



MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**NOVEMBER 28, 2023  
10:00 AM**

FORT VERMILION COUNCIL  
CHAMBERS

 780.927.3718

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**Mackenzie County**



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Tuesday, November 28, 2023  
10:00 a.m.**

**Fort Vermilion Council Chambers**

**Fort Vermilion, Alberta**

**AGENDA**

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<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the November 14, 2023 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
		c)	
<b>CLOSED MEETING:</b>		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) CAO Report ( <i>FOIP Sections 16, 17, 23 and 24</i> )	
		b) Legal Update ( <i>FOIP Sections 23, 24, 25 and 27</i> )	
		c)	
		d)	
<b>TENDERS:</b>	5.	a) None	
<b>PUBLIC HEARINGS:</b>	6.	a) None	
<b>DELEGATIONS</b>	7.	a) Fort Vermilion School Division – Michael McMann, Superintendent of Schools	27
		b)	
		c)	
<b>GENERAL REPORTS:</b>	8.	a) Director & Manager Reports for October 2023	29

		b)		
		c)		
<b>AGRICULTURE SERVICES:</b>	9.	a)	None	
<b>COMMUNITY SERVICES:</b>	10.	a)	None	
<b>FINANCE:</b>	11.	a)	Budget Amendment – Amalgamation of South of High Level Lands Project	43
		b)	Budget Amendment – New Hamlet Parks	45
		c)	Financial Reports – January 1 – October 31, 2023	47
		d)	Council Expense Claims (Handout)	71
		e)	Member at Large Expense Claims (Handout)	73
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		g)		
<b>PROJECTS &amp; INFRASTRUCTURE:</b>	12.	a)	None	
<b>OPERATIONS:</b>	13.	a)	None	
<b>UTILITIES:</b>	14.	a)	None	
<b>PLANNING &amp; DEVELOPMENT:</b>	15.	a)	Development Options for Infrastructure	75
		b)		
<b>ADMINISTRATION</b>	16.	a)	Community Planning Association of Alberta (CPAA) – 2024 Annual Conference	79
		b)	Economic Developers Alberta – EDA Xperience 2024 Leaders’ Summit & Conference	81
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		d)		
<b>COMMITTEE OF THE WHOLE ITEMS:</b>	17.	a)	None	
<b>COUNCIL COMMITTEE REPORTS:</b>	18.	a)	Council Committee Reports (verbal)	
		b)	Municipal Planning Commission Meeting Minutes	85

- c)
- d)
- INFORMATION / CORRESPONDENCE:** 19. a) Information/Correspondence 105
- NOTICE OF MOTION:** 20. a)
- NEXT MEETING DATES:** 21. a) Budget Council Meeting  
December 6-7, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers
- b) Regular Council Meeting  
December 12, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers
- ADJOURNMENT:** 22. a) Adjournment





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the November 14, 2023 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the November 14, 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:**

**Author:** T. Thompson      **Reviewed by:** L. Flooren      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the November 14, 2023 Regular Council Meeting be adopted as presented.

**Author:** T. Thompson      **Reviewed by:** L. Flooren      **CAO:** \_\_\_\_\_



**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

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

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

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Cameron Cardinal	Councillor (virtual)
David Driedger	Councillor
Ernest Peters	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor (virtual left the meeting at 12:04 p.m.)
Dale Wiebe	Councillor (virtual)

**REGRETS:**

**ADMINISTRATION:**

Darrell Derksen	Chief Administrative Officer (virtual)
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
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary

**ALSO PRESENT:** Members of the Public

Minutes of the Regular Council Meeting for Mackenzie County held on November 14, 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 23-11-870 MOVED** by Councillor Braun

That the agenda be approved as presented.

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**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. a) Minutes of the October 24, 2023 Organizational  
Council Meeting**

**MOTION 23-11-871**

**MOVED** by Deputy Reeve Sarapuk

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

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. b) Minutes of the October 25, 2023 Regular Council  
Meeting**

**MOTION 23-11-872**

**MOVED** by Councillor Peters

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

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. c) Minutes of the October 31, 2023 Budget Council  
Meeting**

**MOTION 23-11-873**

**MOVED** by Councillor Braun

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

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

**3. d) Business Arising out of the Minutes**

None.

**UTILITIES:**

**14. a) Town of High Level Grant Application Request**

**MOTION 23-11-874**

**MOVED** by Councillor Wardley

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

**CARRIED**

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**CLOSED MEETING: 4. Closed Meeting**

**MOTION 23-11-875 MOVED** by Councillor Driedger

That Council move into a closed meeting at 10:06 a.m. to discuss the following:

- 4.a) Zama Land (*FOIP Sections 23, 24, 25 and 27*)
- 4.b) Auction Land (*FOIP Sections 23, 24, 25 and 27*)
- 4.c) RCMP Lease Agreement – La Crete Sub-Office (*FOIP Sections 23, 24, 25 and 27*)

**CARRIED**

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

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

**MOTION 23-11-876 MOVED** by Councillor Smith

That Council move out of a closed meeting at 10:33 a.m.

**CARRIED**

**CLOSED MEETING: 4. a) Zama Land**

**MOTION 23-11-877 MOVED** by Councillor Wardley

That the following vacant properties in Zama are not sold:

- Tax Roll #081631
- Tax Roll #081632
- Tax Roll #081634
- Tax Roll #081635
- Tax Roll #081636

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**CARRIED**

**MOTION 23-11-878**      **MOVED** by Councillor Peters

That the following tax rolls be advertised for development and future consideration of sale at market value:

- Tax Roll #082769
- Tax Roll #082770
- Tax Roll #082773
- Tax Roll #082443
- Tax Roll #230088

**CARRIED**

**CLOSED MEETING:**      **4. b) Auction Land**

**MOTION 23-11-879**      **MOVED** by Councillor Braun

That the Auction Land discussion be received for information.

**CARRIED**

**CLOSED MEETING:**      **4. c) RCMP Lease Agreement – La Crete Sub-Office**

**MOTION 23-11-880**      **MOVED** by Councillor Braun

That administration enter into negotiations with the RCMP for the lease of administrative and operational space located at the La Crete Sub-Office building.

**CARRIED**

**PROJECTS &  
INFRASTRUCTURE:**      **12. b) Grant Opportunities**

**MOTION 23-11-881**      **MOVED** by Councillor Driedger

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.

**CARRIED**

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**MOTION 23-11-882**      **MOVED** by Councillor Braun

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.

**CARRIED**

**ADMINISTRATION:**      **16. a) Advertising Options**

**MOTION 23-11-883**      **MOVED** by Councillor Wiebe

That administration research options for the In-House Weekly Newsletter and bring back to a future Council meeting.

**CARRIED**

Reeve Knelsen recessed the meeting at 10:57 a.m. and reconvened the meeting at 11:08 a.m.

**AGRICULTURE SERVICES:**      **9. a) Bylaw 1314-23 Scentless Chamomile Weed Designation**

**MOTION 23-11-884**      **MOVED** by Councillor Peters

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

**CARRIED**

**MOTION 23-11-885**      **MOVED** by Councillor Smith

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

**CARRIED**

**MOTION 23-11-886**      **MOVED** by Councillor Driedger  
Requires Unanimous

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

**CARRIED UNANIMOUSLY**

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**MOTION 23-11-887**      **MOVED** by Councillor Braun

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

**CARRIED**

**AGRICULTURE SERVICES:**

**9. b) Farming Road Allowance**

Deputy Reeve Sarapuk declared pecuniary interest and left the meeting at 11:13 a.m.

**MOTION 23-11-888**      **MOVED** by Councillor Peters

That the Farming Road Allowance be received for information.

**CARRIED**

Deputy Reeve Sarapuk rejoined the meeting at 11:19 a.m.

**MOTION 23-11-889**      **MOVED** by Councillor Wardley

That the Agricultural Service Board reviews the moratorium on road allowances and bring back recommendations to a future Council meeting.

**CARRIED**

**COMMUNITY SERVICES:**

**10. a) Policy ADM040 – Recreational Area Policy - Amendment**

**MOTION 23-11-890**      **MOVED** by Councillor Braun

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".

**CARRIED**

**MOTION 23-11-891**      **MOVED** by Councillor Wardley

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

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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) and amend the classification to Green Space.

**CARRIED**

**COMMUNITY SERVICES:**

**10. b) Community Services Committee Terms of Reference – Amendment**

**MOTION 23-11-892**

**MOVED** by Councillor Wardley

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

**CARRIED**

**COMMUNITY SERVICES:**

**10. c) 2023 Campground Caretakers Bonus**

**MOTION 23-11-893**  
Requires 2/3

**MOVED** by Councillor Wardley

That Council approve the Campground Caretakers bonuses as presented.

- Hutch Lake - \$5,941.22
- Wadlin Lake - \$1,809.18
- Machesis Lake - \$1,939.86

**CARRIED**

**PROJECTS & INFRASTRUCTURE:**

**12. a) Canadian National Railway (CN) Culvert Update**

**MOTION 23-11-894**

**MOVED** by Deputy Reeve Sarapuk

That the Canadian National Railway (CN) Culvert Update be received for information.

**CARRIED**

**PLANNING & DEVELOPMENT:**

**15. a) Hamlet Signage**

**MOTION 23-11-895**

**MOVED** by Deputy Reeve Sarapuk

That administration research the options for hamlet signage.

**CARRIED**

**PLANNING &  
DEVELOPMENT:**

**15. b) Municipal Reserve Lot (Plan 052 0560, Block 05, Lot 04MR) Hamlet of La Crete**

**MOTION 23-11-896**

**MOVED** by Councillor Braun

That the Municipal Reserve designation be removed from Plan 052 0560, Block 05, Lot 04MR, Hamlet of La Crete and that it be advertised for Public Hearing.

**CARRIED**

**DELEGATIONS:**

**7. a) Sewer Encroachment – Henry and Trudy Gerbrandt**

Delegation did not attend the meeting nor did they notify the County that they were not attending.

Reeve Knelsen recessed the meeting at 12:02 p.m., Councillor Wardley left the meeting at 12:04 p.m. and Reeve Knelsen reconvened the meeting at 12:40 p.m.

**TENDERS:**

**5. a) None**

**PUBLIC HEARINGS:**

**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”**

Reeve Knelsen called the public hearing for Bylaw 1308-23 to order at 1:01 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1308-23 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed 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” .

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Caitlin Smith, Director of Planning & Agriculture presented the following:

*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.*

*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.*

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*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**

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1308-23 Land Use Bylaw Amendment.

Why is it a Campground Minor and not Major? Campground Minor is seasonal and you have to have less than 20 sites as stated in the definition.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1308-23. There were 10 submissions received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1308-23

Adjacent Landowner - John Wiebe

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Items of concern are in the submitted letter that was read. Infrastructure wise, the roads not designed for it additional traffic. There is a walking trail close by the hill (to the south) and turns onto 113th Street and I fear with the added amount of traffic we will have an accident there. This is a residential area, there is opportunity elsewhere in the County where people can buy land and set up cabins. There is a need for it in La Crete but this is not the right area to do this.

Adjacent Landowner - Andrew O'Rourke

My submitted letter covered everything. The inconvenience of a campground near residential means more campfires, socializing, adding to the water infrastructure. The developer putting forward a proposal to connect to water and sewer and the Director of Utilities has made comments of concern within the package. This is low pressure system subdivision with 32 single family dwellings, we all have solid waste tank on yard. Each pump pushes the fluid along the line until it hits the gravity section adding 6 more will increase the density. All of our fluids will leave the subdivision on 113 street on the junction.

For future subdivisions there was a bylaw passed by Council in March to keep the integrity of HCR by increasing the minimum lot size. Our lot sizes are approximately 2 acres, there was the opportunity to subdivide and take 1 acre off and have two subdivisions but this new bylaw limits the size from 1 acre to 1.5 acres. Zoning half of the lot HCR and half Recreation creates a loophole in development.

Otherwise all other concerns were replicated amongst the neighbours.

Reeve Knelsen closed the public hearing for Bylaw 1308-23 at 1:22 p.m.

**MOTION 23-11-897**

**MOVED** by Deputy Reeve Sarapuk

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.

**DEFEATED**

**PUBLIC HEARINGS: 6. b) 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”.**

Reeve Knelsen called the public hearing for Bylaw 1309-23 to order at 1:22 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1309-23 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed 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”.

Caitlin Smith, Director of Planning & Agriculture presented the following:

*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:*

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**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**

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**

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1309-23 Bylaw Amendment. There were no questions.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1309-23. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1309-23  
There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1309-23 at 1:24 p.m.

**MOTION 23-11-898      MOVED by Councillor Braun**

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.

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**CARRIED**

**MOTION 23-11-899**      **MOVED** by Deputy Reeve Sarapuk

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.

**CARRIED**

**FINANCE:**                      **11. a) Cheque Registers – August 12, 2023 – November 10, 2023**

**MOTION 23-11-900**      **MOVED** by Councillor Driedger

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.

**CARRIED**

Reeve Knelsen recessed the meeting at 1:46 p.m. and reconvened the meeting at 1:52 p.m.

**FINANCE:**                      **11. b) MasterCard Statements – July-September 2023**

**MOTION 23-11-901**      **MOVED** by Councillor Smith

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

**CARRIED**

**GENERAL REPORTS:**      **8. a) None**

**FINANCE:**                      **11. c) La Crete Recreation Society – Parking Lot Project Budget Amendment**

**MOTION 23-11-902**      **MOVED** by Councillor Peters  
Requires 2/3

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.

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**CARRIED**

**FINANCE:**

**11. d) Tax Recovery Auction – Set Auction Date**

**MOTION 23-11-903**  
Requires 2/3

**MOVED** by Councillor Braun

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

**CARRIED**

**MOTION 23-11-904**  
Requires 2/3

**MOVED** by Councillor Peters

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

**CARRIED**

**OPERATIONS:**

**13. a) None**

**ADMINISTRATION:**

**16. b) Smoke Concerns**

**MOTION 23-11-905**

**MOVED** by Councillor Peters

That the smoke concerns discussion be received for information.

\_\_\_\_\_  
\_\_\_\_\_

**CARRIED**

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

**COUNCIL COMMITTEE REPORTS:** 18. a) Council Committee Reports (verbal)

**MOTION 23-11-906** **MOVED** by Councillor Driedger

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

**CARRIED**

**COUNCIL COMMITTEE REPORTS:** 18. b) Agricultural Service Board Meeting Minutes

**MOTION 23-11-907** **MOVED** by Councillor Peters

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

**CARRIED**

**INFORMATION/CORRESPONDENCE:** 19. a) Information/Correspondence

**MOTION 23-11-908** **MOVED** by Deputy Reeve Sarapuk

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  
November 21, 2023  
10:00 a.m.

\_\_\_\_\_  
\_\_\_\_\_



Fort Vermilion Council Chambers

Budget Council Meeting  
November 22, 2023  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT: 22. a) Adjournment**

**MOTION 23-11-909 MOVED** by Councillor Smith

That the Council meeting be adjourned at 2:21 p.m.

**CARRIED**

These minutes will be presented for approval at the November 28, 2023 Regular Council Meeting.

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Joshua Knelsen  
Reeve

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Darrell Derksen  
Chief Administrative Officer

UNAPPROVED

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**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Fort Vermilion School Division – Mike McMann, Superintendent of Schools</b>

## **BACKGROUND / PROPOSAL:**

FVSD is developing a Collegiate model of education. Superintendent Mike McMann is bring a presentation to council informing us of the benefit to the people of the region.

## **OPTIONS & BENEFITS:**

None

## **COSTS & SOURCE OF FUNDING:**

None

## **COMMUNICATION / PUBLIC PARTICIPATION:**

None

## **POLICY REFERENCES:**

None

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the presentation on the Collegiate model be received for information.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Director &amp; Manager Reports to the CAO for October 2023</b>

**BACKGROUND / PROPOSAL:**

The Director and Manager reports for October 2023 are attached for information.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the Director & Manager reports for October 2023 be received for information.

**Author:** L. Flooren      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

## Monthly Report to the CAO

For the month of October, 2023

From: Don Roberts,  
Director of Community Services

Program/Activity /Project	Comments
<b>La Crete Airport Shop</b>	Atco has informed administration that the building will not be energized until the end of November. All other services are scheduled to be in place by November 18 <sup>th</sup> .
<b>AFRRCS</b>	Administration is requesting a cost of deactivating the old communication system. This consists of terminating the 3 agreements the County has with the individual tower owners. It also will require the removal of all repeater, antennas, and radios from each site. This cost will be absorbed in the 2024 operational budget.
<b>Fish Ponds</b>	Administration reviewed the agreement between the land owner and Mackenzie County in regards to the term. 1.1 The term of this agreement shall be continuous subject to the terms and conditions or until such time as either party wishes to terminate. Snow fence is installed in the MARA Pond and blockades and signage have been installed at the Twin Ponds.
<b>Recreation Complex's</b>	Both managers of the Recreation complexes in Fort Vermilion and La Crete have contacted administration to discuss 2024 budget submission. Advice was given with the understanding that each individual Board would ultimately decide on what was submitted.
<b>La Crete Walking Trail</b>	The La Crete walking trail extension project was completed in house. The gravel base of the walking trail is complete. Administration will be providing cost on the paving of the trail during budget deliberation.
<b>Facility Management</b>	Administration have implemented a "Facility Condition Assessment/ Inspection" program with all major facilities excluding Recreation Complexes. This will allow for a more pro-active rather than a reactive approach when identifying regular and long term maintenance requirements on County operated buildings.

## MONTHLY REPORT TO THE CAO

For the Month Ending October 2023

**From:** Jennifer Batt  
Director of Finance

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2023 Budget	Ongoing	Budget updates completed as per Council motions. Continue to investigate funding sources, and opportunities for the County
2024 Budget	In Progress	<p>2024 budget request reviewed with all Directors, and CAO.</p> <p>Budget workshop October 30, 2023</p> <p>2024 Budget development for presentation to Council October 31, 2023.</p> <p>2024 One Time Projects presented to Council Oct 31, 2023.</p> <p>2024 Capital and 2023 Carry Forward requested projects presenting to Council Nov 21-22.</p> <p>2023 One Time and Capital Project reports submitted to all Directors for review, and updates and presenting to Council Nov 21-22.</p> <p>Grant applications submitted by Not for Profits under review. Presentation to Council Nov 21-22</p>
Provincial Grant Reporting CCBF/MSI...	Complete	MSI & CCBF 2023 Applications approved. Applications requires amending due to funding. Awaiting approval
Accounts Payable	Ongoing	<p>Electronic Funds Transfer set up for monthly vendors. Ongoing updates, and additions as required.</p> <p>Payments for all authorized invoices received by October 31st completed.</p>
Accounts Receivable	Ongoing	<p>Invoices sent for all services up to and including October 2023.</p> <p>Forestry invoicing complete - Awaiting amending updates</p> <p>Water pump invoice-funding received.</p> <p>Collection calls for outstanding accounts ongoing.</p> <p>Non-Profit grant applications advertised for 2024.</p> <p>Closing October 16<sup>th</sup> CLOSED</p>

Taxation	Ongoing	Pre-authorized payment agreements continue to be advertised and entered into. Title changes, and updates completed Review and additional communication with Tax forfeiture properties for auction
Utilities	Ongoing	Update move in/out Pre-authorized payment agreements Monthly billing and collections Continue Advertising ebilling via social media and website
Mitigation	Ongoing	Meet with multiple residents, admin. re plot plans etc.. Enter into agreements for relocation Communicate with various GOA agencies Review contracts Communicate with legal for resident agreements Enter into multiple contracts for relocation. Foundation, electrical, plumbing, relocation. Follow up with owners/contractors n relocations. Awaiting subdivision of Phase 2/3, Amending agreements required
Disaster Recovery Program	Ongoing	
<i>2020 Peace River Ice Jam / Overland Flood</i>		Continue to complete projects, and gather documentation in preparation of submission to DRP once project complete. All projects to be completed by December 18, 2023 Requesting extension until 2024. Awaiting approval.
2021 Sever Storm Overland Flooding		Submitting final documents to DRP in November. CLOSING
2022 Rapid Snowmelt – Overland flooding		Application approved Submitting expenses to date to DRP in November along w map etc. Outstanding 1 bridge for DRP approval
2023 Wildfires claim		Approved. Submitting expenses November
2023 NWT Wildfire claim		Submission requirements received. Compiling information for application submission and refund of expenses.
Supply staff to High Level Office every Tuesday. Assist departments with budget reporting, Request for Decisions, and inquiries.		



## Monthly Report to the CAO

For the month of October, 2023

From: Caitlin Smith,  
Director of Planning and Agriculture

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Joint project report; see Byron's report for project update
Municipal Development Plan, Land Use Bylaw, and Fort Vermilion Area Redevelopment Plan	Q4 2023	The revised MDP has been circulated to Council for review and final comments have been sent. Administration will start the PH advertising.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
La Crete Area Structure Plan	Q4 2023	Administration is creating a scope of work for the RFP.
100A Street Land Sale	Q4 2023	COMPLETE North lots have been sent for land transfer.

### Personnel Update:

Vacancies have been filled.

### Other Comments:

Administration has signed the Offer to Purchase for the South of High Level lands and we are working with the province on transfer documents. The green zone has to be transferred to white zone in order to gain title.

The North of Zama lands FNC has received adequacy; we are awaiting next steps to proceed. We have been in contact with the province and they are currently working on the appraisal. Administration is unable to provide a cost estimate as there are so few comparable sales in the area.

We have concluded FNC for the Talbot Lake site and submitted for adequacy and review. We currently have a TFA for the site.

There is one outstanding TCL for Machesis Lake.

Administration has started First Nation Consultation and submitted draft development plans on the Wadlin Campground, Bistcho Winter Recreation, as well as Eva and Margaret Winter Recreation and we will proceed as directed.

Administration has set a meeting with the ACO to clarify guidelines on First Nation Consultation Process and ACO has agreed to conduct an onsite training for Mackenzie County.

The department still has been conducting inspections for CCC/FAC for multi-lot subdivisions and following up on the deficiencies.

The Department had a preconstruction meeting with one multi-lot project in La Crete and has started construction.

The department is updating the Airport Development Plans for La Crete and Fort Vermilion. There have been enquiries for additional lease lots in La Crete (3 large lots remaining), this will be something we need to consider on where best to add lots and potentially invest into another taxiway for hangar access.

Administration has reached out to Town of High Level to update the Intermunicipal Development Plan, we are awaiting a response.

We are continuing to support TELUS with their fibre installation.

We have presented the 2022 Offsite Levy report and will proceed with 2023 Offsite Levy report that will be presented January 2024 together with a new Offsite Levy Bylaw that we are currently working on.

Attended the ASB Regional Conference in the Hamlet of Brownvale. Part of the discussion was Provincial ASB Program Updates, Fertilizer Emissions, Lessons Learned from Regional Wildfires, and S-CAP/RALP funding opportunities.

The Ag department has completed their weed inspecting for another year. There was an increase in the amount of chamomile throughout the County and there were several areas that required an additional round of spraying on municipally operated sites. We are working towards updating the ASB Business Plan and through that we are hoping to develop a policy for irrigation in the County. We have received several requests for information from local farmers interested in doing their own irrigation systems on private lands.

## REPORT TO CAO

October, 2023

From: Landon Driedger, Agricultural Fieldman

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	June-July 2023	Roadside Spraying will commence June 12 <sup>th</sup> . Ditches south of the river to Airport road will be sprayed this year. The do not spray registration deadline is May 31 <sup>st</sup> . The main miscommunication from Organic farmers was that if they register a field once and have signs up that they should be exempt from spraying yearly. I attended the Organic conference this April to reiterate that we refresh our spray maps yearly and only the fields registered that spring will be exempt. I also reminded producers that this is a optional program for the county, not mandatory.
Weed Inspection	2023	Weed inspection season has come to an end for the season. Scentsless Chamomile has been abundant this year and over 30 letters were sent to landowners as well as countless phone calls. A lot of work went into updating our munisite program with all the weed infestations. Multiple spot spray locations were completed in County right of ways, ditches and gravel pits.
Ag Land Development Proposals	2023	Four land parcels were tendered for bid this spring: Fidler pit SW 239 acres awarded to Ernie Driedger. Eek land 22 acres awarded to Cole Smith. La Crete Lagoon 12 acres awarded to Jake Reimer Buffalo Head fill station received no bids and working on an agreement with Peace Country Gleaners for next summer.
MARA Cattle Producer Seminar	January 15, 2024	Speakers will include Alberta Beef Producers, Local Ranchers, and specialist.

MARA Irrigation Seminar	October 26, 2023	Put on by Mackenzie Applied Research and sponsored by Mackenzie County. Speakers included Local irrigator's, Alberta Agriculture and Irrigation and Alberta Irrigation Districts Association. Very well received by the public.
Seed Cleaning Plant Inspections	Winter 2022	Frontier Seed Cleaning Plant was inspected on December 6th. Efficiency was 93%. The High Level Plant was inspected on March 16 and got 82%. Sunrise Mobile plant was inspected in December, with an efficiency rating of 93%.
Shelterbelt Program	June, 2023	4,400 trees ordered so far. Deadline to order is December 31. Supplier is Woodmere Nursery in Fairview.
VSI Program & Veterinary Subsidy	2023	Mackenzie County is still participating in the program. Council agreed to continue at the current 50% rate. Council extended the Vet Subsidy for a period of two years.
Water Pumping Program	June, 2023	There have been 24 rentals this year. 18 since September.
Roadside Mowing	2023	Roadside mowing is complete for the year, and no complaints or damages have been reported.
Erosion Control/Repair	2023	250 kg of grass has been seeded on new roads and drainage ditches. With the crops off, Andy and myself have been working together to complete remaining drainage and erosion projects.

**Capital Projects**

Projects	Timeline	Comments

**Personnel Update:**

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**Other Comments:**

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## MONTHLY REPORT TO THE CAO

For the Month of October 2023

**From:** John Zacharias  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Oct/23	Maintenance programs have gone well so far. Sewer flushing is done and hydrant flushing was done in August.

### Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Dec/23	Making arrangements with contractor to get our side of the service line done on one location that froze last year.
Potable Water Supply North of the Peace River	Dec/23	Had some discussion on possible grants with AE on this item. Nothing to report yet.
Waterline Blue Hills	Dec/23	Going to look into getting grant funding options on this. Will be dependent on future water supply study for La Crete.
Diversion License Review	May/24	Working with AE to get a permanent license on Norbord line. AEP is hesitant to give us a permanent license because of the TOHL supply concerns.
La Crete Future Water Supply Concept	Dec/23	Have started Phase 1 of this project with AE. Waiting on the final report on it. Started a Water Model of La Crete area for phase 2 of the project.
LC – Well #4	Dec/23	Project hit a glitch this month with some piping issues that seem to be ongoing. Trying to get commissioning done in Nov.
LC – North Sanitary Trunk Sewer	Dec/23	Project on hold as per Council motion. Design complete for now and looking at possible grants for a portion of the project.

ZA- Distribution Pump House Upgrades	Jun/23	Project is in the warranty phase and running smoothly so far. Had a VFD fry on a power surge but it is being replaced this month. We are adding surge protection on the building itself.
ZA- Lift Station Upgrades	Dec/23	Will apply for grant funding in a future year as per council motion.

**Personal Update:**

October was a good and busy month with some time off for hunting. We have moved forward with some projects and got some finished as well. I have been hard at work getting our operating budget figured out with each of the operators. Things went very smoothly and I am proud of the budget we are able to put forward this year.

Well 4 issues have continued once again so that is testing my patience a bit. We are now looking at commissioning in November we hope.

Will be attending a Water Week North conference Nov 14-16 in Edmonton.

**Personnel Update:**

Had some operators go out and be successful on their hunting trips unlike mine. The guys are working hard to get the last few things done before the weather gets worst.

Operators along with Jenna did a good job getting the budget in this year. Jenna has been a big help in streamlining some of our things so we can see what our budgets have been and where we are trending.

Respectfully submitted,

John Zacharias  
 Director of Utilities  
 Mackenzie County

## **REPORT TO THE CAO**

For October 2023

From: Louise Flooren, Manager of Legislative & Support Services

### **Council**

- Preparing for various meetings of Council, correspondence, conferences, etc.
- Preparing for Rural Municipalities of Alberta Convention, Minister Meeting Scheduling
- By-Election preparation for Ward 9, Nomination Day, Advance Vote & Election Day.

### **Appeal Boards**

- Assessment Review Board Hearings are scheduled for November 23, 2023, 1 CARB and 1 LARB
- Subdivision and Development Appeal Hearing completed with assistance from Colleen Sarapuk, Alternate Clerk

### **Bylaws/Policies/Reports/Publications:**

- Update of recent Policies, Bylaws as approved by Council.
- Reviewing Bylaws for accuracy and updating DocuShare and internal drives, working with departments to confirm status of Bylaws and policies.
- Reviewing Policies to ensure accuracy, including working documents.

### **Communications:**

- Departments have been creating their own ads and we are still working on few adjustments for the process.
- Administrative Assistant is working on the Communications plan and updated required areas and looking for new ways to communicate to ratepayers on social media platforms.
- Administrative Assistant working on waste pickup video and communications for ratepayers.

### **Human Resources/Records/IT**

- Human Resources (HR) – Responding to employee inquiries, advertising for various positions, interviews and orientation.
- There were 4 employment advertisements, 2 permanent positions and 2 casual.
- 3 orientations have been completed.
- HR is working on multiple policies and they will be brought to a future Council meeting.
- 1134 Land Files plus have been uploaded to DocuShare to date. (Current numbers are not able to be tracked due to changes in DocuShare)
- Yearly destruction has been completed and 66 boxes were destroyed.
- Assisting with zoom configurations and troubleshooting, Fort Vermilion photocopier has not been cooperating, troubleshooting with LRT and Xerox on issues to rectify problems.

- Budget preparation – 5 year capital plan forecasting, server maintenance and email server troubleshooting, groundwork for switching network router and endpoint protection to a new vendor.

**Other:**

- Working with the Health and Safety Committee in multiple areas.
- The staff members for the Christmas Banquet planning have been organizing and scheduling the gala in regards to the caterer, silent auction, hall and item rental and all the logistics. They have put a lot of effort to ensuring that the banquet runs smoothly.



## MONTHLY REPORT TO THE CAO

For the month of October, 2023

From: Andy Banman  
Manager of Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Administration	Ongoing	<ul style="list-style-type: none"> <li>- JHSC</li> <li>- Operating/Capital Budget</li> <li>- Site Safety Meetings</li> <li>- New Grader Beat Maps complete</li> <li>- 2024 Regravelling Prep</li> </ul>
Airport Maintenance/Operations	Ongoing	<ul style="list-style-type: none"> <li>- Regular maintenance as required</li> <li>- Airport Parking Fees</li> <li>- Anchors secured</li> <li>- Facilities Winterized</li> <li>- Deicer in place</li> </ul>
Bridges	Ongoing	<ul style="list-style-type: none"> <li>- BF 72702 quote received and job awarded. Work to commence in last week of November</li> </ul>
Road Repair/Gravel/Spot Gravel	Ongoing	<ul style="list-style-type: none"> <li>- Zama Road</li> <li>- Many culvert replacements</li> </ul>
Training/Education	Ongoing	<ul style="list-style-type: none"> <li>- Loader Back Hoe Training</li> <li>- Skid Steer Training</li> <li>- Front End Loader Training</li> </ul>

### Capital Projects

Projects	Timeline	Comments
Endeavor to Assist – New Roads	Ongoing	
30m ROW – Various Locations	Ongoing	
Rebuild TWP RD 1044 (1 mile) (2021)	Complete	
Washout & Culvert Upgrades (2021)	Ongoing	

TWP RD 1050 (27 <sup>TH</sup> Baseline RD) 2 Miles (2022)	Complete	
Zama Pavement Repair (2022)	Complete	- With maintenance to be done in the future.
RR 154 IN 108-15 (2022)	Complete	
Rebuild Heliport RD – 2 Miles – TWP 1102 (2022)	Complete	
Machesis Lake – Rebuild and Section Repairs (2022)	Complete	
Rebuild Fox Lake RD – 2 Miles – spot repair (2022)	Complete	
Rebuild RR 155 (2022)	Complete	
TWP 1092 – Repack, Gravel, Oil (2023)	Complete	
Buffalo Head Prairie/Blue Hills Road Rebuild (2023)	Complete	
Angle RD HL South – Rebuild (2023)	Complete	
Lambert Point Intersection TWP 1085 & RR 122 (2023)	Complete	
Culvert Erosion Repair TWP 1090 – RR 150 (2023)	Complete	

**Personnel Update:**

2 positions filled;  
 - Equipment Operator I – FV

Vacant Positions;  
 - Equipment Operator I (casual) – LC  
 - Equipment Operator II - TERM – FV

Admin Assistant moving over to Fleet, and moving forward, reports to Willie Schmidt

**Other Comments:**



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Budget Amendment – Amalgamation of South of High Level Lands Projects</b>

**BACKGROUND / PROPOSAL:**

During the November 22, 2023 Budget Council meeting, Council requested that project “Land Purchase - South of High Level Lands” and project “PLS 140031-South of High Level Lands” be amalgamated into one project and budget.

The respective 2023 budgets are as below:

- Land Purchase-South of High Level Lands - \$25,000 funded through General Capital Reserve.
- PLS 140031-South of High Level Lands - \$1,313,858 funded through Debenture borrowing.

Administration is requesting a budget amendment of \$1,338,858 combining these two projects.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

General Capital Reserve - \$25,000  
 Debenture Borrowing - \$1,313,858

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

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

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

Simple Majority      ✓ Requires 2/3       Requires Unanimous

That the 2023 Capital Budget be amended by combining the “Land Purchase – South of High Level” and “PLS 140031 – South of High Level Lands” projects budgets and funding sources into a single project, renaming it “Land Purchase – South of High Level Lands PLS140031”.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Budget Amendment – New Hamlet Parks</b>

## **BACKGROUND / PROPOSAL:**

During the November 22, 2023 Budget Council meeting, Council requested that the “New Hamlet Park (Janelle’s Park LC)” be renamed “New Hamlet Park – 112 st LC” with a budget of \$8,685, and the remaining \$50,000 in funding be reallocated to the Janelle Park Development project.

## **OPTIONS & BENEFITS:**

N/A

## **COSTS & SOURCE OF FUNDING:**

Municipal Reserve

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

## **POLICY REFERENCES:**

N/A

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 Capital Budget be amended by renaming the “New Hamlet Park (Janelle’s Park LC)” to “New Hamlet Park – 112 st LC” with a budget of \$8,685, and the remaining \$50,000 in funding be reallocated to the Janelle Park Development project.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Financial Reports – January 1 – October 31, 2023</b>

**BACKGROUND / PROPOSAL:**

The Finance Department provides financial reports to Council as per policy, which the January – October 31, 2023 reports are attached for review.

**OPTIONS & BENEFITS:**

Financial Reports to Council

Council shall receive the following reports monthly:

- Statement comparing actual operating revenues and expenditures to budget for the year-to-date (January – October 31, 2023);
- A report of funds invested in term deposits and other securities (January – September 2023).

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**Author:** J.Veenstra      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen

**POLICY REFERENCES:**

Policy FIN010 – Financial Reports

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the financial reports for January to October 31, 2023 be received for information.

**Author:** J.Veenstra      **Reviewed by:** \_\_\_\_\_      **CAO:** D. Derksen



Mackenzie County  
Summary of All Units January - October 2023

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
100-Municipal Taxes	\$26,842,350	\$26,811,035	\$31,315
101-Lodge Requisition		(\$121)	\$121
102-School Requisition	\$6,379,443	\$6,385,818	(\$6,375)
103-Designated Ind. Property	\$73,830	\$73,825	\$5
124-Frontage	\$35,000	\$49,166	(\$14,166)
261-Ice Bridge	\$130,000	\$135,000	(\$5,000)
420-Sales of goods and services	\$1,084,586	\$1,799,479	(\$714,893)
421-Sale of water - metered	\$3,861,992	\$3,178,461	\$683,531
422-Sale of water - bulk	\$951,093	\$930,291	\$20,802
424-Sale of land	\$10,000		\$10,000
510-Penalties on taxes	\$300,000	\$171,513	\$128,487
511-Penalties of AR and utilities	\$25,000	\$26,338	(\$1,338)
520-Licenses and permits	\$54,000	\$69,286	(\$15,286)
521-Offsite levy	\$20,000	\$128,991	(\$108,991)
522-Municipal reserve revenue	\$80,000	\$37,118	\$42,882
526-Safety code permits	\$350,000	\$450,151	(\$100,151)
525-Subdivision fees	\$125,000	\$59,782	\$65,218
530-Fines	\$9,000	\$19,240	(\$10,240)
531-Safety code fees	\$12,000	\$14,883	(\$2,883)
550-Interest revenue	\$425,000	\$1,086,221	(\$661,221)
551-Market value changes		\$84,464	(\$84,464)
560-Rental and lease revenue	\$203,367	\$147,533	\$55,834
597-Other revenue	\$25,000	\$26,338	(\$1,338)
598-Community aggregate levy	\$85,000		\$85,000
630-Sale of non-TCA equipment	\$500	\$1,610	(\$1,110)
840-Provincial grants	\$973,704	\$495,830	\$477,874
890-Gain (Loss) Penny Rounding		\$1	(\$1)
909-Other Sources -Grants	\$118,963	\$80,153	\$38,810
930-Contribution from Operating Reserves	\$1,521,240		\$1,521,240
940-Contribution from Capital Reserves	\$101,944		\$101,944
<b>TOTAL REVENUE</b>	<b>\$43,798,012</b>	<b>\$42,262,406</b>	<b>\$1,535,606</b>
<b>Excluding Requisitions</b>	<b>\$37,344,739</b>	<b>\$35,802,883</b>	<b>\$1,541,856</b>

Mackenzie County  
Summary of All Units January - October 2023

	2023	2023 Actual	\$ Variance
	Budget	Total	(Remaining)
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$7,383,659	\$5,106,230	\$2,277,429
132-Benefits	\$1,582,330	\$1,079,566	\$502,764
136-WCB contributions	\$84,904	\$34,075	\$50,829
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$57,600	\$22,264	\$35,336
151-Honoraria	\$615,761	\$495,518	\$120,243
211-Travel and subsistence	\$389,038	\$179,137	\$209,901
212-Promotional expense	\$43,000	\$23,795	\$19,205
214-Memberships & conference fees	\$144,656	\$107,498	\$37,158
215-Freight	\$127,950	\$93,354	\$34,596
216-Postage	\$52,000	\$41,605	\$10,395
217-Telephone	\$119,930	\$95,747	\$24,183
221-Advertising	\$80,100	\$75,670	\$4,430
223-Subscriptions and publications	\$11,700	\$1,959	\$9,741
231-Audit fee	\$120,000	\$105,500	\$14,500
232-Legal fee	\$85,000	\$128,318	(\$43,318)
233-Engineering consulting	\$217,000	\$50,125	\$166,875
235-Professional fee	\$219,100	\$207,256	\$11,844
236-Enhanced policing fee	\$780,501	\$112,815	\$667,686
239-Training and education	\$85,938	\$19,673	\$66,265
242-Computer programming	\$228,655	\$119,393	\$109,262
243-Waste Management	\$462,067	\$336,931	\$125,136
251-Repair & maintenance - bridges	\$159,500	\$15,238	\$144,262
252-Repair & maintenance - buildings	\$139,850	\$129,142	\$10,708
253-Repair & maintenance - equipment	\$471,550	\$305,109	\$166,441
255-Repair & maintenance - vehicles	\$117,300	\$71,590	\$45,710
258-Contracted Services	\$762,152	\$513,982	\$248,170
259-Repair & maintenance - structural	\$2,072,000	\$1,157,317	\$914,683
260-Roadside Mowing & Spraying	\$465,801	\$362,579	\$103,222
261-Ice bridge construction	\$125,000	\$82,458	\$42,542
262-Rental - building and land	\$67,100	\$64,160	\$2,940
263-Rental - vehicle and equipment	\$66,253	\$17,449	\$48,804
266-Communications	\$155,967	\$106,888	\$49,079
271-Licenses and permits	\$15,300	\$26,803	(\$11,503)
272-Damage claims		\$13,500	(\$13,500)
274-Insurance	\$705,431	\$506,827	\$198,604
342-Assessor fees	\$247,820	\$155,031	\$92,789
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$1,211,062	\$893,258	\$317,804
515-Lab Testing	\$52,000	\$45,500	\$6,500
521-Fuel and oil	\$1,162,604	\$752,037	\$410,567
531-Chemicals and salt	\$428,800	\$288,425	\$140,375
530-Oil Dust Control	\$100,000	\$91,546	\$8,454
532-Calcium Dust Control	\$130,000	\$130,098	(\$98)
533-Grader blades	\$143,000	\$150,870	(\$7,870)
534-Gravel (apply; supply and apply)	\$1,767,084	\$1,221,770	\$545,314
535-Gravel reclamation cost	\$50,000	\$2,548	\$47,452
994-Change in Inventory	(\$467,084)		(\$467,084)
543-Natural gas	\$202,061	\$119,687	\$82,374
544-Electrical power	\$878,157	\$564,584	\$313,573
550-Carbon Tax	\$200,000	\$139,846	\$60,154
710-Grants to local governments	\$2,250,000	\$1,250,000	\$1,000,000
735-Grants to other organizations	\$2,390,744	\$2,279,691	\$111,053
747-School requisition	\$6,379,443	\$4,814,183	\$1,565,260
750-Lodge requisition		\$561	(\$561)
760-Designated Ind. Property	\$73,830	\$58,151	\$15,679
763/764-Contributed to Reserve	\$4,371,489		\$4,371,489
810-Interest and service charges	\$22,360	\$23,312	(\$952)
831-Interest - long term debt	\$333,735	\$170,212	\$163,523
832-Principle - Long term debt	\$1,183,120	\$874,571	\$308,549
921-Bad Debt/922-Tax Cancellation/Writeoff	\$1,005,000	89922	\$915,078
Non-TCA projects	\$1,450,694	\$597,837	\$578,335
DRP Expenses	\$0	\$274,522	(\$274,522)
<b>TOTAL EXPENSES</b>	<b>\$43,798,012</b>	<b>\$26,797,630</b>	<b>\$17,000,382</b>
<b>Excluding Requisitions</b>	<b>\$37,344,739</b>	<b>\$21,924,736</b>	<b>\$15,509,925</b>
<b>995-Amortization of TCA</b>	<b>\$9,978,821</b>		<b>\$9,978,821</b>

	<b>2023</b>	<b>2023 Actual</b>	<b>\$ Variance</b>
	<b>Budget</b>	<b>Total</b>	<b>(Remaining)</b>
<b>OPERATING REVENUES</b>			
<hr/>			
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<b>OPERATING EXPENSES</b>			
132-Benefits	\$50,728	\$38,699	\$12,029
136-WCB contributions	\$5,535	\$2,138	\$3,397
151-Honoraria	\$529,461	\$339,660	\$189,801
211-Travel and subsistence	\$254,098	\$121,973	\$132,125
214-Memberships & conference fees	\$70,425	\$57,950	\$12,475
217-Telephone	\$7,700	\$5,334	\$2,366
221-Advertising	\$1,000	\$678	\$322
235-Professional fee	\$8,000	\$950	\$7,050
239-Training and education	\$2,800		\$2,800
266-Communications	\$15,615	\$10,435	\$5,180
274-Insurance	\$2,194	\$1,828	\$366
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$9,700	\$6,754	\$2,946
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$960,256</b>	<b>\$586,399</b>	<b>\$373,857</b>
<b>Excluding Requisitions</b>	<b>\$960,256</b>	<b>\$586,399</b>	<b>\$373,857</b>
<hr/>			
<b>TOTAL EXPENSES</b>	<b>\$960,256</b>	<b>\$586,399</b>	<b>\$373,857</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$960,256)</b>	<b>(\$586,399)</b>	<b>(\$373,857)</b>

	<b>2023</b>	<b>2023 Actual</b>	<b>\$ Variance</b>
	<b>Budget</b>	<b>Total</b>	<b>(Remaining)</b>
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$39,500	\$35,550	\$3,950
510-Penalties on taxes	\$300,000	\$171,513	\$128,487
511-Penalties of AR and utilities	\$13,000	\$9,643	\$3,357
550-Interest revenue	\$425,000	\$1,086,221	(\$661,221)
551-Market value changes		\$84,464	(\$84,464)
560-Rental and lease revenue	\$77,800	\$39,649	\$38,151
597-Other revenue	\$25,000	\$25,065	(\$65)
598-Community aggregate levy	\$85,000		\$85,000
630-Sale of non-TCA equipment	\$500		\$500
840-Provincial grants	\$190,370	\$10,820	\$179,550
890-Gain (Loss) Penny Rounding		\$1	(\$1)
909-Other Sources -Grants	\$64,963	\$13,000	\$51,963
930-Contribution from Operating Reserves	\$696,797		\$696,797
<b>TOTAL REVENUE</b>	<b>\$1,917,930</b>	<b>\$1,475,927</b>	<b>\$442,003</b>
<b>Excluding Requisitions</b>	<b>\$1,917,930</b>	<b>\$1,475,927</b>	<b>\$442,003</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$2,011,178	\$1,355,218	\$655,960
132-Benefits	\$454,920	\$274,671	\$180,249
136-WCB contributions	\$19,924	\$8,699	\$11,225
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$14,400	\$12,000	\$2,400
211-Travel and subsistence	\$38,500	\$14,115	\$24,385
212-Promotional expense	\$25,000	\$17,672	\$7,328
214-Memberships & conference fees	\$23,156	\$11,321	\$11,835
215-Freight	\$9,000	\$4,847	\$4,153
216-Postage	\$24,500	\$41,108	(\$16,608)
217-Telephone	\$44,050	\$41,847	\$2,203
221-Advertising	\$68,000	\$65,967	\$2,033
223-Subscriptions and publications	\$5,700	\$497	\$5,203
231-Audit fee	\$120,000	\$105,500	\$14,500
232-Legal fee	\$75,000	\$119,554	(\$44,554)
233-Engineering consulting		\$620	(\$620)
235-Professional fee	\$65,000	\$91,670	(\$26,670)
239-Training and education	\$8,758	\$2,047	\$6,711
242-Computer programming	\$126,510	\$69,854	\$56,656
243-Waste Management	\$7,800	\$4,286	\$3,514
252-Repair & maintenance - buildings	\$45,350	\$32,470	\$12,880
253-Repair & maintenance - equipment	\$10,100	\$8,608	\$1,492
255-Repair & maintenance - vehicles	\$6,000	\$6,505	(\$505)
258-Contracted Services		\$3,555	(\$3,555)
259-Repair & maintenance - structural		\$3,000	(\$3,000)
263-Rental - vehicle and equipment	\$8,353	\$5,670	\$2,683
266-Communications	\$51,880	\$37,631	\$14,249
271-Licenses and permits	\$100	\$252	(\$152)
274-Insurance	\$119,906	\$91,061	\$28,845
342-Assessor fees	\$247,820	\$155,031	\$92,789
511-Goods and supplies	\$104,906	\$100,869	\$4,037
521-Fuel and oil	\$35,166	\$17,050	\$18,116
543-Natural gas	\$29,257	\$20,999	\$8,258
544-Electrical power	\$97,324	\$66,049	\$31,275
710-Grants to local governments	\$2,250,000	\$1,250,000	\$1,000,000
763/764-Contributed to Reserve	\$394,489		\$394,489
810-Interest and service charges	\$21,000	\$22,279	(\$1,279)
921-Bad Debt/922-Tax Cancellation/Writeoff	\$1,000,000	89922	\$910,078
Non-TCA projects	\$444,513	\$333,973	\$25,399
DRP Expenses	\$0	\$85,141	(\$85,141)
<b>TOTAL EXPENSES</b>	<b>\$8,022,560</b>	<b>\$4,571,560</b>	<b>\$3,451,000</b>
<b>Excluding Requisitions</b>	<b>\$8,022,560</b>	<b>\$4,571,560</b>	<b>\$3,540,922</b>
<b>995-Amortization of TCA</b>	<b>\$322,004</b>		<b>\$322,004</b>
<b>TOTAL EXPENSES</b>	<b>\$8,344,564</b>	<b>\$4,571,560</b>	<b>\$3,773,004</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$6,426,634)</b>	<b>(\$3,095,633)</b>	<b>(\$3,331,001)</b>

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$126,000	\$652,652	(\$526,652)
909-Other Sources -Grants	\$15,000		\$15,000
930-Contribution from Operating Reserves	\$15,000		\$15,000
<b>TOTAL REVENUE</b>	<b>\$156,000</b>	<b>\$652,652</b>	<b>(\$496,652)</b>
<b>Excluding Requisitions</b>	<b>\$156,000</b>	<b>\$652,652</b>	<b>(\$496,652)</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$45,408	\$33,900	\$11,508
132-Benefits	\$8,112	\$7,501	\$611
136-WCB contributions	\$509	\$196	\$313
151-Honoraria	\$86,300	\$155,858	(\$69,558)
211-Travel and subsistence	\$9,000	\$11,115	(\$2,115)
212-Promotional expense	\$3,000		\$3,000
214-Memberships & conference fees	\$3,630	\$100	\$3,530
215-Freight	\$1,000	\$2,343	(\$1,343)
217-Telephone	\$27,440	\$19,410	\$8,030
239-Training and education	\$36,180	\$5,090	\$31,090
252-Repair & maintenance - buildings	\$11,500	\$12,621	(\$1,121)
253-Repair & maintenance - equipment	\$42,000	\$30,343	\$11,657
255-Repair & maintenance - vehicles	\$12,000	\$7,610	\$4,390
258-Contracted Services	\$8,500		\$8,500
259-Repair & maintenance - structural	\$1,500	\$3,698	(\$2,198)
263-Rental - vehicle and equipment	\$27,000	\$2,530	\$24,470
266-Communications	\$69,012	\$46,057	\$22,955
271-Licenses and permits	\$4,000	\$28	\$3,972
274-Insurance	\$53,211	\$40,433	\$12,778
511-Goods and supplies	\$128,984	\$44,851	\$84,133
521-Fuel and oil	\$23,859	\$19,436	\$4,423
543-Natural gas	\$23,818	\$12,927	\$10,891
544-Electrical power	\$20,899	\$12,287	\$8,612
763/764-Contributed to Reserve	\$100,000		\$100,000
Non-TCA projects	\$30,000	\$0	\$30,000
DRP Expenses	\$0	\$168,701	(\$168,701)
<b>TOTAL EXPENSES</b>	<b>\$776,862</b>	<b>\$637,037</b>	<b>\$139,825</b>
<b>Excluding Requisitions</b>	<b>\$776,862</b>	<b>\$637,037</b>	<b>\$139,825</b>
<b>995-Amortization of TCA</b>	<b>\$195,023</b>		<b>\$195,023</b>
<b>TOTAL EXPENSES</b>	<b>\$971,885</b>	<b>\$637,037</b>	<b>\$334,848</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$815,885)</b>	<b>\$15,615</b>	<b>(\$831,500)</b>

Mackenzie County  
25-Ambulance/Municipal Emergency

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
560-Rental and lease revenue	\$40,500	\$37,125	\$3,375
<b>TOTAL REVENUE</b>	<b>\$40,500</b>	<b>\$37,125</b>	<b>\$3,375</b>
<b>Excluding Requisitions</b>	<b>\$40,500</b>	<b>\$37,125</b>	<b>\$3,375</b>
<b>OPERATING EXPENSES</b>			
252-Repair & maintenance - buildings	\$7,000	\$2,879	\$4,121
274-Insurance	\$4,599	\$2,500	\$2,099
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$11,599</b>	<b>\$5,379</b>	<b>\$6,220</b>
<b>Excluding Requisitions</b>	<b>\$11,599</b>	<b>\$5,379</b>	<b>\$6,220</b>
<b>995-Amortization of TCA</b>	<b>\$12,328</b>		<b>\$12,328</b>
<b>TOTAL EXPENSES</b>	<b>\$23,927</b>	<b>\$5,379</b>	<b>\$18,548</b>
<b>EXCESS (DEFICIENCY)</b>	<b>\$16,573</b>	<b>\$31,746</b>	<b>(\$15,173)</b>

Mackenzie County  
26-Enforcement Services

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
520-Licenses and permits		\$5	(\$5)
530-Fines	\$9,000	\$19,240	(\$10,240)
560-Rental and lease revenue	\$13,827	\$11,522	\$2,305
<b>TOTAL REVENUE</b>	<b>\$22,827</b>	<b>\$30,767</b>	<b>(\$7,940)</b>
<b>Excluding Requisitions</b>	<b>\$22,827</b>	<b>\$30,767</b>	<b>(\$7,940)</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$15,136	\$11,456	\$3,680
132-Benefits	\$2,704	\$2,180	\$524
136-WCB contributions	\$170	\$65	\$105
211-Travel and subsistence	\$2,000	\$70	\$1,930
217-Telephone	\$1,200		\$1,200
223-Subscriptions and publications	\$2,500	\$687	\$1,813
235-Professional fee	\$2,000	\$2,347	(\$347)
236-Enhanced policing fee	\$780,501	\$112,815	\$667,686
239-Training and education	\$8,000	\$2,520	\$5,480
252-Repair & maintenance - buildings	\$12,050	\$6,501	\$5,549
258-Contracted Services	\$8,000	\$8,036	(\$36)
266-Communications	\$500	\$444	\$56
274-Insurance	\$6,240	\$5,521	\$719
511-Goods and supplies	\$1,000	\$3,824	(\$2,824)
521-Fuel and oil	\$2,668	\$1,127	\$1,541
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$844,669</b>	<b>\$157,593</b>	<b>\$687,076</b>
<b>Excluding Requisitions</b>	<b>\$844,669</b>	<b>\$157,593</b>	<b>\$687,076</b>
<b>995-Amortization of TCA</b>	<b>\$6,404</b>		<b>\$6,404</b>
<b>TOTAL EXPENSES</b>	<b>\$851,073</b>	<b>\$157,593</b>	<b>\$693,480</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$828,246)</b>	<b>(\$126,825)</b>	<b>(\$701,421)</b>

	<b>2023</b>	<b>2023 Actual</b>	<b>\$ Variance</b>
	<b>Budget</b>	<b>Total</b>	<b>(Remaining)</b>
<b>OPERATING REVENUES</b>			
124-Frontage	\$35,000	\$30,872	\$4,128
261-Ice Bridge	\$130,000	\$135,000	(\$5,000)
420-Sales of goods and services	\$262,036	\$648,668	(\$386,632)
520-Licenses and permits	\$4,000	\$3,085	\$915
560-Rental and lease revenue		\$1,200	(\$1,200)
597-Other revenue		\$298	(\$298)
630-Sale of non-TCA equipment		\$1,610	(\$1,610)
840-Provincial grants	\$242,524		\$242,524
930-Contribution from Operating Reserves	\$50,000		\$50,000
<b>TOTAL REVENUE</b>	<b>\$723,560</b>	<b>\$820,732</b>	<b>(\$97,172)</b>
<b>Excluding Requisitions</b>	<b>\$723,560</b>	<b>\$820,732</b>	<b>(\$97,172)</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$2,925,924	\$1,948,506	\$977,418
132-Benefits	\$592,487	\$410,818	\$181,669
136-WCB contributions	\$32,497	\$12,656	\$19,841
150-Isolation cost	\$28,800	\$10,541	\$18,259
211-Travel and subsistence	\$15,600	\$10,686	\$4,914
214-Memberships & conference fees	\$12,450	\$745	\$11,705
215-Freight	\$28,000	\$27,849	\$151
217-Telephone	\$16,380	\$12,182	\$4,198
221-Advertising	\$900		\$900
223-Subscriptions and publications	\$3,200	\$775	\$2,425
232-Legal fee		\$4,103	(\$4,103)
233-Engineering consulting	\$90,000	\$2,882	\$87,118
235-Professional fee	\$10,000	\$18,581	(\$8,581)
239-Training and education	\$6,000	\$4,044	\$1,956
251-Repair & maintenance - bridges	\$159,500	\$15,238	\$144,262
252-Repair & maintenance - buildings	\$28,900	\$29,591	(\$691)
253-Repair & maintenance - equipment	\$201,000	\$145,002	\$55,998
255-Repair & maintenance - vehicles	\$60,000	\$27,369	\$32,631
258-Contracted Services	\$225,000	\$161,822	\$63,178
259-Repair & maintenance - structural	\$1,405,050	\$807,779	\$597,271
261-Ice bridge construction	\$125,000	\$82,458	\$42,542
262-Rental - building and land	\$3,900	\$2,250	\$1,650
263-Rental - vehicle and equipment	\$5,000	\$1,267	\$3,733
266-Communications	\$12,740	\$9,603	\$3,137
271-Licenses and permits	\$3,225	\$11,401	(\$8,176)
274-Insurance	\$190,873	\$158,215	\$32,658
511-Goods and supplies	\$442,239	\$365,100	\$77,139
521-Fuel and oil	\$989,827	\$432,098	\$557,729
531-Chemicals and salt	\$165,000	\$87,255	\$77,745
530-Oil Dust Control	\$100,000	\$91,546	\$8,454
532-Calcium Dust Control	\$130,000	\$130,098	(\$98)
533-Grader blades	\$143,000	\$150,870	(\$7,870)
534-Gravel (apply; supply and apply)	\$1,767,084	\$1,221,770	\$545,314
535-Gravel reclamation cost	\$50,000	\$2,548	\$47,452
994-Change in Inventory	(\$467,084)		(\$467,084)
543-Natural gas	\$22,467	\$12,421	\$10,046
544-Electrical power	\$322,403	\$240,988	\$81,415
550-Carbon Tax	\$200,000	\$139,846	\$60,154
763/764-Contributed to Reserve	\$1,703,750		\$1,703,750
831-Interest - long term debt	\$317,623	\$160,081	\$157,542
832-Principle - Long term debt	\$942,133	\$639,520	\$302,613
Non-TCA projects	\$0	\$0	\$0
DRP Expenses	\$0	\$20,680	(\$20,680)
<b>TOTAL EXPENSES</b>	<b>\$13,010,868</b>	<b>\$7,611,184</b>	<b>\$5,399,684</b>
<b>Excluding Requisitions</b>	<b>\$13,010,868</b>	<b>\$7,611,184</b>	<b>\$5,399,684</b>
<b>995-Amortization of TCA</b>	<b>\$6,309,770</b>		<b>\$6,309,770</b>
<b>TOTAL EXPENSES</b>	<b>\$19,320,638</b>	<b>\$7,611,184</b>	<b>\$11,709,454</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$18,597,078)</b>	<b>(\$6,790,451)</b>	<b>(\$11,806,627)</b>



	<b>2023</b>	<b>2023 Actual</b>	<b>\$ Variance</b>
	<b>Budget</b>	<b>Total</b>	<b>(Remaining)</b>
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$52,500	\$20,176	\$32,324
560-Rental and lease revenue	\$42,062	\$31,070	\$10,992
930-Contribution from Operating Reserves	\$47,707		\$47,707
<b>TOTAL REVENUE</b>	<b>\$142,269</b>	<b>\$51,246</b>	<b>\$91,023</b>
<b>Excluding Requisitions</b>	<b>\$142,269</b>	<b>\$51,246</b>	<b>\$91,023</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$24,848		\$24,848
132-Benefits	\$6,565		\$6,565
136-WCB contributions	\$278	\$107	\$171
211-Travel and subsistence	\$4,000		\$4,000
214-Memberships & conference fees	\$4,500	\$3,523	\$977
215-Freight	\$1,000	\$89	\$911
223-Subscriptions and publications	\$300		\$300
235-Professional fee	\$10,000	\$2,400	\$7,600
239-Training and education	\$3,200		\$3,200
252-Repair & maintenance - buildings	\$3,500	\$125	\$3,375
253-Repair & maintenance - equipment	\$28,000	\$15,093	\$12,907
255-Repair & maintenance - vehicles	\$3,300		\$3,300
259-Repair & maintenance - structural	\$26,200	\$4,320	\$21,880
262-Rental - building and land	\$60,000	\$60,000	\$0
266-Communications	\$2,720	\$504	\$2,216
271-Licenses and permits	\$725	\$47	\$678
274-Insurance	\$7,534	\$6,096	\$1,438
511-Goods and supplies	\$1,000	\$5,923	(\$4,923)
521-Fuel and oil	\$854	\$816	\$38
531-Chemicals and salt	\$17,500		\$17,500
543-Natural gas	\$5,220	\$5,227	(\$7)
544-Electrical power	\$39,205	\$24,279	\$14,926
Non-TCA projects	\$47,707	\$35,259	\$12,448
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$298,156</b>	<b>\$163,807</b>	<b>\$134,349</b>
<b>Excluding Requisitions</b>	<b>\$298,156</b>	<b>\$163,807</b>	<b>\$134,349</b>
<b>995-Amortization of TCA</b>	<b>\$197,221</b>		<b>\$197,221</b>
<b>TOTAL EXPENSES</b>	<b>\$495,377</b>	<b>\$163,807</b>	<b>\$331,570</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$353,108)</b>	<b>(\$112,560)</b>	<b>(\$240,548)</b>

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
124-Frontage		\$5,926	(\$5,926)
420-Sales of goods and services	\$69,000	\$60,419	\$8,581
421-Sale of water - metered	\$2,596,873	\$2,189,381	\$407,492
422-Sale of water - bulk	\$942,693	\$922,816	\$19,877
511-Penalties of AR and utilities	\$12,000	\$16,695	(\$4,695)
521-Offsite levy	\$20,000	\$128,991	(\$108,991)
597-Other revenue		\$975	(\$975)
930-Contribution from Operating Reserves	\$207,842		\$207,842
940-Contribution from Capital Reserves	\$50,000		\$50,000
<b>TOTAL REVENUE</b>	<b>\$3,898,408</b>	<b>\$3,325,202</b>	<b>\$573,206</b>
<b>Excluding Requisitions</b>	<b>\$3,898,408</b>	<b>\$3,325,202</b>	<b>\$573,206</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$578,394	\$413,905	\$164,489
132-Benefits	\$107,964	\$75,419	\$32,545
136-WCB contributions	\$6,575	\$2,502	\$4,073
150-Isolation cost	\$8,640	(\$277)	\$8,917
211-Travel and subsistence	\$39,600	\$15,464	\$24,136
214-Memberships & conference fees	\$3,020	\$1,246	\$1,774
215-Freight	\$81,600	\$55,191	\$26,409
216-Postage	\$21,500		\$21,500
217-Telephone	\$18,000	\$12,130	\$5,870
221-Advertising	\$500		\$500
233-Engineering consulting	\$51,000	\$26,371	\$24,629
239-Training and education	\$10,750	\$2,900	\$7,850
242-Computer programming	\$17,270	\$7,730	\$9,540
252-Repair & maintenance - buildings	\$15,900	\$32,459	(\$16,559)
253-Repair & maintenance - equipment	\$132,500	\$95,391	\$37,109
255-Repair & maintenance - vehicles	\$14,000	\$16,466	(\$2,466)
258-Contracted Services	\$36,600	\$37,534	(\$934)
259-Repair & maintenance - structural	\$102,200	\$98,613	\$3,587
262-Rental - building and land	\$3,200	\$1,910	\$1,290
263-Rental - vehicle and equipment	\$1,500		\$1,500
266-Communications	\$2,500	\$1,194	\$1,306
271-Licenses and permits	\$950	\$374	\$576
274-Insurance	\$180,654	\$104,056	\$76,598
511-Goods and supplies	\$312,400	\$206,702	\$105,698
515-Lab Testing	\$46,500	\$44,848	\$1,652
521-Fuel and oil	\$68,606	\$34,794	\$33,812
531-Chemicals and salt	\$135,300	\$92,624	\$42,676
543-Natural gas	\$114,159	\$63,843	\$50,316
544-Electrical power	\$343,064	\$193,318	\$149,746
763/764-Contributed to Reserve	\$923,265		\$923,265
831-Interest - long term debt	\$9,303	\$6,398	\$2,905
832-Principle - Long term debt	\$217,529	\$217,529	(\$0)
921-Bad Debt	\$5,000		\$5,000
Non-TCA projects	\$257,842	\$36,331	\$221,511
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$3,867,785</b>	<b>\$1,896,964</b>	<b>\$1,970,821</b>
<b>Excluding Requisitions</b>	<b>\$3,867,785</b>	<b>\$1,896,964</b>	<b>\$1,970,821</b>
<b>995-Amortization of TCA</b>	<b>\$1,410,469</b>		<b>\$1,410,469</b>
<b>TOTAL EXPENSES</b>	<b>\$5,278,254</b>	<b>\$1,896,964</b>	<b>\$3,381,290</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$1,379,846)</b>	<b>\$1,428,238</b>	<b>(\$2,808,084)</b>

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
124-Frontage		\$12,369	(\$12,369)
420-Sales of goods and services		\$40	(\$40)
421-Sale of water - metered	\$1,265,119	\$989,080	\$276,039
422-Sale of water - bulk	\$8,400	\$7,475	\$925
<b>TOTAL REVENUE</b>	<b>\$1,273,519</b>	<b>\$1,008,964</b>	<b>\$264,555</b>
<b>Excluding Requisitions</b>	<b>\$1,273,519</b>	<b>\$1,008,964</b>	<b>\$264,555</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$351,829	\$251,074	\$100,755
132-Benefits	\$72,685	\$52,472	\$20,213
136-WCB contributions	\$4,005	\$1,522	\$2,483
150-Isolation cost	\$5,760		\$5,760
215-Freight	\$4,250	\$863	\$3,387
233-Engineering consulting	\$6,000		\$6,000
252-Repair & maintenance - buildings	\$1,750	\$1,537	\$213
253-Repair & maintenance - equipment	\$16,200	\$5,092	\$11,108
259-Repair & maintenance - structural	\$138,150	\$30,869	\$107,281
263-Rental - vehicle and equipment	\$3,000	\$1,740	\$1,260
271-Licenses and permits	\$100		\$100
274-Insurance	\$13,448	\$10,753	\$2,695
511-Goods and supplies	\$10,500	\$4,600	\$5,900
515-Lab Testing	\$5,500	\$652	\$4,848
531-Chemicals and salt	\$36,000	\$34,952	\$1,048
543-Natural gas	\$6,156	\$3,684	\$2,472
544-Electrical power	\$34,394	\$17,660	\$16,734
763/764-Contributed to Reserve	\$539,985		\$539,985
831-Interest - long term debt	\$6,809	\$3,733	\$3,076
832-Principle - Long term debt	\$23,458	\$17,522	\$5,936
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,279,979</b>	<b>\$438,726</b>	<b>\$841,253</b>
<b>Excluding Requisitions</b>	<b>\$1,279,979</b>	<b>\$438,726</b>	<b>\$841,253</b>
<b>995-Amortization of TCA</b>	<b>\$698,464</b>		<b>\$698,464</b>
<b>TOTAL EXPENSES</b>	<b>\$1,978,443</b>	<b>\$438,726</b>	<b>\$1,539,717</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$704,924)</b>	<b>\$570,237</b>	<b>(\$1,275,161)</b>

Mackenzie County  
43-Solid Waste Disposal

	<b>2023</b>	<b>2023 Actual</b>	<b>\$ Variance</b>
	<b>Budget</b>	<b>Total</b>	<b>(Remaining)</b>
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$432,290	\$303,108	\$129,182
909-Other Sources -Grants	\$0	\$22,008	(\$22,008)
930-Contribution from Operating Reserves	\$7,000		\$7,000
<b>TOTAL REVENUE</b>	<b>\$439,290</b>	<b>\$325,116</b>	<b>\$114,174</b>
<b>Excluding Requisitions</b>	<b>\$439,290</b>	<b>\$325,116</b>	<b>\$114,174</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$58,584	\$33,518	\$25,066
132-Benefits	\$10,951	\$6,476	\$4,475
136-WCB contributions	\$656	\$253	\$403
214-Memberships & conference fees		\$360	(\$360)
221-Advertising	\$800		\$800
243-Waste Management	\$454,267	\$332,645	\$121,622
252-Repair & maintenance - buildings	\$5,400	\$2,458	\$2,942
253-Repair & maintenance - equipment	\$12,750	\$382	\$12,368
258-Contracted Services	\$141,352	\$114,219	\$27,133
259-Repair & maintenance - structural	\$36,600	\$12,727	\$23,873
271-Licenses and permits	\$200	\$5	\$195
274-Insurance	\$5,908	\$5,284	\$624
511-Goods and supplies	\$2,100	\$1,827	\$273
521-Fuel and oil	\$12,505	\$6,287	\$6,218
544-Electrical power	\$17,922	\$9,126	\$8,796
810-Interest and service charges	\$1,360	\$1,032	\$328
Non-TCA projects	\$30,000	\$25,000	\$5,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$791,355</b>	<b>\$551,601</b>	<b>\$239,754</b>
<b>Excluding Requisitions</b>	<b>\$791,355</b>	<b>\$551,601</b>	<b>\$239,754</b>
<b>995-Amortization of TCA</b>	<b>\$18,112</b>		<b>\$18,112</b>
<b>TOTAL EXPENSES</b>	<b>\$809,467</b>	<b>\$551,601</b>	<b>\$257,866</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$370,177)</b>	<b>(\$226,485)</b>	<b>(\$143,692)</b>

Mackenzie County  
51-Family Community Services

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
840-Provincial grants	\$308,763	\$308,763	\$0
930-Contribution from Operating Reserves	\$2,520		\$2,520
<b>TOTAL REVENUE</b>	<b>\$311,283</b>	<b>\$308,763</b>	<b>\$2,520</b>
<b>Excluding Requisitions</b>	<b>\$311,283</b>	<b>\$308,763</b>	<b>\$2,520</b>
<b>OPERATING EXPENSES</b>			
255-Repair & maintenance - vehicles		\$20	(\$20)
274-Insurance		\$355	(\$355)
735-Grants to other organizations	\$894,410	\$826,899	\$67,511
763/764-Contributed to Reserve	\$20,000		\$20,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$914,410</b>	<b>\$827,275</b>	<b>\$87,135</b>
<b>Excluding Requisitions</b>	<b>\$914,410</b>	<b>\$827,275</b>	<b>\$87,135</b>
<b>TOTAL EXPENSES</b>	<b>\$914,410</b>	<b>\$827,275</b>	<b>\$87,135</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$603,127)</b>	<b>(\$518,512)</b>	<b>(\$84,615)</b>

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$23,000	\$25,070	(\$2,070)
520-Licenses and permits	\$50,000	\$66,196	(\$16,196)
526-Safety code permits	\$350,000	\$450,151	(\$100,151)
525-Subdivision fees		(\$575)	\$575
531-Safety code fees	\$12,000	\$14,883	(\$2,883)
840-Provincial grants	\$55,800		\$55,800
930-Contribution from Operating Reserves	\$390,223		\$390,223
<b>TOTAL REVENUE</b>	<b>\$881,023</b>	<b>\$555,724</b>	<b>\$325,299</b>
<b>Excluding Requisitions</b>	<b>\$881,023</b>	<b>\$555,724</b>	<b>\$325,299</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$653,102	\$523,624	\$129,478
132-Benefits	\$138,917	\$107,331	\$31,586
136-WCB contributions	\$6,722	\$2,825	\$3,897
211-Travel and subsistence	\$9,000	\$1,361	\$7,639
212-Promotional expense	\$2,000		\$2,000
214-Memberships & conference fees	\$6,535	\$5,065	\$1,470
215-Freight	\$2,000	\$1,898	\$102
216-Postage	\$4,000	\$497	\$3,503
217-Telephone	\$980	\$825	\$155
221-Advertising	\$3,000		\$3,000
232-Legal fee	\$10,000	\$4,262	\$5,738
235-Professional fee	\$20,000	\$5,704	\$14,296
239-Training and education	\$4,400	\$754	\$3,646
242-Computer programming	\$75,875	\$41,809	\$34,066
255-Repair & maintenance - vehicles	\$2,000	\$2,893	(\$893)
258-Contracted Services	\$250,000	\$113,374	\$136,626
263-Rental - vehicle and equipment	\$12,000	\$1,292	\$10,708
271-Licenses and permits	\$2,000	\$13,935	(\$11,935)
272-Damage claims		\$1,000	(\$1,000)
274-Insurance	\$5,060	\$4,662	\$398
511-Goods and supplies	\$14,000	\$20,569	(\$6,569)
521-Fuel and oil	\$2,506	\$4,505	(\$1,999)
Non-TCA projects	\$446,023	\$34,013	\$412,010
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,670,120</b>	<b>\$892,195</b>	<b>\$777,925</b>
<b>Excluding Requisitions</b>	<b>\$1,670,120</b>	<b>\$892,195</b>	<b>\$777,925</b>
<b>995-Amortization of TCA</b>	<b>\$10,783</b>		<b>\$10,783</b>
<b>TOTAL EXPENSES</b>	<b>\$1,680,903</b>	<b>\$892,195</b>	<b>\$788,708</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$799,880)</b>	<b>(\$336,471)</b>	<b>(\$463,409)</b>

	<b>2023</b>	<b>2023 Actual</b>	<b>\$ Variance</b>
	<b>Budget</b>	<b>Total</b>	<b>(Remaining)</b>
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$6,700	\$14,513	(\$7,813)
560-Rental and lease revenue	\$29,178	\$26,966	\$2,212
840-Provincial grants	\$176,247	\$176,247	\$0
909-Other Sources -Grants	\$39,000	\$45,145	(\$6,145)
930-Contribution from Operating Reserves	\$56,939		\$56,939
<b>TOTAL REVENUE</b>	<b>\$308,064</b>	<b>\$262,871</b>	<b>\$45,193</b>
<b>Excluding Requisitions</b>	<b>\$308,064</b>	<b>\$262,871</b>	<b>\$45,193</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$361,204	\$245,335	\$115,869
132-Benefits	\$69,161	\$49,066	\$20,095
136-WCB contributions	\$4,046	\$1,562	\$2,484
211-Travel and subsistence	\$12,840	\$2,319	\$10,521
212-Promotional expense	\$2,000	\$1,822	\$178
214-Memberships & conference fees	\$5,495	\$1,219	\$4,276
217-Telephone	\$2,220	\$2,159	\$61
221-Advertising	\$500	\$250	\$250
233-Engineering consulting	\$20,000		\$20,000
235-Professional fee	\$79,000	\$73,864	\$5,136
239-Training and education	\$1,450	\$190	\$1,260
242-Computer programming	\$9,000		\$9,000
252-Repair & maintenance - buildings	\$500		\$500
253-Repair & maintenance - equipment	\$10,000	\$1,654	\$8,346
255-Repair & maintenance - vehicles	\$8,000	\$6,033	\$1,967
259-Repair & maintenance - structural	\$276,500	\$132,655	\$143,845
260-Roadside Mowing & Spraying	\$465,801	\$362,579	\$103,222
263-Rental - vehicle and equipment	\$4,000		\$4,000
271-Licenses and permits		\$84	(\$84)
272-Damage claims		\$12,500	(\$12,500)
274-Insurance	\$17,031	\$15,712	\$1,319
511-Goods and supplies	\$146,933	\$110,398	\$36,535
521-Fuel and oil	\$24,007	\$9,472	\$14,535
531-Chemicals and salt	\$75,000	\$73,593	\$1,407
735-Grants to other organizations	\$155,000	\$148,391	\$6,609
763/764-Contributed to Reserve	\$500,000		\$500,000
Non-TCA projects	\$87,539	\$57,970	\$29,569
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$2,337,227</b>	<b>\$1,308,827</b>	<b>\$1,028,400</b>
<b>Excluding Requisitions</b>	<b>\$2,337,227</b>	<b>\$1,308,827</b>	<b>\$1,028,400</b>
<b>995-Amortization of TCA</b>	<b>\$40,206</b>		<b>\$40,206</b>
<b>TOTAL EXPENSES</b>	<b>\$2,377,433</b>	<b>\$1,308,827</b>	<b>\$1,068,606</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$2,069,369)</b>	<b>(\$1,045,956)</b>	<b>(\$1,023,413)</b>

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
424-Sale of land	\$10,000		\$10,000
522-Municipal reserve revenue	\$80,000	\$37,118	\$42,882
525-Subdivision fees	\$125,000	\$60,357	\$64,643
<b>TOTAL REVENUE</b>	<b>\$215,000</b>	<b>\$97,475</b>	<b>\$117,525</b>
<b>Excluding Requisitions</b>	<b>\$215,000</b>	<b>\$97,475</b>	<b>\$117,525</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$259,130	\$198,300	\$60,830
132-Benefits	\$52,213	\$39,951	\$12,262
136-WCB contributions	\$2,879	\$1,121	\$1,758
211-Travel and subsistence	\$2,000	\$740	\$1,260
214-Memberships & conference fees	\$1,225	\$725	\$500
216-Postage	\$2,000		\$2,000
217-Telephone	\$960	\$523	\$437
233-Engineering consulting	\$30,000	\$10,972	\$19,028
235-Professional fee	\$25,000	\$11,740	\$13,260
239-Training and education	\$2,000	\$928	\$1,072
263-Rental - vehicle and equipment	\$5,400	\$4,950	\$450
511-Goods and supplies	\$4,000	\$746	\$3,254
763/764-Contributed to Reserve	\$80,000		\$80,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$466,807</b>	<b>\$270,696</b>	<b>\$196,111</b>
<b>Excluding Requisitions</b>	<b>\$466,807</b>	<b>\$270,696</b>	<b>\$196,111</b>
<b>TOTAL EXPENSES</b>	<b>\$466,807</b>	<b>\$270,696</b>	<b>\$196,111</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$251,807)</b>	<b>(\$173,221)</b>	<b>(\$78,586)</b>



Mackenzie County  
71-Recreation Department

	<u>2023</u>	<u>2023 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
<b>OPERATING REVENUES</b>			
930-Contribution from Operating Reserves	\$17,212		\$17,212
940-Contribution from Capital Reserves	\$31,944		\$31,944
<b>TOTAL REVENUE</b>	<b>\$49,156</b>	<b>\$0</b>	<b>\$49,156</b>
<b>Excluding Requisitions</b>	<b>\$49,156</b>	<b>\$0</b>	<b>\$49,156</b>
<b>OPERATING EXPENSES</b>			
274-Insurance	\$91,102	\$54,678	\$36,424
735-Grants to other organizations	\$1,079,252	\$1,048,738	\$30,514
763/764-Contributed to Reserve	\$60,000		\$60,000
Non-TCA projects	\$57,070	\$47,922	\$9,148
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$1,287,424</b>	<b>\$1,151,338</b>	<b>\$136,086</b>
<b>Excluding Requisitions</b>	<b>\$1,287,424</b>	<b>\$1,151,338</b>	<b>\$136,086</b>
<b>995-Amortization of TCA</b>	<b>\$644,710</b>		<b>\$644,710</b>
<b>TOTAL EXPENSES</b>	<b>\$1,932,134</b>	<b>\$1,151,338</b>	<b>\$780,796</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$1,882,978)</b>	<b>(\$1,151,338)</b>	<b>(\$731,640)</b>

	<b>2023</b>	<b>2023 Actual</b>	<b>\$ Variance</b>
	<b>Budget</b>	<b>Total</b>	<b>(Remaining)</b>
<b>OPERATING REVENUES</b>			
420-Sales of goods and services	\$73,560	\$39,285	\$34,275
930-Contribution from Operating Reserves	\$30,000		\$30,000
<b>TOTAL REVENUE</b>	<b>\$103,560</b>	<b>\$39,285</b>	<b>\$64,275</b>
<b>Excluding Requisitions</b>	<b>\$103,560</b>	<b>\$39,285</b>	<b>\$64,275</b>
<b>OPERATING EXPENSES</b>			
110-Wages and salaries	\$98,922	\$91,395	\$7,527
132-Benefits	\$14,923	\$14,982	(\$59)
136-WCB contributions	\$1,108	\$428	\$680
211-Travel and subsistence	\$2,400	\$1,294	\$1,106
214-Memberships & conference fees	\$1,720	\$245	\$1,475
215-Freight	\$1,100	\$275	\$825
217-Telephone	\$1,000	\$1,338	(\$338)
221-Advertising	\$400		\$400
233-Engineering consulting	\$20,000	\$9,279	\$10,721
235-Professional fee	\$100		\$100
239-Training and education	\$2,400	\$1,200	\$1,200
252-Repair & maintenance - buildings	\$8,000	\$8,500	(\$500)
253-Repair & maintenance - equipment	\$19,000	\$3,544	\$15,456
255-Repair & maintenance - vehicles	\$12,000	\$4,693	\$7,307
258-Contracted Services	\$92,700	\$75,442	\$17,258
259-Repair & maintenance - structural	\$85,800	\$63,656	\$22,144
266-Communications	\$1,000	\$1,020	(\$20)
271-Licenses and permits	\$4,000	\$677	\$3,323
274-Insurance	\$4,018	\$2,496	\$1,522
511-Goods and supplies	\$33,300	\$21,095	\$12,205
521-Fuel and oil	\$2,606	\$596	\$2,010
543-Natural gas	\$984	\$586	\$398
544-Electrical power	\$2,946	\$878	\$2,068
763/764-Contributed to Reserve	\$50,000		\$50,000
Non-TCA projects	\$30,000	\$27,370	\$2,630
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$490,427</b>	<b>\$330,987</b>	<b>\$159,440</b>
<b>Excluding Requisitions</b>	<b>\$490,427</b>	<b>\$330,987</b>	<b>\$159,440</b>
<b>995-Amortization of TCA</b>	<b>\$113,327</b>		<b>\$113,327</b>
<b>TOTAL EXPENSES</b>	<b>\$603,754</b>	<b>\$330,987</b>	<b>\$272,767</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$500,194)</b>	<b>(\$291,702)</b>	<b>(\$208,492)</b>

	<u>2023</u>	<u>2023 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
<b>OPERATING REVENUES</b>			
<hr/>			
<hr/>			
<b>OPERATING EXPENSES</b>			
212-Promotional expense	\$11,000	\$4,301	\$6,700
214-Memberships & conference fees	\$12,500	\$25,000	(\$12,500)
221-Advertising	\$5,000	\$8,775	(\$3,775)
DRP Expenses			
<b>TOTAL EXPENSES</b>	<u><b>\$28,500</b></u>	<u><b>\$38,076</b></u>	<u><b>(\$9,576)</b></u>
<b>Excluding Requisitions</b>	<b>\$28,500</b>	<b>\$38,076</b>	<b>(\$9,576)</b>
<hr/>			
<b>TOTAL EXPENSES</b>	<u><b>\$28,500</b></u>	<u><b>\$38,076</b></u>	<u><b>(\$9,576)</b></u>
<b>EXCESS (DEFICIENCY)</b>	<u><b>(\$28,500)</b></u>	<u><b>(\$38,076)</b></u>	<u><b>\$9,576</b></u>

	<b>2023 Budget</b>	<b>2023 Actual Total</b>	<b>\$ Variance (Remaining)</b>
<b>OPERATING REVENUES</b>			
940-Contribution from Capital Reserves	\$20,000		\$20,000
<b>TOTAL REVENUE</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>
<b>Excluding Requisitions</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$20,000</b>
<b>OPERATING EXPENSES</b>			
232-Legal fee		\$400	(\$400)
274-Insurance	\$3,653	\$3,176	\$477
735-Grants to other organizations	\$262,082	\$255,662	\$6,420
Non-TCA projects	\$20,000		\$20,000
DRP Expenses			
<b>TOTAL EXPENSES</b>	<b>\$285,735</b>	<b>\$259,238</b>	<b>\$26,497</b>
<b>Excluding Requisitions</b>	<b>\$285,735</b>	<b>\$259,238</b>	<b>\$26,497</b>
<b>TOTAL EXPENSES</b>	<b>\$285,735</b>	<b>\$259,238</b>	<b>\$26,497</b>
<b>EXCESS (DEFICIENCY)</b>	<b>(\$265,735)</b>	<b>(\$259,238)</b>	<b>(\$6,497)</b>

## Investment Report for Period Ending September 30, 2023

### Reconciled Bank Balance on September 30, 2023

Reconciled Bank Balance	<b>30-Sep-23</b>	<b>\$ 14,258,411</b>
-------------------------	------------------	----------------------

### Investment Values on September 30, 2023

Long term investments (EM0-0374-A)	\$ 8,895,568.06	
Short term notice on amount 31 days	\$ 6,557,075.93	
Short term notice on amount 31 days (Mitigation)	\$ 1,661,294.12	
Short term notice on amount 60 days	\$ 12,597,422.65	
90 Day Non Redeemable GIC	\$ 4,145,179.09	
Vision Credit Union - 2 year	\$ 2,279,008.75	

<b>Total Investments</b>	<b>\$ 36,135,549</b>
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<b>Total Bank Balance and Investments</b>	<b>\$ 50,393,960</b>
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These balances include  
'market value changes'.

### Revenues

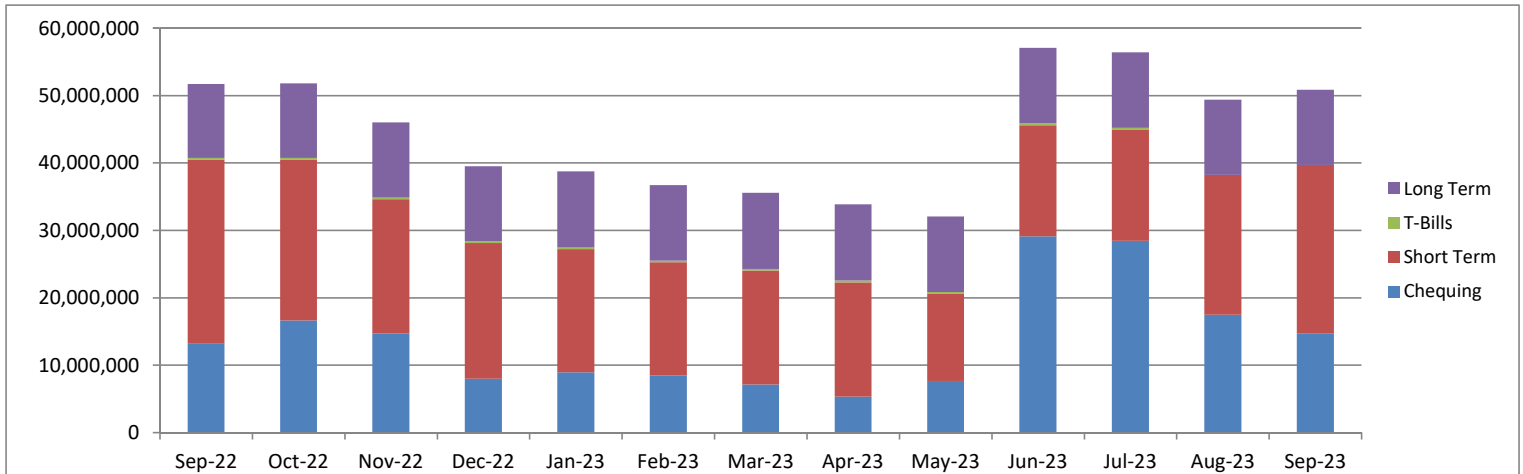
Interest received from investments  
Interest accrued from investments but not received.

Total YTD	Short Term YTD	Long Term YTD
\$ 593,583.00	\$ 376,110.52	\$ 217,472.48
\$ 207,179.60	\$ -	\$ 207,179.60
<b>\$ 800,762.60</b>	<b>\$ 376,110.52</b>	<b>\$ 424,652.08</b>

Interest received, chequing account  
**Total interest revenues before investment manager fees**  
Deduct: investment manager fees for investments  
**Total interest revenues after investment manager fees**

\$ 539,994.69	\$ 539,994.69	
<b>\$ 1,340,757.29</b>	<b>\$ 916,105.21</b>	<b>\$ 424,652.08</b>
\$ (17,655.38)		\$ (17,655.38)
<b>\$ 1,323,101.91</b>	<b>\$ 916,105.21</b>	<b>\$ 406,996.70</b>

### Balances in the Various Accounts - Last 13 Months







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Councillor Expense Claims</b>

## **BACKGROUND / PROPOSAL:**

Councillor Honorariums and Expense Claims are reviewed by Council on a monthly basis.

A copy of the following councillor Honorariums and Expense Claims will be presented at the meeting:

- October – All Councillors

## **OPTIONS & BENEFITS:**

## **COSTS & SOURCE OF FUNDING:**

2023 Operating Budget

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

## **POLICY REFERENCES:**

1272-22 Honorariums and Expense Reimbursement Bylaw

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative and Support Services</b>
<b>Title:</b>	<b>Members at Large Expense Claims</b>

**BACKGROUND / PROPOSAL:**

Members at Large expense claims are reviewed by Council on a monthly basis.

A copy of the following Members at Large Expense Claims will be presented at the meeting:

<b>Month</b>	<b>Board/Committee</b>	<b>Name</b>
<b>October/November</b>	<b>Municipal Planning Commission</b>	<b>Erick Carter</b>
<b>October/November</b>	<b>Subdivision &amp; Development Appeal Board/Assessment Review Board</b>	<b>Jerry Chomiak</b>
<b>October</b>	<b>Subdivision &amp; Development Appeal Board</b>	<b>Wally Schroeder</b>
<b>November</b>	<b>Agricultural Service Board</b>	<b>George Fehr</b>
<b>November</b>	<b>Agricultural Service Board</b>	<b>Anthony Peters</b>
<b>November</b>	<b>Agricultural Service Board</b>	<b>Joseph Peters</b>
<b>November</b>	<b>Municipal Planning Commission</b>	<b>Andrew O'Rourke</b>

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

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

2023 Operating Budget.

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

Bylaw 1272-22- Honorariums and Expense Reimbursement Bylaw

**RECOMMENDED ACTION:**

Motion 1

Simple Majority       Requires 2/3       Requires Unanimous

That the Member at Large Expense Claims for October and November 2023 be received for information.

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



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture Byron Peters, Deputy CAO</b>
<b>Title:</b>	<b>Development Options for Infrastructure</b>

## **BACKGROUND / PROPOSAL:**

On October 25<sup>th</sup> administration presented an RFD summarizing the feedback from the Development Ad Hoc Committee. Council directed administration to develop a framework for recovering infrastructure costs.

Traditionally the County has charged offsite levies to recoup the cost of infrastructure investments made by the County, and also charged for Municipal Reserve and other development charges.

Builders have traditionally paid nominal fees, focused on cost recovery for Development and Safety Codes permits and water meters.

The County has paid the up-front cost of much infrastructure, and carried the risk of collecting the fees from developers. This has not typically been subsidized by the general tax base, but various projects have been subsidized by the County in different ways over the years.

The dollar values provided below require confirmation before being incorporated into a bylaw, but they are close to the values for the North Sanitary project, and the combined levy fee if combining the sanitary, storm & water levies. Currently there is not a proposal to include transportation levies.

The table below indicates a proposed distribution of costs between various stakeholders in the development process. Contributions have been broken down by who would be responsible to cover the cost – Land Developer, Builder, County. Assorted recovery mechanisms are proposed.

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

		% contribution	Combined levy of \$30,000/acre	Sewer cost \$7050/acre
	Land Developer Fees	(must total 60%)	(\$18,000)	(\$4230)
Land Developer	1. Up-front levy payment (at subdivision approval)	25%	\$7500	\$1762.50
Land Developer	2. Deferral of levies (payment plan for developer)	35%	\$10,500	\$2467.50
	Builder Fees	(must total 20%)		
Builder	1. Deferral of levies (charged at time of DP)	0%	\$0	
Builder	2. Connection Fees (water/sewer application)	20%	\$6000	\$1410
County	County Contribution (tax levy)	20%	\$6000	\$1410

**OPTIONS & BENEFITS:**

Supporting growth in the municipality and adding additional tax revenue is a positive for the municipality.

Any subsidy given to developers is taken on by the tax base as a whole and should be considered as to what is in the best interest of the municipality.

The County also has flexibility in how quickly the full levy cost is charged. For example, there could be a five (5) year implementation phase, providing developers with an opportunity to develop before the full levy cost is implemented. This would incentivize development and perhaps add to the housing inventory in the communities.

**COSTS & SOURCE OF FUNDING:**

As identified on the above table.

**COMMUNICATION / PUBLIC PARTICIPATION:**

Once a draft bylaw is completed, it will be circulated to the Development Ad Hoc Committee for their input. All bylaws will be advertised per MGA requirements.

**POLICY REFERENCES:**

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

DEV001 Urban Development Standards

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Community Planning Association of Alberta (CPAA) – 2024 Annual Conference</b>

## **BACKGROUND / PROPOSAL:**

The Community Planning Association of Alberta (CPAA) – 2024 Annual Conference is being held from April 29 – May 1, 2024 in Red Deer, Alberta.

Registration and hotels are available on a first come first serve basis and are typically sold out immediately. Administration recommends that Council determine which three councillors will be attending the conference in order to complete the registration and hotel reservations.

## **OPTIONS & BENEFITS:**

## **COSTS & SOURCE OF FUNDING:**

2024 Budget includes attendance for three (3) Councillors.

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the following Councillors be authorized to attend the Community Planning Association of Alberta (CPAA) – 2024 Annual Conference from April 29 – May 1, 2024 in Red Deer, Alberta:

- 1.
- 2.
- 3.

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





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Louise Flooren, Manager of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Economic Developers Alberta - EDA Xperience 2024 Leaders' Summit &amp; Conference</b>

**BACKGROUND / PROPOSAL:**

The Economic Developers Alberta - EDA Xperience 2024 Leaders' Summit & Conference is being held from April 10-12, 2024 in Kananaskis, Alberta.

Registration and hotels are available on a first come first serve basis and are typically sold out immediately. Administration recommends that Council determine which five councillors will be attending the conference in order to complete the registration and hotel reservations.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

2024 Budget includes attendance for five (5) Councillors.

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**


Simple Majority       Requires 2/3       Requires Unanimous

That the following Councillors be authorized to attend the Economic Developers Alberta - EDA Xperience 2024 Leaders' Summit & Conference from April 10-12, 2024 in Kananaskis, Alberta

- 1.
- 2.
- 3.
- 4.

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

[Back](#)

Add to my calendar 

# EDA XPERIENCE 2024 LEADERS' SUMMIT & CONFERENCE

**Start** April 10, 2024  
1:00 PM

**End** April 12, 2024  
12:00 PM

**Location** Pomeroy Mountain  
Lodge, Kananaskis

**Spaces** 179  
left

EDA Xperience 2024 Leaders' Summit and Conference attracts more than 400 economic development experts and elected officials from across Alberta, Canada and around the world.

2024 will mark our 50th Anniversary! Like previous years, we expect in- person registration to sell out quickly.

## Important information:

1. You must register for EDA Xperience 2024 in order to receive the link to book your accommodation under the EDA group rate.
2. Please ensure the email used to register matches the delegate who is attending.

## REGISTRATION

- Early Bird Registration (Non-Member-B4 Dec 31) – \$695.00

Non-Member Pre-Registration -  
until Jan 31  
(includes President's Dinner &  
Award's Dinner) \$695 + GST

- **Virtual Delegate- Non-Member**  
- \$200.00
- **Youth - \$495.00**  
Must be full time student and  
show proof of enrollment. \$495 +  
GST

We are enhancing the **virtual** component for our  
delegates who plan to attend the conference  
online.

REGISTER

---

EVENTS

PROGRAMS

TRAINING

**Economic Developers Alberta**

Suite 127

#406, 917-85 Street SW



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Municipal Planning Commission Meeting Minutes</b>

**BACKGROUND / PROPOSAL:**

The unapproved minutes of November 16, 2023 Municipal Planning Commission meeting are attached.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**COMMUNICATION:**

N/A

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

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the unapproved Municipal Planning Commission meeting minutes of October 16, 2023 be received for information.

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

**MACKENZIE COUNTY  
Municipal Planning Commission Meeting**

**Mackenzie County Office  
Fort Vermilion, AB**

**Thursday, November 16, 2023 @ 10:00 a.m.**

**PRESENT:** Erick Carter Chair, MPC Member  
Andrew O'Rourke Vice Chair, MPC Member  
Stephanie Grocholski MPC Member  
David Driedger Councillor, MPC Member  
Peter Braun Councillor, MPC Member

**ADMINISTRATION:** Caitlin Smith Director of Planning & Agriculture  
Jackie Roberts Development Officer  
Lynda Washkevich Development Officer  
Jamie Wiebe Development Officer  
Laura Braun Administrative Assistant/Recording Secretary

**MEMBERS OF THE PUBLIC:** Jake Wiebe  
Dan Klassen  
Aaron Driedger

**MOTION 1. CALL TO ORDER**

Caitlin Smith called the meeting to order at 10:00 a.m.

**2. ADOPTION OF AGENDA**

**MPC 23-11-155 MOVED** by Andrew O'Rourke

That the agenda be adopted as presented.

**CARRIED**

**3. ELECTIONS**

**a) Chair**

Caitlin Smith called for nominations for the position of Chairperson.

First Call: David Driedger nominated Erick Carter. Accepted.

Second Call: No further nominations.

\_\_\_\_\_  
\_\_\_\_\_

Third Call: No further nominations.

**MPC 23-11-156 MOVED** by Peter Braun

That the nominations cease for the position of Chairperson.

**CARRIED**

Caitlin Smith declared Erick Carter Chairperson by acclamation.

**b) Vice-Chair**

Caitlin Smith called for nominations for the position of Vice Chairperson.

First Call: Erick Carter nominated Andrew O'Rourke. Accepted

Second Call: No further nominations.

Third Call: No further nominations.

**MPC 23-11-157 MOVED** by Peter Braun

That the nominations cease for the position of Vice Chairperson.

**CARRIED**

Caitlin Smith declared Andrew O'Rourke Vice Chairperson by acclamation.

Caitlin Smith turned the meeting over to Chair, Erick Carter at 10:02 a.m.

**8. DEVELOPMENT**

- a) 260-DP-23 PV Trailer & Tool Sales  
Firearm & Ammunition Sales/Storage in "DC2"  
NW-8-106-14-W5M (106173 RGE RD 145)(La Crete Rural)**

**MPC 23-11-158 MOVED** by David Driedger

That Development Permit 260-DP-23 on NW 8-106-14-W5M in the name of PV Trailer & Tool Sales be APPROVED with the following conditions:

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

\_\_\_\_\_  
\_\_\_\_\_



1. This permit is for the APPROVAL of Firearm & Ammunition Sales/Storage (Change of Use) in part of the existing building.;
2. The Firearm & Ammunition Sales/Storage shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;
4. All provincial and/or federal conditions and requirements in regards to Firearms & Ammunition Sales & Service/Storage are to be met to their specifications and standards. FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;
5. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.;
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.;
7. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
8. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
9. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

\_\_\_\_\_  
\_\_\_\_\_

**CARRIED**

**9. SUBDIVISIONS**

**b) 48-SUB-23 Jake Wiebe (Gospelight Fellowship Church)  
12.97 Acre Subdivision in "I"  
SW-02-106-15-W5M**

**MPC 23-11-159** **MOVED** by Peter Braun

That Subdivision Application 48-SUB-23 in the name of Jake Wiebe (Gospelight Fellowship Church) of Part of SW-02-106-15-W5M be APPROVED with the following conditions:

1. This approval is for 1 Institutional lot 12.97 acres (5.25 hectares) in size.
2. The applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Annual or Permanent Dust Control measures shall be in place at the sole expense of the developer. The dust control shall begin at Township Road 1060 and continue north on Range Road 152 to the north side of the subdivided lot.
  - c) An approved visual buffer shall be implemented to maintain privacy prior to registration.
  - d) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - e) Provision of an access to the subdivision in accordance with Mackenzie County standards at the developer's expense,
    - I. The existing access shall be moved to the north part of the subdivision.

\_\_\_\_\_  
\_\_\_\_\_

- f) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
- g) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
- h) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- i) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- j) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- k) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

4. **TERMS OF REFERENCE**

5. **REVIEW MPC'S MANDATE, ROLE & RESPONSIBILITIES**

6. **REVIEW OF PROCEDURAL BYLAW 1312-23**

**MPC 23-11-160 MOVED** by David Driedger

That the Terms of Reference, MPC's Mandate, Role & Responsibilities and Procedural Bylaw 1312-23 be received for information.

**CARRIED**

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7. **MINUTES**

a) **Adoption of Minutes**

**MPC 23-11-161 MOVED** by Andrew O'Rourke

That the minutes of the October 13, 2023 Municipal Planning Commission meeting be adopted as presented.

**CARRIED**

8. **DEVELOPMENT**

b) **264-DP-23 516039 Alberta Ltd.  
Retail – Liquor (COU) in “Z-MU”  
Plan 882 1684, Block 12, Lot 15 (1072 Aspen Drive)(Zama  
City)**

**MPC 23-11-162 MOVED** by Andrew O'Rourke

That Development Permit 264-DP-23 on Plan 882 1684, Block 12, Lot 15 in the name of 516039 ALBERTA LTD be APPROVED with the following conditions:

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

1. This permit is for the APPROVAL of a Retail – Liquor (Change of Use) in the existing building.;
2. Prior to commencing operation, the applicant must provide proof of the appropriate Provincial and/or Federal license.;
3. The developer must meet all provincial and/or federal requirements to operate a Retail – Liquor business. FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;
4. The Retail - Liquor shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
5. The Retail - Liquor shall not exceed the hours of 10:00 am to 2:00 am.;
6. This permit may be revoked at any time if, in the opinion of the

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Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.;

7. Provide adequate off street parking as follows: The minimum parking standards are 1 space per 37.2 square meters (400 square feet) of building area which in this case is 5 public parking stalls. One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).;
8. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
9. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
10. If a sign is put on site it is not permitted to be placed on any County lands and/or road rights-of-way.;
11. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.;
12. The sign shall be located a minimum of: 20 meters from regulatory signs, and 1.5 m (5.0 ft.) from the curb/sidewalk.;
13. The sign shall:
  - a) Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b) Not unduly interfere with the amenities of the district,
  - c) Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d) Not create visual or aesthetic blight.;
14. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
15. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.;
16. Wiring and conduits of the sign must be concealed from view.;
17. The municipality has assigned the following address to the noted property: 1072 Aspen Drive. You are required to display the address (1072) so as to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
18. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no

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construction or development is completed on any utility right-of-way.;

19. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
20. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
21. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

**CARRIED**

**MPC 23-11-163 MOVED** by Andrew O'Rourke

That letters be sent to the adjacent landowners of Plan 882 1684, Block 12, Lot 15 informing them of the Development Permit 264-DP-23.

**CARRIED**

- c) **266-DP-23 Jared Teichroeb  
Automotive Equipment and Vehicle Repair Services,  
Major (COU) in "A"  
SW-7-106-14-W5M (106139 RGE RD 150)(La Crete Rural)**

**MPC 23-11-164 MOVED** by Peter Braun

That Development Permit 266-DP-23 on SW 7-106-14-W5M in the name of Jared Teichroeb be APPROVED with the following conditions:

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

1. This permit is for the APPROVAL of an Automotive Equipment and Vehicle Services, Major (Change of Use) in the existing Shop.;
2. The Automotive Equipment And Vehicle Services, Major shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. All conditions and requirements by the Alberta Motor Vehicle

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Industry Council "AMVIC" are to be met to their specifications and standards.;

4. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.;
5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
6. If a sign is placed on the property the sign shall be located a minimum of: 200 meters from regulatory signs, and 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.;
7. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.;
8. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.;
9. The sign shall:
  - a) Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
  - b) Not unduly interfere with the amenities of the district,
  - c) Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
  - d) Not create visual or aesthetic blight.;
10. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
11. No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.;
12. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.;
13. All basement or below grade developments shall have an operational sump pump;
14. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2015.;
15. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD

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centerline elevation to avoid overland flood damage, water seepage and other water related damage.;

16. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.;
17. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
18. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;
19. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
20. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
21. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
22. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

## **CARRIED**

### **9. SUBDIVISION**

- a) **47-SUB-23 Frank Martens  
4 Acre Subdivision in "A"  
NW-15-108-13-W5M**

**MPC 23-11-165** **MOVED** by David Driedger

That Subdivision Application 47-SUB-23 in the name of Frank Martens of NW-15-108-13-W5M be APPROVED with the following conditions:

1. This approval is for a **Type B Subdivision**, containing 1 lot, totalling 4 Acres.

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2. The Applicant/Developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of an access to the subdivision and the remainder of the quarter section in accordance with Mackenzie County standards at the developer's expense, and must meet the conditions set forth by Alberta Transportation,
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
  - e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,
  - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
  - g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
  - h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
  - i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to**

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**ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- c) 49-SUB-23 Dean Seward  
260.18 Acre Boundary Adjustment in “A”  
SW-8-109-16-W5M and Part of NW-8-109-16-W5M**

**MPC 23-11-166 MOVED** by Peter Braun

That the lot consolidation application in the name of Dean Seward of SW-8-109-16-W5M and Part of NW-8-109-16-W5M be APPROVED with the following conditions:

1. This approval is for a lot consolidation for 260.18 Acres (105.29 ha) in size.
2. The applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) Provision of an access to the subdivision in accordance with Mackenzie County standards at the developer's expense,
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
  - e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
  - f) Any outstanding property taxes are to be paid on the land

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proposed to be subdivided prior to registration,

- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

- d) **50-SUB-23 Mackenzie County  
1.32 Acre Boundary Adjustment in "DC1" & "FV-CC"  
Plan 2938RS, Block 6, Lots 15 & 16 and Plan 922 0928,  
Block 6, Lot 39**

Erick Carter declared conflict of interest at 10:55 a.m. and turned the meeting over to Vice Chair, Andrew O'Rourke.

**MPC 23-11-167 MOVED** by Stephanie Grocholski

That the boundary adjustment application in the name of Mackenzie County of Plan 2938RS, Block 6, Lots 15 & 16 and Plan 922 0928, Block 6, Lot 39 be APPROVED with the following conditions:

1. This approval is for a boundary adjustment for 1.32 Acres (0.536 ha) in size.
2. The applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:

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- a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
  - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
- b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
- c) Provision of an access to the subdivision in accordance with Mackenzie County standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached.
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

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Vice Chair, Andrew O'Rourke turned the meeting over to Chair, Erick Carter at 11:00 a.m.

**e) 51-SUB-23 Crestview Sawmills  
8.90 Acre Subdivision in "A"  
NW-1-105-16-W5M**

**MPC 23-11-168 MOVED** by David Driedger

That the subdivision application in the name of Crestview Sawmills Ltd. of Part of NW-1-105-16-W5M be APPROVED with the following conditions:

1. This approval is for a Type B Subdivision for 8.90 Acres (3.60 ha) in size.
2. The applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
  - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
    - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
  - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
  - c) **An access easement has been granted for the existing shared access to the subdivided lot and the remainder of the quarter section containing the sawmill,**
  - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
    - I. Relocation of the existing Office septic discharge as per the tentative plan.
  - e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.

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- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**

**CARRIED**

**10. MISCELLANEOUS**

- a) None

**11. CLOSED MEETING**

- a) None

**12. MEETING DATES**

- ❖ Monday, December 13, 2023 @ 10:00 a.m. in La Crete
- ❖ Wednesday, January 10, 2023 @ 10:00 a.m. in La Crete
- ❖ Wednesday, January 24, 2023 @ 10:00 a.m. in Fort Vermilion

**13. ADJOURNMENT**

**MPC 23-11-169 MOVED** by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 11:18 a.m.

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**CARRIED**

These minutes were adopted this 13<sup>th</sup> day of December, 2023.

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Erick Carter, Chair







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 28, 2023</b>
<b>Presented By:</b>	<b>Darrell Derksen, Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## **BACKGROUND / PROPOSAL:**

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

- Council Action List
- 2023-11-21 - Chris Warkentin, MP - News Release
- Forestry Survey Poster (18X24)
- 2023-09-14 - La Crete Recreation Society Annual General Meeting Minutes
- 2023-09-14 - La Crete Recreation Society Meeting Minutes
- 2023-09-14 - La Crete Recreation Society Organizational Meeting Minutes
- 2023-10-12 - La Crete Recreation Society Meeting Minutes
- 2023-10-18 - REDI Northwest Alberta 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 November 14, 2023

### *Council and Committee of the Whole Meeting Motions Requiring Action*

Motion	Action Required	Action By	Status
<b>February 22, 2016 Council Meeting</b>			
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.
<b>May 10, 2016 Regular Council Meeting</b>			
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"> <li>• cancel PLS 080023;</li> <li>• pursue acquisition of land parcels as identified on the map presented in red;</li> <li>• 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.</li> </ul>	Caitlin	PLS180027  FNC received adequacy Next steps
<b>October 9, 2018 Regular Council Meeting</b>			
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.
<b>July 15, 2020 Regular Council Meeting</b>			
20-11-744	That the concepts and guidance provided within the La Crete Industrial Growth Strategy be incorporated into County planning documents.	Byron	<b>COMPLETE</b>
<b>November 25, 2020 Regular Council Meeting</b>			
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 in recovering all costs associated with the sanitary sewer trunk improvements.	Byron	Working on draft offsite levy bylaw. Ad Hoc Development Committee
<b>September 14, 2021 Regular Council Meeting</b>			

Motion	Action Required	Action By	Status
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	<b>COMPLETE</b>
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	Committee of the Whole Meeting 2024-01-30
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	<b>COMPLETE</b>

Motion	Action Required	Action By	Status
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	<b>COMPLETE</b>
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			
22-09-641	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	<b>COMPLETE</b>
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			
23-01-074	That the Municipal Planning Commission look at obtaining land in lieu of cash on rural subdivisions.	Caitlin	<b>Bring to Council January 2024</b>
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

Motion	Action Required	Action By	Status
23-02-133	That administration create a new zoning district to alleviate concerns regarding agricultural use on residential acreages.	Caitlin	In Progress
<b>April 26, 2023 Regular Council Meeting</b>			
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"> <li>- Mackenzie Frontier Tourism Association,</li> <li>- La Crete Polar Cats Snowmobile Club,</li> <li>- Regional Economic Development Agency of Northwest Alberta.</li> </ul>	Byron/Jen	Finance – COMPLETE Projects & Infrastructure – Developing RFP
<b>May 31, 2023 Regular Council Meeting</b>			
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	<b>COMPLETE</b>
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
<b>June 6, 2023 Regular Council Meeting</b>			
23-06-491	That the Out of Scope Contracts be TABLED to a future Council meeting.	Darrell	<b>Will bring to 2024-12-06 Budget Council Meeting</b>
<b>July 12, 2023 Regular Council Meeting</b>			
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
<b>August 16, 2023 Regular Council Meeting</b>			
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	<b>COMPLETE</b>
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

Motion	Action Required	Action By	Status
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	<b>Letter Sent</b>
23-08-655	That administration present the Tax Recovery Auction properties with proposed dates at an upcoming Council meeting for review.	Jen	<b>COMPLETE</b>
<b>September 6, 2023 Regular Council Meeting</b>			
23-09-676	That administration enter in an amended tax agreement schedule with Tallahassee Exploration Inc. as discussed.	Jen	See Motion 23-04-336 Sent to Tallahassee for signature
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	<b>COMPLETE</b>
<b>September 19, 2023 Regular Council Meeting</b>			
23-09-710	That administration proceed with disposal of mitigation items as discussed.	Jen	Gov Deals Auction
<b>October 11, 2023 Regular Council Meeting</b>			
23-10-732	That administration proceed with the proposed subdivision as presented.	Caitlin	<b>COMPLETE</b>
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	<b>Waiting Purchase Spring 2024</b>
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	<b>COMPLETE</b>
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
23-10-755	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:  <ul style="list-style-type: none"> <li>• Nomination Day – November 15, 2023</li> <li>• Advance Vote – December 8, 2023</li> <li>• Election Day – December 13, 2023</li> </ul>	Louise	<b>Nomination Day Completed</b>  <b>Elections Scheduled</b>

Motion	Action Required	Action By	Status
<b>October 24, 2023 Organizational Council Meeting</b>			
23-10-767	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	Louise	<b>COMPLETE</b>
23-10-805	That the Mackenzie Region Bison Committee be established and brought back to a future Council Meeting.	Don	<b>In Progress</b>
23-10-820	That Policy ADM050 Council/Administration Protocol – council self-evaluation tool be brought back to a future council meeting.	Darrell	
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	<b>COMPLETE</b>
<b>October 25, 2023 Regular Council Meeting</b>			
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	In Progress
23-10-836	That administration proceed with drafting a detailed proposal for Council's consideration regarding development levies, fees and incentives as discussed.	Caitlin	In Progress
23-10-837	That the Development Setbacks be TABLED to a future Council meeting.	Caitlin	In Progress
23-10-838	That administration make amendments as discussed and proceed with advertising the Municipal Development Plan for Public Hearing.	Caitlin	<b>Advertised for January 2024</b>
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	Finance COMPLETE Projects & Infrastructure – In Progress
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	<b>2024 Budget Deliberations</b>



Motion	Action Required	Action By	Status
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	<b>In Progress Application will be in by the end of November</b>
<b>October 31, 2023 Budget Council Meeting</b>			
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	<b>December 6-7, 2023 Budget Council Meeting</b>
23-10-861	That Bylaw 1144-19 Remuneration for Volunteer Fire Fighters be brought to the next Council meeting with amendments as discussed.	Don	<b>December 6-7, 2023 Budget Council 854 Meeting</b>
23-10-863	That administration continues to develop the 2024 Operating Budget, and present at the next Budget Council meeting.	Jen	<b>COMPLETE</b>
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	<b>COMPLETE</b>
23-10-865	That the Recreation Reserve Policy Review be TABLED to a future Budget Council meeting.	Jen	<b>COMPLETE</b>
23-10-866	That Policy RESV027 be TABLED to a future Budget Council meeting.	Jen	<b>COMPLETE</b>
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	<b>December 6-7, 2023 Budget Council Meeting</b>
<b>November 14, 2023 Regular Council Meeting</b>			
23-11-874	That Mackenzie County send a letter of support to the Town of High Level for the Regional Water Supply Study.	Darrell/Louise	<b>COMPLETE</b>
23-11-878	That the following tax rolls be advertised for development and future consideration of sale at market value:  <ul style="list-style-type: none"> <li>• Tax Roll #082769</li> <li>• Tax Roll #082770</li> <li>• Tax Roll #082773</li> <li>• Tax Roll #082443</li> <li>• Tax Roll #230088</li> </ul>	Jen	

Motion	Action Required	Action By	Status
23-11-880	That administration enter into negotiations with the RCMP for the lease of administrative and operational space located at the La Crete Sub-Office building.	Don	<b>In Progress</b>
23-11-881	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.	Byron	
23-11-882	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.	Byron	
23-11-883	That administration research options for the In-House Weekly Newsletter and bring back to a future Council meeting.	Darrell	
23-11-887	That third reading be given to Bylaw 1314-23 Scentless Chamomile Weed Designation.	Louise	<b>COMPLETE</b>
23-11-889	That the Agricultural Service Board reviews the moratorium on road allowances and bring back recommendations to a future Council meeting.	Caitlin/Landon	<b>Bringing to ASB on November 30</b>
23-11-890	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”.	Don/Louise	<b>COMPLETE</b>
23-11-891	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) and amend the classification to Green Space.	Don/Louise	<b>COMPLETE</b>
23-11-892	That the amendment to the Community Services Terms of Reference be approved as amended.	Don/Louise	
23-11-893	That Council approve the Campground Caretakers bonuses as presented. <ul style="list-style-type: none"> <li>• Hutch Lake - \$5,941.22</li> <li>• Wadlin Lake - \$1,809.18</li> <li>• Machesis Lake - \$1,939.86</li> </ul>	Don	<b>COMPLETE</b>
23-11-895	That administration research the options for hamlet signage.	Caitlin	<b>In Progress</b>

Motion	Action Required	Action By	Status
23-11-896	That the Municipal Reserve designation be removed from Plan 052 0560, Block 05, Lot 04MR, Hamlet of La Crete and that it be advertised for Public Hearing.	Caitlin	<b>Advertise for January 2024</b>
23-11-899	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.	Louise	<b>COMPLETE</b>
23-11-902	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.	Jen	<b>COMPLETE</b>
23-11-903	That the Tax Recovery Auction for properties under tax arrears be set for February 28, 2024.	Jen	<b>COMPLETE</b>
23-11-904	That the reserve bid for the properties being sold by public auction be set as follows:		<b>COMPLETE</b>



**Chris Warkentin, MP**  
**Grande Prairie–Mackenzie**  
Deputy Whip of the Official Opposition

# News Release

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**FOR IMMEDIATE RELEASE**

Ottawa, ON – November 21, 2023

## **WARKENTIN SET TO VOTE NON-CONFIDENCE IN LIBERAL MINI-BUDGET**

Chris Warkentin, Member of Parliament for Grande Prairie – Mackenzie, responded to the Fall Economic Statement.

“Liberals believe they can spend their way to prosperity, even though they’ve been told their overspending and borrowing on the backs of taxpayers creates misery and hardship for Canadians. Today’s Fall Economic Statement does absolutely nothing to change that,” Warkentin said. “Liberals refused our common-sense demands to pause the carbon tax, plan a balanced budget, and adopt our plan to build homes and not bureaucracy. They would rather continue their spending spree than eat humble pie.”

Warkentin continued, “The Liberals can’t claim ignorance any longer. Pierre Poilievre has been explaining the Canadian economy to Justin Trudeau for years now. Government overspending increases inflation, which leads to higher interest rates and sky-high mortgage payments for Canadians. Prominent liberals like John Manley and Bill Morneau echo this point of view, the Parliamentary Budget Officer has agreed, and a recent report from Scotiabank has confirmed that government deficit spending is responsible for over 40% of our current interest rates.”

“That means,” Warkentin went on, “that this government’s wasteful spending – a dysfunctional ArriveCAN app, billions to battery plants we now learn are being built with the help of temporary foreign workers, and a green slush-fund now under investigation by the ethics commissioner – has made the difference between normal, 2% inflation and much of the high inflation we’ve been stuck with since early 2021.”

“It means that this government is to blame for rent being up nearly 10% in the last year, new mortgage payments costing 40% more than in 2019, the record 2 million Canadian visits to food banks per month, and more. The acute struggles of the Canadian people and this out-of-touch, extravagant government cannot co-exist for any longer. That’s why my Conservative colleagues and I will be voting non-confidence on this budget.”

“After eight years of these Liberals, Canadians have never found it more difficult to make ends meet. Regardless of the Liberals’ dangerous foolishness, Pierre Poilievre and our whole Conservative team will never stop fighting so that the Peace Country, and all of Canada, can thrive.”

For more information, please contact: (780-538-1677), or [chris.warkentin.c1@parl.gc.ca](mailto:chris.warkentin.c1@parl.gc.ca)

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# FORESTRY SURVEY

*Let's Get Growing!*

Forest management and harvesting is important to us all. Whether you enjoy the forest for recreational activities, traditional activities such as trapping, or you work in a related field, the forest sustains us all.

Which is why we want to hear from you!

The Companies of the Upper Hay Region Forest Management Plan invite you to complete an online survey to provide input on what you value about our forests.

Participants who complete the survey can enter to win a Turkey give away!

Use the QR code or visit  
[upperhayforest.com](http://upperhayforest.com) to access the survey.



The survey will be available until Dec 17th.  
Questions? Reach out to Melanie Plantinga at  
(587) 743-1424 or email:  
[melanie.plantinga@tolko.com](mailto:melanie.plantinga@tolko.com).



**UPPER HAY**  
REGIONAL FORESTS

[upperhayforest.com](http://upperhayforest.com)

**LA CRETE RECREATION SOCIETY  
ANNUAL GENERAL MEETING  
SEPTEMBER 14, 2023**

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

Present: Joe Driedger, President,  
Philip Krahn, Vice-President  
Duffy Driedger, Minor Hockey Rep  
Holly Neudorf, Figure Skating Rep  
Shawn Wieler, BHP Rep  
Dave Schellenberg, Shinny Rep  
Henry Goertzen, Blumenort Rep  
Peter F Braun, County Rep  
George Fehr, Director  
Philip Doerksen, Arena Manager  
Corrina Doerksen, Secretary/Bookkeeper  
Jonathan Klassen, Recreation Coordinator  
Colin Derksen, Metrix Group

Missing: Mike Schellenberg, John Zacharias, Lukas Peters

1: Call to Order: Chair Joe Driedger called the meeting to order at 7:51 p.m. Everyone was welcomed and Board of Directors was introduced.

2: Approval of Agenda:

Peter F Braun moved to accept the agenda as presented.

**CARRIED**

3: Financial Report

Review Engagement Report was presented by Metrix Group.

Shawn Wieler moved to accept the draft Review Engagement Report as presented.

**CARRIED**

4: Approval of 2022 Annual General Meeting Minutes

2022 Annual General Meeting Minutes were presented by Secretary Corrina Doerksen.

Holly Neudorf moved to accept the 2022 Annual General Meeting Minutes as presented.

**CARRIED**

5: Business from the Minutes

1. No Business from the Minutes

6: Managers Report-Philip Doerksen

Henry Goertzen moved to accept the Managers Report as presented.

CARRIED

7: Recreation Coordinator Report-Jonathan Klassen

Colin Derksen moved to accept the Recreation Coordinator Report as presented.

CARRIED

9: Committee Reports

Verbal Committee reports were given

- i. Minor Hockey (Duffy Driedger)  
-141 players are registered for the 2023/24 season up 30 players from last year
- ii. Shinny Hockey (Dave Schellenberg)  
-240 kids registered for the 2023/24 season up 40 players from last year  
-Still looking for a few more coaches
- iii. Senior Hockey  
-7 teams running
- iv. Figure Skating (Holly Neudorf)  
-91 Skaters were registered last year  
-Had David Howe come up to run 7 clinics  
-Had a successful ice show  
-Thank you to Philip Doerksen and staff for running the arena facilities.

10: Elections

One Director position is vacant

The elections for the position are as follows

1. Duffy Driedger nominates George Fehr, accepts.

Dave Schellenberg moved that all nominations cease.

George Fehr was in by acclimation to a 3 year term (2026)

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

Peter F Braun moved for the meeting to be adjourned at 8:04 p.m.



**LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
September 14, 2023**

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

**Present:** Joe Driedger, President  
Philip Krahn, Vice-President  
Shawn Wieler, BHP Rep  
Peter F Braun, County Rep via Zoom  
Duffy Driedger, Minor Hockey Rep  
Dave Schellenberg, Shinny Rep  
Henry Goertzen, Blumenort Rep  
Holly Neudorf, Figure Skating Rep  
George Fehr, Director  
Philip Doerksen, Arena Manager  
Corrina Doerksen, Secretary/Bookkeeper  
Jonathan Klassen, Recreation Coordinator  
Colin Derksen, Metrix Group  
Paul Driedger, Northern Road Builders

**Missing:** Mike Schellenberg  
John Zacharias  
Lukas Peters

**Call to Order:** President Joe Driedger called the meeting to order at 6:05 p.m.

**Approval of Agenda**

- Add 9.7 Heaters
- Add 9.8 Shinny Hockey
- Add 9.9 Arena Manager Position

Shawn Wieler moves to accept the agenda as amended.

CARRIED

**Rec Coordinator Report – Jonathan Klassen**

- 1: August Rec Coordinator report presented as information.

**Financials:**

- 1: Financials were presented by Philip Doerksen.

Henry Goertzen moves to accept the Aug 2023 Financial Report.

CARRIED

- 2: Draft Review Engagement was presented by Colin Derksen.

Dave Schellenberg moves to accept the Draft Review Engagement as Amended.

CARRIED

### **Approval of Previous Meeting's Minutes**

Peter F Braun moves to accept the Aug 17, 2023 regular meeting minutes as presented.

CARRIED

### **Business from Previous Minutes**

#### **Review of Action Sheet**

#1 on the Action Sheet is complete.

#### **Managers Report – Philip Doerksen**

1. Managers Report presented by Philip Doerksen.

Duffy Driedger moves to accept the August 2023 Managers Report.

CARRIED

#### **New Business:**

##### 9.1 Thursday Night Hockey Fridge

Thursday Night Hockey user group have requested to have a mini fridge installed in the Schellenberg dressing room at their own expense.

Dave Schellenberg made a motion for the Thursday Night Hockey group to proceed at their own expense.

CARRIED

##### 9.2 Skate Park

Discussion on skate park fundraising potentially being run through the LCRS, was suggested that the organizers bring their requests to Mackenzie County.

##### 9.3 Figures Skating Proposal

Figure skating proposed to have a new coach's room built in the field house lobby to replace the existing coach's room that will be lost with the multipurpose room being renovated into dressing rooms.

Dave Schellenberg made a motion to proceed with construction of the new coach's room spending up to \$2500.

CARRIED

##### 9.4 Gravel Parking

Discussion on the gravel parking lot on the east side of the Raymond Knelsen Arena. Jonathan will gather three quotes for gravel.

##### 9.5 Budget

Table until next meeting.

9.6     Git R Done Quote  
Quote from Git R Done for the Multipurpose/dressing room renovation came in at \$65000.

Shawn Wieler made a motion to hire Git R Done as per quote and submit to Mackenzie County as a Capital Project.

CARRIED

9.7     Heaters  
Quotes to change the heaters in the RK arena compressor room came back with TD Mechanical \$6500, Ranwal \$6450.

Philip Krahn made a motion to proceed with hiring Ranwal to change out the heaters and adjust venting in the RK arena compressor room.

CARRIED

9.8     Shinny  
Shinny Hockey requested more locker storage room. Jonathan will look into options.

Holly Neudorf made a motion to proceed with building more cabinets.

CARRIED

9.9     Arena Manager Position

Shawn Wieler made a motion to appoint Jonathan Klassen as new Arena Manager.

CARRIED

Philip Krahn moves to go in camera at 7:32 p.m.

Peter F Braun moves to go out of camera at 7:43 p.m.

Holly Neudorf moves for the meeting to be adjourned at 7:44 p.m.

Next Meeting will be **October 12 2023 at 6:00pm.**

## ACTION SHEET

Following September 14, 2023 Meeting

Action:		Assigned:	Date to be Completed:	Status:
1.	Lumber Barons Agreement	LCRS	June 2024	Complete
2.				
Ongoing & Annual Items				
Action:		Assigned:	Date to be Completed:	
1.	Send Meeting minutes to Mackenzie County	Secretary	Monthly	
2.	Annual Manager's Performance Review	Subcommittee	Annually by April 30 <sup>th</sup>	
3.	Advertise or Caretakers for Outdoor Rinks	Arena Manager	Annually in September	
4.	Send out meeting requests electronically to all board members.	Secretary	Monthly	
5.	Review arena rates	LCRS	Annually in January	
6.	Board Member Assignments	LCRS	Annually by LCRS AGM	

**LA CRETE RECREATION SOCIETY  
ORGANIZATIONAL MEETING  
SEPTEMBER 14, 2023**

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

Present: Joe Driedger  
Philip Krahn  
Shawn Wieler  
Dave Schellenberg  
Holly Neudorf  
George Fehr  
Duffy Driedger  
Henry Goertzen  
Jonathan Klassen, Arena Manager  
Corrina Doerksen, Bookkeeper

Call to Order: Joe Driedger called the meeting to order at 8:06 p.m.

Joe Driedger called for nominations for the position of Chair:

Duffy Driedger nominated Joe Driedger who accepted.

Henry Goertzen nominated Shawn Wieler who accepted.

Philip Krahn moved for nominations to cease.

Voting on Chair by all LCRS Board of Directors.

Ballots counted by Jonathan Klassen and Corrina Doerksen

Joe Driedger was elected as Chair.

Henry Goertzen moves to destroy the ballots.

Chair Driedger called for nominations for the position of Vice-Chair:

Shawn Wieler nominated Henry Goertzen who accepted.

Dave Schellenberg nominated Philip Krahn who accepted.

Dave Schellenberg moved for nominations to cease.

Voting on Vice-Chair by all LCRS Board of Directors.

Ballots counted by Jonathan Klassen and Corrina Doerksen

Philip Krahn was elected as Vice-Chair.

George Fehr moves to destroy the ballots.

Nominations for Treasurer tabled until next meeting.

Secretary duties will be continued by Corrina Doerksen.

Dave Schellenberg made a motion to amend the signing authority policy to add the bookkeeper reading: "signing authority may also be held by the bookkeeper, never shall more than one employee sign a cheque."

CARRIED

Duffy Driedger made a motion to remove Philip Doerksen as signing authority on the LCRS bank accounts.

CARRIED

Henry Goertzen made a motion to add Jonathan Klassen as signing authority on the LCRS bank accounts.

CARRIED

George Fehr made a motion to add Corrina Doerksen as signing authority to the LCRS bank accounts.

CARRIED

Honorariums will remain the same.

Meetings will be held on the first Thursday on or after the 10<sup>th</sup> of the month or as decided at previous meeting.

Duffy Driedger moved to adjourn at 8:32 p.m.

**LA CRETE RECREATION SOCIETY  
REGULAR MEETING  
October 12, 2023**

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

**Present:** Joe Driedger, President  
Philip Krahn, Vice-President  
Shawn Wieler, BHP Rep  
Peter F Braun, County Rep  
Dave Schellenberg, Shiny Rep  
Henry Goertzen, Blumenort Rep  
Mike Schellenberg, Junior B Rep  
John Zacharias, Blue Hills Rep  
Lukas Peters, Treasurer/Senior Hockey Rep  
Corrina Doerksen, Secretary/Bookkeeper  
Jonathan Klassen, Recreation Coordinator

**Missing:** Holly Neudorf  
Duffy Driedger  
George Fehr

**Call to Order:** President Joe Driedger called the meeting to order at 6:00 p.m.

**Approval of Agenda**

Peter F Braun moves to accept the agenda as presented.

CARRIED

**Financials:**

1: Financials were presented by Corrina Doerksen.

Henry Goertzen moves to accept the Sept 2023 Financial Report.

CARRIED

**Approval of Previous Meeting's Minutes**

Shawn Wieler moves to accept the Sept 14, 2023 regular meeting minutes as presented.

CARRIED

**Business from Previous Minutes**

**Review of Action Sheet**

**Managers Report – Jonathan Klassen**

1. Managers Report presented by Jonathan Klassen

John Zacharias moves to accept the September 2023 Managers Report.

CARRIED

**New Business:**

9.1 Budget

Dave Schellenberg made a motion to order a VFD and Brine Pump and submit to Mackenzie County as a capital project.

CARRIED

Shawn Wieler made a motion to approve the draft 2024 Operating and Capital budget as amended.

CARRIED

9.2 Online Banking Admin

Dave Schellenberg made a motion to remove Philip Doerksen as Manager from the Business Online Banking.

CARRIED

Philip Krahn made a motion to add Jonathan Klassen as Manager from the Business Online Banking.

CARRIED

Corrina Doerksen to remain as Admin on the Business Online Banking.

9.3 Nominations for Treasurer

Joe Driedger called for nominations for the position of Treasurer:

Shawn Wieler nominated Dave Schellenberg who accepted.

Philip Krahn nominated Henry Goertzen who accepted.

Philip Krahn moved for nominations to cease.

Voting on Treasurer by all LCRS Board of Directors.

Ballots counted by Jonathan Klassen and Corrina Doerksen

Dave Schellenberg was elected as Treasurer.



Peter F Braun moves to destroy the ballots.

9.4 Wages

Discussion on wages held in camera.

Mike Schellenberg moves to go in camera at 7:01 p.m.

Shawn Wieler moves to go out of camera at 7:23 p.m.

Lukas Peters moves for the meeting to be adjourned at 7:32 p.m.

Next Meeting will be **November 16 2023 at 6:00pm.**

## ACTION SHEET

Following October 12, 2023 Meeting

<b>Action:</b>		<b>Assigned:</b>	<b>Date to be Completed:</b>	<b>Status:</b>
<b>1.</b>	Lumber Barons Agreement	LCRS	June 2024	Complete
<b>2.</b>				
<b>Ongoing &amp; Annual Items</b>				
<b>Action:</b>		<b>Assigned:</b>	<b>Date to be Completed:</b>	
<b>1.</b>	Send Meeting minutes to Mackenzie County	Secretary	Monthly	
<b>2.</b>	Annual Manager's Performance Review	Subcommittee	Annually by April 30 <sup>th</sup>	
<b>3.</b>	Advertise or Caretakers for Outdoor Rinks	Arena Manager	Annually in September	
<b>4.</b>	Send out meeting requests electronically to all board members.	Secretary	Monthly	
<b>5.</b>	Review arena rates	LCRS	Annually in January	
<b>6.</b>	Board Member Assignments	LCRS	Annually by LCRS AGM	



**Board Meeting  
REDI Northwest Alberta  
Best Western Hotel, High Level  
APPROVED MINUTES  
October 18, 2023  
6:00 REDI Meeting**

**MEETING MINUTES**

**REDI Board Members Present**

Lisa Wardley, Chair, Mackenzie County  
Michelle Farris, Vice-Chair, Town of Rainbow Lake  
Don Werner, Town of Rainbow Lake  
Richard Oliver, Northern Lakes College  
Boyd Langford, Town of High Level  
Ryan Matthew Luengo, High Level Chamber of Commerce

**REDI Board Members Absent**

Josh Knelsen, Mackenzie County  
Mike Osborn, Community Futures Northwest Alberta  
Justin Gaudet, Paddle Prairie Metis Settlement  
Larry Neufeld, La Crete Chamber of Commerce  
Greg McIvor, Zama Chamber Committee  
Ray Towes, Fort Vermilion Board of Trade

**Staff & Guests**

Cecilia Oteiza Ayres, Investment Attraction Manager – Invest Alberta  
Vlad Oujegov, Investment Attraction Manager – Invest Alberta  
Byron Peters, Deputy CAO, Director of Projects and Infrastructure – Mackenzie County  
Nicole Nelles, Regional Economic Development Services - Jobs, Economy and Trade  
Andrew O'Rourke, REDI Manager

**1. CALL TO ORDER**

The Chair called the meeting to order and declared quorum at 5:45 pm.

**2. REVIEW & ADOPTION OF THE AGENDA**

**Motion:**

**Moved by Don Werner**

That the agenda be accepted as presented.

**Carried**

**3. MINUTES OF THE SEPTEMBER 20, 2023, MEETING.**

**Motion:**

**Moved by Boyd Langford**

The Minutes of the September 20, 2023, REDI Meeting be accepted as presented.

**Carried**

**4. YEAR TO DATE FINANCIAL REPORT SEPTEMBER 30, 2023**

**Motion:**

**Moved by Michelle Farris**

That the month ending September 30, 2023, financial report be accepted as presented.

**Carried**

## 5. DELEGATION

Cecilia Oteiza Ayres, Investment Attraction Manager – Invest Alberta  
Vlad Oujegov, Investment Attraction Manager – Invest Alberta

It was great for Invest Alberta staff members to come to High Level on October 18 for the Alberta Can Investment Attraction Initiative. Invest Alberta likes to have personal connections, and it is essential for them to visit the regions of the Province. Cecilia and Vlad will be REDI's direct contact with Invest Alberta now that Yuliia Marcinkoski has left the organization. As site selection requests come forward, REDI will continue to prepare site location-specific data.

## 6. NEW BUSINESS

### i. **NRED – Business Cases Review**

A review of the first five business cases was undertaken at the board meeting. The business cases include Bio Diesel, Registered Child Care Facilities, Spirits Distillery, Heritage Seeds, and a Tire Recycling Facility. Feedback on the Childcare facilities required the most changes, as the business case outlined many different childcare facilities rather than building a sustainable business case for a facility.

### ii. **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 for 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 assist 50% in creating a feasibility study with \$10,000 in funding allocated from the NRED grant. The REDI Manager will invite the company representative to the next REDI meeting on November 22, 2023.

### iii. **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 Chamber; potentially, Billy will fly into High Level on Thursday, March 14. ATB has talked about paying the full cost of bringing in their chief economist. Northern Lakes College CCEC would also be a good collaborator.

Additional Speakers suggested for a workforce development morning would include Sheila Mosgrove and Kristen Cumming. There is the potential to apply for a Labour Market Partnership Grant.

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.

## **7. OLD 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. The Minister was not receptive to each REDA having their own staff member for Investment Attraction but wanted to create more ‘horsepower’ internally within his department.

We have requested a five-year partnership with the provincial government, but the minister was more receptive to a three-year agreement 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.

### **i. CanExport Video – Investment Attraction – Jordan Maskell**

Local contractor Jordan Maskell presented his draft version of the investment attraction video for the REDI board; additional interviews with Josh Knelsen will be edited into the final version. In the summer of 2023, wildfire smoke was a significant factor in getting good outdoor shots. The next draft will be available at the November 22 Meeting.

### **ii. CanExport Video – Early Dawn Flour Mills**

A draft version of the Early Dawn Flour Mills video was reviewed; extensive observations were made on the Home Hardware buckets in each shot. The remaining two videos will be reviewed at the meeting on November 22.

### **iii. Yolo Nomads – Relocation Guide**

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.

### **iv. Vote Ratification 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.

## VOTE RATIFICATION

**Moved by Michelle Farris**

That REDI Chair Lisa Wardley is approved to attend the CRAA – CN Stakeholder Meeting in Grande Prairie on August 22.

**CARRIED**

## 8. ADDITIONAL INFORMATION

- U of A School of Public Policy – The Canadian Northern Corridor Community Engagement Program: Results and Lessons Learned.
- Yolo Nomads – Sample Regional Profile – Grande Prairie

## 9. ROUND TABLE

**Michelle Farris:** Rainbow Lake wireless fiber is installed up and running. The old system was shut down, and 70 new customers joined last week. There was no power or cell in Rainbow Lake for a week, but the community rallied together, which was very different from the May evacuations. There were convoys going out the highway which was mainly closed due to ATCO and Alberta Wildfire staging on the highway. The community brought in a big generator, and breakfast, lunch and supper were provided at the rec plex. CAO Dan Fletcher made announcements and wildfire updates each evening. There are still six helicopters around Rainbow Lake fighting fire.

**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 are people from Chatah buying up homes in Rainbow Lake and their kids attending school in the community. We lost some families, but we are getting people back.

**Boyd Langford:** Exciting to have the Forest Capital of Canada for 2024. 92nd and 114 St got new paving. 92nd is not designed for heavy weight loads, so the High Level Council has to decide if there are going to be weight restrictions in spring; trucks might have to go around and enter by 114 St.

**Byron Peters:** The Fort Vermilion flood mitigation is nearing completion; there will be a small phase next year. With residents moving into homes in the fall, there is starting to be excitement about the developments. Construction on a new 45-lot subdivision in La Crete started this week. Still a lot of construction activity. The Blue Mountain Ski Hill will operate this year, with grant funding assisting to build a terrain park and updates to the chalet. The ski hill got \$180,000 from the COVID relief, PrairiesCan. The Fort Vermilion School Division will start using the ski hill, with all the requirements for that being navigated.

**Richard Oliver:** There is an opportunity to promote third-level education to students outside the Northern communities and the county. Tomorrow will be my first CCEC meeting, and I'm up for the challenge.

**Nicole Nelles:** A date for the next round of NRAD funding will be announced next month. Alberta Agriculture and Irrigation will create a new fund for community capacity building. With 90. cent dollars, with communities only having to contribute 10% of the project funding.

**Ryan Matthew Luengo:** Thank you for inviting me to the Invest Alberta event today. I learned a lot. I like the idea of promoting all the stuff there is to do here in High Level; there are different groups or friends that all enjoy living in Northern Alberta.

**Lisa Wardley:** There is a new councillor for Mackenzie County, Ward #2. Darrell Derksen has taken over as the new CAO. Fort Vermilion is undertaking a transformation with the rehabilitation of the floodplain area. It is the end of an era with Mackenzie County accepting the resignation of Councillor Jackie Bateman. 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.’ There were 11,400 applications for the tags, with an additional funding source for the Alberta Trappers Association. The Forest Capital of Canada 2024 will be exciting and offer a lot of work for the worker bees involved. There are new land plans for urban agriculture options for Zama—the Zama rec. Board took over the campground a couple of years ago and partnered with Travel Alberta and Prairies Can and developed the cabins; as of the end of September, there was \$55k in revenue at the campground in 2023.

**10. ADJOURNMENT & NEXT MEETING**

The next REDI meeting will take place on November 22, 2023, at 6:00 p.m.

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

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Lisa Wardley, Chair

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REDI Manager