015	100%
LC - Baseball Tractor/Gate for Arena	-	-	-	520	520	Completed in 2015	100%
Grounds Improvements (2014 - FV Walking Trail) (CF)	522,406	522,406	-	25,394	25,394	Ongoing	85%
ZA - Old County office - window replacement CF	21,980	-	21,980	9,000	(12,980)	Summer plans, Contractor hires and windows ordered. Contractors didn't show this week, hopfully 2 weeks from now.	20%
ZA - Com. Hall: Back Storage Room/Loading dock step	-	-	-	2,000	2,000	Almost complete. Few tuchups to be completed	80%
ZA - Com. Hall: Table & Chair Trolleys (6)	-	-	-	6,000	6,000	Completed.	100%
ZA - Com. Hall: Storage room industrial floor covering	-	-	-	6,500	6,500	Flooring complete, have trim left, but may not install.	99%
ZA - Com. Hall: Property Full landscaping	-	-	-	126,000	126,000	Just started, waiting on rental units to arrive. Started landscaping.	20%
ZA - Security Camera System	-	-	-	5,500	5,500	Waiting until facility is completed. Scoping out useful locations for cameras. Plan to start project in late summer to early fall. Greg will speak to Lisa, not sure if equipment is at the location.	60%

Project Name	Total costs	Costs in prior years	Costs in current year up to June 30, 2016	2016 Budget	Budget Remaining on June 30, 2016	Status Update on June 30, 2016	Percentage of Completion (%)
ZA - Hall electrical upgrades	-	-	-	1,887	1,887	In contact with ATCO and another consultant. Plan to be completed by the end of September. (1st priority) Working on a few more finishing touches - some work with lighting still to happen.	70%
ZA - Shower facilities at campground	-	-	-	41,613	41,613	Complete.	100%
LC - Splash Park (CF)	-	-	-	255,000	255,000	Have money set aside for the Splash Park but no record of plans to start the building process.	0%
FV - Skate Park (CF)	-	-	-	70,000	70,000	Completed aprox July 15th 2015	100%
FV - Rodeo Grounds	10,567	-	10,567	40,000	29,433	Currently purchased shoots and fencing for the grounds. Purchasing paneling for August event.	50%
FV - Covered Gazebo for Splash Park	9,500	-	9,500	10,000	500	In the process of building the base and hope to have the gazebo built by the end of the week and will submit invoice next week. Being used, inv - Completed	100%
FV - Playground Equipment	2,850	-	2,850	10,000	7,150	Equipment was ordered and is to contact Jennifer as to the location of equipment. Then the next step is to deliver and set equipment up at the location. Equipment still at the county office, plans to be delivered to location arund August 8th.	80%
FV - Curling Rink Renovations	20,000	-	20,000	20,000	-	They have received the \$20,000 and an invoice was submitted. Held fundraiser and earned \$13,125 to go towards bathroom upgrades. Paid, reimbursed - Completed.	100%
LC - Bluehills Rink	20,500	-	20,500	41,000	20,500	In process, have awarded the tender. Sent request for decision to the Finance Committee to reallocate \$11,000 from LC-Storage Facility Project to this Project. Completed.	100%
LC - Outdoor lights (front arena & players' entrance)	2,600	-	2,600	5,200	2,600	Tender Packages have been sent out. Awarded.	0%
LC - Upgrade counters & cupboards in minor hockey kitchen	4,800	-	4,800	4,800	-	Counters and cupboards in minor hocey kitched have been completed since the end of April. Completed	100%
LC - Bowling Alley repairs & upgrade	14,569	-	14,569	20,147	5,578	Company working on the project will arrive in one to two weeks. Completed.	100%
LC - 2 NHL nets	1,350	-	1,350	2,700	1,350	Received nets and have been place at location. Completed	100%
LC - Wind mesh for Blumenort tennis courts	1,750	-	1,750	3,500	1,750	Received wind mesh, needs to install at the location.	100%
LC - Painting pickleball courts	1,500	-	1,500	1,500	-	Completed.	100%
ZA - Water Line to Outdoor Rink Shack	-	-	-	30,000	30,000	In progress, Dealing with electrical problems before able to continue this project. Moved funds to electrical upgrade.	0%
LA - Ice Chiller Replacement	297,516	-	297,516	375,400	77,884	Old parts have been removed, early July replacement parts will arrive. Completed.	100%
<i>Total department 71</i>			418,934	1,324,661	905,727		

Parks & Playgrounds Department

Project Name	Total costs	Costs in prior years	Costs in current year up to June 30, 2016	2016 Budget	Budget Remaining on June 30, 2016	Status Update on June 30, 2016	Percentage of Completion (%)
FV - Hutch Lake Caretaker Site Development	-		-	15,000	15,000	Awaiting invoices	90%
Dock Blocks Hutch Lake & Wadlin Lake (CF)	49,000	-	49,000	49,000	(0)	Extra Dock arrived, invoice received July 5	100%
D.A. Thomas Park - Shelter Repair	170		170	6,000	5,830	Maintenance Request completed-awaiting quotes	1%
Machesis Lake - Horse camp - road (CF)	7,160	1,438	5,722	23,562	17,840	Painting still to be completed - awaiting invoices - Grand Opening July 13, 2016	80%
Bridge campground - Survey & improvements (CF)	26,950	26,950	-	12,050	12,050	Awaiting Historical Assessment	5%
LC - Concrete Toilets Knelsen Park	-		-	16,000	16,000	Been orderd for 3 months	5%
FV - D.A. Thomas Park - Steps	-		-	10,000	10,000		0%
Wadlin Lake - Grounds improvements (CF)	18,575	-	18,575	70,000	51,425	Gravel moved in for development, Soil contamination testing Invoices to follow.	40%
<i>Total department 72</i>			73,468	201,612	128,145		

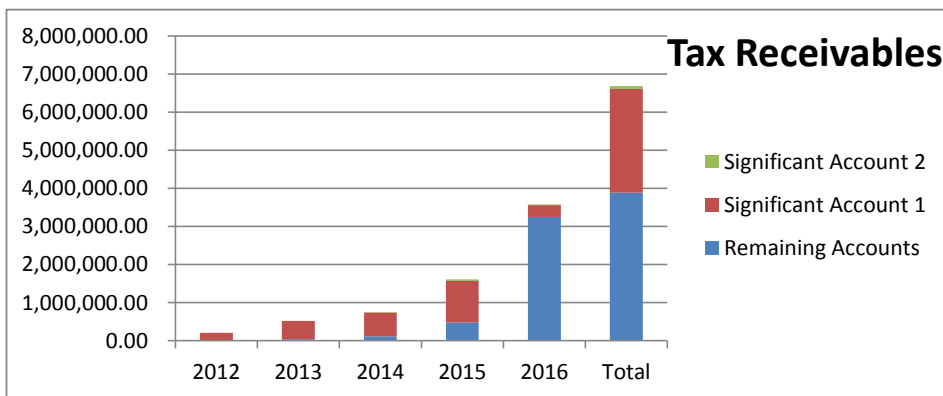
TOTAL 2016 Capital Projects

2,436,387	27,794,092	25,357,705
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Aged Receivables on June 30, 2016

Tax Receivables

Year	Amount	Significant Account 1	Significant Account 2	Total Less Significant Accounts
2012	282,966.96	213,176.03	0.00	0.00
2013	522,482.89	483,018.10	0.00	39,464.79
2014	756,212.77	622,586.87	15,028.71	118,597.19
2015	1,611,480.92	1,091,616.01	39,218.75	480,646.16
2016	3,576,120.77	313,444.36	16,682.09	3,245,994.32
Total	6,749,264.31	2,723,841.37	70,929.55	3,884,702.46



Tax Receivables from Oil Companies

Company	Total
238568	\$ 9,119.79
009926	\$ 35,694.24
006970	\$ 56,483.52
004542	\$ 24,176.52
010109	\$ 15,822.18
	\$ 141,296.25

Utility Receivables

Current	\$ 249,039.90
Period 1	\$ 153,339.80
Period 2	\$ 25,504.66
Period 3	\$ 4,008.06
Period 4	\$ 10,506.52
Total	\$ 442,398.94

Trade Receivables

Current	\$ 10,739.91
30-60 days	\$ 2,791.76
90 days	\$ 21,301.34
91 and over	\$ 203,520.85
Balance	\$ 238,353.86



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Third Access Request – NE 23-104-15-W5M

BACKGROUND / PROPOSAL:

Administration received an application for a third access to a parcel of land, and as per Policy PW039, Item 10 of the Policy reads as follows...

“10. For accesses to Rural areas, administration may approve two accesses to a titled property. Any additional accesses will be brought to Council for consideration. Where deemed applicable and beneficial, a shared access to agricultural lands will be encouraged.”

The quarter section contains the maximum of 2 residential subdivisions and one yard site on the remainder of the quarter. Applicant is requesting a third access for a possible subdivision. As per the Land Use Bylaw, the applicant cannot currently build or apply for an additional yard site to the quarter unless it has been rezoned for a multi lot country residential. The attached aerial view indicates existing subdivisions, existing yard site, and current accesses to the quarter.

OPTIONS & BENEFITS:

Option 1: To deny third access.

COSTS & SOURCE OF FUNDING:

N/A

Author: M Dyck **Reviewed by:** _____ **CAO:** _____

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

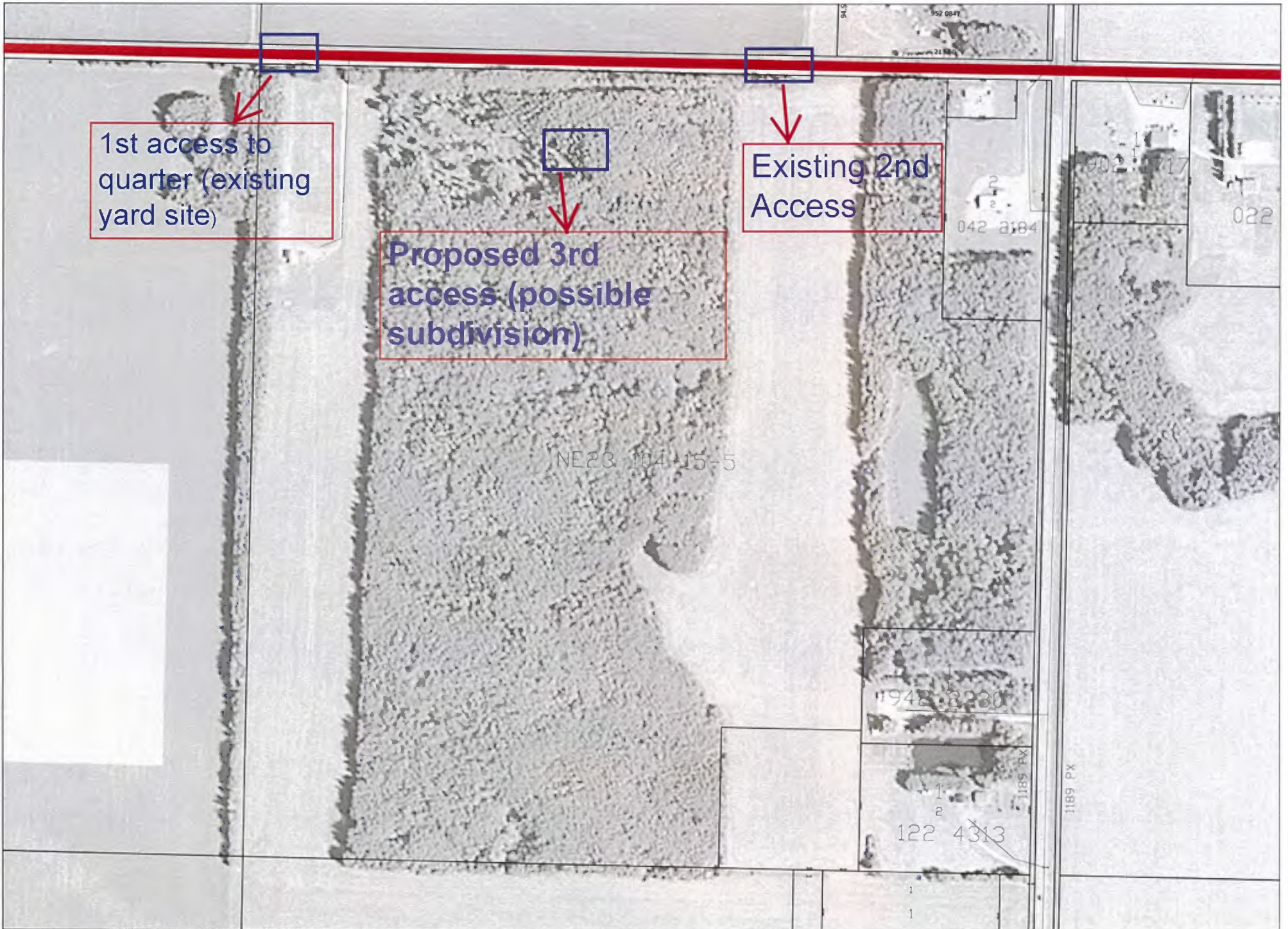
Administration will write a letter to the applicant stating Council decision.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the request for a third access on NE 23-104-15-W5M be denied in accordance with the Land Use Bylaw; preventing the construction of a third access until re-zoning is completed and additional subdivision is applied for.

Author: M. Dyck Reviewed by: _____ CAO: _____



1st access to quarter (existing yard site)

Proposed 3rd access (possible subdivision)

Existing 2nd Access

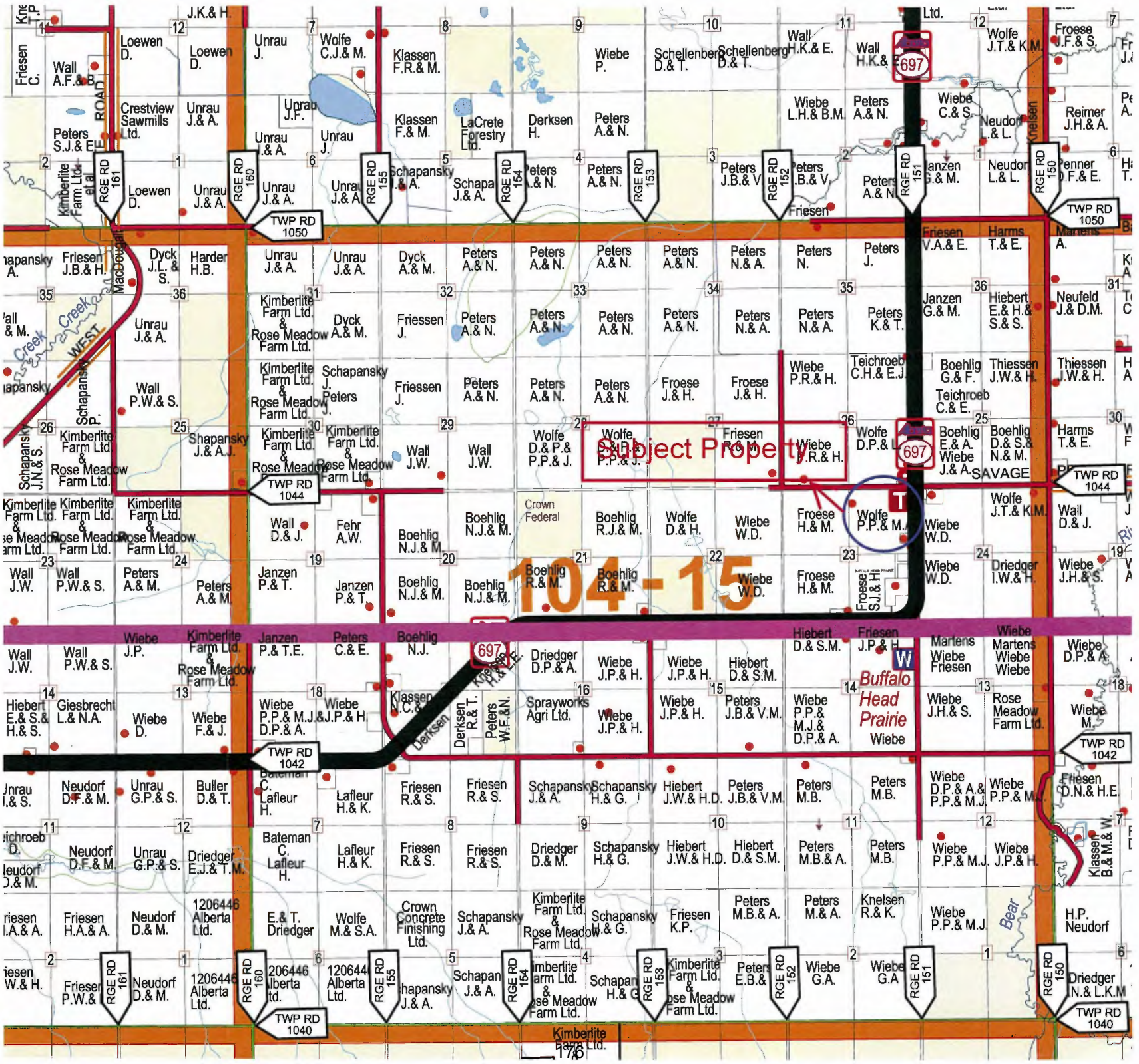
NE23 104 15-5

042 2184

1948 2230

122 4313

1189 PX





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Supply of Winter Sand

BACKGROUND / PROPOSAL:

The Supply of Winter Sand RFP was released in June of this year. Two quotes have been provided, one from Knelsen Sand & Gravel and one from Unity Sand & Gravel (see attached).

The RFP was for a yearly supply of approximately 1800 cubic meters of Winter Sand to be delivered to the La Crete Salt/Sand Shelter. Winter Sand will be 6-8mm and meet the Alberta Transportation Specifications.

OPTIONS & BENEFITS:

Option 1:

Mackenzie County awards the supply of Winter Sand to the lowest bidder.

COSTS & SOURCE OF FUNDING:

Operating Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

Administration will inform the successful bidder of Council decision.

Author: M. Dyck **Reviewed by:** L. Racher **CAO:** CG

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the supply of Winter Sand to the La Crete Salt/Sand Shelter be awarded to the lowest bidder.

Author: _____ Reviewed by: _____ CAO: CG



KNELSEN SAND & GRAVEL LTD.

Phone: 780 928 3935 Fax: 780 928 3656

Box 125 La Crete, AB. T0H 2H0

lcoffice@knelsen.com

FACSIMILE TRANSMITTAL SHEET

TO:	Mackenzie County	RE:	PRICE QUOTE
ATTN:	Len R	DATE:	July 19/16
FAX NUMBER:		TOTAL PAGES:	1
PHONE NUMBER:		FROM:	Isaac Schmidt

Project: Supply and Deliver Winter Sand to La Crete

MATERIAL	QUANTITY	UNIT PRICE	SUBTOTAL
Winter Sand		\$17.00Tnn	
		(\$21.25yd)	

Notes:

SUBTOTAL	
GST	
TOTAL	



Isaac Schmidt

Madison Dyck

From: Sylvia Wheeler
Sent: Monday, July 18, 2016 2:33 PM
To: Madison Dyck
Subject: FW: Winter Sand Quote

For Winter Sand Supply RFD☺

Sylvia Wheeler

Public Works Administrative Officer
Mackenzie County
La Crete Office 780-928-3983 ext. 7120
Fax 780-928-3636
swheeler@mackenziecounty.com

From: Len Racher
Sent: July-14-16 4:11 PM
To: John Krahn
Cc: Sylvia Wheeler; David Fehr
Subject: RE:

FYI.

From: John Krahn [<mailto:unitygravel@gmail.com>]
Sent: July-12-16 12:04 PM
To: Len Racher
Subject:

Attention Len Racher:

Unity Sand & Gravel Ltd. would like to put in a bid for winter sand for \$22.95/yd. delivered to La Crete.

Thank-you,

John Krahn

Proposed Project - Installation of New Sprinkler System

Since the completion of the Cornerstone building, Administration has found it challenging to landscape the property and achieve acceptable County standards to their lawns due to insufficient water. Within the past six years the lawns surrounding the Cornerstone building have been tilled twice and seed / fertilizer applied on a yearly basis. The Zama Fire department has assisted with watering the lawns by conducting fire hose training on site but this is sporadic and is an inadequate amount of water. Conventional watering (hose & sprinklers) have been tried producing poor results due to the size of the area.

The Zama Recreation Society, with consultation from the community, has initiated a project to landscape the area around the community hall and plant trees as a memorial to past residence of Zama that have departed. Administration has worked with the Zama Recreation Society and has discussed the placement and proposed location of these trees.

It is important at this time to note that both the Community Hall and the Cornerstone building share the same lot / property.

The ZRS has approached Administration with the concept of installing trees, at their cost, not only around the community hall but also the Cornerstone building. This would tie-in both areas and completes the esthetics of the entire property.

OPTIONS & BENEFITS:

Option 1:

Approve the amalgamation of funds remaining in both projects with the purpose of installing a water sprinkler system as presented.

Option 2

Don't approve.

Benefits

The lawns around the administration building would receive a sufficient amount of water on a regular basis and would eliminate the need to annually seed this area. The newly planted trees would also receive sufficient amounts of water on a regular basis and would insure their successful growth and survival. In recent years the residences of Zama have worked hard to beautify their properties and take pride in the development of the hamlet. The success of this project would give Mackenzie County their own showcase and inspire the residence for future improvements throughout the hamlet.

Author: D. Roberts Reviewed by: _____ CAO: CG

COSTS & SOURCE OF FUNDING:

TCA - Zama Office Entrance - Funds remaining:		\$10,754.00
Non-TCA Zama Office Furniture - Funds remaining:		<u>\$12,955.00</u>
Combination of Funds.....	Total	\$ 23,709.00
Cost of installation of Water Sprinkler System		\$ 24,725.00

The remaining amount required for the project (\$1,016.00) will be covered by the Zama Recreational Society.

SUSTAINABILITY PLAN:

This item relates to the County’s Sustainability Plan under Environmental Sustainability G4. Zama City Development Plan

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the budget be amended as follows:

- Delete - TCA Project - Zama Office Entrance (\$10,754)
- Delete - Non-TCA Project - Zama Office Furniture (\$12,955)
- New - TCA Project - Zama Sprinkler System (\$23,709)

Author: D. Roberts Reviewed by: _____ CAO: CG





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Blue Hills Bridge Crossings

BACKGROUND / PROPOSAL:

Blue Hills Roads to New Lands requires two bridge crossings. Thorough studies have been completed and two locations have been selected as the optimum placing of the two crossings (WSP maps attached indicating these locations)

These locations require the County to make a new Right of Way through Crown Land in order to obtain access to these crossings. Extensive surveying will be required as well as applications through Alberta Environment & Parks. Permits through the Federal Fisheries Act will also be needed as these streams are fish bearing.

Ryan Konowalyk, Regional Director with Alberta Transportation, met with myself and Dave Fehr and informed us that we may be able to apply for funding for the bridge projects if the projects designs are made shelf ready. Instructing WSP to proceed and expedite the 'Shelf Ready' Designs for both crossings will be beneficial for possible funding as soon as possible. At this time we are not aware of the extent or percentage of funding available but, it will contribute to the crossings project.

OPTIONS & BENEFITS:

These two crossings will benefit future growth of the new P5 Road as well as provide access to New Lands that are being sold at public auctions that do not currently have access. These crossings will promote growth and development throughout the area.

COSTS & SOURCE OF FUNDING:

Author: M. Dyck **Reviewed by:** L. Racher **CAO:** CG

Funding will be coming from the New Road Infrastructure Capital Budget, G/L Code: 6-32-30-09. According to the detailed WSP Proposal (attached), the site costs are as follows: Site 1: \$128,007.60. Site 2: \$97,133.60, making a total of \$225,141.20.

The current remaining amount in the New Road Infrastructure Budget is \$161,558.00, an additional \$63,583.20 is needed from the Road Reserve: RR-4-32-713.

SUSTAINABILITY PLAN:

COMMUNICATION:

Administration will inform WSP of Council decision.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration be authorized to engage WSP to proceed with and accelerate the 'Shelf Ready Designs' for the Bridge Crossings in Blue Hills in order to apply for funding when it becomes available and that the budget be amended to include an additional \$63,583.20 in the New Road Infrastructure budget with funding coming from the Roads Reserve.

Author: M. Dyck Reviewed by: L. Racher CAO: CG



July 26, 2016

WSP File: Proposal

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

Attention: Mr. Len Racher, Director of Facilities and Operations (South)

Re: Proposal – Blue Hills Bridge Crossings

Thank you for the opportunity to submit this letter proposal to provide engineering services for the above noted project.

We've reviewed the information provided for the Blue Hills Bridge Crossing projects in Mackenzie County and understand that site developments will comprise of the construction of a new bridge structure at Crossing Site 1 and a new bridge culvert at Crossing Site 2 (location map attached for reference).

Scope of Work

Our tentative scope of work to complete the above projects includes:

Site 1 (SW 30-101-17-W5) Bridge Crossing

- **Design** – WSP will complete a detailed design of the bridge crossing at this location. The budget assumes the new structure to be a 2-lane, 3-span Alberta Transportation standard bridge (14m-14m-14m). Cost savings during construction could be realized if the County wishes to reduce the standard to a single lane bridge; however a single lane standard would have reduced loading and a reduced lifespan.
- **Environmental** – The watercourse is assumed to be fish bearing. As such, a fisheries assessment has been included in the budget for environmental permitting purposes.
- **Geotechnical** – Our proposed scope of work comprises of the following elements:
 - Completion of two geotechnical boreholes (one per abutment) to maximum depths of approximately 15 meters and collection of soil samples at select depths;
 - Laboratory testing on selected soil samples; and,
 - Geotechnical analysis and report preparation.

Site 2 (SE 3-102-17-W5) Culvert Crossing

- **Design** – WSP will complete a detailed design of the bridge crossing at this location. The budget assumes the new structure to be an SPCSP culvert in the 4 meter diameter range. Other structure types will be investigated during the preliminary design stage.

Environmental requirements (i.e. fish passage) may require the culvert to be oversized to reduce velocities, or other structures (open bottomed) to be proposed.

- **Environmental** – The watercourse is assumed to be fish bearing. As such, a fisheries assessment has been included in the budget for environmental permitting purposes.
- **Geotechnical** – A geotechnical investigation is assumed not to be required. If site reviews indicate a concern with the subsurface conditions, then a geotechnical investigation may be prudent for a large culvert in a new alignment. A cost for an investigation is shown in the Deletable Items section of the budget.

Roadway Work Site 1 and 2

- **Preliminary Engineering** – WSP will complete a preliminary survey for both the proposed road alignments.
- **Detailed Design** – A detailed design of the projects will be completed, including quantity estimates, detailed mosaic drawings and typical cross section drawings. WSP will also prepare a “C” cost estimate for the work and will have a design review meeting conference call to ensure the design meets the needs and expectations of the County.
- **Land Acquisition** – WSP will utilize Roy Northern for the land acquisition of the project. WSP will prepare detailed I.O.P. drawings and work with Roy Northern to complete the land transactions.
- **Legal Survey** – WSP will perform the legal survey and land registration once construction is complete.

Engineering Fees

Based on the identified scope of work our current engineering estimate to complete this assignment is **\$128,007.60** for Site 1 and **\$97,133.60** for Site 2 not including deletable items.

The attached tables represent a summary of the fees associated with providing engineering to complete this assignment.

Furthermore, our engineering estimate is based on the following criteria;

- Additional engineering effort may be needed if environmental agencies do not allow a round culvert at Site 2
- Tender preparation has not been included in this estimate
- Construction supervision has not been included in this estimate
- Material fabrication inspection has not been included in this estimate
- Cost savings will be realized if both projects are approved due to task mobilizations between sites being coordinated

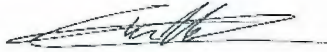
Conclusion

WSP is prepared to utilize all of our resources to accelerate the delivery of this project and provide the County with an exceptional product.

Should you require further information or clarification please contact me at (780) 624-5631. Thank you again for this opportunity, we look forward to being of service to you.

3

Sincerely,

A handwritten signature in black ink, appearing to read 'Chase Milligen', written over a horizontal line.

Chase Milligen, P. Eng., PMP
Project Manager
WSP Inc.

cc. Blake Quinney, WSP Canada
Garth McCulloch, WSP Canada



Cost Summary
Blue Hills Bridge Crossings
Mackenzie County

SITE 1 (SW 30-101-17-W5)			
Work Phase	Site 1 Bridge Crossing Design		
	Prime Consultant Fees Subtotal	Disbursements Subtotal	Project A
Site Survey	\$7,040.00	\$1,980.00	\$9,020.00
Bridge Planning	\$29,853.00	\$17,850.00	\$47,703.00
Structural Design	\$21,750.00	\$1,250.00	\$23,000.00
TOTAL (Without Deletables)	\$58,643.00	\$21,080.00	\$79,723.00

SITE 2 (SE 3-102-17-W5)			
Work Phase	Site 2 Culvert Crossing Design		
	Prime Consultant Fees Subtotal	Disbursements Subtotal	Project B
Site Survey	\$7,040.00	\$1,980.00	\$9,020.00
Bridge Planning	\$20,127.00	\$5,170.00	\$25,297.00
Structural Design	\$13,258.00	\$800.00	\$14,058.00
TOTAL (Without Deletables)	\$40,425.00	\$7,950.00	\$48,375.00

Work Phase	Site 1 Roadway Design		
	Prime Consultant Fees Subtotal	Disbursements Subtotal	Project A
Preliminary Engineering	\$11,536.00	\$5,995.00	\$17,531.00
Detailed Design	\$6,333.00	\$0.00	\$6,333.00
Land Acquisition and Legal Survey	\$1,206.00	\$24,700.00	\$24,420.60
TOTAL (Without Deletables)	\$19,075.00	\$30,695.00	\$48,284.60

Work Phase	Site 2 Roadway Design		
	Prime Consultant Fees Subtotal	Disbursements Subtotal	Project B
Preliminary Engineering	\$11,536.00	\$5,995.00	\$17,531.00
Detailed Design	\$6,333.00	\$0.00	\$6,333.00
Land Acquisition and Legal Survey	\$1,206.00	\$24,700.00	\$24,894.60
TOTAL (Without Deletables)	\$19,075.00	\$30,695.00	\$48,758.60

SITE 1 TOTAL (WITHOUT DELETABLES)	\$128,007.60
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SITE 2 TOTAL (WITHOUT DELETABLES)	\$97,133.60
--	--------------------

Site 1 Deletable Items	
First Nations Consultation	\$8,087.00

Site 2 Deletable Items	
First Nations Consultation	\$8,087.00
Geotechnical - One Borehole	\$13,488.00



Site 1 (SW 30-101-17-W5) Bridge Crossing Design
Mackenzie County - Engineering Cost Budget - New Standard Bridge

Phase	Task	Sr. Eng.	Int. Eng.	Br. Tech.	Clerical	2-Man GPS Survey Crew	Sr. Tech	Envir. Specit.	Envir. Societ.	Pr. Mgr.	Drafting	Krms	Meals	Accom	Misc	Total	
		Rate (per hour)											Expenses (per unit)				
		\$158	\$141	\$129	\$69	\$206	\$96	\$148	\$85	\$129	\$110	\$ 1.00	\$67	\$173	N/A		
Site Survey	Site Survey & Drafting		2	6		18				4	16	1500	2	2		\$9,020	
Bridge Planning	Review BF(s), Fish Classification	2	4				6									\$1,456	
	Site Inspection	2	23									1500	1	1		\$5,299	
	Environmental Desktop Review		1					1	18							\$1,819	
	Fisheries Assessment		2					4	42			1500	2	2	\$ 200	\$6,624	
	Geotechnical - Two Boreholes	2	12		2	6	32			4	1	1800	2	2	\$ 9,300	\$18,660	
	Hydrology	2	8												\$ 50	\$1,494	
	Structure Alternatives & Costs	5	24							2						\$4,432	
	Bridge Planning Report	4	24		2					2						\$4,412	
Review Meeting - via telephone	2	4		1					2						\$1,207		
	Lump Sum Disbursements														\$ 2,300	\$2,300	
Structural Design	Bridge Structural Details	6	20													\$3,768	
	Prepare Design Drawings (3)	4	30								54				\$ 150	\$10,952	
	Environmental Applications (DFO / AEP)		2		1				24							\$2,391	
	Structural Design Summary	2	10		4											\$2,002	
	Review Meeting - via telephone	2	4		1					2						\$1,207	
	Independent Design Check	10														\$1,580	
	Lump Sum Disbursements														\$ 1,100	\$1,100	
Totals		Hrs	43	170	6	11	24	38	5	84	16	71	6300	7	7		
		\$	\$ 6,794	\$ 23,970	\$ 774	\$ 759	\$ 4,944	\$ 3,648	\$ 740	\$ 7,140	\$ 2,064	\$ 7,810	\$ 6,300	\$ 469	\$ 1,211	\$ 13,100	

Summary	Budget
Site Survey (Lump Sum)	\$ 9,020
Bridge Planning (Lump Sum)	\$ 47,703
Structural Design (Lump Sum)	\$ 23,000
Total	\$ 79,723

ESTIMATE OF FEES OF PRIME AND SUB CONSULTANTS

SITE 1 (SW 30-101-17-W5) ROADWAY DESIGN

ENG EST TABLE
Site 1 Roadway Work



TASKS	Days / Rate	PRIME CONSULTANT															Disbursements					TOTALS		
		Regional Manager Gaim McColloch	Branch Manager Blake Gurney	Bryan Holden, P. Eng., PMP Project Manager	Joseph Lucas, M.Sc., Eng., P. Eng. Sr. Design Engineer	Intermediate Designer	Sr. Draftsperson	Sr. Materials Technologist	Environmental Specialist Rosa Hogan, B. Sc.	2-Man Survey Crew	Sr. Instrumentman	Project Services Technologist	Clerical	Message	Accommodations	Dirt Truck	Legal Survey	Sub-Consultant Roy Nutham	Prime Consultant Manpower Total	Prime Consultant Disbursements	TOTAL			
1) PRELIMINARY ENGINEERING (Lumpsum)		\$154.00	\$133.00	\$129.00	\$133.00	\$121.00	\$121.00	\$96.00	\$148.00	\$306.00	\$96.00	\$129.00	\$98.00	\$1.00	\$240.00	\$240.00	\$1.00	\$1.00						
Initiation Meeting			1	1	1							1								\$464.00	\$0.00	\$464.00		
Preliminary Survey and Field Pickup			1	8		2				20	1		625	4						\$5,623.00	\$1,585.00	\$7,208.00		
Soils Investigation			1	4				50					570		16					\$2,448.00	\$4,410.00	\$6,858.00		
	Sub-total (units)	0	3	13	1	2	0	0	20	1	0	1	\$1,195.00	\$4.00	\$16.00	\$0.00	\$0.00			\$11,536.00	\$5,995.00	\$17,531.00		
	Sub-total (fees)	\$0.00	\$399.00	\$1,677.00	\$133.00	\$242.00	\$0.00	\$4,800.00	\$0.00	\$4,120.00	\$96.00	\$0.00	\$69.00	\$1,195.00	\$960.00	\$3,840.00	\$0.00	\$0.00		\$11,536.00	\$5,995.00	\$17,531.00		
2) DETAILED DESIGN (Lumpsum)																				\$4,598.00	\$0.00	\$4,598.00		
Detailed Design			1	2	2	16	16						1							\$4,598.00	\$0.00	\$4,598.00		
Utilities/Agreements/Plans			1	4		4							2							\$1,271.00	\$0.00	\$1,271.00		
Design Review Meetings			1	1	1								1							\$464.00	\$0.00	\$464.00		
	Sub-total (units)	0	3	7	3	16	20	0	0	0	0	0	4	0	0	0	0	0	0					
	Sub-total (fees)	\$0.00	\$399.00	\$903.00	\$399.00	\$1,836.00	\$2,420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$276.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,333.00	\$0.00	\$6,333.00		
3) Land Acquisition and Legal Survey (lumpsum)																								
Land Acquisition (includes environmental assessment on DLO)			1	2		4							1							\$13,514.60	\$844.00	\$14,358.60		
First Nations Consultation (Deletable)			1	1																\$7,825.00	\$262.00	\$8,087.00		
Legal Survey and Plan Registration			1	1											\$ 9,700.00					\$262.00	\$1,100.00	\$1,362.00		
	Sub-total (units)	0	3	4	0	0	4	0	0	0	0	1	0	0	0	0	0	0	0	\$13,514.60	\$1,106.00	\$14,620.60		
	Sub-total (fees)	\$0.00	\$399.00	\$576.00	\$0.00	\$0.00	\$484.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$13,514.60	\$1,106.00	\$14,620.60		
Total		\$0.00	\$1,187.00	\$3,096.00	\$532.00	\$2,178.00	\$2,904.00	\$4,800.00	\$0.00	\$4,120.00	\$96.00	\$0.00	\$414.00	\$1,195.00	\$960.00	\$3,840.00	\$0.00	\$0.00	\$11,514.60	\$19,337.00	\$37,851.60			
Total without Deletables		\$0.00	\$1,064.00	\$2,967.00	\$532.00	\$2,178.00	\$2,304.00	\$4,800.00	\$0.00	\$4,120.00	\$96.00	\$0.00	\$414.00	\$1,195.00	\$960.00	\$3,840.00	\$0.00	\$0.00	\$11,514.60	\$19,075.00	\$28,209.60			



Site 2 (SE 3-102-17-W5) Culvert Crossing Design
Mackenzie County - Engineering Cost Budget - New Bridge-Sized Culvert

Phase	Task	Sr. Eng.	Int. Eng.	Br. Tech.	Clerical	2-Man GPS Survey Crew	Sr. Tech	Envir. Specif.	Envir. Sciet.	Pr. Mgr.	Drafting	Kms	Meals	Accorn	Misc	Total
		Rate (per hour)											Expenses (per unit)			
		\$158	\$141	\$129	\$69	\$206	\$96	\$148	\$85	\$129	\$110	\$ 1.00	\$67	\$173	N/A	
Site Survey	Site Survey & Drafting		2	6		18				4	16	1500	2	2		\$9,020
Bridge Planning	Review BF(s), Fish Classification	2	4				6									\$1,456
	Site Inspection	2	23									1500	1	1		\$5,299
	Environmental Desktop Review		1					1	14							\$1,479
	Fisheries Assessment		2					4	30			1500	2	2	\$ 200	\$5,604
	Hydrology	2	8												\$ 50	\$1,494
	Structure Alternatives & Costs	4	16							2						\$3,146
	Bridge Planning Report	4	24		2					2						\$4,412
	Review Meeting - via telephone	2	4		1					2						\$1,207
Lump Sum Disbursements														\$ 1,200	\$1,200	
Structural Design	Culvert Structural Details	2	6													\$1,162
	Prepare Design Drawings (2)	2	12								36				\$ 100	\$6,068
	Environmental Applications (DFO / AEP)		2		1				24							\$2,391
	Structural Design Summary	2	8		2											\$1,582
	Review Meeting - via telephone	2	4		1					2						\$1,207
	Independent Design Check	6														\$948
Lump Sum Disbursements														\$ 700	\$700	
Totals		Hrs	30	116	6	7	18	6	5	68	12	52	4500	5	5	
		\$	\$ 4,740	\$ 16,356	\$ 774	\$ 483	\$ 3,708	\$ 576	\$ 740	\$ 5,780	\$ 1,548	\$ 5,720	\$ 4,500	\$ 335	\$ 865	\$ 2,250

Deletable Items	Task	Sr. Eng.	Int. Eng.	Br. Tech.	Clerical	2-Man GPS Survey Crew	Sr. Tech	Envir. Specif.	Envir. Sciet.	Pr. Mgr.	Drafting	Kms	Meals	Accorn	Misc	Total
	Geotechnical - One Borehole	1	8		2	6	20			2	1	1800	1	1	\$ 6,500	\$13,488

Summary	Budget
Site Survey (Lump Sum)	\$ 9,020
Bridge Planning (Lump Sum)	\$ 25,297
Structural Design (Lump Sum)	\$ 14,058
Total Without Deletables	\$ 48,375

Deletable Items	\$ 13,488
------------------------	------------------

ESTIMATE OF FEES OF PRIME AND SUB CONSULTANTS

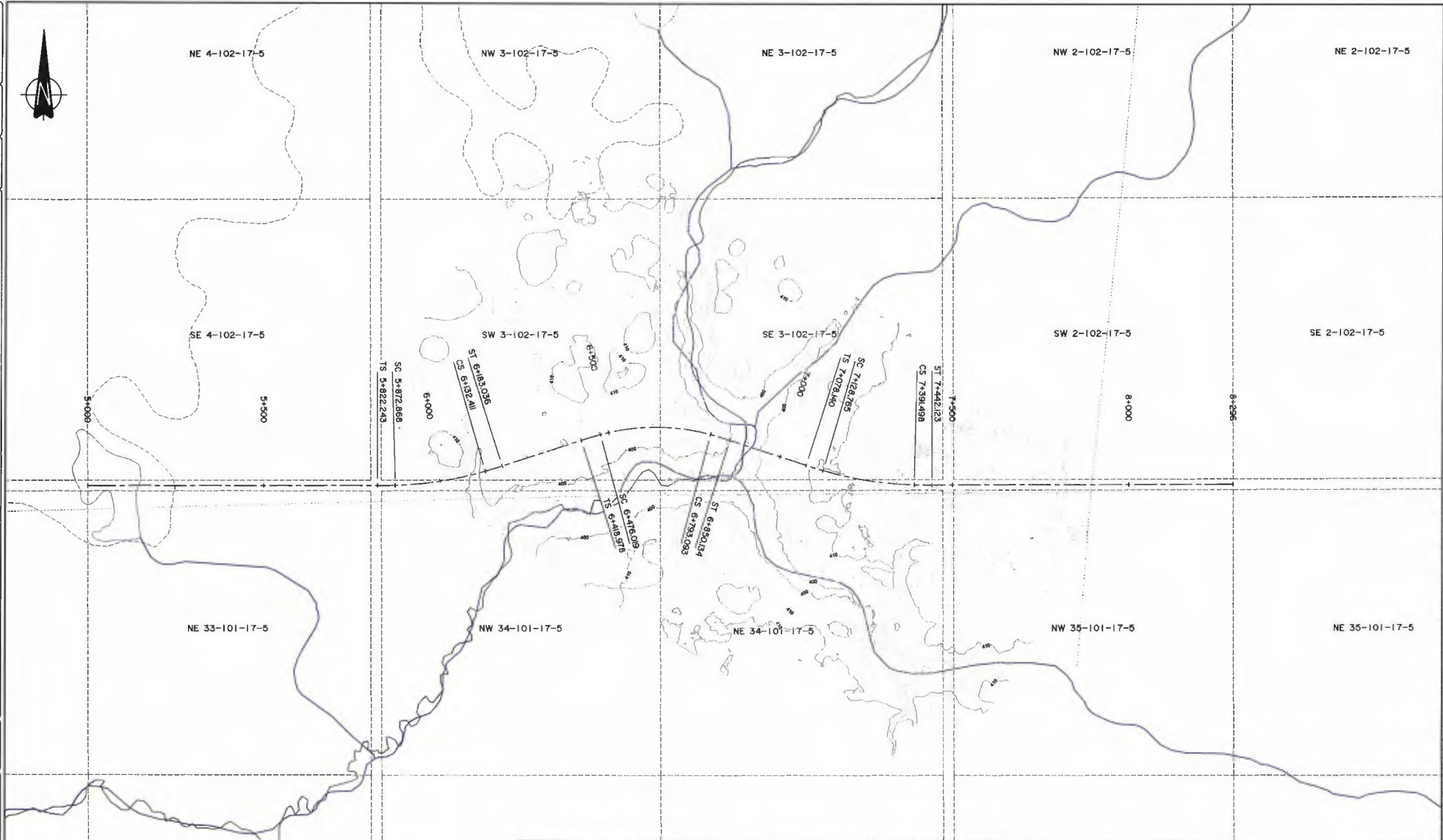
SITE 2 (SE 3-102-17-W5) ROADWAY DESIGN

ENG EST TABLE
Site 2 Roadway Work



TASKS	Days / Rate	PRIME CONSULTANT														Disbursements					TOTALS		
		Regional Manager Geth McClosch	Branch Manager Blaise Clunney	Bryan Holden, P. Eng., PMP Project Manager	Joseph Luca, M.Sc., Eng., P. Eng., Sr. Design Engineer	Intermediate Designer	Sr. Draftsperson	Sr. Materials Technologist	Environmental Specialist Robin Heggen, B.Sc.	2-Man Survey Crew	Sr. Instrumentman	Project Services Technologist	Clerical	Mileage	Accommodations	Dirt Truck	Legal Survey	Sub-Consultant Roy Norman	Prime Consultant Manpower Total	Prime Consultant Disbursements	TOTAL		
1) PRELIMINARY ENGINEERING (Lumpsum)		\$154.00	\$133.00	\$129.00	\$133.00	\$121.00	\$121.00	\$96.00	\$148.00	\$205.00	\$96.00	\$126.00	\$69.00	\$1.00	\$240.00	\$240.00	\$1.00	\$1.00					
Initialization Meeting			1	1	1															\$464.00	\$0.00	\$464.00	
Preliminary Survey and Field Pickup			1	6		2				20	1		625	4						\$5,623.00	\$1,585.00	\$7,208.00	
Soils Investigation			1	4			50						70		16					\$3,449.80	\$4,410.00	\$8,859.80	
Sub-total (units)	0	3	13	1	2	0	50	0	20	1	0	1	\$1,195.00	\$4.00	\$78.00	\$0.00	\$0.00			\$5,623.00	\$1,585.00	\$7,208.00	
Sub-total (fees)	\$0.00	\$399.00	\$1,677.00	\$133.00	\$242.00	\$0.00	\$4,800.00	\$0.00	\$4,120.00	\$96.00	\$0.00	\$69.00	\$1,195.00	\$960.00	\$3,840.00	\$0.00	\$0.00			\$11,538.00	\$5,995.00	\$17,533.00	
2) DETAILED DESIGN (Lumpsum)																							
Detailed Design			1	2	2	16	16					1								\$4,598.00	\$0.00	\$4,598.00	
Utilities/Agreements/Plans			1	4		4						2								\$1,271.00	\$0.00	\$1,271.00	
Design Review Meetings			1	1	1							1								\$464.00	\$0.00	\$464.00	
Sub-total (units)	0	3	7	3	16	20	0	0	0	0	0	4	0	0	0	0	0	0					
Sub-total (fees)	\$0.00	\$399.00	\$903.00	\$399.00	\$1,836.00	\$2,420.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$276.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00			\$6,333.00	\$0.00	\$6,333.00	
3) Land Acquisition and Legal Survey (lumpsum)																							
Land Acquisition (Includes environmental assessment on DLO)			1	2		4						1								\$13,988.60	\$944.00	\$14,932.60	
First Nations Consultation (Deletable)			1	1																\$7,825.00	\$262.00	\$8,087.00	
Local Survey and Plan Registration															\$ 9,700.00					\$262.00	\$9,700.00	\$9,962.00	
Sub-total (units)	0	3	4	0	0	4	0	0	0	0	0	1	0	0	0	0	0	0		2783.6	\$1,466.00	\$4,250.20	
Sub-total (fees)	\$0.00	\$399.00	\$516.00	\$0.00	\$0.00	\$484.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$21,813.60	\$1,466.00	\$23,280.20	
Total		\$0.00	\$1,197.00	\$3,096.00	\$532.00	\$2,178.00	\$2,904.00	\$4,800.00	\$0.00	\$4,120.00	\$96.00	\$0.00	\$414.00	\$1,195.00	\$960.00	\$3,840.00	\$9,700.00	\$21,813.60	\$19,337.00	\$37,508.60	\$37,508.60	\$56,845.60	
Total without Deletables		\$0.00	\$1,064.00	\$2,967.00	\$532.00	\$2,178.00	\$2,904.00	\$4,800.00	\$0.00	\$4,120.00	\$96.00	\$0.00	\$414.00	\$1,195.00	\$960.00	\$3,840.00	\$9,700.00	\$13,988.60	\$19,075.00	\$29,683.60	\$29,683.60	\$48,758.60	

DRAWING S2-04737-01
 SHEET 1 of 2
 CONTRACT
 DESCRIPTION BLUE HILLS AREA - SITE 2 BRIDGE CROSSING - SITE PLAN
 PHOTO
 DATE
 BY
 SURVEYED



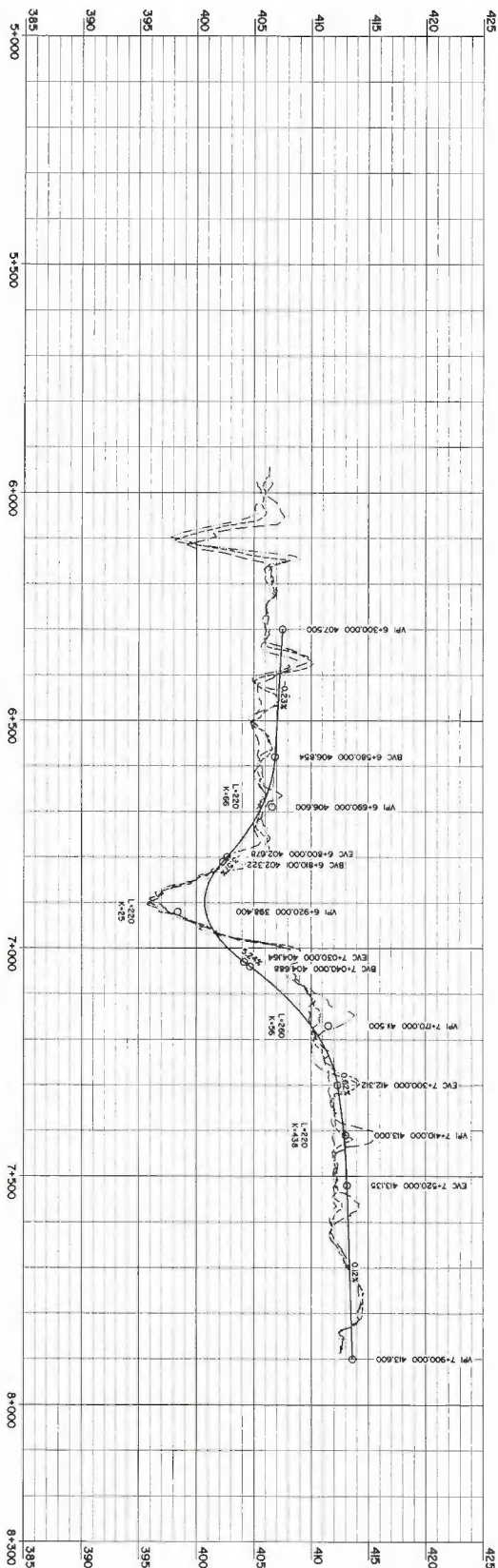
CONSULTANT
WSP
 Mackenzie County
 JOB No. 181-04737-00

DESIGNER
 DATE

REV	DATE	REVISION	BY

MACKENZIE COUNTY
 BLUE HILLS AREA
SITE 2 BRIDGE CROSSING
 SITE PLAN
 CONTRACT - SHEET 1 of 2 DRAWING S2-04737-01

2016-07-10 10:00 AM 181-04737-00 BLUE HILLS BRIDGE CROSSING - USED FOR REVIEW ONLY & PROFILES.DWG DRAWN: MCK



JOB No. 181-04737-00

DATE

REVISION	DATE
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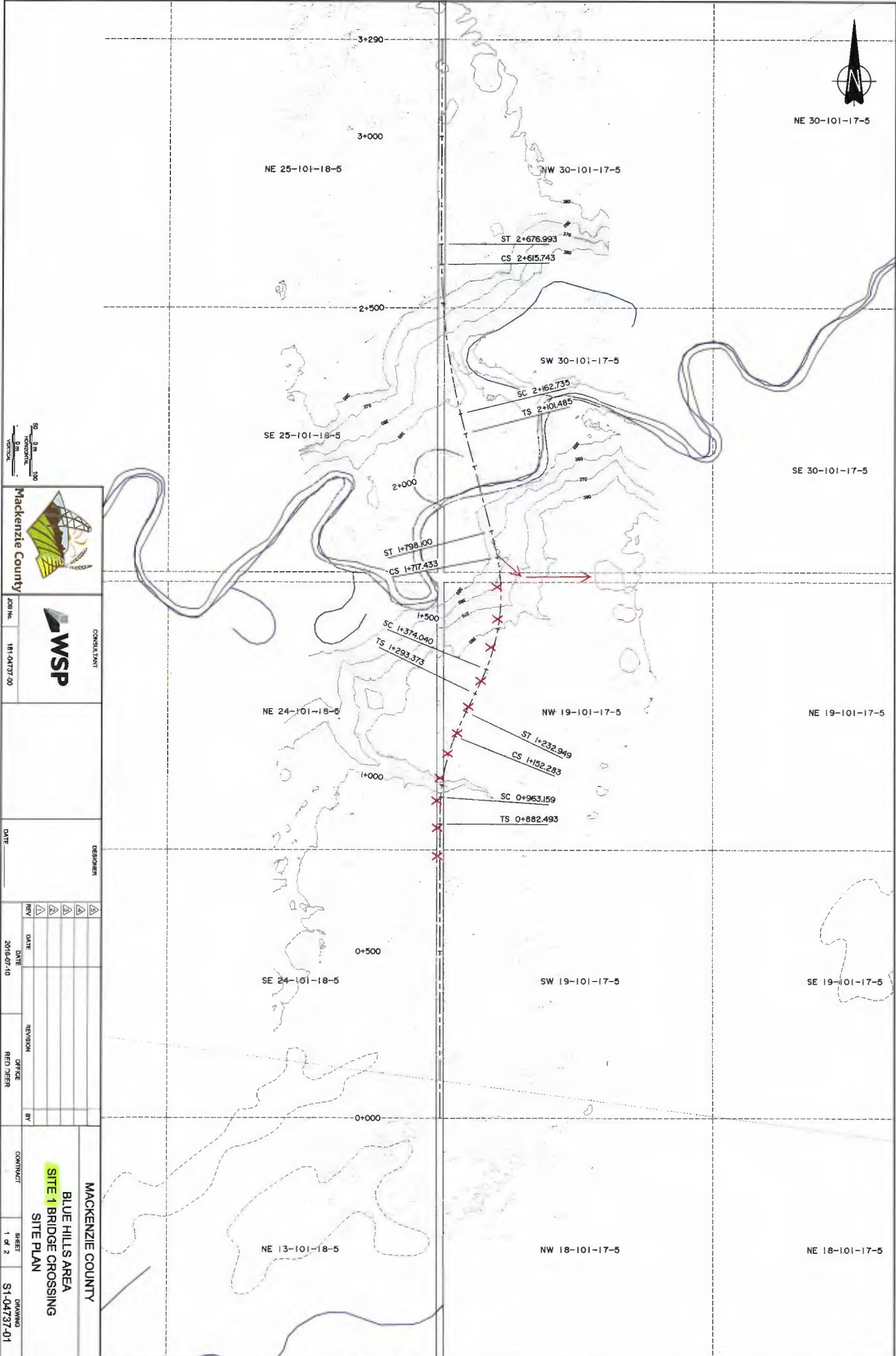
REVISION OFFICE
RED DEER

BY

CONTRACT S2-04737-02

SHEET 2 of 2

DRAWING S2-04737-02



Mackenzie County

WSP

CONSULTANT

JOB No. S1-04737-01

REVISION	DATE

DATE	DATE
2018-07-10	

REVISION	OFFICE
	REN DEER

MACKENZIE COUNTY

BLUE HILLS AREA

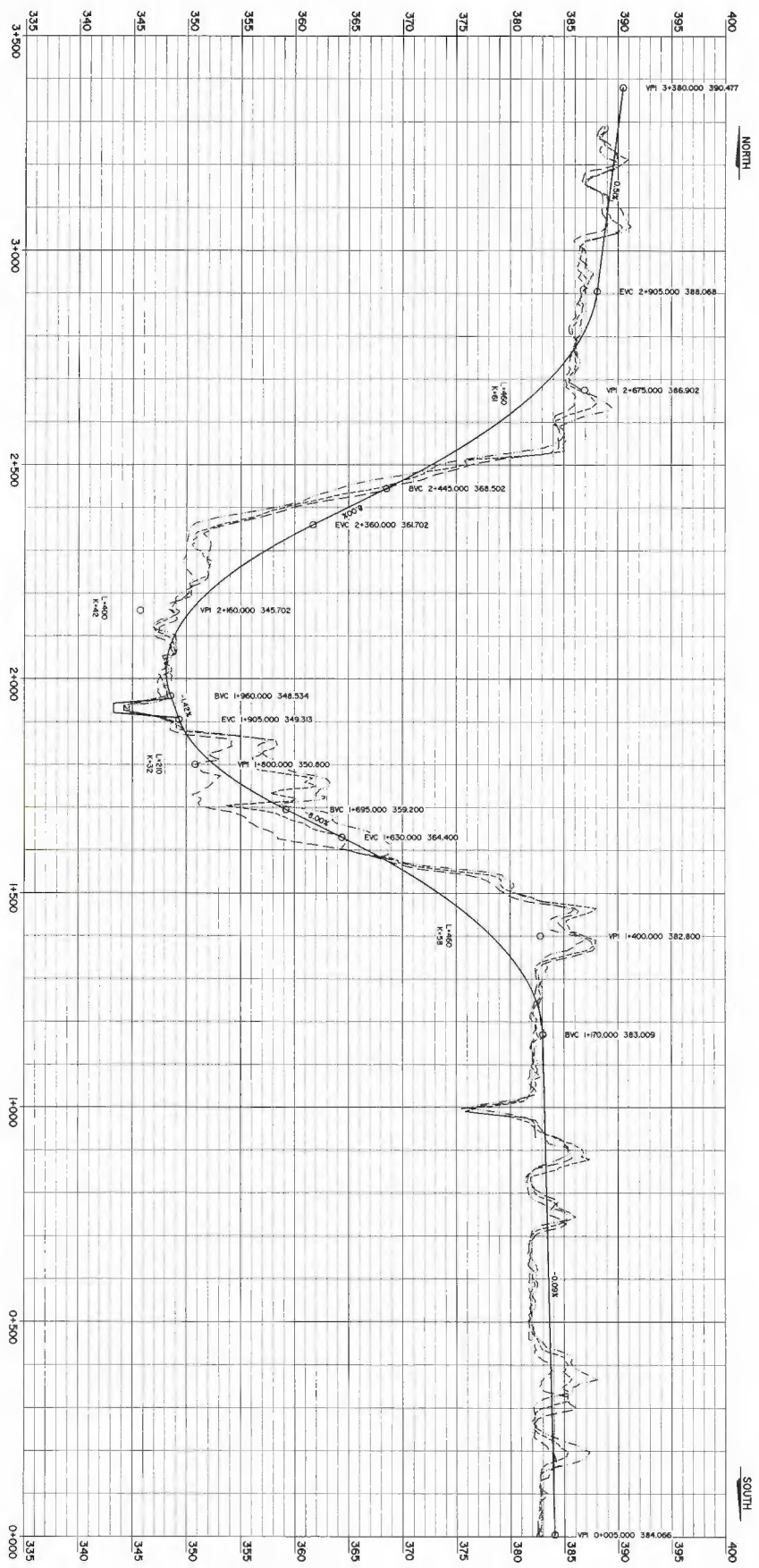
SITE 1 BRIDGE CROSSING

SITE PLAN

CONTRACT S1-04737-01

SHEET 1 of 2

DRAWING S1-04737-01



JOB No. 181-04737-00

DESIGNER

REV	DATE	REVISION
	2018-07-10	

REVISION OFFICE
RED DEER

MACKENZIE COUNTY
BLUE HILLS AREA
SITE 1 BRIDGE CROSSING
PROFILE



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Len Racher, Director of Facilities & Operations (South)
Title:	Supply of Water Truck & Operator for Windrow Burning Tests

BACKGROUND / PROPOSAL:

Administration received a letter from Michelle Shesterniak, Wildfire Prevention Officer with Alberta Forestry, asking if Mackenzie County would consider supplying a water truck at no charge to assist and alleviate smoke during the controlled burn test (see attached).

Kevin Hunt, Wildfire Technologist with Alberta Forestry is working on this project with Michelle and will be in attendance to further discuss the project with Council.

OPTIONS & BENEFITS:

Option 1: To supply water truck and operator for the duration of burn testing.

Option 2: To supply a water truck only, allowing Forestry to supply a certified operator of their choice; similar to our current Handi-van procedure.

COSTS & SOURCE OF FUNDING:

If we require a water truck at any time during the testing for our own operations, hiring a water truck will be necessary.

SUSTAINABILITY PLAN:

N/A

Author: M. Dyck **Reviewed by:** L. Racher **CAO:** CG

COMMUNICATION:

Administration will inform Forestry of Council Decision.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: M. Dyck **Reviewed by:** L. Racher **CAO:** CG

August 2, 2016

Mackenzie County
Box 640
Fort Vermilion, AB. T0H 1N0

Attention: County Council

Re: Windrow burning test project

Alberta Agriculture and Forestry, Forestry Division is requesting Mackenzie County's assistance to conduct some test burning of windrows during August of 2016.

There has been a large amount of land clearing occurring in Mackenzie County in the last few years, which has resulted in thousands of acres of woody debris being piled in windrows and ultimately being burned. Due to current Forestry policies most of this debris cannot receive fire permits and is therefore burned in early November, after fire season, when fire permits are no longer required. This has resulted in health and traffic safety issues related to smoke and the weather inversions which commonly occur in November.

High Level Forest Area has chosen locations in Township 110 – Range 10 – W5M, in the Beaver Ranch area and we are currently in discussions with the land owners. These lands were chosen based on their remoteness from the settlement, the fact that there are windrows going both N-S and E-W and that the soil type is mainly clay. The intent of the project is to burn windrows when the Build Up Index is higher than we would normally allow. For this it is important to ensure that we are working on clay soils so there is no possibility of the fires burning deep and holding over.

A&F is requesting the County support the project by providing a water truck and driver free of charge to assist with extinguishment. The commitment would be up to 5 days with possible 12 hours each day.

The project is tentatively planned for late August, with the intent that if all goes well we could issue fire permits for windrows in September, thereby alleviating the November smoke issues. We will keep you advised of the status and Council and County staff are welcome to attend.



Michelle Shesterniak
Wildfire Prevention Officer
High Level Forest Area



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 1022-16 Service Road Closure

BACKGROUND / PROPOSAL:

On March 23, 2016 a Public Hearing was given for Bylaw 1022-16 being a Road Closure Bylaw to Close the Service Road directly north of Plan 052 4622, Block 21, Lot 10 in the Hamlet of La Crete (excluding the utility right of ways on the east and west) for the purpose of sale and consolidation. No concerns were brought forth from the public.

A Road Closure Bylaw package was sent to the Minister of Transportation for approval. Approval was granted and the signed copy has been received by administration (attached).

Previous Background

The question of selling the service road had been brought forth to Council on March 25, 2015 where Council made the following motion:

MOTION 15-03-219 MOVED by Councillor Braun

That administration be authorized to negotiate with the adjacent landowners North of Plan 052 4622, Block 21, Lot 10 for the sale of the service road allowance along the south side of 109 Avenue (excluding the utility right of ways on the east and west) in the Hamlet of La Crete.

Administration proceeded with acquiring the market value for this land. As the price of land within La Crete is fairly high, we wanted to make sure that the applicant was aware of what they would have to pay prior to presenting this application for a decision. The market value for the service road is \$115,000 per acre. The road closure encompasses 0.457 acres. The applicant stated that he was fine with this price and acknowledges that he is responsible for all associated costs.

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

OPTIONS & BENEFITS:

Maintain ownership of the property, or agree to sell the property to the adjacent landowner. There is no apparent need for the County to maintain ownership of the property in order to facilitate future infrastructure improvements, while selling the property would generate some revenue for the County while also being beneficial to a local business.

COSTS & SOURCE OF FUNDING:

All costs to be borne by the applicant.

SUSTAINABILITY PLAN:

The Sustainability Plan does not address road closures in the municipality. As such, the proposed land use bylaw amendment neither supports nor contradicts the Sustainability Plan.

COMMUNICATION:

The bylaw was advertised as per MGA requirements as well as notifications sent to all adjacent landowners.

RECOMMENDED ACTION:

MOTION 1:

- Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1022-16 being a Road Closure Bylaw to Close the Service Road directly north of Plan 052 4622, Block 21, Lot 10 in the Hamlet of La Crete (excluding the utility right of ways on the east and west) for the purpose of sale and consolidation.

MOTION 2:

- Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1022-16 being a Road Closure Bylaw to Close the Service Road directly north of Plan 052 4622, Block 21, Lot 10 in the Hamlet of La Crete (excluding the utility right of ways on the east and west) for the purpose of sale and consolidation.

Author: _____ Reviewed by: _____ CAO: CG

Alberta Transportation

DELIVERY SERVICES DIVISION
2ND FLOOR, TWIN ATRIA BUILDING
4999-98 AVENUE
EDMONTON, ALBERTA, CANADA
T6B 2X3

TELEPHONE NO: 780-415-1538
Toll Free Connection Dial 310-0000

June 26, 2016

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

Attention: Liane Lambert, Development Officer

RE: ROAD CLOSURE – BYLAW 1022-16

Enclosed is the above noted bylaw which was approved by Alberta Transportation for closure and sale on June 26, 2016.

Following the second and third readings of the bylaw by your council the bylaw may be registered at Land Titles. Please notify me of the second and third readings and when the bylaw is registered at Land Titles.

Thank you.

Yours truly,



Adrienne Kisko
Land Technologist

cc: Marlene Cobick
Development & Planning Technologist
Peace River, Alberta

Enclosures

RECEIVED
JUL 18 2016

**MACKENZIE COUNTY
FORT VERMILION OFFICE**

BYLAW NO. 1022-16
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF CLOSING OF A SERVICE ROAD IN ACCORDANCE
WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL GOVERNMENT ACT,
CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000

WHEREAS, Council of Mackenzie County has determined that a Service Road as outlined in Schedule "A" attached hereto, be subject to a road closure, and

WHEREAS, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby close and sell, a Service Road described as follows, subject to the rights of access granted by other legislation or regulations:

All of the Service Road lying north of Plan 052 4622, Block 21, Lot 10 as shown as Area "A" on Plan 162_____.

EXCEPTING THEREOUT ALL MINES AND MINERALS

As outlined in Schedule "A"

READ a first time this 22nd day of February, 2016.

PUBLIC HEARING held this 23rd day of March, 2016.



Bill Neufeld
Reeve



Joulia Whittleton
Chief Administrative Officer

APPROVED this 26 day of June, 2016.



Minister of Transportation

Approval valid for 21 months.

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

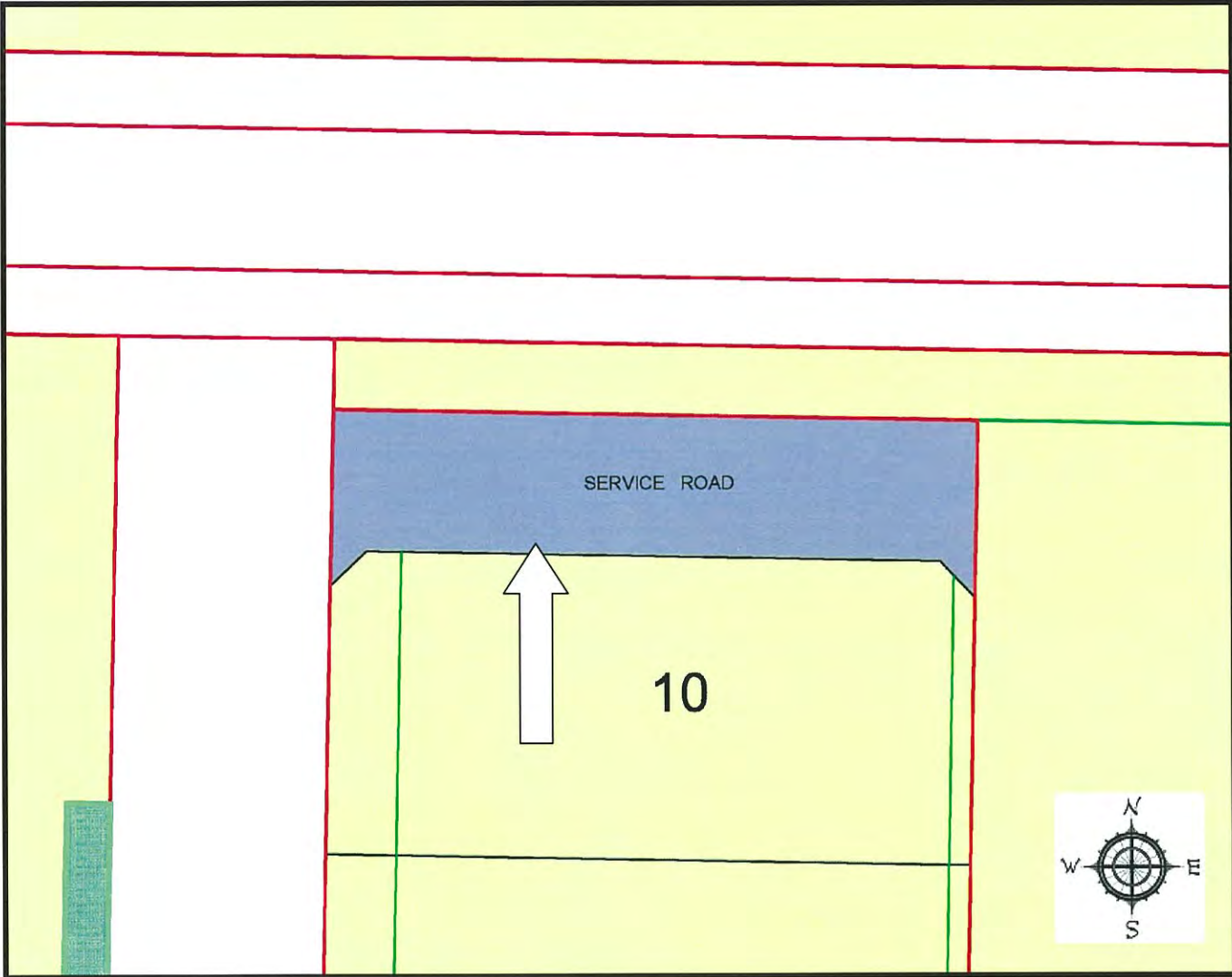
READ a third time and finally passed this _____ day of _____, 2016.

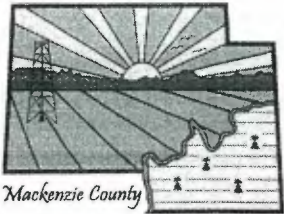
Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

BYLAW No. 1022-16

SCHEDULE "A"





LAND USE BYLAW AMENDMENT APPLICATION

APPLICATION NO. 10--16

NAME OF APPLICANT <u>1448726 Alberta Ltd</u>		
ADDRESS <u>Box 1960</u>		
TOWN <u>La Crete, AB</u>		
POSTAL CODE <u>T0H 2H0</u>	PHONE (RES.) <u>780-926-7747</u>	BUS. <u>780-928-3885</u>

COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF REGISTER OWNER		
ADDRESS		
TOWN		
POSTAL CODE	PHONE (RES.)	BUS.

LEGAL DESCRIPTION OF THE LAND AFFECTED BY THE PROPOSED AMENDMENT

QTR./LS.	SEC.	TWP.	RANGE	M.	OR	PLAN <u>0524622</u>	BLK <u>21</u>	LOT <u>10</u>
----------	------	------	-------	----	----	------------------------	------------------	------------------

LAND USE CLASSIFICATION AMENDMENT PROPOSED:

FROM: Service Road TO: Lot

REASONS SUPPORTING PROPOSED AMENDMENT:

I am proposing that we consolidate the above mentioned lot with the service road to the north of it. My reason for requesting this is that it is not feasible to have a small short service road along my property. My neighbours to the west, Shellenberg Heavy Duty does not have a service road along his property, neither does True North Powersports to the east of my property. Many years ago LaCrete had a service road because there was a "high grade" road going through LaCrete. LaCrete has since done away with that and put in a normal Main street. In belief is that LaCrete will build roads with more lanes rather than adding more roads to accommodate traffic on main routes.

I/WE HAVE ENCLOSED THE REQUIRED APPLICATION FEE OF \$ 400.00 RECEIPT NO. 198085

1448726 AB LTD
APPLICANT

Feb 2, 2016
DATE

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

[Signature]
REGISTERED OWNER

DATE

BYLAW AMENDMENT APPLICATION



NOT TO SCALE

File No. Bylaw 1022-16

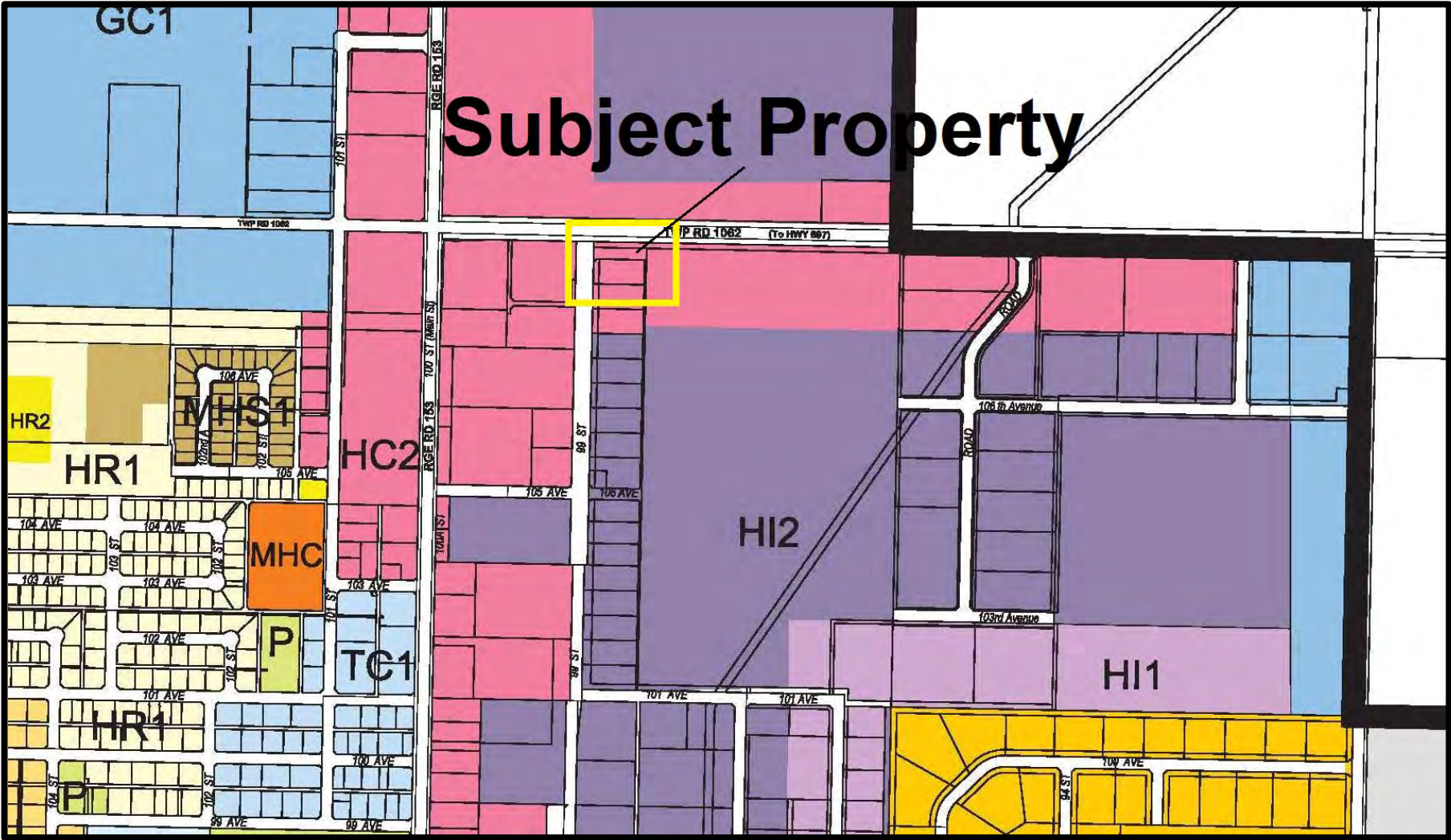
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The County, its agents, employees or contractors will not be liable for any Damages, direct or indirect, or lost profits or data arising out of the use of information provided on this map.



Mackenzie County

BYLAW AMENDMENT APPLICATION



File No. Bylaw 1022-16

Disclaimer

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NOT TO SCALE





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 1044-16 Land Use Bylaw Amendment to Amend Bylaw 649/07 being a Road Closure for NW 29-106-15-W5M (Plan 042 4702) (La Crete Rural)

BACKGROUND / PROPOSAL:

On May 22, 2008, Bylaw 649/07 was given 2nd & 3rd reading approving the closure of a portion of road within subdivision Plan 042 4702 located on NW 29-106-15-W5M. The applicant of this road closure was then required to hire a surveyor to complete the closure and consolidation. This was never completed.

Now the applicant would like to finish the closure and has hired a surveyor. The surveyor has submitted some documents, one of those is a request to amend the wording of Bylaw 649/07 so that the closed road can be split into two parts to be consolidated with the respective lots 5 & 6.

When submitting documents to Alberta Land Titles, we are now required to obtain a proper description from a survey company. The description received for this partial road closure was not to the satisfaction of Alberta Land Titles. Land Titles had requested a plan of survey be submitted or an acceptable metes and bounds description.

On May 12, 2009 an amendment with a description from a surveyor was given to Bylaw 649/07. This amended Bylaw 718/09 was never registered and the planning department never heard from the applicant until last month.

As Bylaw 718/09 was never registered, administration is asking that it be rescinded and a new amendment be given to Bylaw 649/07.

This amendment does not change the intent of the Bylaw. Bylaw 1044-16 therefore does not need to be re-advertised or signed by the Minister of Transportation.

Author: L. Lambert Reviewed by: _____ CAO CG

OPTIONS & BENEFITS:

This amendment will finalize the closure of this road enabling administration to close the file.

COSTS & SOURCE OF FUNDING:

All costs will be borne by the applicant

SUSTAINABILITY PLAN:

The Sustainability Plan does not directly address road closures within the County. As such, the proposed closure neither supports nor contradicts the Sustainability Plan.

COMMUNICATION:

No communication is required.

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1044-16 being a bylaw amending the road description in Bylaw 649/07 as shown on Plan 162 _____ as surveyed by MIDWEST SURVEYS INC.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1044-16 being a bylaw amending the road description in Bylaw 649/07 as shown on Plan 162 _____ as surveyed by MIDWEST SURVEYS INC.

Motion 3

Simple Majority Requires 2/3 Requires Unanimous

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

That consideration be given to go to third reading of Bylaw 1044-16 being a bylaw amending the road description in Bylaw 649/07 as shown on Plan 162 _____ as surveyed by MIDWEST SURVEYS INC at this meeting.

Motion 4

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1044-16 being a bylaw amending the road description in Bylaw 649/07 as shown on Plan 162 _____ as surveyed by MIDWEST SURVEYS INC.

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

BYLAW NO. 1044-16
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF CLOSING A PORTION OF AN
INTERNAL SUBDIVISION ROAD ALLOWANCE
IN ACCORDANCE WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL
GOVERNMENT ACT, CHAPTER M-26,
REVISED STATUTES OF ALBERTA 2000.

WHEREAS, Council of Mackenzie County passed all three readings of Bylaw 649/07 closing a portion of road allowance as outlined on Schedule A attached hereto, be subject to a road closure, and, in accordance with the Municipal Government Act Revised Statutes of Alberta 2000, and

WHEREAS, Bylaw 649/07 requires description amendments as specified by Alberta Land Titles Registries prior to registration, and

NOW THEREFORE, be it resolved that the council of Mackenzie County does hereby amend the description in Bylaw 649/07 to read as follows:

NOW THEREFORE, the Council of Mackenzie County, in the province of Alberta, duly assembled, hereby enacts as follows:

FIRST:

PLAN 042 4702

ALL THAT PORTION OF ROAD WHICH LIES WITHIN THE LIMITS OF
LOT 11, BLOCK 1, PLAN 162 _____
CONTAINING 0.527 HECTARES (1.30 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

SECOND:

PLAN 042 4702

ALL THAT PORTION OF ROAD WHICH LIES WITHIN THE LIMITS OF
LOT 12, BLOCK 1, PLAN 162 _____
CONTAINING 0.143 HECTARES (0.35 ACRES) MORE OR LESS
EXCEPTING THEREOUT ALL MINES AND MINERALS

READ a first time 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

Carol Gabriel
Interim Chief Administrative Officer

BYLAW NO. 1044-16

SCHEDULE "A"

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

FIRST:

PLAN 042 4702

ALL THAT PORTION OF ROAD WHICH LIES WITHIN THE LIMITS OF
LOT 11, BLOCK 1, PLAN 162 _____

CONTAINING 0.527 HECTARES (1.30 ACRES) MORE OR LESS

EXCEPTING THEREOUT ALL MINES AND MINERALS

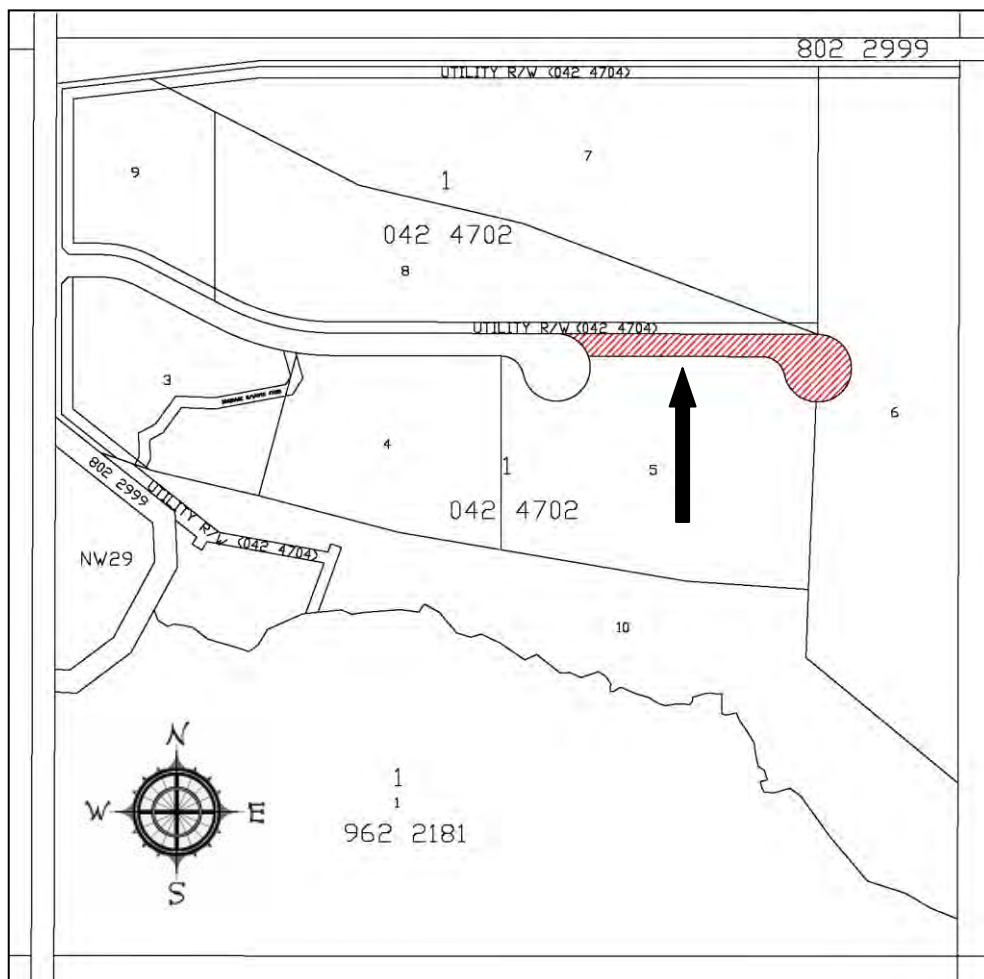
SECOND:

PLAN 042 4702

ALL THAT PORTION OF ROAD WHICH LIES WITHIN THE LIMITS OF
LOT 12, BLOCK 1, PLAN 162 _____

CONTAINING 0.143 HECTARES (0.35 ACRES) MORE OR LESS

EXCEPTING THEREOUT ALL MINES AND MINERALS



S.E.1/4 Sec. 31-106-15 W.5M.

S.W.1/4 Sec. 32-106-15 W.5M.

S.E.1/4 Sec. 32-106-15 W.5M.

N.E.1/4 Sec. 30-106-15 W.5M.

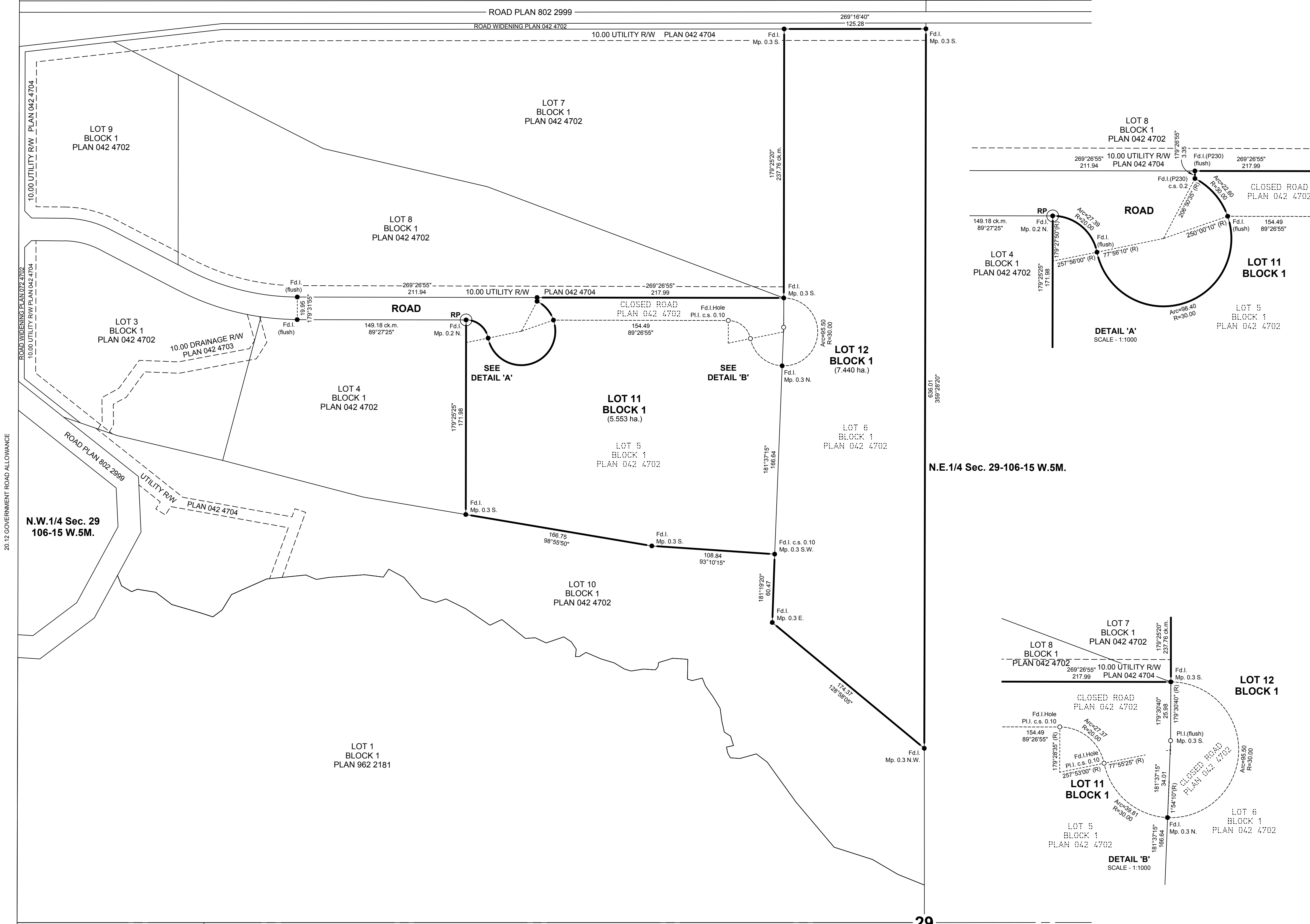
N.W.1/4 Sec. 29-106-15 W.5M.

S.E.1/4 Sec. 30-106-15 W.5M.

C.of T.

S.W.1/4 Sec. 29-106-15 W.5M.

S.E.1/4 Sec. 29-106-15 W.5M.



LAND TITLES OFFICE

PLAN No
 ENTERED AND REGISTERED
 ON _____
 INSTRUMENT No _____
 2016-04-12
 A.D. REGISTRAR
 N.A.L.R.D.

ALBERTA LAND SURVEYOR:

IAN D. CLELAND
 Survey was performed on the date of
 July 6th, 2016 in accordance with
 the provisions of the Surveys Act.



LEGEND:

STATUTORY IRON POSTS 'FOUND' SHOWN THUS: ●
 STATUTORY IRON POSTS 'PLACED' SHOWN THUS: ○
 ALL STATUTORY IRON POSTS PLACED ARE MARKED: "P034"
 DISTANCES ARE GROUND AND IN METRES AND DECIMALS THEREOF AND ARE
 BETWEEN POSTS UNLESS OTHERWISE SHOWN.
 DIMENSIONS SHOWN ALONG CURVILINEAR BOUNDARIES ARE ARC DISTANCES.
 AREA DEALT WITH BY THIS PLAN BOUNDED THUS: _____
 CONTAINING WITHIN: Closed Road, Plan 042 4702 - 0.670 ha
 Lot 5, Block 1, Plan 042 4702 - 5.026 ha
 Lot 6, Block 1, Plan 042 4702 - 7.297 ha
 TOTAL - 12.993 ha

BEARINGS AND CO-ORDINATES ARE UTM GRID, NAD83 (CSRS),
 REFERENCE MERIDIAN 117°W (ZONE 11N) AND ARE DERIVED FROM GNSS OBSERVATIONS.
 COMBINED SCALE FACTOR: 0.999566
 GEO-REFERENCE POINT IS SHOWN THUS: ○ RP
 THE OBSERVED CO-ORDINATES ARE: N: 6455175.31 ; E: 532125.29

TABLE OF AREAS

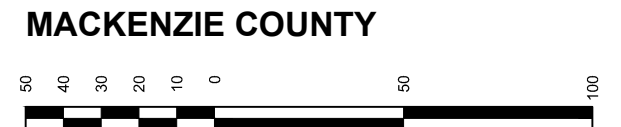
LOT 11 BLOCK 1	LOT 12 BLOCK 1
FROM LOT 5 BLOCK 1 PLAN 042 4702 5.026 ha	FROM LOT 6 BLOCK 1 PLAN 042 4702 7.297 ha
CLOSED ROAD, PLAN 042 4702 +0.527 ha	CLOSED ROAD, PLAN 042 4702 +0.143 ha
TOTAL = 5.553 ha	TOTAL = 7.440 ha

ABBREVIATIONS:

- A.L.S. Alberta Land Surveyor
- Arc Arc distance
- CSRS Canadian Spatial Reference System
- C.of T. Certificate of Title
- ck.m. Check Measured
- c.s. Countersunk
- Fd. Found
- GNSS Global Navigation Satellite System
- ha Hectare
- I. Statutory Iron Post
- M. Meridian
- Mp. Metal marker post
- NAD83 North American Datum, 1983
- N., S., E., W. North, South, East and West
- No. Number
- Pl. Placed
- (R) Radial
- R= Radius
- Rge Range
- RP Geo-Reference Point
- R/W Right of Way
- Sec. Section
- Twp. Township
- UTM Universal Transverse Mercator

REGISTERED OWNER(S):
 SIMON PETERS - LOT 11, BLOCK 1
 JACOB REIMER AND TRUDY REIMER - LOT 12, BLOCK 1

**PLAN SHOWING SURVEY OF
 CONSOLIDATION
 OF
 Closed Road, Plan 042 4702
 AND
 Lots 5 & 6, Block 1, Plan 042 4702**
 (Within N.W.1/4 Sec.29 Twp.106 Rge.15 W.5M.)



SCALE - 1:2000
 MIDWEST SURVEYS INC.
 IAN D. CLELAND, A.L.S.
 Drawn by: DJM
 Checked by: IDC
 GRANDE PRAIRIE PHONE: 780-832-4801 FAX: 780-832-4802
 Dwg.: GP-0161-16-SUB

Handwritten signature

BYLAW NO. 649/07

BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF CLOSING A PORTION OF AN
INTERNAL SUBDIVISION ROAD ALLOWANCE
IN ACCORDANCE WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL
GOVERNMENT ACT, CHAPTER M-26,
REVISED STATUTES OF ALBERTA 2000.

WHEREAS, Council of Mackenzie County has determined that the road allowance as outlined on Schedule A attached hereto, be subject to a road closure, and

WHEREAS, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby close and sell the road allowance described as follows, subject to the rights of access granted by other legislation or regulations:

1. Plan 042 4702
All that portion of Internal Subdivision Road Allowance
Lying adjacent to and south of Lot 7, Block 1,
Adjacent to and north of Lot 5, Block 1,
and within and west of Lot 6, Block 1.
containing _____ hectares (____ acres) more or less.
Excepting thereout all mines and minerals.

READ a first time this 26th day of September, 2007.

[Signature]

REEVE

[Signature]

EXECUTIVE ASSISTANT

Approved this 23rd day of April, 2008.

[Signature]

Minister of Alberta Transportation

APPROVAL SUBJECT TO AN
EASEMENT IN FAVOUR OF
GAS CO-OP

CERTIFIED AS A TRUE COPY

READ a second time this 22nd day of May, 2008.



READ a third time and finally passed this 22nd day of May, 2008.



REEVE

EXECUTIVE ASSISTANT

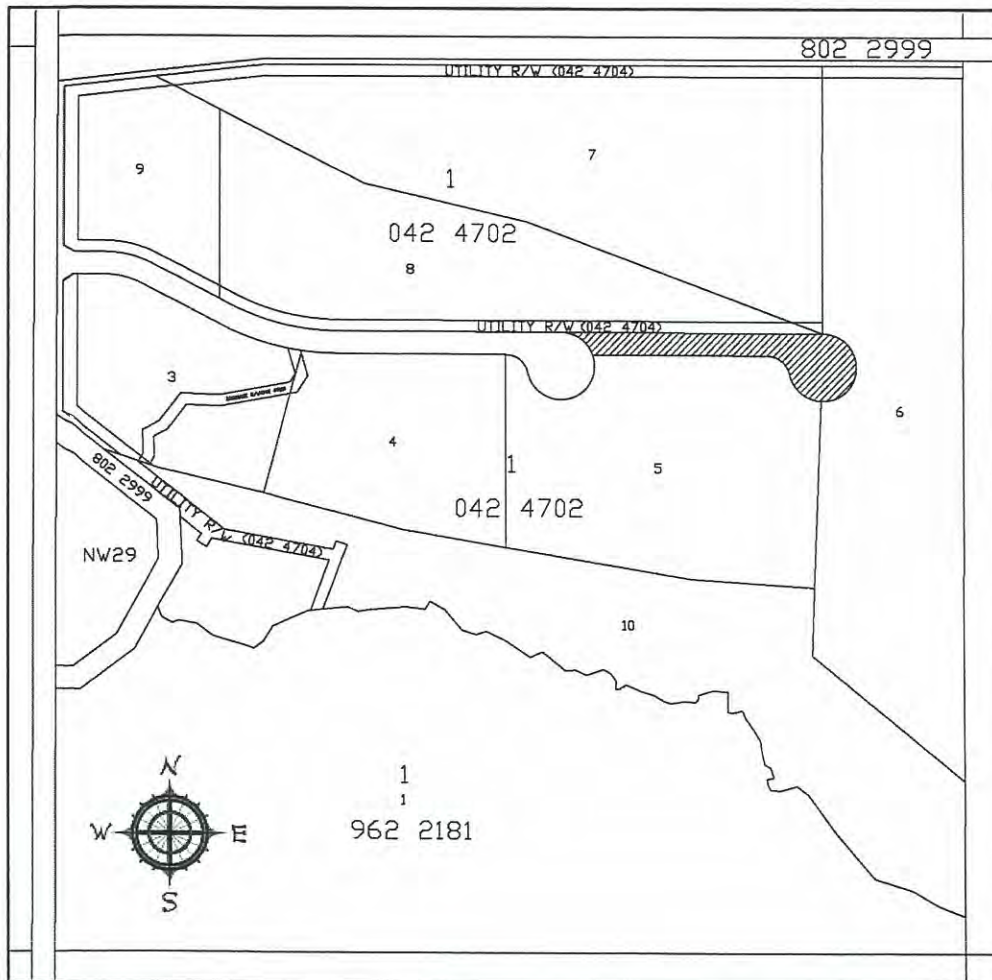
BYLAW No. 649/07

SCHEDULE "A"



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

All that portion of Internal Subdivision Road of Plan 042 4702 lying adjacent to and south of Lot 7, Block 1, Plan 042 4702, adjacent to and north of Lot 5, Block 1, Plan 042 4702 and within and west of Lot 6, Block 1, Plan 042 4702 be subject to a road closure.



READ a third time and finally passed this 22nd day of May, 2008.



REEVE



EXECUTIVE ASSISTANT



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Byron Peters, Director of Planning & Development
Title:	Bylaw 718/09 amending Bylaw 649/07

BACKGROUND / PROPOSAL:

Bylaw 718/09 amending Bylaw 649/07 was never registered and is no longer valid.

Copy of Bylaw 718/09 is attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Bylaw 718/09 amending Bylaw 649/07 be rescinded.

Author: R. Pelensky **Reviewed by:** _____ **CAO:** JW

BYLAW NO. 718/09

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

**FOR THE PURPOSE OF CLOSING A PORTION OF A GOVERNMENT ROAD
ALLOWANCE IN ACCORDANCE WITH SECTIONS 22 AND 606 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF
ALBERTA 2000.**

WHEREAS, Council of Mackenzie County passed all three readings of Bylaw 649/07 thereby closing a portion of government road allowance within Subdivision Plan 042 4702 in accordance with the Municipal Government Act Revised Statutes of Alberta 2000, and

WHEREAS, Bylaw 649/07 requires description amendments as specified by Alberta Registries prior to registration, and

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby amend the road description in Bylaw 649/07 to read as follows:

1. All that portion of Closed Road Allowance
As shown on Plan 092 _____
Excepting thereout all mines and minerals
2. That this Bylaw shall come into effect upon the passing of the third and final reading of this Bylaw.

READ a first time this _____ day of _____, 2009.

READ a second time this _____ day of _____, 2009.

READ a third time and finally passed this _____ day of _____, 2009.

REEVE

CHIEF EXECUTIVE OFFICER



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Byron Peters, Director of Planning & Development
Title:	Policy DEV009 - Subdivision Affidavits

BACKGROUND / PROPOSAL:

Subdivision applications can be applied for at any time of the year. Part of the subdivision process requires the developer to abide with the conditions set out by the Municipal Planning Commission. Some of these conditions are standard ones such as construction of either a road or accesses, and specific ones such as relocation of a pumpout sewer discharge line. Generally if the subdivision is applied for in the spring or summer, there will be plenty of time to complete these conditions. However, many times the applicant doesn't apply until fall or winter. Once the ground freezes, these conditions cannot be met until the spring thaw.

Several years ago the practice of allowing the developer to register the subdivision prior to certain conditions being approved by signing an affidavit and providing security was enacted by administration. This has been a popular choice among developers, and this procedure has worked well, and all those who've chosen this option have always completed their requirements.

However, this practice is not a policy and therefore has no backing. During the spring, summer and early fall the planning department will not offer this practice as they feel that the developer is able to complete all conditions on time. Recently though, certain individuals have insisted that we offer them this option during the summer. They were denied, however the planning department would like that this practice be made a policy in order to support their decisions and/or refusals.

OPTIONS & BENEFITS:

There are several benefits to adopting this policy, those being:

Author: L. Lambert **Review by:** BP **CAO** CG

- I. Provides applicant's the opportunity to register a subdivision prior to completing all conditions.
- II. Provides the opportunity to speed up the subdivision process during the winter months.
- III. Provides backing for the planning staff on granting and refusing an affidavit during construction season.
- IV. Provides a guideline for planning staff to follow.

OPTIONS

Option #1
Council adopts policy DEV009

Option # 2
Council accepts this as information

Option # 3
Council adopts policy DEV009 with amendments.

SUSTAINABILITY PLAN:

The Sustainability Plan does not address items of this nature.

COMMUNICATION:

As required with potential developers/applicants.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy DEV009 Subdivision Affidavits be adopted as presented. .

Author: L. Lambert Review by: BP CAO CG

Mackenzie County

Title	Subdivision Affidavits	Policy No:	DEV009
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Legislation Reference	MGA Section 5,(b)
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Purpose

To define a formal process when allowing the registration of a rural subdivision prior to the completion of required conditions.

Policy Statement and Guidelines

Mackenzie County recognizes that during the winter month's road/access construction and other certain conditions cannot proceed. The County offers an alternative option that will allow the subdivision to be registered prior to certain conditions being completed.

Definition:

In the event that the Planning Department acknowledges that an access, road or relocation of sewer system cannot be completed due to winter conditions, the following option is offered:

1. The applicant must sign an affidavit in the presence of a commissioner, the affidavit shall contain the development agreement number, legal land location, the conditions that must be complied with, the date it must be fulfilled by and the amount submitted by a certified check,
2. Once a signed approval from the Operations Department, or proof that the condition has been completed is received by the Planning Department, only then will the Planning Department release the certified check,
3. An affidavit will not be offered from May 15 through October 15,
4. Only on special circumstances may this option be considered during May 15 to October 15, if the applicant is incapable of completing the required conditions due to forces outside their control, the decision shall be at the discretion of the Municipal Planning Commission.

	Date	Resolution Number
Approved		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Byron Peters, Director of planning & Development
Title:	La Crete SE Drainage Ditch

BACKGROUND / PROPOSAL:

Mackenzie County has received a request to purchase a drainage ditch within the Hamlet of La Crete from the registered landowner.

In 2002 a storm water drainage ditch draining into an unnamed water body on the SE 3-106-15-W5M was constructed. Land Acquisitions were signed with landowners Janzen and Dyck and an easement agreement with Elias. At that time, for some reason, the drainage ditch was never registered.

On May 23, 2007 council made the motion to proceed with the registration of the drainage ditch.

MOTION 07-05-483 **MOVED** by Councillor Froese
 That Maltais Geomatics be requested to proceed with the registration of the drainage right-of-way plan on North ½ 3-106-15-W5M, Plan 992-0893, Block 1, Lot 13 MR and Plan 992-0894, Block 2, Lot 1, for an approximate cost of \$4,300.00 plus GST to be funded from General Operating Reserves.

A letter was sent to Maltais from Mackenzie County informing them to proceed with the registration of the drainage as a Utility right-of-way plan, giving the County rights to the ditch. Unknown to current administration, it was not registered as a 'Utility' Right-of-Way; it was done as a Right-of Way plan whereas no rights have been registered.

Several years ago NE 3-106-15-W5M was developed into country residential lots. During the subdivision process lots were created north of the drainage ditch. These lots did not include the drainage right of way which resulted in a piece of land remaining in the landowner's name that is entirely drainage ditch.

Author: _____ **Reviewed by:** BP **CAO:** CG

The County does not “own” any of the land that the drainage ditch crosses; it stays within the landowner’s name. The entire ditch that is on NW 3-106-15-W5M still belongs to the landowner. On the NE 3-106-15-W5M there are two pieces that were left over from subdividing that are in different landowners names. Both land owners had originally signed land acquisitions for the amount of one dollar.

OPTIONS & BENEFITS:

A Right-of Way can be registered at Alberta Land Titles without written consent of the landowners. This only registers the plan, but gives no rights to it.

A Utility Right-of-Way gives rights to the interest in the land with consents from the landowners.

Section 69 of the Land Titles Act provides for an interest in land known as a utility right of way ("U.R.W."). This interest is most commonly granted for gas and oil pipelines and for municipal utilities where there is a need for a continuous right of way under many parcels of land. In these circumstances, the common law requirement of a dominant tenement has been dispensed with by the enactment of a statutory provision to allow the granting of specified rights to specified entities. A U.R.W. is often referred to as an easement since it grants rights, which are similar to rights granted in a common law easement. However, it must comply with the statutory requirements in order to be registrable. Since there is no dominant tenement, it is registered only against the land that is subject to the rights granted (i.e., the servient tenements) and once it is registered, the right to use the land in accordance with the terms of the grant remains with the grantee and its successors or assigns until a release is registered

In 2002, all the landowners signed agreements selling the land to the county for the drainage ditch.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

Author: _____ Reviewed by: BP CAO: CG

RECOMMENDED ACTION:

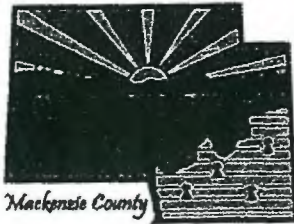
Simple Majority

Requires 2/3

Requires Unanimous

For discussion

Author: _____ Reviewed by: BP CAO: CG



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 23, 2007
Presented By:	Paul Driedger, Director of Planning and Emergency Services
Title:	Drainage Right-of-Way within N ½ 3-106-15-W5M, Plan 992 0893, Block 1, Lot 13 MR and Plan 992 0894, Block 2, Lot 1 (La Crete)

BACKGROUND / PROPOSAL:

Mackenzie County has received a letter from Maltais Geomatics with regard to the registration of a drainage right-of-way that was started in 2002 and requires completion. The subject right-of-way is for the drainage ditch within the North ½ 3-106-15-W5M, Plan 992 0893, Block 1, Lot 13 MR and Plan 992 0894, Block 2, Lot 1. The ditch was constructed to provide drainage for the residential subdivisions located within NE 4-106-15-W5M, Plan 012 4176, Block 4, Lot A.

OPTIONS & BENEFITS:

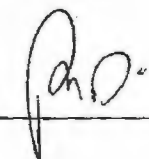
The subject drainage ditch was constructed by Mackenzie County however, due to staffing changes the project was never registered. Maltais Geomatics has now provided two options with regard to the completion of this drainage ditch as follows:

Option 1

Maltais will submit an "Easement of Monuments Plan" at land titles and invoice Mackenzie County for approximately \$1,200. This would provide Mackenzie County no rights to the constructed drainage ditch through the N ½ 3-106-15-W5M, however it would complete Maltias' legal obligations for the project.

Author: Eva Schmidt,
Planning Supervisor

Reviewed by:



CAO



Option 2

Maltais will proceed with the assistance of Mackenzie County to complete the easement documents, update the drainage right-of-way plan and register it with land titles. Mackenzie County would be invoiced approximately \$4,300 plus GST and fees.

The planning and development department will undertake to complete this project. The drainage ditch should be registered as a drainage right-of-way in the name of Mackenzie County to ensure that full rights for it remain with the County.

COSTS & SOURCE OF FUNDING:

General Operating Reserves.

RECOMMENDED ACTION:

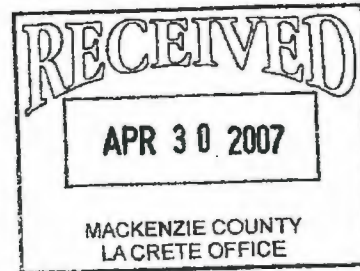
That Maltais Geomatics be requested to proceed with the registration of the drainage right-of-way plan on North ½ 3-106-15-W5M, Plan 992 0893, Block 1, Lot 13 MR and Plan 992 0894, Block 2, Lot, for an approximate cost of \$4,300.00 plus GST to be funded from General Operating Reserves.

Author: Eva Schmidt,
Planning Supervisor

Reviewed by:  CAO

April 19, 2007

Our File: H16702

Mackenzie County
Box 640, 4601 - 46th Avenue
Fort Vermillion, AB
T0H 1N0Attention: **Paul Driedger**
Director of Planning

Dear Mr. Driedger;

**Re: Plan Showing Survey of Drainage Right-of-Way within
N ½ Sec 3, Twp 106, Rge 15, W5M, Lot 13 MR, Block 1, Plan 992 0893 &
Lot 1, Block 2, Plan 992 0894, Mackenzie County, Alberta**

As you may be aware, we have an unregistered Drainage R/W plan within the noted land locations and we are seeking your assistance in resolving this loose end. I will summarize the history of this file so that you have a full understanding of the situation and can provide our office with clear direction on how to proceed.

We received a request for proposal from GPEC Consulting Ltd (Peace River) in May 2002 and we responded with a letter with our estimated costs. Our proposal was accepted and the field work took place in the fall of 2002 as an as-built legal survey. GPEC's file number is 5353-022-01-40. Survey posts were planted establishing the boundaries of the R/W and a plan was drafted (copy attached). We sent the plan and a letter to Alan Cronkhite in La Crete on November 29, 2002. The letter requested a dollar figure that we could use as consideration to the landowners on the easement documents. The letter had an attachment noting the area of land affected and copies of each of the affected titles.

Our records show no response was received from Mr. Cronkhite and this file has been inactive since that correspondence. Kent Croucher, the Maltais Geomatics Inc. branch manager at the time, maintained contact with the MD and GPEC, in an attempt to keep the file moving towards plan registration. There was some discussion (not documented) that the MD was considering purchasing the land for the drainage R/W as opposed to taking easement. This debate held up the file for several more months.

In December 2002 we interim invoiced GPEC Consulting Ltd., the invoice was forwarded to the Municipal District of Mackenzie No. 23 in January 2003 and was paid the same

month (your cheque number 151929, dated January 15, 2003).

In March of 2004 we made another attempt to revive this file by contacting Steve Rozee who at the time was with the water and sewage department in the La Crete MD office. We requested from Mr. Rozee the provision of signed easement documents to accompany our drainage R/W plan to Land Titles for registration. We have received no further correspondence from the MD with respect to this file.

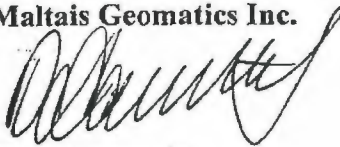
Our efforts since the issue and payment of our invoice H16702-1 has resulted in some additional costs and in order to finalize this file there will be more costs. The costs will vary depending on how we are to proceed. We have at least two options to close off this file.

1. We will submit an "Establishment of Monuments Plan" at the land titles office and send you an invoice for approximately \$1,200.00. This will give you no rights to the constructed drainage ditch through the north ½ section 3-106-15-5, but will complete our legal obligations for this project.
2. We can proceed with the assistance of Mackenzie County, to revive this file, complete the easement documents, update the drainage R/W plan and register the plan and documents at the Land Titles office. The approximate costs will be \$4,300.00 (Plus GST and Fees).

Please get back to our office at your earliest convenience with your comments.

Yours very truly,

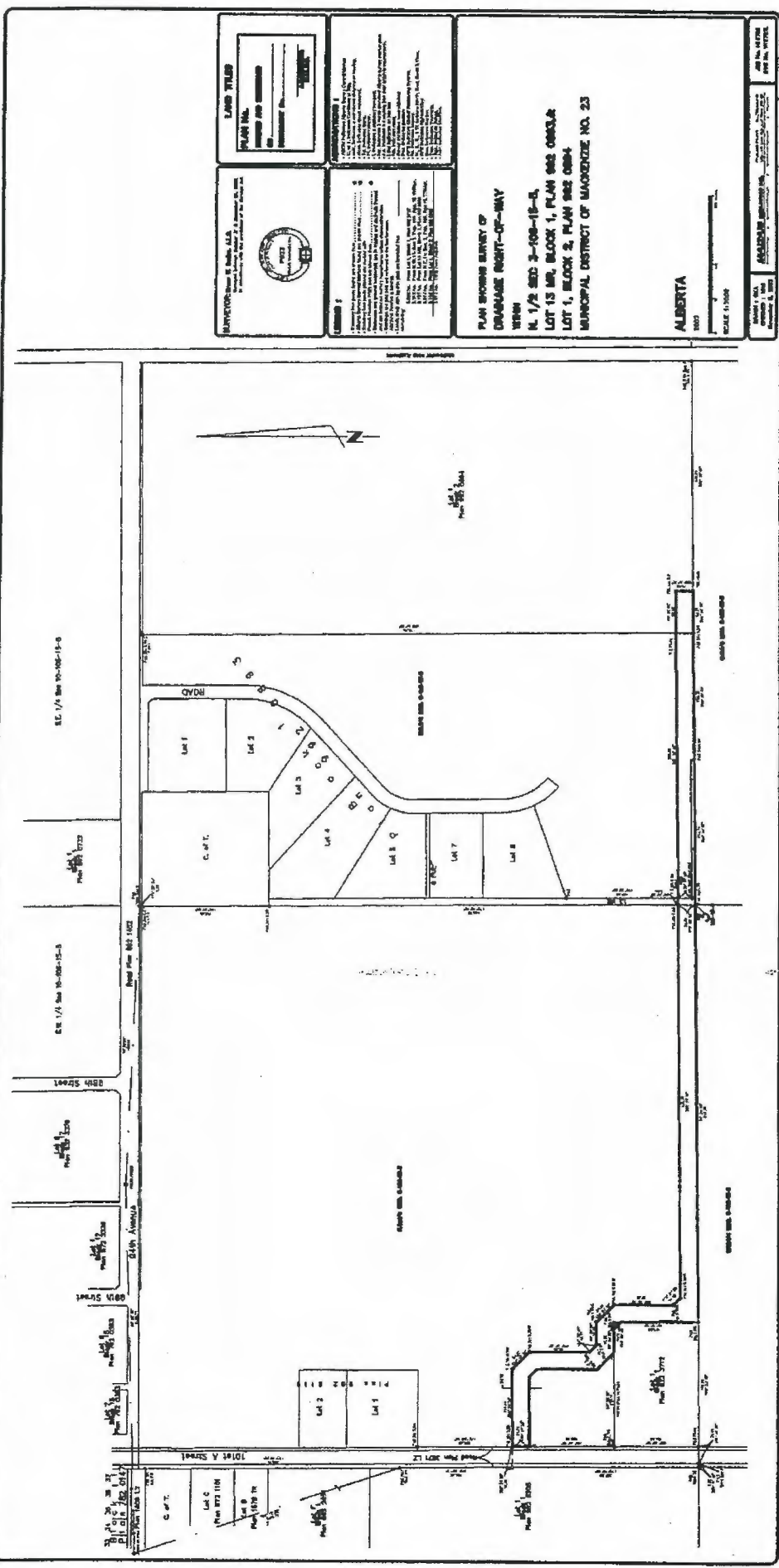
Maltais Geomatics Inc.



Dave Arsenault
Branch Manager

DAA/mjd

pc MGI - Edmonton



LAND TITLE
 PLAN No. 10000-15-0
 10000-15-0

REGISTERED
 10000-15-0

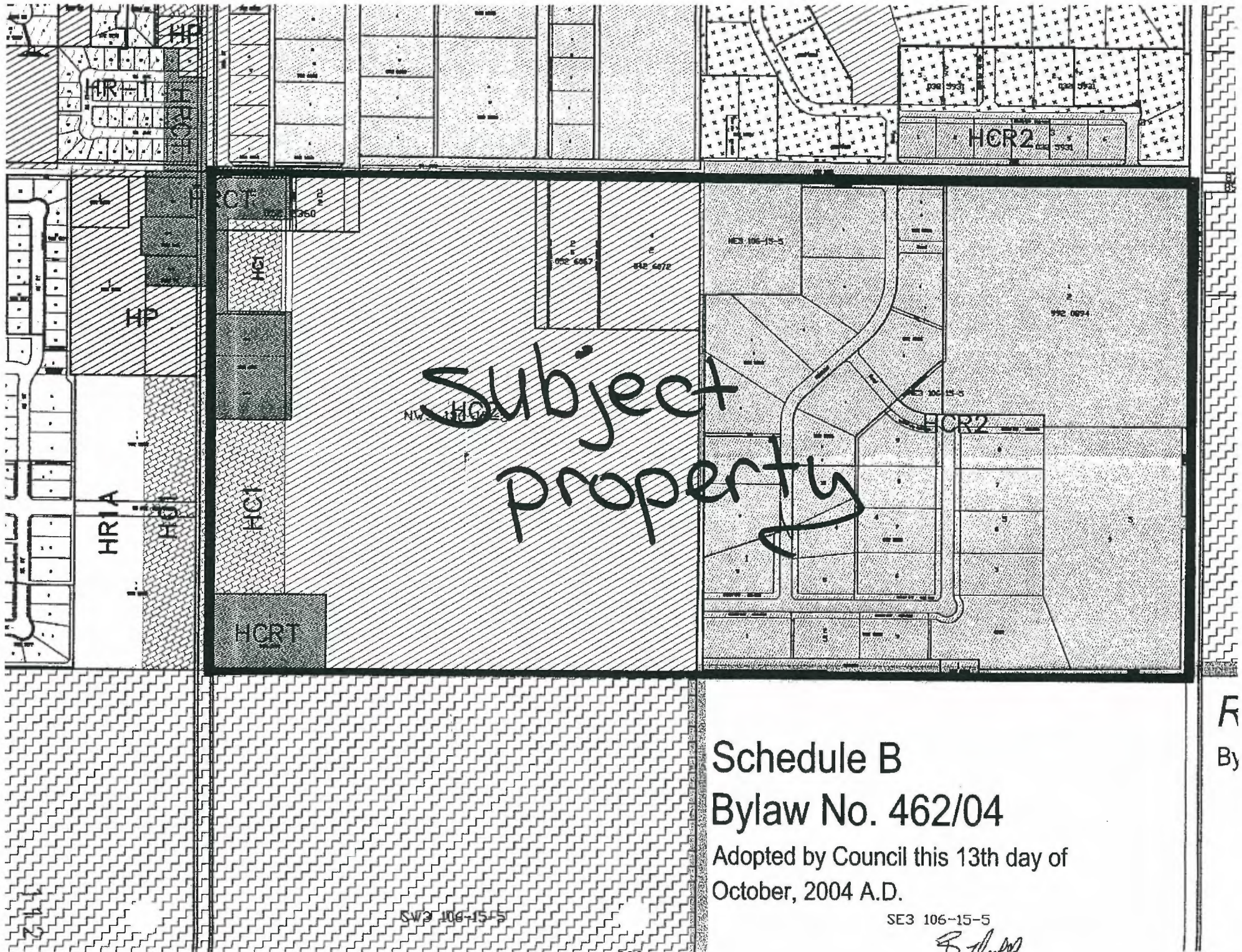
SECTION 1
 This plan shows the survey of a portion of the land described in the above plan, and the same is hereby registered as a separate plan.

SECTION 2
 This plan shows the survey of a portion of the land described in the above plan, and the same is hereby registered as a separate plan.

PLAN SHOWING SURVEY OF DEPOSABLE RIGHT-OF-WAY
 N. 1/2 SEC 3-108-15-0,
 LOT 13 MB, BLOCK 1, PLAN 888 0883A
 LOT 1, BLOCK 2, PLAN 888 0884
 MUNICIPAL DISTRICT OF WAGNER NO. 23

ALBERTA
 1001

SCALE 1:1000



Subject Property

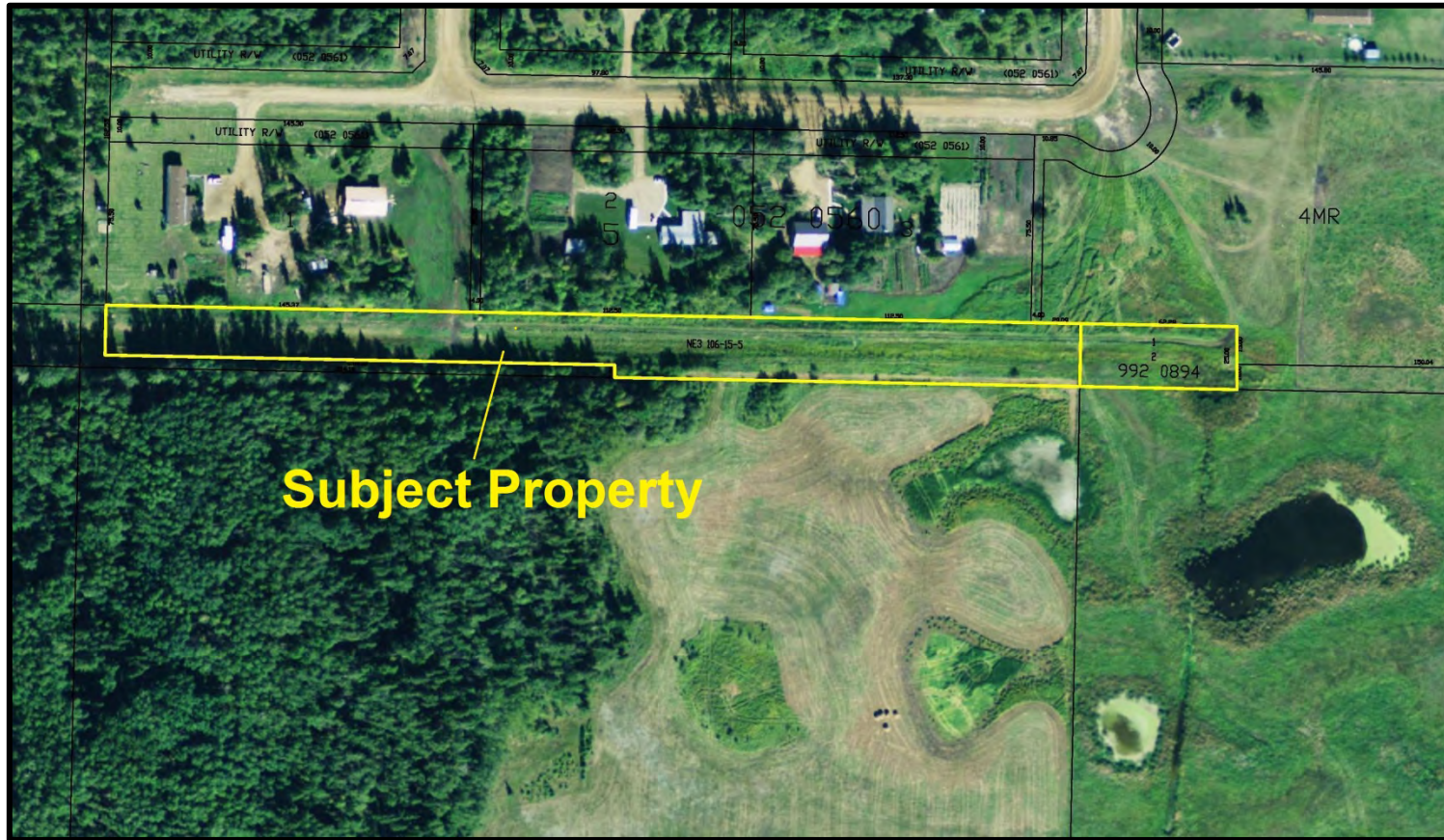
Schedule B
Bylaw No. 462/04

Adopted by Council this 13th day of
October, 2004 A.D.

SE3 106-15-5
R. A. D.

R
By

APPLICATION



Subject Property

NOT TO SCALE

File No.

Disclaimer

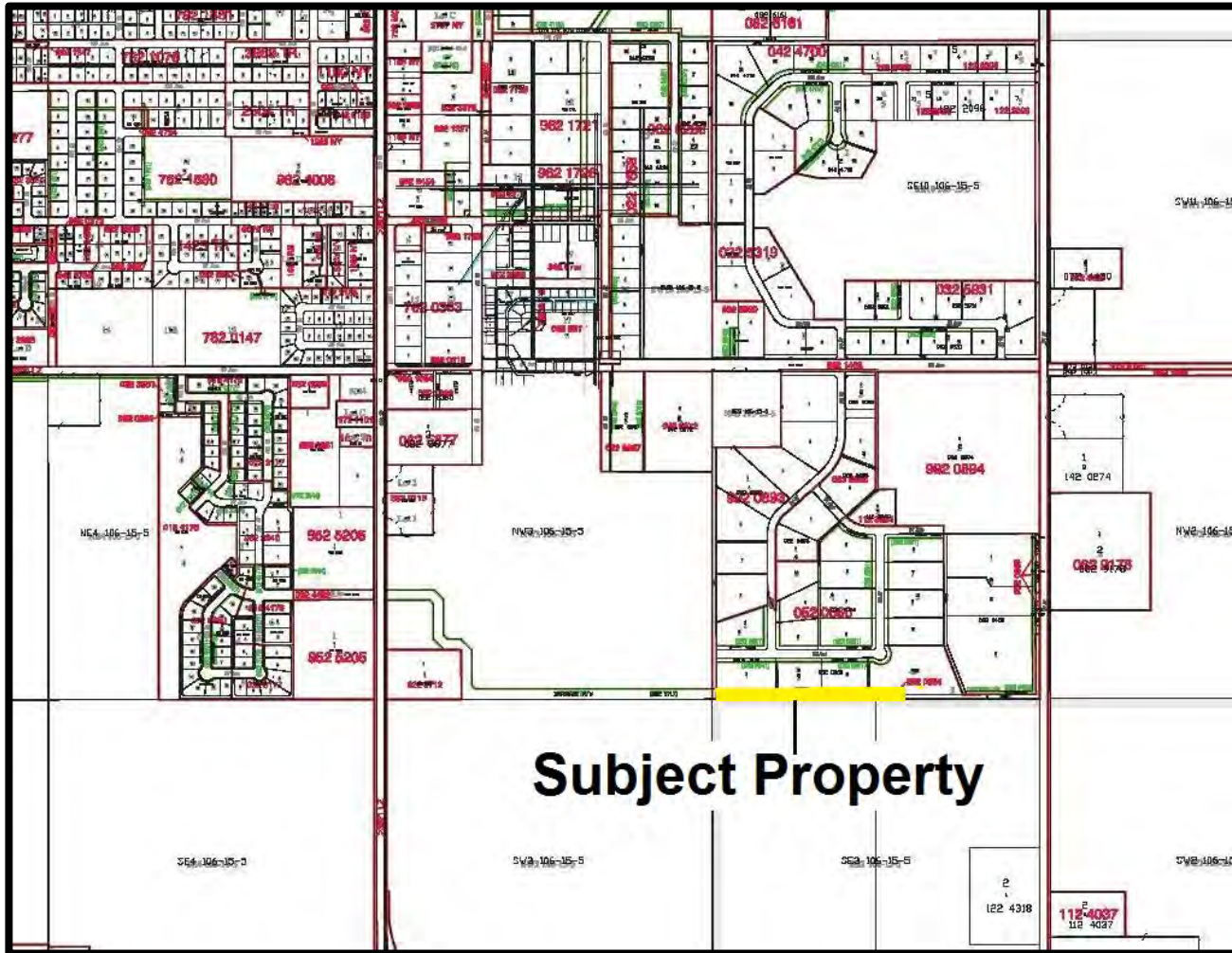
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The County, its agents, employees or contractors will not be liable for any Damages, direct or indirect, or lost profits or data arising out of the use of information provided on this map.



Mackenzie County

APPLICATION



Subject Property

File No.

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NOT TO SCALE



Mackenzie County



01032-40-39

HOLD HARMLESS AGREEMENT

AGREEMENT made in duplicate this day of ,2002

BETWEEN:

MUNICIPAL DISTRICT OF MACKENZIE NO. 23
of Alberta
hereinafter called the "MD"

-and-

Jacob D Elias and Eva Elias



hereinafter called the "Owner"

KNOW ALL MEN BY THESE PRESENTS THAT WE, **Jacob D Elias and Eva Elias** of La Crete, in the Province of Alberta, being the Owner(s) of the following lands in the Province of Alberta:

JDE
E 1/2 of SE ~~13~~ 106-15-W5

as described in Certificate of Title Number 962 032 095 in consideration of the compensation hereinafter mentioned, do hereby for myself, my heirs, executors, administrator and assigns, grant unto the said MD the right to enter by its surveyors, workmen, servants, employees or contractors, upon the said lands for the purpose of maximizing the existing drainage system and to carry out on the said lands the cutting and clearing of trees, brush or other growth, the excavating of, piling, ditching and backfilling, removal or redistribution of earth, and the removal or relocation of fences.

The said right is granted on the following terms, namely:

1. The Owner agrees to accept the sum of Five hundred (\$500.00) dollars for the right to enter the above-described lands as may be used for the purposes herein before mentioned.
2. For any of the purposes above named, the MD may bring upon the said land all necessary machinery and equipment.
3. The Owner(s) shall waive any rights of recourse against the MD with regards to any loss (es) or damage(s) to the above-described lands as may be used for the purposes herein before mentioned.

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- 4. The above-described lands that have been disturbed by the above said work will be seeded with grass seed upon completion of the works.
- 5. In the event that the MD abandons the said project, in whole or in part, the Owner is to be compensated only for the damage caused by the MD, its surveyors, workmen, servants or agents in the exercise of the rights hereby granted, with respect to that part of the project so abandoned, and such compensation, if not agreed upon, shall be determined by arbitration in accordance with the provisions of The Arbitration Act of Alberta.
- 6. This Agreement shall be binding upon the parties and their respective successors and assigns on the part of the MD and their heirs, executors, administrators and assigns on the part of the Owner.

IN WITNESS WHEREOF I (We) have hereunto subscribed our names and Municipal District of Mackenzie No. 23 has affixed its corporate seal as attested by the hands of its proper officers in that behalf, on the date first above written.

SIGNED IN THE PRESENCE OF:

[Redacted Signature]

Witness

[Redacted Signature]

(Owner)

[Redacted Signature]

(Owner)

MUNICIPAL DISTRICT OF MACKENZIE NO. 23

Per: _____
Director of Operational Services

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ACQUISITION OF LAND AGREEMENT

Agreement made in duplicate this 3 day of May, 2002

Between:

MUNICIPAL DISTRICT OF MACKENZIE NO. 23

AND

George W. Janzen and Agnes Janzen



Know all men by these presents that I (we) of Municipal District of Mackenzie No. 23 in the Province of Alberta, for the consideration hereunder mentioned do hereby for myself, my heirs, executors, administrators and assigns do hereby grant unto:

Municipal District of Mackenzie No. 23

the right to enter, by its surveyors, workmen, servants, upon the following lands in the Province of Alberta, viz:

Section 15-106-103-W5

C of T. 942 141 279

for the purpose of a highway, road, street, lane, bridge, culvert, ditch, water mains, sewer mains or drain, and to carry out on the said lands the cutting and clearing of trees, brush and other growth, the excavating of, piling, ditching, removal or redistribution of earth, sand and gravel and the removal or relocation of fences.

The aforesaid rights are granted upon the following terms, namely:

1. In consideration of the foregoing I (we) agree to accept the sum of One (1.00) Dollars the receipt of which I (we) hereby acknowledge, as payment approximately 6.5 acres of land as may be required for any of the above mentioned purposes, which amount shall be payable upon execution of this Agreement by the Landowner.
2. For any of the purposes above named, **Municipal District of Mackenzie No. 23** may bring upon the said land all necessary machinery and equipment.
3. It is further agreed that all fences or improvements are to be relocated at the expense of the said **Municipal District of Mackenzie No. 23**.
4. **Municipal District of Mackenzie No. 23** agrees to pay the owner upon execution of this agreement for purchase of land for municipal purposes.
5. In the event that the said **Municipal District of Mackenzie No. 23** abandons the said project, in whole or in part, I (we) am (are) to be compensated only for the damage caused by the said **Municipal District of Mackenzie No. 23**, its surveyors, workmen, servants or agents in the exercise of the rights hereby granted, with respect to that part of the project so abandoned, and such compensation, if not agreed upon, shall be determined by arbitration in accordance with the provisions of The Arbitration Act of Alberta.
6. When these surrounding lands are subdivided the Municipal District of Mackenzie No. 23 agrees to incorporate these rights-of-ways into the subdivision roads, streets or utility rights-of-way as deemed appropriate by the M.D.
7. The land would be deferred to the balance of the quarter as future Municipal Reserve requirements upon subdivision.
8. ~~Trees would not be cleared more than 50 m east from the edge of 100 St. right-of-way without the landowner's consent.~~

IN WITNESS WHEREOF I (we) have hereunto subscribed (offered) my (our, it's) name(s) (and Corporate Seal by it's proper officers) this 3 day of May A.D. 2002.

Signed by the said
In the presence of

Witness



X
[Redacted signature]

Municipal District of Mackenzie No. 23

2 attachments

X
D.L.

244

AFFADAVIT OF EXECUTION

I, Garry Stone agent, of Municipal District of Mackenzie No. 23 in the Province of Alberta MAKE OATH AND SAY:

George W. Janzen and Agnes Janzen

- 1. THAT I was personally present and did see _____ and _____ named in the within instrument who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein.
2. THAT the same was executed at Municipal District of Mackenzie No. 23 in the Province of Alberta, and that I am the subscribing witness thereto.
3. THAT I know the said George W. Janzen and Agnes Janzen and he/she is in my belief of the full age of twenty-one years.

Sworn before me at Municipal District of Mackenzie No. 23 In the Province of Alberta This 3 day of May 2002



(Witness sign here)

2008 Blake Hanshaw Gammill A Commissioner for Oaths in and For the Province of Alberta EXPIRY DATE June 31 - 2002

Consent of Spouse

I, _____ being married to the above named _____ do hereby give my consent to the disposition of our homestead, made in this (or annexed) instrument, and I have executed this Document for the purpose of giving up my life estate and other dower rights in the said property given to me by THE DOWER ACT, to the extent necessary to give affect to the said disposition.

(Signature of Spouse)

Certificate of Acknowledgement by Spouse

- 1. This document was acknowledged before me by _____ apart from her husband (or his wife)
2. _____ acknowledged to me that she (or he):
(a) is aware of the nature of the disposition (or agreement);
(b) is aware that THE DOWER ACT, gives her (or him) a life estate in the homestead and the right to prevent disposition of the homestead by withholding consent;
(c) consents to the disposition (or agreement) for the purpose of giving up the life estate and other dower rights in the homestead given to her (or him) by THE DOWER ACT, to the extent necessary to give affect to the said disposition (or agreement);
(d) is executing this document freely and voluntarily without any compulsion on the part of her husband (or his wife).

DATED at Municipal District of Mackenzie No. 23, in the province of Alberta this _____ day of _____ A.D., _____

(Title of Officiating Officer)

Dower Affidavit

I, _____ of the _____ in the Province of _____

Make Oath and say:

1. THAT I am the TRANSFEROR (or duly appointed agent acting under power of attorney in my favour dated the _____ day of _____ A.D. _____, granted by the named in the within (or annexed) instrument.

THAT I am (or my principal is) not married; OR

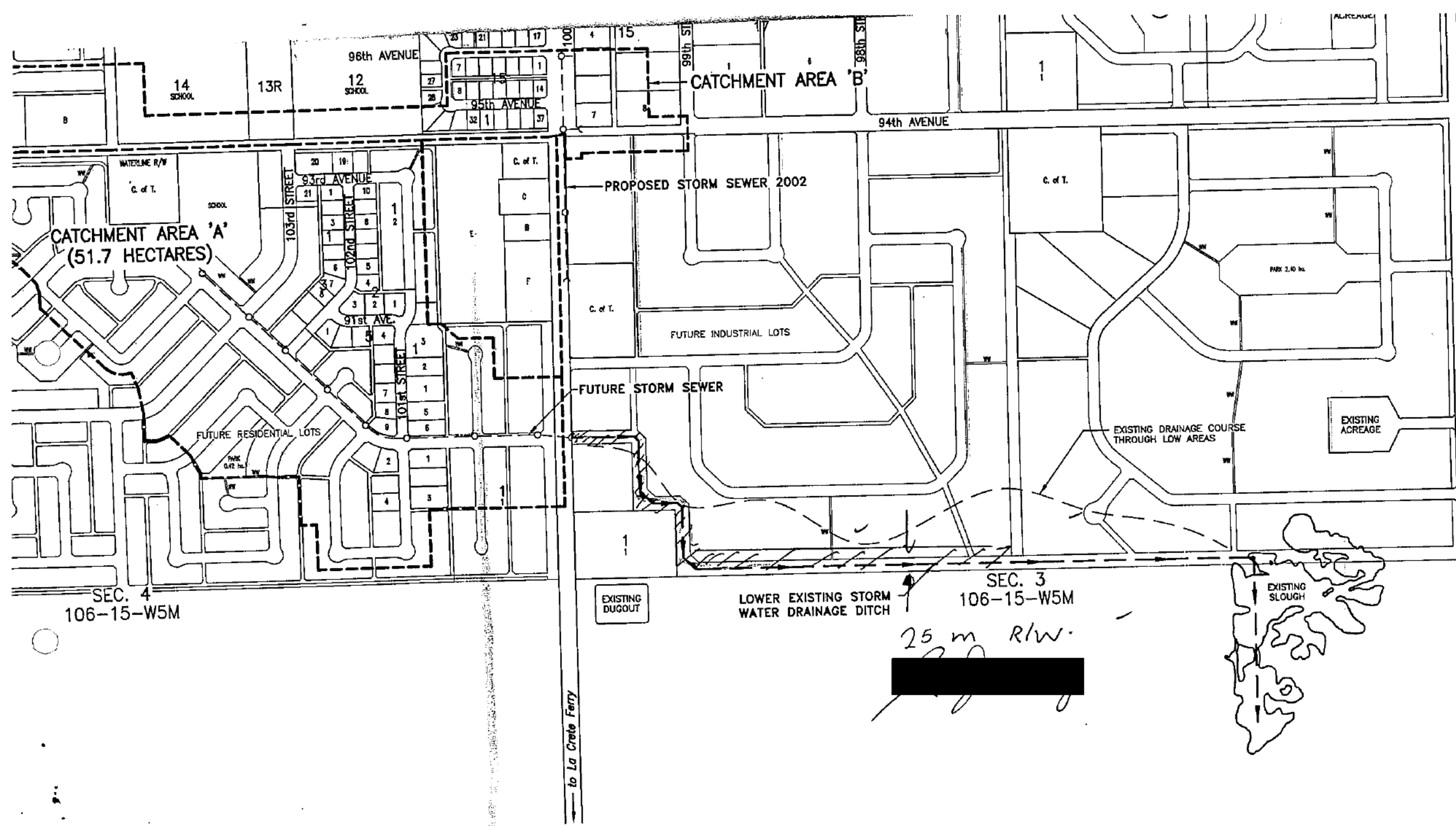
THAT neither myself nor my spouse (or my principal nor his spouse) have resided on the within mentioned land at any time since our (or their) marriage; OR

THAT a judgment for damages was obtained against me by my spouse (or my principal by his spouse) and registered in the Land Titles Office as No. _____ dated the _____ day of _____ A.D. _____

Sworn before me at Municipal District of Mackenzie No. 23 In the Province of Alberta This _____ day of _____ A.D. _____

A Commissioner for Oaths in and for The Province of Alberta





X

REMOTE LAND TITLE SEARCH

SEARCH DATE: 12/04/2002

INC SHORT LEGAL TITLE NUMBER
 024 143 240 5;15;106;3;NW 942 141 279

LEGAL DESCRIPTION

MERIDIAN 5 RANGE 15 TOWNSHIP 106

SECTION 3

QUARTER NORTH WEST

CONTAINING 64.3 HECTARES (159 ACRES) MORE OR LESS

EXCEPTING THEREOUT: HECTARES ACRES (MORE OR LESS)

A) ALL THAT PORTION DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE WEST BOUNDARY OF THE SAID QUARTER SECTION 759 FEET SOUTHERLY FROM THE NORTH WEST CORNER THEREOF, THENCE SOUTHERLY ALONG THE SAID WEST BOUNDARY 561 FEET, THENCE EASTERLY AT RIGHT ANGLES TO THE SAID WEST BOUNDARY 388 FEET, THENCE NORTHERLY AND PARALLEL TO THE SAID WEST BOUNDARY 561 FEET THENCE AT RIGHT ANGLES TO THE SAID WEST BOUNDARY TO THE POINT OF COMMENCEMENT

	HECTARES	ACRES (MORE OR LESS)
CONTAINING	2.02	5.00
B) PLAN 3871LZ - ROAD	0.267	0.66
C) PLAN 8621452 - ROAD	0.170	0.42
D) PLAN 9223712 - SUBDIVISION	2.23	5.51

EXCEPTING THEREOUT ALL MINES AND MINERALS AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF MACKENZIE NO. 23

REFERENCE NUMBER: 922 393 688 +1

REGISTERED OWNER(S)

REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
942 141 279	11/05/1994	TRANSFER OF LAND	\$160,000	\$160,000

OWNERS

GEORGE W JANZEN

AND

L O N D T I T L E S E A R C H

A CRETE
LBERTA TOH 2HO
S JOINT TENANTS

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION

NUMBER	DATE (D/M/Y)	PARTICULARS
792 251 923	15/10/1979	UTILITY RIGHT OF WAY GRANTEE - NORTHERN LIGHTS GAS CO-OP LTD.

TOTAL INSTRUMENTS: 001 *END OF SEARCH * SR# - J720701 /AR0703
YOUR FILE #: GPEC

u

ACQUISITION OF LAND AGREEMENT

Agreement made in duplicate this 2 day of May, 2002

Between:

MUNICIPAL DISTRICT OF MACKENZIE NO. 23

AND

(Landowner)

Isaac Dyck.

(mailing address)

AD.

Know all men by these presents that I (we) of Municipal District of Mackenzie No. 23 in the Province of Alberta, for the consideration hereunder mentioned do hereby for myself, my heirs, executors, administrators and assigns do hereby grant unto:

Municipal District of Mackenzie No. 23

the right to enter, by its surveyors, workmen, servants, upon the following lands in the Province of Alberta, viz:

NE 3-106-15-W5
C.O.F.T 992 047 117 + 1

for the purpose of a highway, road, street, lane, bridge, culvert, ditch, water mains, sewer mains or drain, and to carry out on the said lands the cutting and clearing of trees, brush and other growth, the excavating of, piling, ditching, removal or redistribution of earth, sand and gravel and the removal or relocation of fences.

The aforesaid rights are granted upon the following terms, namely:

1. In consideration of the foregoing I (we) agree to accept the sum of One (1) Dollars the receipt of which I (we) hereby acknowledge, as payment approximately three (3) acres of land as may be required for any of the above mentioned purposes, which amount shall be payable upon execution of this Agreement by the Landowner.
2. For any of the purposes above named, **Municipal District of Mackenzie No. 23** may bring upon the said land all necessary machinery and equipment.
3. It is further agreed that all fences or improvements are to be relocated at the expense of the said **Municipal District of Mackenzie No. 23**.
4. **Municipal District of Mackenzie No. 23** agrees to pay the owner upon execution of this agreement for purchase of land for municipal purposes.
5. In the event that the said **Municipal District of Mackenzie No. 23** abandons the said project, in whole or in part, I (we) am (are) to be compensated only for the damage caused by the said **Municipal District of Mackenzie No. 23**, its surveyors, workmen, servants or agents in the exercise of the rights hereby granted, with respect to that part of the project so abandoned, and such compensation, if not agreed upon, shall be determined by arbitration in accordance with the provisions of The Arbitration Act of Alberta.
6. When these surrounding lands are subdivided the Municipal District of Mackenzie No. 23 agrees to incorporate these rights-of-ways into the subdivision roads, streets or utility rights-of-way as deemed appropriate by the M.D.

IN WITNESS WHEREOF I (we) have hereunto subscribed (offered) my (our, it's) name(s) (and Corporate Seal by it's proper officers) this 2 day of May A.D. 2002.

Signed by the said
In the presence of

x [Signature]

[Signature]
Witness

Municipal District of Mackenzie No. 23

249

X I.D.

AFFADAVIT OF EXECUTION

1. Garry Stone agent, of Municipal District of Mackenzie No. 23 in the Province of Alberta MAKE OATH AND SAY:

- 1. THAT I was personally present and did see Isaac Dyck and _____ named in the within instrument who is personally known to me to be the person named therein, duly sign and execute the same for the purposes named therein.
- 2. THAT the same was executed at Municipal District of Mackenzie No. 23 in the Province of Alberta, and that I am the subscribing witness thereto.
- 3. THAT I know the said Isaac Dyck and _____ and he/she is in my belief of the full age of twenty-one years.

Sworn before met at Municipal District of Mackenzie No. 23
In the Province of Alberta
This 2 day of May

[Redacted Signature]
(Witness sign here)

BOB P BLAKE HARSHAW GEMMILL
A Commissioner for Oaths in and For the Province of Alberta
EXPIRE DATE
June 31-2007

Consent of Spouse

I, Anne Dyck being married to the above named Isaac Dyck do hereby give my consent to the disposition of our homestead, made in this (or annexed) instrument, and I have executed this Document for the purpose of giving up my life estate and other dower rights in the said property given to me by THE DOWER ACT, to the extent necessary to give affect to the said disposition.

X Anne Dyck
(Signature of Spouse)

Certificate of Acknowledgement by Spouse

- 1. This document was acknowledged before me by Anne Dyck apart from her husband (or his wife)
- 2. Anne Dyck acknowledged to me that she (or he):
 - (a) is aware of the nature of the disposition (or agreement);
 - (b) is aware that THE DOWER ACT, gives her (or him) a life estate in the homestead and the right to prevent disposition of the homestead by withholding consent;
 - (c) consents to the disposition (or agreement) for the purpose of giving up the life estate and other dower rights in the homestead given to her (or him) by THE DOWER ACT, to the extent necessary to give affect to the said disposition (or agreement);
 - (d) is executing this document freely and voluntarily without any compulsion on the part of her husband (or his wife).

DATED at Municipal District of Mackenzie No. 23, in the province of Alberta this _____ day of _____ A.D., _____

(Title of Officiating Officer)

Dower Affidavit

I, _____ of the _____ in the Province of _____

Make Oath and say:

1. THAT I am the TRANSFEROR (or duly appointed agent acting under power of attorney in my favor) _____ day of _____ A.D. _____, granted by the named in the within (or annexed) instrument.

THAT I am (or my principal is) not married; OR

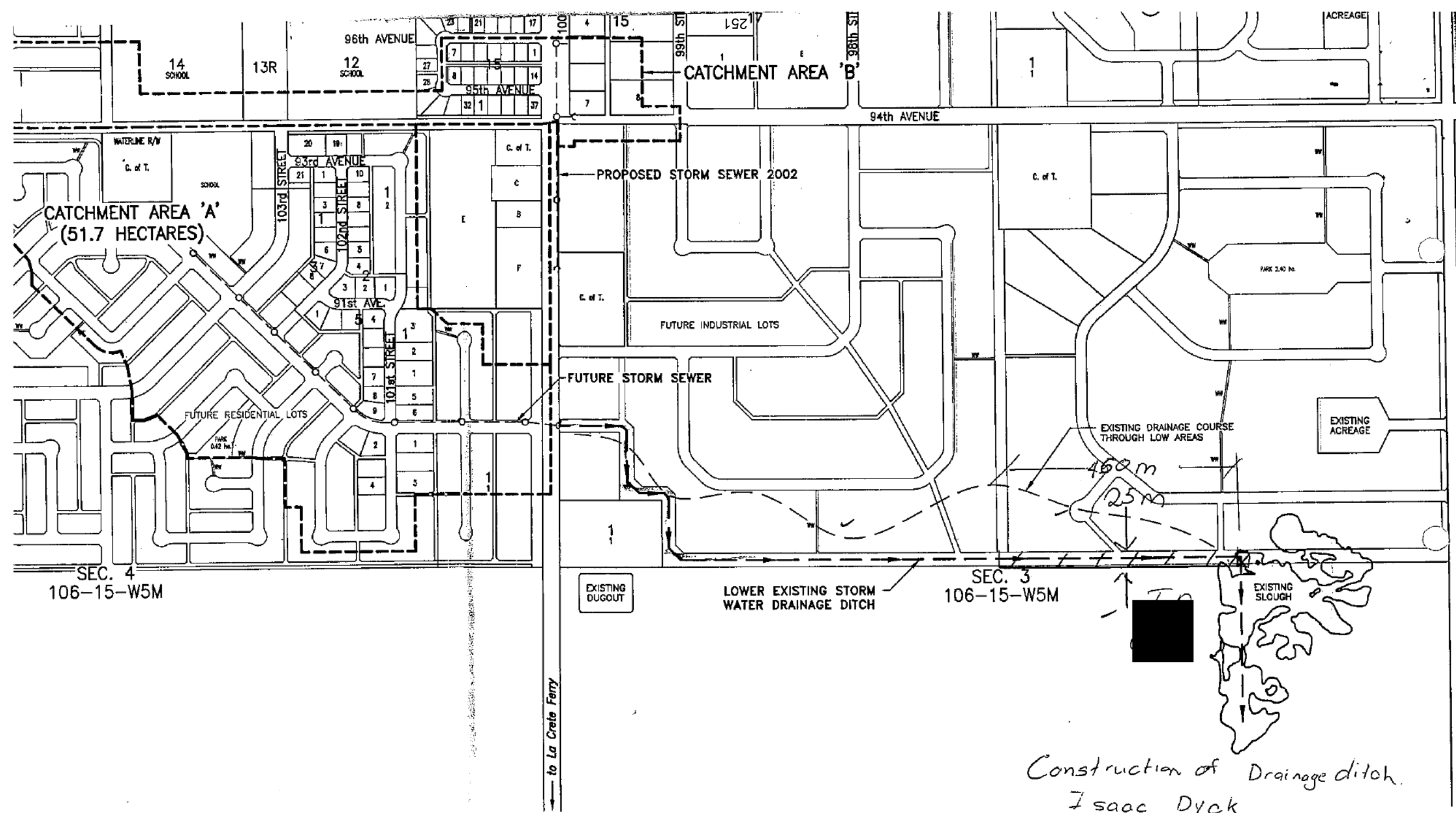
THAT neither myself nor my spouse (or my principal nor his spouse) have resided on the within mentioned land at any time since our (or their) marriage; OR

THAT a judgment for damages was obtained against me by my spouse (or my principal by his spouse) and registered in the Land Titles Office as No. _____ dated the _____ day of _____ A.D. _____

Sworn before me at Municipal District of Mackenzie No. 23
In the Province of Alberta
This _____ day of _____ A.D. _____

A Commissioner for Oaths in and for
The Province of Alberta

250



Construction of Drainage ditch.
Isaac Dyck.

NORTH ALBERTA LAND REGISTRATION DISTRICT

REMOTE LAND TITLE SEARCH

SEARCH DATE: 12/04/2002

S

LINC	SHORT LEGAL	TITLE NUMBER
0027 853 431	5;15;106;3;NE	992 047 117 +1

LEGAL DESCRIPTION

THE NORTH EAST QUARTER OF SECTION THREE (3)
 TOWNSHIP ONE HUNDRED AND SIX (106)
 RANGE FIFTEEN (15)
 WEST OF THE FIFTH MERIDIAN

CONTAINING 64.3 HECTARES (159 ACRES) MORE OR LESS

EXCEPTING THEREOUT:	HECTARES	ACRES MORE OR LESS
---------------------	----------	--------------------

A) ALL THAT PORTION DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH WEST CORNER OF THE SAID QUARTER SECTION; THENCE EASTERLY ALONG THE NORTH BOUNDARY THEREOF ONE HUNDRED SIXTY EIGHT (168) METRES; THENCE SOUTHERLY AND AT RIGHT ANGLES TO THE SAID NORTH BOUNDARY ONE HUNDRED EIGHTY NINE (189) METRES; THENCE WESTERLY AND PARALLEL TO THE SAID BOUNDARY TO A POINT ON THE WEST BOUNDARY; THENCE NORTHERLY ALONG THE WEST BOUNDARY TO THE POINT OF COMMENCEMENT, CONTAINING

.....	3.18	7.85
B) PLAN 8621452 - ROAD	0.279	0.69
C) PLAN 9920893 - SUBDIVISION	11.4	28.17
D) PLAN 9920894 - SUBDIVISION	32.7	80.80

EXCEPTING THEREOUT ALL MINES AND MINERALS
 AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE

MUNICIPALITY: MUNICIPAL DISTRICT OF MACKENZIE NO. 23

REFERENCE NUMBER: 992 047 112 +9

 REGISTERED OWNER(S)

REGISTRATION	DATE(DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
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992 047 117	24/02/1999	SUBDIVISION PLAN		
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OWNERS

ISAAC DYCK (FARMER)

ENCUMBRANCES, LIENS & INTERESTS

PAGE 2

992 047 117 +1

REGISTRATION

NUMBER

DATE (D/M/Y)

PARTICULARS

802 076 795

09/04/1980

UTILITY RIGHT OF WAY

GRANTEE - NORTHERN LIGHTS GAS CO-OP LTD.

942 215 346

12/07/1994

MORTGAGE

MORTGAGEE - PROVINCE OF ALBERTA TREASURY BRANCHES.

LA CRETE

ALBERTA

ORIGINAL PRINCIPAL AMOUNT: \$90,000

TOTAL INSTRUMENTS: 002

*END OF SEARCH *

SR# - J720734 /AR0703

YOUR FILE #: GPEC



SURVEYOR : BRUCE W GUDIM, ALS
 Surveyed between the dates of November 25, 2002 and June 22, 2007, in accordance with the provisions of the Surveys Act.

ALBERTA LAND SURVEYORS ASSOCIATION
 PERMIT NUMBER
P023
 Malta's Geomatics Inc.

LAND TITLES

PLAN No. 082 1717
 ENTERED AND REGISTERED
 ON February 27, 2008
INSTRUMENT No. 082 089 001
B. McGunigal
 A.D. REGISTRAR

LEGEND :

- Statutory iron posts found are shown thus
- Statutory iron posts placed are marked with Permit Number P023 and are shown thus
- Distances are ground horizontal, are in metres and decimals thereof, and are between survey monuments unless shown otherwise.
- Bearings are grid (UTM-NAD83), and are referred to the meridian through 117° West Longitude.
- A combined factor of 0.9999683 was used to scale ground distances to the projection plane.
- Right of way is 25 metres in width throughout.
- Lands dealt with by this plan are bounded thus containing:
 - 2.53 ha within NW 1/4 3-106-15-5
 - 0.127 ha within Lot 13 MR Block 1, Plan 992 0893
 - 0.874 ha within NE 1/4 3-106-15-5
 - 0.156 ha within Lot 1, Block 2, Plan 992 0894
 - 3.69 ha total

ABBREVIATIONS :

- dkm indicates check measured.
- cs indicates countersunk.
- Fd indicates found.
- ha indicates hectare.
- I indicates a statutory iron post.
- M indicates mound.
- MR indicates 2 metre standard Alberta survey marker post.
- MR indicates Municipal Reserve.
- N, E, S, and W indicate North, East, South, and West.
- PI indicates placed.
- PUL indicates Public Utility Lot.
- RW indicates right-of-way.
- ST indicates Street.

MACKENZIE COUNTY

PLAN SHOWING SURVEY OF
DRAINAGE RIGHT-OF-WAY
 WITHIN
N 1/2 SEC 3, TWP 106, RGE 15, W 5th MER,
LOT 13 MR, BLOCK 1, PLAN 992 0893, AND
LOT 1, BLOCK 2, PLAN 992 0894

MACKENZIE COUNTY
ALBERTA
 2002 - 2007

0 50 100 200 metres
SCALE 1:2,000

DRAWN: TMP/DRL
 CHECKED: BWG
 December 12, 2007

MALTAIS GEOMATICS INC.
 Spatial Technology • Alberta Land Surveyors • Canada Lands Surveyors • Engineers

Phone: (780) 928-4123
 9802 100 Street, Box 59, High Level, Alberta T0H 1J0

Fax: (780) 928-4550
 Canada Lands Surveyors • Engineers

JOB No: H019507
 DWG: H019507L



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Byron Peters, Director of Planning and Development
Title:	Quality Investment Corp. – Road Widening Reimbursement

BACKGROUND / PROPOSAL:

Mackenzie County has received an invoice from Quality Investment Corp. (George Janzen) for the widening of the road along 100th Avenue that was constructed during the latest phase of development. Administration was unaware of the reasoning for the road widening. After a search through land files it has been made clear that 100th Avenue was considered an arterial road and was constructed at 24 meters not the standard 22 meters. Therefore, Quality was expected to build their subdivision road at the same width as the existing road.

No other developer was paid for the existing road widening.

Quality Investments was paid for the road widening as per Council motion at the April 11, 2007 Council Meeting:

9. b) Quality Investment Corporation – Road Widening Costs (La Crete)

MOTION 07-332
Requires 2/3

That the 2007 capital budget be amended to include the Quality Investment Corporation (Part of SW 9-106-15-W5M –Subdivision 47-SUB-04) road widening project in the amount of \$11,138.28 to be funded out of the General Capital Reserve as per DEV001 policy.

CARRIED

The 2007 RFD for payment references policy DEV001 Urban Development Standards (2005-12-13) as the main reasoning for reimbursement:

MD of Mackenzie will:

- 1.e) *pay for the difference in costs when requiring the Developer to construct main arterial roads (proportionate to a standard road).*

Author: C Smith **Reviewed by:** B Peters **CAO:** CG

Now that the developer has completed Phase 6 of the subdivision, he has requested that payment be made for the continued road widening of 100th Avenue.

The difference between then and now is that this time 100th Avenue is no longer considered an arterial road but is classified between a local road and collector road.

The current version of DEV001 Urban Development Standards states in the guidelines that:

Mackenzie County will:

1.c) determine who is responsible for the cost of installing the infrastructure as indicated in this policy

1.d) establish the mechanism for any cost sharing, endeavor to assist, or other financial considerations

2. The developer will be responsible for all costs except where otherwise indicated in this policy.

The policy also states under Funding:

Funding for municipal infrastructure improvements required to support a developer's approved Development will be provided by the developer. The County, within the Development Agreement, will provide assistance to the developer when oversizing is required to collect appropriate funds from benefitting lands when the benefitting lands are further developed.

The County may consider providing a portion of the funding when oversizing is required, however this will be subject to negotiation and Council approval. Funding in these situations may also be recouped by way of a local improvement bylaw.

Neither of the Development Agreements for Phase 5 or Phase 6 include a condition or any mention of the requirement for the road widening or the repayment to the developer.

There is one condition of 47-SUB-04 which states that the County will reimburse the cost of local improvements:

4.3 The Developer is responsible for the construction and cost of construction of the Municipal Improvements, which shall include the following to be constructed in and adjacent to the said Lands:

(g) Construction of urban cross-section improvements;

- (1) Curb & Gutter
- (2) Sidewalks -one side
- (3) Civic - Utilities

Author: C Smith **Reviewed by:** B Peters **CAO:** CG

The Municipality shall reimburse the Developer for the costs of the local improvements in clause 4.3 (g) (1) (2).

22-SUB-14 (Phase 6) uses a local improvement bylaw to partially reimburse for the cost of Curb & Gutter and Sidewalks – one side.

OPTIONS & BENEFITS:

Option 1: That the 2016 capital budget be amended to include the Quality Investment Corporation (Part of SW 9-106-15-W5M –Subdivision 22-SUB-14) road widening project in the amount of \$31,281.48 to be funded out of the General Operating Reserve.

Option 2: The County does not repay the developer due to a lack of documentation and evolving infrastructure standards.

COSTS & SOURCE OF FUNDING:

The price on the invoice for the road widening is \$31,281.48, to come out of the General Operating Reserve.

SUSTAINABILITY PLAN:

The sustainability plan does not address this topic.

COMMUNICATION:

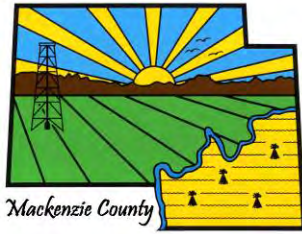
N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C Smith Reviewed by: B Peters CAO: CG



MACKENZIE COUNTY REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	April 11, 2007
Presented By:	Paul Driedger, Director of Planning
Title:	Quality Investment Corporation – Road Widening Costs (La Crete)

BACKGROUND / PROPOSAL:

The subdivision of 28 lots in the area of 99th Avenue, 100th Avenue and 110th Street west of 109th Street, which was completed in 2005, resulted in widening 100th Avenue from 22 meters to 24 meters. This street widening was required in order to maintain the width of the existing 100th Avenue, from 100th Street to 109th Avenue.

George Janzen, the developer for this project, submitted the cost for the road widening for this project as calculated by Focus Corporation, the engineer for this project, and the price for the widening is \$11,138.28.

DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

In accordance with policy DEV 001 the Municipal District of Mackenzie is responsible to pay the developer the difference for the cost of constructing a main arterial road.

COSTS / SOURCE OF FUNDING:

\$11,138.28 to be funded out of General Capital Reserve

RECOMMENDED ACTION:

That the 2007 capital budget be amended to include the Quality Investment Corporation (Part of SW 9-106-15-W5M –Subdivision 47-SUB-04) road widening project in the amount of \$11,138.28 to be funded out of the General Capital Reserve.

Author: E. Schmidt, Planning Supervisor **Reviewed:** _____ **CAO** _____

RGE RD 154

Phase 5
 road widening
 reimbursement
 requested for
 road widening

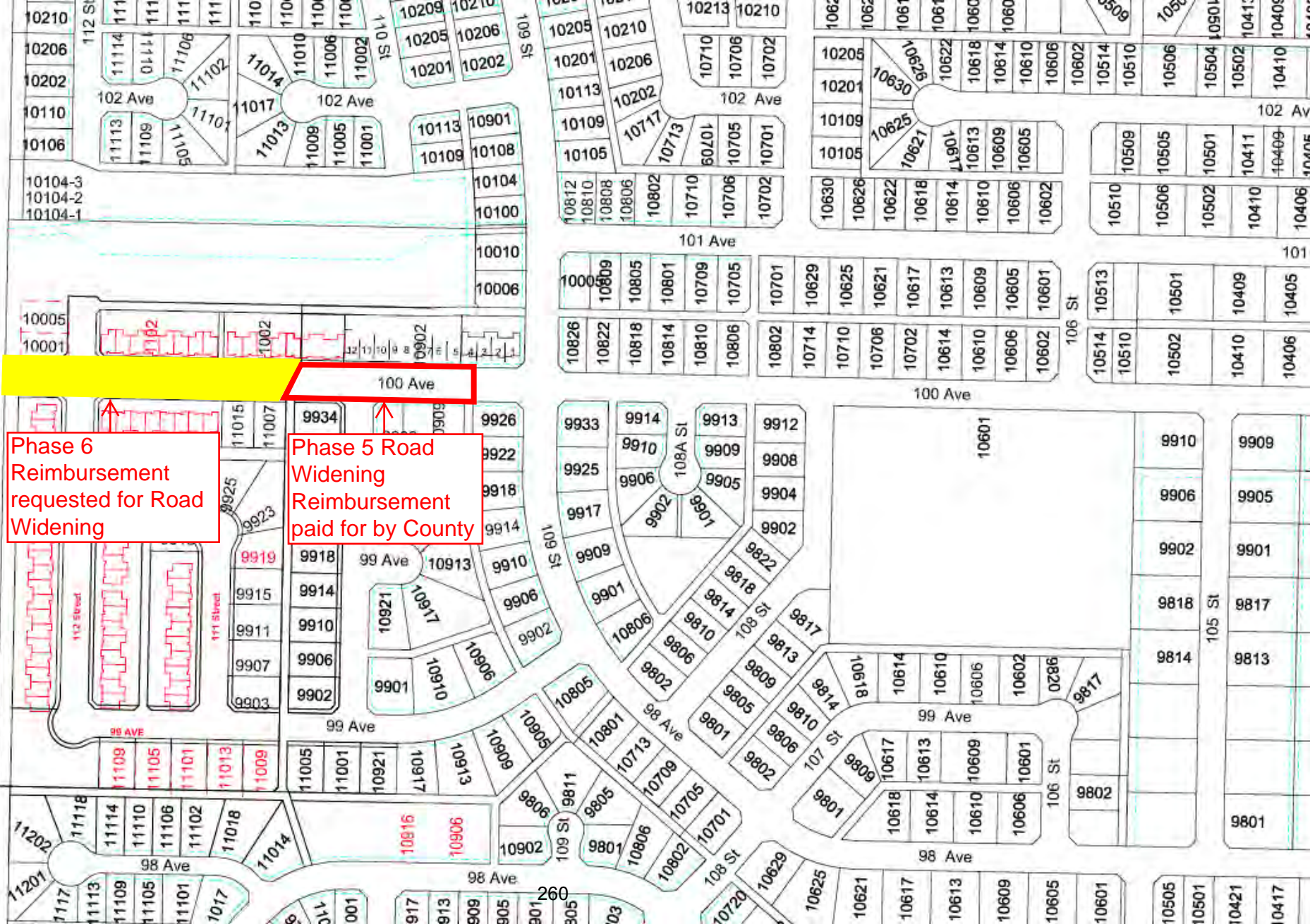
Phase 6
 reimbursement
 requested for
 road widening



RGE RD 154

Phase 6
Reimbursement
requested for Road
Widening

Phase 5 Road
Widening
Reimbursement
paid for by County





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Byron Peters, Director of Planning and Development
Title:	Mackenzie County Land Use Bylaw Amendment – Contract Awarding

BACKGROUND / PROPOSAL:

A Request for Proposals was advertised on July 14, 2016, asking for proposals to amend the current Land Use Bylaw 791-10. The RFP submission deadline was 10:00 a.m. on August 3, 2016.

The total budget of \$100,000.00 for all aspects of the project was clearly specified within the RFP, with the RFP asking for the best product for the given budget.

The RFP was evaluated using the following rubric:

Evaluation Criteria	Mark (%)	Points available	Subtotal
Experience and Qualifications		30	
Project Team		35	
Project Understanding & Proposed Methodology		30	
RFP total bid price		5	
Total points available		100	

The criteria for each of the classifications is specified below:

Experience and Qualifications

- a. Select up to three (3) projects completed in the last five (5) years that illustrate the relevant skills of the firm.

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

- b. Summarize the following key elements of the project in five-hundred (500) words or less per project:
 - i. Describe the relevance to the current project;
 - ii. Indicate which team members were involved, the role played by each;
 - iii. Describe what timing and budgeting issues arose during the project and how were they managed; and
 - iv. Provide the name, role, and contact details of one (1) client reference* per listed project. References are asked to provide comments such as the Proponent's stability, quality of work and meeting client expectations.

*The County reserves the right to contact only the references of the short-listed Proponents when in its best interest.
- c. For each project, briefly describe one or more key learning points that you intend to apply to this project.

Project Team

- a. Provide a project organization chart of the core project team including the roles and responsibilities of each team member.
- b. Describe the composition of the core project team members to be assigned with reference to applicable skill sets, credentials, and demonstrated experience in similar projects in the last ten (10) years. Resumes and CV's are not to exceed three (3) pages per project team member.
- c. Confirm the identity and role of any sub-consultants or project team members which will be retained in order to supplement the Proponent's own staff and if so, describe the principle business and history of the sub-consultant team member. NOTE: The above criterion pertains to current staff and all sub-consultants, if applicable.

Project Understanding and Proposed Methodology

- a. Proponents should demonstrate their understanding of the project scope and requirements; identify objectives of the project, key issues, anticipated problems and what the approach to resolution would be proposed;
- b. Describe the capabilities in terms of methods, approach, and tools the Proponent intends to deploy in fulfilling project scope and requirements;
- c. Identify the proposed method, indicating major steps and a description of activities (including sequence and time-frame) that your firm will undertake to address the project objectives and complete the identified project scope and deliverables;
- d. Identify methods of information gathering, information dissemination and their frequency of use to complete the scope of work;
- e. Provide a schedule for completing the project with major milestones, deliverables and ability to allocate resources to achieve the timely completion of the project.

Due to the timing of the RFP closing time and the requirement to evaluate the proposals fairly, a list of all qualifying proponents will be provided at the meeting along with a recommendation of who the contract should be awarded to. This RFD will be updated and provided as a handout prior to the meeting.

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

OPTIONS & BENEFITS:

Administration has evaluated each of the proposals, and recommends that the project be awarded to _____, because of _____ (to be updated).

COSTS & SOURCE OF FUNDING:

The total budget for the project is \$100,000. \$50,000.00 has been budgeted as a current non-TCA budget item. The remaining \$50,000.00 will come from a FireSmart grant which was awarded in November, 2015.

SUSTAINABILITY PLAN:

COMMUNICATION:

The successful proponent will be notified immediately.

The project will require a minimum of 3 public open houses, any zoning changes will require landowners be notified, and the updated bylaw will be advertised before the Public Hearing.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Mackenzie County Land Use Bylaw Amendment contract be awarded to _____.

Author: _____ Reviewed by: _____ CAO: CG



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Fred Wiebe, Director of Utilities
Title:	Rural Waterline Lateral (Danny Friesen)

BACKGROUND / PROPOSAL:

Mackenzie County has been approached about the installation of a lateral waterline connected on Foster Road east along TWP – 1081 for a total length of approximately 2300 meters to serve River Lot 6;7.

In order to make the lateral installation feasible, Mr. Friesen is proposing to install a 1” (25mm) line. Our current rural water servicing policy states that any lateral shall not be less than 3” (75mm) in size. We ran a quick water model on 2” and 3” laterals to serve the 20 adjacent lots. Assuming the pressure at tie-in on Foster Road is 45 psi, the 2” would provide water to 100 lots at 1 USGPM and the 3” would provide water to 200 lots at 1 USGPM. According to this water model the 2” waterline would easily provide water to the 20 river lots as well as additional water for future extension.

Mr. Friesen has also requested that he be allowed to install the waterline as he feels this could be done much more efficiently and feasibly. Our current policy alludes to Mackenzie County installing the waterline and recovering the costs:

“A combination of financial recovery instruments may be considered: connection fees, developer’s contributions, offsite levies, and/or local improvement. These will be determined on a case by case basis for individual areas.”

No matter which option we proceed with, Mackenzie County still needs to ensure that requirements are met and approved.

OPTIONS & BENEFITS:

Lateral Sizing Options:

1. 2”
2. 3”

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

3. 4" or larger

The larger size we install the more we ensure that future requirements are met, but it comes at a higher cost and ultimately may make it not make it feasible for one resident to install.

Responsible Installer Options:

1. Mackenzie County – maintain full control of the waterline installation.
2. Resident(s) – Would require conditions such as engineering, warranty, approval process etc. to ensure approved product which may make the costs similar to the first option anyways. Resident could sole source the work whereas we would need to tender which could help in reducing the cost.

COSTS & SOURCE OF FUNDING:

The following are estimated costs which include miscellaneous site work (brushing, locating existing utilities, traffic etc.), waterline install, contingency, and engineering:

2" (50mm) - \$75,000

3" (75mm) - \$90,000

The policy also states the following regarding upsizing:

"The County may contribute funding for oversizing a line if required for future growth. This decision is at the County's sole discretion and subject to budget. An offsite levy bylaw may be established to offset the oversizing cost."

There is also clarity needed in regards to fees regarding tie-in. Our fee schedule bylaw states there is an \$8000 fee for tie-in directly to the trunk line. **Would residents interested in lateral installation be required to pay this fee for the lateral tie-in or is this meant just for services as the lateral installation cost is to be fully paid by the interested residents?**

SUSTAINABILITY PLAN:

Strategy C5.2 Provide additional rural potable water truck fill sites so all residents reside within 35 minutes of potable water. This is the closest mention regarding rural water within the Sustainability Plan.

COMMUNICATION:

Discussion will be communicated with the applicant.

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

RECOMMENDED ACTION:

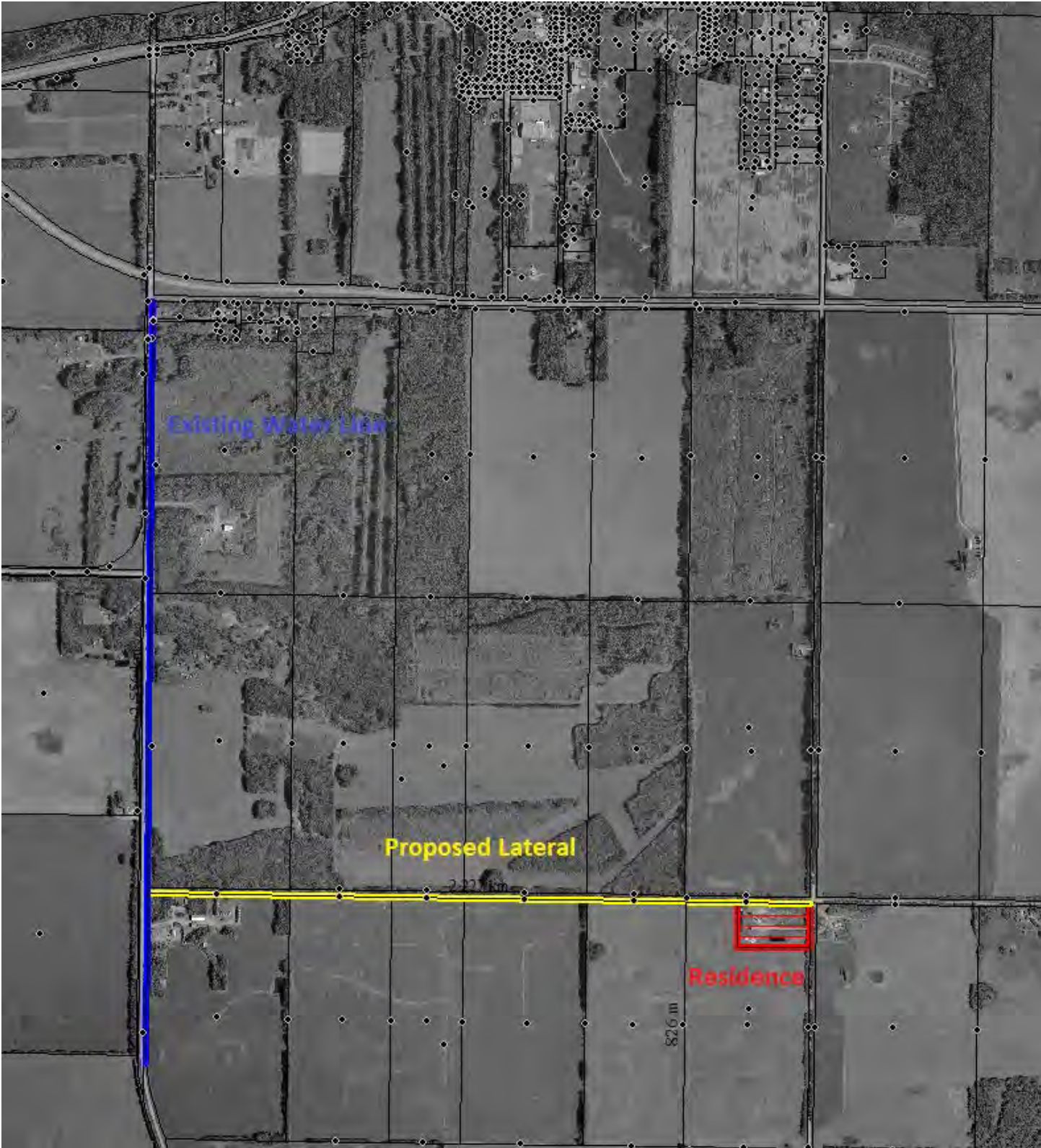
Simple Majority

Requires 2/3

Requires Unanimous

For discussion.

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





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 9, 2016
Presented By:	Carol Gabriel, Interim 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 – Draft Little Smoky and A La Peche Caribou Range Plan
- Correspondence – Service Alberta – Alberta Justice – Rural Registry Agents
- Correspondence – Alberta Municipal Affairs – Regional Collaboration Program
- Correspondence – Alberta Municipal Affairs – Grant Opportunity for Emergency Preparedness
- Correspondence – Alberta Human Services - FCSS
- Correspondence – Alberta Transportation – Fox Lake Access Road
- Correspondence – Premier of Alberta - Caribou
- Correspondence – Minister of Justice and Solicitor General – Rural Registry Services
- Meeting Minutes Mackenzie Library Board
- Meeting Minutes Water North Coalition
- AAMDC Member Bulletin
- Convention AUMA
- Watershed North Coalition Presentation – Alison Roberts
- Watershed North Coalition Presentation – Debra Mooney
- Watershed North Coalition Presentation – Tanya Hunter
- Grand Opening High Prairie Airport
- League of Extraordinary Recyclers 2016 RCA Conference
- High Level Forest Public Advisory Committee – Silviculture Field Trip
- Asset Manager Approach
-
-
-

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

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

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

June 16, 2016

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

RECEIVED
JUN 23 2016

Dear Reeve Neufeld:

MACKENZIE COUNTY
FORT VERMILION OFFICE

As you may be aware, on June 08, 2016, the Minister of Environment and Parks, the Honourable Shannon Phillips announced that the Government of Alberta has released an innovative and ambitious plan that takes meaningful action to promote woodland caribou recovery.

Government is proud to take real leadership to ensure iconic caribou herds remain on the landscape for future generations to enjoy. To get there, we will focus on pillars of Indigenous rights and cooperation, jobs and community support, and clear rules for continued operating of oil and gas and forestry.

Generally, the draft range plan represents the best balance between supporting caribou recovery, restoring critical habitat and protecting vital jobs. In consideration of this we are committed to protecting important forestry jobs which are essential to the local communities around the range. As we move forward in implementing the range plan we propose there will be opportunity for regional employment in the recovery program. We estimate that habitat restoration may create 150-250 new jobs, and the caribou rearing facility may create 35-40 jobs for construction and 10-15 for ongoing operation.

Please confirm whether your municipality would like to schedule a one-on-one meeting with Alberta Environment and Parks staff on the Draft Little Smoky and A La Peche Caribou Range Plan. A copy of the draft range plan is enclosed for your convenience, along with a copy of the mediator's report - Setting Alberta on the Path to Caribou Recovery. The main intent of these meetings is to review the contents of the plan, and identify the opportunities where your community can contribute to implementing the plan once finalized.

If you would like to schedule a one-on-one meeting please provide potential dates and times as soon as possible to George Duffy, Caribou Planning Lead at george.duffy@gov.ab.ca or (780) 422-0567.

In addition to these one-on-one meetings, we have also posted an online survey to gather feedback on the draft caribou range plan. Here is the link to that survey:
<https://extranet.gov.ab.ca/opinio6//s?s=30855>.

If you have concerns on specific elements of the draft plan, please provide a clear statement of the issue and suggest alternatives. Feedback will be accepted until **August 05, 2016**. All feedback received will be fully considered when finalizing the Little Smoky and A La Peche Caribou Range Plan. If you would prefer to submit written feedback, please send it to:

George Duffy
Planning Branch
3rd Floor, South Petroleum Plaza
9915 – 108 Street NW
Edmonton, Alberta T5K 2G8

or by email to George Duffy at george.duffy@gov.ab.ca.

Your input is very much appreciated. We look forward to working with your municipality in finalizing the Little Smoky and A La Peche Caribou Range Plan.

Sincerely,



Brendan Hemens
Director, Planning System and Support
Planning Branch
Environment and Parks

cc: George Duffy, Caribou Planning Lead, Environment and Parks
George Robertson, Regional Director, Upper Athabasca, Environment and Parks
Darcy Beach, Regional Director, Upper/Lower Peace, Environment and Parks

DRAFT

Alberta  Government
DRAFT

**Little Smoky and A La Peche
Caribou Range Plan**

June 2, 2016

DRAFT

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EXECUTIVE SUMMARY

Alberta's Range Plan for the Little Smoky and A La Peche Caribou Ranges presents a combination of habitat and population management actions, addressing the objectives of Alberta's woodland caribou recovery plan and policy, and the federal recovery strategies for Boreal and Southern Mountain woodland caribou populations.

Caribou recovery in the Little Smoky and A La Peche Caribou Ranges depends on addressing habitat-related factors that result in excessive predation rates on caribou populations. This requires both short and long term strategies and actions towards a future where caribou populations can be self-sustaining. Current habitat conditions in the Little Smoky and A La Peche Caribou Ranges will not support self-sustaining caribou populations. Full recovery of sufficient habitat to support self-sustaining caribou is anticipated to take decades.

These ranges include important forest and energy resources that continue to support local Alberta communities and the provincial economy. This Range Plan supports a working landscape where caribou and industrial activity co-exist, with strict regulation, investment in aggressive and innovative approaches, and careful monitoring of outcomes.

Caribou are an important part of the lives and traditions of Alberta's Indigenous peoples. This plan creates opportunities for Indigenous peoples to support and contribute to caribou recovery.

Alberta's approach is a focused strategy towards achieving self-sustaining populations. Many tools will be used including habitat restoration on seismic lines, wolf population management, creation of a caribou rearing facility for the Little Smoky population and stricter requirements for resource development.

The Range Plan identifies commitments to:

- Work with oil and gas companies to reschedule and provide voluntary extensions for developments, with increased flexibility in the tenure system to contribute to achievement of caribou goals and objectives.
- Reserve from disposition all remaining coal, metallic minerals, peat, sand and gravel rights.
- Restoration of legacy seismic lines to ensure establishment of appropriate vegetation within five years and ensuring that future seismic development is sensitive to caribou conservation and recovery requirements.
- Require integrated land management (ILM) for all industrial activities to reduce current and future footprint.
- Develop stringent requirements for new oil and gas approvals.
- Focus forest harvesting in areas where harvesting has already occurred.
- Continue population management of wolves, and the alternate prey of wolves (that is, moose, elk and deer), to avoid near-term extirpation of the caribou populations.
- Establish a caribou rearing facility to improve population growth for the Little Smoky caribou population.

- Engage Indigenous communities in opportunities to support achievement of the Range Plan.
- Support travel on approved corridors within the ranges to ensure both hunting access for alternate prey management and protection of forest growth on restored seismic lines.
- Ensure assessments, monitoring and research occurs, as needed, to track Range Plan accomplishments and assist in achieving Range Plan goals and objectives.
- Review and improve the Range Plan regularly, through adaptive management, to ensure achievement of plan goals and objectives.

DRAFT

1.0 CARIBOU RECOVERY PLANNING IN ALBERTA

In Alberta, woodland caribou (*Rangifer tarandus caribou*) are classified as two ecotypes: mountain¹ and boreal². Woodland caribou are designated as *Threatened* under Alberta's *Wildlife Act*. The nationally defined Boreal and Central Mountain woodland caribou populations are similarly designated as *Threatened* under Canada's *Species at Risk Act* (SARA).

The *Alberta Woodland Caribou Recovery Plan* (2005) and *A Woodland Caribou Policy for Alberta* (2011) guide caribou conservation and recovery in the province.

In October 2012, the Government of Canada released the *Recovery Strategy for the Woodland Caribou (Rangifer tarandus caribou), Boreal Population in Canada* (the Boreal Recovery Strategy). The strategy sets out requirements for range and action plans to support the goal of self-sustaining status for all remaining local populations of boreal woodland caribou in Canada. The strategy outlines requirements for critical habitat protection and management with the intent that woodland caribou recovery is to be achieved through a combination of habitat and population management.

In addition, in June 2014, the Government of Canada finalized and adopted the *Recovery Strategy for the Woodland Caribou (Rangifer tarandus caribou), Southern Mountain Population in Canada* (the Southern Mountain Recovery Strategy), which applies to all of the mountain ecotype woodland caribou in Alberta. The Southern Mountain Recovery Strategy is comparable to the Boreal Recovery Strategy in most details.

Approximately 23 per cent of Alberta is covered by caribou range, overlapping significant natural resources. There are twelve boreal and three southern mountain woodland caribou populations currently remaining on provincial lands in Alberta. One additional southern mountain caribou population remains in Jasper National Park and is under the jurisdiction of the federal government. The local population in Banff National Park was extirpated in 2009, from the Park and adjacent provincial lands.

Alberta is committed to achieving caribou conservation and recovery, where activities are well-managed and coordinated, supporting different land use activities and balanced outcomes in a working landscape. Recognizing that caribou represent one set of values, the integration of caribou range plans into Alberta's other Government of Alberta plans and frameworks (for example, regional plans and biodiversity management frameworks) will ensure Alberta addresses desired environmental, economic and social outcomes.

2.0 LITTLE SMOKY AND A LA PECHE CARIBOU RANGES OVERVIEW

The Little Smoky and A La Peche Caribou Ranges are located within the Foothills, Subalpine and Alpine Natural Regions, and Lower Foothills and Upper Foothills Sub-regions in west-central Alberta. Together, the ranges are 9,699 km² in size and while they share a common border, the Little Smoky and A La Peche caribou populations are different caribou ecotypes – the Little Smoky population are non-migratory boreal caribou while the A La Peche are migratory mountain caribou.

The distribution of woodland caribou in west-central Alberta has greatly declined over the last 50 to 80 years. The Little Smoky caribou population is the most southerly boreal population currently remaining in the province. The A La Peche caribou population is now the most southerly mountain caribou population remaining in Alberta on provincially controlled lands.

¹ Equivalent to the nationally defined Southern Mountain woodland caribou (now subdivided into Southern and Central Mountain populations)

² Equivalent to the nationally defined Boreal woodland caribou

The Little Smoky and A La Peche Caribou Ranges are located in the Municipal District of Greenview No.16 and Yellowhead County and overlie significant forest and energy resources. Natural resource exploration and development in the area contribute to the economic and social stability of a wide network of west-central Alberta towns and communities.

There are three Aboriginal communities with consultation areas that overlap the Little Smoky and A La Peche Caribou Ranges: The Aseniwuche Winewak Nation of Canada, Sturgeon Lake Cree Nation, and Horse Lake First Nation. Sturgeon Lake Cree Nation and Horse Lake First Nation are both signatories to Treaty No.8. Caribou have been an important part of the traditional way of life of First Nations and Metis people in Alberta. In addition to reporting that caribou were an historical subsistence food source, aboriginal groups report that caribou have been an important source of raw materials.

3.0 LITTLE SMOKY AND A LA PECHE CARIBOU RANGE PLAN PURPOSE

This Little Smoky and A La Peche Caribou Range Plan (the Range Plan) describes Alberta's actions towards meeting the caribou conservation and recovery goals and objectives outlined in Alberta's caribou recovery plan and policy, and the goals and objectives listed in the Government of Canada's woodland caribou recovery strategies. It identifies an approach to habitat and population management that sustains a working landscape where caribou and careful development co-exist.

Alberta recognizes that woodland caribou conservation and recovery will require time and commitment to both habitat and population management actions. We are committed to ongoing assessments and research to supporting these actions.

The Boreal and Southern Mountain Recovery Strategies identify critical habitat as dependent upon both biophysical habitat attributes and undisturbed habitat. The strategies guide the effective protection of critical habitat and specify the need to achieve and maintain a minimum of 65% undisturbed area within each range (Boreal) or the low elevation winter range (Southern Mountain) and provide the biophysical habitat attributes necessary for caribou recovery. This range plan establishes a habitat trajectory towards the 65% threshold for both ranges.

The Range Plan identifies definitions, indicators and targets that support measuring and reporting on progress towards the requirements of the Recovery Strategies, while also providing the groundwork for a made-in-Alberta approach.

The federal *Species At Risk Act* establishes requirements for action plans, including specified protection of critical habitat. The Range Plan will form part of Alberta's action plan for boreal woodland caribou.

3.1 Alberta's approach

Alberta's approach is a focused strategy towards achieving self-sustaining populations while supporting communities and the economy.

Caribou recovery in the Little Smoky and A La Peche Caribou Ranges depends on reducing predation rates so caribou populations can grow and then remain stable at increased population levels, and restoring and conserving sufficient suitable habitat to support self-sustaining populations. Current habitat conditions in the Little Smoky and A La Peche Caribou Ranges will not support self-sustaining caribou populations. Achieving sufficient future habitat will take many decades.

Caribou habitat will be managed through the reduction of forest harvesting, modifications to how oil and gas resources are managed, restoration of industrial features, protection from natural disturbances and coordinating industrial development to reduce footprint. Restoration of legacy seismic lines will begin immediately and new footprint will be minimized and mitigated. Our goal is to achieve a level of habitat that will enable self-sustaining caribou populations without the need for direct actions to reduce

predation.

To meet provincial and federal goals and objectives, while remaining responsive to dynamic caribou population and landscape conditions, Alberta will employ an adaptive management approach. Objectives and actions identified in the Range Plan will be monitored and reported.

Alberta will support ongoing monitoring, research and evaluation to improve our understanding of caribou populations, habitat, and restoration efficacy. Actions in the Range Plan will be reviewed annually, and based on the outcomes of those reviews, Alberta will revise management strategies and actions as necessary to enhance caribou recovery. The Range Plan will be updated every five years.

The Range Plan takes a three phase approach to achievement of self-sustaining caribou populations:

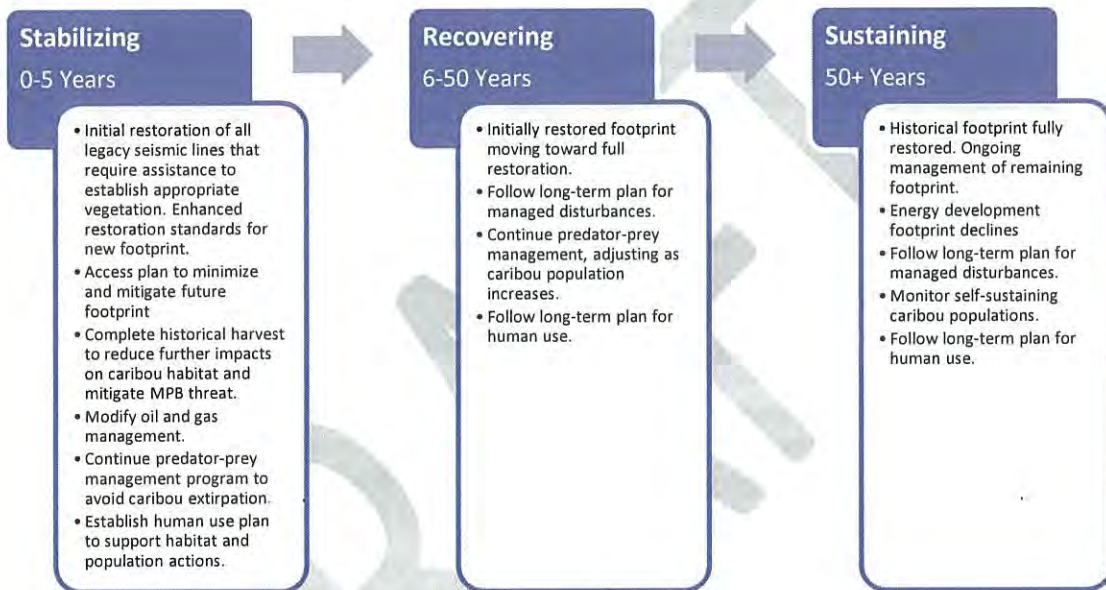


Figure 1: Alberta's phased approach to achieving self-sustaining populations.

3.2 Definitions

Alberta uses the following definitions in the Range Plan. They inform the management actions that follow, as well as monitoring and reporting activities.

3.2.1 Federal Recovery Strategies - definitions

The Range Plan adopts the following definitions from the federal Recovery Strategies.

Self-Sustaining Local Population

A local population of boreal caribou that on average demonstrates stable or positive population growth over the short-term (≤ 20 years), and is large enough to withstand random events and persist over the long-term (≥ 50 years), without the need for ongoing active management intervention.

Disturbed Habitat

Habitat showing: i) human-caused disturbance visible on Landsat at a scale of 1:50,000, including habitat within a 500 metre buffer of the human-caused disturbance; and/or ii) fire disturbance in the

last 40 years, as identified in data from each provincial jurisdiction (without buffer).

Undisturbed Habitat

Habitat not showing any: i) human-caused disturbance visible on Landsat at a scale of 1:50,000, including habitat within a 500 metre buffer of the human-caused disturbance; and/or ii) fire disturbance in the last 40 years, as identified in data from each provincial and territorial jurisdiction (without buffer).

3.2.2 Alberta's approach – definitions

These definitions support Alberta's approach to range planning.

Habitat

Effective Habitat

Habitat that has characteristics which provide caribou with all of their ecological needs (that is, food, shelter, ability to travel and disperse, ability to reproduce, and ability to avoid excessive levels of predation). Effective habitat is available and functioning at three scales – the local population range (sufficient for self-sustaining populations), the individual home range (providing for biophysical habitat needs) and individual foraging sites. Effective habitat has low risk of predation on caribou, caribou food availability, and low occurrence of food for wolves' main alternate prey: moose, elk and deer.

Initially Restored Habitat

Habitat that was disturbed in the past, but has since been put on a successional pathway towards providing effective caribou habitat, either naturally or through management actions. Forest cutblocks are required to be reforested by law; thus, they are considered immediately initially restored.

Restored habitat

Habitat that was disturbed in the past, but has since returned to a state that is beginning to contribute to effective habitat.

Development

Working landscape

An area of land managed for multiple environmental, social and economic objectives. These objectives include environmental conservation, as well as continued human use for social and economic values.

Footprint

Footprint, for this Range Plan, is defined as the area of human disturbance features, exclusive of an influence buffer, until they achieve a status of 'restored habitat'. Overlapping features are only counted once.

Historical footprint

Footprint as of April 1, 2016³, deemed unnecessary to support continued human activity, is not initially restored and does not have a legally responsible party to deal with the restoration work (for

³ Alberta will continue to improve its inventory of historical footprint over time, adding it to historical footprint based on the date of its creation, relative to April 1, 2016.

example, historical seismic lines that have not been returned, either naturally or through management actions, to a successional pathway towards providing effective caribou habitat).

Appended Development

Development that occurs immediately adjacent to roads, pipelines, facilities and well pads that have not been initially restored.

4.0 HABITAT MANAGEMENT AND RESTORATION

This section outlines the management actions that Alberta will take for caribou habitat in the Little Smoky and A La Peche Caribou Ranges, towards meeting Alberta’s caribou conservation and recovery goals.

4.1 Targets and Management Intent

Alberta’s habitat targets and management intents are framed as a phased approach to achieving the amount and quality of effective habitat which will support self-sustaining Little Smoky and A La Peche caribou populations. Alberta’s immediate goal is to initiate the restoration of existing footprint and minimize/manage the creation of new footprint while sustaining social and economic values. This strategy puts the ranges on a habitat trajectory towards 65percent undisturbed habitat and enables wise management of biophysical habitat.

Phase	Habitat target	Energy Management Intent	Forestry Management Intent
<i>Stabilizing 0 – 5 years</i>	Restoration of all historical footprint. Minimize and mitigate new footprint to maintain habitat and develop future habitat, establishing a trajectory towards 65% undisturbed habitat and managing biophysical habitat attributes.	Minimize and mitigate new development.	Maintain and increase effective habitat. Complete historical harvesting to reduce further impacts to caribou and mitigate mountain pine beetle threat.
<i>Recovering 6 – 50 years</i>	Restoration sites on trajectory to effective habitat.	Manage new development to ensure the amount and type is appropriate to achieve caribou objectives.	Forest management to increase caribou habitat, and manage mountain pine beetle risk.
<i>Sustaining 50+ years</i>	Achieve sufficient effective habitat to support self-sustaining caribou populations.	Manage new development to ensure the amount and type is appropriate to achieve caribou objectives.	Habitat maintenance and sustainable development

4.2 Zonation

Zones provide the basis for allocating management strategies to achieve measurable outcomes. The zones support the overall management approach to achieve the goals and objectives of this plan. Two zones are identified to direct management activity, one within the caribou ranges, and one surrounding and

encompassing the ranges (Figure 1).

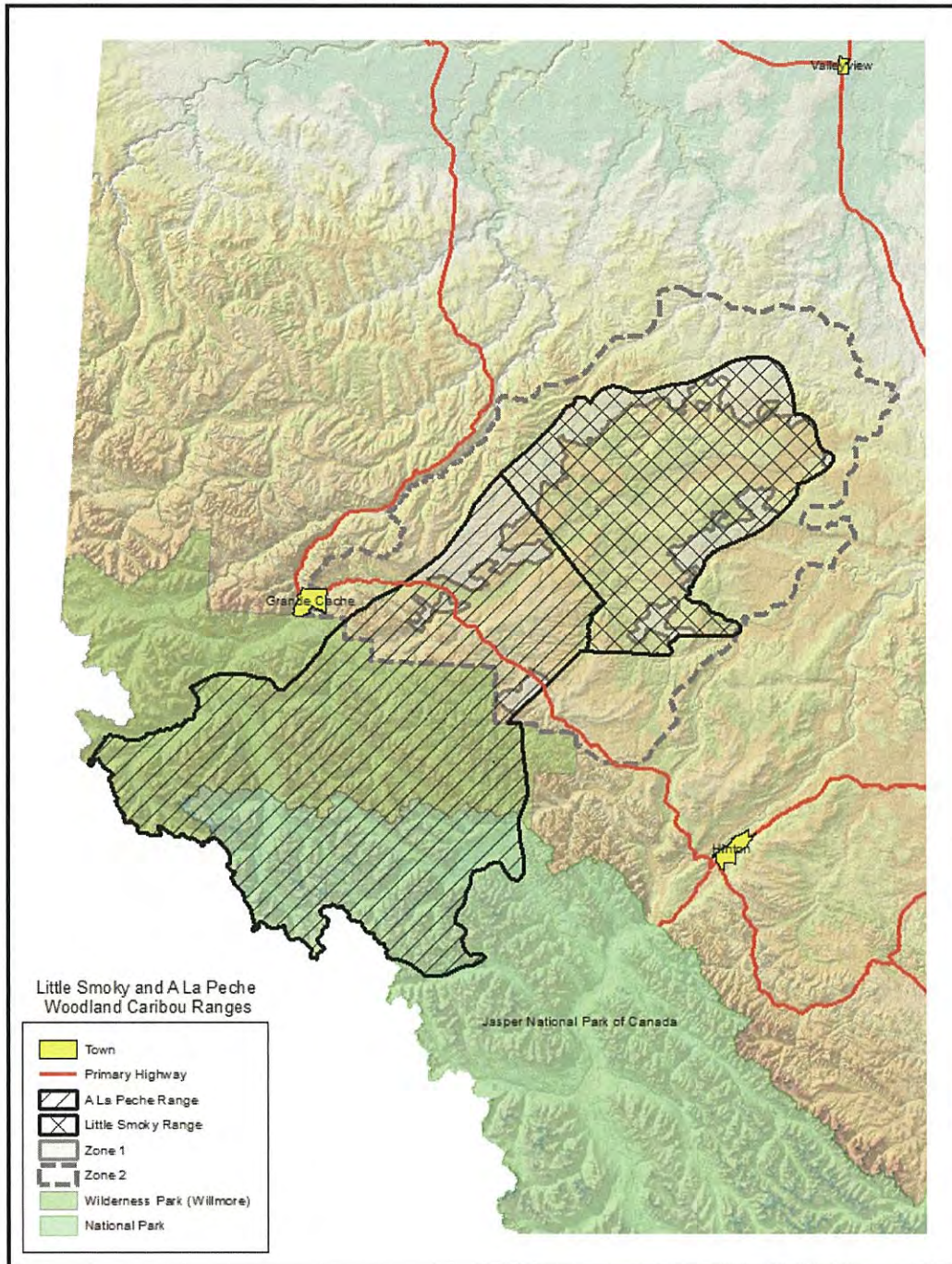


Figure 1. Management zones for the Little Smoky and A La Peche Caribou Ranges.

4.2.1 Zone Definitions

Zone 1

Zone 1 was delineated based on the occurrence of existing forest harvesting footprint along with caribou occurrence and movements.

Zone 2

This zone extends beyond the Little Smoky and A La Peche Caribou Ranges. It will be used to identify where coordinated access management practices are required, inclusive of the ranges. This zone coincides with the boundary used to develop the original Berland-Smoky Regional Access Development Plan.

4.3 Restoration

Restoration of disturbed habitat towards conditions which are effective for caribou is a cornerstone of Alberta's approach to stabilizing and recovering caribou populations.

The goal of restoration is to re-establish forest communities on disturbed sites, thereby restoring normal ecosystem processes. Alberta's restoration program objectives are:

- Habitat restoration – Restore sites to their natural successional trajectory, in turn 1) reducing caribou avoidance of disturbance; 2) reducing establishment and growth of plant species preferred by alternate prey; and 3) over time, creating effective habitat for caribou.
- Reduce predation risk –Impede and reduce wolf travel on linear corridors, and reduce habitat features which support high numbers of wolves.

Restoration Management Requirements

1. Alberta will lead the development and implementation of a restoration plan for historical and existing footprint in the ranges, to increase undisturbed and effective habitat and reduce predation rates on caribou. Implementation of this plan will initially restore historical seismic lines in the ranges by the end of 2022.
2. Industry operating in the area will be required to meet enhanced restoration requirements at the time of footprint abandonment, to be established by Alberta in communication with the Regulator, for any new footprint on or after April 1, 2017, within the caribou ranges.

4.4 Access Management

Minimizing the creation of new footprint in a working landscape requires carefully considered development plans, operating conditions, and coordination of access to minimize new linear disturbances and identify opportunities to restore existing linear disturbances. Alberta's Range Plan will ensure alignment with caribou habitat and population objectives by the application of strict operating conditions, and a mandatory ILM approach through the approval of a coordinated regional access development plan.

Mandatory Integrated Land Management (ILM)

ILM is a strategic, planned approach to manage and reduce human footprint on the landscape. ILM aims to balance values, benefits, risks and trade-offs when planning and managing resource extraction, land use activities, and environmental management. ILM in the Little Smoky and A La Peche Caribou Ranges is mandatory; industry operating within the Little Smoky and A La Peche Caribou Ranges will be expected to adhere to ILM requirements in applications for development and throughout their activity cycles.

Berland Smoky Regional Access Development Plan

The Berland Smoky Regional Access Development (RAD) Plan was developed by the Foothills Landscape Management Forum (FLMF). The FLMF is a self-funded forum made up of resource companies (energy and forestry) and the Aseniwuche Winewak Nation who work together on the management of industrial footprint to mitigate the impact on other resource values. The RAD Plan included input from government, Indigenous communities and industry stakeholders to provide a coordinated approach to planning access roads in the region within and surrounding the Little Smoky and A La Peche Caribou Ranges. Alberta approved the RAD Plan's primary corridors. In consideration of potential implications for caribou and some other fish, wildlife and land management values, completion and approval of all aspects of the RAD Plan's secondary corridors plan was deferred until the completion of caribou range plans. Following the release of the Range Plan, the Government of Alberta will work with the FLMF to prepare a new regional access plan which considers all access types.

Access Management Requirements

3. The Foothills Landscape Management Forum or a similar working group designated by Government will coordinate the preparation of a multi-company regional access plan for the forest and energy sectors in Zone 2, subject to oversight by the Government of Alberta, Indigenous peoples, environmental non-government organizations, municipalities and other key impacted stakeholders. Alberta Environment and Parks will lead the review and approval of this plan, including consultation with Indigenous peoples and downstream regulators.
4. Parties seeking to develop roads in the Little Smoky and A La Peche Caribou Ranges will be required to submit rolling 5-year operational access plans annually, demonstrating consistency with the approved regional access plan and provisions of the Range Plan. Road approvals and amendments for different sectors will be integrated, with oversight from Agriculture and Forestry and the Alberta Energy Regulator to ensure consistency with the approved regional access plan and rolling access plans.

4.5 Management of Forest Activity

Forest products harvesting will be managed using zonation as shown in Figure 1, and in some areas volume limits.

Harvesting will focus on areas of pre-existing harvest first (Zone 1), taking advantage of existing access and disturbance to reduce further forest fragmentation and produce large contiguous areas of future caribou habitat. Annual harvesting plans will strive to concentrate activities geographically. Further, companies will ensure any carryover volume from previous years is harvested outside the ranges before proceeding to harvest inside the ranges.

Each company with tenure overlapping caribou ranges will update their respective Forest Management Plan to reflect direction in this range plan, ensuring that volume scheduled inside the ranges is identified as an annual schedule. Range volume may be carried forward from year to year, but may not exceed the volume cumulative to that year.

Forestry Requirements

5. For any forest management unit, harvesting inside the ranges may only remove "second-pass"/ "reserve block" stands (that is, stands in Zone 1) until all of that area is removed.
6. Carryover volume must be harvested outside the ranges before proceeding to harvest inside the ranges. Harvesting plans will prioritize scheduling blocks that minimize increases to disturbed

habitat.

7. Harvesting in forest management unit W15 inside the ranges will not exceed the following levels annually:

2016/17: 548,500 m³

2017/18: 498,500 m³

2018/19: 498,500 m³

2019/20: 473,500 m³

2020/21: 448,500 m³

8. Harvesting in forest management unit E8 inside the ranges will not exceed 342,000 m³ annually for the next 5 years.
9. Forest management plans will be updated to reflect the direction in this range plan by December 31, 2016, ensuring that volume scheduled inside the ranges is identified as an independent annual schedule.
10. Range harvest volumes may be carried forward from year to year, but may not exceed the volume cumulative to that year.
11. Alberta will introduce operational requirements for forestry activity to:
 - a. Require the reforestation of historical footprint adjacent to or within forest harvest cut blocks.
 - b. Require initial restoration of Class V forest roads within three years of construction.

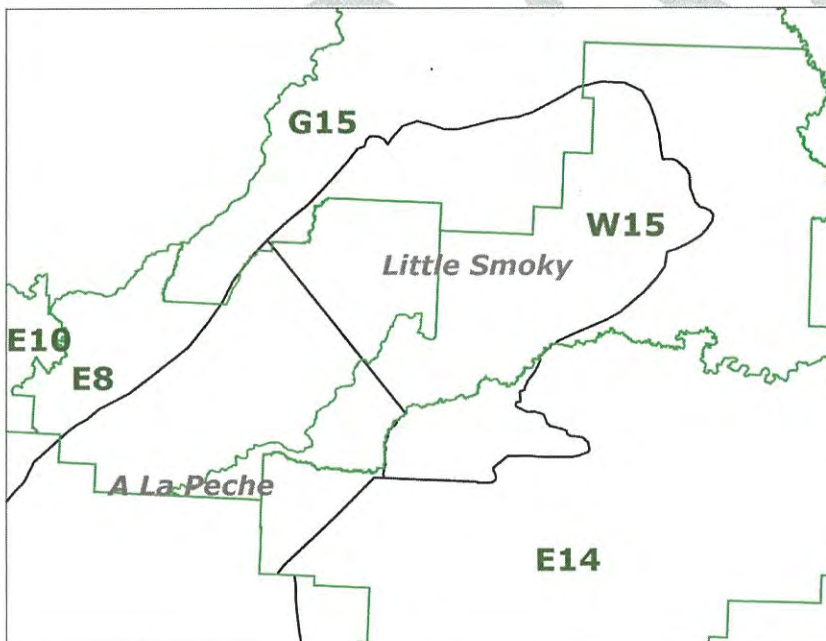


Figure 2. Little Smoky and A La Peche caribou ranges showing forest management unit names.

4.6 Management of Energy Activity

Alberta has various management provisions specific to caribou in place through its Enhanced Approval Process (EAP).

The current EAP provisions supporting caribou habitat and population protection will be reviewed and where necessary adjusted for consistency with the goals and objectives of the Range Plan.

Energy Requirements

Crown mineral rights

12. The Government of Alberta will work with companies to achieve voluntary activity rescheduling and will offer agreement extensions on a case-by-case basis for companies to support transitioning to compliance with all provisions of the Range Plan. These extensions will be conditional on a signed commitment to a significant multi-year rescheduling of new development on the agreement companies identify, or a substantive and significant prolonging of activity over an extensive period of time.
13. The Government of Alberta will reserve from disposition all remaining Crown coal and metallic and industrial mineral rights within the Little Smoky and A La Peche Caribou Ranges. Petroleum and natural gas rights are available.

Requirements for new and existing development

14. All new oil and gas development adheres to appended development as a required approach. New development may be approved, provided there is a demonstrated inability to access resources from existing roads, pipelines, facilities and well pads; or it is identified in the approved multi-company regional access plan. Consideration will be given to human safety and best environmental outcomes in assessing the inability to access resources.
15. New disturbances should avoid open and treed wetlands throughout the ranges.
16. The Government of Alberta will review the current requirements in the Enhanced Approval Process (EAP), and approval conditions applied to existing applications, for consistency with the Range Plan goals and objectives. In the case of conflict between the Range Plan and any applicable portion of the EAP or other approval condition, the Range Plan prevails.

Geophysical Exploration Requirements

17. Applications for new seismic exploration must demonstrate to the Alberta Energy Regulator that reprocessing existing seismic data cannot be used in its place.
18. Where existing disturbances occur (i.e. clearings and cleared lines with vegetation heights less than 1 meter in height and within 200m of proposed seismic program line), the creation of new lines is prohibited, and the existing lines must be reused.
19. Where existing disturbances (as outlined in Standard 2) are not available, new clearings must adhere to the following standards:

- a. Receiver lines must be meandering, under-canopy hand-cut and using tree avoidance techniques (that is, no trees with a diameter at breast height greater than 10 cm to be removed). Receiver lines must not be spaced closer than 200 meters apart.
- b. Source lines must be meandering and may not exceed 2.75 meters in width and employ tree avoidance techniques to limit line of sight to less than 50 meters. Source lines must be at least 300 m from each other.

c. Doglegs must be employed at all intersections with other linear features to limit line of sight.

20. Vehicles employed in seismic exploration will have a low ground pressure configuration.
21. Shrub and tree regeneration on existing lines must be protected through avoidance techniques.
22. Helipads must use natural open areas or existing clearings where available. If helipads are prepared, they must not exceed 35 meters in diameter.
23. Heli-portable programs must have shot hole drop zones no greater than 4 metres in diameter.
24. Initiate activity as early as possible in the winter to limit late winter activities. Seismic programs must be complete by February 15th of each year.

Pipeline Construction Requirements

25. Alberta will only approve pipeline construction that employs techniques to minimize the extent and duration of new footprint, through application of appropriate construction and restoration techniques. Alberta will develop requirements for approval of pipeline applications.

4.7 Other Sectors – Management Requirements

Peat Extraction

26. The Government of Alberta will reserve from disposition all peat within the Little Smoky and A La Peche Caribou Ranges.

Sand and Gravel Extraction

27. The Government of Alberta will reserve from disposition all sand and gravel within the Little Smoky and A La Peche Caribou Ranges.
28. Borrow excavations will be permitted for approved activities.

4.8 Managing natural disturbance risks to habitat

The majority of pine stands within the Ranges have been assessed as moderately susceptible to damage from attacking pine beetles; the risk of pine mortality is significant. Mountain pine beetle infestations and resulting impacts to pine forests damage hydrological function, ecosystem function, sensitive sites and wildlife habitat as well as sustainable forest harvest levels.

While only a small proportion of the ranges have burned over the last 60 years, wildfires are frequent natural and human-caused events in the Upper Athabasca and Upper Peace regions.

Alberta will focus its efforts in the Little Smoky and A La Peche Caribou Ranges to reduce the risk of habitat loss to these important natural disturbances.

Natural Disturbance Requirements

29. Alberta will continue with its high state of readiness for wildfire response and suppression in the Little Smoky and A La Peche Caribou Ranges.
30. Alberta will prioritize use of Level 1 (single-tree removal of high risk mountain pine beetle sites) control treatments in the Little Smoky and A La Peche Caribou Ranges, approving Level 2 (block or patch harvesting of infestations) treatments as necessary.
31. Alberta will review application of the Healthy Pine Strategy in the Little Smoky and A La Peche

Caribou Ranges to ensure alignment with caribou habitat needs.

5.0 HUMAN USE MANAGEMENT

Successful restoration depends on supporting tree regrowth on sites, and ensuring it is protected from subsequent disturbance. At the same time, management of alternate prey species for wolves (that is, moose, elk and deer) rests on the ability of Indigenous and licenced hunters to obtain access to the range.

Alberta will designate a Public Land Use Zone (PLUZ) to support habitat conservation, approving routes to support targeted access. A PLUZ is an area of public land to which legislative controls apply under authority of the *Public Lands Act*, to assist in the management of industrial, commercial and recreational land uses and resources. A PLUZ is created for a specific land base and the unique conditions that exist within that land base. PLUZ conditions are designed primarily to protect areas containing sensitive resources and manage conflicting land-use activities, including recreation.

Management of Human Use - Requirements

32. Alberta will designate a Public Land Use Zone encompassing the Little Smoky and A La Peche Caribou Ranges, including application of necessary barriers and enforcement. Motorized use will be restricted to approved roads and designated corridors through the use of a Public Land Use Zone, subject to constitutionally practiced treaty rights.
33. Alberta will coordinate the development of a recreational access component of the multi-company regional access plan and the restoration plan, to define designated routes in cooperation with affected Indigenous communities, municipalities, recreation and other users.
34. Awareness and educational programming will be enhanced through the Alberta Caribou Patrol to educate local communities, recreational associations (for example, the Off Highway Vehicle Association) about the impacts of recreational use on caribou.

6.0 POPULATION MANAGEMENT

Targets

Alberta's objectives for the Little Smoky and A La Peche caribou populations are framed as a phased approach towards achieving self-sustaining populations.

Phase	Population target
<i>Stabilizing</i>	Each range population has greater than 100 animals and demonstrates population stability or positive growth.
<i>Recovering</i>	Each range population has greater than 150 animals and demonstrates population stability, or positive growth (within the bounds of the ecological carrying capacity for caribou within each range).
<i>Sustaining</i>	Achievement and maintenance of a self-sustaining local caribou population in each of the Little Smoky and A La Peche ranges.

Recovery of habitat to levels that can sustain caribou will take many decades. During the Stabilizing and Recovering phases caribou populations require assistance to withstand excessive predation pressures. To improve survival rates, a large-scale caribou rearing facility will be used to augment the reproduction success of the Little Smoky population, with ongoing predator management for both caribou populations.

6.1 Caribou Rearing Facility

Alberta will construct a large (up to approximately 100 km²) fenced caribou rearing facility, to contain a suitable breeding population of caribou within the Little Smoky range. Periodically, young adult caribou will be released to the caribou population outside of the facility to contribute to population growth. The approach provides several potential benefits:

- Year-round protection for adult and young caribou from predation;
- Infrequent removal of predators from within the fenced area;
- Relatively large area protection, so caribou should require minimal supplemental feeding;
- Animals released as young adults should have reduced predation mortality rates; and
- The size and location of the facility will assist in it not contributing to negative impacts for the main caribou population remaining outside of the fenced area.

This approach is not suitable for the migratory A La Peche population.

6.2 Alternate Prey Management

Alberta will continue to manage ungulate harvest levels to: 1) address increases in the productivity of moose, deer and elk which result from wolf population reductions, and 2) to reduce apparent competition between caribou and other prey species. These goals will be achieved through a combination of ungulate harvest by Indigenous peoples, and general and special hunting licence opportunities.

6.3 Predator Management

Wolf management in relation to Alberta's threatened woodland caribou is enabled by Alberta's Woodland Caribou Recovery Plan, Woodland Caribou Policy for Alberta, and the Management Plan for Wolves in Alberta. Wolf populations are abundant and widely distributed across provincial forested lands.

The Government of Alberta will continue its existing wolf population management program in and adjacent to the Little Smoky and A La Peche Caribou Ranges. Alberta will engage local Indigenous communities in dialogue on traditional knowledge supports, and opportunities for communities to support predator management efforts.

Alberta's goal for wolf management will be to annually reduce and maintain wolf populations to levels which enable caribou population persistence, by achieving population stability or growth.

Population management requirements

35. Alberta will establish and fence a caribou rearing facility up to approximately 100 km² in size, to contain a suitable caribou breeding population, in the Little Smoky range.
36. Alberta will maintain conditions within the rearing facility necessary to the successful reproduction of the contained breeding population.
37. Alberta will continue setting harvest targets for moose, deer and elk in the Little Smoky and A La Peche Caribou Ranges that address the productivity increases of those species resulting from wolf population reductions, and to reduce apparent competition with caribou.
38. Conduct annual wolf population reductions within and adjacent to the Little Smoky and A La Peche caribou ranges to enable caribou population persistence, by achieving caribou population

stability or growth.

39. In consultation with local Indigenous communities, Alberta will identify opportunities for their peoples to contribute to caribou population management.

7.0 MONITORING AND REPORTING

As a key element of an adaptive management approach, the Government of Alberta will issue annual progress reports and five year stewardship reports for the Little Smoky and A La Peche Caribou Ranges. Alberta Environment and Parks will be accountable for Range Plan reporting, in collaboration with Alberta Agriculture and Forestry, Alberta Energy, the Alberta Energy Regulator, and other relevant departments and agencies. Annual reports will be prepared in association with a Caribou Range Management Advisory Committee, to be established by Alberta Environment and Parks.

Alberta will engage Indigenous peoples regarding opportunities for them to support and contribute to monitoring actions.

7.1 Population monitoring

Alberta will continue to monitor caribou in the Little Smoky and A La Peche Caribou Ranges.

Value	Indicator	Description
Caribou populations	Population size	Estimates every 5 years
	Population demographic rates and growth (lambda)	Annual estimates
Caribou predation	Moose (alternate prey) population size	Estimates every 5 years
	Annual wolf removals	Annual numbers removed

7.2 Habitat condition monitoring

Habitat will be monitored based on the Range Plan habitat definitions, and reported in annual and 5 year stewardship reports. The following indicators will be monitored by Alberta.

Table 1. Indicators associated with habitat condition and restoration activity that will be monitored and reported by Alberta.

Value	Indicator	Description
Landscape condition	Footprint	The area of anthropogenic disturbance features, classified by originating activity
	Footprint available for restoration	The area of anthropogenic disturbance features, classified by originating activity, eligible for restoration
	Natural disturbance	The area of disturbed and undisturbed habitat affected by natural disturbance (for example, wildfire, MPB, blowdown,

		etc.)
	Linear feature density	The length of linear features ⁴ per unit area, expressed for each range
Caribou habitat	Disturbed/undisturbed habitat	Per the Range Plan definitions, in absolute and proportional quantities
	Effective habitat	Per the Range Plan definitions, in absolutely and proportional quantities
Trajectory to 65% undisturbed habitat	Restoration activity	The area where footprint and historical footprint have been initially restored, by activity type
	Initially restored habitat	The area of restoration activity meets Government of Alberta requirements.
	Restored habitat	The area of restored habitat

Monitoring and Reporting Actions

Alberta Monitoring Requirements

40. Alberta will monitor habitat and population indicators as identified within section 7.0 of this range plan.
41. Alberta will engage Indigenous communities regarding opportunities for them to contribute to monitoring actions.

Industry Monitoring Requirements

42. Industrial land users operating in the Little Smoky and A La Peche Caribou Ranges shall report an accurate representation (“as-built”) of additions or modifications to footprint annually, to Alberta Environment and Parks; the department will define acceptable standards for submitted data.
43. In association with Alberta Environment and Parks, a Caribou Range Management Advisory Committee will prepare annual public reports by March 31 of each year assessing:
 - a. the establishment and success of the seismic restoration program and caribou rearing facility
 - b. monitoring data collected annually by Alberta, as identified in requirement 36.
46. Alberta, led by Alberta Environment and Parks, will prepare five year stewardship reports for the Little Smoky and A La Peche Caribou Ranges.

8.0 RESEARCH – ONGOING AND FUTURE

Alberta is committed to ongoing assessments, monitoring and research to support adaptive management of the Range Plan and to inform defining habitat indicators and targets. Alberta will identify priority areas of research that support caribou population and habitat objectives. Alberta will collaborate with suitable researchers and agencies to deliver research priorities.

⁴ Features established to connect two points, that is, seismic lines, roads, trails, transmission corridors, railways, pipelines, easements, etc. Low impact seismic is not included in linear feature density calculations.

Alberta Environment and Parks, in association with a Caribou Range Management Advisory Committee to be established by Alberta Environment and Parks, will review and assess new research findings as they relate to delivery and potential adjustments to the Range Plan .

9.0 TIMELINES: RANGE PLAN UPDATES

9.1 Continuous Improvement

Alberta is committed to achieving positive environmental, economic and social outcomes for the benefit of current and future generations of Albertans. The principle of adaptive management incorporated in the Range Plan ensures that we will respond to changes in our understanding of those values over time, continuously improving our approach.

The occurrence of natural or unexpected disturbances (for example, wildfire) within the Little Smoky and A La Peche Caribou Ranges could threaten the achievement of expected outcomes. In the event that a natural disturbance affects more than 5% of the area of either range, more than one year before a regular plan update evaluation, the Government of Alberta will provide a management response in collaboration with key stakeholders, Indigenous people, amending the Range Plan as necessary.



Alberta's climate has been changing. Alberta has experienced the largest increase in mean annual temperature, approximately 1.4 degrees Celsius, of all Canadian provinces over the last 100 years. Caribou are among the most vulnerable boreal species to climate change. More moderate winter temperatures have allowed MPB to survive farther north and at higher elevations. Alberta will carefully evaluate continued changes in climate, identifying and addressing challenges to caribou populations, and investigating adaptation approaches as necessary.

If the management actions outlined in the Little Smoky and A La Peche Caribou Range Plan are not meeting intended targets or caribou populations continue to be challenged by excessive predation, Alberta will employ its adaptive management approach. Changes contemplated to the management actions outlined in the plan will be done in collaboration with key stakeholders and Indigenous people.

Adaptive Management Actions

47. Alberta will review and update the Little Smoky and A La Peche Caribou Range Plan, including all management actions and activity levels, at least every five years from its approval.
48. The Caribou Range Management Advisory Committee will review and assess annual monitoring data and new research, providing annual advice to government on the need for adjustments of the Little Smoky and A La Peche Caribou Range Plan.
49. If natural disturbance affects more than 5% of the area of either range, more than one year before a regular plan update, Alberta will provide a management response.



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

July 12, 2016

The Honourable Stephanie McLean
Minister of Service Alberta
103 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

The Honourable Kathleen Ganley
Minister of Justice and Solicitor General
424 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Ministers:

RE: RURAL REGISTRY AGENTS OF ALBERTA

Mackenzie County would like to express its concern with Service Alberta and Alberta Justice threatening to exclude registry agents from providing services already available through online outlets.

Rural registry offices are essential within Mackenzie County. They support our communities by providing necessary services including vehicle, operator, statistics, corporate registry and land titles. By forcing Mackenzie County residents to utilize online resources, a large portion of the region's population will be unable to access these services. Mackenzie County is a remote municipality and hence, there are many areas within the County where internet access is unreliable or simply unavailable. As a result, many Mackenzie County residents are computer illiterate and unable to utilize online resources. Additionally, Mackenzie County has a high portion of the population that uses English as a second language and therefore online services do not accommodate their language requirements. Thus, rural registry offices must continue to operate in order to ensure that registry services are available to all Albertans including residents within the northern and remote areas of the province.

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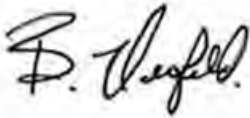
Minister of Service Alberta
Minister of Justice and Solicitor General
Page 2
July 12, 2016

In addition, prohibiting registry offices from offering services available on online platforms has a detrimental effect on their already unstable financial viability. The agency fee of \$9 per transaction is much higher than the \$3 online fee although it still has not been adjusted in the last 11 years. Therefore, the \$9 fee has not accounted for inflation and this makes it difficult to cover the agency's expenses. Eliminating revenue from these already low fees by offering registry services exclusively online will make registry agents unsustainable. As a result, this will reduce the number of existing offices even further and prevent the agency from operating within Mackenzie County, obligating residents to drive several hours to access the resources that cannot be addressed online.

Consequentially, Mackenzie County strongly opposes the exclusion of rural registry agents from providing services through their offices, despite these services being available online. Furthermore, the County requests that the Alberta government implement a fee model for the regular review of fees and corresponding adjustments for rural registry agents in order to ensure their viability.

Should you wish to discuss this matter, please feel free to contact myself at (780) 841-1806.

Yours sincerely,

A handwritten signature in black ink, appearing to read "B. Neufeld".

Bill Neufeld
Reeve
Mackenzie County

c: Ms. Debbie Jabbour, MLA, Peace River
Mackenzie County Council

Batch No.: S00006

July 27, 2016

Ms. Carol Gabriel, Interim Chief Administrative Officer
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Ms. Gabriel:

**Re: Regional Collaboration Program (RCP) – Regional Collaboration
Component – Project No.: 1314-RC-40 File No.: 04111-M07**

Thank you for submitting the 2013/14 Regional Housing Study project reporting, funded by a \$100,000 RCP grant.

This letter confirms that Mackenzie County has satisfactorily complied with the completion date and the reporting requirements of the conditional grant agreement signed on March 7, 2014.

Sincerely,



J.D. Kliewer
Acting Director, Grant Accountability

RECEIVED
AUG 3 2016

MACKENZIE COUNTY
FORT VERMILION OFFICE



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lesser Slave Lake*

AR85816

Dear Elected Officials:

It is my pleasure to announce that Alberta Municipal Affairs is providing \$150,000 in grant funding for the 2016/17 Emergency Management Preparedness Program. The grant guidelines and project application forms are available on the Alberta Emergency Management Agency's website, at www.aema.alberta.ca/grants. Please forward this information to your chief administrative officers and directors of emergency management.

The purpose of the grant is to facilitate training for municipal emergency response personnel and volunteers needed to protect Albertans during an emergency event. The approved projects/courses for this grant are separate from other training provided directly through the ministry.

In order to maximize resources, regional collaboration of municipalities is requested, with one municipality applying as the host. Please work closely with the Alberta Emergency Management Agency field officers in your area when applying. The officers can assist you during the application process.

Should you have questions regarding the grant applications and/or the program guidelines, please contact the Grants Coordinator at 780-422-9000, or at aema.empp@gov.ab.ca.

I wish you all the best with your training projects.

Sincerely,

**Danielle Larivee
Minister Municipal Affairs**

July 18, 2016

Dear FCSS Members

On May 3rd, 2016 we were devastated and in disbelief as we watched the media reports of the wildfires that swept through Fort McMurray destroying 2400 homes and buildings and forcing the largest evacuation in Albertan history. A state of emergency was declared and 80,000 Fort McMurray residents were evacuated as well as neighboring communities.

Throughout the pandemonium and chaos Family and Community Support Services (FCSS) immediately stepped up into leadership roles and fully participated in coordinating efforts and collaborating with other organizations to address the evacuees' immediate needs.

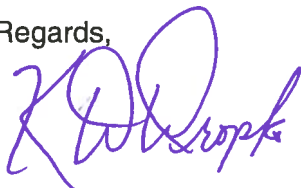
The updates I received and the news media stories about the vast array of roles and responsibilities that FCSS performed have varied in scope, size and nature. Some of your contributions included setting up and manning reception centres, providing information packages and referrals to local resources, coordinating accommodation placement and lodging listings, organizing hygiene kits and basic need cards, providing daily meals, managing donations, and distributing debit cards to name just a few.

FCSS worked long hours assisting our fellow Albertans in a time of tragedy and despair. Those who were not directly involved in the relief efforts remained at the office and took on extra work loads to keep business running while their team members were assisting evacuees.

This disaster reinforced and showcased how selfless, vibrant and collectively powerful FCSS is in our communities. You are a group of committed individuals who care about your fellow Albertans, take action and work proactively to support families and individuals in need. I am once again reminded how proud I am to work with partners that share these personal qualities and traits. My team and I thank you for your outstanding efforts and exemplary performance.

It is extremely reassuring to know that FCSS continues to be present in the community and will be there to help the citizens of Fort McMurray rebuild their lives. Thank you for your leadership and willingness to step up and help in tough times.

Regards,



Ken Dropko
Executive Director
Family and Community Support Services

July 29, 2016

Bill Neufeld
Reeve
Mackenzie County
PO Box 640, 4511 – 46 Avenue
Fort Vermilion AB T0H 1N0

Dear Mr. Neufeld:

Alberta Transportation is pleased to continue formalized discussions regarding the Fox Lake Access Road from Highway 58 south fourteen kilometres to the Peace River.

As a follow-up to our discussions, and my recent attendance at the July 12, 2016 Council meeting, I would like to thank your Council for supporting this important project. Alberta Transportation appreciates having Mackenzie County pledge support, and from supplementary discussions I can assure you, so too does Little Red River Cree Nation and Indigenous and Northern Affairs Canada.

As a very brief summary I would like to confirm a few basic points as we continue to move forward:

- The County passed a motion during the July 12, 2016 Council meeting to support this project by agreeing to have the current License of Occupation (LOC) become a surveyed road allowance.
- Indigenous and Northern Affairs Canada has been providing capital funding to construct the roadway within the existing LOC. Capital construction work within registered roadways are eligible for Provincial grant funding. Thus Alberta Transportation will contribute either funds, in-kind support or a combination, to assist in the capital construction of the roadway.
- The operation and maintenance of the completed roadway, as well as the overall liability of said roadway, will be addressed through a Memorandum of Agreement (MOA) between Mackenzie County and Little Red River Cree Nation.

This letter, in conjunction with the motion passed by Council, serves to provide a very basic understanding of all stakeholders contribution to this project. Alberta Transportation is committed to working with all stakeholders in bringing this project to completion. Once again, thank you for Mackenzie County's support.

Yours truly,



Ryan Konowalyk, P.Eng.
Regional Director

cc Chief Gus Loonskin, Little Red River Cree Nation
Merv Clarke, Indigenous and Northern Affairs Canada



Premier of Alberta

Office of the Premier, 307 Legislature Building, Edmonton, Alberta T5K 2B6 Canada

July 21, 2016

Mr. Bill Neufeld
Reeve
MacKenzie County
office@mackenziecounty.com

Dear Reeve Neufeld:

Thank you for your recent letter regarding MacKenzie County's concerns about the possible effects of caribou habitat protection.

I am sharing your letter with the Honourable Shannon Phillips, Minister of Environment and Parks, for her consideration and detailed response.

Sincerely,

A handwritten signature in blue ink, appearing to be "R. Notley".

Rachel Notley
Premier of Alberta

cc: Honourable Shannon Phillips
Minister of Environment and Parks

From: [Ministry of Justice](#)
To: [Office](#)
Cc: [Debbie Jabbour NDP \(debbie.jabbour@assembly.ab.ca\)](#); [Service Alberta Minister](#)
Subject: Rural Registry Services
Date: July-27-16 4:17:44 PM

Dear Reeve Neufeld:

Thank you for your letter to the Honourable Stephanie McLean, Minister of Service Alberta, and me regarding rural registry agents. I am pleased to respond to your concerns about recent changes to fine payment services.

I understand that registry services are vital to the day-to-day activities of all Albertans. Whether online or face-to-face in the communities where they live, Albertans are looking for easy, secure, and cost-effective ways to access these services. We are committed to providing these services in continued partnership with Alberta's registry agents.

Please note that Albertans will continue to be able to pay traffic fines in-person at registry offices, and registry agents will continue to retain the \$9 fee for providing this service.

Regarding online fine payments, our previous contract with the Association of Alberta Registry Agents (AARA) (through its company Registry Connect) and the Alberta Motor Association (AMA) expired on July 7, 2016. Since July 8, 2016, Albertans have been able to make online fine payments for traffic and other violation tickets issued in the province through MyAlberta eServices. While I appreciate that this may impact some revenue streams for AARA and AMA, our first commitment as a government must be to provide a secure, reliable, and cost-effective service to Albertans.

The MyAlberta eServices portal for fine payments has been developed to allow those Albertans who wish to pay fines online to conduct convenient, secure, and accurate transactions. By interfacing directly with court systems, MyAlberta eServices ensures the correct ticket is being paid in the correct amount. This will significantly reduce the number of payment errors, improving service for Albertans and reducing the time court staff spend correcting errors. The \$3 service fee for ticket payments is designed only to recuperate administrative costs.

We have an ongoing dialogue with the AARA and AMA about fine payment services and we look forward to continuing to work with Alberta's registry agents to ensure the sustainable delivery of these services to Albertans.

Thank you for sharing your views on this matter.

Sincerely,

Kathleen Ganley
Minister of Justice and Solicitor General

Attachment

cc: Honourable Stephanie McLean, Minister of Service Alberta
Ms. Debbie Jabbour, MLA, Peace River

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

Mackenzie County Library Board (MCLB)
May 24, 2016 Board Meeting Minutes
Fort Vermilion County Office
Fort Vermilion, Alberta

Present: Lisa Wardley, La Dawn Dachuk, John W. Driedger, Lorraine Peters, Irene van der Kloet,
Beth Kappelar, Lorna Joch, Nadia Jensen.

Regrets: Lucille Labreque

- 1.0 Meeting called to order at 7:00 pm by Beth Kappelar.
- 2.0 **Approval of Agenda:**
MOTION #2016-05-01 John moved the approval of the agenda with additions. **CARRIED**
- 3.0 **Approval of the Minutes:**
MOTION #2016-05-02 LaDawn moved the approval of the April 30 minutes with amendments. **CARRIED**
- 4.0 **Review of Action Items:**
- The action items of the previous MCLB meeting were reviewed.
MOTION #2016-05-03 John moves that two gift cards will be purchased for Kayla Wardley as she set up and ran the MCLB booth at the HL Trade show. **CARRIED**
- 5.0 **Financial:**
5.1 **MCLB Financial Report as of May 16, 2016:**
- Balance Brought Forward: \$ 64,033.46
- Total Revenues \$ 114,016.14
- Total Expenses \$ 123,932.95
- Ending Bank Balance \$ 54,116.65

MOTION #2016-05-04 Lorna moves to accept the financial report as presented. **CARRIED**
- 6.0 **Library Reports:**
6.1 **La Crete:**
- Nothing to report.

6.2 **Fort Vermilion:**
- A new assistant was hired.
- Books could be ordered through Bear Necessities.

6.3 **Zama**
- There are over 100 tree planters, they are frequent library visitors.

6.4 **High Level:**
- Have had a a change in Board members.

6.5 **Mackenzie County Library Consortium (MCLC) and High Level Trade show:**
- See email sent out by Lisa (report on Trade Show High Level).
- Lisa spoke with Richard van Kamp from Fort Smith. He writes children's and youth books and would like to do a regional tour in the fall. He'll contact Lisa.

6.6 **LC Building**
- Renovations are on schedule. Move date as yet unknown, but will be decided at next Society meeting. Received a large number of books from the community that can go elsewhere.
- 7.0 **Old Business:**
7.1 **Plan of Service:**
- Zama has updated their Plan of Service, updates are needed from FVCLS and LCLS.

7.2 **Blue Hills Satellite location:**
- They are aware that setting up a satellite location is postponed until the fall. With some cards and pockets donated from Zama and shelves from the FV video store they may get started.

7.3 Local author

- Lorna will contact Lucille and Shelly Banman to get local authors together.

7.4 Ashley Friesen bursary application

- Application does not meet the requirements. Irene will write her a letter.

8.0 New Business

8.1 Meeting with Council May 10:

- Beth refers to the March 30, 2016 minutes in which is stated that there be no direct contact between library societies and Council.

8.2 Library Service Agreement:

Societies need to update their Library Service Agreements, then send them back to the MCLB.

9.0 Correspondence

No correspondence received

10.0 In Camera:

- Not required.

11.0 Next Meeting Date and Location: Mackenzie County office Fort Vermilion, July 11, 2016 at 7:00 p.m.

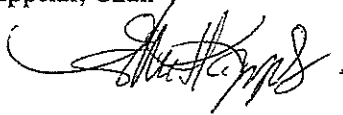
12.0 Adjournment:

MOTION # 2016-05-05 John Driedger moved the meeting adjourned at 9:25 p.m.

CARRIED

These minutes were adopted this 4th day of July 2016.

Beth Kappelar, Chair



MINUTES
Water North Coalition (WNC)
Thursday, June 23, 2016
La Crete, AB

Attendees

Jonathan Anaka, Town of Wembley
Dollie Anderson, M.D. of Opportunity
Tracey Anderson, Aquatera
Jennifer Besinger, County of Grande Prairie
Peter Braun, Mackenzie County/NADC Council
Simon Cardinal, M.D. of Opportunity
Rhonda Clarke-Gauthier, Mighty Peace Watershed Alliance
Jillian Cormier, Alberta Municipal Services Corporation (AMSC) (AUMA)
Elmer Derksen, Mackenzie County
Grant Dixon, ATAP – Advanced Technology Applications
Marvin Doran, Birch Hills County
Sandra Eastman, M.D. of Peace No. 135
Willis Fitzsimmons, Saddle Hills County
Earl Gullion, M.D. of Opportunity
Dana Langer, Town of Peace River
Bob Marshall, County of Grande Prairie
Brienne Nettelfield, Northern Lakes College
Okey Obiajulu, Alberta Environment and Parks
Rachel Ouellette, Northern Lakes College
Chris Thiessen, City of Grande Prairie
Ken Titford, Saddle Hills County
Brad Trimble, Town of Bonnyville
Ray Skrepnek, M.D. of Fairview
Keith Straub, Town of High Level
Fred Wiebe, Mackenzie County
Ian Willier, Big Lakes County

Administration

Brittany Bingham, Northern Alberta Development Council
Deborah Clarke, Northern Alberta Development Council
Kim Pinnock, Northern Alberta Development Council
Nicole Renaud, Northern Alberta Development Council

Speakers

Alison Roberts, Alberta Environment and Parks
Tanya Hunter, Alberta Environment and Parks
Debra Mooney, Alberta Health
Irina Arzumanyan, Alberta Health Services

Welcome

Bob Marshall, Chair, introduced Fred Wiebe, MacKenzie County Public Works, who brought greetings from MacKenzie County. He welcomed the WNC group to La Crete and provided a brief history of the region and an overview of the water and wastewater systems within the county.

Bob Marshall called the meeting to order at 9:10 a.m.

Adoption of Agenda

It was **MOVED** by Jonathan Anaka **THAT** the agenda be accepted.

CARRIED

Adoption of Minutes of the Athabasca, April 27, 2016 meeting

It was **MOVED** by Marvin Doran **THAT** the minutes of the Athabasca, April 27, 2016 meeting be accepted as presented.

CARRIED

Roundtable introductions were made.

Review of Action List: Kim Pinnock, NADC

Chair persons have been assigned to the WNC Sub-committees.

Okey Obiajulu has been assigned as Alberta Environment and Park's rep for the WNC.

The search for an Agriculture and Industry Rep for the WNC is ongoing, and the sub-Committee will be making recommendations at a later date.

The Alberta Resilience Program representative available for today's meeting is Alison Roberts, who is presenting in lieu of Director Andy Lamb.

The NADC is working on creating a Protocol Document for the WNC currently and will have this completed for the October meeting.

The Alberta Water Council's Lake Management Project Team draft report is not yet available and would be made available for broad stakeholder review and engagement shortly. Megan Payne from the Lesser Slave Watershed Council will provide when available.

Correspondence:

The WNC sent out a copy of its Strategic Plan to pertinent provincial government ministries and associations, and received responses from the Minister of Environment and Parks, the Ministry of Transportation, and the Alberta Association of Municipal Districts and Counties.

Mr. Okey Obiajulu, Approvals Manager for Alberta Environment and Parks (AEP) in Grande Prairie, has been appointed by Minister Shannon Phillips to the WNC Group, and the Minister expressed an interest in the AEP collaborating with the WNC. Okey provided an overview of his role and AEP's pertinent initiatives and updates. The Ministry is currently finalizing its water re-use policy, and the Ministry acknowledges water shortages in the North. The Ministry is also moving towards changing the manganese concentration of wastewater, which could impact northern facilities. The AEP created a Wetland Policy, and any construction affecting wetlands may incur compensation.

The letter from the Ministry of Transportation in response to WNC's Strategic Plan was shared, and included information outlining the government's investments in water and wastewater programs. The letter also provided the contact information for Mr. Danny Jung, Infrastructure Manager with Alberta Transportation with whom the WNC can connect with to discuss its Strategic Plan.

The Alberta Association of Municipal Districts and Counties (AAMDC) has appointed a representative to the WNC: Ms. Carolyn Kolebaba, and alternate, Mr. Tom Burton.

WNC received a request from Lawrence Kiyawasew from ONEC to present at upcoming meeting. As per the new protocol, ONEC filled out a presenter request form. Recommendation is that print information regarding ONEC be shared to members, but that WNC would suggest Water Week North's Trade Show as a better venue for further sharing of information on the company and their products. NADC will follow up with ONEC.

A Gmail account will be created for the WNC in order for the group to have access to resource documents and information pertaining to the WNC. A Google Docs account will be set up, and a one pager and demonstration on how to use Google Docs will be added to the agenda for the next meeting.

Presentation Topic: Operator Certification, Tanya Hunter, Water Wastewater Op Cert. Lead, Alberta Environment and Parks.

Tanya Hunter provided an overview of the Water and Wastewater Operator Certification Program. The program classifies municipal water and wastewater facilities based on sophistication of treatment facility and the population serving the water distribution and wastewater collection systems. The program is administered by the Provincial Programs Branch – Operations Division – Drinking Water and Wastewater Section – Certification Section out of Edmonton. The presentation covered the following points:

- Administration – Current yearly certification schedule
- Operator guidelines
- Certification requirements for Level I to Level IV
- Exams contracted out with the Association of Boards of Certification
- Renewals for operators with and without current experience

- Education/Training (Continuing Education Units)
- Upcoming initiatives, including on-line exam availability over the next two years, as well as an interactive web app for operators identified as a need

It was **MOVED** by Dollie Anderson **THAT** the WNC would write a letter of support to Minister Phillips to see a database created with the Alberta Water & Wastewater Operators Association to access training records of operators.

CARRIED

WNC members are to review the letter and ask their respective councils and organizations if they want to also write a letter in support of this database.

Presentation Topic: Community Resilience Program, Alison Roberts, Community Resilience Program Coordinator, Alberta Environment and Parks.

The Alberta Community Resilience Program (ACRP) is a \$500 million, 10 year provincial grant program available to municipalities in support of long-term resilience to flood and drought impacts. The presentation covered the following points:

- Overview of the Alberta Community Resilience Program (ACRP)
- ACRP eligible applicants & cost-share
- ACRP in Northern Alberta
- ACRP: Flood and drought examples
- Technical support & flood hazard mapping
- Project selection
- How to apply to ACRP & application requirements
- The Watershed Resilience & Restoration Program and objectives

Presentation Topic: Environmental Public Health Advisory, Debra Mooney, Environmental Public Health Advisory, Alberta Health and Irina Arzumanya, Public Health Inspector, Alberta Health Services.

The presentation gave an overview on the Environmental Public Health Advisory's role relating to recreational water, lead in drinking water, reclaimed water, and Alberta Health Services' response to drinking water quality issues. For each of these topics, the presentation outlined:

- Recreational water
 - The Proposed Recreational Water Management Protocol is a 2016 pilot study with the purpose of developing a comprehensive risk assessment strategy to address risk to bathers, set water quality standards, introduce a collaborative multi-stakeholder non-regulatory approach, and share responsibility for assessment, monitoring, and management between Alberta Health Services and operators.
 - The components and process involved for building a Recreational Water Safety Plan.
 - The process for conducting a site assessment, including completing a site assessment survey on land uses, weather conditions, potential sources of

- fecal contamination, previous water quality history, sources of chemical hazards, and physical hazards.
- Lead in drinking water
 - The causes of lead in drinking water were discussed, and some of the advances in sampling protocols were introduced.
- Reclaimed water
 - The current status of reclaimed water protocol was discussed, including provincial codes, regulations, and the role of municipalities.
 - The future of reclaimed water was discussed, including updated safety variances for systems, a new national plumbing code, the increased application of reclaimed water in southern Alberta, and the application of Health Canada Guidelines for Domestic Reclaimed Water for Toilet and Urinal Flushing.
- Response to drinking water quality issues
 - Irina Arzumanya presented on the response to drinking water quality issues, including the Communication and Action Protocol for Failed Bacteriological Results in Waterworks under EPEA for bacteriological exceedances, the AEO and AHS collaborative response to exceedances, and the communications process in working with municipalities for boil water advisories by messaging and notifying facilities, AEP, and other agencies. The current Acute Chemical Exceedance Protocol is scheduled for review and revision.

Chris Thiessen will send link to a report about fluoride and lead in drinking water.

Debra Mooney asked the WNC to work with their Councils and identify the pressures and frustrations around reclaimed water for municipalities.

Sub-Committee Updates:

The Water North Coalition has four sub-committees that reflect its Strategic Plan's organizational priorities of Advocacy, Public Education, Recruitment and Retention, and Training. The Advocacy sub-committee's purpose is to advocate for "made in the north" solutions to water and wastewater problems. The Public Education sub-committee works to increase and facilitate water literacy through outreach and programming, and leadership training. The Recruitment and Retention sub-committee focuses on addressing the barriers to recruiting and retaining qualified operators, those barriers being pay grade, work location and education and training. The Training sub-committee is working to increase accessibility to training and raising awareness of training opportunities to especially address the training needs in rural and remote locations.

During the sub-committees teleconference meeting, it was requested that the WNC create a list of members with their titles. The NADC has also provided the sub-committees access to teleconference lines for their business.

ADVOCACY

Jillian Cormier, Chair of Advocacy, requests on behalf of the Advocacy sub-committee approval from the Water North Coalition to create a funding document. It aims to have a draft complete for Water North Coalition's next meeting in October, and the final product complete by December 31.

It was **MOVED** by Jonathan Anaka **THAT** the request made by the Advocacy sub-committee be accepted.

CARRIED

PUBLIC EDUCATION

Tracey Anderson, Member of Public Education, requests approval on behalf of the Public Education sub-committee approval from the Water North Coalition to develop a resources library.

It was **MOVED** by Sandra Eastman **THAT** the request made by the Public Education sub-committee be accepted.

CARRIED

RECRUITMENT AND RETENTION

Jennifer Besinger, Chair of Recruitment and Retention, is requesting approval from the Water North Coalition to create a joint help document for a service agreement, and a document relating to the changes in demographics and getting relief. The group will examine other examples of joint help agreements, such as Saskatchewan's circuit rider program model as a potential template.

It was **MOVED** by Dollie Anderson **THAT** the request made by the Recruitment and Retention sub-committee be accepted.

CARRIED

TRAINING

Rachel Ouellette, Chair of Training, is requesting approval from the Water North Coalition:

- That items 4.1.3 and 4.5 of their work plan be referred to other committees ***(4.1.3 will move to Recruitment and Retention, and it was agreed Trades would move to Advocacy)***
- To Advocate to Alberta Environment & Parks to review and renew their training list and add a new column re. delivery model
- Formally request an invitation to the Alberta Urban Municipalities Association (AUMA) Shaw Conference in October, and the Alberta Association of Municipal Districts & Counties' Convention in November in order to increase awareness of the Water North Coalition and Water for Life by municipal leaders and administrators
- Advocate to Alberta Environment & Parks a complete review of module for Elected Official Education Program
- Permission to move forward on creation of a listing of available training in the north for publication on the Water North Coalition website

It was **MOVED** by Jennifer Besinger **THAT** all of the requests made by the Training sub-committee be accepted.

CARRIED

Roundtable and Topics for Discussion

- Several communities are doing system upgrades, maintenance and replacements to their public works. I.e. Water treatment plants, sewer line extensions, pump house repairs and replacements, cast iron replacements, water meter changes for cost recovery and increased conservation, etc.
- High Level is focusing on sound asset management and tying in development, operations, and financial decisions.
- Blue Sky and Whitelaw Hamlet are looking to combine their waterline for lower rates, and would contribute to Fairview's water co-op by adding customers.
- Northern Lakes College's Waste and Wastewater Operator Preparation Program: Level 1 is accepting registration in July for the online program starting in September. Further information on the Program is available here: <https://www.northernlakescollege.ca/programs-courses/courses#/courses/253/6771>.
- The Mighty Peace Watershed Alliance is updating its Integrated Watershed Management Plan (IWMP). Water quality results are available through their website. Further information on the IWMP is available at: <http://www.mightypeacewatershedalliance.org/projects/integrated-watershed-management-plan/>.
- M.D. of Opportunity received grant approvals and will be completing several upgrades within their region. Simon Cardinal is also featured in the NLC Water and Wastewater Operator video promoting the program, which Rachel will send to the group.
- Water Week North is October 18-20 and will feature a one day Training or Tragedy workshop by Bruce Davidson from Walkerton on Tuesday, October 18. More information on the conference is available at: <http://www.waterweeknorth.ca/schedule.html>.
- It was suggested that the WNC could try to get spotlighted at future AUMA conferences.
- Suggested that the WNC document and track our accomplishments as an organization.
- Okey Obiajulu with Environment and Parks encouraged everyone to keep an open dialogue with him and to ask questions proactively
- Kim Pinnock updated that Mr. Brian Allen, NADC member from Grimshaw is the NADC's new Vice-Chair.

There was discussion around the notification delays in regards to water samples that require no further attention, which pass by Alberta Health Services and taking up to five days and delaying the job. It was agreed that the WNC draft a letter to Alberta Health Service's Mark Fehr to try and expedite these responses.

It was **MOVED** by Marvin Doran **THAT** Keith Straub, and Fred Wiebe would work with NADC to draft the letter.

CARRIED

Presentation Topic: Social innovation labs with Watershed Planning and Advisory Councils.

Nicole Renaud, Senior Northern Development Officer, Northern Alberta Development Council.

The Red Deer River Watershed Alliance has conducted Alberta's first Social Innovation Lab for water issues through an initiative called Project Blue Thumb. This lab worked collaboratively with multiple stakeholders to prototype solutions to watershed management and to create its Integrated Watershed Management Plan. More information on Project Blue Thumb is available at:

<http://www.rdrwa.ca/node/202>.

The presentation outlined a brief overview of the following:

- What is a Social Innovation Lab and how does it differ from traditional engagement approaches?
- The process and outcomes of labs
- Practical applications with watershed management organizations

The presentation highlighted the use of these labs, and other tools, for WNC to consider as an option to integrate into future activities for addressing water issue challenges.

A graphic on Social Innovation Labs was distributed and is available at: <http://visual.ly/understanding-value-social-innovation-labs-solutions-complex-social-problems>

Next Meeting

The next meeting will take place October 2016 – exact date yet to be determined.

An inquiry regarding hosting has been advanced with the Town of Beaverlodge. Pending a response, the City of Grande Prairie has offered to host the next WNC meeting.

Chris Thiessen **MOVED** that the meeting adjourn at 1:55 p.m.

CARRIED

Government of Alberta's Asset Management Approach Now Available

As part of federal requirements related to the Gas Tax Fund, each province and territory has completed an **agreement** with the Government of Canada that establishes a provincial/territorial approach to promoting and implementing municipal asset management. The agreements for each province and territory are unique and reflect varying capacities and experience with asset management. To view Alberta's agreement, [click here](#).

The Government of Alberta has finalized **their approach** to asset management, which has been approved by the Government of Canada. The approach includes two phases.

Phase 1 concludes in 2017 and focuses on developing tools, resources, training opportunities, and other capacity building mechanisms. Phase two runs from 2018 to 2023 and includes more concrete steps to assist municipalities in integrating asset management techniques into their corporate planning processes. At this point, the AAMDC is awaiting detail from the Government of Alberta as to how the activities identified in the approach will be completed, and what role the AAMDC and municipalities will have in their development.

To view Alberta's approach, [click here](#).

Enquiries may be directed to:

Wyatt Skovron
Policy Analyst
780.955.4096

Kim Heyman
Director of Advocacy and Communications
780.955.4079

From: [MA Municipal Services and Legislation](#)
To: [Carol Gabriel](#)
Subject: Alberta Municipal Affairs - Minister's Meeting Room at 2016 AUMA Convention
Date: July-12-16 3:23:41 PM

Dear Chief Administrative Officer,

As you are likely aware, the Alberta Urban Municipalities Association (AUMA) will be hosting its annual convention in Edmonton at the Shaw Conference Centre from October 5-7, 2016. While this event is still a few months away, Municipal Affairs has commenced planning for several of the ministry-related events to be held at the convention. Part of this preparation includes the co-ordination of meetings, as scheduling allows, between myself and municipal stakeholders.

Should your council wish to meet with me at the 2016 AUMA Convention, and to ensure suitable time for co-ordination, I would invite you to submit your meeting request on or before **Friday, August 19, 2016**. Requests may be submitted to Marianne Bobik, Program and Policy Advisor, toll-free at 310-0000, then 780-644-2903, or by email at marianne.bobik@gov.ab.ca. Please ensure you include your top three agenda items with your request, as well as a listing of meeting attendees.

Specific details on meeting dates and times will be determined in the fall, once the AUMA Convention agenda and associated convention events have been confirmed. Once a finalized meeting schedule is determined, municipalities will be contacted by Friday September 16, 2016 to advise of their meeting time along with the location of the meeting.

I look forward to seeing many of you during the convention, and am eager to engage with you to discuss municipal priorities and opportunities for regional collaboration and strategic initiatives.

Sincerely,

Hon. Danielle Larivee
Minister of Municipal Affairs

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Watershed Resilience & Mitigation Branch

Water North Coalition Meeting
Le Crete, AB
June 23, 2016

The Alberta Community Resilience Program (ACRP)

- **\$500 Million, 10-year Provincial Grant Program available to municipalities in support of long-term resilience to flood and drought impacts.**
 - **Program Priorities:**
 - Protection of Critical Infrastructure
 - Mitigate Public Safety Hazards
 - **Project Outcomes:**
 - Mitigation to protect critical infrastructure
 - Waterway Restoration
 - Sustainable Stormwater Management
 - Acquisition & Relocation where appropriate

ACRP Eligible Applicants & Cost-Share

- **ACRP provides grants to First Nations, Improvement Districts, Metis Settlements, Municipalities, and Special Areas.**
- **ACRP is a cost-shared program between a municipality and the province**
 - **AEP provides 90% of the engineering and construction costs up to \$3 million and 70% of costs in excess of \$3 million**

ACRP in Northern Alberta

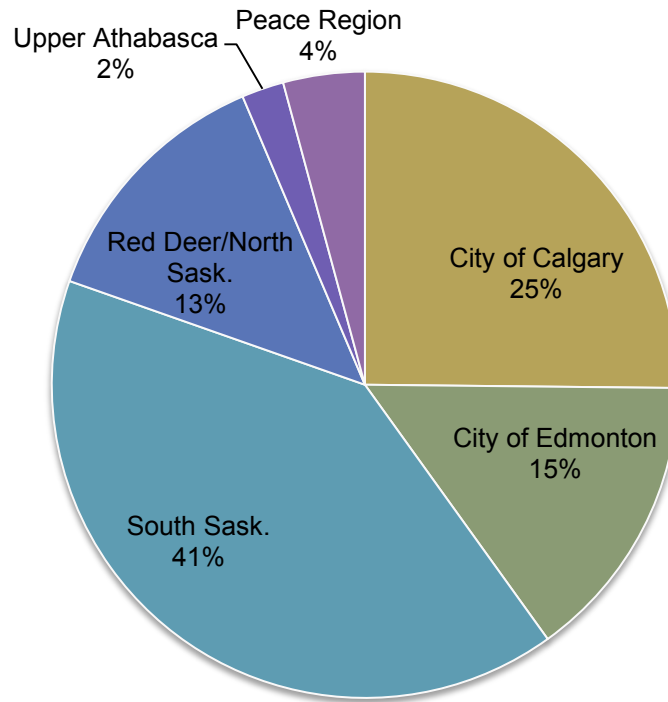
Community	Project	Grant Value
Town of Manning	Waterline Remediation	\$270,160
Town of Peace River	Pat's Creek Flood Mitigation: Phase I	\$2,295,000
Town of Whitecourt	Athabasca River Erosion Control	\$2,000,000
Town of Peace River	Pat's Creek Flood Mitigation: Phase II	\$2,070,000
Westlock County	Range Road 272 Road Relocation	\$400,500

ACRP: Flood and Drought Examples

- **To date: most projects have focused on flood mitigation**
 - **City of Camrose - Raw Water Station Replacement (above 1:100)**
 - **City of Calgary – Bonnybrook WWTP – Flood protection berm**
 - **City of Edmonton – Stormwater Dry Ponds – Stormwater Management**
 - **City of Medicine Hat – Berm projects (Lion’s Park and Industrial Ave)**
- **Examples of approved projects addressing flood/drought:**
 - **Town of Pincher Creek – Raw Water Relocation**
 - **Town of Magrath – Stormwater Retention Wetland Project**

Alberta Community Resilience Program at a Glance

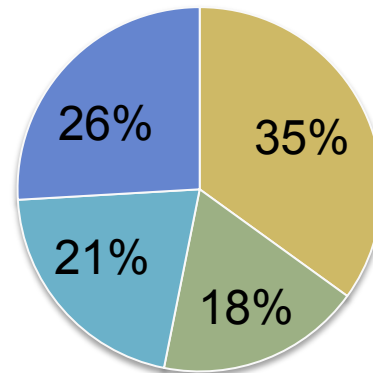
Regional Distribution of ACRP Funding



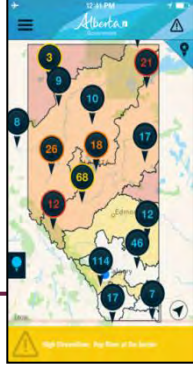
Alberta Community Resilience Program at a Glance

Project Distribution

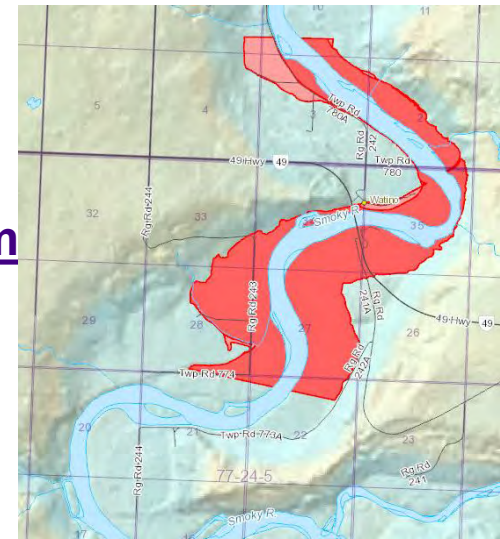
- StormWater Management
- Berm/Erosion Control
- Protection of Critical Municipal Infrastructure
- Protection of Other Municipal Infrastructure



Technical Support & Flood Hazard Mapping



- **Flood Hazard Mapping in Northern AB**
 - Fort McMurray, Fort Vermilion, Watino, Manning, Grande Prairie
 - Upcoming: Town of Peace River
 - <http://maps.srd.alberta.ca/FloodHazard/>
- **River Basin Studies**
 - Peace River Basin Flood Mitigation Study
 - Athabasca River Basin Flood Mitigation Study
 - <http://www.alberta.ca/flood-mitigation-studies.cfm>
- **Alberta Rivers Mobile App**



Project Selection

- In 2015 – 137 applications were reviewed – 19 were approved for funding
- **Project Selection:**
 - Based on eligibility criteria, economic and technical feasibility
 - Benefit to the community and the environment
 - Project longevity, risks mitigated, historical damage, urgency etc...
 - Program Coordinators – will also gather input from SME (ex. Regional approvals/compliance staff, engineers, flood hazard specialists etc...)

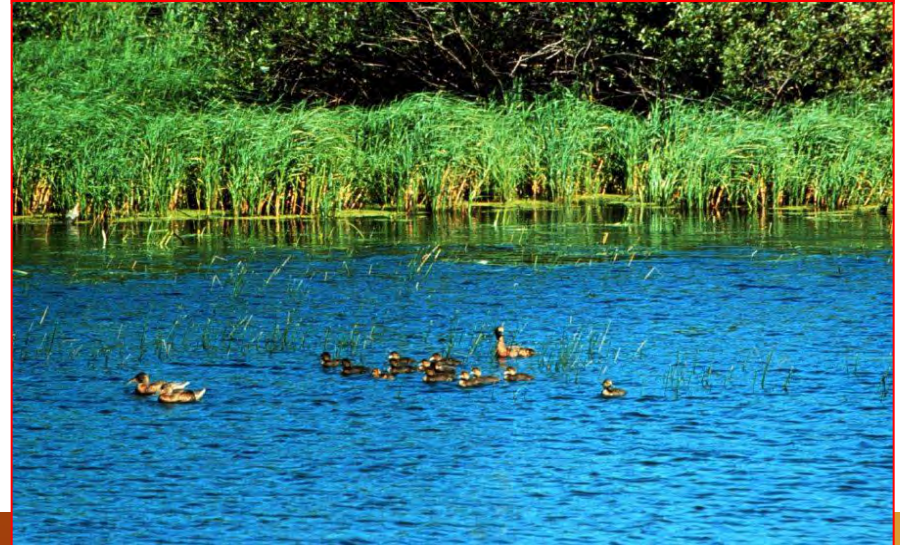
How to Apply to ACRP & Application Requirements

- **Annual Submission Deadline:**
 - **September 30th**
 - **2017-18 FY (round 3 funding)**
- **Submission Requirements:**
 - **Completed Application Form**
 - **Community Resilience & Mitigation Assessment**
 - **Preliminary Engineering**
 - Risk Assessment, Options Assessment, Cost-benefit Analysis
 - Maps, project design
 - **Other Relevant Information**
- **Tips/Suggestions:**
 - **Specificity, creativity, prioritization, and provide evidence**

The Watershed Resilience & Restoration Program

Watershed Resilience and Restoration Program (WRRP)

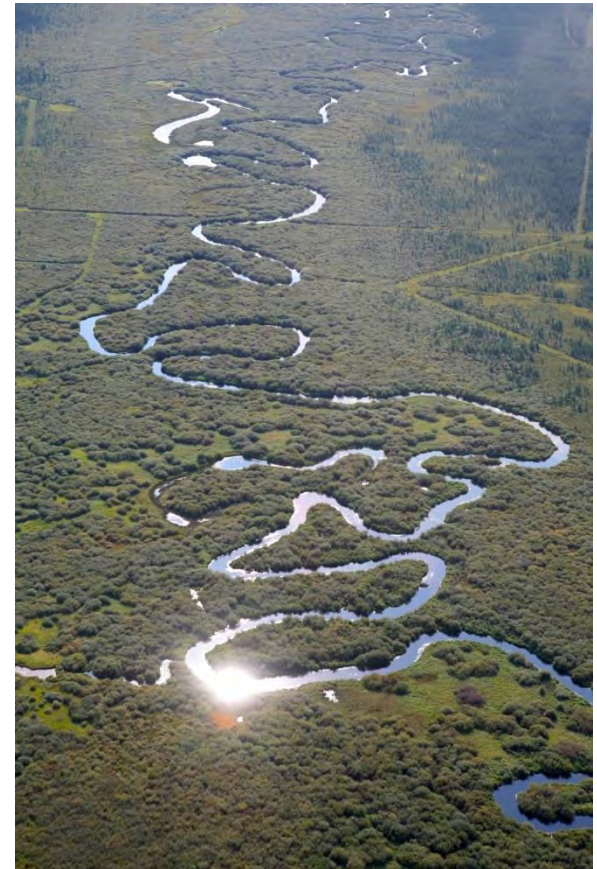
- Increase the natural ability of the province's watersheds to reduce the intensity, magnitude, duration and effects of flooding and drought through watershed mitigation measures
 - Funding available to NGO's, WPAC's, Stewardship Groups, Municipalities, and First Nations



The Watershed Resilience & Restoration Program Objectives:

- **Restore and enhance** degraded or lost wetlands, riparian areas and floodplains;
- **Conserve** critical wetlands, riparian areas, and floodplains;
- Encourage watershed **stewardship** through greater understanding and awareness
- Provide **data, tools, and information** to support decision-making.

- For more information:
Monique Dietrich
403-476-5469
Esrd.wrrp@gov.ab.ca



Questions???

For More Information Visit:

www.acrp.alberta.ca

Program Coordinator, Northern Alberta

Alison Roberts

alison.roberts@gov.ab.ca

Phone: 780-641-8887

Program Director

Andy Lamb

andy.lamb@gov.ab.ca

403-340-3426

Water North Coalition Meeting

Debra Mooney

Environmental Public Health Advisor
Health Protection Branch, Alberta Health

June 23, 2016

Overview of Water Issues

- **Recreational Water**
- **Lead in Drinking Water**
- **Reclaimed Water**
- **Response to Drinking Water Quality Issues**

Proposed Recreational Water Management Protocol (RWMP)

2016 Pilot Study

RWMP History

- Part 3, Public Beaches of the *Nuisance and General Sanitation Regulation* was outdated and did not reflect current practice.
- Rescinded Part 3 with recommendation to introduce a new protocol.
- Cross-ministry team was organized to develop a draft protocol:
 - Environment and Parks
 - Municipal Affairs
 - AHS/Prov Lab
 - University of Alberta
 - Agriculture and Forestry



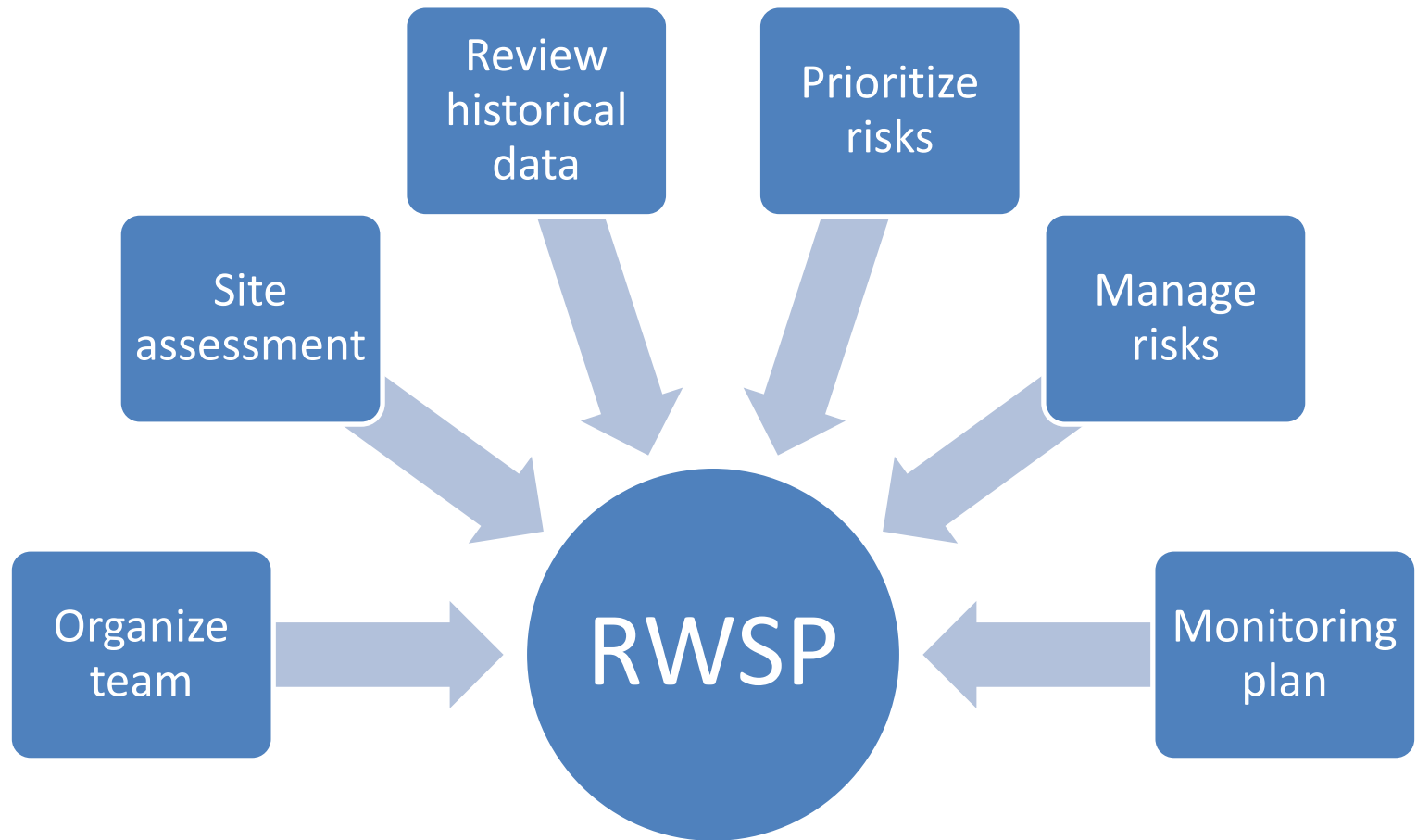
RWMP Purpose

- Develop a comprehensive risk assessment strategy to encompass bacteriological, chemical and physical risks to bathers.
- Set clear and meaningful water quality standards.
- Introduce a non-regulatory approach based on cooperation and collaboration between government/related agencies/operators (EP, WPAC, Watershed Stewardship Groups).
- Shared responsibility for assessment, monitoring, and management between AHS and operators.

RWMP Pilot Study

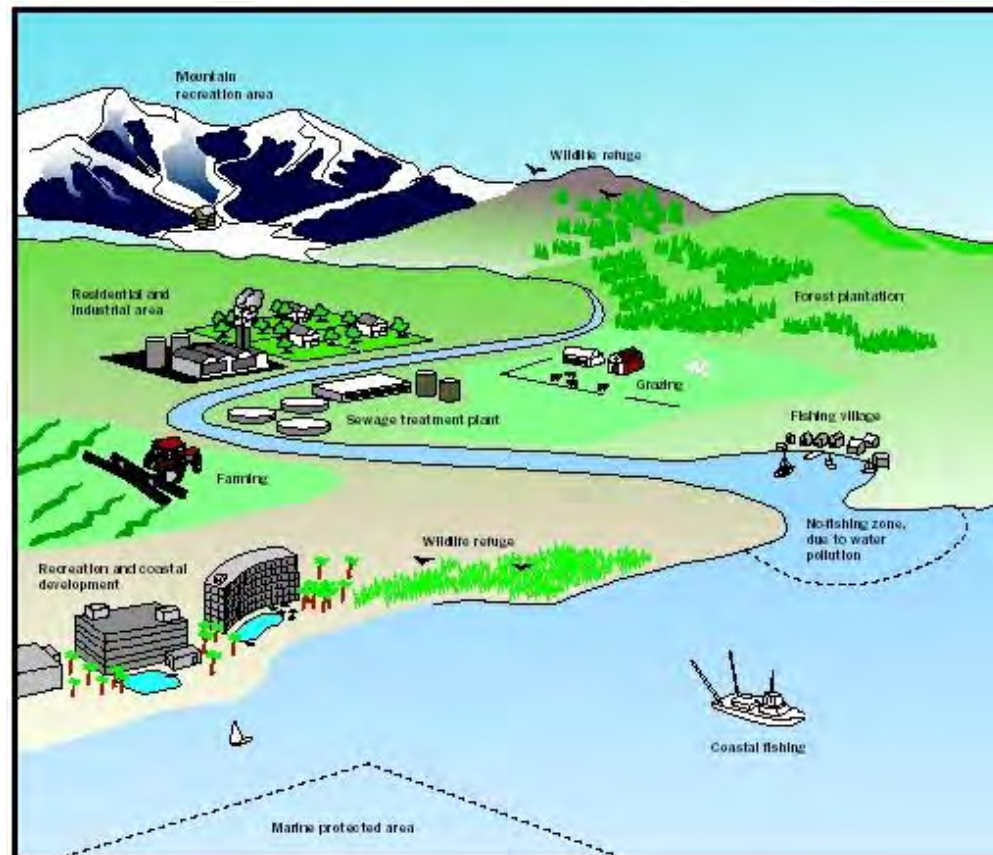
- 10 sites throughout the province (provincial and private).
 - South: County 40 Mile Park Beach
 - Calgary: Chestermere Lake, Auburn Bay
 - Central: Pigeon Lake, Gull Lake
 - Edmonton: Lake Wabamun, Hubbles Lake
 - North: Lac La Biche, Baptiste Lake
- Summer of 2016, operators will:
 - sample the beach for fecal coliforms and cyanobacteria throughout the season
 - conduct the site assessment
 - prepare a Recreational Water Safety Plan
- Evaluation in late fall 2016; revisit the draft Protocol.

Building a Recreational Water Safety Plan



Site Assessment

- Review past and present information; land uses, sampling results, lake conditions and biological, chemical and physical hazards.



Lead in Drinking Water

Lead in Drinking Water

Current Knowledge

- Recent studies indicate: no safe level of lead in drinking water; young children and infants are particularly vulnerable to lead.
- Lead at even low levels can result in behaviour and learning problems, lower IQ, hyperactivity.
- Drinking water is a lower contributor to overall lead intake. But, lead service lines, lead solder and brass fittings in plumbing contribute to lead exposure from water.
- EPA: Basic Information about Lead in Drinking Water (March 2016).

<https://www.epa.gov/ground-water-and-drinking-water/basic-information-about-lead-drinking-water#health>

Lead in Drinking Water

Current Activities:

- In 2013, Alberta Health revised the document “Lead and Drinking Water from Lead Service Lines”.
(<http://www.health.alberta.ca/documents/CMOH-Drinking-Water-Lead-Services-2013.pdf>)
- Reviewing the sampling protocol for drinking water systems and individual buildings. (HC Guidance on Controlling Corrosion in Drinking Water Distribution Systems 2009)
- Cities of Edmonton and Calgary have introduced lead sampling programs focusing on neighborhoods with lead service lines; a LSL replacement program and NSF filtration units for individual homes with high lead. City of Wetaskiwin is considering a survey.
- One school district is undertaking a school screening project at elementary schools.

Reclaimed Water

Reclaimed Water: Current Status

- EPEA requires an approval before using treated wastewater for irrigation or any other purpose.
- Alberta Building Code and Plumbing Code require all plumbing systems to be directly connected to a sanitary drainage system.
- To allow use of reclaimed water for toilet/urinal flushing or irrigation, a variance under the Safety Codes Act must be issued by the local authority having jurisdiction (AHJ); separate second variance must be issued by the Technical Administrator for the equipment required to operate the reclaimed water reuse system.
- Generally, the municipality requests a review and comments from AHS as part of the variance approval.
- Details available at:
<http://www.municipalaffairs.alberta.ca/documents/ss/STANDATA/plumbing/FactSheet-AlternativeSolutionsGuideforReclaimedWaterReuse.pdf>

Reclaimed Water: Future

- Municipal Affairs introduced STANDATA 15.01, a plumbing safety variance for systems on a single property and under 25m³ per day.
- National Plumbing Code, to be adopted in AB, will allow reclaimed water use.
- Increasing number of applications in southern Alberta to incorporate reclaimed water for irrigation and toilet, urinal flushing, car washes, fire suppression etc.
- Currently applying Health Canada Guidelines for Domestic Reclaimed Water for Toilet and Urinal Flushing but need to develop water quality criteria for other uses.

Response to Drinking Water Quality Issues

Irina Arzumanyan
Public Health Inspector,
North zone, AHS

Response to Bacteriological Exceedances

Communication and Action Protocol for Failed Bacteriological Results in Waterworks under EPEA (January 2009)

- Prov Lab will fax ASAP the owner of the facility, AEP and district health office of failed bacteriological result.
- Owner/operator also notifies AEP of any emergency operations, significant problems that may impact water quality, AEP notifies AHS.

Response to Exceedances

- Collaboration between AEP/AHS to determine next steps which will include:
 - Re-sampling
- Might include:
 - Repair malfunction /damage
 - Optimize treatment
 - Increase disinfectant
 - Flush drains etc.
- If a condition is a potential public health concern, an executive officer (health inspector) may issue a boil water or 'do not use' order to the operator (bacteriological vs chemical).

Advisories

- The order usually includes requiring the operator to issue a 'boil water' or 'do not use' advisory to the customers.
- This may be done in conjunction with AHS. AHS often forwards the advisory to all facilities that AHS regulates (internally, an alert goes to healthcare facilities and AHS Comms).
- AHS Communications work with the municipality on messaging and notifying facilities, AEP and other agencies.
- The Acute Chemical Exceedance Protocol is scheduled for review and revision.
 - review reporting and actions responding to exceedance of 1-10 day exposure limits and MAC limits.

Questions??

Debra Mooney
Environmental Public Health Advisor
Alberta Health

Debra.Mooney@gov.ab.ca

780-427-8273

Irina Arzumanyan
Public Health Inspector
Alberta Health Services

Irina.Arzumanyan@albertahealthservices.ca

780-841-3252

WATER AND WASTEWATER OPERATOR CERTIFICATION PROGRAM

Tanya Hunter

Team Lead – Water and Wastewater Operator Certification
Program

Alberta Environment and Parks (AEP)

Water North Coalition Meeting

June 23, 2016

Topics Discussed

- ***Administration – Current Yearly Certification Schedule***
- ***Operator Guidelines***
- ***Certification Requirements for Level I to Level IV***
- ***Exams***
- ***Renewals***
- ***Education/Training (Continuing Education Units – CEU's)***

Program became mandatory in 1982 to protect public health and the environment

- **All Municipal Water and Wastewater facilities/systems were and continue to be classified (Level I to IV)**
 - **Sophistication of treatment facility (AEP has table of values assigned to treatment methods)**
 - **Population serving the WD and WWC systems**

Based on the Level of facility or system – Approvals and Registrations outline the number and specific level (s) of certified operator required to operate

Administration

- Program is administered by Provincial Programs Branch – Operations Division – Drinking Water and Wastewater Section – *Certification Section*
 - Office is located in Edmonton
- Jeff Charrois, PhD - is Manager of Drinking Water and Wastewater Section
- *Certification Section* – two of us in section – Vernice Bello – Certification Coordinator and myself - Team Lead
- Currently ~2551 certified operators in AB
- Certification Advisory Committee (CAC)

Administration

Current Yearly Certification Schedule

- There are three exams writing a year currently – March (AWWOA conference), end of May, November
- Applications are due January 20, April 10, and September 20 of each year
- All applications are verified and approved by the CAC, which meet three times a year as well - *usually 2 weeks after application deadline*
- Once applications are approved, the applicant is notified with a time and location of exam sitting (try to have them out three weeks prior to writing)
- Renewal notices are sent out August 1 each year, all certificates expire on December 31

Guidelines

- **Established requirements for obtaining and maintaining certification – developing since 1975 – have changed over time to keep up with updated industry practices and to streamline with the rest of Canadian provinces – Agreement on Internal Trade**
- **Current version on-line - anyone who owns/operates a W or WW facility or system should become familiar with requirements to ensure compliance with their Provincial Approval or Registration**

Certification Requirements

Level I *****Everyone starts at level I**

- **12 months work experience – operating under an approval or registration**
- **Grade 12 or Equivalent**
- **ELT**

Level II

- **3 years operating experience**
- **can substitute 1 year of experience for 1 year W and WW related post secondary education**

Certification Requirements

Level III

- **Minimum 4 years operating experience (2 of those years must be in a Class II or III facility)**
- **2 years post secondary education or 90 CEU's**
- **2 Years DRC – DRC only starts after Level II**

Level IV

- **Minimum of 5 years operating experience (3 of those years must be in class III or IV facility)**
- **4 years post secondary education or 180 CEU's**
- **3 Years DRC – DRC only starts after Level II and you require 1 additional year of DRC after obtaining Level III**

Exams

- **AEP uses the Association of Boards of Certification (ABC) as our exam contract provider out of Iowa, USA (as does 10 other Canadian Provinces and territories)**
- **Modular exams in Alberta for Level I and Level II – max of 2 hours regardless of how many modules you are writing**
- **Pencil and paper exams right now – hoping to move to on-line in the next couple of years**

Renewals

With Current Experience

An operator must obtain a minimum of twelve months of operating experience in the previous three years and must obtain an appropriate number of CEUs during the three–year renewal period.

Without Current Experience

**Option #2 can only be used a maximum of two consecutive times.*

If an operator does not have current experience, there are two options to choose from:

Continuing education: An operator must obtain a minimum of double their required CEU's during the three–year renewal period.

or

Re-examination: An operator may re-write the certification exam at the appropriate category and level. The rewrite must be in November of last year of renewal.

Education/Training

- **Post Secondary Education – certificate, diploma, degree - related to water and wastewater operations (1 years is equal to 45 CEU's).**
- **Continuing Education Units (CEU's – 10 contact hours is worth 1.0 CEU)**
- **Approved CEU's List**
- **Application for CEU Evaluation**

Upcoming Initiatives

- **On-line exams phased in over the next two years**
 - **Benefits**
 - **30 Days to schedule your exam writing**
 - **Results within 48 hours**
 - **Can re-schedule**

- **WE KNOW THERE IS A NEED FOR AN INTERACTIVE WEB APPLICATION FOR THE OPERATORS**
 - **Not there yet, but is has been identified**

QUESTIONS?????



FLY-IN BRUNCH AND GRAND RE-OPENING

Saturday, September 17, 2016 | 10 am - 2 pm

High Prairie Airport (CZHP)



~ Free Brunch ~ No Landing Fees ~ Facility Tours ~

~ Cardlock Fueling Station: 100 LL / JetA ~

~ Fully Renovated Pilots Lounge ~

Need More Info? Contact:

Roland Gauthier: 780-523-1013

Mel Beaudette: 780-523-8262

From: [Peter F. Braun](#)
To: [Carol Gabriel](#)
Subject: Fwd: Early Registration Deadline Extended - "League of Extraordinary Recyclers" 2016 RCA Conference
Date: July-29-16 3:04:05 PM

Carol can you add this to info section in next council package.

Sent from my I phone

Begin forwarded message:

From: Recycling Council of Alberta
<Recycling_Council_of_Alberta@mail.vresp.com>
Date: July 29, 2016 at 3:01:22 PM MDT
To: "Peter F. Braun" <peter@mackenziecounty.com>
Subject: **Early Registration Deadline Extended - "League of Extraordinary Recyclers" 2016 RCA Conference**
Reply-To: Recycling Council of Alberta <reply-b8d102ecd8-8eb255381b-5fd5@u.cts.vresp.com>



League header graphic



Recycling_Heroine



Early Registration Deadline Extended!

The Recycling Council of Alberta (RCA) 2016 Waste Reduction Conference "**League of Extraordinary Recyclers – Knocking Out Waste**" will be held September 28-30, 2016 at The Fairmont Jasper Park Lodge in Jasper, Alberta. This conference offers an exciting and progressive array of current topics and high quality speakers.

Join your waste reduction peers in Jasper to learn and discuss the latest issues and developments. This conference will deliver technical content through topics and speakers that promise to generate lively discussion, combined with ample networking opportunities and social events, to make this

the premier waste reduction event in Canada. [Experience the "League of Extraordinary Recyclers" comic online](#), and find program updates, registration information and

Composting_Hero

other details on the conference web site. Be sure to come back to this site often – the program will continue to be updated as speakers, sessions, and other feature events are confirmed.

To accommodate holiday schedules, **early-bird registration discounts have been extended until August 12, 2016. [Register today!](#)**

Hotel rooms at a special conference rate are subject to availability and must be made prior to until Aug. 30 to be eligible for the conference rate. It is advisable to book rooms sooner rather than later, as the hotel is filling up fast! [More info here.](#)

Twenty-one companies have already reserved [exhibitor booths](#), with a limited number of spaces still available. Sponsorship opportunities remain open for those who wish to profile their commitment to recycling and waste reduction in Canada. Contact info@recycle.ab.ca to discuss your sponsorship needs.

[Click the image below to experience the "League of Extraordinary Recyclers " comic!](#) (please note: the comic strip is viewable on computer and tablet only, but you can access the website content from any device)

[View Comic Action Shot](#)



See you at the conference!

You are subscribed to receive notices about the RCA conference. You can

unsubscribe any time, just let us know.

Recycling Council of Alberta Box 23, Bluffton, AB T0C 0M0
p: 403.843.6563 e: info@recycle.ab.ca <https://recycle.ab.ca>

Find RCA on Facebook <http://www.facebook.com/RecyclingCouncilOfAlberta>
and follow us on Twitter <http://twitter.com/3RsAB> - conference hashtag:
#2016RCA

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Recycling Council of Alberta
Box 23
Bluffton, Alberta T0C 0M0
CA



[Read](#) the VerticalResponse marketing policy.



From: [Melanie Plantinga](#)
Subject: Silviculture Field Trip
Date: July-21-16 4:22:29 PM

Good day,

You are invited to join the High Level Forest Public Advisory Committee for a “Silviculture Field Trip”. This trip is being planned for Tuesday, September 6th at 12pm. (With an alternate Thursday, September 8th if weather is poor on Tuesday).

We will meet at the Tolko Office at Noon for lunch. After the meal we will visit sites west of High Level including 2 year planted blocks, 15 year old post performance blocks, the Zama Ridge Trial site and the processing yard. We will expect to return to High Level at 6pm.

Depending on interest we may provide transportation. Please RSVP by Friday, August 19th at 8:00 am so that food and transportation can be planned.

Melanie Plantinga

Admin/AP Assistant | **Tolko Industries Ltd.**

T (780) 926-8947 | **F** (780) 926-4773

Melanie.Plantinga@tolko.com | www.tolko.com

11401 - 92nd Street | High Level, AB | T0H 1Z0

This message may contain confidential information and is intended only for the addressee(s). If I sent you this message in error, please notify me and delete it. Thank you!

Asset Management Approach

Introduction:

Under the agreement for the federal Gas Tax Fund (GTF) program, Alberta and Canada have agreed to “work in collaboration to develop the approach to asset management planning based on where Alberta is today. This is to ensure continued progress is made while setting achievable goals against which Alberta will measure progress as part of the Outcomes Report.”

Infrastructure Canada’s GTF Oversight Committee recently approved Alberta’s proposed asset management approach. The first check-in date is March 2018.

While recognizing the commitment made by the province under the GTF agreement, the responsibility and authority for the implementation of asset management processes ultimately rests with municipalities. Under the *Municipal Government Act (MGA)*, municipalities have the authority to provide services, facilities, or other things that, in the opinion of council, are necessary or desirable for all or a part of the municipality; to establish capital budgets; and to borrow for purposes of financing a capital property.

According to a recent report prepared for the AAMD&C membership titled *Asset Management for Municipalities in Alberta* “ ... asset management planning is well underway in many larger municipalities; however, in small and medium-sized municipalities, many barriers to adoption remain, including a lack of resources and capacity... ”

Approach:

Asset management processes allow municipalities to manage infrastructure in a planned and integrated manner to maximize value to the community. Identifying and pursuing opportunities to build municipal capacity and promote sustainability is consistent with the objectives of the Municipal Sustainability Strategy (MSS) and the mandate of the MSS Advisory Committee.

Alberta’s strategy is focused mainly on meeting the needs of smaller communities as well as continued support for the broader asset management community that is already very active. Municipal Affairs developed the approach to asset management planning, which the MSS Advisory Committee will guide.

The approach is currently envisioned in two phases over seven years, as outlined below.

Phase One Activities - 2015 to 2017:

1. Complete and publish an inventory of current tools and resources

The ministry currently maintains the MSS Capacity Building Tools web page, which is a central repository for municipalities researching resources on a variety of topics.

There are numerous technical resources already available for asset management tasks at different levels of complexity. Both the AAMD&C report and the Consulting Engineers of Alberta (CEA) have provided information to the ministry that is being compiled and made available through the web page.

2. Support the development and rollout of tools that support asset management

The CEA received funding from the Alberta Community Partnership program to develop an asset management resource for smaller municipalities. The ministry and other municipal associations participated as members of the project advisory committee.

The resulting handbook and toolkit resource was launched in early 2016. We are also partnering with Infrastructure Asset Management Alberta to determine if any other tools exist within municipalities or other organizations that could be shared.

3. Enhance existing advisory services and training opportunities

The ministry, and the members of the MSS Advisory Committee, have many avenues to distribute information about asset management to municipal officials.

As an example, discussions are underway to create a one-day training session based on the CEA handbook/toolkit resource in partnership with the Government Finance Officers Association. As well, consideration is being given to including an information session on asset management during the Regional Training Initiative (spring 2016) in several locations in the province.

The ministry will also provide its municipal and financial advisors with knowledge about the benefits of asset management and links to the available tools to share as they interact with municipal clients.

Infrastructure Asset Management Alberta (IAMA) is an initiative whose membership includes municipalities interested in knowledge sharing and best practices. IAMA received funding from the ministry to support asset management workshops and to establish a website. Ministry advisors are participating in this group as members of the core committee.

Measurement of municipal progress in asset management during Phase One will be based on data currently collected in Municipal Sustainability Initiative capital project applications. MSI program guidelines require the municipality to confirm that a multi-year capital plan has been prepared.

Phase Two Activities – 2018 to 2023:

1. Assist municipalities to implement corporate planning regulatory requirements

Amendments to the Municipal Government Act approved in spring 2015 will require all municipalities to prepare three-year financial and five-year capital plans. This change is intended to ensure that all municipalities are able to better utilize their financial and physical assets under more rigorous legislative requirements. The form and content of the plans will be included in a regulation that is currently under development.

The development and implementation of asset management policies, strategies and plans directly support the identification of capital project additions as set out in the new requirements, and could be viewed as necessary prerequisites to making informed decisions about what is to be included in the financial plan and the capital plan.

2. Expand tools and resources where gaps are identified

While there appear to be sufficient materials useful to smaller municipalities with capacity limitations, such as worksheets and financial planning guidance, there may be a need to develop additional tools around some other aspects of asset management, such as level of service or risk assessment.

The MSS Advisory Committee will assist in determining the need for additional tools and/or measurement criteria.

Conclusion:

Alberta plans a two-stage approach to asset management planning; specific tasks will be undertaken at each stage. Phase One builds on many activities already underway.

Phase Two will continue the activities of Phase One and will promote the development and use of policies, strategies and plans to support the capital planning requirement introduced through the amendments to the MGA. Further clarity will be provided through the regulation that is under development. The MSS Advisory Committee will monitor and identify gaps and advise on additional processes and activities to be developed in Phase Two.

This two phase approach represents specific actions that can be taken today and over the next several years. It also includes strategies to meet additional requirements as the approach evolves.

It is expected that through these activities, as well as the efforts of the broader asset management community in Alberta, municipalities' ability to optimize their infrastructure and other physical assets will improve significantly.