




MACKENZIE COUNTY

REGULAR COUNCIL MEETING

**NOVEMBER 14, 2023
10:00 AM**

**FORT VERMILION COUNCIL
CHAMBERS**

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, November 14, 2023
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the October 24, 2023 Organizational Council Meeting	7
		b) Minutes of the October 25, 2023 Regular Council Meeting	29
		c) Minutes of the October 31 2023 Budget Council Meeting	41
		d) Business Arising out of the Minutes	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) Zama Land (<i>FOIP Sections 23, 24, 25 and 27</i>)	
		b) Auction Land (<i>FOIP Sections 23, 24, 25 and 27</i>)	
		c) RCMP Lease Agreement – La Crete Sub-Office (<i>FOIP Sections 23, 24, 25 and 27</i>)	
TENDERS:	5.	a) None	
PUBLIC HEARINGS:		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) Bylaw 1308-23 Land Use Bylaw Amendment to Rezone Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1”	49
		b) Bylaw 1309-23 Land Use Bylaw Amendment to	73

Rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A "H-R1A" to Hamlet Residential 2 "H-R2".

		c)		
		d)		
DELEGATIONS	7.	a)	Sewer Encroachment – Henry & Gertrude Gerbrandt (11:45 a.m.)	
		b)		
GENERAL REPORTS:	8.	a)	None	
AGRICULTURE SERVICES:	9.	a)	Bylaw 1314-23 Scentless Chamomile Weed Designation	83
		b)	Farming Road Allowance	87
		c)		
		d)		
COMMUNITY SERVICES:	10.	a)	Policy ASB040 Recreational Area Policy-Amendment	91
		b)	Community Services Committee Terms of Reference – Amendment	99
		c)	2023 Campground Caretakers Bonus	105
		d)		
		e)		
FINANCE:	11.	a)	Cheque Registers	109
		b)	MasterCard Statements – July - September 2023	111
		c)	La Crete Recreations Society – Parking Lot Project Budget Amendment	113
		d)	Tax Recovery Auction – Set Auction Date (HANDOUT)	115
		e)		

		f.)	
PROJECTS & INFRASTRUCTURE:	12.	a) CN Rail Culvert Update	119
		b) Grant Opportunities	121
		c)	
		d)	
OPERATIONS:	13.	a) None	
		b)	
UTILITIES:	14.	a) Town of High Level Grant Application Request	125
		b)	
		c)	
PLANNING & DEVELOPMENT:	15.	a) Hamlet Standard of Signage	127
		b) Municipal Reserve Lot (Plan 052 0560, Block 05, Lot 04MR) Hamlet of La Crete	129
		c)	
		d)	
ADMINISTRATION	16.	a) Advertising Options	137
		b) Smoke Concerns	139
		c)	
		d)	
COMMITTEE OF THE WHOLE ITEMS:	17.	a) None	
COUNCIL COMMITTEE REPORTS:	18.	a) Council Committee Reports (verbal)	
		b) Agricultural Service Board Meeting Minutes	141
		c)	
		d)	

- | | | | | |
|------------------------------------------|-----|----|----------------------------------------------------------------------------------------------|-----|
| INFORMATION /
CORRESPONDENCE: | 19. | a) | Information/Correspondence | 147 |
| NOTICE OF MOTION: | 20. | a) | | |
| NEXT MEETING
DATES: | 21. | a) | Budget Council Meeting
November 21, 2023
10:00 a.m.
Fort Vermilion Council Chambers | |
| | | b) | Budget Council Meeting
November 22, 2023
10:00 a.m.
Fort Vermilion Council Chambers | |
| ADJOURNMENT: | 22. | a) | Adjournment | |



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Minutes of the October 24, 2023 Organizational Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 24, 2023 Organizational Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the minutes of the October 24, 2023 Organizational Council Meeting be adopted as presented.

Author: T. Thompson **Reviewed by:** L. Flooren **CAO:** D. Derksen

**MACKENZIE COUNTY
ORGANIZATIONAL COUNCIL MEETING**

**Tuesday, October 24, 2023
10:00 a.m.**

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

PRESENT: Josh Knelsen Councillor
Peter F. Braun Councillor
Cameron Cardinal Councillor
Darrell Derksen Councillor
David Driedger Councillor
Ernest Peters Councillor
Garrell Smith Councillor (left the meeting at 1:23 p.m. and returned at 1:26 p.m.)

Lisa Wardley Councillor
Dale Wiebe Councillor (virtual)

REGRETS:

ADMINISTRATION: Darrell Derksen Chief Administrative Officer
Don Roberts Director of Community Services
Jennifer Batt Director of Finance
Caitlin Smith Director of Planning and Agriculture
Byron Peters Director of Projects and Infrastructure
John Zacharias Director of Utilities
Andy Banman Manager of Operations
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary

ALSO PRESENT:

Minutes of the Organizational Council Meeting for Mackenzie County held on October 24, 2023 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Darrell Derksen, Chief Administrative Officer, called the meeting to order at 10:02 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 23-10-763 MOVED by Councillor Braun

That the agenda be adopted with the following addition:

2. b) Electronic Test Vote

CARRIED

AGENDA:

2. b) Electronic Test Vote (ADDITION)

MOTION 23-10-764
Requires Unanimous

MOVED by Councillor Driedger

That the Electronic Test Vote be received for information.

CARRIED UNANIMOUSLY

**ELECTION OF
REEVE:**

3. a) Election of Reeve

Mr. Derksen called for nominations for the position of Reeve for Mackenzie County for the period October 24, 2023 to October 2024.

First Call: Councillor Braun nominates Councillor Knelsen.
Nomination Accepted.

Second Call: Councillor Smith nominates Councillor Wardley.
Nomination Declined.

Third Call: No further nominations.

MOTION 23-10-765

MOVED by Councillor Wardley

That nominations cease for the position of Reeve.

CARRIED

Councillor Knelsen was Acclaimed as Reeve for Mackenzie County for the period October 24, 2023 to October 2024.

**ELECTION OF
REEVE:**

3. b) Oath of Office – Reeve

The Oath of Office was administered to the Reeve by Don Roberts, Commissioner for Oaths.

**TURNOVER OF
CHAIR:**

4. a) Turnover of Chair to the Reeve

Mr. Derksen turned over the chair to Reeve Knelsen at 10:11 a.m.

**ELECTION OF
DEPUTY REEVE:**

5. a) Election of Deputy Reeve

Reeve Knelsen called for nominations for the position of Deputy Reeve for Mackenzie County for the period October 24, 2023 to October 2024.

First Call: Councillor Peters nominates Councillor Sarapuk.
Nomination Accepted.

Second Call: No further nominations

Third Call: No further nominations.

MOTION 23-10-766

MOVED by Councillor Wardley

That nominations cease for the position of Deputy Reeve.

CARRIED

Councillor Sarapuk was acclaimed as Deputy Reeve for Mackenzie County for the period October 24, 2023 to October 2024.

**ELECTION OF
DEPUTY REEVE:**

5. b) Oath of Office – Deputy Reeve

The Oath of Office was administered to the Deputy Reeve by Don Roberts, Commissioner for Oaths.

**ABOLISHMENT OF
COMMITTEES**

6. a) Abolishment of Committees

MOTION 23-10-767

MOVED by Councillor Wardley

That the following Council Committees be abolished:

1. Northwest Alberta Regional Emergency Advisory Committee

- 2. Community Streetscape Implementation Committee – Fort Vermilion
- 3. Community Streetscape Implementation Committee – La Crete

CARRIED

COUNCIL INTERNAL COMMITTEES: 7. a) Agricultural Appeal Board

MOTION 23-10-768 **MOVED** by Councillor Wardley

That the Terms of Reference for the Agricultural Appeal Board be amended as presented.

CARRIED

MOTION 23-10-769 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1310-23 being the Agricultural Appeal Board Bylaw.

CARRIED

MOTION 23-10-770 **MOVED** by Councillor Braun

That second reading be given to Bylaw 1310-23 being the Agricultural Appeal Board Bylaw.

CARRIED

MOTION 23-10-771 **MOVED** by Councillor Cardinal
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1310-23 being the Agricultural Appeal Board Bylaw.

CARRIED UNANIMOUSLY

MOTION 23-10-772 **MOVED** by Councillor Smith

That third and final reading be given to Bylaw 1310-23 being the Agricultural Appeal Board Bylaw.

CARRIED

MOTION 23-10-773

MOVED by Councillor Peters

That the following Councillors be appointed to the **Agricultural Appeal Board** for a two year term – October 24, 2023 to October 2025.

- 1. Deputy Reeve Sarapuk
- 2. Councillor Cardinal
- 3. Cardinal Wardley

CARRIED

COUNCIL INTERNAL COMMITTEES:

7. b) Agricultural Service Board

MOTION 23-10-774

MOVED by Councillor Braun

That the following Councillors be appointed to the **Agricultural Service Board** for a two-year term – October 24, 2023 to October 2025.

- 1. Councillor Driedger
- 2. Councillor Peters

CARRIED

MOTION 23-10-775

MOVED by Deputy Reeve Sarapuk

That the following Members at Large be appointed to the **Agricultural Service Board** for a two-year term – October 24, 2023 to October 2025.

- 1. George Fehr
- 2. Jake Martens
- 3. Joseph Peters

CARRIED

COUNCIL INTERNAL COMMITTEES:

7. c) Assessment Review Board

MOTION 23-10-776

MOVED by Councillor Peters

That the Terms of Reference for Assessment Review Board be amended as presented.

CARRIED

MOTION 23-10-777 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1306-23 being the Assessment Review Board Bylaw.

CARRIED

MOTION 23-10-778 **MOVED** by Councillor Braun

That second reading be given to Bylaw 1306-23 being the Assessment Review Board Bylaw.

CARRIED

MOTION 23-10-779 **MOVED** by Councillor Driedger
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1306-23 being the Assessment Review Board Bylaw.

CARRIED UNANIMOUSLY

MOTION 23-10-780 **MOVED** by Councillor Cardinal

That third and final reading be given to Bylaw 1306-23 being the being the Assessment Review Board Bylaw.

CARRIED

COUNCIL INTERNAL COMMITTEES: **7. d) Community Services Committee**

MOTION 23-10-781 **MOVED** by Councillor Driedger

That the following Councillors be appointed to the **Community Services Committee** for a one year term – October 24, 2023 to October 2024.

1. Fort Vermilion – Councillor Cardinal
2. La Crete – Councillor Braun
3. Zama – Councillor Wardley
4. Council Member at Large – Councillor Smith

CARRIED

COUNCIL INTERNAL COMMITTEES: 7. f) Development Ad Hoc Committee

MOTION 23-10-782 **MOVED** by Councillor Peters

That the following Councillor be appointed to the **Development Ad Hoc Committee** for the remaining term of the committee.

1. Councillor Braun

CARRIED

COUNCIL INTERNAL COMMITTEES: 7. g) Emergency Advisory Committee

MOTION 23-10-783 **MOVED** by Councillor Peters

That the Terms of Reference for Emergency Advisory Committee be amended as presented.

CARRIED

MOTION 23-10-784 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1307-23 being the Emergency Management Bylaw.

CARRIED

MOTION 23-10-785 **MOVED** by Councillor Smith

That second reading be given to Bylaw 1307-23 being the Emergency Management Bylaw.

CARRIED

MOTION 23-10-786 **MOVED** by Councillor Wardley
Requires Unanimous

That consideration be given to go to third and final reading of Bylaw 1307-23 being the Emergency Management Bylaw.

CARRIED UNANIMOUSLY

MOTION 23-10-787 **MOVED** by Deputy Reeve Sarapuk

That third and final reading be given to Bylaw 1307-23 being the Emergency Management Bylaw.

CARRIED

Reeve Knelsen recessed the meeting at 11:01 a.m. and reconvened the meeting at 11:23 a.m.

COUNCIL INTERNAL COMMITTEES:

7. h) Flood Recovery Steering Committee

MOTION 23-10-788

MOVED by Councillor Wardley

That the **Flood Recovery Steering Committee** review be received for information.

CARRIED

COUNCIL INTERNAL COMMITTEES:

7. i) Indigenous Liaison Committee

MOTION 23-10-789

MOVED by Councillor Driedger

That the **Indigenous Liaison Committee** review be received for information.

CARRIED

COUNCIL INTERNAL COMMITTEES:

7. j) Inter-Municipal Planning Commission

MOTION 23-10-790

MOVED by Councillor Peters

That the following Councillors be appointed to the **Inter-Municipal Planning Commission** for a one year term – October 24, 2023 to October 2024.

1. Councillor Braun
2. Councillor Driedger

CARRIED

MOTION 23-10-791

MOVED by Councillor Driedger

That the following Member at Large be appointed to the **Inter-Municipal Planning Commission** for a one year term – October 24, 2023 to October 2024.

- 1. Erick Carter

CARRIED

COUNCIL INTERNAL COMMITTEES:

7. k) Inter-Municipal Subdivision & Development Appeal Board

MOTION 23-10-792

MOVED by Councillor Braun

That the following Member at Large be appointed to the **Inter-Municipal Subdivision & Development Appeal Board** for a two year term – October 24, 2023 to October 2025.

- 1. Brent Holick

CARRIED

COUNCIL INTERNAL COMMITTEES:

7. l) Mackenzie Library Board

MOTION 23-10-793

MOVED by Councillor Wardley

That the following Councillors be appointed to the **Mackenzie Library Board** for a one year term – October 24, 2023 to October 2024.

- 1. Councillor Cardinal
- 2. Councillor Wardley

CARRIED

MOTION 23-10-794

MOVED by Councillor Braun

That the following Members at Large vacancies for the **Mackenzie Library Board** be re-advertised for the following positions:

- Fort Vermilion (3 Year Term)
- High Level Rural (3 Year Term)

CARRIED

COUNCIL INTERNAL COMMITTEES:

7. m) Municipal Planning Commission

MOTION 23-10-795 **MOVED** by Deputy Reeve Sarapuk

That the following Councillors be appointed to the **Municipal Planning Commission** for a one year term – October 24, 2023 to October 2024.

- 1. Councillor Braun
- 2. Councillor Driedger

CARRIED

MOTION 23-10-796 **MOVED** by Councillor Braun

That the following Members at Large be appointed to the **Municipal Planning Commission** for a one year term – October 24, 2023 to October 2024.

- 1. Erick Carter
- 2. Stephanie Grocholski
- 3. Andrew O'Rourke

CARRIED

COUNCIL INTERNAL COMMITTEES: **7. n) Subdivision & Development Appeal Board**

MOTION 23-10-797 **MOVED** by Councillor Smith

That first reading be given to Bylaw 1311-23 being the Subdivision and Development Appeal Board Bylaw.

CARRIED

MOTION 23-10-798 **MOVED** by Deputy Reeve Sarapuk

That second reading be given to Bylaw 1311-23 being the Subdivision and Development Appeal Board Bylaw.

CARRIED

MOTION 23-10-799 **MOVED** by Councillor Driedger
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1311-23 being the Subdivision and Development Appeal Board Bylaw.

CARRIED UNANIMOUSLY

MOTION 23-10-800 **MOVED** by Councillor Wardley

That third and final reading be given to Bylaw 1311-23 being the Subdivision and Development Appeal Board Bylaw.

CARRIED

MOTION 23-10-801 **MOVED** by Councillor Wardley

That the following member-at large be appointed to the **Subdivision & Development Appeal Board** for a four year term – October 24, 2023 to October 2027, subject to eligibility and the vacant position be re-advertised.

- 1. Brent Holick

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. a) Boreal Housing Foundation

MOTION 23-10-802 **MOVED** by Councillor Braun

That the following Councillors and Member at Large be appointed to the **Boreal Housing Foundation** for a one-year term – October 24, 2023 to October 2024.

- 1. Councillor Cardinal
- 2. Councillor Wiebe
- 3. Darrell Derksen (Member at Large)

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. b) Community Futures Northwest Alberta

MOTION 23-10-803 **MOVED** by Councillor Peters

That the following Councillor be appointed to the **Community Futures Northwest Alberta** for a one-year term – October 24, 2023 to October 2024.

- 1. Deputy Reeve Sarapuk

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. c) Hay Zama Committee

MOTION 23-10-804

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Hay Zama Committee** for a one-year term – October 24, 2023 to October 2024.

1. Reeve Knelsen
2. Councillor Wardley

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. r) Mackenzie Region Bison Committee

MOTION 23-10-805

MOVED by Councillor Wardley

That the Mackenzie Region Bison Committee be established and brought back to a future Council Meeting

CARRIED

Reeve Knelsen recessed the meeting at 12:00 p.m. and reconvened the meeting at 12:37 p.m.

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. d) La Crete Community Adult Learning Council

MOTION 23-10-806

MOVED by Councillor Peters

That the following Councillor be appointed to the **La Crete Community Adult Learning Council** for a one-year term – October 24, 2023 to October 2024.

1. Councillor Braun

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. e) Mackenzie Applied Research Association (MARA)

MOTION 23-10-807 **MOVED** by Councillor Braun

That the following Councillor be appointed to the **Mackenzie Applied Research Association (MARA)** for a one-year term – October 24, 2023 to October 2024.

- 1. Councillor Smith

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. f) Mackenzie Frontier Tourist Association (MFTA)

MOTION 23-10-808 **MOVED** by Councillor Driedger

That the following Councillors be appointed to the **Mackenzie Frontier Tourist Association (MFTA)** for a one-year term – October 24, 2023 to October 2024.

- 1. Councillor Cardinal
- 2. Councillor Wardley

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. g) Mackenzie Regional Community Policing Society

MOTION 23-10-809 **MOVED** by Councillor Wardley

That the following Councillor be appointed to the **Mackenzie Regional Community Policing Society** for a one-year term – October 24, 2023 to October 2024.

- 1. Councillor Driedger

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. h) Mackenzie Regional Waste Management Commission

MOTION 23-10-810 **MOVED** by Deputy Reeve Sarapuk

That the following Councillors be appointed to the **Mackenzie Regional Waste Management Commission** for a two-year term – October 24, 2023 to October 2025.

1. Reeve Knelsen
2. Councillor Braun

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. i) Mighty Peace Watershed Alliance

MOTION 23-10-811

MOVED by Councillor Wardley

That the following Councillor be appointed to the **Mighty Peace Watershed Alliance** for a one-year term – October 24, 2023 to October 2024.

1. Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. j) Northern Lakes College Community Education Committee

MOTION 23-10-812

MOVED by Councillor Peters

That the following Councillors be appointed to the **Northern Lakes College Community Education Committee** for a one-year term – October 24, 2023 to October 2024.

1. Fort Vermilion – Councillor Cardinal
2. High Level – Deputy Reeve Sarapuk

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. k) Northwest Species at Risk Committee

MOTION 23-10-813

MOVED by Councillor Driedger

That the following Councillors be appointed to the **Northwest Species at Risk Committee** for a one-year term – October 24, 2023 to October 2024.

1. Councillor Smith
2. Councillor Wardley
3. Alternate – Councillor Cardinal

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. l) Regional Economic Development Initiative (REDI)

MOTION 23-10-814

MOVED by Councillor Braun

That the following Councillors be appointed to the **Regional Economic Development Initiative** for a one-year term – October 24, 2023 to October 2024.

- 1. Reeve Knelsen
- 2. Councillor Wardley

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. m) Rural Health Professions Action Plan (RhPAP)

MOTION 23-10-815

MOVED by Deputy Reeve Sarapuk

That the following Councillors be appointed to the **Rural Health Professions Action Plan** for a one-year term – October 24, 2023 to October 2024.

- 1. Councillor Cardinal
- 2. Councillor Peters
- 3. Councillor Smith

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. n) The Northern Lights Forest Education Society

MOTION 23-10-816

MOVED by Councillor Smith

That the following Councillor be appointed to the **The Northern Lights Forest Education Society** for a one-year term – October 24, 2023 to October 2024.

- 1. Councillor Wardley

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. o) Upper Hay Forest Public Advisory Committee

MOTION 23-10-817

MOVED by Councillor Braun

That the following Councillors be appointed to the **Upper Hay Forest Public Advisory Committee** for a one-year term – October 24, 2023 to October 2024.

1. Councillor Cardinal
2. Councillor Wardley

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. p) Veterinary Services Incorporated (VSI)

MOTION 23-10-818

MOVED by Councillor Wardley

That the following Councillor be appointed to the **Veterinary Services Incorporated (VSI)** for a one-year term – October 24, 2023 to October 2024.

1. Councillor Smith
2. Alternate – Deputy Reeve Sarapuk

CARRIED

**EXTERNAL
COMMITTEE
REPRESENTATION:**

8. q) Water North Coalition (WNC)

Councillor Smith left the meeting at 1:23 p.m.

MOTION 23-10-819

MOVED by Councillor Cardinal

That the following Councillors be appointed to the **Water North Coalition (WNC)** for a one-year term – October 24, 2023 to October 2024.

1. Reeve Knelsen
2. Councillor Peters

CARRIED

Reeve Knelsen recessed the meeting at 1:25 p.m., Councillor Smith returned to the meeting at 1:26 p.m. ,Reeve Knelsen reconvened the meeting at 1:46 p.m.

BYLAWS/ POLICIES: 9. a) Policy ADM050 Council/Administration Protocol

MOTION 23-10-820 **MOVED** by Councillor Wardley

That Policy ADM050 Council/Administration Protocol – council self-evaluation tool be brought back to a future council meeting.

CARRIED

BYLAWS/POLICIES: 9. b) Bylaw 1273-22 Procedural Bylaw Amendments

MOTION 23-10-821 **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1312-23 being the Procedural Bylaw as amended.

CARRIED

MOTION 23-10-822 **MOVED** by Deputy Reeve Sarapuk

That second reading be given to Bylaw 1312-23 being the Procedural Bylaw as amended.

CARRIED

MOTION 23-10-823 **MOVED** by Councillor Braun
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1312-23 being the Procedural Bylaw as amended.

CARRIED UNANIMOUSLY

MOTION 23-10-824 **MOVED** by Councillor Smith

That third and final reading be given to Bylaw 1312-23 being the Procedural Bylaw as amended.

CARRIED

BYLAWS/ POLICIES: 9. c) Bylaw 1272-22 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members

MOTION 23-10-825 MOVED by Councillor Wiebe

That Bylaw 1272-22 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members be brought to a future council meeting with options for benefits.

CARRIED

OTHER BUSINESS: 10. a) 2024 Council Meeting Dates

MOTION 23-10-826 MOVED by Councillor Braun

That the 2024 Council meetings be scheduled as follows:

Date	Meeting Type	Location	Time
January 9, 2024	Regular	Fort Vermilion	10:00 a.m.
January 30, 2024	Committee of the Whole	Fort Vermilion	10:00 a.m.
January 31, 2024	Regular	Fort Vermilion	10:00 a.m.
February 13, 2024	Regular	Fort Vermilion	10:00 a.m.
February 28, 2024	Regular	Fort Vermilion	10:00 a.m.
March 12, 2024	Regular	Fort Vermilion	10:00 a.m.
March 26, 2024	Committee of the Whole	Fort Vermilion	10:00 a.m.
March 27, 2024	Regular	Fort Vermilion	10:00 a.m.
April 8, 2024	Regular	Fort Vermilion	10:00 a.m.
April 23, 2024	Committee of the Whole	Fort Vermilion	10:00 a.m.
April 24, 2024	Regular	Fort Vermilion	10:00 a.m.
May 7, 2024	Regular	Fort Vermilion	10:00 a.m.
May 22, 2024	Regular	Fort Vermilion	10:00 a.m.
June 11, 2024	Regular	Fort Vermilion	10:00 a.m.
June 25, 2024	Committee of the Whole	Fort Vermilion	10:00 a.m.
June 26, 2024	Regular	Fort Vermilion	10:00 a.m.

July 16, 2024	Committee of the Whole	Fort Vermilion	10:00 a.m.
July 17, 2024	Regular	Fort Vermilion	10:00 a.m.
August 13, 2024	Committee of the Whole	Fort Vermilion	10:00 a.m.
August 14, 2024	Regular	Fort Vermilion	10:00 a.m.
September 10, 2024	Regular	Fort Vermilion	10:00 a.m.
September 23, 2024	Regular	Fort Vermilion	10:00 a.m.
October 8, 2024	Regular	Fort Vermilion	10:00 a.m.
October 22, 2024	Organizational	Fort Vermilion	10:00 a.m.
October 23, 2024	Regular	Fort Vermilion	10:00 a.m.
November 13, 2024	Regular	Fort Vermilion	10:00 a.m.
November 27, 2024	Regular	Fort Vermilion	10:00 a.m.
December 10, 2024	Regular	Fort Vermilion	10:00 a.m.

CARRIED

**DESTRUCTION OF
 BALLOTS:**

11. a) Destruction of Ballots

MOTION 23-10-827

MOVED by Councillor Wardley

That all ballots used both physical and electronic during the 2023 organizational meeting be destroyed.

CARRIED

ADJOURNMENT:

12. a) Adjournment

MOTION 23-10-828

MOVED by Councillor Braun

That the Organizational Council meeting be adjourned at 2:24 p.m.

CARRIED

These minutes will be presented for approval at the November 14, 2023 Regular Council Meeting.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Minutes of the October 25, 2023 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 25, 2023 Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the minutes of the October 25, 2023 Regular Council Meeting be adopted as presented.

Author: L. Flooren **Reviewed by:** L. Flooren **CAO:** D. Derksen

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, October 25, 2023
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Peter F. Braun Councillor
Cameron Cardinal Councillor
David Driedger Councillor
Ernest Peters Councillor
Garrell Smith Councillor
Lisa Wardley Councillor
Dale Wiebe Councillor (joined the meeting virtually at 10:16 a.m.)

REGRETS: Walter Sarapuk Deputy Reeve

ADMINISTRATION: Darrell Derksen Chief Administrative Officer
Jennifer Batt Director of Finance
Caitlin Smith Director of Planning and Agriculture
Byron Peters Director of Projects and Infrastructure
John Zacharias Director of Utilities
Willie Schmidt Fleet Maintenance Manager
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary

ALSO PRESENT: Member of the Public

Minutes of the Regular Council Meeting for Mackenzie County held on October 25, 2023 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

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

AGENDA: 2. a) Adoption of Agenda

MOTION 23-10-829 MOVED by Councillor Braun

That the agenda be adopted with the following addition:

4.d) Financial (*FOIP Section 25*)

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the October 11, 2023 Regular Council Meeting

MOTION 23-10-830

MOVED by Councillor Wardley

That the minutes of the October 11, 2023 Regular Council Meeting be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. b) Business Arising out of the Minutes

None.

CLOSED MEETING:

4. Closed Meeting

MOTION 23-10-831

MOVED by Councillor Driedger

That Council move into a closed meeting at 10:01 a.m. to discuss the following:

- 4.a) Joint Use Planning Agreement – Mackenzie County and Fort Vermilion School Division No. 52 (*FOIP Sections 23, 24, 25 and 27*)
- 4.b) Sewer Encroachment (*FOIP Sections 23, 24, 25 and 27*)
- 4.c) Policy Matter (*FOIP Sections 23 and 24*)

CARRIED

The following individuals were present during the closed meeting discussion. (*MGA Section 197*)

- All Councillors present excluding Deputy Reeve Sarapuk and Councillor Wiebe
- Darrell Derksen, Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Caitlin Smith, Director of Planning and Agriculture
- Byron Peters, Director of Projects and Infrastructure
- John Zacharias, Director of Utilities
- Willie Schmidt, Fleet Maintenance Manager

- Louise Flooren, Manager of Legislative & Support Services/Recording Secretary

Councillor Wiebe joined the meeting virtually at 10:16 a.m.

Administration left the meeting at 10:25 a.m. excluding Darrell Derksen, Chief Administrative Officer and Louise Flooren, Manager of Legislative & Support Services. Caitlin Smith, Director of Planning & Agriculture rejoined the meeting at 10:49 a.m.

MOTION 23-10-832 **MOVED** by Councillor Wardley

That Council move out of a closed meeting at 11:09 a.m.

CARRIED

CLOSED MEETING: **4. a) Joint Use Planning Agreement – Mackenzie County and Fort Vermilion School Division No. 52**

MOTION 23-10-833 **MOVED** by Councillor Peters

That the Joint Use and Planning Agreement with Fort Vermilion School Division No. 52 be TABLED to a future Council meeting.

CARRIED

CLOSED MEETING: **4. b) Sewer Encroachment**

MOTION 23-10-834 **MOVED** by Councillor Braun

That the Sewer Encroachment discussion be received for information.

CARRIED

CLOSED MEETING: **4. c) Policy Matter**

MOTION 23-10-835 **MOVED** by Councillor Cardinal

That Policy DEV011 Floodplain Development Restrictions be amended as discussed.

CARRIED

Reeve Knelsen recessed the meeting at 11:10 a.m. and reconvened the meeting at 11:20 a.m.

TENDERS: 5. a) None

PUBLIC HEARINGS: 6. a) None

DELEGATIONS: 7. a) None

GENERAL REPORTS: 8. a) None

AGRICULTURE SERVICES: 9. a) None

COMMUNITY SERVICES: 10. a) None

PLANNING & DEVELOPMENT: 15. a) Development Options for Infrastructure

MOTION 23-10-836 **MOVED** by Councillor Braun

That administration proceed with drafting a detailed proposal for Council's consideration regarding development levies, fees and incentives as discussed.

CARRIED

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

PLANNING & DEVELOPMENT: 15. b) Development Setbacks

MOTION 23-10-837 **MOVED** by Councillor Cardinal

That the Development Setbacks be TABLED to a future Council meeting.

CARRIED

PLANNING & DEVELOPMENT: 15. c) Municipal Development Plan Revision

MOTION 23-10-838 **MOVED** by Councillor Smith

That administration make amendments as discussed and proceed with advertising the Municipal Development Plan for Public Hearing.

CARRIED

**PLANNING &
DEVELOPMENT:**

15. d) 2022 Off-Site Levy Annual Report

MOTION 23-10-839 **MOVED** by Councillor Wardley

That the 2022 Offsite Levy Report be received for information.

CARRIED

FINANCE: **11. a) Conditional Grant Agreement – Interest Revenue**

MOTION 23-10-840 **MOVED** by Councillor Wardley
Requires 2/3

That the 2023 Capital Budget be amended by \$23,096 for the FV – Flood Mitigation project for interest earned in the third quarter of 2023, and reducing the other sources income by \$935 for return of auction proceeds.

CARRIED

FINANCE: **11. b) Financial Reports – January 1 – September 30, 2023**

MOTION 23-10-841 **MOVED** by Councillor Braun

That the quarterly financial reports for January to September 30, 2023 be received for information.

CARRIED

FINANCE: **11. c) Councillor Expense Claims**

MOTION 23-10-842 **MOVED** by Councillor Smith

That the Councillor Expense Claims for September 2023 be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 1:45 p.m. and reconvened the meeting at 1:55 p.m.

FINANCE:

11. d) 5 Year 2023-2027 Capital Plan Review

MOTION 23-10-843

MOVED by Councillor Cardinal

That the 5 Year 2023-2027 Capital Plan Review be received for information.

CARRIED

**PROJECTS &
INFRASTRUCTURE:**

12. a) Waterline East of La Crete

MOTION 23-10-844
Requires 2/3

MOVED by Councillor Braun

That administration proceeds with the planning and design of the Waterline East of La Crete Project from Northpoint Business Park east to Range Road 150 by amending the 2023 One Time Project Budget by \$50,000 for engineering with funding coming from the Water/Sewer Infrastructure Reserve.

CARRIED

MOTION 23-10-845

MOVED by Councillor Peters

That the Waterline East of La Crete Project be considered during the 2024 Capital Budget deliberations which include the funding model for the levies and development charges.

CARRIED

**PROJECTS &
INFRASTRUCTURE:**

12. b) La Crete Stormwater Master Plan - Request for Proposals (RFP) Awarding

MOTION 23-10-846

MOVED by Councillor Braun

That the La Crete Stormwater Master Plan project be awarded to MPE Engineering.

CARRIED

Reeve Knelsen recessed the meeting at 2:50 p.m. and reconvened the meeting 3:01 p.m.

OPERATIONS: **13. a) AWD 160M Graders x3 (2021) 2023 Capital Budget Funding Amendment**

MOTION 23-10-847 **MOVED** by Councillor Wardley
 Requires 2/3

That the 2023 AWD 160M Graders X3 (2021) Capital project funding sources be amended by allocating \$142,000 from the Vehicle & Equipment Reserve, and reducing the Other Source (non-grant) amount by \$142,000.

CARRIED

UTILITIES: **14. a) Fort Vermilion and La Crete Supervisory Control and Data Acquisition (SCADA) & Programmable Logic Controllers (PLC) Upgrade Grant Application**

MOTION 23-10-848 **MOVED** by Councillor Wardley

That Mackenzie County apply for a grant through Alberta Transportation and Economic Corridors for the Alberta Municipal Water/Wastewater Partnership to upgrade the Supervisory Control and Data Acquisition (SCADA) systems in Fort Vermilion and La Crete and the Fort Vermilion Programmable Logic Controllers (PLC) upgrade.

CARRIED

ADMINISTRATION: **16. a) FIN028 Credit Card Use Policy – Review and Amendment**

MOTION 23-10-849 **MOVED** by Councillor Wiebe

That the FIN028 Credit Card Use Policy be amended as presented/discussed.

CARRIED

COMMITTEE OF THE WHOLE ITEMS: **17. a) None**

CLOSED MEETING: **4. Closed Meeting**

MOTION 23-10-850
Requires Unanimous

MOVED by Councillor Cardinal

That Council move into a closed meeting at 3:40 p.m. to discuss the following:

4.d) Financial (*FOIP Section 25*) (*ADDITION*)

CARRIED UNANIMOUSLY

The following individuals were present during the closed meeting discussion. (*MGA Section 197*)

- All Councillors present excluding Deputy Reeve Sarapuk
- Darrell Derksen, Chief Administrative Officer
- Jennifer Batt, Director of Finance
- Byron Peters, Director of Projects and Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/Recording Secretary

MOTION 23-10-851

MOVED by Councillor Smith

That Council move out of a closed meeting at 4:05 p.m.

CARRIED

CLOSED MEETING:

4. d) Financial (**ADDITION**)

MOTION 23-10-852
Requires Unanimous

MOVED by Councillor Wardley

That the Financial discussion be received for information.

CARRIED UNANIMOUSLY

**COUNCIL
COMMITTEE
REPORTS:**

18. a) Council Committee Reports (verbal)

MOTION 23-10-853

MOVED by Councillor Cardinal

That the Council Committee Reports (verbal) be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Municipal Planning Commission Meeting Minutes

MOTION 23-10-854

MOVED by Councillor Driedger

That the approved Municipal Planning Commission meeting minutes of October 12, 2023 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 23-10-855

MOVED by Councillor Peters

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

CARRIED

NOTICE OF MOTION:

20. a) None

**NEXT MEETING
DATES:**

21. a) Next Meeting Dates

Budget Council Meeting
October 31, 2023
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
November 14, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT:

22. a) Adjournment

MOTION 23-10-856

MOVED by Councillor Wiebe

That the Council meeting be adjourned at 4:10 p.m.

CARRIED

These minutes will be presented for approval at the November 14, 2023 Regular Council Meeting.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Minutes of the October 31, 2023 Budget Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the October 31, 2023 Budget Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the minutes of the October 31, 2023 Budget Council Meeting be adopted as presented.

Author: L. Flooren **Reviewed by:** L. Flooren **CAO:** D. Derksen

**MACKENZIE COUNTY
BUDGET COUNCIL MEETING**

**Tuesday, October 31, 2023
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Peter F. Braun Councillor
Cameron Cardinal Councillor (virtual left the meeting at 11:10
a.m. and rejoined the meeting virtually at
12:48 p.m., left the meeting at 2:45 p.m.)
David Driedger Councillor
Ernest Peters Councillor
Garrell Smith Councillor
Lisa Wardley Councillor
Dale Wiebe Councillor

REGRETS: Walter Sarapuk Deputy Reeve

ADMINISTRATION: Darrell Derksen Chief Administrative Officer
Don Roberts Director of Community Services
Jennifer Batt Director of Finance
Caitlin Smith Director of Planning and Agriculture
Byron Peters Director of Projects and Infrastructure
John Zacharias Director of Utilities
Willie Schmidt Fleet Maintenance Manager
Andy Banman Manager of Operations
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary

ALSO PRESENT:

Minutes of the Budget Council Meeting for Mackenzie County held on October 31, 2023 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

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

AGENDA: 2. a) Adoption of Agenda

MOTION 23-10-857 MOVED by Councillor Peters

That the agenda be adopted as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) None

CLOSED MEETING:

4. None

TENDERS:

5. a) None

PUBLIC HEARINGS:

6. a) None

DELEGATIONS:

7. a) None

**GENERAL
REPORTS:**

8. a) None

**AGRICULTURE
SERVICES:**

9. a) None

**COMMUNITY
SERVICES:**

10. a) **Campground Service Level Review**

MOTION 23-10-858

MOVED by Councillor Braun

That the Campground Service Level Review report be received for information.

CARRIED

**COMMUNITY
SERVICES:**

10. b) **Waste Collection Service Level Review**

MOTION 23-10-859

MOVED by Councillor Wardley

That the Waste Collection Service Level Review report be received for information.

CARRIED

Councillor Cardinal left the meeting at 11:10 a.m.

Reeve Knelsen recessed the meeting at 11:12 a.m. and reconvened the meeting at 11:22 a.m.

COMMUNITY SERVICES:

10. c) Fire Fighter Honorariums

MOTION 23-10-860

MOVED by Councillor Driedger

That Policy ADM052 Electronic Access and Acceptable Use Policy be brought to the next Council meeting with amendments to the firefighters reimbursements.

CARRIED

MOTION 23-10-861

MOVED by Councillor Peters

That Bylaw 1144-19 Remuneration for Volunteer Fire Fighters be brought to the next Council meeting with amendments as discussed.

CARRIED

FINANCE:

11. c) Organizational Chart Review

MOTION 23-10-862

MOVED by Councillor Driedger

That the October 11, 2023 Organizational Chart be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 12:19 p.m. and reconvened the meeting at 12:56 p.m.

Councillor Cardinal rejoined the meeting at 12:56 p.m.

FINANCE:

11. a) Draft 2024 Operating Budget

MOTION 23-10-863
Requires 2/3

MOVED by Councillor Peters

That administration continues to develop the 2024 Operating Budget, and present at the next Budget Council meeting.

CARRIED

Reeve Knelsen recessed the meeting at 2:19 p.m. and reconvened the meeting at 2:40 p.m.

FINANCE:

11. b) Review 2024 One Time Projects

Councillor Cardinal left the meeting at 2:45 p.m.

MOTION 23-10-864
Requires 2/3

MOVED by Councillor Braun

That administration incorporate the approved 2024 One Time projects into the Draft 2024 Operating budget for the following:

- 1. Housing Needs Assessment - \$120,000
- 2. Inter-municipal Development Plan - \$90,000

CARRIED

FINANCE:

11. d) Recreation Reserve Policies RESV022, RESV023, RESV024 Review

MOTION 23-10-865

MOVED by Councillor Wardley

That the Recreation Reserve Policy Review be TABLED to a future Budget Council meeting.

CARRIED

MOTION 23-10-866

MOVED by Councillor Wardley

That Policy RESV027 be TABLED to a future Budget Council meeting.

CARRIED

OPERATIONS:

12. a) Oil Dust Control Maintenance

MOTION 23-10-867

MOVED by Councillor Wardley

That the Oil Dust Control Maintenance report be received for information.

CARRIED

ADMINISTRATION: 15. a) Bylaw 1272-22 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members

Councillor Cardinal left the meeting at 2:45 p.m.

MOTION 23-10-868 MOVED by Councillor Smith

That Bylaw 1272-22 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members be TABLED to a future Budget Council meeting for Council and Committee funding review.

CARRIED

COMMITTEE OF THE WHOLE ITEMS: 16. a) None

COUNCIL COMMITTEE REPORTS: 17. a) None

INFORMATION / CORRESPONDENCE: 18. a) None

NOTICE OF MOTION: 19. a)

NEXT MEETING DATES: 20. a) Next Meeting Dates

Regular Council Meeting
November 14, 2023
10:00 a.m.
Fort Vermilion Council Chambers

Budget Council Meeting
November 21, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 22. a) Adjournment

MOTION 23-10-869 MOVED by Councillor Smith

That the Council meeting be adjourned at 3:01 p.m.

CARRIED

These minutes will be presented for approval at the November 14, 2023 Regular Council Meeting.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	PUBLIC HEARING Bylaw 1308-23 Land Use Bylaw Amendment to Rezone Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1”

BACKGROUND / PROPOSAL:

Administration has received a request to rezone Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1.”

This property is in a subdivision that contains thirty-one (31) lots which are all approximately two (2) acres in size.

The landowner has brought forth a plan to rezone approximately half of his two (2) acre lot from “H-CR” to “REC 1”. The other portion of the lot will remain Hamlet Country Residential “H-CR.”

The purpose of the Hamlet Country Residential “H-CR” district according to Land Use Bylaw 1066-17 is to allow for single family dwellings and associated uses on large serviced LOTS in the outermost areas of HAMLET boundary confines.

The minimum lot size for Hamlet Country Residential “H-CR” is 1.5 acres. The developer is open to decreasing the size of his rezoning if required, however his preference is the one (1) acre proposal.

The developer would like to build six (6) luxury cabins. These cabins would go on the back of his property. He is requesting to tie into municipal services, as the lot is already serviced with town water and sewer. The utilities department has provided comment.

The applicant is aware that he will have to enter into an agreement with the County to cross over municipal reserve which is west of his property bordering 113 Street. This street has blacktop, so dust control would not be a concern.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** D. Derksen

The landowner is also willing to build a fence on the north boundary of his property so that the neighbors would have more privacy.

If the rezoning is passed, the applicant will then be required to submit a development permit for a Campground –Minor which is a discretionary use in the Recreation 1 “REC 1” land district.

This item was taken to the Municipal Planning Commission on September 14, 2023 where the following motion was made:

MPC 23-09-145 MOVED by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 13xx-23 being a Land Use Bylaw Amendment to Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1” subject to public hearing input.

CARRIED

This item was taken to Council on October 11, 2023 for first reading where it was passed with the following motion:

MOTION 23-10-753 MOVED by Deputy Reeve Sarapuk

That first reading be given to Bylaw 1308-23 Land Use Bylaw Amendment to Rezone Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1”, subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

Options are to pass, defeat or table second and third reading

COSTS & SOURCE OF FUNDING:

Costs consisted of advertising the Public Hearing and adjacent landowner letters which were borne by the applicant.

SUSTAINABILITY PLAN:

N/A

Author: L Washkevich **Reviewed by:** C Smith **CAO:** D. Derksen

COMMUNICATION:

The Bylaw Amendment was advertised as per MGA requirements, this included all adjacent landowners. The applicant was also required to display a sign on the subject property as per LUB requirements.

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1308-23 Land Use Bylaw Amendment to Rezone Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1”, to accommodate a Campground Minor.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1308-23 Land Use Bylaw Amendment to Rezone Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1”, to accommodate a Campground Minor.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** D. Derksen

BYLAW NO. 1308-23
BEING A BYLAW OF MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2017, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to Part of Plan 052 2048, Block 2, Lot 3 from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1” to accommodate a Campground Minor.

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

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

Part of Plan 052 2048, Block 2, Lot 3

Within Mackenzie County, be from Hamlet Country Residential “H-CR” to Recreation 1 “REC 1” as outlined in Schedule “A” hereto attached.

READ a first time this 11th day of October, 2023.

PUBLIC HEARING held this ____ day of _____, 2023.

READ a second time this ____ day of _____, 2023.

READ a third time and finally passed this ____ day of _____, 2023.

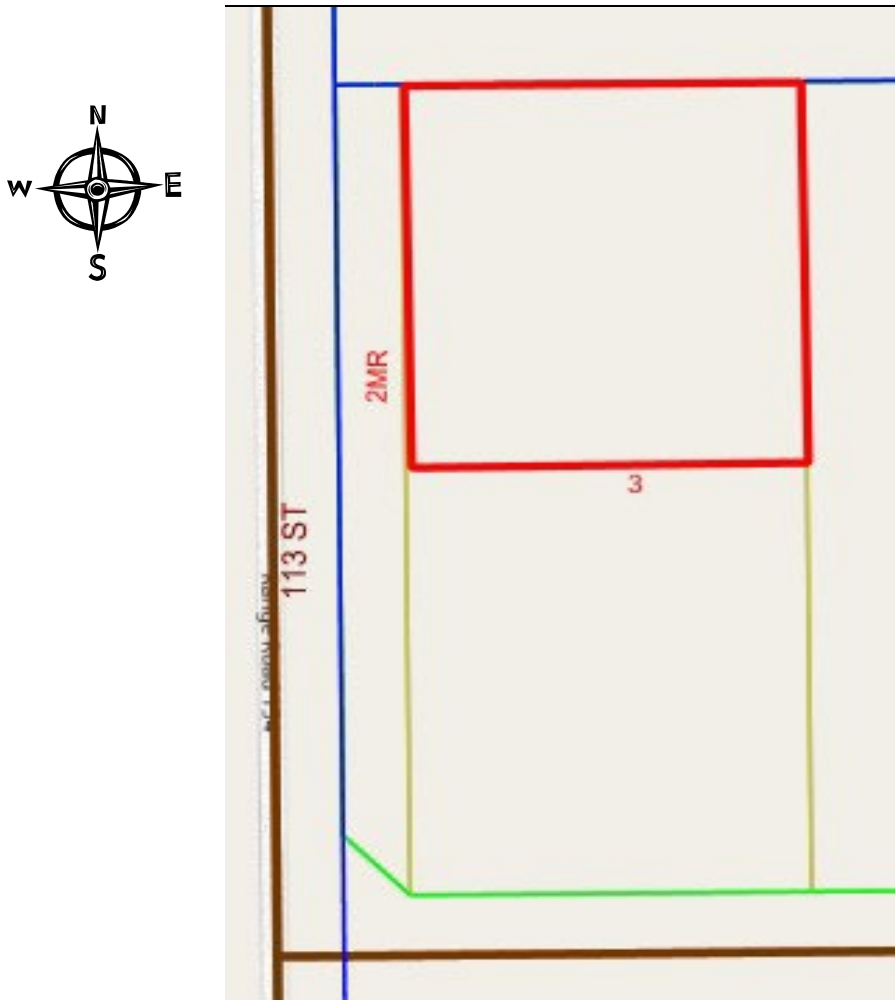
Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

BYLAW No. 1308-23

SCHEDULE "A"

1. That the land use designation of the following property known as Part of Plan 052 2048, Block 2, Lot 3 within Mackenzie County, be rezoned:



FROM: Hamlet Country Residential "H-CR"

TO: Recreation 1 "REC 1"

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant <u>Wesley Dick</u>		
Address:		
City/Town		
Postal Code	Phone	Cell
Applicant Email		

Complete only if different from Applicant

Name of Registered Owner <u>Wesley Dick</u>

Legal Description of the Land Affected by the Proposed Amendment: All or Part of:

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
						<u>0522048</u>	<u>02</u>	<u>03</u>

Civic Address: 11202 114 Avenue Part of

Land Use Classification Amendment Proposed:

From: H-CR To: Rec 1

Reasons Supporting Proposed Amendment:

<p><u>Rezone to build luxury cabins - bed & breakfast</u> <u>six cabins</u></p>

I have enclosed the required application fee of: 909.96 Receipt No.: 300492

_____ Date

Sept 11, 2023

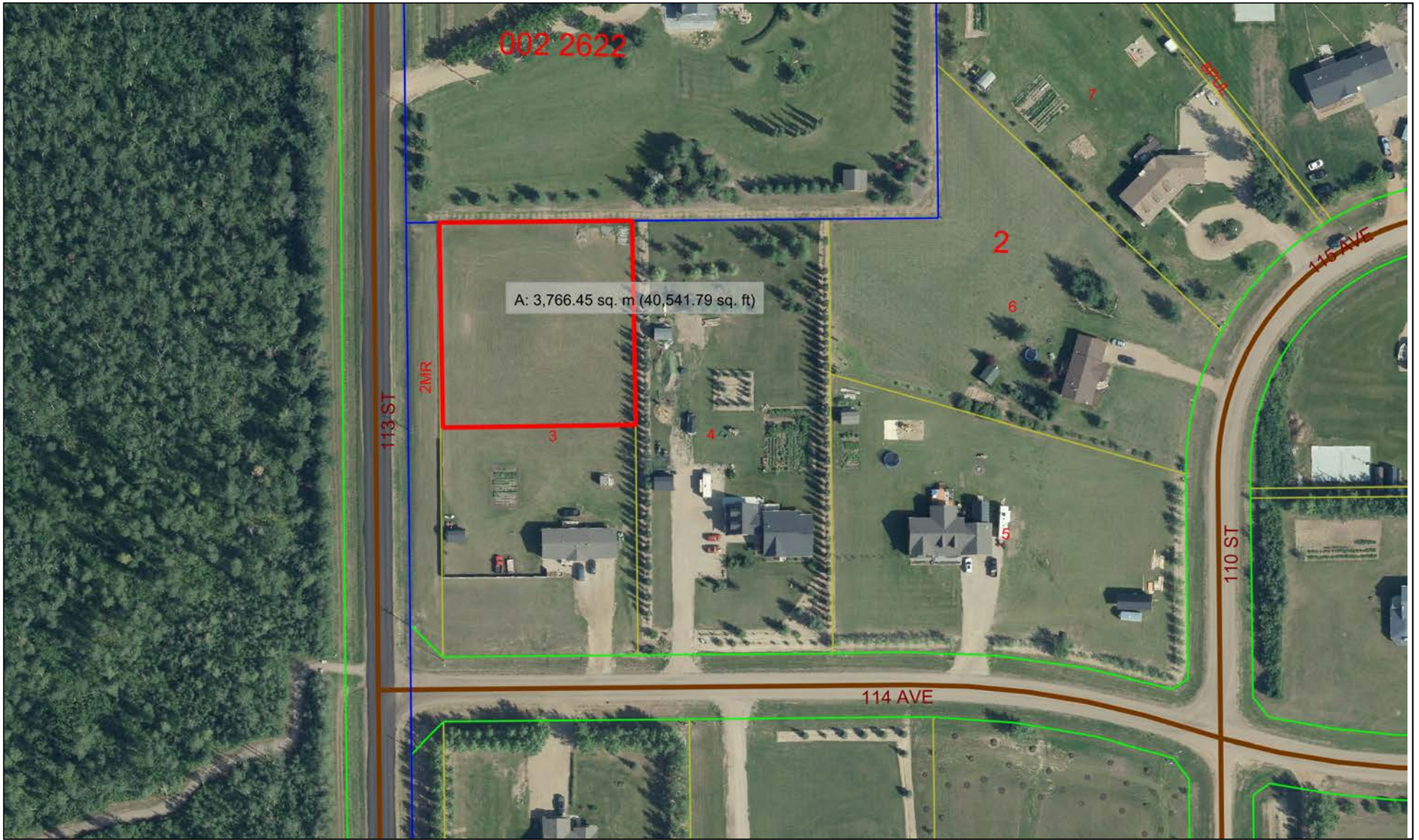
Registered Owner Signature

Date

NOTE: Registered Owner's signature required only if different from applicant

The personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of processing this application, issuing development permits and Land Use Bylaw Enforcement. The name of the permit holder and nature of the permit are available to the public upon request. If you have any questions regarding the collection, use or disclosure of this information, please contact the FOIP Coordinator or (780) 927-3718.

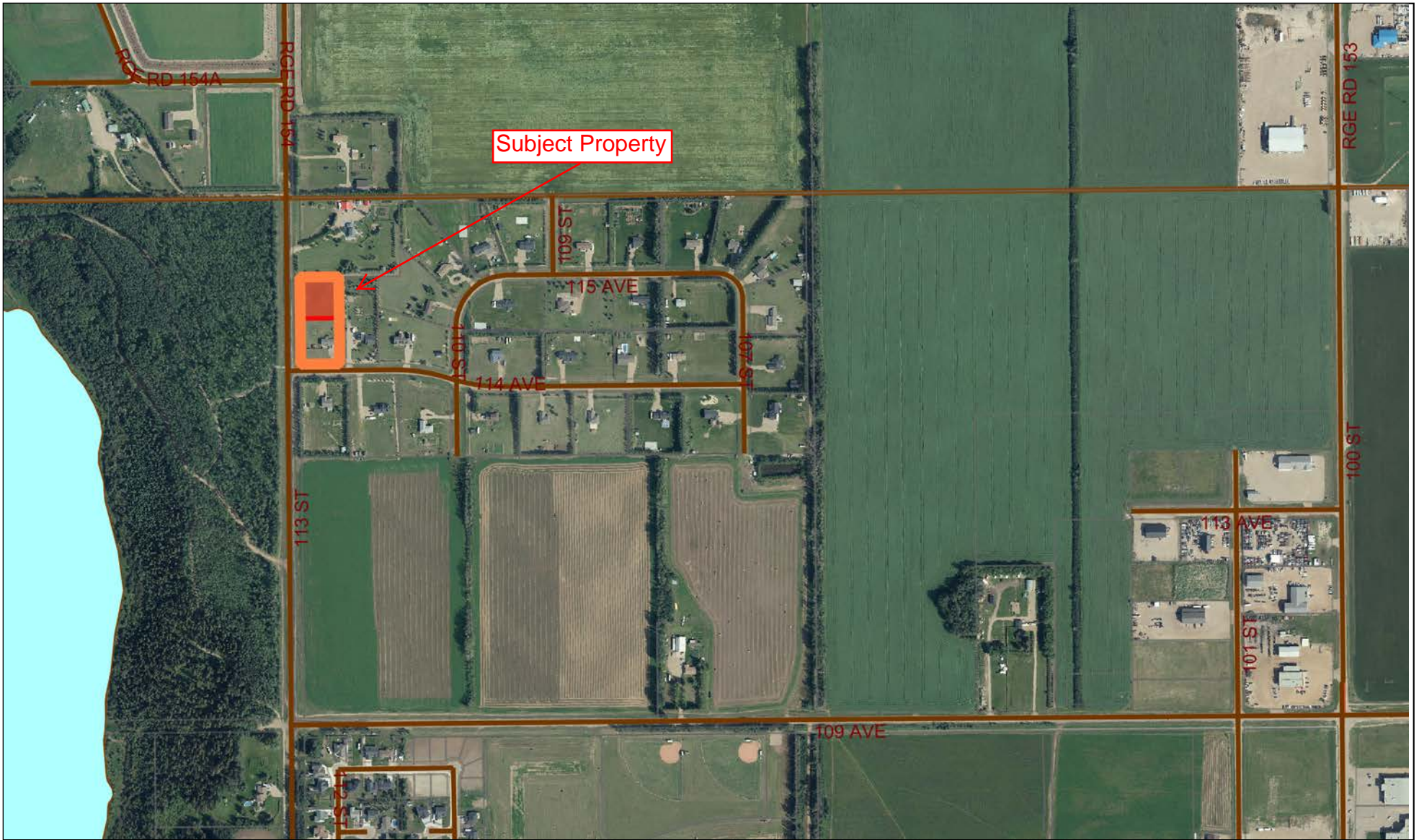





 Scale 1: 1,711



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Subject Property

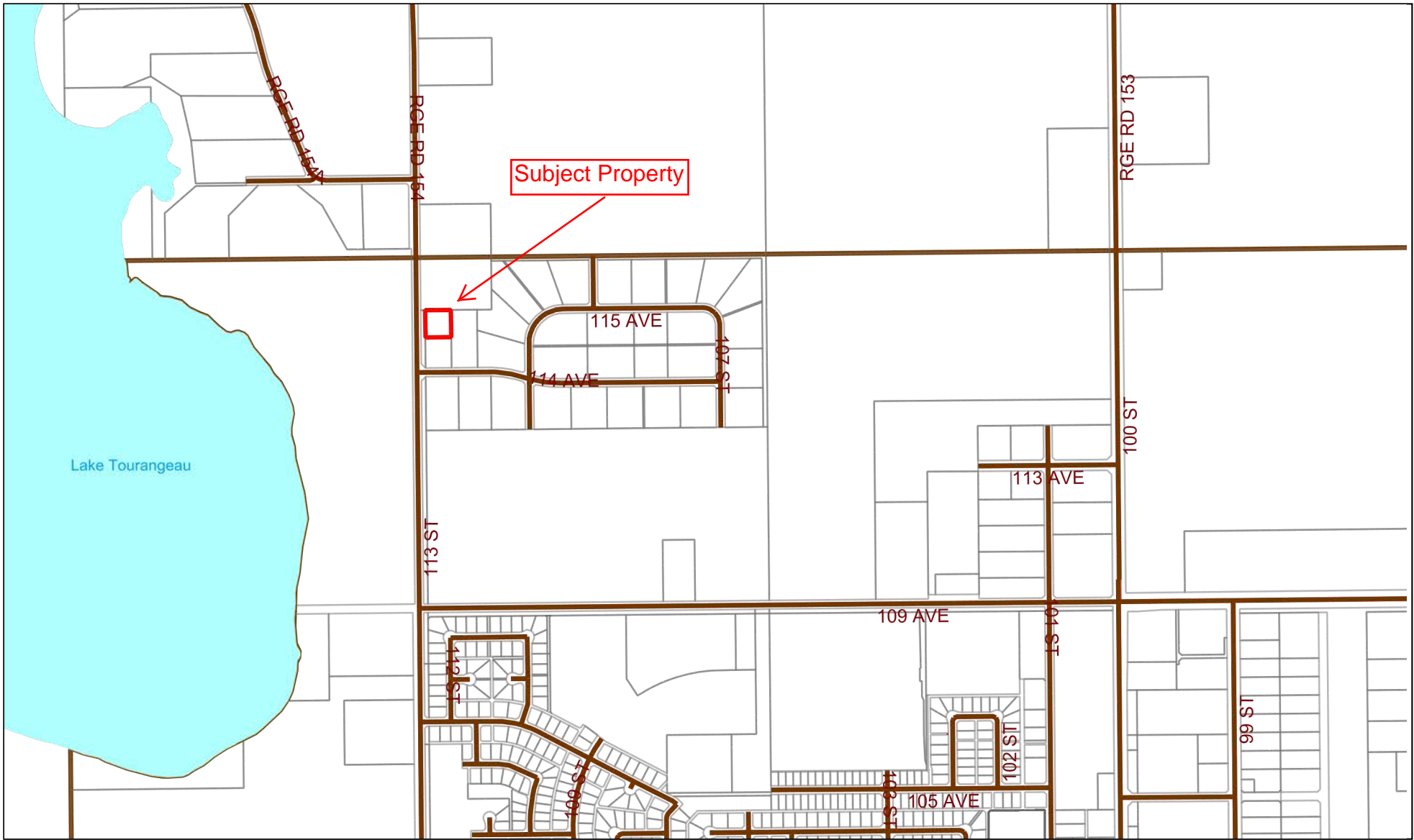


Scale 1: 8,554



100 yd 
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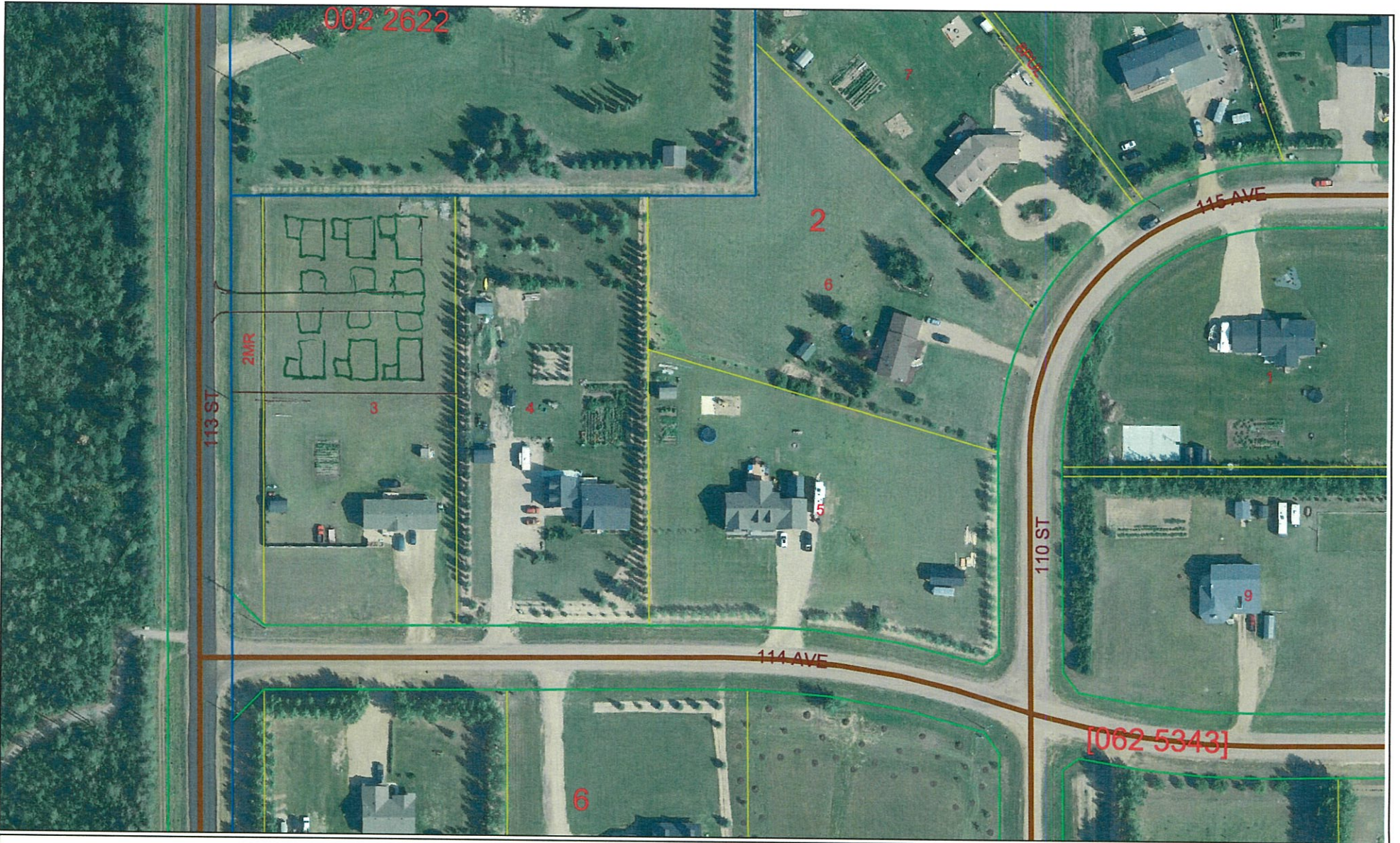
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Mackenzie County



Scale 1: 1,711



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I feel that adding this amount of sites to our existing system could create a flow or pressure issues for the existing customers we have on our lines currently. This area is serviced with a 100mm(4") water main and a 100mm (4") sewer main. I have no report available to determine the total number of structures this can supply but there needs to be a limit at some point to adding onto a main that is currently undersized for future expansion. Another 6 buildings with water and sewer could create an amount of sewage and a large enough water use to be a problem.

I wonder if we can get the applicant to produce a water analysis for this proposed development to help us make this decision. If he proves that the water line is large enough we can revisit the decision .

Regards,

John Zacharias | Director Of Utilities | Mackenzie County



Wesley Dick is planning on putting six cabins on his lot in Lakeside Estates. Please provide your comments in regards to hooking up these cabins to the municipal water and sewer lines. Please see the attached maps.

Thank you.

Lynda Washkevich | Development Officer | Mackenzie County

Mackenzie County

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT –
REZONING**

BYLAW 1308-23

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:

November 3, 2023

RE: Bylaw 1308-23 Land use bylaw amendment – rezoning

To whom it may concern,

This letter is response to the notice of application for land use bylaw amendment - rezoning from Hamlet Country Residential to Recreation 1 to accommodate a Campground Minor at Plan 052 2048, Block 2, Lot 3 in Mackenzie County.

After speaking to residents who live adjacent to another area near La Crete that was rezoned to accommodate a Campground Minor, we are very concerned about how this will affect our right to the peaceful enjoyment of our property. Currently, we feel very safe in this subdivision, since there is no through-traffic and those that come through the area are mostly residents and their visitors. Our general concern is that this normally quiet and safe area will become polluted with traffic over which we have no control. However, some more specific areas of concern are as follows:

1. **Road Safety:** Since we do not have sidewalks in this neighbourhood, our children have no choice but to walk or ride their bikes on the road. Of course, children should always be cautious on the road, but it is easier to trust that they will be safe knowing that the through traffic is minimal and that our neighbours will also look out for the well-being of the neighbourhood children. A campsite would bring in people from out of town who may not have the same respect for the road and the children who travel on it.
2. **Road maintenance:** As you may know, there is only one road that Lakeside Estates residents can use to travel to and from this subdivision. This road is poorly maintained, extremely bumpy, full of pot holes and very hard on our vehicles. Assuming that the County does not plan to better maintain this road in the future, it cannot handle the additional traffic resulting from a Campground Minor.
3. **Peaceful enjoyment of our property:** The proposed rezoning will result in a noise nuisance of additional people, noise and vehicles over which we will have no control.
4. **Utilities:** Currently, the power grid for Lakeside Estates is not sufficient for the number of homes that run off of it. Our lights flicker continuously already. Assuming that this Campground Minor would need to draw quite a bit of power for its cabins or recreational vehicles, we do not believe the power supply to Lakeside can confidently handle that increase. Water and sewer for this area was designed with residential usage in mind. We are concerned that the current set up will not be sufficient for the addition of recreational units.
5. **Future Repercussions:** We also believe that if this lot is approved to be subdivided, this will create a ripple effect of other neighbouring lots trying to subdivide their properties, which will further disrupt the peaceful Hamlet Country Residential area that it was designed to be.
6. **Business:** This area is zoned as residential, and to re-zone a part of this area as Recreation 1, but really for business use, is a back handed and deceitful way for this landowner to make a profit. Considering that the owner of the subject property just purchased it, and does not even live on the subject property, but rents it out, tells us that he does not have our best interests in mind and will not care about us residents who purchased the neighbouring lots with the intention of living here long term and being able to enjoy the area peacefully as Hamlet Country Residential. There are lots of other places in

the La Crete area that could easily be zoned for a campground, and would make more sense (a more private or treed area for instance).

We as residents purchased this property with the intention of using it as a residential property, and we would appreciate if the adjacent residents would use their property for the same. We have lived at this property for five years, and have neighbours who have been here much longer than us that also have valid concerns. I hope that you will take the time to listen to them and take their concerns into consideration.

Thank you for taking the time to review our concerns, and in case you only had time to skim the above points, **we are opposed to this proposed bylaw use amendment.**

November 5, 2023

Planning and Developmental Department
Mackenzie County
Box 640 Fort Vermilion AB T0H 1N0

To whom it may concern:

As adjacent landowners residing in the residential area of Plan 052 2048, Block 2, Lot 3, we wish to adamantly protest the proposed bylaw amendment to rezone for accommodation of a Campground-Minor.

We have lived in our current home for the past nine years. We moved here anticipating more space, decreased noise and less traffic than our previous residence in La Crete. The transition has been everything we hoped for. It's a peaceful neighborhood where everyone knows each other, looks out for each other and our children are safe to ride their bikes and run to the neighbors for playdates. Not having sidewalks, people are always on the road. We see kids riding their bikes, people walking their pets, or someone going for a run. As neighbors, we respect each other, we drive with caution and we strive to keep each other safe.

We firmly believe that this proposed amendment will create increased traffic and significantly more noise for our quiet suburb. And ultimately, safety is the huge concern. At present, the residents of our neighborhood are all financially and emotionally invested in keeping this the safe, friendly community we have all come to love. Introducing a revolving door of short term renters that do not have any emotional attachment to our suburb or the safety of its residents, dramatically takes away from the environment we have created here.

Thank you for your time and consideration.

Sincerely,

Mackenzie County Council
4511-46 Avenue
P.O. Box 640
Fort Vermilion, AB 1N0
06- November 2023

Dear Council

Opposed to the rezoning application for part of plan 052 2048, Block 2 Lot 3

As adjacent landowners on the east property line, we are writing to express our strong opposition to the proposed rezoning application for part of plan 052 2048, Block 2 Lot 3. We purchased our single-family dwelling on two acres of land in 2020 with the understanding that our neighbouring properties would already be fully developed to their maximum density. The existing Hamlet Country Residential land zoning is for a small parcel of land, generally around two acres, on the outskirts of the hamlet with a single-family dwelling.

Hamlet Country Residential Zoning

As adjacent landowners, we are particularly concerned about the impact that the proposed rezoning would have on the existing residential area. The existing Hamlet Country Residential zoning is in place to protect the area and ensure that it remains a quiet, residential neighbourhood. We believe that the proposed development would be detrimental to the existing community and would negatively impact our quality of life.

We are also concerned that the proposed rezoning from Hamlet Country Residential to 'Recreation 1, to accommodate a campground would be a first step towards further subdivision of the lot. If the rezoning is approved, it could set a precedent for further development in the area, negatively impacting the existing homeowners and the neighbourhood's character. The recent Bylaw No. 1279-23, passed by Council in February of this year, increases the minimum lot size for Hamlet Country Residential zoning from 0.4 hectares (1.0 Acres) to 0.6 hectares (1.5 Acres). This bylaw was put in place to protect the integrity of the land use, and we believe that the proposed rezoning would be detrimental as two separate zoning on the one lot would provide an avenue towards subdivision.

Utilities

The Lakeside Estates development was created in 2005 when the landowner subdivided 80 Acres off the agricultural quarter to create 32 lots of single-family dwellings. There is a low-pressure sewer system; it is our understanding that the current infrastructure does not have the capacity to service a new high-density development without negatively impacting existing homeowners. Other developers in the area have been refused the extension of waterline infrastructure to homes further along 113 Street.

Aesthetically

Aesthetically, we believe that the proposed rezoning would not be in keeping with the area's character. The campsite would be visible from the adjacent properties, and the visitors' activities would be visible and audible to the homeowners. This would be a significant infringement on the privacy of the adjoining homeowners and would negatively impact their quality of life. It is essential to consider the impact of this proposed development on the surrounding community and the environment.

The proposed campground zoning would decrease the area's desirability, making it less attractive to potential homebuyers. We need to prioritize preserving the value of our homes and the quality of life in our community over the profit-driven interests of developers.

Business Activity in Residential Area

It should be understandable from an adjacent homeowner's point of view that a quiet residential neighbourhood of families would be disrupted by business activity. Campgrounds and cabins typically involve nightly campfires, smoke and smells, additional noise from late-night outdoor socializing, consistent outdoor cooking and so on. These factors can disrupt the peaceful environment of our neighbourhood.

Density

The proposed zoning change would allow for the development of high-density camp-style units in an area that currently has a much lower density. A more sustainable approach to development that takes into account the existing infrastructure and resources should be explored to ensure that the needs of the local residents are met while preserving the land zoning.

Increased Traffic

We have concerns about the impact that this development will have on 113 Street and Lakeside Estates road infrastructure. Our roads, with Chinese pavement, are already under strain, and I fear that this development will only exacerbate the situation. We do not have the resources to support this level of development without severe consequences.

Finally, I am concerned about the impact that this development will have on Lakeside Estates' character. Our neighbourhood is unique and special, and I fear this development will fundamentally change the nature of our residential area. We value our peace and quiet, our natural surroundings, and our sense of community, and I fear that all of these things will be lost if this rezoning and development is allowed to proceed.

Sincerely

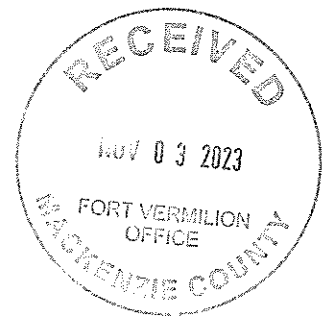
Mackenzie County

OCTOBER 30, 2023

To whom it may concern:

RE: Bylaw 1308-23

I am submitting my OPPOSITION to this bylaw.



From:
To:
Subject: RE: Rezoning Part of Plan 052 2048, Block 2, Lot 3
Date: November 7, 2023 11:08:29 AM

To whom it may concern,

We live in the Country Residential area referred to as Lakeside estates. We became aware of a rezoning request through a neighbor who received a letter, likely because they were adjacent landowners. In the future I think it only fair that everyone in the same country residential area should receive a letter, as it could impact everyone.

We are opposed to the request for re-zoning of this property. We are a residential area. Opening up the option to rent out cabins or something similar increases traffic as well as noise. People renting have no emotional attachment to our neighborhood. There are numerous children in the neighborhood that ride their bikes in the loop. As well as numerous neighbors that enjoy going for walks. There are no sidewalks/walking trails in our loop so the side of the road is used. Increased traffic would give extreme safety concerns.

Currently residential properties are not allowed to have a second residence on the property. I feel that this would also open that avenue up. If rental cabins would be allowed, why not allow a second residence as well? I'm not agreeing to a second residence either. I'm just thinking it would be a domino effect. If we start allowing one thing, the other would follow. Soon people would want a second residence to either help out their children or to rent out short term as well.

As a person who has had our family pet killed by a Mastiff dog while out going for a walk, I am also concerned about people renting that would bring in their animals with them. That is very hard to control.

We are a Country Residential area. We bought the house and lot, with the knowledge that we would have bigger lots than in town, we would still have neighbors, but less traffic and more privacy. Recreation zoning was not part of that plan.

Please consider the concerns of the neighborhood.

Sincerely,

November 06, 2023

Mackenzie County
Box 640
Fort Vermilion, AB
T0H 1N0

Fax: (780) 927-4266

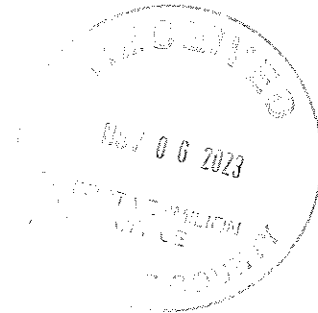
RE: Notice of Application for Land Use Bylaw Amendment – Rezoning (Bylaw 1308-23)

We are writing to you in response to the letter sent on October 20, 2023. As adjacent landowners, we are concerned about the proposed rezoning of the property located at Plan 052 2048, Block 2, Lot 3 from H-CR to REC1.

Our concern is the potential for increased noise and traffic.

Please take this into consideration when making the decision on rezoning. If you have questions, you can contact Michael at (780) 502-1646.

Regards,



November 06 2023

To the Planning and Development Department:

RE: Proposed zoning Recreational 1 "Rec 1" Campground Minor

Hello: I am writing to inform you that I am opposed to proposed zoning changes. The very idea of a mini campground in a residential area seems pretty strange. I like our well established neighborhood as is (call me old fashioned!) but I believe that short term cabin rentals with no attachment to our neighborhood would result in little respect for the level of noise, increased traffic, and what of all my neighborhood kids that love to drive in circles around our loop with their bikes and sometimes golf carts? Their parents obviously feel safe in letting them drive on the road in our little "loop" . So I am voicing my opinion here that I am very much opposed to this proposed zoning.

Concerned resident



November 06 2023

To the Planning and Development Department:

RE: Proposed zoning Recreational 1 "Rec 1" Campground Minor

Hello: I am writing to inform you that we are opposed to proposed zoning changes. Having a mini campground with transient occupants revolving is not our idea of a residential neighborhood. We are not comfortable with the proposed changes at all, and therefore are submitting this formal letter of opposal

Concerned resident



November 6, 2023

To whom it may concern,

regarding the amendment to Bylaw 1308-23 Part of plan 052 2048 Block 2 Lot 3.

As a long time resident of Lakeside Estates, the sub division of the proposed amendment to change a residential lot to a recreational property(Campground), I would like to state my opposition to this plan. Lakeside estates is a quiet suburb filled with young families. My fear is that this campground will generate unwanted noise and traffic, whether it's filled with short term or long term tenants, they will bring safety concerns to the neighborhood.

This plan reeks of someone's side hustle at the inconvenience of the neighborhood that was not designed for this when the homeowners purchased their properties. This could lead to the area being less desirable to live in and thus affecting property values.

There is already an overnight campground just down the road called Elmwood and there is a day use area nearby at Lake Tourangeau which might be better suited for overnight sites or suites.

This leads me to the question, if the landowner personally lived on this property with a young family would they be open to having a campground in their backyard?

Nov 6 2023

This Letter is regarding a notice I received in the mail from Meckenzie County, Notice of application for land use bylaw amendment rezoning, Part of plan 052 2048, Block 2 Lot 3.

Hi my name is John Wiebe I am a land owner north side of this property; I'm asking to speak at the upcoming meeting November 14 in Fort Vermilion. The reason I am opposed to the development of this property is...

1. This area of la Crete is a residential area and not designed for commercial.
2. Water pressure in the subdivision
3. Is the sewer line designed for it?
4. Noise in residential area
5. More dogs running around the neighbourhood
6. Campfire smoke
7. More traffic in the area
8. This type of development will trigger more residential lots being rezoned to this type of property in the town of La Crete.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	PUBLIC HEARING Bylaw 1309-23 Land Use Bylaw Amendment to Rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”.

BACKGROUND / PROPOSAL:

Administration has received a request to rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”.

The reason for the rezoning is allow for the development of Dwelling – Apartments which is not permitted in the current Land Use District. The applicant would like to construct 3 – 6 apartment buildings with a total of approximately 30 rental units.

This area was rezoned in 2021 to Hamlet Residential 1A “H-R1A” but the developer feels this rezoning to Hamlet Residential 2 “H-R2” would be beneficial to the hamlet. Attached is a copy of Bylaw 1234-21 Schedule A Map of the previously approved rezoning.

A subdivision is approved with construction started as of October 16, 2023. Engineered drawings are approved and the area will be serviced appropriately.

The rezoning application was presented to the Municipal Planning Commission on September 14, 2023 where the following motion was made:

MPC 23-09-144 *MOVED* by David Driedger

That the Municipal Planning Commission recommend to Council to approve Bylaw 13xx-23 being a Land Use Bylaw Amendment to rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”, subject to public hearing input.

CARRIED

Author: J Roberts **Reviewed by:** C Smith **CAO:** D. Derksen

The rezoning application was presented to the Mackenzie County Council on October 11, 2023 where the following motion was made:

MOTION 23-10-754 MOVED by Councillor Wardley

That first reading be given to Bylaw 1309-23 being a Land Use Bylaw Amendment to rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2”, subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

Options are to recommend approval, not recommend approval or table for more information.

COSTS & SOURCE OF FUNDING:

Costs consisted of advertising the Public Hearing and adjacent landowner letters which were borne by the applicant.

COMMUNICATION / PUBLIC PARTICIPATION:

The Bylaw Amendment was advertised as per MGA requirements, this included all adjacent landowners. The applicant was also required to display a sign on the subject property as per Land Use Bylaw requirements.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1309-23 being a Land Use Bylaw Amendment to rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2” to accommodate Dwelling – Apartments.

Author: J Roberts **Reviewed by:** C Smith **CAO:** D. Derksen

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1309-23 being a Land Use Bylaw Amendment to rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2” to accommodate Dwelling – Apartments.

Author: J Roberts **Reviewed by:** C Smith **CAO:** D. Derksen

BYLAW NO. 1309-23
BEING A BYLAW OF MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

WHEREAS, Mackenzie County has adopted the Mackenzie County Land Use Bylaw in 2017, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to rezone Part of NE-9-106-15-W5M from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2” to accommodate Dwelling – Apartments.

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

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

Part of NE-9-106-15-W5M

Within Mackenzie County, be rezoned from Hamlet Residential 1A “H-R1A” to Hamlet Residential 2 “H-R2” as outlined in Schedule “A” hereto attached.

READ a first time this 11th day of October, 2023.

PUBLIC HEARING held this ____ day of _____, 2023.

READ a second time this ____ day of _____, 2023.

READ a third time and finally passed this ____ day of _____, 2023.

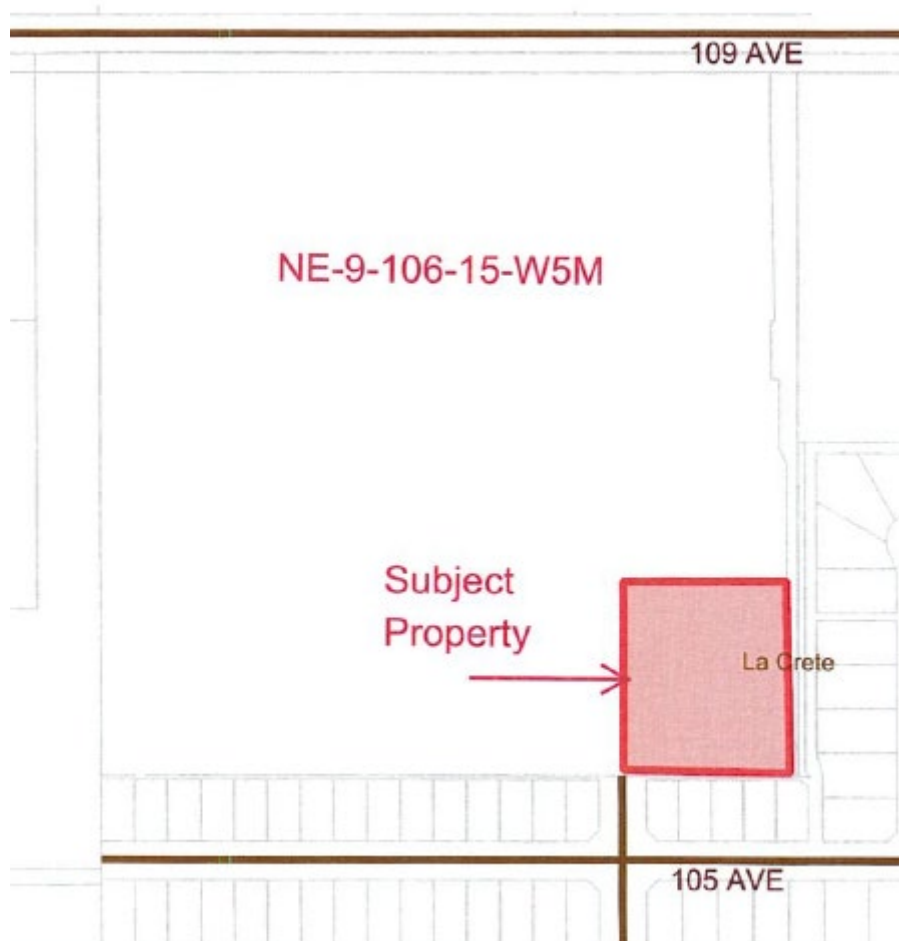
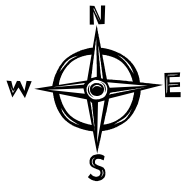
Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

BYLAW No. 1309-23

SCHEDULE "A"

1. That the land use designation of the following property known as Part of NE-9-106-15-W5M within Mackenzie County, be rezoned:



FROM: Hamlet Residential 1A "H-R1A"

TO: Hamlet Residential 2 "H-R2"

Application No: _____

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant <i>Martin Harder</i>		
Address:		
City/Town		
Postal Code	Phone	Cell
Applicant Email		

Complete only if different from Applicant

Name of Registered Owner <i>\$ 852 886 A13</i>		
Address:		
City/Town		
Postal Code	Phone	Cell
Owner Email		

Legal Description of the Land Affected by the Proposed Amendment: All or Part of:

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
<i>NE</i>	<i>9</i>	<i>106</i>	<i>15</i>	<i>5</i>				

Civic Address: _____

Land Use Classification Amendment Proposed:

From: *HR LA* To: ~~*LC FE*~~ *H-R2*

Reasons Supporting Proposed Amendment:

proposed use not permitted within current zoning.

I have enclosed the required application fee of: *861.07* Receipt No.: *300484*

Applicant Signature _____ Date *Sept 11 2023*

Registered Owner Signature _____ Date

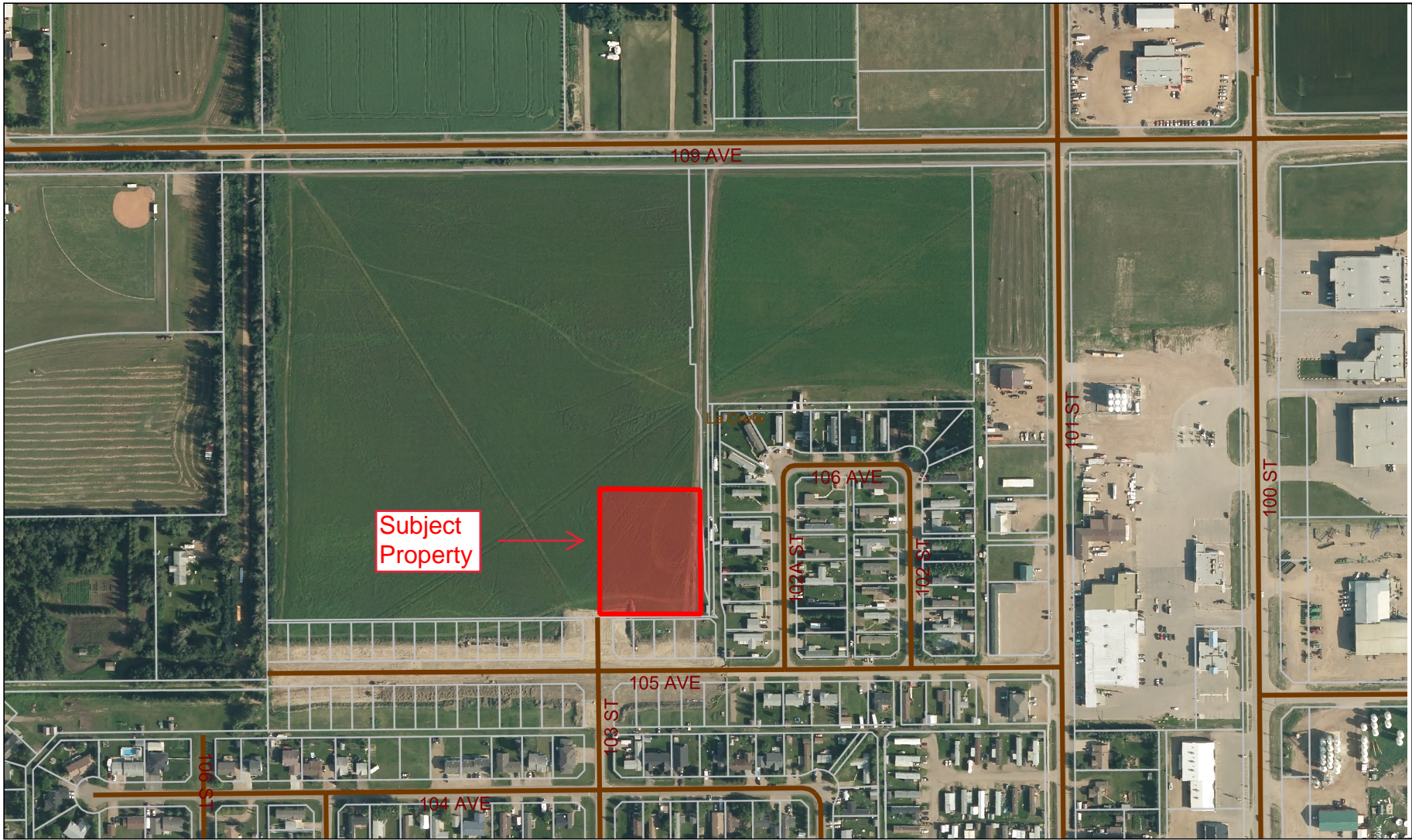
NOTE: Registered Owner's signature required only if different from applicant

The personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of processing this application, issuing development permits and Land Use Bylaw Enforcement. The name of the permit holder and nature of the permit are available to the public upon request. If you have any questions regarding the collection, use or disclosure of this information, please contact the FOIP Coordinator or (780) 927-3718.

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



Phone: (780) 927-3718
Fax: (780) 927-4266
Email: planning@mackenziecounty.com
www.mackenziecounty.com

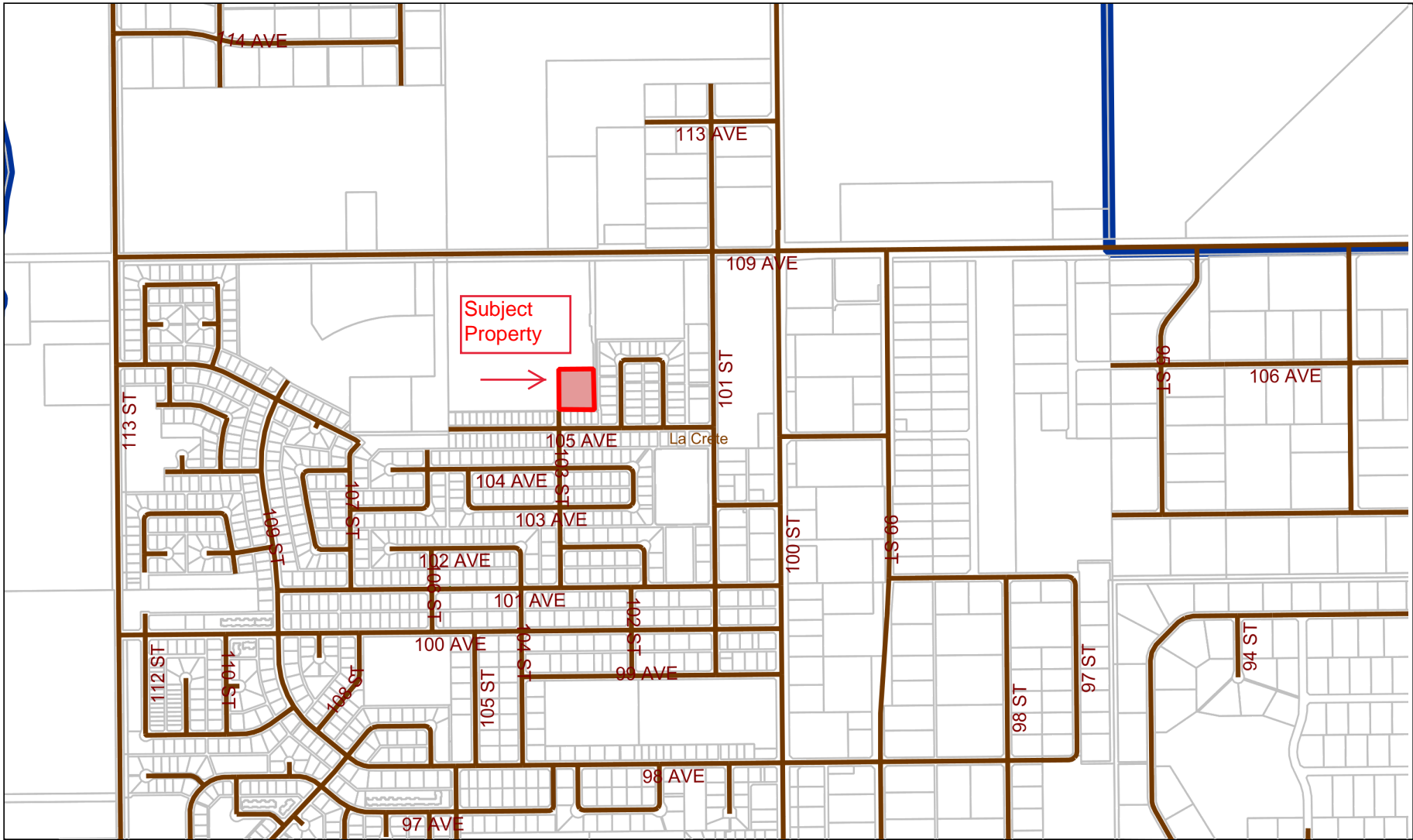


Scale 1: 4,518



100 yd 
 100 m 

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Mackenzie County Bylaw 1309-23

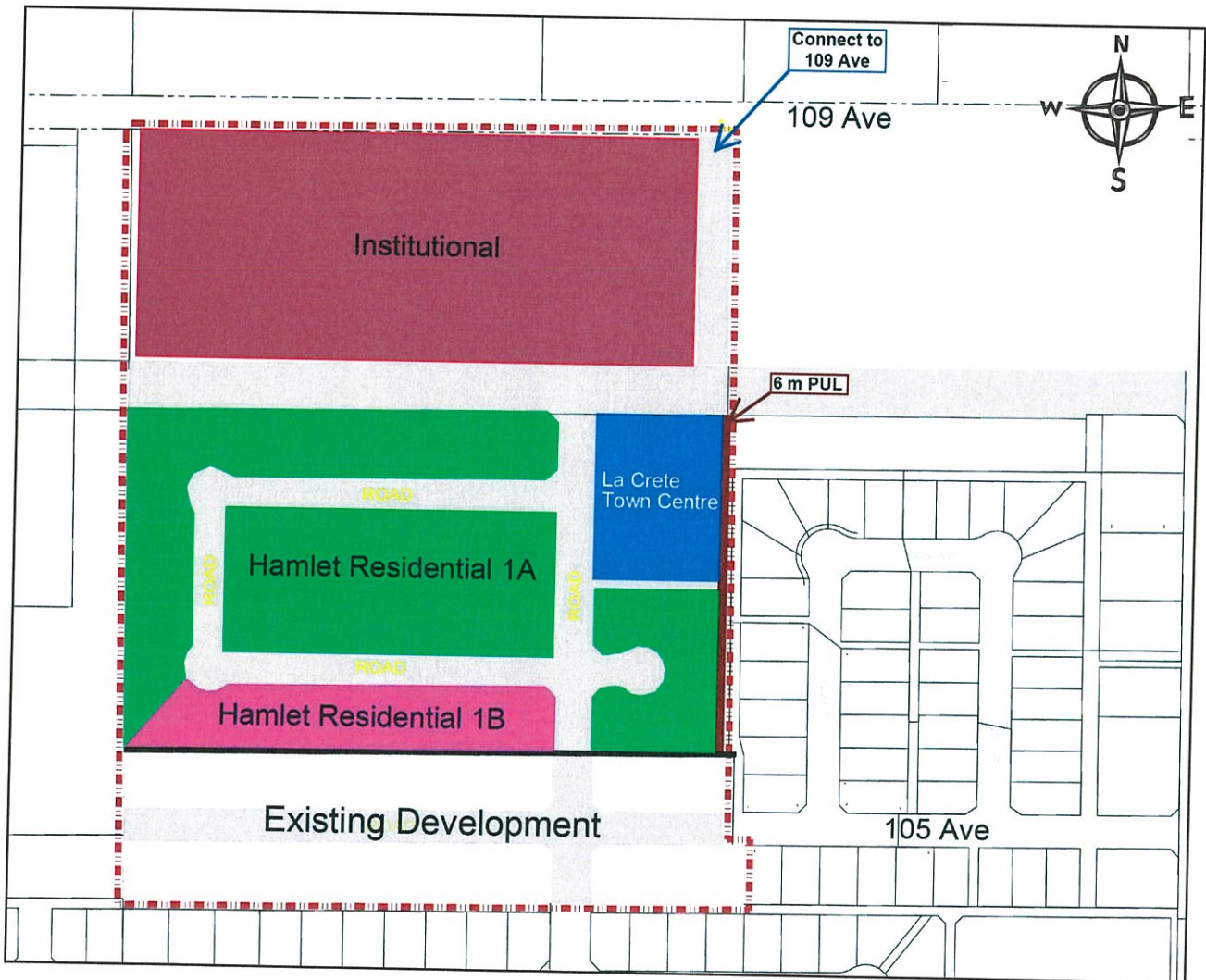
Date Created: 9/11/2023

BYLAW No. 1234-21

SCHEDULE "A"

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

NE 9-106-15-W5M within Mackenzie County, be rezoned from La Crete Highway Commercial "LC-HC" to Institutional "I" and from Hamlet Residential 1 "H-R1", Hamlet Residential 2 "H-R2", & Manufactured Home Subdivision "MHS" to Hamlet Residential 1A "H-R1A", La Crete Town Centre "LC-TC", & Hamlet Residential 1B "H-R1B":



Mackenzie County

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT –
REZONING**

BYLAW 1309-23

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

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

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

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

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

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Landon Driedger, Agricultural Fieldman
Title:	Bylaw 1314-23 Scentless Chamomile Weed Designation

BACKGROUND / PROPOSAL:

Scentless Chamomile is becoming an increasing problem throughout Mackenzie County. Scentless Chamomile is listed as a noxious weed under the *Alberta Weed Control Act*, and as per the act, it must be controlled by mowing, spraying or picking. When Scentless Chamomile is found on private property, the landowners are made aware of what the act states, however as many properties are farmed organically, landowners choose to mow or pick. These are acceptable methods of control under the act but are not as effective as spraying.

Spraying a noxious weed can not be enforced under the Act, however if Scentless Chamomile was elevated to a Prohibited Noxious weed by a Weed Designation Bylaw, then the plant would have to be eradicated, giving administration the authorization to stipulate and enforce spraying in the Weed Notice.

At the October 13, 2023 Agricultural Service Board meeting the following motion was carried.

6.c) *Upgrading Scentless Chamomile to Prohibited Noxious*

MOTION ASB 23-10-31

MOVED by George Fehr

That a recommendation be made to Council to create a Weed Designation Bylaw for Scentless Chamomile.

CARRIED

Author: C. Sarapuk **Reviewed by:** C Smith **CAO:** D. Derksen

OPTIONS & BENEFITS:

Option 1:

Pass bylaw to elevate Scentless Chamomile to a Prohibited Noxious designation. This would give Mackenzie County the authority to eradicate the weed rather than just control it.

Option 2:

Leave Scentless Chamomile as a noxious weed and continue to encourage farmers to spray.

COSTS & SOURCE OF FUNDING:

N/R

COMMUNICATION / PUBLIC PARTICIPATION:

Public to be notified via newspaper and Facebook.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the first reading be given to Bylaw 1314-23 Scentless Chamomile Weed Designation.

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1314-23 Scentless Chamomile Weed Designation.

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to third reading of Bylaw 1314-23 Scentless Chamomile Weed Designation.

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1314-23 Scentless Chamomile Weed Designation.

Author: C.Sarapuk **Reviewed by:** C Smith **CAO:** D. Derksen

BYLAW NO. 1314-23
BEING A BYLAW OF
MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,
SCENTLESS CHAMOMILE WEED DESIGNATION BYLAW

WHEREAS, Scentless Chamomile is designated as a Noxious Weed in Alberta Regulations AR 19/2010 of the Weed Control Act, S.A.2008, and

WHEREAS, Scentless Chamomile is a prolific re-seeder and has been found in many locations thought Mackenzie County.

WHEREAS, Mackenzie County desires to eliminate the spread of Scentless Chamomile in the municipality, and

WHEREAS, the Weed Control Regulation, AR 19/2010, Section 9, authorizes local authority to make a bylaw designating plants within the municipality as prohibited noxious.

NOW THEREFORE, the Council of Mackenzie County, in the province of Alberta, duly assembled, hereby enacts that Scentless Chamomile be designated as a Prohibited Noxious Weed within Mackenzie County as per Section 9 of the Weed Control Regulations of Alberta, AR 19/2010.

1. Definitions:

- a) Prohibited Noxious Weed – means a plant designated in accordance with the regulations under the Weed Control Act SA 2008, as a prohibited noxious weed and includes the plant’s seeds.

READ a first time on this _____day of November, 2023.

READ a second time this _____day of November, 2023.

READ a third time and finally passed this _____day of November, 2023.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Farming Road Allowance

BACKGROUND / PROPOSAL:

At the January 25, 2023 Council meeting the following motion was made;

MOTION 23-01-051 **MOVED** by Councillor Cardinal
 Requires Unanimous

That administration research options for charging user fees for municipal road allowances that are already cleared and farmed for profit.

CARRIED UNANIMOUSLY

This was brought to the January 27, 2023 Agricultural Service Board (ASB) meeting where a motion was made to review the estimated amount of road allowance acres that are currently being farmed and bring back the information to the next ASB meeting.

Munisight mapping was used to determine there is approximately 1924 acres of road allowance being farmed.

Ward	Estimated Acres
1	716 acres
2	398 acres
4	203 acres
5	64 acres
6	191 acres
8	290 acres
9	64 acres

Author: C.Sarapuk **Reviewed by:** _____ **CAO:** D Derksen

Administration researched other rural municipalities' policies and fees pertaining to agricultural use on road allowance and found there was very little fees associated with road allowance use.

In Rocky View County if the adjacent landowner wishes to utilize the road allowance for grazing or cultivation purposes, a Road License Agreement can be issued for \$500 in addition to a \$20/acre/year fee for cultivation or a \$10/acre/year fee for grazing.

Discussion points from the October 13, 2023 ASB were if landowners would be charged a user fee for the road allowance, they may not continue to farm the road allowance leaving the bare soil to either erode or become infested with weeds, which Mackenzie County would then be responsible for controlling.

Charging for use of road allowance would entail getting an accurate acre count for each quarter section, and entering in an agreement with each landowner utilizing the road allowance. This would be a heavy work load and would take several months to fully implement. Each time land changed hands, a new agreement would have to be put in place.

At the October 13, 2023 Agricultural Service Board the following motion was made;

6.b) Farming Road Allowances

MOTION ASB 23-10-30

MOVED by Reeve Knelsen

That a recommendation be made to Council against charging user fees for farmed Road Allowances in the municipality.

CARRIED

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

PW042 Road Allowance Use Policy

Author: C.Sarapuk **Reviewed by:** _____ **CAO:** D Derksen

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Farming Road Allowance be received for information.

Author: C.Sarapuk **Reviewed by:** _____ **CAO:** D Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Don Roberts, Director of Community Services
Title:	Policy ADM040 – Recreational Area Policy - Amendment

BACKGROUND / PROPOSAL:

At the October 11, 2023 Council meeting the following motion was made:

23-10-742

That the designation of “Janelle’s Park” change locations from the corner of 112 St and 99 Ave to Fort Vermilion School Division property and administration proceed with the process of renaming the park at this new location.

Last December a contest for the naming of two parks were publicly advertised with the following submissions.

Playgrounds Naming Competition		
Entrants	Park #1 – West of 110 St	Park #2–Corner of 112 St & 99 Ave
Tammy Banman	West Ridge Park	L-A Playzone
	West View Park	
Selena Peters	Aurora Park	Western Drive Park
Carlene Doerksen	Wonderland Park	Jack & Jill Park
	Bearhug Park	Honeyland Park
	Sand Cove Park	Jase Parker Park (this is only a suggestion if LC ever gets a special needs park, as Jase is a grade 4 student with special needs.)
Megan Wiebe	Abe Bergen Park/Playground	Little Foresters Playground
	Mini Mennonites Park	Generations Park
		Janelle Fehr Park

Author: _____ **Reviewed by:** _____ **CAO:** D Derksen

During the October 26, 2023 Community Services meeting, administration presented the option of choosing another name from the list or an option of re-advertising for new submissions.

The Community Services Committee made the following motion:

CS 23-10-66

“That a recommendation be made to Council to name the park at 112th street and 99 Avenue in La Crete to the “112th St. Park””

Also

At the October 26, 2023 Community Services Meeting the Committee had a discussion on the two newly created fish ponds that are referred to as the “MARA Pond” and the “Twin Pond” located near the intersection of range road 172 and township road 1040 (SE 3-104-17-W5). The Committee would like to officially name the Ponds.

The following motion was made:

CS-23-10-26

“That a recommendation be made to Council that “Jimmy’s Pond Park” formally referred to as “The MARA Pond” located near the intersection of Highway 88 and township road 1083A and “Tompkins Twin Pond Park” located near the intersection of range road 172 and township road 1040 (SE 3-104-17-W5). be named and added to Mackenzie County Policy ADM040 – Recreational Area Policy.”

OPTIONS & BENEFITS:

Option 1

Approve the amendment to Policy ADM040.

Option 2

Receive for information in part or in whole

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy ADM040 – Recreational Area Policy

Author: D Roberts Reviewed by: _____ CAO: D Derksen

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

Motion 1

That Policy ADM040 – Recreational Area Policy be amended to reflect the re-naming of the park (formally known as Janelle’s Park) at 112th street and 99 Avenue in La Crete to the new name of “112th St. Park”

Motion 2

That Policy ADM040 – Recreational Area Policy be amended to reflect the naming of “Jimmy’s Pond Park” formally referred to as “The MARA Pond” located near the intersection of Highway 88 and township road 1083A and “Tompkins Twin Pond Park” located near the intersection of range road 172 and township road 1040 (SE 3-104-17-W5).

Author: D Roberts **Reviewed by:** _____ **CAO:** D Derksen

Mackenzie County

Title:	Mackenzie County Recreational Area Policy	Policy No:	ADM040
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Purpose:

To identify County Recreational Areas. To properly classify all County and/or Partnership Recreational Areas, based on area usage, community need, natural features present and currently maintained areas.

Policy Statement

Mackenzie County strives to offer Recreational Areas for our citizens and visitors to the County. Mackenzie County strives to engage our citizens and visitors of all ages in recreational opportunities. Recreational Areas are characterized into different Classifications in order to provide the best possible opportunities for all. Classifications for playgrounds and campgrounds may be combined when available or applicable combined efforts in regards to Park Spaces will be recognized. Examples or such partnerships may be School Division, Provincial Government agencies, local Community Groups.

1. Classifications of Campgrounds and Playgrounds

- a. Green Space
- b. Playground
- c. Urban Park
- d. Regional Park
- e. Lease Holder

Council has identified and classified the following as County Recreational Areas:

Recreational Area	Location	Classification	Operational Authority / Partnership
Mackenzie Housing Park	Fort Vermilion Hamlet	Urban Park	County/Fort Vermilion Recreation Society
Fort Vermilion Pioneer Park	Fort Vermilion Hamlet	Playground	County
Fort Vermilion Arena Park	Fort Vermilion Hamlet	Urban Park	County / Fort Vermilion Recreation Society
D.A. Thomas Park	Fort Vermilion Hamlet	Urban Park	County
Fort Vermilion Walking Trails	Fort Vermilion Hamlet	Green Space	County/Fort Vermilion Walking Trail Committee
Fort Vermilion Bridge Campsite	Fort Vermilion Rural	Regional Park	Province of Alberta

Recreational Area	Location	Classification	Operational Authority / Partnership
Ball Diamond	La Crete Hamlet	Urban Park	La Crete Recreation Society / County
Big Back Yard Park	La Crete Hamlet	Playground	County
West Ridge Park	La Crete Hamlet	Playground	County
Jubilee Park	La Crete Hamlet	Urban Park	County
Knelsen Park	La Crete Hamlet	Urban Park	County
Reinland Park	La Crete Hamlet	Urban Park	County
La Crete Walking Trails	La Crete Hamlet	Green Space	County / La Crete Walking Trail Committee /AEP
La Crete Arena Park	La Crete Hamlet	Urban Park	County / La Crete Recreation Society
Tourangeau Lake	La Crete Rural	Urban Park	County / AEP
Atlas Landing	La Crete Rural	Green Space	County
Zama Community Park	Zama Hamlet	Regional Park	County / Zama Recreation Society
Zama Community Hall	Zama Hamlet	Urban Park	County/Zama Recreation Society
Buffalo Head Tower	Green Space	Regional Park	County
Hutch Lake Campground	High Level Rural	Regional Park	County / AEP
Machesis Lake	Rocky Lane Rural	Regional Park	County / Provincial Parks
Wadlin Lake	Fort Vermilion Rural	Regional Park	County / AEP
Fort Vermilion Rodeo Grounds	Fort Vermilion Rural	Lease Holder	County/Fort Vermilion Recreation Society
La Crete Ferry Campground	Tompkins Landing Rural	Lease Holder	County/La Crete Ferry Campground Society / AEP
Janelle's Park 112th Street Park	La Crete Hamlet	Playground	County
Jimmy's Pond Park	Fort Vermilion Rural	Regional Park	County
Tompkins Twin Pond Park	Blue Hills Rural	Regional Park	County/Private

2. Recreational Area Classification Definitions

Recreational Areas are classified taking into account, current features, natural features, usage and grant and partnership opportunities. Parks will be upgraded and maintained to provide the best possible uses and may or may not include all amenities that are listed under their classification. All Park areas amenities inclusions will be under the jurisdiction of the County Parks & Recreation

Committee in conjunction of the County's Park & Recreation Master Plan (when implemented).

a. Green Space

Must Include:

- Good repair and maintenance of property
- Passive features like picnic tables, benches
- Garbage receptacles & collection

May Include:

- Walking Trails (either soft or hard surface)
- Dock or boat launch where applicable
- Parking Area
- Green spaces & natural landscaping items such as flowers & trees
- Toilets
- Shelters

b. Playground

Must Include:

- Good repair and maintenance of property
- Basic equipment is supplied and installed (ex. swings, sandbox, slides etc.)
- Garbage receptacles & collection

May Include:

- Passive features like picnic tables, benches
- Playground structure
- Green spaces & landscaping items such as flowers & trees

c. Urban Park

Must Include:

- Good repair and maintenance of property
- Garbage receptacles & collection
- Green spaces & landscaping items such as flowers & trees
- Passive features like benches, picnic tables

May Include:

- Picnic area(s)
- Toilets
- Shelters
- Playground structure
- Fencing

- More intensive recreation areas: such as ball diamonds, sports fields and/or courts, spray pools, recreation centres, outdoor rinks.

d. Regional Park

Must Include:

- Good repair and maintenance of property
- Picnic areas
- Fire pits and firewood
- Outhouse facilities
- Parking area
- Garbage receptacle & collection
- Green spaces & natural landscaping items such as flowers & trees
- Passive features like benches
- Individual and/or group camping sites

May Include:

- Playground structure
- Dock and/or boat launch
- Shelters
- Washroom and/or shower facilities
- Non-potable and/or potable water facilities
- Walking trails
- Heritage sites
- Caretaker/residence site
- Campground office
- Partial or full services

e. Lease Holder

Must Include:

- Obtain and maintain current lease agreement.
- Operating authority.

3. Signage

- All County Parks will have appropriate signage that clearly shows Ownership and/or Operational parties; Classification.
- Other signage including emergency contacts, rules, regulations and special issues will be reviewed as a yearly sign upgrade package.
- All signage will be in good repair and clearly visible.

4. Inspections

- All playground equipment shall be inspected pursuant to the Playground Inspection Policy ADM020.

- All County park facilities shall be inspected regularly by departmental staff to ensure a safe and friendly environment for all users.

5. Operating Authority

- Recreational areas may be placed under the control of a Partnership Group (such as a Local Recreational Society, School, Provincial Agency or other registered Non-Profit group when it is mutually agreed upon by both parties.
- Operating authorities are responsible for maintenance and inspections of facilities pursuant to this and other applicable county policies. A detailed Operating Agreement must be agreed upon by all Partnered bodies to ensure the safe and proper operation of County Recreational Areas.

6. Partnerships

- Partnerships for recreational areas will be explored and combined in all instances where circumstances warrant

7. Promotion of Recreational Areas

- The County will strive to provide adequate promotional materials and venues for all County Recreational Areas.

	Date	Resolution Number
Approved	07-Jan-03	03-947
Amended	30-Sep-03	03-538
Amended	24-Feb-04	04-101
Amended	25-Jun-07	07-06-588
Amended	08-Dec-09	09-12-1109
Amended	2019-03-27	19-03-199
Amended	2021-01-27	21-01-048
Amended	2022-12-13	22-12-909



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Don Roberts, Director of Community Services
Title:	Community Services Committee Terms of Reference – Amendment

BACKGROUND / PROPOSAL:

During the Organizational meeting, the Streetscape Committee was abolished. As per discussion, the Streetscape Committee was an advisory committee to Community Services.

The Community Services Committee Terms of Reference will need to be amended in order to capture the function/mandate of the streetscape committee.

Administration discussed the amendment with the Community Services Committee. The following are highlighted recommended changes.

Addition

1. The Purpose

To established a framework for infrastructure improvements and future development within individual Communities that may require a long-term implementation plan.

2. Budget and Spending Authority and Approval Process:

The Community Services Committee will be allocated a budget of \$25,000 per year for each La Crete and Fort Vermilion (subject to annual budget deliberations) and indicated on the budget as Streetscape. At the end of each fiscal year any remaining funds shall be carried over into the following year.

Community Services Committee will have control over all funds identified under the Committee Services Tangible Capital and One-time Projects once approved by Council. Mackenzie County Administration will be granted spending authority with direction from the Community Services Committee.

Author: D. Roberts **Reviewed by:** _____ **CAO:** D. Derksen

OPTIONS & BENEFITS:

Option 1

To approve the amendment of the Community Services Terms of Reference as presented.

Option 2

To approve the amendment of the Community Services Terms of Reference as amended.

COSTS & SOURCE OF FUNDING:

None

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

Community Services Terms of Reference
Streetscape terms of Reference.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the amendment to the Community Services Terms of Reference be approved as presented/amended.

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

COMMUNITY SERVICES COMMITTEE TERMS OF REFERENCE

Purpose:

To provide recommendations to Council determining the levels of service at existing and future recreational facilities; Fire and Rescue Services; Solid Waste facilities and to liaison with local Recreation Boards and Family and Community Support Services groups. To established a framework for infrastructure improvements and future development within individual Communities that may or may not require a long-term implementation plan.

Committee Structure:

The membership of the Committee will be comprised of the following:

- Reeve – Ex-officio (voting member)
- Four members of Council
 - Fort Vermilion – at least one member from either Ward 6, 7 or 8
 - La Crete – at least one member from Ward 1, 2, 3, 4 or 5
 - Zama – at least one member from Ward 9 or 10
 - One Council member at large
- Chief Administrative Officer or designate
- Director of Operations
- Director of Community Services
- Other resources as required

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

Quorum:

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

Term:

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

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

Authority:

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

The Committee shall appoint 1 member to each local Recreation Board and FCSS Organization from within its membership.

Meeting Schedule:

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

General Responsibilities:

The Committee shall:

- Review and recommend service levels for municipal recreational facilities; Fire and Rescue Services facilities; Solid Waste facilities
- Review and recommend priorities for improvement to existing and development of new recreational facilities, fire services facilities and solid waste facilities, including multi-year forecast;
- Give consideration to how recreational facilities within Mackenzie County promote tourism in the region;
- Review and recommend policies and bylaws relating to; recreational facilities; Fire and Rescue Services; Solid Waste facilities.
- Review and recommend improvements to operating agreements with the local Recreation Boards for the municipally owned recreational facilities;
- Liaison with the local Recreation Boards with aim to enhance programs and services at municipal facilities, including participation in their local regular meetings;
- Review annual Family and Community Support Services reports and liaison with the local FCSS groups with aim to enhance programs and services, including participation in their local regular meetings;
- Develop and maintain a public information program related to available recreational and social services opportunities.
- Liaison with other non-profit organizations
- Review provincial recreational lease agreements
- Responsible to review the Community Streetscape recommendations and advise Council on priorities and objectives along with additional local context.

Responsible for review of all Bylaws/Documents relating to:

- Municipal Parks (including review of associated fees in the Fee Schedule Bylaw)
- Mackenzie County Recreational Areas
- Recreational Boards and Facilities
- Streetscape Design Concept
- Solid Waste Disposal
- Fire and Rescue Services

Approved External Activities:

- Attendance of Recreation Boards’ local regular meetings with the same privileges as any other Board Director (one member per community).
- Attendance of FCSSs’ local regular meetings as a voting member (one member per community)
- Travel Alberta – Activities/Events

Budget and Spending Authority and Approval Process:

The Community Services Committee will be allocated a budget of \$25,000 per year for each La Crete and Fort Vermilion (subject to annual budget deliberations) and indicated on the budget as Streetscape. At the end of each fiscal year any remaining funds shall be carried over into the following year.

Community Services Committee will have control over all funds once approved by Council. Mackenzie County administrative employees will be granted spending authority with direction granted from the Community Services Committee.

	Date	Resolution Number
Approved		
Amended	2013-11-29	
Amended	2014-10-28	
Amended	2015-01-13	
Amended	2015-10-27	
Amended	2015-11-10	
Amended	2017-10-23	17-10-736
Amended	2018-08-14	18-08-584
Amended	2019-10-22	19-10-572
Amended	2020-10-27	20-10-642
Amended	2021-10-26	21-10-721



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Don Roberts, Director of Community Services
Title:	2023 Campground Caretakers Bonus

BACKGROUND / PROPOSAL:

The Parks Caretaker Bonus Policy states:

2. Bonus Structure:

c) Administration will recommend to the Community Services Committee the proposed bonus based on the grading mark as follows:

- 90% or above will receive full bonus
- Each percentage below 90% receives 1% less of the bonus

On October 26th, Administration presented a proposed bonus. The Committee made the following motion:

CS-23-10-69

That a recommendation be made to Council to approve the Campground Caretaker Bonus as presented.

OPTIONS & BENEFITS:

Option 1

To approve the Campground Caretaker Bonus' as presented.

Option2

To approve the Campground Caretaker Bonus' as amended by Council.

Option 3

To receive for information.

Author: K. Hiltz **Reviewed by:** D.Roberts **CAO:** D. Derksen

COMMUNICATIONS / PUBLIC PARTICIPATION

N/A

POLICY REFERENCE:

Policy COM001 Parks Caretaker Bonus

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Council approve the Campground Caretakers bonuses as presented.

- Hutch Lake - \$5941.22
- Wadlin Lake - \$1809.18
- Machesis Lake - \$1939.86

Author: K. Hiltz Reviewed by: _____ CAO: D. Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	Cheque Registers – August 12, 2023 – November 10, 2023

BACKGROUND / PROPOSAL:

At the request of Council, cheque registers are to be viewed by Council during Committee of the Whole meetings. As there is no Committee of the Whole meeting scheduled until January 2024, administration is recommending that it would be good practice to review during this Council meeting.

All invoices are authorized by Managers, Directors, and/or the CAO in accordance with the Purchasing Policy FIN025. Cheques and EFT's are released on a weekly or bi-weekly basis unless otherwise required for operational needs. Copies of the August 12, 2023 – November 10, 2023 cheque registers and EFT's, and July - September 2023 online payments will be available at the meeting.

OPTIONS & BENEFITS:

Administration will continue to present all new cheque registers at each Committee of the Whole meeting.

COSTS & SOURCE OF FUNDING:

2023 Budget.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the July-September 2023 Online/Direct Debit payments, and the cheque registers and EFT's from August 12, 2023 – November 10, 2023, be received for information.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	MasterCard Statements – July-September 2023 (HANDOUT)

BACKGROUND / PROPOSAL:

As per Policy FIN028, Mastercard statements are to be reviewed by Council at the Committee of the Whole Meetings. As there is no Committee of the Whole meeting scheduled until January 2024, administration is recommending that it would be good practice to review during this Council meeting.

Administration will provide a copy of the July – September Mastercard statements at this meeting for Councils review.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2023 Budget

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy FIN028 Credit Card Use

Author: J.Batt **Reviewed by:** _____ **CAO:** D. Derksen

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the MasterCard Statements for July-September 2023 be received for information.

Author: J.Veenstra Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	La Crete Recreation Society – Parking Lot Project Budget Amendment

BACKGROUND / PROPOSAL:

Council had approved the La Crete Recreation Society – Parking Lot project in the 2023 Capital Budget as a 50/50 split between Mackenzie County and the La Crete Recreation Society with a total budget of \$150,000.

Administration received the final costs for this project and were informed that the final project cost came in over budget by \$15,575 which the La Crete Recreation Society will be funding.

Administration is requesting a budget amendment of \$15,575 with funding coming from the La Crete Recreation Society to reflect the changes.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

La Crete Recreation Society - \$75,000
 General Capital Reserve - \$75,000

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

Author: J. Veenstra **Reviewed by:** _____ **CAO:** _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2023 Capital Budget be amended by \$15,575 for the La Crete Recreation Society Parking Lot project with funding coming from the La Crete Recreation Society.

Author: J. Veenstra Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	Tax Recovery Auction – Set Auction Date (HANDOUT)

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 fifteen (15) parcels of land to be offered for sale that were placed on the Tax Notification List. Notices and registered letters have been sent with no response and/or arrangements made for the orderly repayment of the arrears.

Based on the foregoing, we recommend that the reserve bid be set at assessment value or outstanding if exceeds assessment value.

Roll #	Land Location	Tax Notification Registration	Assessment Total	Balance Nov 7 2023	Comments
076940	4357MC;5;3	222083989	\$30,750.00	\$8,040.70	Unpaid since 2020 Taxes
081767	1121380;20;6	222083989	\$2,760.00	\$1,175.80	Unpaid since 2020 Taxes
105996	2938RS;4;11	222083989	\$29,450.00	\$4,655.37	Unpaid since 2016 Taxes
106080	2938RS;9;4	222083989	\$38,310.00	\$2,691.56	Unpaid since 2018 Taxes
148047	188TR;4;14	222083989	\$131,420.00	\$11,437.42	Unpaid since 2018 Taxes
148066	188TR;5;20	222083989	\$7,170.00	\$5,298.66	Unpaid since 2018 Taxes
148091	188TR;6;6	222083989	\$6,990.00	\$1,237.20	Unpaid since 2020 Taxes
313886	1121380;16;1	222083989	\$2,680.00	\$1,174.57	Unpaid since 2020 Taxes

Author: J.Veenstra **Reviewed by:** _____ **CAO:** _____

313887	1121380;16;2	222083989	\$2,680.00	\$1,174.57	Unpaid since 2020 Taxes
313888	1121380;16;3	222083989	\$2,680.00	\$1,174.57	Unpaid since 2020 Taxes
300574	9022917;2A;24	222083989	\$3,050.00	\$27,250.56	Unpaid since 2004 Taxes
077032	8821687;8;10	222083989	\$52,330.00	\$5,204.94	Unpaid since 2020 Taxes
077071	8821687;5;2	222083989	\$7,540.00	\$50,755.82	Unpaid since clean up in 2014
106026	2938RS;6;21	212082147	\$220,730.00	\$18,886.03	Unpaid since 2019 Taxes
230047	8821687;1;3	222083989	\$26,340.00	\$3,621.44	Unpaid since 2020 Taxes

To be in agreement with the requirements as set out in the MGA, the Tax Recovery Auction for properties under tax arrears auction date would need to be set between **January 25 - March 29, 2024**, but administration is recommending that a date in mid to late February 2024 would be best.

OPTIONS & BENEFITS:

If a Tax Arrear Agreement is in place and/or outstanding 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.”*

COMMUNICATION / PUBLIC PARTICIPATION:

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. Advertisement will be sent to Alberta Queen’s Printer.

POLICY REFERENCES:

Author: J.Veenstra Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That the Tax Recovery Auction for properties under tax arrears be set for February 28, 2024.

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:

Roll #	Ward	Zoning	Legal Location	Civic Address's	Assessment Value	Reserve Bid
076940	7	H-R1	4357MC;5;3	5007 45 St	\$30,750.00	
081767	10	Z-R	1121380;20;6	2025 Dusty Ln	\$2,760.00	
105996	7	H-R1	2938RS;4;11	4810 - 46 Ave	\$29,450.00	
106080	7	H-R1	2938RS;9;4	4410 - 50 St	\$38,310.00	
148047	7	H-R1	188TR;4;14	4316 - 52 Ave	\$131,420.00	
148066	7	H-R1	188TR;5;20	4302 - 50 Ave	\$7,170.00	
148091	7	H-R1	188TR;6;6	5005 - 43 St	\$6,990.00	
313886	10	Z-R	1121380;16;1	2016 Dusty Ln	\$2,680.00	
313887	10	Z-R	1121380;16;2	2018 Dusty Ln	\$2,680.00	
313888	10	Z-R	1121380;16;3	2020 Dusty Ln	\$2,680.00	
300574	10	F	9022917;2A;24	N/A	\$3,050.00	
077032	10	Z-MU	8821687;8;10	1001 Tower Rd	\$52,330.00	
077071	10	Z-MU	8821687;5;2	994 Tower Rd	\$7,540.00	
106026	7	FV-CC	2938RS;6;21	4802 - 50 St	\$220,730.00	
230047	10	Z-I	8821687;1;3	1054 Industrial Dr	\$26,340.00	

Author: J.Veenstra Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Byron Peters, Director of Projects & Infrastructure
Title:	CN Rail Culvert Update

BACKGROUND / PROPOSAL:

In the spring of 2022 there were flooding challenges around the County. One area that experienced significant challenges was north of High Level near the airport. The railroad and highway impact the drainage in this area, and many conversations have been ongoing in order to understand and address the drainage challenges.

On October 23, 2023 administration met virtually with members of CN Rail responsible for operations in the north region. Partially as a follow up for the previous meeting and further requests.

Mackenzie County and Town of High Level requested in previous meetings with CN Rail that two culverts have be added; one south of High Level close to the Aspen Ridge Campground (SE 30-109-19-W5) and one by the West Fraser Mill. One collapsed culvert was replaced north of High Level across from the old sod farm (E ½ 29-110-19-W5). CN Rail also completed culvert cleanouts in November, 2022 as requested.

Due to a dry fall administration was able to walk alongside the tracks and observe culverts that previously had been partially under water, and noted another collapsed culvert. This concern was brought to CN’s attention and we were assured it would be dealt with. Also brought forward in the meeting was Mackenzie County’s need of yearly culvert cleanouts by CN and the correct CN contacts for Mackenzie County when work is needed in CN right-of-ways.

With the continuing work of CN, Mackenzie County’s drainage upgrades in 2022, possible culverts put in by transportation and yearly beaver control done from the old sod farm down to the golf course, the overland spring flooding in Heliport rural area should be greatly minimized.

Author: LD, CS **Reviewed by:** BP **CAO:** D. Derksen

In order to make further drainage improvements in the area significant downstream work would need to be completed. At this time administration believes that the CN rail is no longer a pinch point in local drainage.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the CN Rail Culvert Update be received for information.

Author: LD, CS Reviewed by: BP CAO: D. Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Byron Peters, Director of Projects & Infrastructure
Title:	Grant Opportunities

BACKGROUND / PROPOSAL:

The provincial government has recently opened two separate grant opportunities that are focused on economic development in rural Alberta. The first is the Small Community Opportunity Program. Application deadlines and matching contribution requirements have not yet been identified. A summary of the program is provided below.

In order for projects to qualify for the **Small Community Opportunity Program**, they must be in agreement with one or more of the following strategic directions:

- Rural business supports and entrepreneurship
- Support for labour force and skills development
- Marketing and promoting rural tourism
- Rural economic development capacity building

Non-profit organizations may work with Indigenous and small communities, and municipalities may collaborate between themselves on initiatives that drive innovation and achieve sustainable growth and diversification.

Potential projects must be completed within two years. Officials must be able to show the project's impact in supporting, improving or enhancing rural and Indigenous communities, local economic development, or the agriculture industry.

Applications will open on Nov. 10, 2023. Indigenous and small communities, and the non-profit organizations that support them, can apply for grants between \$20,000 and \$100,000.

The **Northern and Regional Economic Development (NRED) Program** has an intake deadline of December 20, 2023. NRED will provide up to 50% funding for projects between \$40,000 and \$400,000. A summary of eligible projects is outlined below. Areas where there is likely funding to complete already identified projects is highlighted.

Author: BP **Reviewed by:** _____ **CAO:** D. Derksen

1. Investment in Economic Development Infrastructure
 - a. Enabling Economic Development Projects – projects that lay the groundwork for future economic development infrastructure projects.
 - i. Can be a feasibility study or capacity building
 - b. Economic Development Infrastructure Projects – non-capital infrastructure that results in tangible economic benefits
 - i. Our streetscape plans would be eligible, or improving connectivity for commercial areas
2. Business Supports
 - a. Projects that that increase the ability of local businesses to access economic opportunities, like Training, Strategic Planning, Marketing campaigns or Business Succession
3. Labour Force Attraction and Retention
 - a. Labour Force Strategies and Planning – strategic planning and studies
 - i. Administration thinks that expanding the scope of the Housing Needs Assessment to include a labour component would be an eligible project.
 - b. Labour Force Initiatives – skills development/training
4. Tourism Planning, Capacity Building, and Infrastructure
 - a. Strategic Planning
 - b. Feasibility
 - c. Capacity Building
 - d. Improvement/Renovation of Existing Infrastructure (certain improvements to our existing campgrounds would be eligible)
5. Economic Development Capacity Building
 - a. Economic Development Training
 - b. Economic Development Strategies and Planning
 - c. Economic Development Staffing

OPTIONS & BENEFITS:

These grants do not look too labour intensive from an application and reporting perspective, so there is a good opportunity to access provincial funding to help move our projects forward. A few primary options for consideration are outlined below.

NRED

1. Tourism Infrastructure – do some streetscape work in both LC & FV, and make improvements to Bridge Campground. Would be easy to identify \$400,000 of improvements

NRED and/or SCOP

1. Economic Development Capacity Building – do a program that jointly teaches local farmers and County about irrigation, and that develops some local policies so that we have defined direction and answers for future irrigators. Would also incorporate a marketing component of the Mackenzie Agriculture work.
2. Tourism marketing and promotion, would recommend this be done in partnership with MFTA. Could also include a marketing strategy piece for other winter tourism operators, such as snowmobiling or skiing.

Author: BP Reviewed by: _____ CAO: D. Derksen

COSTS & SOURCE OF FUNDING:

Administration believes that 50% of any project would need to be funded by the County.

COMMUNICATION / PUBLIC PARTICIPATION:

Not applicable at this time.

POLICY REFERENCES:

County previously applied for an agriculture development grant under the NRED stream (we were successful on the tourism application in 2022).

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration proceed with a Northern and Regional Economic Development (NRED) grant application for Tourism Infrastructure, with a focus on both streetscape and campground improvements.

Simple Majority Requires 2/3 Requires Unanimous

That administration proceed with a Small Community Opportunity Program (SCOP) grant application focusing on growing our agriculture capacity, with a focus on irrigation planning and policy development.

Author: BP Reviewed by: _____ CAO: D. Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	John Zacharias, Director of Utilities
Title:	Town of High Level Grant Application Request

BACKGROUND / PROPOSAL:

Administration has been approached by the Town of High Level to co-apply for Water for Life funding for a regional water supply study. The town is researching options of raw water supply for the town, as Footner Lake is not trending positively for them.

We currently serve rural residents to the south and the West Fraser OSB Mill with a waterline. Now that the County is purchasing the South of High Level lands, we will be adding to the pressure on the Lake.

The province has shared concerns with Associated Environmental and Mackenzie County about water licences from Footner Lake. The concerns include future raw water supply sustainability triggered by increasing demands, more stringent environmental regulations, water quality degradation, and future watershed uncertainties.

The Town of High Level and Mackenzie County have interconnected long-term challenges, and need to understand how long-term regional options may benefit both. Town Administration is proposing a joint engineering study, with Mackenzie County, to look at drinking water supply alternatives for the region. The purpose of the engineering study would be to identify areas of collaboration for the Town, County, and potentially neighbouring First Nations, for supplying water to their residents and ratepayers. The study must first compile an overview of the existing assets, long terms goals of each governing body, and then develop a list of potential synergies and an evaluation of comprehensive long-term water supply options in the region. The consultant will:

1. Identify and assess the existing water infrastructure assets of both Municipalities:
2. Identify and assess the existing and future raw and potable water needs for the Municipalities and other regional demands;

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

3. Identify and assess the candidate location(s) and conceptual design for a preferred raw water intake location from the Peace River;

4. Identify and assess all potential options for a Regional Potable or Raw Water Supply System with the best utilization of the existing raw and potable water infrastructure, and new raw water source from the Peace River with the main purpose of fulfilling long-term potable water demand in the Municipalities along with other potential regional water demands.

OPTIONS & BENEFITS:

With a more reliable source of water for the Town, our water line to West Fraser would be more likely to get a permanent diversion license as well as any future industrial users that want to setup in Mackenzie County.

COSTS & SOURCE OF FUNDING:

The cost for this study would be \$150,000. Water for life would cover 100% of the study.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County send a letter of support to the Town of High Level for the Regional Water Supply Study.

Author: J Zacharias Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Hamlet Signage

BACKGROUND / PROPOSAL:

Administration has been asked to look into options to help synchronize the appearance of signage in the hamlets of La Crete, Fort Vermilion and surrounding area.

The Municipal Planning Commission has recommended to facilitate and get the La Crete Chamber of Commerce and the Fort Vermilion Board of Trade involved to have a standard of signage and have each regulate the signage in each hamlet and surrounding areas. They feel this would be a great opportunity to set a design standard and as an additional way for each party to make some revenue by selling signs or renting space.

Administration has met with the La Crete Chamber rep and the Fort Vermilion Board of Trade rep who both stated they would be interested in the project based on Council's direction.

This item was taken to the Municipal Planning Commission on September 14, 2023 where the following motion was made:

MPC 23-09-140 *MOVED* by Andrew O'Rourke

That administration recommends to Council to send a letter to the La Crete Chamber of Commerce and the Fort Vermilion Board of Trade to help synchronize the appearance of roadside signs near La Crete & Fort Vermilion.

CARRIED

OPTIONS & BENEFITS:

Author: K. Tan **Reviewed by:** C. Smith **CAO:** D. Derksen

If Council is interested in delegating this authority to the La Crete Chamber of Commerce and Fort Vermilion Board of Trade, a bylaw would need to be approved and administration will need to work with the boards to ensure consistency and appropriate transfer of approval for signage.

Currently there is no design standard for signage, simply minimum setbacks and signage in good repair. All signs are considered discretionary and are taken to the MPC for decision.

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Administration will need to communicate with the Chamber and Board.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration work with the La Crete Chamber of Commerce and the Fort Vermilion Board of Trade to regulate hamlet signage and for administration to bring back a Bylaw to delegate sign development authority.

Author: K. Tan Reviewed by: C. Smith CAO: D. Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Municipal Reserve Lot (Plan 052 0560, Block 05, Lot 04MR) Hamlet of La Crete

BACKGROUND / PROPOSAL:

Administration has received an enquiry regarding Plan 052 0560, Block 05, Lot 04MR located at 9206-88 Avenue in the hamlet of La Crete (Isaak Dyck subdivision). An adjacent landowner has concerns with the unsightliness of the lot which has become a dumping ground of sorts for the locals. Since the complaint the lot has been cleaned up and the operations department has added fill to the lot. In the past the lot was considered low lying.

The landowner has asked that Council do something with the lot whether it be developed into a park/playground or if that is not feasible, he would like to purchase the lot.

OPTIONS & BENEFITS:

A park or playground would be a great use for the area but it would require a budget to develop any improvements.

Should Council be interested in selling the lot (5.535 acres), the County is required to have a Public Hearing then remove the designation separately through the land titles office via resolution.

Municipal Government Act:

Removal of designation

675(1) After taking into consideration the representations made at a public hearing under section 674(1),

(a) a council may direct a designated officer to notify the Registrar that the provisions of this Division have been complied with and request the Registrar to remove a designation of

(i) municipal reserve,

Author: C Smith Reviewed by: _____ CAO: D. Derksen

(ii) community services reserve, or
(ii) conservation reserve,
and

(b) a council and a school board may direct a designated officer to notify the Registrar that the provisions of this Division have been complied with and request the Registrar to remove a designation of municipal and school reserve.

(2) If the Registrar is satisfied that this Part has been complied with, the Registrar must remove the designation in accordance with the request made under subsection (1).

(3) On removal of the designation, the municipality, or the municipality and the school board, may sell, lease or otherwise dispose of the land, but the proceeds from the sale, lease or other disposition may only be used

(a) in the case of a municipal reserve or a municipal and school reserve, for any or all of the purposes referred to in section 671(2) or for any matter connected to those purposes,

(b) in the case of a community services reserve, for any or all of the purposes referred to in section 671(2.1) or for any matter connected to those purposes, and

(c) in the case of a conservation reserve, for the purpose of enabling the municipality to protect and conserve land that, in the opinion of council, has environmentally significant features or for a matter connected to that purpose.

COSTS & SOURCE OF FUNDING:

Cost of Public Hearing would be borne by the applicant.

Assessed value of the land is \$193,650.00

COMMUNICATION / PUBLIC PARTICIPATION:

Municipal Government Act:

Requirement for hearing

674(1) Before any of the following occurs, a public hearing must be held in accordance with section 216.4 and advertised in accordance with section 606:

(a) the sale, lease or other disposal of

(i) municipal reserve, community services reserve or municipal and school reserve by a council, or

(ii) municipal and school reserve by a council and a school board;

(b) the making of a bylaw requiring the school building footprint of a school reserve, municipal and school reserve

or municipal reserve referred to in section 672(1) to be designated as community services reserve;

(c) the disposal of conservation reserve by a municipality as permitted by section 674.1.

Author: C Smith Reviewed by: _____ CAO: D. Derksen

(2) Section 70 does not apply to a sale, lease or other disposal referred to in subsection (1)(a).

(3) In addition to the advertising requirement in subsection (1), notices containing the information required under section 606 must be posted on or near the municipal reserve, school reserve, municipal and school reserve or community services reserve that is the subject of the hearing.

POLICY REFERENCES:

FIN035 Sale Municipal Lands Policy
DEV005 Municipal Reserve Policy

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C Smith Reviewed by: _____ CAO: D. Derksen

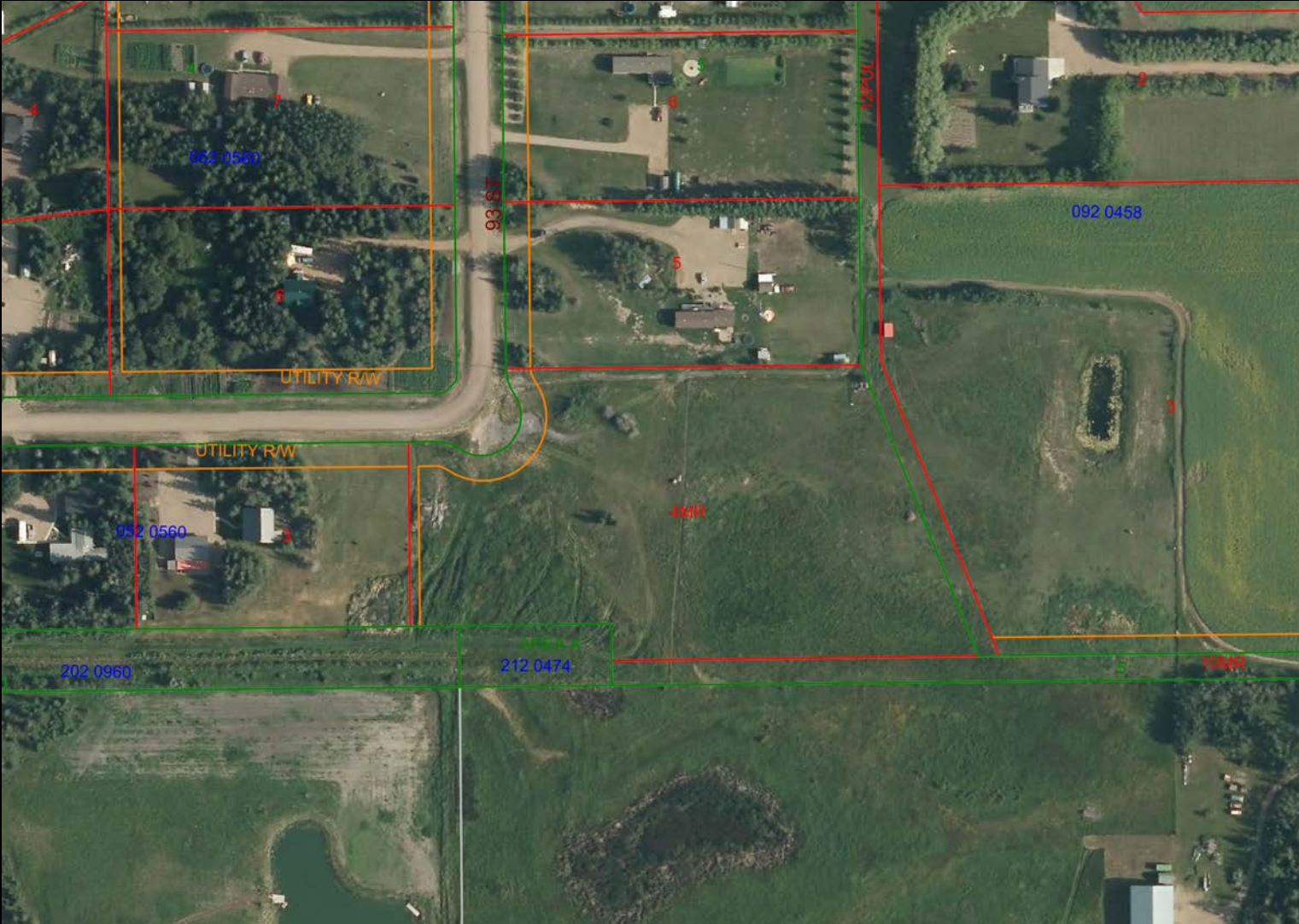
From: [Andy Neudorf](#)
To: [Caitlin Smith](#)
Subject: Land use
Date: November 6, 2023 3:48:13 PM

Caitlin, Thanks for answering some of my questions concerning the options for the designated park lot in "Issac Dyck" subdivision. I would like to see that lot improved and development to what's its intended purpose is. It has had wood/log debris on it for many years. I now see it has household mattresses being added...











If the county is not prepared to develop it I would like to request we come up with a selling price and I would consider buying it.

Thanks again,

Andy Neudorf



Legend

-  Lot Lines
-  Block Boundaries
-  Title Lines
-  Right of Ways
-  Lot/Block/Plan Labels
-  Roads Names
-  Indian Reserves
-  Railway
-  Crown/Leased Land
-  Cadastre



Mackenzie County

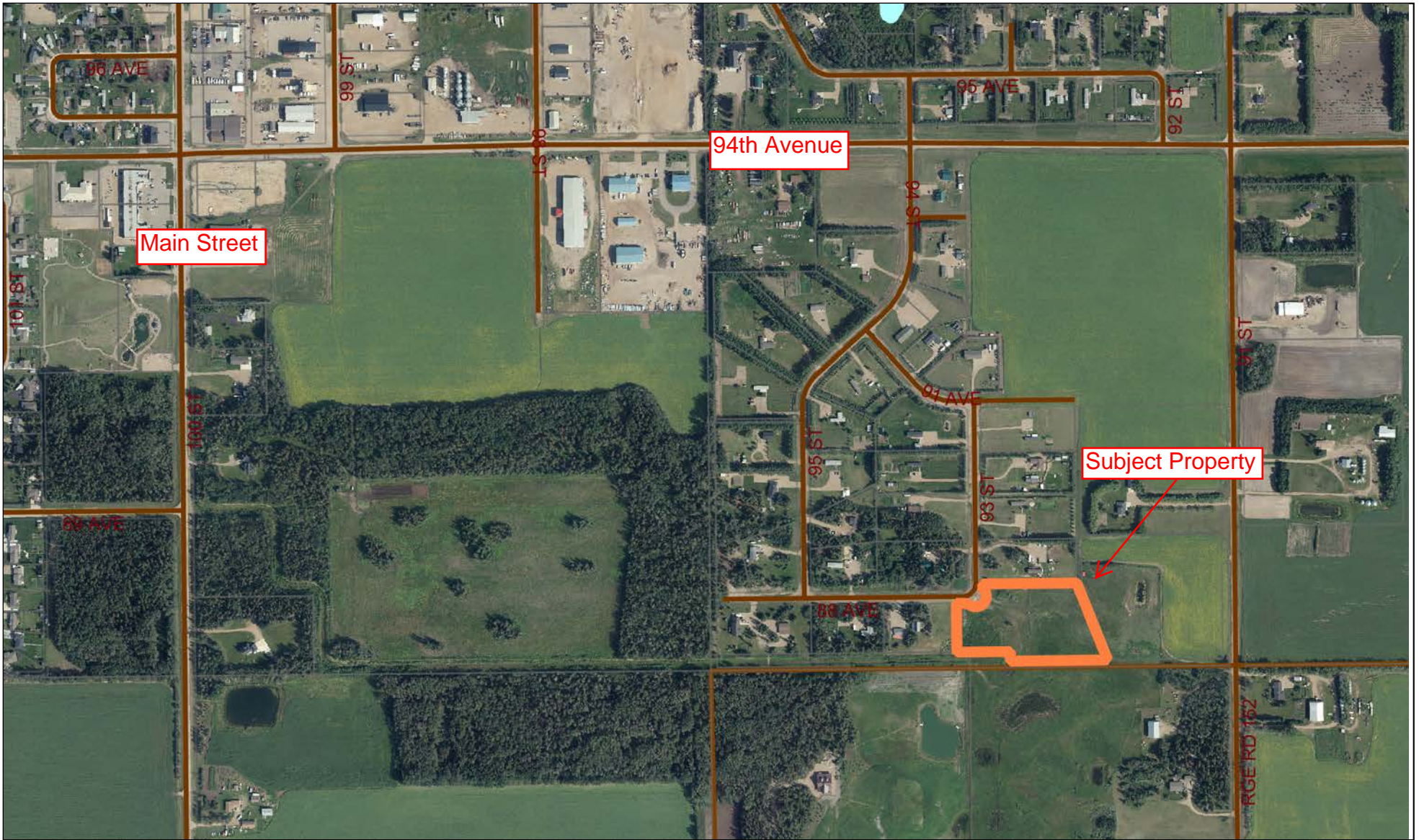


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Scale 1: 2,500

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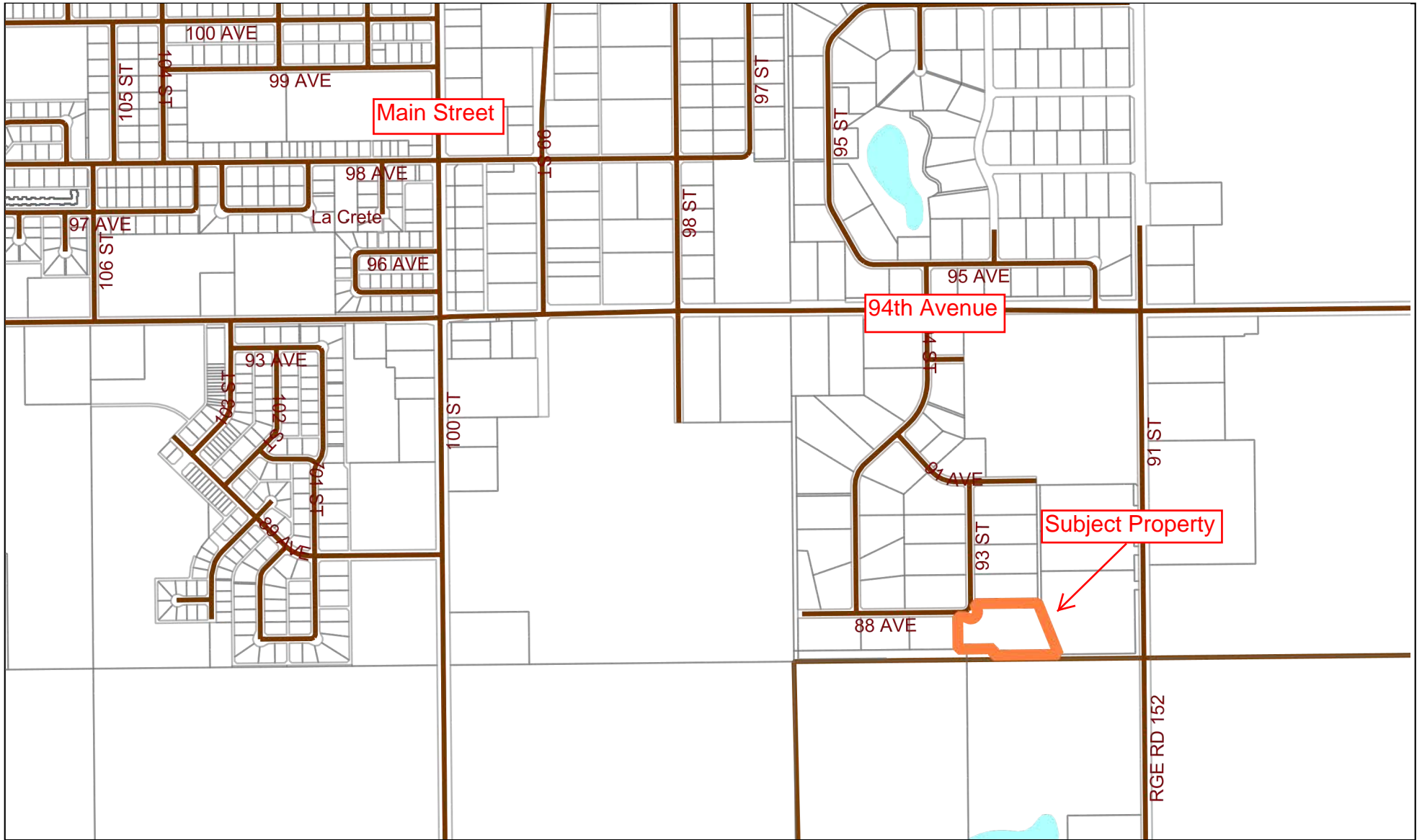


Scale 1: 8,554



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 Scale 1: 12,831



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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Advertising Options

BACKGROUND / PROPOSAL:

Creating quality informative advertising that reaches all of Mackenzie County residents is key to ensuring that every one in the municipality is aware of upcoming programs, deadlines, tender opportunities etc.

While social media is definitely becoming the norm for conveying information, there are still many residents that don't subscribe to social media and don't hold a subscription for the local newspaper.

Mackenzie County uses the local weekly newspaper for advertising public hearings, development permits etc. Section 606 of the MGA states that these must be advertised at least once a week for two consecutive weeks in at least one newspaper or other publication circulating in the area.

Due to newspaper submission deadlines, the advertisements can sometimes be delayed up to a week. Having an in-house newsletter would be timely and efficient as submission deadlines could be less restrictive.

In order for Mackenzie County to rely solely on in-house advertising, an advertising bylaw would have to be passed. This bylaw would require a public hearing. Administration has reached out to legal in regards to an advertising bylaw and doing all the advertising internally. The legal opinion is that if Council is satisfied that all affected parties will receive appropriate notification then we are able to do our own advertising. However there has been incidents in other municipalities where residents felt that this sort of advertising was not sufficient.

Canada Post has an affordable option to distribute unaddressed mail called the Neighbourhood Mail. This will target all residents with a mail box, including those who use General Delivery.

Author: C.Sarapuk **Reviewed by:** _____ **CAO:** D. Derksen

OPTIONS & BENEFITS:

Option 1:

Create an Advertising Bylaw and begin to utilize an in-house weekly newsletter that would be distributed as Neighborhood Mail through Canada Post. This method would reach all residents in Mackenzie County with mail boxes.

Option 2:

Continue to advertise with local paper and distribute a monthly in-house newsletter highlighting key events and issues happening within the County.

Option 3:

Partner with local papers such as La Crete online and Big Deal Bulletin and enter into an agreement with Canada Post allowing these publications to be distributed to every mailbox due to advertising government content. Administration is currently investigating prices an options for this.

COSTS & SOURCE OF FUNDING:

The cost for distributing a double sided single sheet (Bi-fold booklet style) in approximately 3725 mail boxes weekly would be as follows:

3725 Mailboxes	Printer Cost/Sheet (Double Sided)	Paper/Sheet	Canada Post	Total Cost/ Month
Colour	\$0.1060	\$0.12	\$0.176	\$5989.80
Black & White	\$0.123	\$0.12	\$0.176	\$4598.14

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the In-House Weekly Newsletter be received for information.

Author: C. Sarapuk Reviewed by: _____ CAO: D. Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Smoke Concerns

BACKGROUND / PROPOSAL:

A number of smoke related safety concerns have been identified throughout the County in the last couple of weeks (since November 1st). This has been an ongoing issue; nearly every November there are smoke related traffic incidents due to burning brush piles.

A few years ago the County created an ad-hoc committee in order to explore options regarding fires/smoke. A quick summary is:

- The provincial government has jurisdiction over fires (including permits, control, fire fighting, etc.). The County could acquire this jurisdiction from the province, but it would come with significant costs and liabilities
- Smoke is not currently regulated or within any specific jurisdiction. The County could try to regulate smoke, but would be within a grey area jurisdiction-wise, and would add significant liability risk to the County
- Any bylaw that the County would create to regulate and/or govern smoke would add significant liability to the County. In order to reduce the amount of liability, a well enforced and well documented enforcement program would need to be established
- The County provides temporary smoke ahead signage, free of charge, to anyone that requests the signage. Residents can pick up the signage from either La Crete or Fort Vermilion
- In emergency situations that County places temporary smoke ahead signage along roads

The safety concerns are certainly legitimate and problematic. Smoke can originate from a source well away from any road or highway, but under the correct conditions, can create a highly hazardous environment by limiting visibility. This hazard is typically highly variable and dependent on weather conditions – the hazard is highly dynamic and difficult to mitigate.

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

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the smoke concerns discussion be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Agricultural Service Board Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of October 13, 2023 Agricultural Service Board meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the unapproved Agricultural Service Board meeting minutes of October 13, 2023 be received for information.

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

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING
October 13, 2023
9:00 a.m.
La Crete**

PRESENT:

Ernie Peters	ASB Chair
Josh Knelsen	Reeve
David Driedger	Councillor
Joe Peters	Member at Large
Anthony Peters	Member at Large
George Fehr	Member at Large
David Driedger	Councillor

REGRETS:

ADMINISTRATION

Darrell Derksen	Chief Administrative Officer
Caitlin Smith	Director of Planning & Agriculture
Landon Driedger	Agricultural Fieldman
Byron Peters	Director of Projects and Infrastructure
Colleen Sarapuk	Administrative Officer (Recording Secretary)

Minutes of the Mackenzie County Agricultural Service Board meeting held on October 13, 2023

CALL TO ORDER: 1. a) Call to Order

Councillor Peters called the meeting to order at 9:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION ASB 23-10-26 MOVED by Reeve Knelsen

That the agenda be adopted as presented.

CARRIED

PREVIOUS MINUTES 3.a) Minutes of the June 14, 2023 ASB Minutes

MOTION ASB 23-10-27 MOVED by Councillor Driedger

That the minutes of the June 14, 2023 ASB meeting be approved as presented.

CARRIED

ACTION LIST

4.a) Action List

MOTION ASB 23-10-28

MOVED by Joe Peters

That the Action List be received for information.

CARRIED

6.a) Ag Fieldman Report

MOTION ASB 23-10-29

MOVED by Anthony Peters

That the Agricultural Fieldman Report be received for information.

CARRIED

6.b) Farming Road Allowances

MOTION ASB 23-10-30

MOVED by Reeve Knelsen

That a recommendation be made to Council against charging user fees for farmed Road Allowances in the municipality.

CARRIED

6.c) Upgrading Scentsless Chamomile to Prohibited Noxious

MOTION ASB 23-10-31

MOVED by George Fehr

That a recommendation be made to Council to create a Weed Designation Bylaw for Scentsless Chamomile.

CARRIED

MOVED by Joe Peters

MOTION ASB 23-10-32

That the Do Not Spray program be reviewed at a future ASB meeting.

CARRIED

The Chair recessed the meeting at 9:45 a.m. and reconvened at 10:03 a.m.

6.d) 2024 Draft Operating Budget

MOTION ASB 23-10-33 **MOVED** by Councillor Driedger

That the 2024 Draft Operating Budget be received for information

CARRIED

The Chair recessed the meeting at 11:03 a.m. and reconvened the meeting at 11:15 a.m.

6.e) Irrigation Discussion

MOTION ASB 23-10-34 **MOVED** by Reeve Knelsen

That administration move forward with options for irrigation and bring back to a future ASB meeting.

CARRIED

MOTION ASB 23-10-35 **MOVED** by Joe Peters

That the ASB members be authorized to attend the Irrigation workshop hosted by MARA on October 26, 2023 at the La Crete Heritage Centre.

CARRIED

MOTION ASB 23-10-36 **MOVED** by Reeve Knelsen

That a resolution be made for the Provincial ASB Committee to work with the provincial government to ensure that onsite farm visits be incorporated into the education curriculum to promote and protect the Agriculture Industry be brought to the Regional ASB Conference.

CARRIED

6.f) Summer Projects

MOTION ASB 23-10-37 **MOVED** by Reeve Knelsen

That the Summer Projects be received for information.

CARRIED

CLOSED MEETING

7.a) Closed Meeting

SET MEETING DATE

8.a) Set Next Meeting Date

ADJOURNMENT

9.a) Adjournment

MOTION ASB 23-10-38

MOVED by Anthony Peters

That the Agricultural Service Board Meeting be adjourned at 12:04 p.m.

CARRIED

These minutes will be presented for approval at the next Agricultural Service Board Meeting.

Ernie Peters, Chair

Landon Driedger, Agricultural Fieldman



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	November 14, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- 2023-10-24 - Minister of Transportation and Economic Corridors – Response on Site C Dam
- 2023-11-01 - MLA Dan Williams - Congratulations Letters
- 2024 Prime Minister’s Awards – Nominate an Exceptional Educator
- 2023-09-12 - Mackenzie County Library Board Meeting Minutes
- 2023-09-20 - Regional Economic Development Initiative Meeting Minutes
- 2023-10-17 - Upper Hay Regional Forests Public Advisory Committee (PAC) Meeting Minutes

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

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

Mackenzie County Action List as of October 31, 2023

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners. Impacted by 2020 flood.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Caitlin	PLS180027 FNC received adequacy Next steps
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	Have valid TDL until May 2024. Waiting on information from TOHL meeting with AEP on a future permanent license.
June 5, 2020 Special Council Meeting			
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
July 15, 2020 Regular Council Meeting			
20-11-744	That the concepts and guidance provided within the La Crete Industrial Growth Strategy be incorporated into County planning documents.	Byron	Incorporated into the MDP Drafting ASP RFP
November 25, 2020 Regular Council Meeting			
20-11-748	That Administration proceed in developing an offsite levy bylaw for the benefitting area of the La Crete South Sanitary Trunk Sewer for the purpose	Byron	Working on draft offsite levy bylaw. Ad Hoc Development Committee

Motion	Action Required	Action By	Status
	in recovering all costs associated with the sanitary sewer trunk improvements.		
September 14, 2021 Regular Council Meeting			
21-09-623	That second reading be given to Bylaw 1231-21 being the La Crete Offsite Levy Bylaw be tabled until further date.	Byron	TABLED AD Hoc Committee
October 12, 2021 Budget Council Meeting			
21-10-697	That the north portions of 100A Street (adjacent landowners) be sold back for the same price it was originally purchased to the adjacent landowners with all associated costs being borne by the applicant.	Caitlin	Land Transfer to take place.
December 14, 2021 Regular Council Meeting			
21-12-854	That Policy DEV001 & DEV007 be brought back to Council for review.	Caitlin	Developers have no interest in lesser development standards.
February 2, 2022 Regular Council Meeting			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval. PLS140031 PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground	Don/Caitlin	COW 22-06-073 The TCL Leases that are in the process are as follows: DML170039 FV Bridge campground REC2621 FV Rodeo grounds REC030012 LA Ferry campground REC090007 & 100003 Hutch Lake campground REC880027 Wadlin Lake campground Received Offer to Purchase, negotiations with AT Received Offer to purchase PLS140031
March 23, 2022 Committee of the Whole Meeting			
22-03-222	That administration communicate with the Recreation Boards regarding backup generators and bring back recommendations to council.	Don	Looking for grant funding. 2024 Budget deliberations
April 27, 2022 Regular Council Meeting			
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.	Don	Bringing to a future council meeting as per the Community Services Meeting.

Motion	Action Required	Action By	Status
			2023-10-26
May 25, 2022 Regular Council Meeting			
22-05-408	That the County enter into a ten-year lease for the trailer being used by the Fort Vermilion Royal Canadian Mounted Police (RCMP) as discussed.	Don	Awaiting signed agreement
22-05-411	That administration work with the Royal Canadian Mounted Police (RCMP) in renewing the Memorandum of Understanding Agreement for the Enhanced Policing Agreement between Mackenzie County and the RCMP and bring back the draft agreement with changes as discussed.	Don	Awaiting signed agreement
June 22, 2022 Regular Council Meeting			
22-06-465	That administration draft a policy combining PW018 Hiring of Private Equipment, ADM015 Hiring Contract Suppliers and FIN 025 Purchasing Policy and bring back to future Council Meeting.	Byron	In Progress
June 23, 2022 Committee of the Whole Meeting			
22-06-073	That administration proceed with Public Land Sales as discussed.	Don	Refer to Motion 22-02-085 In Progress
22-09-641	That administration request a culvert be installed under Highway 35 North to allow the water to flow under it, before spring thaw 2023.	Byron/Landon	Online meeting with CN on October 23
October 26, 2022 Budget Council Meeting			
22-10-755	That administration continue to investigate options for a Special Tax Bylaw for any identified projects incorporated into the 2023 Operating and Capital Budget as approved by Council.	Jen	2024 Budget deliberations
November 1, 2022 Budget Council Meeting			
22-11-762	That administration review all rental agreements upon renewal and ensure that there is a cost of living clause included.	All Admin	
November 2, 2022 Budget Council Meeting			
22-11-774	That the Policy PW039 Rural Road, Access Construction and Surface Water Management - Cost Implications be brought back to a future Council meeting for amendments.	Byron	In Progress
December 13, 2022 Regular Council Meeting			
22-12-908	That Council approve the Fort Vermilion Bridge Campground and Recreational Area Plan as amended and to submit the Plan to Forestry, Parks and Tourism for their approval.	Don	Public Input to be reviewed by Community Services Committee
January 25, 2023 Regular Council Meeting			

Motion	Action Required	Action By	Status
23-01-074	That the Municipal Planning Commission look at obtaining land in lieu of cash on rural subdivisions.	Caitlin	In Progress
February 7, 2023 Regular Council Meeting			
23-02-106	That Mackenzie County commit to \$5M in municipal funding by means of Borrowing Bylaw towards local funding required to complete this project as per motion 18-06-472 to complete the Mackenzie Community Recreation Center project.	Byron/Don/Jen	Awaiting grant approval and funding allocation
23-02-133	That administration create a new zoning district to alleviate concerns regarding agricultural use on residential acreages.	Caitlin	In Progress
April 4, 2023 Regular Council Meeting			
23-04-336	That administration work with Tallahassee Exploration Inc. on agreements.	Jen	Terms met awaiting agreement from lawyers
April 26, 2023 Regular Council Meeting			
23-04-407	That the 2023 One Time Projects budget be amended to include the Outdoor Recreation and Tourism Plan Project, in the amount of \$114,100 with funding of \$55,800 coming from the Northern and Regional Economic Development (NRED) Program, \$58,300 from Mackenzie County, and an in-kind donation of \$2,500 noted from each of the following: <ul style="list-style-type: none"> - Mackenzie Frontier Tourism Association, - La Crete Polar Cats Snowmobile Club, - Regional Economic Development Agency of Northwest Alberta. 	Byron/Jen	Finance – COMPLETE Projects & Infrastructure – Developing RFP
May 31, 2023 Regular Council Meeting			
23-05-467	That administration sign an offer to purchase and start negotiations with Alberta Transportation for PLS 140031 – South of High Level Lands.	Caitlin	Refer to Motion 22-02-085
23-05-469	That administration research the possibility of partnering with Northern Alberta Development Council (NADC) in regards to a matching bursary program.	Jen	NADC Contacted. New Bursary with criteria required. Request partnership by Nov 2023 for 2024. Reviewed
June 6, 2023 Regular Council Meeting			
23-06-491	That the Out of Scope Contracts be TABLED to a future Council meeting.	Darrell	Will bring to 2024 Budget Meetings
July 12, 2023 Regular Council Meeting			
23-07-574	That Mackenzie County agree to the transfer of ownership of the Fort Vermilion Library building and property and that administration work with Mackenzie County Library Board and the Fort Vermilion Library Society with the transfer.	Byron	In the process of drafting agreements

Motion	Action Required	Action By	Status
August 16, 2023 Regular Council Meeting			
23-08-604	That administration proceed as directed for the Offer to Purchase – Portion of Plan 2938RS, Block 06, Lot 16 (Hamlet of Fort Vermilion).	Caitlin	Subdivision in progress
23-08-647	That administration research the parameters of a housing needs assessment and bring back during budget discussions.	Byron	In Progress
23-08-648	That administration research gravel pit options for future crushing.	Byron	In Progress
23-08-650	That administration proceed with the Wadlin Lake Campground Pickleball Court with funds coming from Municipal Reserve and amend the 2023 Capital Budget not to exceed \$55,000.	Don	Project will be completed Spring 2024 Ground Work Completed. Concrete is Complete
23-08-654	That administration enter into an agreement with the Coalition for Far Northwest Alberta Brighter Futures Society to provide the services for the Family and Community Support Services Fort Vermilion Program.	Jen	In Progress
23-08-655	That administration present the Tax Recovery Auction properties with proposed dates at an upcoming Council meeting for review.	Jen	Rescheduled for 2023- Nov.
September 6, 2023 Regular Council Meeting			
23-09-676	That administration enter in an amended tax agreement schedule with Tallahassee Exploration Inc. as discussed.	Jen	In Progress See Motion 23-04-336
23-09-679	That a letter of support for the Proposed Bridge Locations be sent to the Minister of Transportation and Economic Corridors.	Darrell	Ministry suggested we wait for clarification from them.
23-09-695	That administration be authorized to list the 2016 – 140M grader at the Ritchie Bros. Auctioneers heavy equipment sale on October 3 - 5, 2023.	Willie	Council Meeting 2023-10-25
September 19, 2023 Regular Council Meeting			
23-09-710	That administration proceed with disposal of mitigation items as discussed.	Jen	In Progress
23-09-719	That the following priority topics be discussed at the Minister meetings during the Rural Municipalities of Alberta (RMA) fall convention in November 2023 in Edmonton. (See listing in 2023-09-19 Minutes)	Darrell/Louise	COMPLETE

Motion	Action Required	Action By	Status
23-09-720	That administration work with the local Councillor for the purchase and installation of Bison Hunt Signage and Awareness.	Don	Sign Drafted
October 11, 2023 Regular Council Meeting			
23-10-732	That administration proceed with the proposed subdivision as presented.	Caitlin	Refer to Motion 23-08-604
23-10-740	That administration score the proposals for the La Crete Stormwater Master Plan and provide a detailed report and recommendation for awarding to the October 25, 2023, Regular Council Meeting.	Byron	Recommendation for awarding at Council Meeting on 2023-10-25
23-10-741	That Mackenzie County collaborate with the Fort Vermilion School Division for the purchase and installation of a disability playground in the hamlet of La Crete.	Don	In Progress
23-10-742	That the designation of "Janelle's Park" change locations from the corner of 112 St and 99 Ave to Fort Vermilion School Division property and administration proceed with the process of renaming the park at this new location.	Don	Community Services Meeting 2023-10-26
23-10-745	That the unauthorized waste disposal on public lands be publically advertised to discourage illegal dumping.	Don	In Progress
23-10-747	That the 2023 operating budget be amended to include \$24,000 for the High Level Agricultural Exhibition Association towards their Indoor Riding Arena project, with funding coming from Farm Credit Canada.	Jen	To be completed once funds are received.
23-10-748	That October 30, 2023 be identified as a Budget Workshop.	Jen	Scheduled
23-10-749	That Budget Council meetings be scheduled as follows: Tuesday, October 31, 2023 Tuesday, November 21, 2023 Wednesday, November 22, 2023 Wednesday, December 6, 2023 Thursday, December 7, 2023	Jen	Scheduled
23-10-751	That administration bring back options and a cost estimate for the implementation of a Waterline East of La Crete to the Regular Council Meeting on October 25, 2023.	Byron	RFD will be brought to 2023-10-25 Council Meeting
23-10-755	That Council accepts the resignation of Councillor Bateman with regret and that a By-election be held for the Councillor vacancy in Ward 9 as follows:	Louise	Nomination Day Advertised.

Motion	Action Required	Action By	Status
	<ul style="list-style-type: none"> • Nomination Day – November 15, 2023 • Advance Vote – December 8, 2023 • Election Day – December 13, 2023 		
October 24, 2023 Organizational Council Meeting			
23-10-767	<p>That the following Council Committees be abolished:</p> <ol style="list-style-type: none"> 1. Northwest Alberta Regional Emergency Advisory Committee 2. Community Streetscape Implementation Committee – Fort Vermilion 3. Community Streetscape Implementation Committee – La Crete 	Louise	
23-10-768	That the Terms of Reference for the Agricultural Appeal Board be amended as presented.	Louise	COMPLETE
23-10-772	That third and final reading be given to Bylaw 1310-23 being the Agricultural Appeal Board Bylaw.	Louise	COMPLETE
23-10-776	That the Terms of Reference for Assessment Review Board be amended as presented.	Louise	COMPLETE
23-10-780	That third and final reading be given to Bylaw 1306-23 being the being the Assessment Review Board Bylaw.	Louise	COMPLETE
23-10-783	That the Terms of Reference for Emergency Advisory Committee be amended as presented.	Louise	COMPLETE
23-10-787	That third and final reading be given to Bylaw 1307-23 being the Emergency Management Bylaw.	Louise	COMPLETE
23-10-794	<p>That the following Members at Large vacancies for the Mackenzie Library Board be re-advertised for the following positions:</p> <p style="padding-left: 40px;">Fort Vermilion (3 Year Term) High Level Rural (3 Year Term)</p>	Louise	COMPLETE
23-10-800	That third and final reading be given to Bylaw 1311-23 being the Subdivision and Development Appeal Board Bylaw.	Louise	COMPLETE
23-10-801	<p>That the following member-at large be appointed to the Subdivision & Development Appeal Board for a four year term – October 24, 2023 to October 2027, subject to eligibility and the vacant position be re-advertised.</p> <ol style="list-style-type: none"> 1. Brent Holick 	Louise	COMPLETE
23-10-805	That the Mackenzie Region Bison Committee be established and brought back to a future Council Meeting.	????	

Motion	Action Required	Action By	Status
23-10-820	That Policy ADM050 Council/Administration Protocol – council self-evaluation tool be brought back to a future council meeting.	Darrell	
23-10-824	That third and final reading be given to Bylaw 1312-23 being the Procedural Bylaw as amended.	Louise	COMPLETE
23-10-825	That Bylaw 1272-22 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members be brought to a future council meeting with options for benefits.	Darrell/Louise	
October 25, 2023 Regular Council Meeting			
23-10-833	That the Joint Use and Planning Agreement with Fort Vermilion School Division No. 52 be TABLED to a future Council meeting.	Caitlin	
23-10-835	That Policy DEV011 Floodplain Development Restrictions be amended as discussed.	Caitlin/Louise	COMPLETE
23-10-836	That administration proceed with drafting a detailed proposal for Council's consideration regarding development levies, fees and incentives as discussed.	Caitlin	
23-10-837	That the Development Setbacks be TABLED to a future Council meeting.	Caitlin	
23-10-838	That administration make amendments as discussed and proceed with advertising the Municipal Development Plan for Public Hearing.	Caitlin	
23-10-840	That the 2023 Capital Budget be amended by \$23,096 for the FV – Flood Mitigation project for interest earned in the third quarter of 2023, and reducing the other sources income by \$935 for return of auction proceeds.	Jen	
23-10-844	That administration proceeds with the planning and design of the Waterline East of La Crete Project from Northpoint Business Park east to Range Road 150 by amending the 2023 One Time Project Budget by \$50,000 for engineering with funding coming from the Water/Sewer Infrastructure Reserve.	Byron/Jen	
23-10-845	That the Waterline East of La Crete Project be considered during the 2024 Capital Budget deliberations which include the funding model for the levies and development charges.	Byron/Jen	
23-10-846	That the La Crete Stormwater Master Plan project be awarded to MPE Engineering.	Byron	

Motion	Action Required	Action By	Status
23-10-847	That the 2023 AWD 160M Graders X3 (2021) Capital project funding sources be amended by allocating \$142,000 from the Vehicle & Equipment Reserve, and reducing the Other Source (non-grant) amount by \$142,000.	Jen	
23-10-848	That Mackenzie County apply for a grant through Alberta Transportation and Economic Corridors for the Alberta Municipal Water/Wastewater Partnership to upgrade the Supervisory Control and Data Acquisition (SCADA) systems in Fort Vermilion and La Crete and the Fort Vermilion Programmable Logic Controllers (PLC) upgrade.	John	
23-10-849	That the FIN028 Credit Card Use Policy be amended as presented/discussed.	Jen/Louise	COMPLETE
October 31, 2023 Budget Council Meeting			
23-10-860	That Policy ADM052 Electronic Access and Acceptable Use Policy be brought to the next Council meeting with amendments to the firefighters reimbursements.	Louise	
23-10-861	That Bylaw 1144-19 Remuneration for Volunteer Fire Fighters be brought to the next Council meeting with amendments as discussed.	Don	
23-10-863	That administration continues to develop the 2024 Operating Budget, and present at the next Budget Council meeting.	Jen	
23-10-864	That administration incorporate the approved 2024 One Time projects into the Draft 2024 Operating budget for the following: 1. Housing Needs Assessment - \$120,000 2. Inter-municipal Development Plan - \$90,000	Jen	
23-10-865	That the Recreation Reserve Policy Review be TABLED to a future Budget Council meeting.	Jen	
23-10-866	That Policy RESV027 be TABLED to a future Budget Council meeting.	Jen	
23-10-868	That Bylaw 1272-22 Honorariums and Related Expense Reimbursement for Councillors and Approved Committee Members be TABLED to a future Budget Council meeting for Council and Committee funding review.	Darrell/Louise/Jen	



ALBERTA

TRANSPORTATION AND ECONOMIC CORRIDORS

*Office of the Minister
MLA, Innisfail-Sylvan Lake*

October 24, 2023

AR 94893

Mr. Joshua Knelsen
Reeve
Mackenzie County
PO Box 640
Fort Vermilion, AB T0H 1N0
josh@mackenziecounty.com

Dear Reeve Knelsen:

Thank you for your October 4, 2023 letter regarding the Site C Dam impacts to the Peace River. I appreciate the opportunity to respond to your letter.

I understand your concerns and the potential impacts of the operation of the Site C Clean Energy Project. I assure you the Government of Alberta is monitoring the situation carefully. I personally met with the President and Chief Executive Officer of BC Hydro as well as a representative from the Government of British Columbia in July 2023 where we discussed the Site C Dam at length.

The Government of Alberta, including myself and my colleague, the Honourable Rebecca Schulz, Minister of Environment and Protected Areas, are working collaboratively with BC Hydro and the Government of British Columbia to ensure water levels on the Peace River remain stable. This will allow communities downstream of the Site C Dam to reliably use the river.

We all recognize that there are remote northern communities in Alberta along the river that rely on river access for product imports and egress from the community. The operation of ferries and barges along the Peace River are imperative to the health and welfare of many Albertans and I do not take that lightly.


Transportation and Economic Corridors and Environment and Protected Areas will continue to communicate regularly with BC Hydro and the Government of British Columbia to ensure our valuable stakeholders are well represented and the impacts of the Site C Dam project are minimized for Albertans.

.../2

Should you have any further questions, please contact Mr. Jeff Zhang, Acting Regional Director. Mr. Zhang can be reached toll-free by first dialing 310-0000, then 780-284-0904, or at jeff.zhang@gov.ab.ca.

Thank you for taking the time to write.

Sincerely,



Honourable Devin Dreeshen, ECA
Minister of Transportation and Economic Corridors

cc: Honourable Dan Williams, ECA, MLA for Peace River
Honourable Rebecca Schulz, ECA, Minister of Environment and Protected Areas
Jeff Zhang, Acting Regional Director, Transportation and Economic Corridors

**Peace River Constituency
Office**

Box 6299
#2 10122 100st
Peace River, Alberta
T8S 1S2



LEGISLATIVE ASSEMBLY
ALBERTA

**La Crete Constituency
Office**

Box 2793
10013 101 Avenue
La Crete, Alberta
T0H 2H0

Hon. Dan Williams, MLA
Peace River

November 1st, 2023

Josh Knelsen, Reeve
Mackenzie County
josh@mackenziecounty.com

Dear Josh,

This letter is to offer my congratulations on your re-election as Reeve for Mackenzie County. I look forward to working together with yourself and the rest of the Mackenzie County Council.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dan Williams'.

Hon. Dan Williams
MLA for Peace River

CC: Walter Sarapuk- Deputy Reeve, Dale Wiebe, Peter Braun, David Driedger, Ernest Peters, Garrell Smith, Cameron Cardinal, Lisa Wardley

**Peace River Constituency
Office**

Box 6299
#2 10122 100st
Peace River, Alberta
T8S 1S2



LEGISLATIVE ASSEMBLY
ALBERTA

**La Crete Constituency
Office**

Box 2793
10013 101 Avenue
La Crete, Alberta
T0H 2H0

Hon. Dan Williams, MLA
Peace River

November 1st, 2023

Walter Sarapuk, Deputy Reeve
Mackenzie County
walter@mackenziecounty.com

Dear Walter,

This letter is to offer my congratulations on your re-election as Deputy Reeve for Mackenzie County. I look forward to working together with yourself and the rest of the Mackenzie County Council.

Sincerely,

Hon. Dan Williams
MLA for Peace River

CC: Josh Kneslen- Reeve, Dale Wiebe, Peter Braun, David Driedger, Ernest Peters, Garrell Smith, Cameron Cardinal, Lisa Wardley

**Peace River Constituency
Office**

Box 6299
#2 10122 100st
Peace River, Alberta
T8S 1S2



LEGISLATIVE ASSEMBLY
ALBERTA

**La Crete Constituency
Office**

Box 2793
10013 101 Avenue
La Crete, Alberta
T0H 2H0

Hon. Dan Williams, MLA
Peace River

November 1st, 2023

Dale Wiebe, Councillor
Mackenzie County
dale@mackenziecounty.com

Dear Dale,

This letter is to offer my congratulations on your election as councillor for Ward 2 in Mackenzie County. I look forward to working together with yourself and the rest of the Mackenzie County Council.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Dan Williams'.

Hon. Dan Williams
MLA for Peace River

CC: Josh Knelsen- Reeve, Walter Sarapuk- Deputy Reeve, Peter Braun, David Driedger, Ernest Peters, Garrell Smith, Cameron Cardinal, Lisa Wardley



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2024 PRIME MINISTER'S AWARDS

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LES PRIX DU PREMIER MINISTRE 2024



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Sue Thatcher, lauréate d'un
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Toronto (Ontario)

**Mackenzie County Library Board (MCLB)
September 12, 2023 Board Meeting Minutes
Fort Vermilion Library**

Present: Lisa Wardley, Lorraine Peters, Wally Schroeder, Kayla Wardley, Sandra Neufeld, Tamie McLean, Steven Simpson.

Absent: Cam Cardinal.

1.0 Kayla Wardley called the meeting to order at 6:54 pm.

2.0 Approval of the Agenda:

MOTION #2023-06-01 Lorraine Peters moved the approval of the agenda as revised. **CARRIED**

3.0 Approval of the Minutes:

MOTION #2023-06-02 Tamie McLean moved the approval of the July 11/23 meeting minutes. **CARRIED**

4.0 Review of Action Items:

- The action items of the previous MCLB meeting were reviewed.

5.0 Financial:

5.1 MCLB Financial Report as of August 31/23:

- Balance Forward	\$ 113,113.02
- Total Revenues	\$ 322,105.25
- Total Expenses	\$ 292,332.39
- Bank Balance	\$ 142,885.88

MOTION #2023-06-03 Lorraine Peters moved the acceptance of the financial report. **CARRIED**

5.2 Fort Vermilion Library (FVL) Financial Report as of Sept 12/23:

- Total Revenues	\$75,485.16
- Total Expenses	\$30,958.54
- Net Income	\$44,526.62
- Bank Balance	\$71,809.02

MOTION #2023-06-05 Lorraine Peters moved the acceptance of the financial report. **CARRIED**

6.0 Library Reports: Tabled

6.1 La Crete:

- No Report.

6.2 Fort Vermilion:

- No Report.

6.3 Zama:

- No Report.

6.4 Mackenzie County Library Consortium (MCLC):

- No report.

6.5 High Level:

- No Report.

7.0 Old Business:

7.1 Transfer of the Fort Vermilion Library building to the County. Tabled

8.0 New Business:

8.1 Alberta Libraries Trustees Association Symposium Nov 9/23 in Edmonton:

MOTION #2023-06-06 Lisa Wardley moved that Lorraine Peters and Sandra Neufeld attend the Alberta Libraries Association Symposium if available. **CARRIED**

8.2 MCLB 2024 Budget:

MOTION #2023-06-07 Lisa Wardley moved that the MCLB request the same funding from the County in 2024 as in 2023 and that the County provide an additional \$50,000 which will be used for the La Crete Library renovations. **CARRIED**

8.3 MCLB Policies:

The policies which govern the MCLB and its libraries were reviewed and updated.

9.0 Correspondence:

- None

10.0 In Camera:

- Not Required,

11.0 Next Meeting Date and Location: Fort Vermilion Library, October 23, 2023 at 6:30 p.m.

12.0 Adjournment:

MOTION # 2023-06-08 Wally Schroeder moved to adjourn the meeting at 9:18 p.m. **CARRIED**

These minutes were adopted this 23th day of October 2023.

Chair: Kayla Wardley



**Board Meeting
REDI Northwest Alberta
Approved Minutes
September 20, 2023
6:00 REDI Meeting**

MEETING MINUTES

REDI Board Members Present

Lisa Wardley, Chair, Mackenzie County
Crystal McAteer, Secretary / Treasurer, Town of High Level
Josh Knelsen, Mackenzie County
Don Werner, Town of Rainbow Lake
Boyd Langford, Town of High Level
Larry Neufeld, La Crete Chamber of Commerce
Greg McIvor, Zama Chamber Committee
Ray Towes, Fort Vermilion Board of Trade
Ryan Matthew Luengo, High Level Chamber of Commerce

REDI Board Members Absent

Michelle Farris, Vice-Chair, Town of Rainbow Lake
Mike Osborn, Community Futures Northwest Alberta
Justin Gaudet, Paddle Prairie Metis Settlement
Jasmine Light, Northern Lakes College

Staff & Guests

Byron Peters, Deputy CAO, Director of Project and Infrastructure – Mackenzie County
Andrew O'Rourke, REDI Manager

1. CALL TO ORDER

The Chair called the meeting to order and declared quorum at 6:00 pm.

2. REVIEW & ADOPTION OF THE AGENDA

Motion:

Moved by Greg McIvor

That the agenda be accepted as amended to include: 6. New Business: v. Yolo Nomads – Prize, vi. Feasibility Study – free drying foods.

Carried

3. MINUTES OF THE JUNE 21, 2023, MEETING.

Motion:

Moved by Ray Towes

That the Minutes of the June 21, 2023, REDI Meeting be accepted as presented.

Carried

4. YEAR TO DATE FINANCIAL REPORT AUGUST 31, 2023

Motion:

Moved by Boyd Langford

That the month ending August 31, 2023, financial report be accepted as presented.

Carried

5. Chairs Report

Attended the CRAA CN Advisory meeting – August 22, 2023 – Grande Prairie - The challenges in funding, investment, and service of Northern Alberta’s rail network have led to issues in reliable, equitable railcar service, leaving industry and communities struggling to export and import goods. CRAA continues to identify future opportunities for collaboration with rail partners and advance the priorities of Northern Alberta to provincial and federal decision-makers to ensure that local businesses and industries have the transportation systems to meet their needs on time and on budget. Met with Alberta Premier in Peace River on August 9-10, 2023 and RMA Zones. Did a video interview with Jordan in Zama. Went to the Rock Hosted Mineral Provincial Workshop – GP / Slave Lake - Our NW corner is fascinating in its composition and geology and has many different aspects of potential. High Level – Forest Capital of Canada Application Committee - Mackenzie County’s application for the Mackenzie Region to host the designation of Forest Capital of Canada for the 2024 year has been successful. Josh Knelsen and the REDI Chair are travelling to Nanaimo for the presentation on September 25 at the kick-off to Forestry Week.

Motion:

Moved by Ray Towes

Tha REDI contributes \$2,000 in seed funding to initiate the Forest Capital of Canada designation.

Carried

Motion:

Moved by Ryan Matthew Luengo

The chair's written report should be accepted as presented.

Carried

6. NEW BUSINESS

i. REDA Minister Meeting – Sep 26, 2026

A very focused ask of \$125,000 for operational funding and an additional \$100,000 for each REDA to have an investment attraction position to coincide with Invest Alberta. We are requesting a 5-year partnership with the provincial government, where they recognize our value. Mandate letter from the Premier to Minister Matt Jones, Jobs, Economy and Trade.

‘We are collaborating with partner organizations, including Regional Economic Development Alliances, to enhance wayfinding services and other business-attraction initiatives for investments under approximately \$50 million’.

Motion:

Moved by: Boyd Langford

That the REDI Manager be authorized to attend the meeting with Minister Matt Jones on September 26 in Edmonton.

Carried

ii. NRED Business Cases – Contract Award

Motion:

Moved by: Crystal McAteer

That REDI awards the first five NRED business cases to Municipal Experts as per the quote provided. With the following business cases selected: 1. Selling Food Goods to Northwest

Territories 2. Fence Poles/Posts 3. Forest Micro Industries 4. Burnt Forest Wood – Alternative Uses 5. Animal Foods.

Carried

iii. MoveUp Magazine

Motion:

Moved by: Don Werner

That the following article topic for MoveUp Magazine will be on the REDI site Selection project.

Carried

iv. REDI Made – Business Showcase Event March 12-14, 2024.

The REDI Manager has been coordinating with Paul Salvatore and has roped in Graham Sherman from the Tool Shed Brewing Company. Speaker John Knapp will also be contracted; he has a talk called ‘The future is Northern’. The intent is to host the event at the Best Western in High Level by renting the banquet room and having business displays in the entrance foyer. The La Crete Chamber of Commerce AGM is on Friday, March 15; their keynote speaker, Billy Molls, might also be available. This would have to be coordinated with the La Crete Chamber; potentially, Billy would fly into High Level on Thursday, March 14. ATB has discussed paying the full cost of bringing in their chief economist. Northern Lakes College CCEC would also be a good collaborator.

Showcasing products that are created here in Northwest Alberta. The opportunity exists for innovative local companies to pitch to REDI to have their costs covered to showcase their business and products as guests of REDI.

Motion:

Moved by: Josh Knelsen

That the REDI board receives the event planning update for information.

Carried

v. Yolo Nomads – Prize

The EDA awarded the REDI Manager a \$ 5,000.00 marketing prize with Yolo Nomads. The prize is to build a tailored package for your community to attract a specific demographic of workers. In the board discussion, it was decided to concentrate our efforts on healthcare workers, teachers, skilled trades, families or a combination of these. The best approach was to ask Yolo Nomads to build a relocation package guide.

The REDI manager is unsure if the prize needs to be specific to one community or if each community in our region can get its profile. The REDI manager requested that if a multi-community project were required, REDI would provide additional funding to top up the prize.

Motion:

Moved by Ray Towes

If required, REDI would match the prize of \$5,000 with equal funding to ensure the project is multi-community.

Carried

vi. Feasibility Study – Freeze Drying Food

A local company approached REDI to support the creation of a feasibility study for freeze-drying food products. With the potential of a local investment between \$500k-\$2m, the local company would like to know more about the market, equipment required and capital investment.

REDI has the potential to 50% assist in creating a feasibility study, with \$10,000 funding allocated from the NRED grant. The REDI Manager will reach out to potential consultants to get a guideline on the cost of a feasibility study and bring options back to the board on October 18.

Motion:

Moved by: Boyd Langford

That REDI table this agenda item until the October 18 board meeting.

Carried

7. OLD BUSINESS

i. Invest Alberta: Regional Investment Initiative

The dates for the event are Tuesday, October 17 to Thursday, 19, 2023, with the Invest Alberta team to visit Northwest Alberta.

The ‘Alberta CAN: Regional Investment Initiative’ is a collaborative venture that aims to raise Alberta’s profile as a high-impact, high-value investment destination. The initiative is designed to enhance investment attraction capacity, identify investment opportunities in all corners of the province, and provide an avenue for ongoing, mutually beneficial collaboration.

The workshop is scheduled for October 18 at the Best Western Hotel banquet room; invites have been sent out to all municipal councils.

ii. CanExport Site Selection & Rainbow Lake Community Profiles

Local contractor Adrian Wolfe has been busy over the summer months gathering the data for each site across the region. All eleven site drafts were presented at the meeting for review and comment. The Town of High Levels site documents require drone shots and additional information from the utilities department. The draft Rainbow Lake community profile was also presented for comments and feedback; each community will get a similar profile created.

iii. CanExport Video – Draft Golden West Honey

A draft version of the Golden West Honey video was reviewed, and the remaining three videos will be reviewed as they become available.

iv. Community Rail Advocacy Alliance (CRAA) August 22 Meeting

The CRAA had a successful meeting with CN Rail. The CN vice president, Kelly Levis and public affairs manager, Jonathan Abecassis, presented to the group at the Grande Prairie meeting. In the presentation, it was evident that constraints exist in the CN network. It's not as simple as adding additional rail cars to the system. There was a CAO change at CN last year to Tracy Robinson, and her improvements have made the company 23% more efficient. CN purchased 57 refurbished locomotives and 100 aircars. CN has 12 months of planning to put additional services on the line in a year when Northern Alberta has a bumper crop or forestry

requires more cars. CN spent \$326 million in Alberta last year. There are considerable labour issues when it takes nine months to hire and 12 months to train new locomotive drivers. CN committed to meeting with CRAA quarterly and releasing statistics region by region.

v. **Digital Service Squad**

REDI received the DSS extension, as the program ended on March 31, 2023; REDI has received an additional \$6,000 in funding. Luke Martens started on April 1 and was employed part-time until August 31. A breakdown of wages and hours worked was presented, and REDI will transfer additional funds to Community Futures to pay EI and CPP. The program has officially ended as REDI has used up the grant funding allocated. The July, August and September quarterly reports will be available in October.

8. ADDITIONAL INFORMATION

Letter to Minister of Natural Resource – Hydroelectricity from Fairview and Spirit River. REDI manager to forward letters to Municipal Membership. Additional dams on the Peace River cause the river to slow down and heat up. For every degree the water warms up on the Peace River, it shortens the ice bridge by two weeks.

9. ROUND TABLE

Crystal McAteer: The Town of High Level has been focusing on evacuations. A meeting with Minister Lowen as High Level tanker base air support had closed for the season when a forest fire threatened Tolko's wood supply at Blue Angle Road. Tolko was hauling 400 loads a day out of the blue angle to reduce the risk to its supply chain. A dozer guard is being created around the Town of High Level and West Fraser.

Greg McIvor: The forest fires missed Zama in May, and the NWT forest fires brought many evacuees to the community. Zama was without power for seven days; the community pulled together to organize events for evacuees. Noralta did very well with the camp full all summer. Now, the oil side is starting to pick up for the season.

Don Werner: Rainbow has been busy all summer; the businesses are doing well with all the additional resources assisting the community during the firefighting season. There were firefighters from South Africa, the USA, Australia, Mexico and Costa Rica. The Long Lake fire is still threatening the community in many ways, and it is at the edge of the Harvest Plant with sprinklers protection in operation. There has been no power to the west of town since May 02, so there is no production on that side. In Rainbow Lake, ATCO is changing out poles and mulching around power lines. The main powerline between Rainbow Lake and Fort Nelson is 50% gone, so ATCO is staging the rebuild. It will take just over a month to get that repaired.

Ray Towes: Harvest is doing well, with most producers having their wheat and peas off; canola is a little slow ripening. Fort Vermilion had a good Ag Fair this year with a great team of volunteers. Andrew was there and took many photos for next year's promotion. Many evacuees in town, especially from Fox Lake, spend time with relatives.

Ryan Matthew Luengo: TELUS has been working in the communities to install the fibre optic cable, which will finish in October and resume in the spring. The HL Chamber is having regular meetings.

Lisa Wardley: During the summer, Zama was supposed to evacuate, but there was no place to evacuate, so there was a shelter in place with a sprinkler system in operation for three weeks. There were many other evacuees from NWT, and at one point in the summer, the Zama campground hosted the South African firefighters—a new councillor for Mackenzie County, Dale Wiebe Ward #2. Darrell Derksen has taken over as the new CAO. Fort Vermilion is undertaking a transformation with the rehabilitation of the floodplain area. Mackenzie County has received a long-term lease to develop the Peace River Bridge campsite. The bison hunt opened in Zama; there are 80 indigenous tags and 40 recreational tags; the community will erect signs saying ‘No Hunt Zone.’

10. ADJOURNMENT & NEXT MEETING

The next REDI meeting will take place on October 18, 2023, at 6:00 p.m.

Motion: **Moved by Greg McIvor**
That the REDI meeting be adjourned at 8:35 p.m.
Carried

Lisa Wardley, Chair

REDI Manager

Public Advisory Committee Meeting Minutes

Tuesday, October 17th, 2023
5:00 pm Town of High Level Office, Council Chambers
5:30 pm, Microsoft Teams virtual meeting

PRESENT:

Boyd Langford (Town of High Level)	Paul Hewitt (Tolko)
Erik Peterson (Silvacom)	Scott Millar (West Fraser)
Kelley Whiffen (Member of Public)	Stephanie Grocholski (Forestry and Parks)
Lisa Wardley (Mackenzie County)	Trevor Lafreniere (Tolko)
Melanie Plantinga (Public Advisory Committee Coordinator)	Wade Cable (Tolko)
Mitch Baker (Silvacom)	Walter Tindall (Watt Mnt)
Pat Cool (West Fraser)	Wanderers/Hutch Lake Ski area)

VIRTUAL ATTENDEES:

Dione McGuinness (Brit Radius)

- 1. WELCOME**
 - a. Traditional Territory acknowledgement.
 - b. Introductions
- 2. CONCERNS AND RESPONSE TABLE REVIEW**

Table will be available using the documents link at:
<https://highlevelwoodlands.com/public-engagement/>

Comments arising:

I-31 - There was a concern brought forward to the FMP development team about the impact of fires on big game in the most affected WMU's. The government response was that fire can often have a beneficial effect on game. The government monitors wildlife populations and will adjust the number of tags issued to hunters in response to population.

I-38 – The companies are obligated to close temporary roads which are used to access the forest after harvest. Someone (an association or private individual) can reach out to

the government for permission to use the opened road. The fireguards built this summer would make great snowmobile trails but it is expected that they will be rolled back. There may be an opportunity to discuss leaving some open with the wildfire technicians.

Forestry Field Tour will be held on Saturday, October 21st. You can still register tonight if you are interested in attending.

3. PRESENTATION

Presentations will be available using the documents link at:

<https://highlevelwoodlands.com/public-engagement/>

a) Forestry Feedback event summary – Dione McGuinness

See attached summary of the Forestry Feedback hosted June 20th.

One of the items which was raised multiple times was the desire for more education about the forest. Discussion about addressing this item. How to make information available and interesting to the public? Perhaps additional focus on sharing via social media could help.

Was this event hosted elsewhere in the Mackenzie County? Or just in High Level? Is the information representative of the entire region? Although invitations and advertising were done widely only one event was hosted in High Level. Melanie will share information about some of the other public engagement efforts which did occur in other communities.

Suggestion – there may be opportunities to get messages out by participating in public events, partnering with other groups.

b) Public Involvement Activities in 2023

In addition to the Forestry Feedback event, the PAC sent representatives to other events. Those included the La Crete Loggers and Truckers Hockey Tournament and Get to Know You Night in La Crete and High Level. The companies intend to do an online survey to capture information from people throughout the region.

There may be hesitation about filling out a “survey” but rephrasing the request can be helpful. Perhaps in person polls might be better? EG. A person doing a poll in a public location such as a grocery store. If people do not have to provide personal information would that remove barriers? Live polls at events using technology may be well received. Example – a poll which updates live as information is gathered has proven helpful for other groups.

A poll which does not require personal information may make people more comfortable. If a prize or gift for submission were available, information for sending said prize would be gathered separately.

Greater emphasis on presentations being done at the PAC might encourage people to attend meetings. People who hear the designations “committee” and “meeting” might be reluctant to attend. But a “presentation with food provided” might encourage more participants to come forward. Make the meeting secondary to a presentation.

4. FOREST MANAGEMENT PLAN UPDATE AND VOIT (VALUES, OBJECTIVES, INDICATORS, AND TARGETS) Introduction to Social VOIT’s

Presentations will be available using the documents link at:

<https://highlevelwoodlands.com/public-engagement/>

What mechanism is in place if stakeholders (such as trappers) want to reach out to the companies? This is a good point. Perhaps the next time the information packages are sent out a reminder of the different methods to approach the companies will be included. The public can use the map portal accessible through the website to share a specific point of concern with the companies.

Review Public Involvement Plan for the Forest Management Plan. If anyone wants to review the plan, please contact us.

5. UPDATE: How has wildfire affected the forest companies?

Presentations will be available using the documents link at:

<https://highlevelwoodlands.com/public-engagement/>

The subregional plans for Bistcho and Chinchaga have an adaptive management clause trigger for review in cases of disturbance of greater than 1%. The area disturbed by the fire is greater than that trigger. Alberta will have to decide whether to review.

The companies intend to apply for Wildfire Reclamation Program funds to replant harvested areas which were previously treated but have since burned over. Funding may not be available for all areas following the record-breaking wildfire year which just occurred. Areas to be reforested may be whittled down. Will there be difficulty getting enough seedlings to reforest areas which have been impacted? There will be challenges to overcome. There needs to be adequate space for seedlings to grow in nurseries’, enough seed from the correct areas and people to plant the seedlings. Greater area burnt in wildfires are expected to make these resources in short supply.

This year's harvest will focus on salvaging as much burnt timber as possible. The companies will be looking at burn intensity and selecting trees which can be manufactured into a product. If trees are cracked, they cannot be used for lumber.

If areas are harvested and replanted, are they added back to the contributing landbase? The forest will be in production sooner, which is helpful in the long term. Based on modified harvest plans for this year, because of the fires, are you forecasting what the AAC is going to be like 5 years from now? There are other factors, but this forecasting is happening as part of the Forest Management Plan being done now.

For OSB manufacturing there will be a balance between burnt and green timber. The mill must have enough moisture in the fibre for manufacturing. Burnt and dry along with aspen effected by drought will need to be considered.

6. ROUND TABLE

Bison hunt for indigenous hunters begins on November 1st. Recreational hunters on December 1st. 80 tags have been issued to indigenous hunters and 40 to recreational hunters.

The Mackenzie Region has been designated Forest Capital of Canada 2024. There will be a working committee formed of community champions and people from different sectors. There will be a website for the event which will be linked to different forestry related things. This will include recreation, tourism, history, communities and living in the forest, education, working in the forest, silviculture... etc.

There is interest in continuing conversation about how wildfires will impact long-term operation of mills. The municipalities wish to support the industry.

7. NEXT MEETING – Forestry Field Tour – October 21st, 2023 Next Meeting – November 21st, 2023

