




MACKENZIE COUNTY

REGULAR COUNCIL MEETING

MAY 22, 2024
10:00 AM

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, May 22, 2024
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the May 7, 2024 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) 2024 Bursary Applications (FOIP Section 17)	
		b) Development Permits in the Fort Vermilion Flood Plain (FOIP Sections 23, 24, 25 and 27)	
		c) Legal (FOIP Sections 23, 24, 25 and 27)	
		d) CAO Report (FOIP Sections 16, 17, 23 and 24)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) None	
PUBLIC HEARINGS:		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) Bylaw 1335-24 Land Use Bylaw Amendment to Rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational "CREC" to Country Recreational 2 "CREC2"	21
DELEGATIONS:	7.	a) Alberta Health Services (AHS) – Emergency Medical Services (EMS) (11:15 a.m.)	33

		b)	Royal Canadian Mounted Police (RCMP) (12:30 p.m.)	35
		c)		
GENERAL REPORTS:	8.	a)	None	
		b)		
AGRICULTURE SERVICES:	9.	a)	None	
		b)		
COMMUNITY SERVICES:	10.	a)	Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding – 2024 Budget Amendment	37
		b)		
		c)		
FINANCE:	11.	a)	Request to Rescind Motion 24-04-306	41
		b)	Brighter Futures & Fort Vermilion Support Services - Community Garden Donation Request	43
		c)	Policy ADM054 Fuel Usage - Amendment	53
		d)	Policy FIN011 Accounts Receivable/Utility Collection - Amendment	57
		e)	Financial Reports – January – April 2024	63
		f)	Councillor Expense Claims	87
		g)	Member at Large Expense Claims	89
		h)		
		e)		
PROJECTS & INFRASTRUCTURE:	12.	a)	Hamlet of La Crete North Trunk Sanitary Sewer	91
		b)		
		c)		
OPERATIONS:	13.	a)	Budget Amendment Request – Zero Turn Mower Purchase	93

		b)		
UTILITIES:	14.	a)	None	
		b)		
PLANNING & DEVELOPMENT:	15.	a)	Offer to Purchase – Plan 792 1881, Block 18, Lot 01 (Hamlet of La Crete)	95
		b)	Request from Heimstaed Senior’s Lodge Addition – Setback Variance and Partial Road Closure	103
		c)	Bylaw 1338-24 Delegation of Authority to Town of High Level to Maintain and Operate the Cemetery located on Plan 4227RS, Lot OT (High Level Rural)	109
		d)		
		e)		
ADMINISTRATION:	16.	a)	La Crete Agricultural Society Funding Request for Canada Day Events	117
		b)		
		c)		
COMMITTEE OF THE WHOLE ITEMS:	17.	a)	None	
COUNCIL COMMITTEE REPORTS:	18.	a)	Council Committee Reports (verbal)	
		b)	Agricultural Service Board Meeting Minutes	119
		c)		
		d)		
INFORMATION / CORRESPONDENCE:	19.	a)	Information/Correspondence	125
NOTICE OF MOTION:	20.	a)		
NEXT MEETING DATES:	21.	a)	Regular Council Meeting June 11, 2024 10:00 a.m. Fort Vermilion Council Chambers	

- b) Committee of the Whole Meeting
June 25, 2024
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 22. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2023
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Minutes of the May 7, 2024 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the May 7, 2024 Regular Council Meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the May 7, 2024 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, May 7, 2024
10:00 a.m.**

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

PRESENT:

Joshua Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eileen Morris	Councillor
Ernest Peters	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor (virtual)
Dale Wiebe	Councillor (joined the meeting virtually at 10:08 a.m.)

REGRETS:

ADMINISTRATION:

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

ALSO PRESENT:

St. Mary's Catholic School – Grade 6 Students
Member of the Public

Minutes of the Regular Council Meeting for Mackenzie County held on May 7, 2024 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 24-05-355

MOVED by Councillor Cardinal

That the agenda be approved as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the April 24, 2024 Regular Council Meeting

MOTION 24-05-356

MOVED by Councillor Wardley

That the minutes of the April 24, 2024 Regular Council Meeting be adopted as presented.

CARRIED

**COMMUNITY
SERVICES:**

10. b) Fort Vermilion Street Banner Project

Councillor Wiebe joined the meeting virtually at 10:08 a.m.

MOTION 24-05-357

MOVED by Councillor Morris

That the Fort Vermilion Street Banner Project be received for information

CARRIED

**COMMUNITY
SERVICES:**

10. a) Spring Hamlet Clean-up Campaign

MOTION 24-05-358

Requires 2/3

MOVED by Councillor Cardinal

That Mackenzie County accept the Zama Fire Department offer of \$700 to conduct Zama hamlet clean-up and the offer of \$4,500 from the La Crete Minor Hockey to conduct the La Crete hamlet clean-up and an additional \$4,500 to conduct the Fort Vermilion hamlet clean up.

CARRIED

MOTION 24-05-359

MOVED by Councillor Wardley

That Administration publicly advertise a “One Day” Free disposal at all transfer stations including the Mackenzie Regional Landfill for residents of Mackenzie County.

CARRIED

TENDERS:

5. a) None

PUBLIC HEARINGS:

6. a) None

DELEGATIONS:

7. a) **St. Mary’s Catholic School – Grade 6 Students**

MOTION 24-05-360

MOVED by Councillor Morris

The St. Mary’s Catholic School Grade 6 class elected Adisyn Alook as their Junior Reeve prior to attending the Regular Council Meeting.

The grade 6 students from St. Mary’s Catholic School were given an opportunity to present questions to Council, these included:

- *Why did you decide to show an interest in the position of reeve?*
- *What is the best part of your job?*
- *What would I need to do to become a council member?*
- *Can you pave the roads leading to the top of the hill near to the new development?*
- *Have you considered building a public pool here in Fort Vermilion?*
- *Since the provincial government oversees education, can you lobby for a later start to school?*
- *How can you encourage young people to take a deeper interest in council meetings and the operations of the community?*
- *Can you do anything to reduce the food prices here in Fort?*
- *Have you considered implementing programs to reduce the high levels of alcoholism here in Fort Vermilion?*
- *How can the council help with reducing under age kids using illegal substances?*
- *How can a councillor reduce pollution?*

CARRIED

Reeve Knelsen recessed the meeting at 10:56 a.m. and reconvened the meeting at 11:17 a.m.

**PLANNING &
DEVELOPMENT:**

15. a) Land Use Bylaw Amendment to Rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”

MOTION 24-05-361

MOVED by Councillor Braun

That first reading be given to Bylaw 1335-24 being a Land Use Bylaw Amendment to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”, subject to public hearing input.

CARRIED

**PLANNING &
DEVELOPMENT:**

15. b) Part of Plan 102 5530, Block 35, Lot APUL (Public Utility Lane) (Hamlet of La Crete)

MOTION 24-05-362

MOVED by Councillor Wardley

That Mackenzie County uphold the letter dated September 11, 2023 in regards to Part of Plan 102 5530, Block 35, Lot APUL.

CARRIED

**GENERAL
REPORTS:**

8. a) Director & Manager Reports for April 2024

MOTION 24-05-363

MOVED by Deputy Reeve Sarapuk

That the Director & Manager reports for April 2024 be received for information.

CARRIED

CLOSED MEETING:

4. a) Closed Meeting

MOTION 24-05-364

MOVED by Councillor Wardley

That Council move into a closed meeting at 11:40 a.m. to discuss the following:

4.a) Annexation Legal Fees – Town of High Level
(FOIP Section 25)

4.b) Legal Update (*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
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- Jennifer Batt, Director of Finance
- Caitlin Smith, Director of Planning and Agriculture
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

MOTION 24-05-365 **MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 12:08 p.m.

CARRIED

Reeve Knelsen recessed the meeting at 12:09 p.m. and reconvened the meeting at 12:35 p.m.

CLOSED MEETING: 4. a) **Closed Meeting**

MOTION 24-05-366 **MOVED** by Councillor Cardinal

That Council move into a closed meeting at 12:35 p.m. to discuss the following:

4.c) CAO Report (*FOIP Sections 16, 17, 23 and 24*)

CARRIED

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

- All Councillors Present
- Darrell Derksen, Chief Administrative Officer

MOTION 24-05-367 **MOVED** by Councillor Braun

That Council move out of a closed meeting at 1:19 p.m.

CARRIED

Reeve Knelsen recessed the meeting at 1:19 p.m. and reconvened the meeting at 1:29 p.m.

CLOSED MEETING: 4. a) Annexation Legal Fees – Town of High Level

MOTION 24-05-368 MOVED by Councillor Peters

That the Annexation Legal Fees – Town of High Level report be received for information.

CARRIED

CLOSED MEETING: 4. b) Legal Update

MOTION 24-05-369 MOVED by Councillor Driedger

That the Legal Update be received for information.

CARRIED

CLOSED MEETING: 4. c) CAO Report

MOTION 24-05-370 MOVED by Deputy Reeve Sarapuk

That the CAO report be received for information.

CARRIED

AGRICULTURE SERVICES: 9. a) None

FINANCE: 11. a) Asset Retirement Obligation – Budget Amendment

MOTION 24-05-371 MOVED by Councillor Wardley
Requires 2/3

That the 2024 One Time Budget be amended to include the Asset Retirement Obligation project in the amount of \$250,000 with funding coming from the General Operating Reserve.

CARRIED

FINANCE: 11. b) Residential Tax Incentive

MOTION 24-05-372 MOVED by Councillor Wardley

That the Residential Tax Incentive report be received for information.

CARRIED

FINANCE:

11. c) Amend - Policy FIN025 Purchasing Policy

MOTION 24-05-373

MOVED by Councillor Peters

That Policy FIN025 Purchasing Policy be amended as presented.

CARRIED

**PROJECTS &
INFRASTRUCTURE:**

12. a) La Crete 2024 East Waterline Extension – Tender Update

MOTION 24-05-374

MOVED by Councillor Braun

That first reading be given to Bylaw 1339-24 the La Crete East Waterline Offsite Levy Bylaw.

CARRIED

MOTION 24-05-375
Requires 2/3

MOVED by Deputy Reeve Sarapuk

That the 2024 Capital Project budget for the La Crete East Waterline funding sources be amended to \$350,000 from other source funding, and by \$842,773 from the Water/Sewer Infrastructure Reserve, with \$792,773 to be collected by Offsite Levy Bylaw.

CARRIED

MOTION 24-05-376

MOVED by Councillor Peters

That the La Crete 2024 Waterline Extension (La Crete East Waterline) tender be awarded to the lowest qualifying proponent while staying within budget.

CARRIED

OPERATIONS:

13. a) Budget Amendment - TWP RD 105-5 (Sawmills Road) Asphalt

Reeve Knelsen recessed the meeting at 2:31 p.m. and reconvened the meeting at 2:38 p.m.

MOTION 24-05-377 **MOVED** by Councillor Wardley

That administration bring back a Local Improvement Bylaw for TWP RD 105-5 (Sawmills Road) Asphalt project with 70% for benefiting landowner and 30% Mackenzie County funding model based on assessment.

CARRIED

OPERATIONS: **13. b) Budget Amendment - Zama Access Culvert Replacement**

MOTION 23-05-378 **MOVED** By Councillor Wardley
Requires 2/3

That the 2024 Capital Budget be amended by \$90,000 for the Zama Access Culvert Replacement project with funding coming from the Road Reserve.

CARRIED

UTILITIES: **14. a) None**

ADMINISTRATION: **16. a) Bylaw 1336-24 Subdivision and Development Appeal Board**

MOTION 24-05-379 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.

CARRIED

MOTION 24-05-380 **MOVED** by Councillor Smith

That second reading be given to Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.

CARRIED

MOTION 24-05-381 **MOVED** by Councillor Morris
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.

CARRIED UNANIMOUSLY

MOTION 24-05-382 **MOVED** by Councillor Cardinal

That third and final reading be given to Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.

CARRIED

ADMINISTRATION: **16. b) Bylaw 1337-24 Assessment Review Board**

MOTION 24-05-383 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1337-24 being the Assessment Review Board Bylaw.

CARRIED

MOTION 24-05-384 **MOVED** by Councillor Wardley

That second reading be given to Bylaw 1337-24 being the Assessment Review Board Bylaw.

CARRIED

MOTION 24-05-385 **MOVED** by Councillor Morris
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1337-24 being the Assessment Review Board Bylaw.

CARRIED UNANIMOUSLY

MOTION 24-05-386 **MOVED** by Councillor Smith

That third and final reading be given to Bylaw 1337-24 being the Assessment Review Board Bylaw.

CARRIED

ADMINISTRATION: **16. c) Alberta Municipalities (ABmunis) Convention & Summer 2024 Municipal Leaders Caucus**

MOTION 24-05-387 MOVED by Councillor Braun

That following Councillors to be authorized to attend the ABmunis Conference from September 25 – 27, 2024 in Red Deer, Alberta:

- 1. Councillor Driedger
- 2. Councillor Morris

CARRIED

MOTION 24-05-388 MOVED by Councillor Cardinal

That the following Councillors be authorized to attend the ABmunis 2024 Municipal Leaders Caucus on June 12, 2024 in Falher, Alberta:

- 1. Councillor Cardinal
- 2. Councillor Wardley

CARRIED

MOTION 24-05-389 MOVED by Councillor Smith

That the following Councillors to be authorized to attend the Alberta Forest Products Association Annual General Meeting on September 25-27, 2024 in Jasper, Alberta:

- 1. Reeve Knelsen
- 2. Councillor Braun
- 3. Councillor Cardinal
- 4. Councillor Smith
- 5. Councillor Wardley

CARRIED

COMMITTEE OF THE WHOLE ITEMS: 17. a) None

COUNCIL COMMITTEE REPORTS: 18. a) Council Committee Reports

MOTION 24-05-390 MOVED by Councillor Driedger

That the Council Committee Reports be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Community Services Committee Meeting Minutes

MOTION 24-05-391

MOVED by Councillor Smith

That the approved Community Services Committee meeting minutes of March 7, 2024 and April 4, 2024 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. c) Municipal Planning Commission Meeting Minutes

MOTION 24-05-392

MOVED by Councillor Smith

That the approved Municipal Planning Commission meeting minutes of March 28, 2024 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 24-05-393

MOVED by Councillor Cardinal

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

CARRIED

**NEXT MEETING
DATES:**

21. a) Next Meeting Dates

Regular Council Meeting
May 22, 2024
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
June 11, 2024
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 22. a) Adjournment

MOTION 24-05-394 **MOVED** by Deputy Reeve Sarapuk

That the Council meeting be adjourned at 3:44 p.m.

CARRIED

These minutes will be presented for approval at the May 22, 2024 Regular Council Meeting.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Caitlin Smith, Director of Planning & Agriculture
	PUBLIC HEARING
	Bylaw 1335-24
Title:	Land Use Bylaw Amendment to Rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”

BACKGROUND / PROPOSAL:

Administration has received a request to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”.

The reason for the rezoning is that the current zoning (CREC) setbacks do not allow for the proposed development due to lot size. The applicant would like to construct duplexes on the proposed lots. Duplexes are considered a discretionary use within the Country Recreational 2 (CREC2) zoning.

The purpose of the Country Recreational 2 district is to permit the DEVELOPMENT of permanent residential areas adjacent to the La Crete Golf Course in Mackenzie County. All DEVELOPMENTS shall conform to a relevant AREA STRUCTURE PLAN. This zoning is specific to developments on lands within close proximity to golf courses.

According to the Land Use Bylaw 1066-17, Section 9.6.3 states:

Author: J Wiebe **Reviewed by:** C Smith **CAO:** D Derksen

Regulations

- 9.6.3 In addition to the regulations contained in Section 8, the following standards shall apply to every DEVELOPMENT in this LAND USE DISTRICT.

Regulation	Standard
Min. Lot Dimensions	
Width	30.5m (100.0ft)
Depth	45.7m (150.0ft)
Min. Setback	
Yard – Front	9.1m (30.0ft)
Yard – Side	3.1m (10.0ft)
Yard – Rear	3.1m (10.0ft)

Additional Regulations

- 9.6.4 The density of DEVELOPMENT (number of LOTS per hectare/acre) shall be in accordance with the provisions of the relevant AREA STRUCTURE PLAN.
- 9.6.5 The provision of access to each LOT shall be as required by the Development Authority and developed in accordance with COUNTY standards.
- 9.6.6 A minimum of two (2) parking stalls.
- 9.6.7 There shall be no allowance for on-street parking.
- 9.6.8 Each LOT shall be landscaped as required by the Development Authority to ensure proper vegetation and tree coverage for appearance and drainage purposes. Approval shall be required by the Development Authority prior to the removal of trees and/or vegetation from any LOT.
- 9.6.9 All DEVELOPMENT on a LOT shall be of a style and appearance which is compatible with the natural qualities of the recreation area. The character and appearance of all DEVELOPMENT on each recreation LOT shall be maintained to minimize any adverse impacts which may occur on adjacent recreation LOTS or the recreation area in general.
- 9.6.10 All water and sewage disposal must conform to the requirements of the relevant AREA STRUCTURE PLAN and Alberta Private Sewage Systems Standard of Practice 2019.
- 9.6.11 The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall complement adjoining DEVELOPMENT and character of the site to the satisfaction of the Development Authority.
- 9.6.12 The Development Authority may decide on such other requirements as are necessary having due regard to the nature of the proposed DEVELOPMENT and the purpose of this LAND USE DISTRICT.
- 9.6.13 Rezoning applications involving the Country Recreational 2 (CREC2) district shall provide requirements as outlined in Subsection 3.1.6.
- 9.6.14 All DEVELOPMENT on these lots shall conform to the RESTRICTIVE COVENANT registered on the lots.

Author: J Wiebe **Reviewed by:** C Smith **CAO:** D Derksen

The rezoning application was presented to the Mackenzie County Council on May 07, 2024 where the following motion was made:

MOTION 24-05- *MOVED* by Councillor Braun

That first reading be given to Bylaw 1335-24 being a Land Use Bylaw Amendment to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”, subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

Costs will consist of advertising the Public Hearing and adjacent landowner letters, which will be borne by the applicant.

COMMUNICATION / PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1335-24 being a Land Use Bylaw Amendment to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2” to allow the development of duplexes.

Author: J Wiebe **Reviewed by:** C Smith **CAO:** D Derksen

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1335-24 being a Land Use Bylaw Amendment to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational "CREC" to Country Recreational 2 "CREC2" to allow the development of duplexes.

Author: J Wiebe **Reviewed by:** C Smith **CAO:** D Derksen

BYLAW NO. 1335-24
BEING A BYLAW OF MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”.

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

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

Plan 202 1350, Block 03, Lots 1-25

Within Mackenzie County, be rezoned from Country Recreational “CREC” to Country Recreational 2 “CREC2” as outlined in Schedule “A” hereto attached.

READ a first time this ____ day of _____, 2024.

PUBLIC HEARING held this ____ day of _____, 2024.

READ a second time this ____ day of _____, 2024.

READ a third time and finally passed this ____ day of _____, 2024.

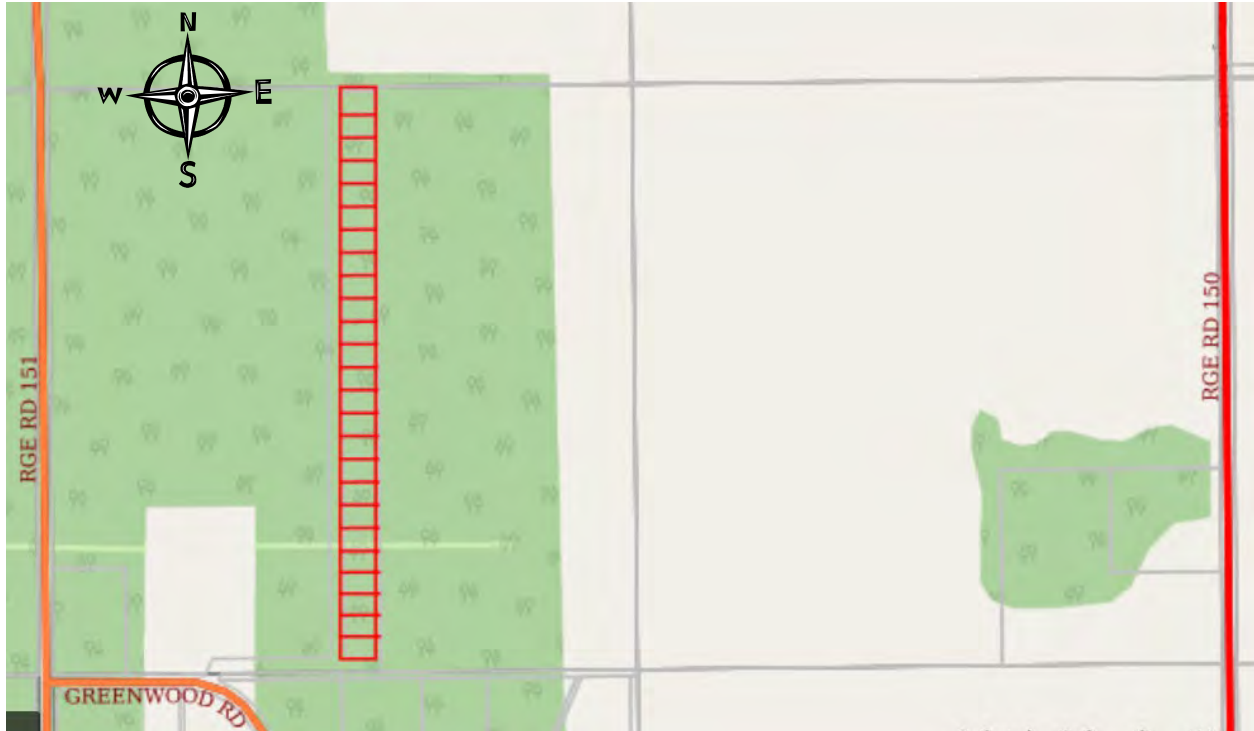
Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

BYLAW No. 1335-24

SCHEDULE “A”

1. That the land use designation of the following property known as Plan 202 1350, Block 03, Lots 1-25 within Mackenzie County, be rezoned:



FROM: Country Recreational “CREC”

TO: Country Recreational 2 “CREC2”

Application No: _____

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Complete only if different from Applicant

Name Of Applicant Section 17 (1)		
Address: Section 17 (1)		
City/Town Section 17 (1)		
Postal Code Section 17 (1)	Phone	Cell Section 17 (1)
Applicant Email Section 17 (1)		

Name of Registered Owner 1291868 Alberta Ltd.		
Address: PO Box 2349		
City/Town La Crete, AB		
Postal Code T0H 2H0	Phone	Cell Section 17 (1)
Owner Email lacretegolfcourse@gmail.com		

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

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN 2021350	BLK 3	LOT
----------	------	------	-------	----	----	-----------------	----------	-----

Civic Address: _____

Land Use Classification Amendment Proposed:

From: CREC To: CREC-2

Reasons Supporting Proposed Amendment:

The current zoning (CREC) setbacks do not allow for the proposed development due to lot size. As well, we would like to add Duplex as a discretionary use for the proposed rezoning area.

I have enclosed the required application fee of: \$ 1006.25 Receipt No.: Please invoice
Section 17 (1)

Applicant Signature _____ Date 2024-03-12
Section 17 (1)

Registered Owner Signature _____ Date 2024-03-12

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

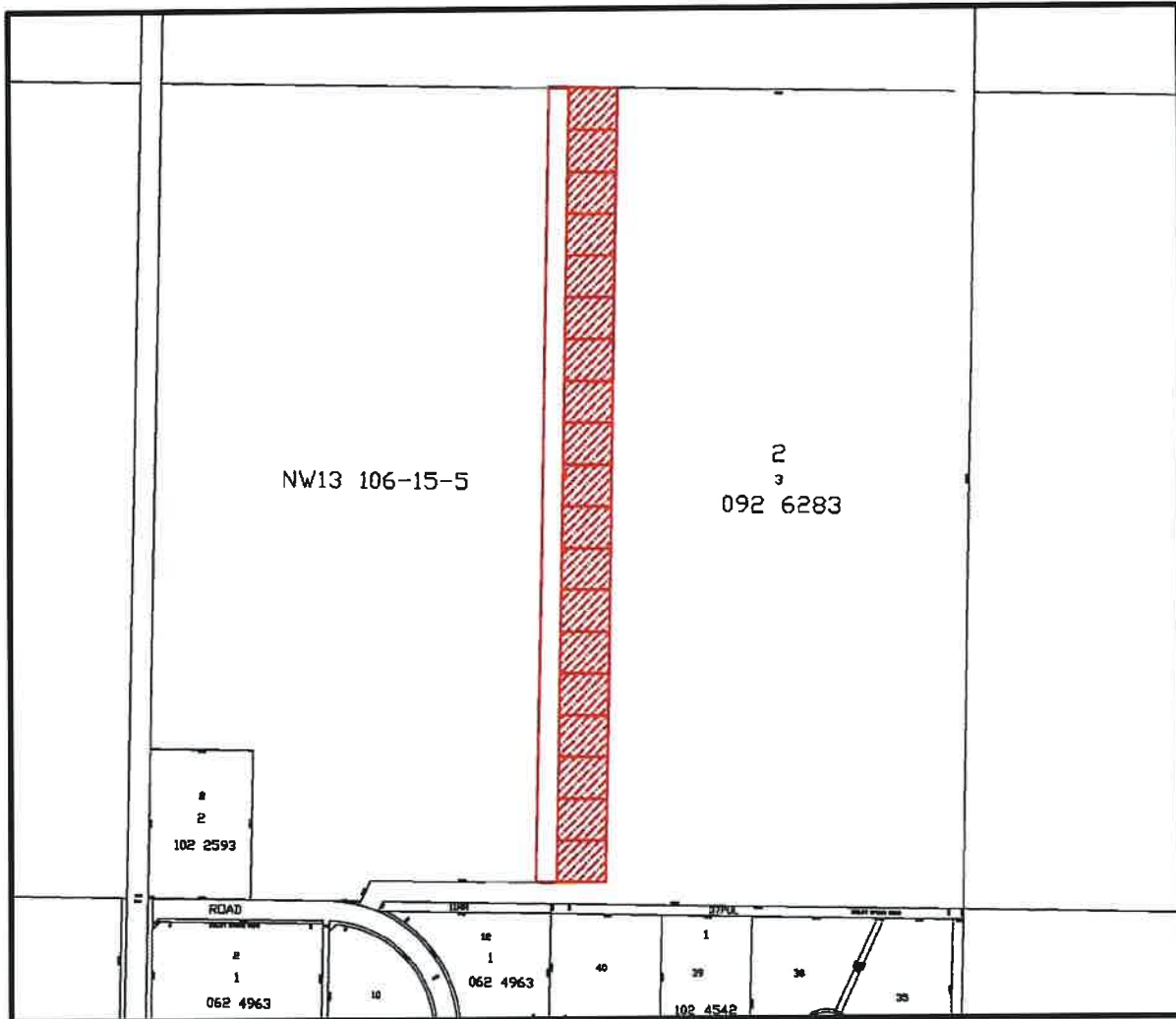
The personal information on this form is collected in accordance with Section 33 of the Freedom of Information and Protection of Privacy (FOIP) Act for the purpose of processing this application, issuing development permits and Land Use Bylaw Enforcement. The name of the permit holder and nature of the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

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



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

Part of NW 13-106-15-W5M



Location: *La Crete Golf Course*
Rezoned from: Recreational “REC”
To: *Country Recreational “RC”*

(“RC” changed to Country Recreation “CREC” by Bylaw 1066-17)

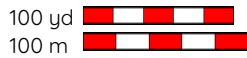
Bylaw 1043-16, September 2016



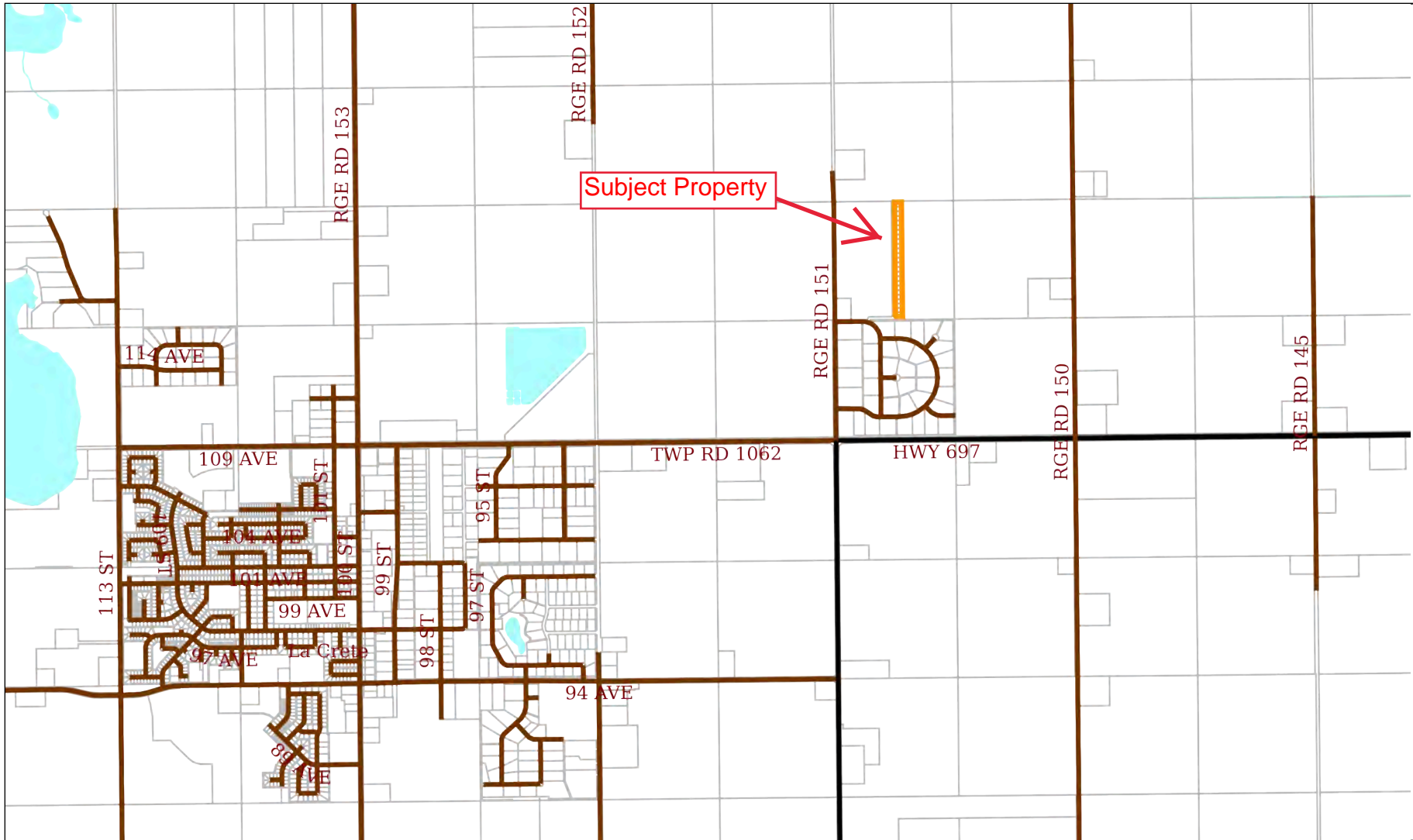
Mackenzie County



Scale 1: 4,385



The Mackenzie County makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Mackenzie County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Mackenzie County. Copyright Mackenzie County. All Rights Reserved.



Scale 1: 37,607

1 Mi

1 Km

The Mackenzie County makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Mackenzie County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Mackenzie County. Copyright Mackenzie County. All Rights Reserved.

**Mackenzie County
PUBLIC HEARING FOR**

BYLAW:

ORDER OF PRESENTATION:

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

_____ Was the Public Hearing properly advertised?

_____ Will the Development Authority _____ please outline the proposed _____ and present his submission.

_____ Does the Council have any question of the proposed _____ ?

_____ Were any submissions received in regards to the proposed _____ ?
If yes, please read them.

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

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

_____ Hearing is now closed at _____.

REMARKS & COMMENTS:





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	DELEGATION (11:15 a.m.) Alberta Health Services (AHS) – Emergency Medical Services (EMS)

BACKGROUND / PROPOSAL:

Rob Barone, Associate Executive Director will be in attendance at the Regular Council Meeting on May 22, 2024 presenting on the following topics:

- EMS System overview in the North Zone and within Mackenzie County;
- EMS Event volume and performance;
- Current System Challenges;
- EMS improvement strategies and progress;
- Discussion around EMA within the County – identify what is working and what improvements are required;

After the presentation there will be an opportunity for Council to ask questions.

OPTIONS & BENEFITS:

The data to be presented to the Council will provide them with a comprehensive understanding of the current emergency medical services in the municipality.

COSTS & SOURCE OF FUNDING:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Alberta Health Services (AHS) – Emergency Medical Services (EMS) presentation be received for information.

Author: _____ Reviewed by: _____ CAO: D Derksen



Mackenzie County

REQUEST FOR DIRECTION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Don Roberts, Director of Community Services
Title:	DELEGATION Royal Canadian Mounted Police (RCMP) (12:30 p.m.)

BACKGROUND / PROPOSAL:

Members of the Fort Vermilion RCMP will be present to discuss topics of crime and statistic.

OPTIONS & BENEFITS:

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 RCMP crime statistics reports be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Don Roberts, Director of Community Services
Title:	Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding – 2024 Budget Amendment

BACKGROUND / PROPOSAL:

Administration applied for grant funding through the Forest Resource Improvement Association of Alberta. Council made the following resolution.

Motion 24-03-237

That Council supports the submission of the Forest Resource Improvement Association of Alberta (FRIAA) grant funding proposal for the March 2024 Community Fireguard Program.

CARRIED

On May 3, 2024, administration received notification that partial funding was approved

CFP-24-19 \$49,000

(see attached letter)

Administration is requesting a 2024 Budget amendment reflecting the FRIAA grant funding of \$49,000

OPTIONS & BENEFITS:

Option 1

Pass a resolution supporting the 2024 Budget amendment for the 2024 FRIAA Community Fireguard Program.

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

COSTS & SOURCE OF FUNDING:

Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding

CFP-24-19 **\$49,000**

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2024 One Time Projects budget be amended to include the FRIAA project - CFP-24-19 for \$49,000 with funding coming from the Forest Resource Improvement Association of Alberta (FRIAA).

Author: D. Roberts Reviewed by: J Batt CAO: D Derksen



May 3rd, 2024

Sent by email only to: dderksen@mackenziecounty.com, droberts@mackenziecounty.com

Dear Darrell and Don,

RE: FRIAA Community Fireguard Program, CFP-24-19
Mackenzie County - Mackenzie County Fireguard

We are pleased to inform you that the Expert Panel has reviewed your proposal and recommended to the FRIAA Board of Directors that your project be approved. The FRIAA Board has conditionally approved your project proposal under the FRIAA Community Fireguard Program pending the fulfilment of following condition(s):

- Sign (by an authorized representative) and date the Application Form (proposal submission).
- Grant funding request is partially approved: \$49,000 for development of the La Crete fireguard plan.

FRIAA also requests these additional project considerations:

- Contact Wes Nimco at 780-689-9073 or wes.nimco@friaa.ab.ca (FRIAA Field Representative) to discuss developing this project further.
- FRIAA recommends early engagement with the Wildfire Management Branch to
- facilitate a strong technical plan development.

Once the condition(s) have been met, a Project Grant Agreement will be provided for execution by the representative authorized to commit Mackenzie County (the Recipient) to the terms and conditions of the Agreement.

Forest Resource Improvement
Association of Alberta (FRIAA)
Box 11094, Main Post Office
Edmonton AB T5J 3K4



Tel.: (780) 429-5873
Fax: (780) 429-4026

We look forward to working with you on this project. If you have any questions, feel free to contact Jaelene Mark-Farion at 587-442-7383 or myself at 780-733-8620.

Sincerely,

Forest Resource Improvement
Association of Alberta (FRIAA)

Per: Sherry Norton

COSTS & SOURCE OF FUNDING:

General Capital Reserve

COMMUNICATION / PUBLIC PARTICIPATION:

The La Crete Recreation Society has been notified of Councils approval of funding.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That motion 24-04-306 be rescinded.

Motion 2

Simple Majority Requires 2/3 Requires Unanimous

That the 2024 Capital Budget be amended by \$25,000 for the La Crete Recreation Board Scissor Lift project with funding in the amount of \$12,500 coming from the La Crete Recreation Society, and \$12,500 coming from the General Capital Reserve.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Brighter Futures & Fort Vermilion Support Services - Community Garden Donation Request

BACKGROUND / PROPOSAL:

Administration has received a request from Brighter Futures, and Fort Vermilion Support Services (FVSS) requesting support in future developing the community garden space in the new Phase 2 new development. The space allocated to the community garden is approx. 18mx186m once fully developed (picture attached).

Brighter Futures and FVSS are operating the community garden to assist resident in food security, healthy eating, as well as offering canning classes at the end of the growing season.

Upon receiving the request, administration communicated that here is topsoil south of the recreation complex which is available for this project, and they could look at local donations to bring soil as needed during further development.

The details of the sponsorship request, and pictures from 2023 are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2024 Operating Budget

COMMUNICATION / PUBLIC PARTICIPATION:

Administration to communicate Councils decision.

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County donate topsoil located behind the Fort Vermilion Recreation Complex, and \$_____ in funding to be used for heirloom seed purchases in support of the Community Garden in Fort Vermilion.

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

May 6, 2024

To: Jennifer Batt

We are reaching out to you to request your support for our Fort Vermilion Community Garden. Brighter Futures Society and FVSS are joining together this year to make another successful community garden. Last years garden was a huge accomplishment with 15 families participating.

As this is a new project, we have limited funds. We are in the process of looking for grants but as we all know that takes time. We are asking for your support of \$2500 dollars to go towards the purchase of soil and also Heirloom Seeds.

Having a the garden has served community members with fresh potatoes, pumpkins, zucchinis, onions, carrots, and herbs. We are proud to assist families to be able to self sustain themselves by living off the land.

We have added some of the photos from last year. We hope you enjoy them as it was a huge success for the first year.

Your generous donation will enable us to continue the Community Garden and benefit those that will be participating.

Thank you,

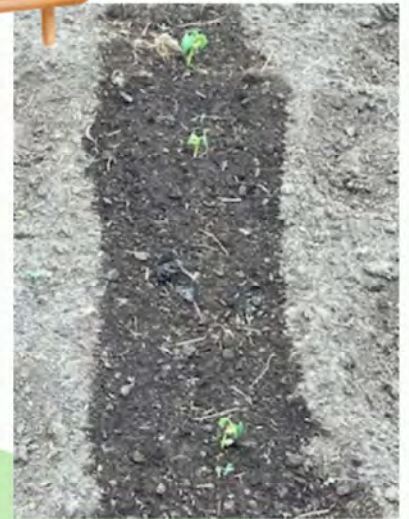
Kerri Meneen
Adult Learning Facilitator



FORT VERMILION COMMUNITY GARDEN 2023



PLANTING



WATERING & WEEDING



HARVESTING







Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Policy ADM054 Fuel Usage - Amendment

BACKGROUND / PROPOSAL:

Administration has reviewed Policy ADM054 - Fuel Usage to ensure it is updated to current practice, as well as ensuring the County is protected from any improper usage.

Attached is the amended Policy for review.

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 Policy ADM054 Fuel Usage be approved as presented/amended.

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

Mackenzie County

Title	Fuel Usage	Policy No:	ADM054
-------	------------	------------	--------

Legislation Reference	MGA
-----------------------	-----

PURPOSE

To provide standard policy regarding the use of Mackenzie County issued fuel cards and Mackenzie County fuel.

POLICY STATEMENT

1. Statement:

Mackenzie County Council recognizes that in order for staff to carry out their duties, administration must have access to resources such as fuel. Mackenzie County Council wishes to establish a policy for fuel cards and access to Mackenzie County fuel to staff that requires fuel for work purposes.

Related Policies: ADM001 and ADM002

GUIDELINES

2. Definitions:

- a) "Fuel cards" – Mackenzie County issued fuel cards from various suppliers;
- b) "Mackenzie County fuel" – Fuel from tanks located at County shops and tanks designated for rural graders;
- c) "Fuel pin codes" – Randomly generated pin codes for Mackenzie County fuel lock program.

3. Roles & Responsibility

- a) Mackenzie County employees shall have access to a ~~fuel card or~~ fuel key pin code for shop fuel tanks if required to perform their duties as approved by the CAO, Director or designate.
- b) Employees attending out of town courses related to their work may have access to a fuel card at the request of their CAO, Director or designate.
- c) All employees using Mackenzie County fuel shall be required to input the requested information into the pin code reader when using Mackenzie County

fuel to keep accurate **fuel usage** records, **and assist in vehicle maintenance.**
~~and submit fuel sheets to the Finance department on a monthly basis.~~

- d) In the event that a fuel card is not available, an employee shall be reimbursed for fuel costs at the supervisor’s discretion.
- e) House cards are not to be obtained, or used by County employees. See 3 d) above.
- f) Fuel card **or** PIN information will not be shared with anyone.
- g) ~~Fuel cards and~~ Mackenzie County fuel may not be used for personal use.
- h) Non-adherence with the above clauses in this policy may result in disciplinary action by the appropriate authority.
- i) UFA “Link” fuel cards may be requested and issued, with full financial responsibility to the end user.
- j) Employees approved to have a fuel card **or fuel pin code** shall sign a Fuel Cardholder Agreement.
- k) Management shall be responsible for monitoring compliance with this policy.
- l) Chief Administrative Officer or Designate shall oversee compliance with this policy.

	Date	Resolution Number
Approved	2014-12-08	14-12-878
Amended	2018-03-13	18-03-209
Amended	2024-01-31	24-01-049



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Policy FIN011 Accounts Receivable / Utility Collection - Amendment

BACKGROUND / PROPOSAL:

Administration has reviewed Policy FIN011 Accounts Receivable / Utility Collection to ensure it is updated to current practice including accepting payment plans for utilities.

Attached is the amended Policy for review.

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 Policy FIN011 Accounts Receivable /Utility Collection be approved as presented/amended.

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

Mackenzie County

Title	ACCOUNTS RECEIVABLE / UTILITY COLLECTION	Policy No.	FIN011
--------------	---	-------------------	---------------

Legislation Reference	Municipal Government Act, Section 208 1 (g)
------------------------------	--

Purpose To promote and encourage the timely payment of all receivable accounts, and to pursue delinquent accounts in a prudent and diligent manner.

POLICY STATEMENT AND GUIDELINES

OBJECTIVES

To provide policy guidance for the collection of payments for all receivable accounts including water, sewer, waste collection services, fire services, and any other fees as per the Fee Schedule Bylaw.

To impose a consistent and effective method of collection action for ratepayers who fail to pay their utility and receivable accounts.

All accounts with a balance outstanding after 30 days will be subject to a penalty of 2% per month.

PROCEDURE

Accounts Receivable

On a weekly basis, receivable invoices shall be generated. The Accounts Receivable clerk shall take every step to ensure that these billings are accurate.

The Accounts Receivable clerk shall ensure that the invoice is as per the Fee Schedule Bylaw, and approved by designated signing officers.

All invoices generated that have 3rd party charges shall include the back up for the charges stated.

Uncollectable balances may be transferred to an applicable tax roll if allowable under the MGA or may be referred to a collection agency for collection of the outstanding balance.

After administration has exhausted all reasonable collection efforts, administration may at the approval of the CAO write off unrecoverable amounts outstanding on accounts of less than \$250.00

- i) in excess of 365 days,
- ii) for those accounts that cannot be transferred to taxes.

A list of all accounts written off shall be presented to the Committee of the Whole at the first meeting following such write-offs.

Utility Accounts

On a monthly basis, utility invoices shall be generated. The Utilities clerk shall take every step to ensure that these billings are accurate.

All connection and disconnection notices, as provided by the field staff and/or requests from the customers, shall be reflected in the billings. Upon receipt of a disconnection notice and/or a new connection from a customer, the Utilities/Accounts Receivable clerk shall make adjustments to reflect the change in status, then prepare a statement of account for the user advising of the account balance and requesting a payment in conjunction with the monthly billing.

At the close of each month and with the reconciliation of the utility subledger, as directed by the Finance Controller (FC), the Utilities clerk shall review the aged analysis report and identify those accounts that have a balance owing from the statement date of the invoice and proceed as follows:

Payment Plan

Utility account holders have the option to enter into a pre-authorized agreement for the monthly payment to be withdrawn directly from the account holders bank account to avoid penalties.

Mackenzie County employees must keep their accounts in good standing. Employees have the option to sign up for pre-authorized payments or a payroll deduction authorization for utility accounts.

METERED USERS

Arrears period	Action
Over 30 days outstanding from due date	Send a past due first notice advising customer of his/hers outstanding balance.

<p>Over 60 days outstanding from due date</p>	<p>Advise FC of the balance outstanding of over 60 days. Prepare and send a registered past due final notice within the first week of a month signed by FC allowing 14 calendar days to pay.</p> <p>Send a Door Tag request to the applicable Water Treatment Plant to the attention of the Utilities Officers for distribution to the affected properties.</p> <p>After 60 days outstanding, the account deposit shall be applied against the utility account for payment. A new deposit as per the Fee Schedule Bylaw shall be required prior to reconnecting once account is paid in full.</p>
<p>Over 74 days outstanding from due date</p>	<p>A list outlining all accounts with a balance outstanding over 74 days shall, along with completed Disconnection Authorization Forms for each account, be submitted to Chief Administrative Officer (CAO) and/or Designated Officer within fourth week of a month for approval to disconnect.</p> <p>Utilities clerk shall submit the Disconnection Authorization Forms signed by CAO and/or Designated Officer to the Utilities Officer. Outstanding amounts for accounts in arrears over 104 days may be transferred to taxes at the approval of the CAO.</p> <p>Utilities Officer must disconnect the utility within 24 hours of receiving the Disconnection Authorization.*</p>
<p>Over 90 days outstanding from due date</p>	<p>Uncollectable balances to be transferred to an applicable tax roll as authorized through the Utility Account Move in Form signed by the landowner, or may be referred to a collection agency for collection of the outstanding balance.</p>
<p>Over 365 days outstanding from due date</p>	<p>After administration has exhausted all reasonable collection efforts, administration may at the approval of the CAO write off unrecoverable amounts outstanding on accounts of less than \$250.00</p> <ul style="list-style-type: none"> iii) in excess of 365 days, iv) for those accounts that cannot be transferred to taxes. <p>A list of all accounts written off shall be presented to the Committee of the Whole at the first meeting following such write-offs.</p>

**Disconnections during winter – if Utilities Officer has reasons to believe that the disconnection may create technical difficulties, the Utilities Officer shall notify CAO and/or Designated Officer in writing within 24 hours of receiving the Disconnection Authorization.*

Utility deposits may be transferable.

Utility deposits received, shall be returned to renters that have been in good standing for a period of one year, or the balance remaining upon cancellation of utilities by the customer.

CARDLOCK USERS

All water cards accounts with the outstanding balance past 60 (sixty) days shall be deactivated.

After 60 days outstanding, the deposit will be applied against the water card account for payment, and will require a new deposit as per the Fee Schedule Bylaw, prior to reconnecting once account is paid in full.

No card shall be reconnected until a payment in full is received and a deposit amount paid.

RECONNECTIONS

No reconnection or resumption of service shall be made until a payment for the full outstanding amount is made plus deposit and the applicable reconnection fee as established by the County's Water & Sewer Services Bylaw and/or Fee Schedule Bylaw.

Utilities clerk shall complete and submit a Reconnect Authorization to the applicable Water Treatment Plant to the attention of a Utilities Officer.

ADMINISTRATIVE RESPONSIBILITIES

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

	Date	Resolution Number
Approved	1998-10-14	98-312
Amended	2011-11-08	11-11-908
Amended	2013-01-15	13-01-032
Amended	2014-10-14	14-10-676
Amended	2015-08-11	15-08-546
Amended	2018-01-09	18-01-030
Amended	2019-05-07	19-05-304
Amended	2022-02-07	23-02-124
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Financial Reports – January – April 2024

BACKGROUND / PROPOSAL:

The Finance Department provides financial reports to Council as per policy, which the January – April, 2024 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 – April 2024);

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy FIN010 – Financial Reports

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the financial reports for January to April 2024 be received for information.

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

Mackenzie County
Summary of All Units January - April 2024

	2024	2024 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING REVENUES			
100-Municipal Taxes	\$28,655,317		\$28,655,317
124-Frontage	\$38,713		\$38,713
261-Ice Bridge	\$135,000	\$145,000	(\$10,000)
420-Sales of goods and services	\$1,083,116	\$358,519	\$724,597
421-Sale of water - metered	\$4,078,995	\$1,259,937	\$2,819,058
422-Sale of water - bulk	\$1,014,844	\$316,282	\$698,562
424-Sale of land	\$10,000		\$10,000
510-Penalties on taxes	\$250,000	\$66,609	\$183,391
511-Penalties of AR and utilities	\$32,000	\$9,707	\$22,293
520-Licenses and permits	\$54,000	\$36,788	\$17,212
521-Offsite levy	\$20,000		\$20,000
522-Municipal reserve revenue	\$50,000	\$7,904	\$42,096
526-Safety code permits	\$350,000	\$42,830	\$307,170
525-Subdivision fees	\$125,000	\$48,136	\$76,864
530-Fines	\$15,000	\$1,674	\$13,326
531-Safety code fees	\$12,000	\$1,722	\$10,278
550-Interest revenue	\$1,350,000	\$205,251	\$1,144,749
551-Market value changes		\$122,491	(\$122,491)
560-Rental and lease revenue	\$201,660	\$70,903	\$130,757
597-Other revenue	\$25,000	\$17,683	\$7,317
598-Community aggregate levy	\$85,000		\$85,000
630-Sale of non-TCA equipment	\$500		\$500
840-Provincial grants	\$1,134,444	\$156,061	\$978,383
909-Other Sources -Grants	\$469,568	\$1,760	\$467,808
930-Contribution from Operating Reserves	\$1,407,002		\$1,407,002
940-Contribution from Capital Reserves	\$71,245		\$71,245
TOTAL REVENUE	\$40,668,404	\$2,869,257	\$37,799,147
Excluding Requisitions	\$40,668,404	\$2,869,257	\$37,799,147

Mackenzie County
Summary of All Units January - April 2024

	2024	2024 Actual	\$ Variance
	Budget	Total	(Remaining)
OPERATING EXPENSES			
110-Wages and salaries	\$7,632,984	\$1,923,843	\$5,709,141
132-Benefits	\$1,660,483	\$524,201	\$1,136,282
136-WCB contributions	\$87,632		\$87,632
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$43,200	\$12,487	\$30,713
151-Honoraria	\$728,415	\$141,494	\$586,921
211-Travel and subsistence	\$417,546	\$60,938	\$356,608
212-Promotional expense	\$72,000	\$6,961	\$65,039
214-Memberships & conference fees	\$164,433	\$73,347	\$91,086
215-Freight	\$122,450	\$20,766	\$101,684
216-Postage	\$52,000	\$12,200	\$39,800
217-Telephone	\$104,858	\$28,358	\$76,500
221-Advertising	\$99,775	\$10,798	\$88,977
223-Subscriptions and publications	\$13,020	\$7,435	\$5,585
231-Audit fee	\$120,000	\$61,000	\$59,000
232-Legal fee	\$285,000	\$168,625	\$116,375
233-Engineering consulting	\$227,000	\$18,106	\$208,894
235-Professional fee	\$239,700	\$127,300	\$112,400
236-Police Funding Model	\$851,567	\$177,723	\$673,844
239-Training and education	\$90,445	\$18,396	\$72,049
242-Computer programming	\$241,023	\$19,039	\$221,984
243-Waste Management	\$462,864	\$84,901	\$377,963
251-Repair & maintenance - bridges	\$159,500	\$12,005	\$147,495
252-Repair & maintenance - buildings	\$176,140	\$21,812	\$154,328
253-Repair & maintenance - equipment	\$429,370	\$113,446	\$315,924
255-Repair & maintenance - vehicles	\$117,300	\$22,980	\$94,320
258-Contracted Services	\$723,213	\$204,464	\$518,749
259-Repair & maintenance - structural	\$1,869,100	\$116,338	\$1,752,762
260-Roadside Mowing & Spraying	\$468,444		\$468,444
261-Ice bridge construction	\$127,000	\$129,204	(\$2,204)
262-Rental - building and land	\$70,400	\$32,400	\$38,000
263-Rental - vehicle and equipment	\$50,288	\$36,614	\$13,674
266-Communications	\$169,937	\$52,799	\$117,138
271-Licenses and permits	\$25,200	\$1,421	\$23,779
274-Insurance	\$641,892	\$489,153	\$152,739
342-Assessor fees	\$237,000	\$52,052	\$184,948
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$1,257,234	\$429,069	\$828,165
515-Lab Testing	\$55,500	\$12,966	\$42,534
521-Fuel and oil	\$1,125,687	\$285,542	\$840,145
531-Chemicals and salt	\$445,300	\$111,409	\$333,891
530-Oil Dust Control	\$100,000		\$100,000
532-Calcium Dust Control	\$193,000		\$193,000
533-Grader blades	\$150,000	\$1,624	\$148,376
534-Gravel (apply; supply and apply)	\$1,698,000		\$1,698,000
535-Gravel reclamation cost	\$370,000	\$79,904	\$290,097
994-Change in Inventory	(\$612,489)		(\$612,489)
543-Natural gas	\$182,564	\$57,697	\$124,867
544-Electrical power	\$797,533	\$150,786	\$646,747
550-Carbon Tax	\$240,000	\$88,567	\$151,433
710-Grants to local governments	\$2,250,000	\$625,000	\$1,625,000
735-Grants to other organizations	\$2,505,221	\$1,224,594	\$1,280,627
763/764-Contributed to Reserve	\$5,347,805		\$5,347,805
810-Interest and service charges	\$22,360	\$10,585	\$11,775
831-Interest - long term debt	\$368,759	\$17,200	\$351,559
832-Principle - Long term debt	\$1,318,015	\$337,935	\$980,080
921-Bad Debt/922-Tax Cancellation/Writeoff	\$1,855,000	\$93,952	\$1,761,048
Non-TCA projects	\$1,999,736	\$167,290	\$1,832,446
DRP Expenses		\$4,580	(\$4,580)
TOTAL EXPENSES	\$40,668,404	\$10,075,098	\$30,593,306
Excluding Requisitions	\$40,668,404	\$8,481,305	\$32,187,099

	<u>2024</u>	<u>2024 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
<hr/>			
<hr/>			
OPERATING EXPENSES			
132-Benefits	\$100,359	\$27,626	\$72,733
136-WCB contributions	\$6,041		\$6,041
151-Honoraria	\$625,915	\$141,494	\$484,421
211-Travel and subsistence	\$281,473	\$46,011	\$235,462
214-Memberships & conference fees	\$84,400	\$42,542	\$41,858
217-Telephone	\$7,700	\$1,771	\$5,929
221-Advertising	\$1,000		\$1,000
235-Professional fee	\$8,000		\$8,000
239-Training and education	\$2,800	\$690	\$2,110
266-Communications	\$15,615	\$4,104	\$11,511
274-Insurance	\$2,194	\$1,828	\$366
290-Election cost	\$3,000		\$3,000
511-Goods and supplies	\$9,700	\$3,128	\$6,572
DRP Expenses			
TOTAL EXPENSES	<u>\$1,148,197</u>	<u>\$269,195</u>	<u>\$879,002</u>
Excluding Requisitions	\$1,148,197	\$269,195	\$879,002

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$39,500	\$12,106	\$27,394
510-Penalties on taxes	\$250,000	\$66,609	\$183,391
511-Penalties of AR and utilities	\$20,000	\$2,791	\$17,209
550-Interest revenue	\$1,350,000	\$205,251	\$1,144,749
551-Market value changes		\$122,491	(\$122,491)
560-Rental and lease revenue	\$68,400	\$18,585	\$49,815
597-Other revenue	\$25,000	\$17,308	\$7,692
598-Community aggregate levy	\$85,000		\$85,000
630-Sale of non-TCA equipment	\$500		\$500
840-Provincial grants	\$360,000		\$360,000
909-Other Sources -Grants	\$451,538		\$451,538
930-Contribution from Operating Reserves	\$479,966		\$479,966
TOTAL REVENUE	\$3,129,904	\$445,139	\$2,684,765
Excluding Requisitions	\$3,129,904	\$445,139	\$2,684,765
OPERATING EXPENSES			
110-Wages and salaries	\$1,817,931	\$475,730	\$1,342,201
132-Benefits	\$383,683	\$120,930	\$262,753
136-WCB contributions	\$18,017		\$18,017
142-Recruiting	\$15,000		\$15,000
150-Isolation cost	\$14,400	\$4,800	\$9,600
211-Travel and subsistence	\$39,968	\$4,808	\$35,160
212-Promotional expense	\$25,000	(\$40)	\$25,040
214-Memberships & conference fees	\$28,118	\$9,812	\$18,306
215-Freight	\$9,000	\$1,566	\$7,434
216-Postage	\$24,500	\$12,200	\$12,300
217-Telephone	\$44,050	\$12,701	\$31,349
221-Advertising	\$68,000	\$1,893	\$66,107
223-Subscriptions and publications	\$6,020	\$4,341	\$1,679
231-Audit fee	\$120,000	\$61,000	\$59,000
232-Legal fee	\$275,000	\$164,928	\$110,072
235-Professional fee	\$65,000	\$11,088	\$53,912
239-Training and education	\$10,065	\$3,288	\$6,778
242-Computer programming	\$137,363	\$1,006	\$136,357
243-Waste Management	\$8,800	\$2,861	\$5,939
252-Repair & maintenance - buildings	\$61,700	\$5,868	\$55,832
253-Repair & maintenance - equipment	\$12,120	\$1,919	\$10,201
255-Repair & maintenance - vehicles	\$6,000	\$910	\$5,090
263-Rental - vehicle and equipment	\$9,388	\$2,372	\$7,016
266-Communications	\$51,880	\$9,439	\$42,441
271-Licenses and permits	\$100		\$100
274-Insurance	\$107,899	\$81,859	\$26,040
342-Assessor fees	\$237,000	\$52,052	\$184,948
511-Goods and supplies	\$103,250	\$18,853	\$84,397
521-Fuel and oil	\$33,948	\$7,961	\$25,987
543-Natural gas	\$28,207	\$10,685	\$17,522
544-Electrical power	\$98,059	\$18,653	\$79,406
710-Grants to local governments	\$2,250,000	\$625,000	\$1,625,000
763/764-Contributed to Reserve	\$135,000		\$135,000
810-Interest and service charges	\$21,000	\$10,240	\$10,760
831-Interest - long term debt	\$66,608	\$14,051	\$52,557
832-Principle - Long term debt	\$103,309	\$50,995	\$52,314
921-Bad Debt/922-Tax Cancellation/Writeoff	\$1,850,000	\$93,952	\$1,756,048
Non-TCA projects	\$1,091,504	\$72,626	\$1,018,878
DRP Expenses		\$4,580	(\$4,580)
TOTAL EXPENSES	\$9,376,887	\$1,974,925	\$7,401,962
Excluding Requisitions	\$9,376,887	\$1,974,925	\$7,401,962

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$156,000	\$86,899	\$69,101
909-Other Sources -Grants	\$13,030		\$13,030
930-Contribution from Operating Reserves	\$23,000		\$23,000
TOTAL REVENUE	\$192,030	\$86,899	\$105,131
Excluding Requisitions	\$192,030	\$86,899	\$105,131
OPERATING EXPENSES			
110-Wages and salaries	\$46,694	\$10,133	\$36,561
132-Benefits	\$8,327	\$3,273	\$5,054
136-WCB contributions	\$523		\$523
151-Honoraria	\$102,500	\$0	\$102,500
211-Travel and subsistence	\$11,800	\$2,902	\$8,898
212-Promotional expense	\$3,000		\$3,000
214-Memberships & conference fees	\$3,630		\$3,630
215-Freight	\$3,000	\$50	\$2,950
217-Telephone	\$11,240	\$3,627	\$7,613
221-Advertising	\$2,000		\$2,000
239-Training and education	\$36,180		\$36,180
252-Repair & maintenance - buildings	\$11,500	\$1,809	\$9,691
253-Repair & maintenance - equipment	\$42,000	\$1,683	\$40,317
255-Repair & maintenance - vehicles	\$12,000	\$885	\$11,115
258-Contracted Services	\$8,500		\$8,500
259-Repair & maintenance - structural	\$1,500		\$1,500
263-Rental - vehicle and equipment	\$27,000	\$33,647	(\$6,647)
266-Communications	\$76,512	\$36,223	\$40,289
271-Licenses and permits	\$4,000		\$4,000
274-Insurance	\$48,388	\$39,657	\$8,731
511-Goods and supplies	\$129,484	\$11,005	\$118,479
521-Fuel and oil	\$30,932	\$2,888	\$28,044
543-Natural gas	\$19,664	\$5,985	\$13,679
544-Electrical power	\$18,773	\$3,663	\$15,110
763/764-Contributed to Reserve	\$100,000		\$100,000
Non-TCA projects	\$23,000		\$23,000
DRP Expenses			
TOTAL EXPENSES	\$782,147	\$157,430	\$624,717
Excluding Requisitions	\$782,147	\$157,430	\$624,717

Mackenzie County
25-Ambulance/Municipal Emergency

	<u>2024</u>	<u>2024 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
560-Rental and lease revenue	\$40,500	\$16,875	\$23,625
TOTAL REVENUE	<u>\$40,500</u>	<u>\$16,875</u>	<u>\$23,625</u>
Excluding Requisitions	\$40,500	\$16,875	\$23,625
OPERATING EXPENSES			
252-Repair & maintenance - buildings	\$7,000	\$295	\$6,705
274-Insurance	\$3,000	\$2,879	\$121
DRP Expenses			
TOTAL EXPENSES	<u>\$10,000</u>	<u>\$3,174</u>	<u>\$6,826</u>
Excluding Requisitions	\$10,000	\$3,174	\$6,826

Mackenzie County
26-Enforcement Services

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
530-Fines	\$15,000	\$1,674	\$13,326
560-Rental and lease revenue	\$13,827	\$11,793	\$2,034
TOTAL REVENUE	\$28,827	\$13,467	\$15,360
Excluding Requisitions	\$28,827	\$13,467	\$15,360
OPERATING EXPENSES			
110-Wages and salaries	\$15,565	\$3,378	\$12,187
132-Benefits	\$2,776	\$1,000	\$1,776
136-WCB contributions	\$174		\$174
211-Travel and subsistence	\$2,000	\$852	\$1,148
217-Telephone		\$40	(\$40)
221-Advertising	\$2,000		\$2,000
223-Subscriptions and publications	\$3,500	\$2,894	\$606
235-Professional fee	\$2,000	\$320	\$1,680
236-Police Funding Model	\$851,567	\$177,723	\$673,844
239-Training and education	\$8,000	\$2,880	\$5,120
252-Repair & maintenance - buildings	\$12,050		\$12,050
258-Contracted Services	\$10,000	\$8,902	\$1,098
266-Communications	\$500		\$500
274-Insurance	\$6,625	\$4,624	\$2,001
511-Goods and supplies	\$1,000	\$644	\$356
521-Fuel and oil	\$2,416		\$2,416
DRP Expenses			
TOTAL EXPENSES	\$920,173	\$203,256	\$716,917
Excluding Requisitions	\$920,173	\$203,256	\$716,917

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	\$30,872		\$30,872
261-Ice Bridge	\$135,000	\$145,000	(\$10,000)
420-Sales of goods and services	\$257,036	\$88,438	\$168,598
520-Licenses and permits	\$4,000	\$821	\$3,179
840-Provincial grants	\$242,524		\$242,524
930-Contribution from Operating Reserves	\$370,000		\$370,000
TOTAL REVENUE	\$1,039,432	\$234,259	\$805,173
Excluding Requisitions	\$1,039,432	\$234,259	\$805,173
OPERATING EXPENSES			
110-Wages and salaries	\$3,224,345	\$817,592	\$2,406,753
132-Benefits	\$665,050	\$205,646	\$459,404
136-WCB contributions	\$35,098		\$35,098
150-Isolation cost	\$14,400	\$3,256	\$11,144
211-Travel and subsistence	\$23,430	\$1,309	\$22,121
214-Memberships & conference fees	\$11,250	\$161	\$11,089
215-Freight	\$18,500	\$765	\$17,735
217-Telephone	\$19,908	\$4,612	\$15,296
221-Advertising	\$4,000		\$4,000
223-Subscriptions and publications	\$3,200		\$3,200
233-Engineering consulting	\$90,000	\$10,629	\$79,371
235-Professional fee	\$10,000		\$10,000
239-Training and education	\$12,750	\$10,407	\$2,343
251-Repair & maintenance - bridges	\$159,500	\$12,005	\$147,495
252-Repair & maintenance - buildings	\$28,190	\$6,064	\$22,126
253-Repair & maintenance - equipment	\$206,000	\$61,793	\$144,207
255-Repair & maintenance - vehicles	\$60,000	\$13,782	\$46,218
258-Contracted Services	\$189,861	\$34,740	\$155,121
259-Repair & maintenance - structural	\$1,201,050	\$59,702	\$1,141,348
261-Ice bridge construction	\$127,000	\$114,204	\$12,796
262-Rental - building and land	\$7,200	\$16,800	(\$9,600)
266-Communications	\$15,500	\$2,719	\$12,781
271-Licenses and permits	\$3,225	(\$77)	\$3,302
274-Insurance	\$194,220	\$145,326	\$48,894
511-Goods and supplies	\$557,600	\$286,270	\$271,330
521-Fuel and oil	\$936,322	\$58,929	\$877,393
531-Chemicals and salt	\$145,000	\$67,887	\$77,113
530-Oil Dust Control	\$100,000		\$100,000
532-Calcium Dust Control	\$193,000		\$193,000
533-Grader blades	\$150,000	\$1,624	\$148,376
534-Gravel (apply; supply and apply)	\$1,698,000		\$1,698,000
535-Gravel reclamation cost	\$370,000	\$79,904	\$290,097
994-Change in Inventory	(\$612,489)		(\$612,489)
543-Natural gas	\$18,369	\$5,824	\$12,545
544-Electrical power	\$327,851	\$54,752	\$273,099
550-Carbon Tax	\$240,000	\$88,567	\$151,433
763/764-Contributed to Reserve	\$2,658,456		\$2,658,456
831-Interest - long term debt	\$289,504	(\$1,066)	\$290,570
832-Principle - Long term debt	\$970,253	\$173,632	\$796,621
DRP Expenses			
TOTAL EXPENSES	\$14,365,543	\$2,337,755	\$12,027,788
Excluding Requisitions	\$14,365,543	\$2,337,755	\$12,012,788

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$32,500	\$2,000	\$30,500
560-Rental and lease revenue	\$44,630	\$1,755	\$42,875
930-Contribution from Operating Reserves	\$11,799		\$11,799
TOTAL REVENUE	\$88,929	\$3,755	\$85,174
Excluding Requisitions	\$88,929	\$3,755	\$85,174
OPERATING EXPENSES			
110-Wages and salaries	\$36,201		\$36,201
132-Benefits	\$7,119		\$7,119
136-WCB contributions	\$405		\$405
211-Travel and subsistence	\$1,300		\$1,300
214-Memberships & conference fees	\$3,000		\$3,000
215-Freight	\$500		\$500
223-Subscriptions and publications	\$300	\$200	\$100
235-Professional fee	\$38,000	\$15,848	\$22,152
239-Training and education	\$3,200		\$3,200
252-Repair & maintenance - buildings	\$5,000	\$620	\$4,380
253-Repair & maintenance - equipment	\$30,000	\$1,063	\$28,937
255-Repair & maintenance - vehicles	\$3,300		\$3,300
259-Repair & maintenance - structural	\$25,200		\$25,200
262-Rental - building and land	\$60,000	\$30,000	\$30,000
266-Communications	\$2,720	\$254	\$2,466
271-Licenses and permits	\$725		\$725
274-Insurance	\$7,316	\$5,473	\$1,843
511-Goods and supplies	\$1,000	\$504	\$496
521-Fuel and oil	\$1,125		\$1,125
531-Chemicals and salt	\$34,000	\$8,149	\$25,851
543-Natural gas	\$15,818	\$3,588	\$12,230
544-Electrical power	\$35,934	\$8,166	\$27,768
Non-TCA projects	\$11,799	\$4,573	\$7,226
DRP Expenses			
TOTAL EXPENSES	\$323,962	\$78,438	\$245,524
Excluding Requisitions	\$323,962	\$78,438	\$260,524

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	\$2,540		\$2,540
420-Sales of goods and services	\$69,000	\$16,989	\$52,011
421-Sale of water - metered	\$2,875,382	\$879,420	\$1,995,962
422-Sale of water - bulk	\$1,006,744	\$313,791	\$692,953
511-Penalties of AR and utilities	\$12,000	\$6,916	\$5,084
521-Offsite levy	\$20,000		\$20,000
597-Other revenue		\$375	(\$375)
930-Contribution from Operating Reserves	\$147,936		\$147,936
940-Contribution from Capital Reserves	\$51,245		\$51,245
TOTAL REVENUE	\$4,184,847	\$1,217,491	\$2,967,356
Excluding Requisitions	\$4,184,847	\$1,217,491	\$2,967,356
OPERATING EXPENSES			
110-Wages and salaries	\$699,154	\$153,529	\$545,625
132-Benefits	\$128,728	\$38,832	\$89,896
136-WCB contributions	\$7,927		\$7,927
150-Isolation cost	\$8,640	\$2,658	\$5,982
211-Travel and subsistence	\$39,600	\$3,858	\$35,742
214-Memberships & conference fees	\$3,020	\$866	\$2,154
215-Freight	\$84,100	\$18,164	\$65,936
216-Postage	\$21,500		\$21,500
217-Telephone	\$18,000	\$3,983	\$14,017
221-Advertising	\$500		\$500
233-Engineering consulting	\$51,000	\$182	\$50,818
239-Training and education	\$10,000	\$1,087	\$8,913
242-Computer programming	\$20,320	\$10,885	\$9,436
252-Repair & maintenance - buildings	\$25,050	\$7,157	\$17,893
253-Repair & maintenance - equipment	\$88,900	\$45,564	\$43,336
255-Repair & maintenance - vehicles	\$14,000	\$5,871	\$8,129
258-Contracted Services	\$29,400	\$2,335	\$27,065
259-Repair & maintenance - structural	\$89,100	\$25,907	\$63,193
262-Rental - building and land	\$3,200	\$600	\$2,600
263-Rental - vehicle and equipment	\$1,500	\$145	\$1,355
266-Communications	\$3,150	\$60	\$3,090
271-Licenses and permits	\$950	\$65	\$885
274-Insurance	\$124,943	\$111,992	\$12,951
511-Goods and supplies	\$328,400	\$102,500	\$225,900
515-Lab Testing	\$50,000	\$12,966	\$37,034
521-Fuel and oil	\$71,224	\$7,799	\$63,425
531-Chemicals and salt	\$140,300	\$35,374	\$104,926
543-Natural gas	\$94,582	\$28,858	\$65,724
544-Electrical power	\$266,418	\$57,159	\$209,259
763/764-Contributed to Reserve	\$1,330,227		\$1,330,227
831-Interest - long term debt	\$6,860	\$3,969	\$2,891
832-Principle - Long term debt	\$219,973	\$107,256	\$112,717
921-Bad Debt/922-Tax Cancellation/Writeoff	\$5,000		\$5,000
Non-TCA projects	\$199,181	\$57,698	\$141,483
DRP Expenses			
TOTAL EXPENSES	\$4,184,847	\$847,320	\$3,337,527
Excluding Requisitions	\$4,184,847	\$847,320	\$3,337,527

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
124-Frontage	\$5,301		\$5,301
421-Sale of water - metered	\$1,203,613	\$380,517	\$823,096
422-Sale of water - bulk	\$8,100	\$2,491	\$5,609
TOTAL REVENUE	\$1,217,014	\$383,008	\$834,006
Excluding Requisitions	\$1,217,014	\$383,008	\$834,006
OPERATING EXPENSES			
110-Wages and salaries	\$408,638	\$97,724	\$310,914
132-Benefits	\$81,174	\$26,198	\$54,976
136-WCB contributions	\$4,641		\$4,641
150-Isolation cost	\$5,760	\$1,772	\$3,988
215-Freight	\$4,250		\$4,250
233-Engineering consulting	\$6,000		\$6,000
252-Repair & maintenance - buildings	\$1,750		\$1,750
253-Repair & maintenance - equipment	\$13,600	\$183	\$13,417
259-Repair & maintenance - structural	\$159,350	\$1,650	\$157,700
263-Rental - vehicle and equipment	\$3,000		\$3,000
274-Insurance	\$12,904	\$9,060	\$3,844
511-Goods and supplies	\$10,500		\$10,500
515-Lab Testing	\$5,500		\$5,500
531-Chemicals and salt	\$36,000		\$36,000
543-Natural gas	\$5,164	\$2,565	\$2,599
544-Electrical power	\$34,394	\$4,377	\$30,017
763/764-Contributed to Reserve	\$394,122		\$394,122
831-Interest - long term debt	\$5,787	\$246	\$5,541
832-Principle - Long term debt	\$24,480	\$6,051	\$18,429
DRP Expenses			
TOTAL EXPENSES	\$1,217,014	\$149,827	\$1,067,187
Excluding Requisitions	\$1,217,014	\$149,827	\$1,067,187

Mackenzie County
43-Solid Waste Disposal

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$439,520	\$136,239	\$303,281
TOTAL REVENUE	\$439,520	\$136,239	\$303,281
Excluding Requisitions	\$439,520	\$136,239	\$303,281
OPERATING EXPENSES			
110-Wages and salaries	\$60,064	\$9,091	\$50,973
132-Benefits	\$11,271	\$3,000	\$8,271
136-WCB contributions	\$673		\$673
221-Advertising	\$2,000		\$2,000
243-Waste Management	\$454,064	\$82,039	\$372,025
252-Repair & maintenance - buildings	\$5,400		\$5,400
253-Repair & maintenance - equipment	\$12,750	\$262	\$12,488
258-Contracted Services	\$137,752	\$35,260	\$102,492
259-Repair & maintenance - structural	\$27,100		\$27,100
271-Licenses and permits	\$200		\$200
274-Insurance	\$5,663	\$2,841	\$2,822
511-Goods and supplies	\$2,100	\$78	\$2,022
521-Fuel and oil	\$13,985		\$13,985
544-Electrical power	\$13,919	\$3,680	\$10,239
810-Interest and service charges	\$1,360	\$345	\$1,015
DRP Expenses			
TOTAL EXPENSES	\$748,301	\$136,596	\$611,705
Excluding Requisitions	\$748,301	\$136,596	\$611,705

Mackenzie County
51-Family Community Services

	<u>2024</u>	<u>2024 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
840-Provincial grants	\$312,123	\$156,061	\$156,062
TOTAL REVENUE	<u>\$312,123</u>	<u>\$156,061</u>	<u>\$156,062</u>
Excluding Requisitions	\$312,123	\$156,061	\$156,062
OPERATING EXPENSES			
274-Insurance	\$48	\$357	(\$309)
735-Grants to other organizations	\$845,504	\$525,145	\$320,359
763/764-Contributed to Reserve	\$20,000		\$20,000
DRP Expenses			
TOTAL EXPENSES	<u>\$865,552</u>	<u>\$525,502</u>	<u>\$340,050</u>
Excluding Requisitions	\$865,552	\$525,502	\$340,050

Mackenzie County
61-Planning Development

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$23,000	\$14,648	\$8,352
424-Sale of land	\$10,000		\$10,000
520-Licenses and permits	\$50,000	\$35,967	\$14,033
522-Municipal reserve revenue	\$50,000	\$7,904	\$42,096
526-Safety code permits	\$350,000	\$42,830	\$307,170
525-Subdivision fees	\$125,000	\$48,136	\$76,864
531-Safety code fees	\$12,000	\$1,722	\$10,278
840-Provincial grants	\$43,550		\$43,550
930-Contribution from Operating Reserves	\$337,787		\$337,787
TOTAL REVENUE	\$1,001,337	\$151,208	\$850,129
Excluding Requisitions	\$1,001,337	\$151,208	\$850,129
OPERATING EXPENSES			
110-Wages and salaries	\$653,233	\$190,878	\$462,355
132-Benefits	\$149,336	\$56,116	\$93,220
136-WCB contributions	\$7,316		\$7,316
211-Travel and subsistence	\$6,000	\$329	\$5,671
214-Memberships & conference fees	\$4,500	\$1,619	\$2,881
215-Freight	\$1,500	\$177	\$1,323
216-Postage	\$5,900		\$5,900
217-Telephone	\$960	\$300	\$660
221-Advertising	\$4,500		\$4,500
232-Legal fee	\$10,000		\$10,000
233-Engineering consulting	\$30,000	\$7,295	\$22,705
235-Professional fee	\$25,000	\$25,523	(\$523)
239-Training and education	\$5,150		\$5,150
242-Computer programming	\$74,340	\$7,149	\$67,191
258-Contracted Services	\$210,000	\$123,227	\$86,773
263-Rental - vehicle and equipment	\$5,400	\$450	\$4,950
271-Licenses and permits	\$12,000	\$1,433	\$10,567
274-Insurance	\$5,395	\$3,286	\$2,109
511-Goods and supplies	\$20,500	\$5,134	\$15,366
521-Fuel and oil	\$9,022	\$580	\$8,442
763/764-Contributed to Reserve	\$50,000		\$50,000
Non-TCA projects	\$431,337	\$25,449	\$405,888
DRP Expenses			
TOTAL EXPENSES	\$1,721,389	\$448,945	\$1,272,444
Excluding Requisitions	\$1,721,389	\$448,945	\$1,272,444

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$9,000	\$1,200	\$7,800
560-Rental and lease revenue	\$34,303	\$21,895	\$12,408
840-Provincial grants	\$176,247		\$176,247
909-Other Sources -Grants		\$1,760	(\$1,760)
930-Contribution from Operating Reserves	\$36,514		\$36,514
TOTAL REVENUE	\$256,064	\$24,855	\$231,209
Excluding Requisitions	\$256,064	\$24,855	\$231,209
OPERATING EXPENSES			
110-Wages and salaries	\$284,482	\$73,435	\$211,047
132-Benefits	\$51,827	\$19,399	\$32,428
136-WCB contributions	\$3,186		\$3,186
211-Travel and subsistence	\$5,575	\$179	\$5,396
212-Promotional expense	\$2,000		\$2,000
214-Memberships & conference fees	\$1,575	\$770	\$805
217-Telephone	\$1,020	\$608	\$412
221-Advertising	\$2,500	\$130	\$2,370
233-Engineering consulting	\$20,000		\$20,000
235-Professional fee	\$71,600	\$74,521	(\$2,921)
239-Training and education	\$1,050		\$1,050
242-Computer programming	\$9,000		\$9,000
252-Repair & maintenance - buildings	\$500		\$500
253-Repair & maintenance - equipment	\$5,000	\$5	\$4,995
255-Repair & maintenance - vehicles	\$8,000	\$97	\$7,903
259-Repair & maintenance - structural	\$276,500	\$29,079	\$247,421
260-Roadside Mowing & Spraying	\$468,444		\$468,444
263-Rental - vehicle and equipment	\$4,000		\$4,000
274-Insurance	\$18,855	\$11,036	\$7,819
511-Goods and supplies	\$59,900	\$24	\$59,876
521-Fuel and oil	\$24,223	\$1,377	\$22,846
531-Chemicals and salt	\$90,000		\$90,000
735-Grants to other organizations	\$145,000	\$60,301	\$84,699
763/764-Contributed to Reserve	\$500,000		\$500,000
Non-TCA projects	\$36,514		\$36,514
DRP Expenses			
TOTAL EXPENSES	\$2,090,751	\$270,961	\$1,819,790
Excluding Requisitions	\$2,090,751	\$270,961	\$1,819,790

	<u>2024</u>	<u>2024 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
<hr/> <hr/>			
OPERATING EXPENSES			
110-Wages and salaries	\$272,319	\$61,696	\$210,623
132-Benefits	\$54,427	\$15,410	\$39,017
136-WCB contributions	\$2,350		\$2,350
211-Travel and subsistence	\$5,000	\$596	\$4,404
212-Promotional expense	\$2,000		\$2,000
214-Memberships & conference fees	\$5,720	\$3,203	\$2,518
215-Freight	\$500	\$43	\$457
216-Postage	\$100		\$100
217-Telephone	\$980	\$180	\$800
221-Advertising	\$500		\$500
233-Engineering consulting	\$10,000		\$10,000
235-Professional fee	\$20,000		\$20,000
239-Training and education	\$1,250	\$45	\$1,205
255-Repair & maintenance - vehicles	\$2,000		\$2,000
258-Contracted Services	\$40,000		\$40,000
274-Insurance		\$471	(\$471)
511-Goods and supplies	\$500		\$500
521-Fuel and oil		\$878	(\$878)
Non-TCA projects	\$120,000		\$120,000
DRP Expenses			
TOTAL EXPENSES	\$537,646	\$82,522	\$455,124
Excluding Requisitions	\$537,646	\$82,522	\$455,124

Mackenzie County
71-Recreation Department

	<u>2024</u>	<u>2024 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
909-Other Sources -Grants	\$5,000		\$5,000
TOTAL REVENUE	\$5,000	\$0	\$5,000
Excluding Requisitions	\$5,000	\$0	\$5,000
OPERATING EXPENSES			
274-Insurance	\$93,835	\$62,068	\$31,767
735-Grants to other organizations	\$1,255,275	\$513,008	\$742,267
763/764-Contributed to Reserve	\$110,000		\$110,000
Non-TCA projects	\$46,401	\$6,944	\$39,457
DRP Expenses			
TOTAL EXPENSES	\$1,505,511	\$582,020	\$923,491
Excluding Requisitions	\$1,505,511	\$582,020	\$923,491

	2024 Budget	2024 Actual Total	\$ Variance (Remaining)
OPERATING REVENUES			
420-Sales of goods and services	\$57,560		\$57,560
TOTAL REVENUE	\$57,560	\$0	\$57,560
Excluding Requisitions	\$57,560	\$0	\$57,560
OPERATING EXPENSES			
110-Wages and salaries	\$114,358	\$30,656	\$83,702
132-Benefits	\$16,406	\$6,771	\$9,635
136-WCB contributions	\$1,281		\$1,281
211-Travel and subsistence	\$1,400	\$95	\$1,305
214-Memberships & conference fees	\$1,720		\$1,720
215-Freight	\$1,100		\$1,100
217-Telephone	\$1,000	\$535	\$465
221-Advertising	\$2,000		\$2,000
233-Engineering consulting	\$20,000		\$20,000
235-Professional fee	\$100		\$100
252-Repair & maintenance - buildings	\$8,000		\$8,000
253-Repair & maintenance - equipment	\$19,000	\$975	\$18,025
255-Repair & maintenance - vehicles	\$12,000	\$1,436	\$10,564
258-Contracted Services	\$97,700		\$97,700
259-Repair & maintenance - structural	\$89,300		\$89,300
266-Communications	\$4,060		\$4,060
271-Licenses and permits	\$4,000		\$4,000
274-Insurance	\$2,985	\$2,755	\$230
511-Goods and supplies	\$33,300	\$929	\$32,371
521-Fuel and oil	\$2,490		\$2,490
543-Natural gas	\$760	\$192	\$568
544-Electrical power	\$2,185	\$335	\$1,850
763/764-Contributed to Reserve	\$50,000		\$50,000
Non-TCA projects	\$20,000		\$20,000
DRP Expenses			
TOTAL EXPENSES	\$505,145	\$44,678	\$460,467
Excluding Requisitions	\$505,145	\$44,678	\$460,467

	<u>2024</u>	<u>2024 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
<hr/>			
<hr/>			
OPERATING EXPENSES			
212-Promotional expense	\$40,000	\$7,001	\$32,999
214-Memberships & conference fees	\$17,500	\$14,375	\$3,125
221-Advertising	\$10,775	\$8,775	\$2,000
DRP Expenses			
TOTAL EXPENSES	<u>\$68,275</u>	<u>\$30,151</u>	<u>\$38,124</u>
Excluding Requisitions	\$68,275	\$30,151	\$38,124

	<u>2024</u>	<u>2024 Actual</u>	<u>\$ Variance</u>
	<u>Budget</u>	<u>Total</u>	<u>(Remaining)</u>
OPERATING REVENUES			
940-Contribution from Capital Reserves	\$20,000		\$20,000
TOTAL REVENUE	\$20,000	\$0	\$20,000
Excluding Requisitions	\$20,000	\$0	\$20,000
OPERATING EXPENSES			
232-Legal fee		\$3,697	(\$3,697)
252-Repair & maintenance - buildings	\$10,000		\$10,000
274-Insurance	\$7,622	\$3,643	\$3,979
735-Grants to other organizations	\$259,442	\$126,140	\$133,302
Non-TCA projects	\$20,000		\$20,000
DRP Expenses			
TOTAL EXPENSES	\$297,064	\$133,480	\$163,584
Excluding Requisitions	\$297,064	\$133,480	\$163,584

MACKENZIE COUNTY

ONE TIME Projects CARRIED FORWARD TO 2024

CODE	Project Description	TOTAL PROJECT BUDGET	2024 BUDGET	TOTAL COSTS	2024 COSTS	2024 REMAINING BUDGET
------	---------------------	----------------------	-------------	-------------	------------	-----------------------

Director of Community Services

(12) - Administration Department

7.12.30.60	FRIAA- Wildfire Mitigation Plan (2024)	80,000	80,000	-	-	80,000
<i>Total department 12</i>		80,000	80,000	-	-	80,000

(23) - Fire Department

7-23-30-02	FV - Extractor Washer (2024)	11,500	11,500	-	-	11,500
7-23-30-03	LC - Extractor Washer (2024)	11,500	11,500	-	-	11,500
<i>Total department 23</i>		23,000	23,000	-	-	23,000

(43) - Solid Waste Disposal

<i>Total department 43</i>		-	-	-	-	-
----------------------------	--	---	---	---	---	---

(71) - Recreation

7.71.30.37	FV - Splash Park maintenance/upgrades (2024)	10,000	10,000	-	-	10,000
7.71.30.38	LC - Brine & Glycol Filters on new ice plant (2024)	7,457	7,457	-	-	7,457
7.71.30.39	LC - Brine Pump VFD supply & Install (2024)	6,944	6,944	6,944	6,944	-
7.71.30.40	ZA - Fish Pond Project (2024)	22,000	22,000	-	-	22,000
<i>Total department 71</i>		46,401	46,401	6,944	6,944	39,457

(72) - Parks

7.72.30.04	FV Fishing Opportunities (MARA, Tompkins Twin Ponds) (2023)	50,060	20,000	30,060	-	20,000
<i>Total department 72</i>		50,060	20,000	30,060	-	20,000

Director of Finance

(12) - Administration

7.12.30.58	Forest Capital of Canada (2023)	291,000	290,000	23,908	22,908	267,092
7.12.30.59	Northwest Species at Risk (2023)	443,535	441,538	41,513	39,516	402,022
<i>Total department 12</i>		734,535	731,538	65,421	62,424	669,114

Director of Planning & Agriculture

(61) - Planning & Development Department

7.61.30.16	Municipal Development Plan	355,000	54,118	305,761	4,879	49,239
7.61.30.19	La Crete Area Structure Plan (2022)	150,000	150,000	-	-	150,000
<i>Total department 61</i>		505,000	204,118	305,761	4,879	199,239

(63) - Agricultural Services Department

7.63.30.03	Irrigation District Feasibility Study	30,000	30,000	-	-	30,000
7.63.30.05	2024 Mackzie County Agricultural Fair & Tradeshow	6,514	6,514	-	-	6,514
<i>Total department 63</i>		36,514	36,514	-	-	36,514

Director of Projects & Infrastructure

(12) - Administration Department

7.12.30.56	Recreational Dispositions (2023)	125,000	59,966	68,985	3,952	56,015
7.12.30.61	2024 Mackenize County Census	220,000	220,000	6,250	6,250	213,750
<i>Total department 12</i>		345,000	279,966	75,235	10,202	269,765

(33) - Airport

7.33.30.01	Airport Master Plan (CF 2016)	90,000	11,799	82,774	4,573	7,226
<i>Total department 33</i>		90,000	11,799	82,774	4,573	7,226

(41) - Water Treatment & Distribution Department

7.41.30.10	Waterline East of La Crete - Engineering (2023)	50,000	41,245	42,665	33,910	7,335
<i>Total department 41</i>		50,000	41,245	42,665	33,910	7,335

(61) - Planning & Development Department

7.61.30.17	LC - Atlas Landing Dispositions (2022)	45,000	17,292	27,708	-	17,292
7.61.30.18	LC - Storm Water Plan (2022)	151,000	120,327	50,967	20,294	100,033
7.61.30.20	Outdoor Recreation and Tourism Plan (2023)	114,100	89,600	24,776	276	89,324
<i>Total department 61</i>		310,100	227,219	103,451	20,570	206,649

(64) - Projects & Infrastructure

7.64.30.01	Housing Needs Assessment (2024)	120,000	120,000	-	-	120,000
<i>Total department 64</i>		120,000	120,000	-	-	120,000

Director of Utilities

(41) - Water

7.41.30.08	LC - La Crete Future Water Supply Concept (2018)	200,000	139,160	82,940	22,100	117,060
7.41.30.09	Water Diversion License Review	65,000	18,775	47,913	1,688	17,087
<i>Total department 41</i>		265,000	157,935	130,853	23,788	134,147

Manager of Legislative & Support Services

(74) - Library

7.74.30.01	LC Library - Building Extension Engineering	20,000	20,000	-	-	20,000
<i>Total department 74</i>		20,000	20,000	-	-	20,000

TOTAL 2024 ONE TIME Projects

	2,675,610	1,999,736	843,164	167,290	1,832,447
--	------------------	------------------	----------------	----------------	------------------

2023 Contingent on Grant Funding

Bridge Maintenance (7 bridges)	250,000				
2023 Contingent on Grant Funding- Total	250,000	-	-	-	0

NO BUDGET AVAILABLE UNTIL APPROVED BY COUNCIL



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Councillor Expense Claims

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:

- April – All Councillors.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2024 Operating Budget

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

1326-24 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 April 2024 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Members at Large Expense Claims

BACKGROUND / PROPOSAL:

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

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

Month	Board/Committee	Name
April	Municipal Planning Commission	Erick Carter
April	Municipal Planning Commission	Stephanie Grocholski
April	Municipal Planning Commission	Andrew O'Rourke

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2024 Operating Budget.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

Bylaw 1326-24- Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That the Member at Large Expense Claims for April 2024 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Byron Peters, Director of Projects & Infrastructure
Title:	Hamlet of La Crete North Trunk Sanitary Sewer

BACKGROUND / PROPOSAL:

Administration opened tenders for the Hamlet of La Crete North Truck Sanitary Sewer at the April 24, 2024, Regular Council Meeting with the following motion being made.

MOTION 24-04-323 **MOVED** by Councillor Morris

That administration reviews the Hamlet of La Crete North Sanitary Trunk Sewer tenders and return for an awarding decision at a future meeting.

CARRIED

Administration has reviewed the tenders, however, prior to awarding the Trunk Main portion of the project, Administration recommends having the results for the Lift Station portion of the project. The budget for the Trunk Main and Lift Station are combined, and therefore pricing for both projects is required prior to awarding a contract for either tender.

Due to unforeseen delays, the Lift Station tender was not posted when originally anticipated, and addendums were not posted when anticipated. The Lift Station project is relatively complex, requiring coordination between many subcontractors. The County has received many requests to extend the closing date, and with the 20 being a Statutory Holiday and the 21 being Pentecost (many local businesses closed), administration believed it to be in the County’s best interest to extend the closing date. An Addendum was posted on May 15, 2024 extending the closing date to May 28, 2024 at 10:00 am (original closing date was May 21, 2024 at 4:30 pm).

Author: S Gibson **Reviewed by:** B Peters/J. Batt **CAO:** D Derksen

Administration requests that Council set a Special Council Meeting date for May 28, 2024 for the purposes of opening the North Trunk Sanitary Sewer lift station tenders and to potentially award both contract #1 and contract #2.

OPTIONS & BENEFITS:

Plan to award contract #1 for the Trunk Main at a future Special Council Meeting, after the contract #2 bids have been opened.

COSTS & SOURCE OF FUNDING:

Capital project approved in 2021 Engineering - \$280,000
Capital project amended in 2024 to include Construction - \$9,900,000
Funding from the Water Sewer Infrastructure Reserve \$2.18M, Staged borrowing \$8M
Offsite levies will assist in recouping the majority of the project costs.

COMMUNICATION / PUBLIC PARTICIPATION:

Bidders will be notified if/when the project is awarded.

POLICY REFERENCES:

FIN025 Purchasing Authority Directive and Tendering Process.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That a Special Council Meeting be set for May 28, 2024 at 10:30 a.m. for the purposes of opening the North Trunk Sanitary Sewer Contract #2 (lift station) tenders.

Simple Majority Requires 2/3 Requires Unanimous

That Council review both the construction and lift station tenders for the La Crete North Sanitary project during the Special Council Meeting.

Author: S Gibson Reviewed by: B Peters/J. Batt CAO: D Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	William Schmidt, Fleet Maintenance Manager
Title:	Budget Amendment Request - Zero Turn Mower Purchase

BACKGROUND / PROPOSAL:

Administration is recommending that one of our zero turn mowers is provided to the Hutch Lake Caretaker for the 2024 season and are requesting approval to purchase a new zero turn mower as a replacement for our fleet.

The Kubota can be purchased through Canoe Procurement.

OPTIONS & BENEFITS:

- Option 1: Kubota #ZG300-3 - \$16,875.32
- Option 2: John Deere Z950R ZTrak - \$21,738.00
- Option 3: That administration proceed with the existing fleet and bring forward the request during the 2025 budget deliberations.

COSTS & SOURCE OF FUNDING:

Vehicle & Equipment Reserve

COMMUNICATION/PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

Author: P Pohl **Reviewed by:** W Schmidt/J. Batt **CAO:** D Derksen

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2024 Capital Budget be amended by \$16,900 for the purchase of the Zero Turn Mower with funding coming from the Vehicle and Equipment Reserve.

Author: P Pohl **Reviewed by:** W Schmidt/J. Batt **CAO:** D Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Offer to Purchase – Plan 792 1881, Block 18, Lot 01 (Hamlet of La Crete)

BACKGROUND / PROPOSAL:

Administration has received a request from the adjacent landowner in the hamlet of La Crete to purchase Plan 792 1881, Block 18, Lot 01 (0.02 acres).

The applicant would like to purchase this property owned by Mackenzie County to facilitate a future expansion of their church. The church building is the old Northern Lights Gas Coop building.

Administration looked into the lot and it was an old lift station that was removed. The lot has essentially been abandoned and has not been used in the last 22 years. Utilities department has no concerns.

The land is currently zoned La Crete Town Centre (LC-TC).

The land is to be sold based on market value.

OPTIONS & BENEFITS:

Council has denied requests of this sort in the past and has also approved based on merit of request.

Council can agree to sell the property with conditions for sale or deny the request.

COSTS & SOURCE OF FUNDING:

None at this time. Will need to determine market value of the land, this will need to be determined by an appraiser at the cost of the purchaser.

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

Assessed value is \$17,870.00.

COMMUNICATION / PUBLIC PARTICIPATION:

If Council chooses to sell, a notice will be placed in the local newspaper, Mackenzie County website and Mackenzie County Facebook page for two consecutive weeks advising of the intended sale of the property.

POLICY REFERENCES:

FIN035 Municipal Sale of Lands

5. Direct Sales

All inquiries made with regards to the purchase of municipally owned property shall be directed to the Chief Administrative Officer.

The Chief Administrative Officer shall prepare a report for Council which will include a written land purchase request.

Council will determine how they wish to proceed based on the terms of the offer. The applicant shall be notified once Council has considered the terms of the offer.

An opportunity may be afforded the applicant to make a presentation at the delegation session of a regularly scheduled Council meeting regarding his/her interest in the municipal lands.

If Council elects to sell the lands or improvements, the Chief Administrative Officer, or designate, shall have an appraisal done on the subject property to assist in establishing the fair market value price. Appraisal costs will be the responsibility of the purchaser.

Should Council agree with the price, the Chief Administrative Officer may be directed to proceed with the sale process.

A notice will be placed in the local newspaper, Mackenzie County website and Mackenzie County Facebook page for two consecutive weeks advising of the intended sale of the property.

During the two week advertising period residents will be provided the opportunity to appeal the sale of land. Appeals must be in writing and identify the reason for the appeal. The appeal will be heard by Mackenzie County Council.

The successful purchaser must satisfy themselves as to any additional geotechnical or environmental investigative works that may be required. The Municipality will grant access to the site to conduct these investigations and any and all cost shall be the responsibility of the purchaser.

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

The Chief Administrative Officer, or designate shall complete the sale agreement process upon satisfaction of matters related to conditions.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That administration proceed with the offer to purchase as per policy.

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

Inquiry of land purchase

May 3, 2024

Mackenzie County Council

On behalf of the Victory Faith Baptist Church. I would like to request from the Mackenzie County council that the County sell the 7m x 7m vacant property located on the northeast corner of 10205 101st. Formerly the Northern Lights gas coop Facility. My understanding is this property was previously a lift station and has since been abandoned.

VFBC has purchased the property and would like to expand our facility in the future with the intent of adding on the existing structure to the east and being able to acquire this corner of the property would make our addition much more feasible.

Today the corner is used as a pallet storage area and is often an unsightly corner. Our intent would be to clean up and maintain the area until such time as we are able to construct our addition.

A view of the property has been attached.

Thank you for your consideration.



Jake Doerksen

780 821 9044

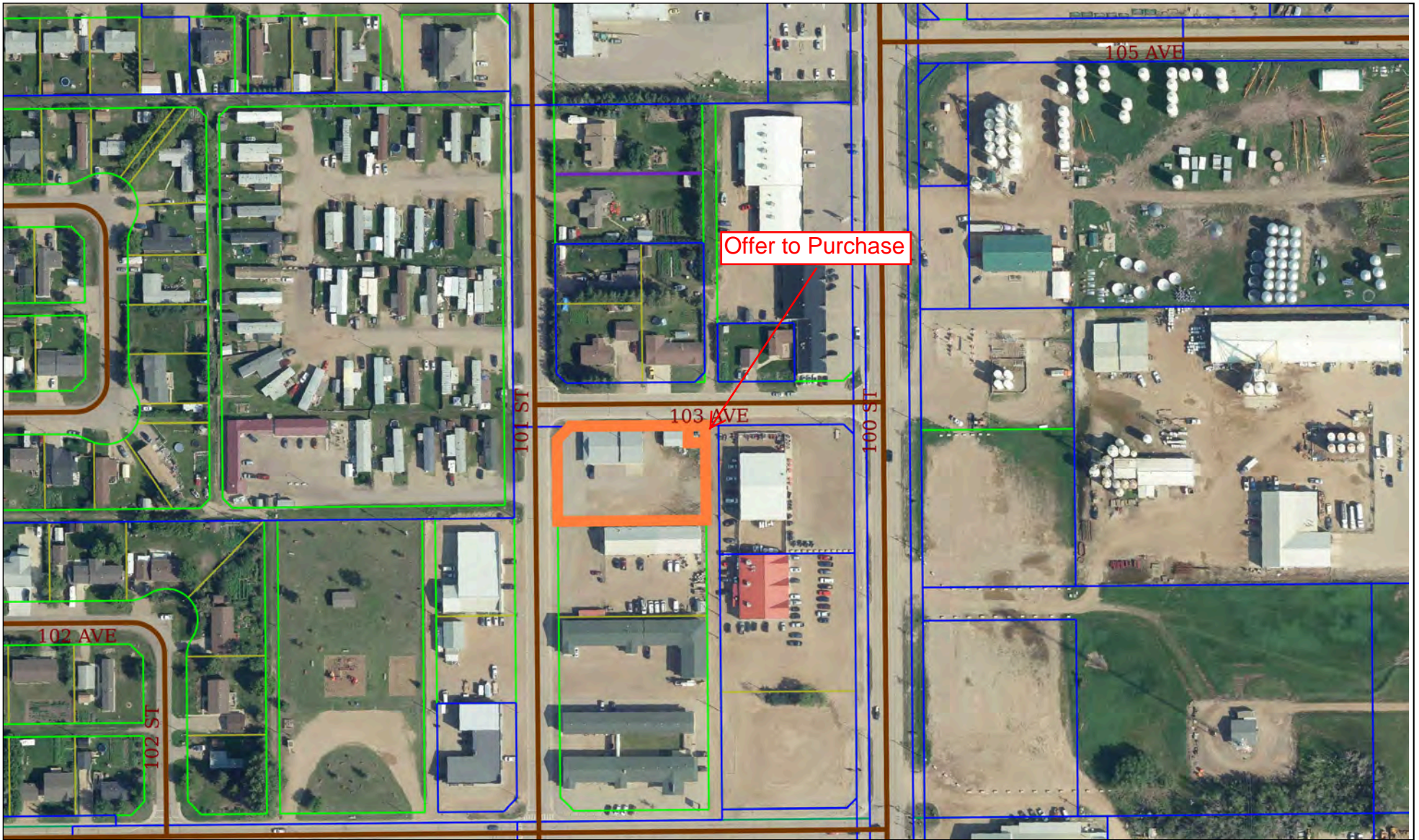


Scale 1: 428



10 yd 
 10 m 

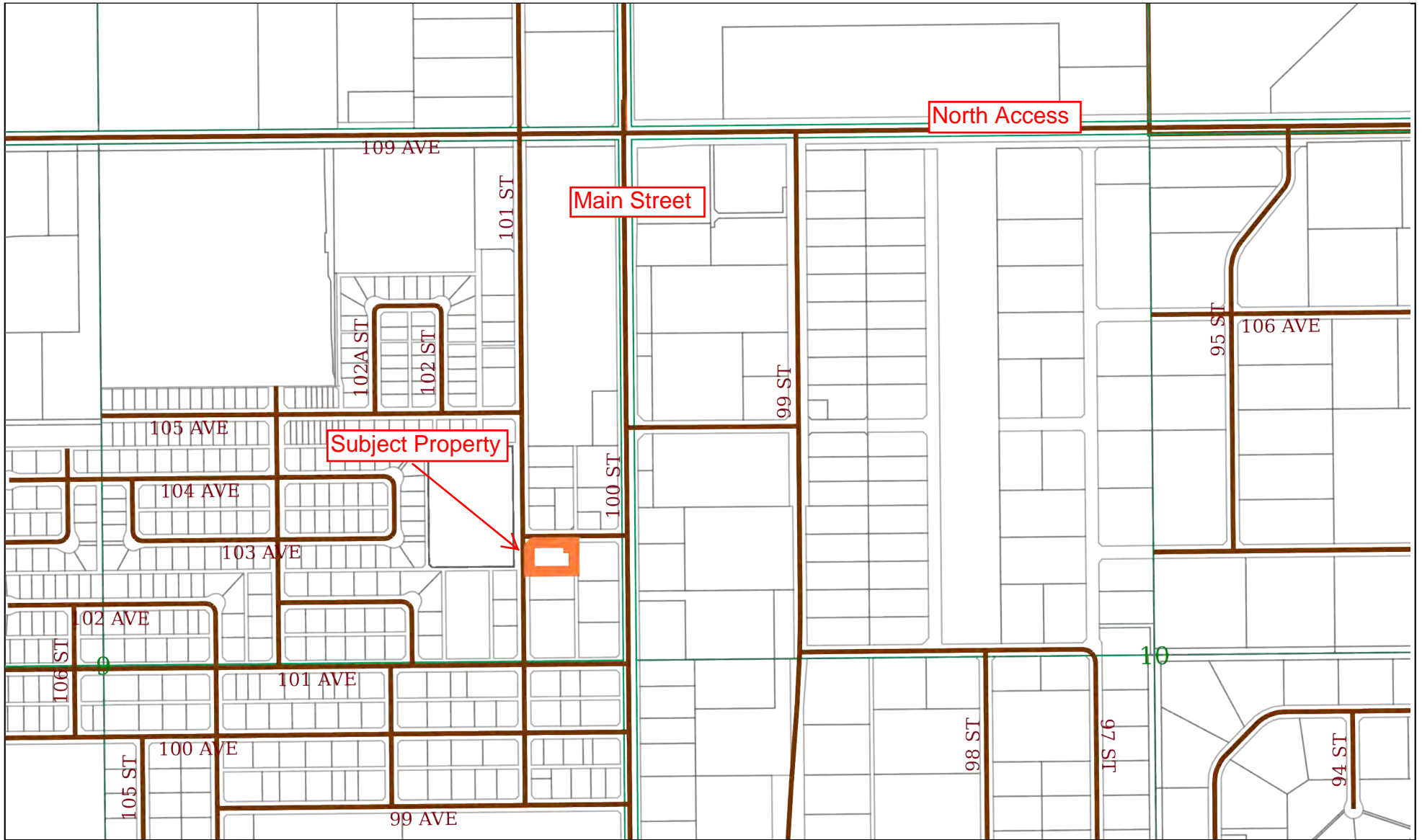
The Mackenzie County makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Mackenzie County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Mackenzie County. Copyright Mackenzie County. All Rights Reserved.




 Scale 1: 2,566




The Mackenzie County makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Mackenzie County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Mackenzie County. Copyright Mackenzie County. All Rights Reserved.



Scale 1: 8,554



100 yd 
 100 m 

The Mackenzie County makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Mackenzie County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Mackenzie County. Copyright Mackenzie County. All Rights Reserved.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Request from Heimstaed Senior’s Lodge Addition – Setback Variance and Partial Road Closure

BACKGROUND / PROPOSAL:

Administration has received a request to Council regarding the Heimstaed Senior’s Lodge Addition for a setback variance greater than the Municipal Planning Commission’s (MPC) authority and to close a portion of the 106th Street and 99th Avenue bulb within the Road Right of Way.

The developer is planning to add a 78,562 square foot addition to the 53,066 square foot existing building. The intention is for additional senior living for the region.

The variance request is for a 40% setback variance from the property line (minimum is 7.6m) allowing the building to be constructed 3m from property lines. This is greater than the 25% setback variance authority allowed to the MPC. Administration has no concerns with this request.

The other request is to close a portion of the road (bulb) to give the developer more room for development. This will require a partial road closure bylaw and ministerial approval as this is considered a roadway. The developer will be required to send a survey plan for the road closure portion. Once the partial road closure bylaw is approved (3-18 months), the municipality will have to transfer the land. It is at Council’s discretion to determine value of the land or to donate to the Heimstaed that portion. Administration has no concerns but recommends that the survey, bylaw, and land transfer costs be covered by the developer.

OPTIONS & BENEFITS:

Council can grant the MPC authority to approve the variance request once a permit is applied for.

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

A Public Hearing is required prior to first reading. Administration can advertise in time for the June 11, 2024 Council meeting.

COSTS & SOURCE OF FUNDING:

The cost for the road closure bylaw is \$460.00 + advertising fees.

COMMUNICATION / PUBLIC PARTICIPATION:

A Public Hearing will be required for the Road Closure Bylaw.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

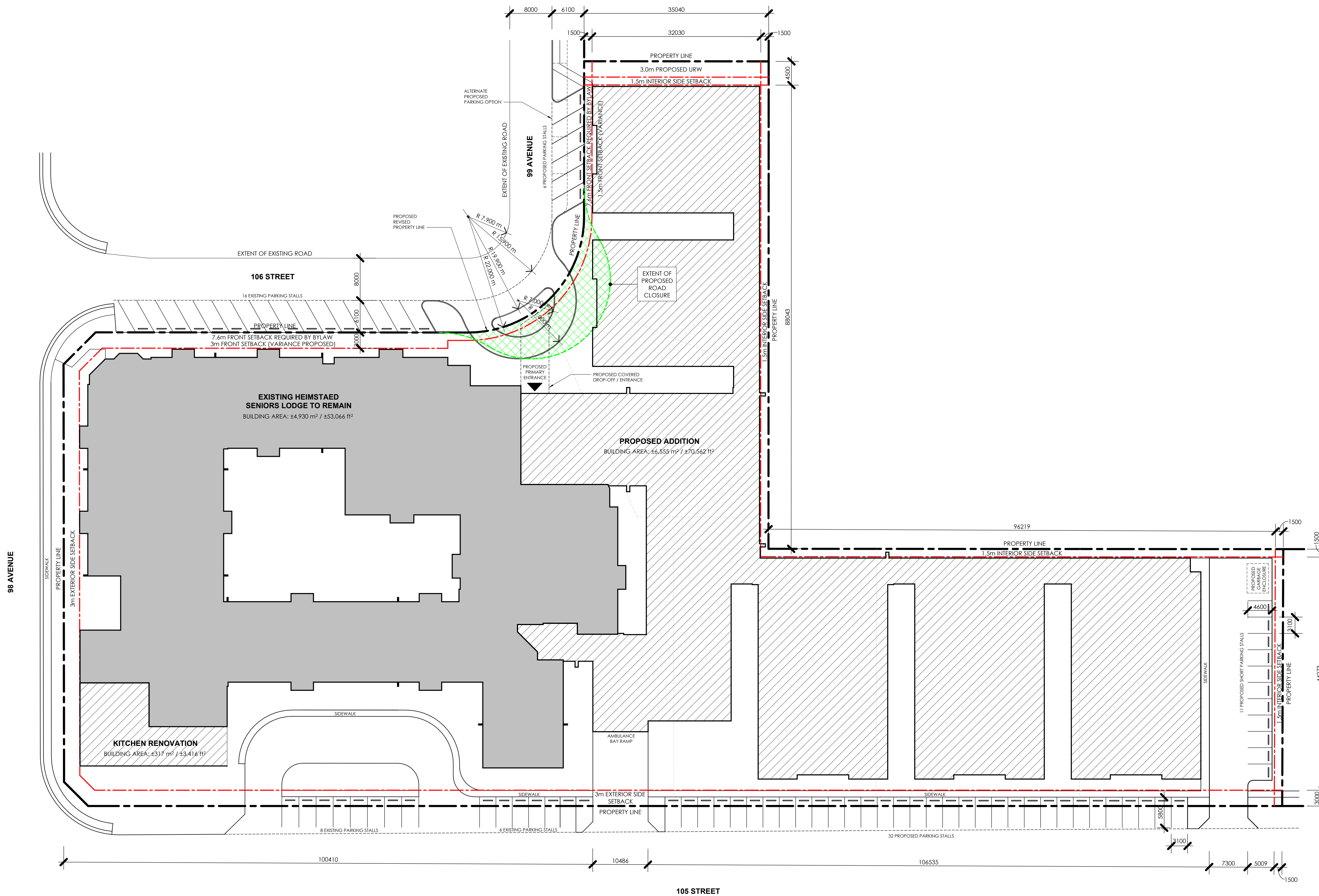
That Council grant the Municipal Planning Commission special variance authority of 40% for the Heimstaed Lodge Development Permit upon application.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That administration advertise for the partial Road Closure Bylaw.

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



1 VARIANCE PLAN
A101 SCALE: 1 : 400

REV	DATE	DESCRIPTION	BY
A	05/14/2024	ISSUED FOR REVIEW	

Stamp:

NOT FOR CONSTRUCTION

Project:
HEIMSTAED LODGE ADDITION
SENIORS LODGE ADDITION
FOR: LCMNA
9806 105 STREET
LA CRETE, AB, T0H 2H0

Drawing Title:

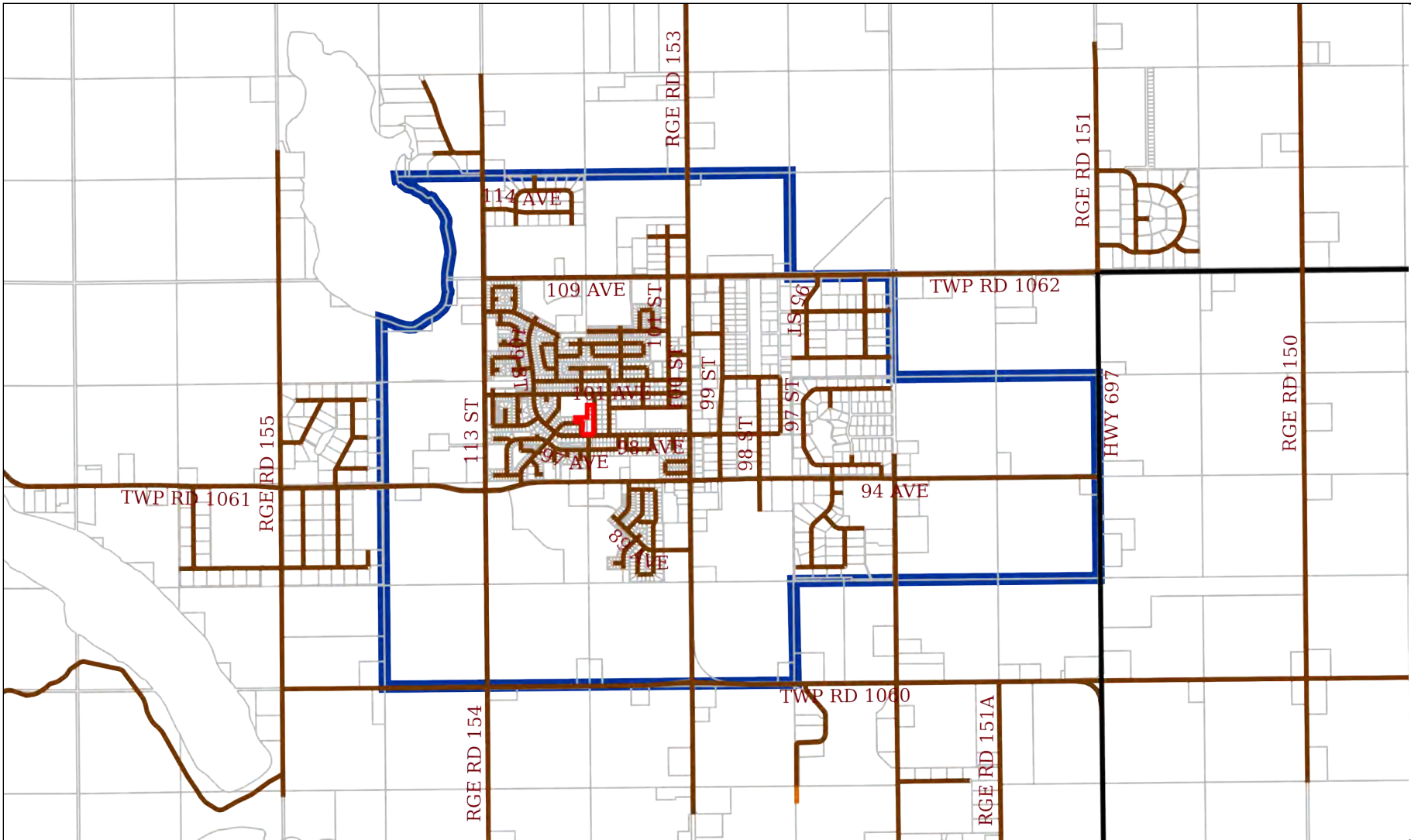
VARIANCE PLAN

Project No: 2353	Date: 05/2024
Scale: AS SHOWN	Plot Date: 5/14/2024
Chk'd: RA	Drafted: RA



DISCLAIMER:
THIS DRAWING MUST NOT BE SCALED. REFER TO GIVEN DIMENSIONS. ADVISE THE ARCHITECT IN WRITING OF ALL DISCREPANCIES. FAILURE TO DO SO SHALL NOT BE GROUNDS FOR EXTRA COST. THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION UNTIL EITHER SEALED OR ADVISED IN WRITING BY THE ARCHITECT.

Sheet Number: **A101** Rev: **A**







Scale 1: 43,924

1 Mi



1 Km



The Mackenzie County makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Mackenzie County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Mackenzie County. Copyright Mackenzie County. All Rights Reserved.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1338-24 Delegation of Authority to Town of High Level to Maintain and Operate the Cemetery located on Plan 4227RS, Lot OT (High Level Rural)

BACKGROUND / PROPOSAL:

The purpose of this bylaw is to delegate Authority to allow the Town of High Level to maintain and operate Town of High Level cemetery located at Plan 4227RS, Lot OT (Part of SW-16-110-19-W5M) within Mackenzie County.

The lands are known as the High Level Columbarium, this is the cemetery owned and currently operated by the Town.

According to the Mackenzie County and the Town of High Level Regional Service Sharing Agreement Section 10.14 & 10.15, the municipality shall give the Town authority to operate the cemetery.

County Agreement to Town Bylaws Having Effect for Cemetery

10.14 The County consents to the Town:

- a. operating the Town Cemetery; and*
- b. passing and enforcing any bylaws as determined by the Town to be required for the operation of the Town Cemetery;*

10.15. The County and the Town agree to pass any bylaws required under section 12 and 54 of the Act which are required to give effect to the agreement under article 10.14.

OPTIONS & BENEFITS:

Option to pass, TABLE, or defeat the Bylaw.

Author: J Wiebe **Reviewed by:** C Smith **CAO:** D Derksen

COSTS & SOURCE OF FUNDING:

N/R

COMMUNICATION / PUBLIC PARTICIPATION:

N/R

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1338-24 to delegate authority to allow the Town of High Level to maintain and operate the cemetery located on Plan 4227RS, Lot OT.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1338-24 to delegate authority to allow the Town of High Level to maintain and operate the cemetery located on Plan 4227RS, Lot OT.

Motion 3:

Simple Majority Requires 2/3 Requires Unanimous

That consideration for third reading be given to Bylaw 1338-24 to delegate authority to allow the Town of High Level to maintain and operate the cemetery located on Plan 4227RS, Lot OT.

Motion 4:

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1338-24 to delegate authority to allow the Town of High Level to maintain and operate the cemetery located on Plan 4227RS, Lot OT.

Author: J Wiebe **Reviewed by:** C Smith **CAO:** D Derksen

BYLAW NO. 1338-24

**BEING A BYLAW OF MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA**

**TO DELEGATE AUTHORITY TO THE TOWN OF HIGH LEVEL TO MAINTAIN AND
OPERATE THE CEMETERY LOCATED AT PLAN 4227RS, LOT OT**

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable, under the provisions of the Municipal Government MGA Revised Statutes of Alberta 2000, being Chapter M-26, Sections 12 and 54;

WHEREAS, the Council of Mackenzie County and the Town of High Level have agreed that the Town of High Level Cemetery located at Plan 4227RS, Lot OT be operated and maintained by the Town of High Level;

WHEREAS, the Council of Mackenzie County and the Town of High Level have agreed that the Town of High Level may establish such Bylaws, Policies and other such measures over Plan 4227RS, Lot OT that are applicable to the operation and maintenance of the Cemetery land;

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

1. That the Authority be granted to the Town of High Level, to allow for the maintenance and operation of the parcel of lands known as Plan 4227RS, Lot OT hereby established.
2. That the Authority is hereby granted to the Town of High Level to establish such Bylaws, Policies and other such measures as may be required for the operation and maintenance of the Cemetery lands shown in Schedule "A".
3. This bylaw shall take effect on the date of the third and final reading thereof.

READ a first time this ____ day of _____, 2024.

READ a second time this ____ day of _____, 2024.

READ a third time and finally passed this ____ day of _____, 2024.

Mackenzie County Bylaw 1338-24
To Delegate Authority in the Town of High Level to Maintain
And Operate the Cemetery Located at Plan 4227RS, Lot OT.

Page 2 of 3

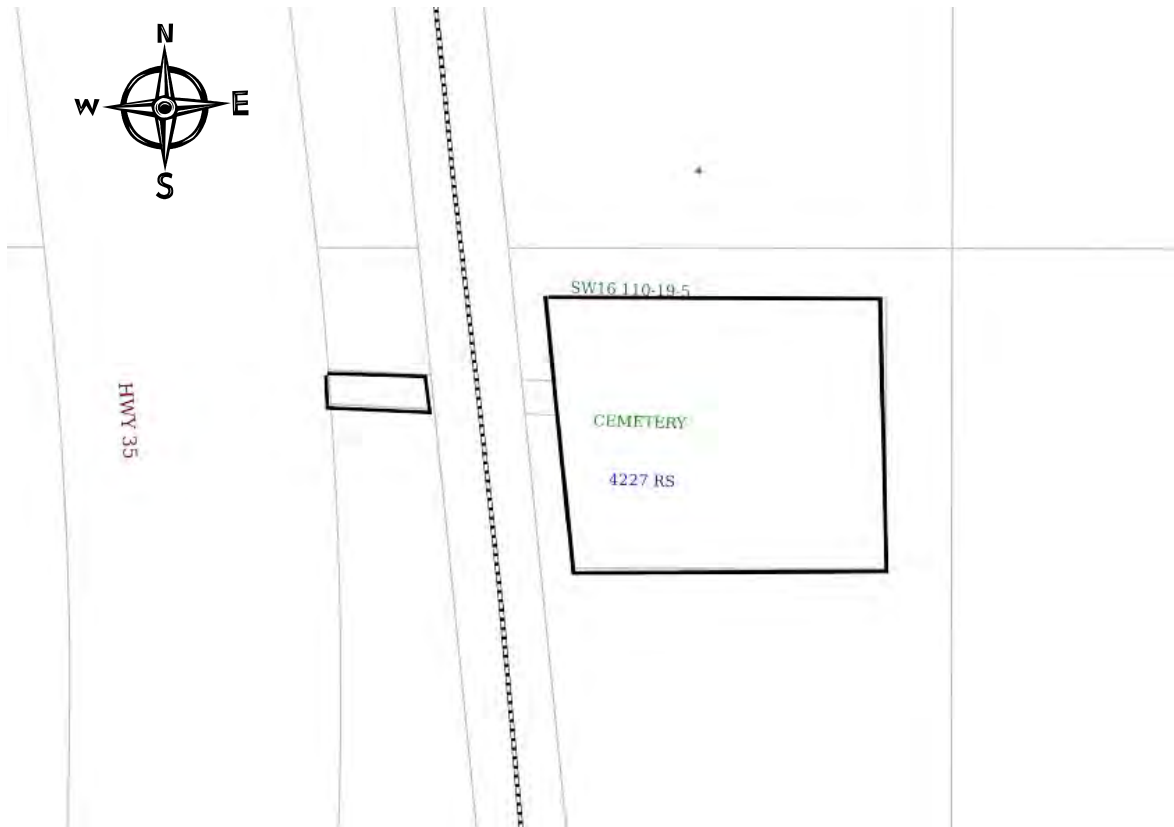
Joshua Knelsen
Reeve

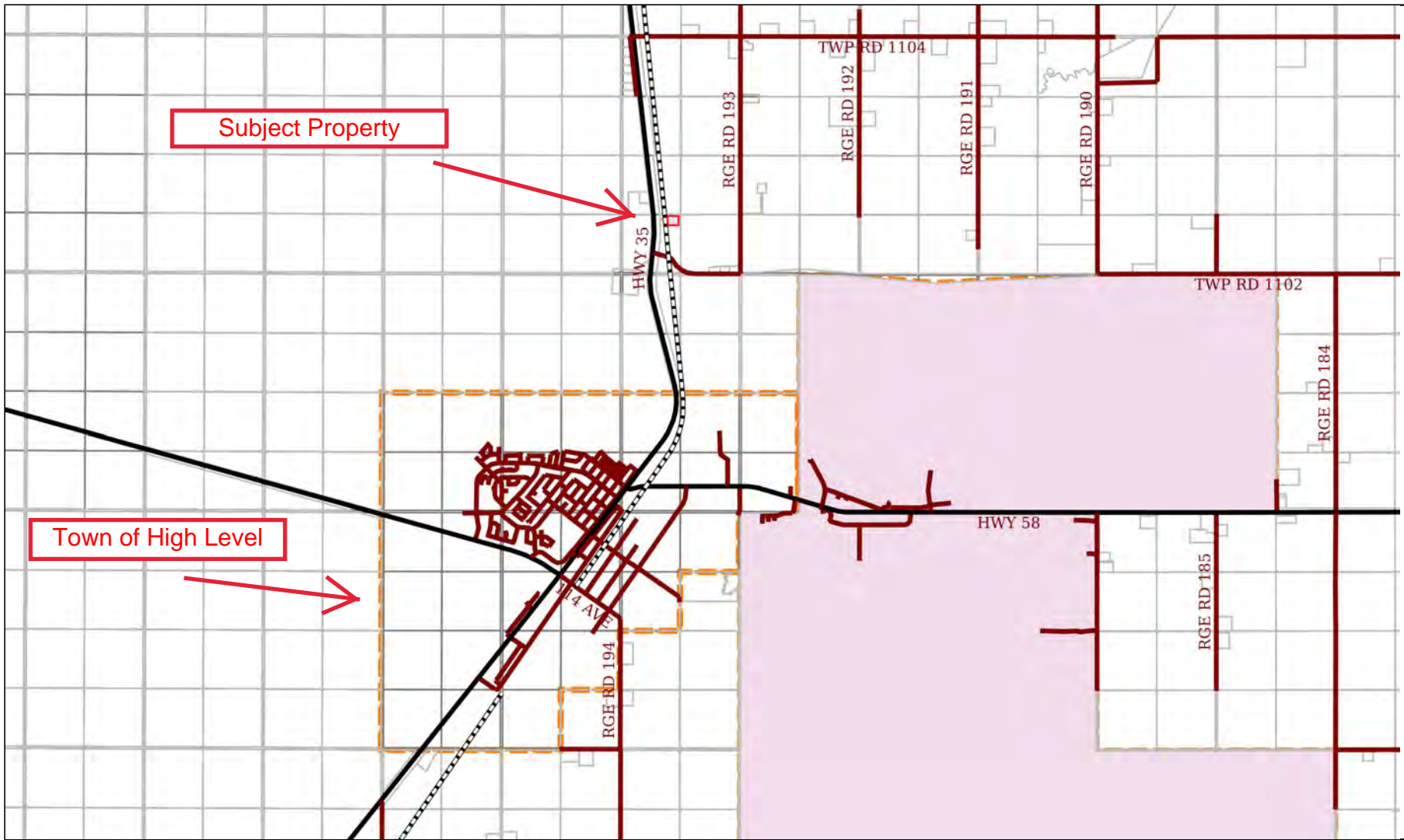
Darrell Derksen
Chief Administrative Officer

BYLAW No. 1338-24

SCHEDULE "A"

1. That the establishment of Authority be granted for the Town of High Level for the Maintenance and Operation of the following property known as Plan 4227RS, Lot OT within Mackenzie County.









Scale 1: 75,000



1 Mi
1 Km

The Mackenzie County makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and the Mackenzie County shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of the Mackenzie County. Copyright Mackenzie County. All Rights Reserved.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Byron Peters, Director of Projects & Infrastructure
Title:	La Crete Agricultural Society Request for Canada Day Funds

BACKGROUND / PROPOSAL:

The La Crete Agricultural Society has requested funds to rent two tents for the Canada Day events. The tent rental cost is \$1,000.00. The La Crete Agricultural Society has previously covered the cost of the 25 tables and 170 chairs, which is approximately \$550.00.

Mackenzie County has covered this cost for the last few years, through the general operating budget as part of the County’s contribution to the Canada Day events.

OPTIONS & BENEFITS:

Option 1

That Mackenzie County provide grant funding directly to the La Crete Agricultural Society for the tent rental and/or the tables and chairs.

Option 2

That Mackenzie County requests to be invoiced directly for the tent rental.

Option 3

That the La Crete Agricultural Society Request for Canada Day Funds request be received for information.

COSTS & SOURCE OF FUNDING:

2024 General Operating Budget

Author: S Gibson **Reviewed by:** B Peters **CAO:** D Derksen

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County provide grant funding to the La Crete Agricultural Society Canada Day Event in the amount of _____.

Author: SG Reviewed by: BP CAO: D Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Agricultural Service Board Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the May 3, 2024 Agricultural Service Board meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION:

N/A

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the unapproved Agricultural Service Board meeting minutes of May 3, 2024 be received for information.

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

**MACKENZIE COUNTY
AGRICULTURAL SERVICE BOARD MEETING
May 3, 2024
9:00 a.m.
La Crete**

PRESENT:	Ernie Peters	ASB Chair
	Josh Knelsen	Reeve
	David Driedger	Councillor
	Jake Martens	Member at Large
	George Fehr	Member at Large
REGRETS:	Joe Peters	Member at Large
ADMINISTRATION	Caitlin Smith	Director of Planning & Agriculture
	Landon Driedger	Agricultural Fieldman
	Colleen Sarapuk	Administrative Officer (Recording Secretary)

Minutes of the Mackenzie County Agricultural Service Board meeting held on May 3, 2024.

CALL TO ORDER: **1. a) Call to Order**
Councillor Peters called the meeting to order at 9:02 a.m.

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

MOTION ASB 24-05-013 **MOVED** by Councillor Driedger
That the agenda be adopted as presented.

CARRIED

PREVIOUS MINUTES **3.a) Minutes of the February 6, 2024 ASB Minutes**

MOTION ASB 24-05-014 **MOVED** by Jake Martens
That the minutes of the February 6, 2024 Agricultural Service Board meeting be approved as presented.

CARRIED

ACTION LIST

4.a) Action List

MOTION ASB 24-05-015

MOVED by Reeve Knelsen

That the Action List be received for information.

CARRIED

DELEGATION

5.a) None

BUSINESS

6.a) Ag Fieldman Report

MOTION ASB 24-05-016

MOVED by Councillor Driedger

That the Agricultural Fieldman Report be received for information.

CARRIED

6.b) Mackenzie County Irrigation Initiative – Grant Funding

MOTION ASB 24-05-017

MOVED by Reeve Knelsen

That the Mackenzie County Irrigation Initiative – Grant Funding be received for information.

CARRIED

The Chair recessed the meeting at 9:57 a.m. and reconvened the meeting at 10:06 a.m.

6.c) Do Not Spray Program

MOTION ASB 24-05-018

MOVED by Councillor Driedger

That the discussion regarding the Do Not Spray program be received for information.

CARRIED

6.d) Appointment of Weed Inspectors

MOTION ASB 24-05-019

MOVED by George Fehr

That Emma Patmore and Michael Fehr be appointed as Weed Inspectors under the Weed Control Act for the 2024 season.

CARRIED

6.e) 2024 ASB Regional Conference

MOTION ASB 24-05-020

MOVED by Reeve Knelsen

That the 2024 ASB Regional Conference discussion be received for information.

CARRIED

6.f) 2024 ASB Field Visit

MOTION ASB 24-05-21

MOVED by Reeve Knelsen

That the 2024 ASB Field Visit be received for information.

CARRIED

CLOSED MEETING

7.a) Closed Meeting

SET MEETING DATE

8.a) Set Next Meeting Date

ADJOURNMENT

9.a) Adjournment

MOTION ASB 24-02-012

MOVED by Councillor Driedger

That the Agricultural Service Board Meeting be adjourned at 10:27 a.m.

CARRIED

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

Ernie Peters, Chair

Landon Driedger, Agricultural Fieldman



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	May 22, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- 2024-05-08 Alberta Environment and Protected Areas - Bistcho Lake Draft Amendments
- 2024-05-13 ABMunis Letter to Premier Smith - Clarify Funding for Municipalities
- 2024-03-27 Regional Economic Development Initiative Meeting Minutes
- 2024-03-19 Upper Hay Regional Forests Public Advisory Committee (PAC) Meeting Minutes
- 2024-04-30 La Crete Sawmills – New Chief Executive Officer
- 2024-05-08 2024 Stars of Alberta Volunteer Awards
- 2024-05-15 RhPAP – Transition from Post Secondary to Practice for High School Students
- 2024-05-07 Northern Alberta Development Bursary Program
- 2024-05-03 Alberta News – Building Active Spaces and Brighter Futures

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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: D. Derksen

Mackenzie County Action List as of May 7, 2024

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	In progress. Meeting with landowners. Impacted by 2020 flood.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Caitlin	PLS180027 Response letter sent to AFP.
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	TDL received expires 2025-04-30
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 Signed Offer to purchase PLS140031
June 22, 2022 Regular Council Meeting			

Motion	Action Required	Action By	Status
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	Draft Complete, awaiting internal feedback
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.	Andy	Deadline: March 2024
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	FPT Requesting updated mapping. GIS Mapping Completed 2024-04-09
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	Grant Funding Denied
23-02-133	That administration create a new zoning district to alleviate concerns regarding agricultural use on residential acreages.	Caitlin	LUB Update
August 16, 2023 Regular Council Meeting			
23-08-650	That administration proceed with the Wadlin Lake Campground Pickleball Court with funds coming from Municipal Reserve and amend the 2023 Capital Budget not to exceed \$55,000.	Don	Project will be completed Spring 2024 Ground Work Completed. Concrete is Complete
23-08-654	That administration enter into an agreement with the Coalition for Far Northwest Alberta Brighter Futures Society to provide the services for the Family and Community Support Services Fort Vermilion Program.	Jen	Working with organizations
October 11, 2023 Regular Council Meeting			
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	Waiting Purchase Spring 2024
October 24, 2023 Organizational Council Meeting			
23-10-805	That the Mackenzie Region Bison Committee be established and brought back to a future Council Meeting.	Don	In Progress
October 25, 2023 Regular Council Meeting			

Motion	Action Required	Action By	Status
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 2025 Deadline
23-10-837	That the Development Setbacks be TABLED to a future Council meeting.	Caitlin	LUB update
November 14, 2023 Regular Council Meeting			
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"> • Tax Roll #082769 • Tax Roll #082770 • Tax Roll #082773 • Tax Roll #082443 • Tax Roll #230088 	Jen	Market Value obtained Communications drafted
23-11-895	That administration research the options for hamlet signage.	Caitlin	LUB Update
February 13, 2024 Regular Council Meeting			
24-02-097	That the PLS Application Process proceed as directed.	Byron	In Progress
March 12, 2024 Regular Council Meeting			
24-03-230	That a letter be written to the Northern Alberta Elected Leaders (NAEL) in regards to issues that affect the northern municipalities.	Louise	Draft Complete awaiting approval
March 27, 2024 Regular Council Meeting			
24-03-249	That a letter be written to the Minister of Seniors, Community & Social Services regarding concerns with the housing in the region.	Louise/Darrell	In Progress
24-03-250	That administration continue to research different options for solid waste management.	Don	In Progress
24-03-251	That Administration reach out to Non Profit Organizations requesting proposals for a Spring Hamlet Cleanup Campaign and offer a "One Day" Free disposal at all transfer stations including the Mackenzie Regional Landfill.	Don	COMPLETE
24-03-253	That Rural Municipalities of Alberta (RMA) Minister Meeting follow up letters be sent.	Byron/Louise	Drafts complete awaiting approval
April 8, 2024 Regular Council Meeting			
24-04-277	That Administration continue to look for Campground Partnerships for Hutch Lake.	Don	COMPLETE
24-04-286	That administration be authorized to engage consultants and contractors immediately to prepare and execute the 2024 Municipal Census as discussed.	Byron/Caitlin	COMPLETE

Motion	Action Required	Action By	Status
April 23, 2024 Committee of the Whole Meeting			
COW 24-04-067	That the Chief Administrative Officer evaluation results be TABLED to a future Council meeting.	Darrell	
COW 24-04-068	That the Council-Self Evaluation report be TABLED to a future Council Meeting.	Darrell	
April 24, 2024 Regular Council Meeting			
24-04-311	That third reading be given to Bylaw 1330-24 the La Crete East Waterline Offsite Levy Bylaw.	Byron/Louise	COMPLETE
24-04-312	That Mackenzie County communicates with the Town of Rainbow Lake and our energy ratepayers regarding our concerns on the plant based treaty recently signed by the Town of Rainbow Lake.	Darrell	
24-04-313	That the purchase of a 2024 Dodge Ram 1 ton be awarded to North Star Chrysler.	Willie	COMPLETE
24-04-323	That administration reviews the Hamlet of La Crete North Sanitary Trunk Sewer tenders and return for an awarding decision at a future meeting.	Byron	In Progress
24-04-339	That third reading be given to Bylaw 1329-24 being a Land Use Bylaw Amendment to rezone Plan 232 2146, Block 3, Lots 6-13 from Hamlet Residential 2A "H-R2A" to Hamlet Residential 1 "H-R1" to accommodate the development of Dwelling – Stacked Row Housing.	Caitlin/Louise	COMPLETE
24-04-341	That third reading be given to Bylaw 1331-24 being a Land Use Bylaw Amendment to rezone Part of NE-10-104-17-W5M from Agricultural "A" to Rural Industrial Light "RIL" to accommodate the development of Bulk Fuel Storage & Distribution.	Caitlin/Louise	COMPLETE
24-04-343	That third reading and final reading be given to Bylaw 1333-24 Land Use Bylaw Amendment to Add Country Recreational 2 (CREC2) to Section 9 of the Land Use Bylaw 1066-17.	Caitlin/Louise	COMPLETE
24-04-345	That third reading be given to Bylaw 1334-24 being a Land Use Bylaw Amendment to rezone Plan 052 0560, Block 05, Lot 04 from Recreation 1 "REC1" to Hamlet Country Residential "H-CR" to allow for the sale of the proposed land.	Caitlin/Louise	COMPLETE
24-04-350	That the La Crete 2024 Waterline Extension tender awarding be TABLED and brought back to a future council meeting.	John/Byron	COMPLETE
May 7, 2024 Regular Council Meeting			
24-05-358	That Mackenzie County accept the Zama Fire Department offer of \$700 to conduct Zama hamlet	Don	COMPLETE

Motion	Action Required	Action By	Status
	clean-up and the offer of \$4,500 from the La Crete Minor Hockey to conduct the La Crete hamlet clean-up and an additional \$4,500 to conduct the Fort Vermilion hamlet clean up.		
24-05-359	That Administration publicly advertise a “One Day” Free disposal at all transfer stations including the Mackenzie Regional Landfill for residents of Mackenzie County.	Don	Scheduled for May 25, 2024
24-05-361	That first reading be given to Bylaw 1335-24 being a Land Use Bylaw Amendment to rezone Plan 202 1350, Block 03, Lots 1-25 from Country Recreational “CREC” to Country Recreational 2 “CREC2”, subject to public hearing input.	Caitlin	Public Hearing 2024-05-22
24-05-362	That Mackenzie County uphold the letter dated September 11, 2023 in regards to Part of Plan 102 5530, Block 35, Lot APUL.	Caitlin	Follow up letter sent to request moving of fence and sheds
24-05-371	That the 2024 One Time Budget be amended to include the Asset Retirement Obligation project in the amount of \$250,000 with funding coming from the General Operating Reserve.	Jen	COMPLETE
24-05-373	That Policy FIN025 Purchasing Policy be amended as presented.	Jen/Louise	COMPLETE
24-05-374	That first reading be given to Bylaw 1339-24 the La Crete East Waterline Offsite Levy Bylaw.	Byron	Bylaw 1339-24 is currently advertised
24-05-375	That the 2024 Capital Project budget for the La Crete East Waterline funding sources be amended to \$350,000 from other source funding, and by \$842,773 from the Water/Sewer Infrastructure Reserve, with \$792,773 to be collected by Offsite Levy Bylaw.	Byron/Jen	Finance Complete
24-05-376	That the La Crete 2024 Waterline Extension (La Crete East Waterline) tender be awarded to the lowest qualifying proponent while staying within budget.	Byron/John	COMPLETE
24-05-377	That administration bring back a Local Improvement Bylaw for TWP RD 105-5 (Sawmills Road) Asphalt project with 70% for benefiting landowner and 30% Mackenzie County funding model based on assessment.	Andy/Jen	Funding by Assessment Provided
24-05-378	That the 2024 Capital Budget be amended by \$90,000 for the Zama Access Culvert Replacement project with funding coming from the Road Reserve.	Andy/Jen	COMPLETE

Motion	Action Required	Action By	Status
24-05-382	That third and final reading be given to Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.	Louise	Awaiting Signatures
24-05-386	That third and final reading be given to Bylaw 1337-24 being the Assessment Review Board Bylaw.	Louise	Awaiting Signatures
24-05-387	That following Councillors to be authorized to attend the ABmunis Conference from September 25 – 27, 2024 in Red Deer, Alberta: 1. Councillor Driedger 2. Councillor Morris	Louise	COMPLETE
24-05-388	That the following Councillors be authorized to attend the ABmunis 2024 Municipal Leaders Caucus on June 12, 2024 in Falher, Alberta. 1. Councillor Cardinal 2. Councillor Wardley	Louise	COMPLETE
24-05-389	That the following Councillors to be authorized to attend the Alberta Forest Products Association Annual General Meeting on September 25-27, 2024 in Jasper, Alberta 1. Reeve Knelsen 2. Councillor Braun 3. Councillor Cardinal 4. Councillor Smith 5. Councillor Wardley	Louise	COMPLETE

May 8, 2024

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

Subject: Draft amendments to the Lower Athabasca Regional Plan for implementing the Cold Lake and Bistcho Lake Sub-Regional Plans

This letter notifies you that the public engagement on draft amendments to the Lower Athabasca Regional Plan (LARP) to incorporate the draft regulatory details for the Cold Lake and Bistcho Lake sub-regional plans (SRPs), as Parts 9 and 10 respectively, will launch May 8th, 2024. This consultation is the public's opportunity to provide feedback on the proposed amendments to the LARP prior to decision making.

Approved and published in April 2022, these SRPs are currently being applied on the landscape, and provide the Cabinet-approved policy direction for the draft regulatory details. As the next step, the Government of Alberta (GoA) has developed draft regulatory details for these SRPs. To support implementation, the Government of Alberta is proposing select amendments to the LARP to enact the SRPs under the *Alberta Land Stewardship Act* and to incorporate these regulatory details as Parts 9 and 10 of the LARP.

Because you are a statutory consent holder in the Bistcho Lake sub-regional area, and you have been identified as the holder of a statutory consent that may be affected by the draft amendments to LARP, the requirements of the *Alberta Land Stewardship Act* (ALSA) section 11 need to be met:

Statutory consents may be affected

- 11(1)** For the purpose of achieving or maintaining an objective or a policy of a regional plan, a regional plan may, by express reference to a statutory consent or type or class of statutory consent, affect, amend, or rescind the statutory consent or the terms or conditions of the statutory consent.
- (2)** Before a regional plan includes a provision described in subsection (1), a Designated Minister must
- (a) give reasonable notice to the holder of the statutory consent of the objective or policy in the regional plan that the express reference under subsection (1) is intended to achieve or maintain,
 - (b) provide an opportunity for the holder of the statutory consent to propose an alternative means or measures of achieving or maintaining the policy or objective without an express reference referred to in subsection (1), including, if appropriate, within a regulatory negotiation process referred to in section 9(2)(j), and

- (c) give reasonable notice to the holder of the statutory consent of any proposed compensation and the mechanism by which compensation will be determined under any applicable enactment in respect of any effect on or amendment or rescission of the statutory consent.

This letter notifies you that draft regulatory details related to your statutory consent are included in the Bistcho Lake Sub-regional Plan (draft LARP Part 10), and relate to objectives described in the corresponding sections' policy directions in the approved plan, which can be found at <https://open.alberta.ca/publications/bistcho-lake-sub-regional-plan>. The Bistcho Lake Sub-regional Plan, including the draft regulatory details, is intended to achieve the strategic management outcomes identified in the plan.

The Bistcho Lake sub-region is in the Lower Peace region, which currently does not have a regional plan. In the interim, the Government of Alberta is proposing to amend the LARP to incorporate the regulatory details of the Bistcho Lake Sub-Regional Plan as Part 10 until the Lower Peace Regional Plan comes into effect. The ALSA provides for a regional plan to "manage an activity, effect, cause of an effect or person outside a planning region until a regional plan comes into force with respect to the matter or person."

A survey with questions specifically tailored for input from holders of statutory consents is available here:

https://your.alberta.ca/bistcho-lake-sub-regional-plan-regulatory-details-and-amendments-to-lower-athabasca-regional-plan-engagement/survey_tools/cold-lake-sub-regional-plan-regulatory-details-and-amendments-to-larp-engagement-public-survey1

These questions will provide an opportunity to offer feedback on the draft regulatory details as well as to present alternative means or methods that will successfully achieve the objectives of the regulatory details that contribute to the strategic management outcomes of the plan, rather than incorporating the regulatory details into the LARP.

This letter also confirms that no compensation is being offered related to the draft regulatory details to be incorporated in the LARP by amendment.

Further information about the development of the Bistcho Lake Sub-Regional Plan can be found at <https://www.alberta.ca/bistcho-lake-sub-regional-plan-engagement> Further information about the *Alberta Land Stewardship Act* and the Lower Athabasca Regional Plan can be found online at <https://landuse.alberta.ca/Pages/default.aspx>

If you have any questions, or request further information, please contact SRPRegDetailsLARP@gov.ab.ca.

We look forward to your feedback on the draft regulatory details and draft LARP amendments in the near future.

Yours truly,



Craig Dockrill
Director
Lands Planning, North
Environment and Protected Areas



Karen McCallion
Director
Integrated Resource Planning and Land Use
Framework Implementation
Land Use Secretariat
Environment and Protected Areas

Attachment: Schedule of Sector-Specific Open Forum Sessions

Sector	Date	Time	Location
Petroleum, Natural Gas (PNG)	May 22 nd 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Oilsands	May 23 rd 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Pipelines and Utilities	May 24 th 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Geophysical	May 27 th 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Forestry	May 28 th 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Municipalities	May 29 th 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Surface Disturbance	May 30 th 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Trappers	May 31 st 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Recreation and Tourism	June 3 rd 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Hunters and Outfitters	June 4 th 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton
Environmental Organizations (ENGO's)	June 5 th 2024	10:00am-12:00pm 1:30pm-3:00pm	Government of Alberta Forestry Building 9920 108 St NW Edmonton



May 13, 2024

Honourable Danielle Smith, ECA
Premier and Minister of Intergovernmental Relations
307 Legislature Building
10800 97 Avenue
Edmonton, Alberta T5K 2B6

Dear Premier Smith:

Thank you for attending and speaking at Alberta Municipalities' Spring 2024 Municipal Leaders' Caucus in Edmonton on March 15, 2024. We sincerely appreciated you were willing to take questions from audience members and even extend your time to converse on matters that are important to municipal leaders.


During your address to the audience, you stated that the Government of Alberta will provide \$3.6 billion in capital funding support to municipal governments in 2024 consisting of:

- \$2.23 billion in municipal infrastructure support,
- \$577 million in capital maintenance and support,
- \$708 million in roads and bridges, and
- \$95 million in additional projects.

During that same speech you promoted that this funding support represents \$900 million more in funding than what the Government of Alberta will requisition from municipalities in 2024 through provincial property taxes.

Following the event, several of our members contacted our association seeking clarity on the figures. Based on our findings, we wanted to bring to your attention that only 48 per cent of that \$3.6 billion expenditure represents provincial funding for municipal governments. In the enclosure to this letter, we breakdown the numbers which involves:

Provincial Funding for Municipalities	(\$ millions)
Provincial funding programs for municipalities (\$722 million in Local Government Fiscal Framework Capital funding and \$188 million through competitive application programs).	910
Provincial funding for one-off municipal projects (not part of a formal funding program).	819
	\$1,729
Federal Funding for Municipalities & Provincial Expense on Provincial Infrastructure	
Funding from the Government of Canada that flows through the Government of Alberta to municipalities.	764
Provincial expenditures on provincially-owned highways and bridges, which are unrelated to the scope of municipal government operations.	1,116
	\$1,880
Total Quoted Expenditure	\$3,609



With \$1.88 billion of the \$3.61 billion consisting of a combination of federal funding for municipalities and provincial spending on provincial infrastructure, this means that only \$1.73 billion is the total provincial capital funding contribution to municipal governments in 2024. This highlights how total capital funding from the province is actually \$1 billion less than the \$2.7 billion that the Government of Alberta will requisition from municipalities this year. This demonstrates another reason that the starting amount of the Local Government Fiscal Framework Capital funding should have been set at \$1.7 billion instead of \$722 million.

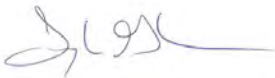
Review of the Provincial Property Tax System

We share this information to bring clarity to the clear inequity between funding to municipalities and provincial property taxes that are requisitioned from municipalities. This is why we applaud that your mandate letter to the Honourable Ric Mclver, Minister of Municipal Affairs, includes the initiative to review how the provincial property tax system can be changed to enable municipalities to retain more funding.

We optimistically wait for the result of that review to be shared and look forward to receiving an update on the expected timing.

If you wish to set up a meeting to discuss this or any other matter related to municipalities, I invite you to contact me by email at president@abmunis.ca or on my cell phone at (780) 312-0660.

Sincerely,



Tyler Gandam
President, Alberta Municipalities

CC: Honourable Nate Horner, President of Treasury Board and Minister of Finance
Honourable Ric Mclver, Minister of Municipal Affairs
Paul McLauchlin, President, Rural Municipalities of Alberta

Enclosure

ABmunis' Breakdown of Premier Smith's Quoted \$3.6 Billion in Funding for Municipalities

(\$ millions)	2024 Budget	% of Total
Provincial Programs for Municipal Infrastructure		
Local Government Fiscal Framework Capital	\$722	20.0%
Municipal Water and Wastewater Partnership	66	1.8%
Water for Life	50	1.4%
Strategic Transportation Infrastructure Program	44	1.2%
Local Growth and Sustainability Grant	20	0.6%
First Nations Water Tie-In	8	0.2%
	\$910	25.2%
One-Off Provincial Funding for Municipal Infrastructure (Not part of a formal funding program)		
Provincial portion of Edmonton and Calgary LRT ¹	425	11.8%
Calgary Deerfoot Trail upgrades	156	4.3%
Calgary River District and Event Centre	88	2.4%
Edmonton Terwillegar expansion	50	1.4%
Edmonton Yellowhead Trail	50	1.4%
Edmonton 50 th Street	8	0.2%
YYC Rail Connection	2	0.1%
<i>Projects Outside Calgary and Edmonton</i>		
Red Deer Regional Airport Expansion	20	0.6%
Capital Region Wastewater Treatment	10	0.3%
Fox Lake Access Improvement	6	0.2%
Designated Industrial Zone Pilot Project	4	0.1%
	\$819	22.7%
Federal Funding for Municipal Infrastructure that Flows Through the Government of Alberta		
Federal portion of Edmonton and Calgary LRT ¹	425	11.8%
Canada Community Building Fund	265	7.4%
Investing in Canada Infrastructure Program	73	2.0%
Clean Water and Wastewater Fund	1	0.0%
	\$764	21.2%
Provincial Investments in Provincial Highways and Bridges		
Highway rehabilitation projects	352	9.7%
Highway twinning, widening, expansion	151	4.2%
Bridge construction projects	121	3.4%
Edmonton/Calgary Ring Roads	73	2.0%
Highway 3 twinning (Taber to Burdett)	65	1.8%
Major maintenance	45	1.2%
P3 Ring Road Maintenance	39	1.1%
Multiple engineering projects	29	0.8%
Highway twinning south of Grande Prairie	24	0.7%
Slide repairs	21	0.6%
Highway 16A and RR20 intersection	20	0.6%
Highway 11 twinning (Red Deer to Rocky Mountain House)	17	0.5%
Highway 40 grade widening (Grande Cache to Hinton)	15	0.4%
Highway 201 Bow River Bridge on SE Stony Trail	14	0.4%
Other projects	131	3.6%
	\$1,116	30.9%
Total	\$3,609	100.0%

¹ \$425 million is an estimate based on news releases indicating that funding from the Government of Canada and Government of Alberta were about evenly split for each Calgary and Edmonton LRT project.



Board Meeting
REDI Northwest Alberta
ONLINE – Zoom Video Conference
APPROVED MINUTES
March 27, 2024
6:00 pm REDI Meeting

MEETING MINUTES

REDI Board Members Present

Lisa Wardley, Chair, Mackenzie County
Boyd Langford, Vice Chair, Town of High Level
Julie Melville, Secretary/Treasurer, Town of Rainbow Lake
Crystal McAteer, Town of High Level
Larry Neufeld, La Crete Chamber of Commerce
Mike Osborn, Community Futures Northwest Alberta

REDI Board Members Absent

Don Werner, Town of Rainbow Lake
Chester Omoth, Paddle Prairie Metis Settlement
Ryan Matthew Luengo, High Level Chamber of Commerce
Josh Knelsen, Mackenzie County
Ray Towes, Fort Vermilion Board of Trade
Jasmine Light, Northern Lakes College

Staff & Guests

Andrew O'Rourke, REDI Manager
Darren Haarsma, Serecon

1. CALL TO ORDER

The Chair called the meeting to order and declared quorum at 6:02 pm.

2. REVIEW & ADOPTION OF THE AGENDA

Motion: **Moved by Crystal McAteer**

That the agenda be accepted as amended to include 7. Old Business, iii. AGM date.

Carried

3. MINUTES OF THE JANUARY 19, 2024, MEETING.

Motion: **Moved by Boyd Langford**

The Minutes of the January 19, 2024, REDI Meeting be accepted as presented.

Carried

4. YEAR TO DATE FINANCIAL REPORT FEBRUARY 29, 2024

Motion: **Moved by Julie Melville**

That the month ending February 29, 2024, financial report be accepted as presented.

Carried

5. DELEGATION - Darren Haarsma – Serecon

Serecon is undertaking the feasibility study for REDI and Echo Mountain Ventures Inc. Serecon is an Alberta-based firm of twenty staff, originally started in the Peace region. They have three business lines: 1. Valuation & Appraisals 2. Farm Asset Management 3. Management Consulting. The Feasibility study will include developing a market analysis, operations plan, and financial overview: the final report will consist of a detailed sensitivity analysis of the targeted variables and strategic recommendations. Previous projects Serecon has recently completed include Alberta Chicken Producers, Cattle Ranch Business Plan and Westlock Seed Cleaning Co-op Plant Expansion Plan. The feasibility study is scheduled to be completed in May of this year.

6. NEW BUSINESS

i. REDA Funding 2024-2027

The three-year 2024-2027 grant agreement was signed recently. This represents a change in the direction of the funding model, where the Alberta Government will provide operational funding to REDI on a decreasing year-over-year ratio. REDI must also use a percentage of the JET funds yearly towards project work. REDI hosted a special board meeting on February 16, which included a motion from Justin Gaudet to proceed and accept the terms of the grant agreement.

Alberta Municipalities and RMA have both since passed motions to lobby the Alberta Government for long-term funding for the REDAs. The REDI Manager will undertake some background research on increasing membership revenue before the next meeting.

Motion:

Moved by Boyd Langford

That REDI accepts the motion made by Justin Gaudet during a special board meeting on February 16, 2024, to accept the REDA operational funding grant for 2024-2027 and authorize the chair to sign the agreement.

CARRIED

ii. REDA Strategic Planning

Each REDA is requesting separate board approval to participate in a REDA province-wide strategic planning process within the next 12 months.

Motion:

Moved by Crystal McAteer

That REDI approved participation in a province-wide strategic planning process with the REDAs and authorized the Chair and Manager to attend in 2024/25 and include in the operational year projects with a budget range of \$3 - \$5k.

CARRIED

iii. NRED 2024-2025 Projects

The REDI manager presented a financial breakdown of NRED projects for 2024 and outlined how REDI would budget \$136,400 for projects over the course of the year. This included two Feasibility Studies, Renewable Energy Business Cases, Videos, and the REDI Made Business Showcase Event. An update was provided that included the recent signing of contracts with Journey Wiebe for video production, The REDI Made Business Showcase, which took place in

March, and the contracting of consultants Serecon to undertake a feasibility study for REDI and Echo Mountain Ventures Inc.

6:54 pm REDI Board Member Julie Melville exited the meeting.

iv. Clean Energy Business Cases and Sources

Introduction to the 2024 NRED Clean Energy project will explore new energy-conscious industries that would be attracted to the region and Rainbow Lake and analyze clean energy and heat potential sources elsewhere. The project is like our business case projects, which are underway for a second round. The future and how the transition to a clean energy source and how REDI would assist in attracting new industries that are ESG (Environmental, Social, and Governance) conscious. With the growing awareness of climate change and the need for sustainable development, companies are looking for ways to reduce their carbon footprint and promote social responsibility. By focusing on clean energy, heat, and other environmentally friendly practices, communities like Rainbow Lake can attract businesses committed to ESG principles.

Motion for Ratification:

Moved by Mike Osborn

REDI accepts the Ground Floor Labs lab proposal with the amendment to include six geothermal business cases and authorizes the REDI Chair to sign the contract.

CARRIED

v. NRED – Feasibility Study - Freeze Drying Business

The feasibility study would include, but not be limited to, an Integrated Financial and Operational Model, Financial Analysis, Operational Analysis, Market Analysis, and Sensitivity Analysis. Due to the sensitivity of this feasibility report, it will only be made available to REDI board members, with an overall Northwest Alberta market deliverable made available to the public.

vi. REDI MADE Business Showcase (March 12-14) Report

The REDI manager presented a six-page report with a breakdown of the business showcase highlights and expenses. The business showcase event was a great success, attracting more than 110 attendees from various business sectors in the region. The event featured nine keynote speakers, panel discussions, and networking sessions. The event also fostered collaboration and connections among the participants, creating new opportunities for partnerships and referrals. Our sponsors, mainly our REDI members, made the event possible. The feedback from the attendees was overwhelmingly positive, indicating a high level of satisfaction and interest in future events. Having the students from High Level High School was also a unique last-minute success, with active participation by students.

Motion for Ratification:

Moved by Mike Osborn

That REDI accepts the Business Showcase event report and will cover the additional expense of \$8,600 for hosting the event.

Carried

vii. REDI GIC Maturity

Motion for Ratification:

Moved by Mike Osborn

The REDI manager brings alternative and comparable GIC rates for at least two years from other financial institutions, with the REDI executive given the authority to make an investment decision before the next meeting.

Carried

viii. MoveUp Magazine

Motion for Ratification:

Moved by Larry Neufeld

That the topic for the May issue of MoveUp magazine be Community Futures Northwest Alberta, with an increased cost to \$3,400 per issue moving forward.

Carried

7. OLD BUSINESS

i. NRED – Business Case Review

Three new business cases—fence posts, oat processing, and pet food — have been submitted to the REDI Manager. Edits will be undertaken before the board reviews them at the next REDI meeting. The business cases need to be directed more toward Northwest Alberta, including our market and the available resources.

ii. Yolo Nomads – Discover the Mackenzie Fortier

The Yolo Nomads have created a relocation package for our region that includes details of each community. The REDI manager will revise the documents and replace stock images with photos from our region to make more genuine and authentic.

8. ADDITIONAL INFORMATION

- i. CRAA – Feb 15 & March 15 Updates – REDI now receives monthly communication.
- ii. Upper Hay Regional Forest Advisory Committee

9. ROUND TABLE

Crystal McAteer – The former site of Shell, Flying J, will be converted into a McDonald's restaurant. There is also a planned Marriot hotel on a site next to Canadian Tire. The town of High Level received an NRED grant for community way signage.

Mike Osborn—CFNWA has met minimum performance standards for this past year. The High Level Chamber is still struggling but optimistic and pushing forward. The chamber is hosting a meet-and-greet on April 13.

Larry Neufeld – Larry and John Thurston had a table for the Forest Capital of Canada at the school careers day to inform and educate students on potential jobs in the forest industry. The Trade show is sold out with local booths, with a dozen on the waiting list of out-of-town businesses wanting tables. At the end of April 2025, the La Crete chamber will create a separate tradeshow for agriculture only, containing larger booths.

Lisa Wardley – There will be an April 5th meeting with the REDA chairs and RMA.

Motion for Ratification:

Moved by Mike Osborn

The REDI will change the date for our AGM to May 15, in person, at the Town of High Level Council Chambers.

Carried

10. ADJOURNMENT & NEXT MEETING

The next REDI meeting and AGM will take place on May 15, 2024, at 6:00 p.m. at the High Level Council Chamber

Motion:

Moved by Boyd Langford

That the REDI meeting be adjourned at 7:57 p.m.

Carried

Lisa Wardley, Chair

REDI Manager

Public Advisory Committee Meeting Minutes

Tuesday, March 19th, 2024
5:00 pm Town of High Level Council Chambers,
5:30 pm, Microsoft Teams virtual meeting

PRESENT:

Boyd Langford (Town of High Level)	Mark Kelland (Dene Tha First Nation)
David Asher (Northern Lights Forest Education Society)	Pat Cool (West Fraser)
John Thurston (Northern Lights Forest Education Society/Hungry Bend Sandhills Wilderness Society)	Paul Hewitt (West Fraser)
Jon Goertzen (Crestview Sawmills, Evergreen Lumber)	Samantha Davis (Alberta Wildfire)
Yuhei Takai (ITOCHU International Inc.)	Scott Miller (West Fraser)
Melanie Plantinga (Public Advisory Committee Coordinator)	Stephanie Grocholski (GOA)
	Terry Jessiman (Alberta Wildfire)
	Wade Cable (Tolko Industries)
	Walter Tindall (Watt Mnt Wanderers)

VIRTUAL ATTENDEES:

Eric Jorgensen (Member of the Public)
Erik Peterson (Silvacom)
Fred Radersma (West Fraser)
Jordan Maskell (Echo-Pioneer)
Steven Peters (Evergreen Lumber)
Terry Batt (Alberta Trappers Association)
Trevor Lafreniere (Tolko Industries)

1. **WELCOME**

- a. Traditional Territory acknowledgement.
- b. Introductions

2. **CONCERNS AND RESPONSE TABLE REVIEW**

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

I-60 - Someone noticed piles of wood in the 2019 Chuckegg Creek burn south of High Level. Is there some sort of salvage operation happening there?

The FRIAA project is being managed by: Ben Secker, Daniel Chicoigne, Andy Shandro. There is a similar project happening near Steen River. These projects have gone through the consultation process.

3. **PRESENTATIONS**

Presentation is available at:
<https://highlevelwoodlands.com/public-engagement/>

Spring Wildfire Update 2024 – Terry Jessiman, Samantha Davis

When firefighters from other countries come to Alberta to fight fires do they have to be trained? For firefighters to be “exported” to other countries they need to meet international standards, so they do not need to be trained upon arrival.

Member of the public has observed little to no FireSmart work on the north and west side of Hutch Lake. Wildfire works with multiple communities, with multiple projects and budgets that vary year to year. Threat assessments are done to guide where the most dangerous places are before deciding where to recommend FireSmart treatments. Recommendations are given to the communities, and they decide where to focus work. There are different sources of funding and applications are ongoing to access that funding.

With the dry conditions being discussed it must be a real challenge to access water to fight the fire throughout the winter. Are you having

to haul water a great distance? Yes, getting water has been a huge challenge.

There have been some increases to staff and resources this year from last year. A 20-person unit crew is expected to be deployed in the area. There will be three Incident Management Team (IMT) crews instead of two from last year. When a wildfire response crew gets to a certain size the IMT helps organize efforts. There are increased aircraft contracts. Last year they piloted the use of a night visibility capable helicopter. The night operations were fantastic for crew transportation, nighttime monitoring, and bucketing. This year they will have three. Water delivery contracts are in place, including a high-volume long-distance pump. Program is starting early than in the past with camps and airtankers bases opening soon.

Is it possible to get local (perhaps First Nation people) involved in the IMT's to help IMT's unfamiliar with our conditions to understand how fire burns up here? The fuels here are different than elsewhere. It is preferred to have locals advise IMT, last year there were too few. There has been direction given to have First Nation liaison(s) to work with wildfire going forward. Provincially they are looking to have several First Nations field liaison people, based in communities so stay tuned for that.

Discussion about aerial ignition when fighting fire. Member of the public shares that they believe that aerial ignition is being overused and causes more country to be burned than is necessary. Wildfire has been challenged about the use of aerial ignition by the public and forest industry. It is a tool that Wildfire uses when needed which has proved very effective. It is used strategically in conjunction with area personnel who are familiar with the region. Is the area of forest burned by aerial ignition tracked? Yes, though that information is not readily available.

We have been seeing large intense fires on the landbase, do you think the current models do a good job predicting fire behavior? In regular circumstances the system does a good job. When a certain drought condition is reached it cannot calculate anymore. GOA is aware of the limitations and work is being done to improve the predictions. Scientists are collecting data to help adapt the system. Do you think we will see

changes soon? There will be changes coming, but don't see a formal overhaul this season.

With the conditions reported should we expect to see fire bans being implemented soon? There are areas down south which have restrictions on last week. There is an advisory in the region now and they are tracking conditions carefully.

Tolko lost the wood in two of the processing yards in the past few years, are steps being taken to protect the other yards? As part of the Forest Management Plan steps may be taken to remove fuels near the yards. Tolko is storing wood in the middle of the yards, looking at doing FireSmart work, mapping water sources and continuing to work with the experts from Wildfire. The forest industry is stepping up and having staff take "dozer boss" training so that there are more people available to oversee equipment if needed. Historically the company has managed the delivery of timber from the processing yards to be fed directly into the mill. This year they intend to deliver earlier than before and get the timber out of the yards where it may be at greater risk. Has the mill been upgraded to handle this excess of salvage? The only upgrade Tolko is considering is to the debarker. How is the burnt wood going through the mill? Good, wood from the later fires does not show a lot of damage from cracking yet. There has been feedback from customers about holes in product from bug activity, but it still meets the standards for economy grade lumber.

Information about wildfire is available through several sources. There is a wildfire app which can be downloaded which has much information. Is this app advertised so that visitors to the area are aware of it? It is advertised in papers, on social media, and is easy to find in app stores.

Does Wildfire have plans to notify trappers when their cabins are in danger from fire? As soon as they are able, they inform trappers. Wildfire does find cabins on a regular basis which they were unaware of. Is there a system which can automatically notify trappers? Not at this point, the liaison makes the calls when they are able. Trapline holder contact information is not always up to date. Can trapline holders reach out to

Wildfire and provide contact information and cabin locations? That information can be entered into the computer and accessed when needed.

F11 Resource Management Area Strategy

Presentation is available at:

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

Has the Beaver First Nation been consulted about the wagon trail in the area discussed in the presentation? Yes, it has come up in discussions with them as an area of interest.

Is it possible to have the public involved in discussions about actual activities? Perhaps meeting with company representatives on the ground in question? Build partnerships so that the outcomes are satisfactory for all participants. Yes, when plans are being operationalized consultation with the PAC and special interest groups is important. When would the companies want to go to work in the area? Not necessarily in the next year, but probably within the next plan period. Those would have to be operational discussions, probably with Jon Goertzen who may do the planning in that area for Crestview/Evergreen. The member of the public would like to see discussion happen with all interested parties together and not separate consultation with BFN and members of the public.

Before this strategy is implemented it must be reviewed and approved by the government. It will be submitted as part of the Forest Management Plan at the end of the year and reviewed along with the rest of the plan.

I-54 – How were the wolverine dens on map identified?

Presentation is available at:

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

Presentation for different animal dens, nests, mineral licks and the buffers that they receive based on the Operating Ground Rules.

Are the buffers created around dens, raptors nests or mineral licks circular? Usually, the high value site is GPSed as a point surrounded by a 100m buffer. Occasionally plans or operations are updated to leave the area

buffered with in required retention patches within cutblocks this may leave more irregular shapes on the landscape and additional protection to the site. The companies would appreciate any information from trappers or other people on the landscape about sites which should be protected.

When you are searching the area is it on foot or quad? Do you search for signs of these types of things? Doing layout or assessing a cutblock you often follow game trails for ease of movement. While doing that you often stumble over sites. Are those game trails preserved/avoided when harvesting? These trails are often alongside water courses and fall within the buffer zones along the streams. The retention patches required in the operating ground rules also provide wildlife covers and possible protection of trails.

What are the buffer protections on water courses? Small permanent (50cm to 5m channel width) have 30m buffers on each side. Anything greater than 5m wide has a buffer of 60m on each side. Commitments made in the last Forest Management Plan had 100 m on each side of watercourses which were identified as needing larger buffers and 300 m on each side of the Peace River. Didn't buffers need to be larger in the past? One of the foresters in the room recalls that they have changed little in the past 20 years he has been in the industry and increased in the last 10 years. One member has seen areas where harvest went right to the edge of water courses. In the past the companies were allowed to request variances if the change was seen to more closely mimic fire behavior on the landscape. In the last 7 or 8 years no variances have been allowed. Buffer requirements do change.

4. **ROUND TABLE**

Presentation is available at:

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

The Northern Lights Forest Education Society expresses appreciation to the forest industry for their support of the upcoming Forestry Expo event.

Last fall the Watt Mountain Wanderers received an award from the Alberta Snowmobile Association. The ASA Excellence Award for Outstanding Snowmobile Club in the Mighty Peace Zone. Congratulations to the Watt

Mountain Wanderers! How many trails does the club maintain? Large loop is 125km, when the line to Machesis Lake and the Peace River is groomed it takes approximately 18 hours there and back. Walter takes about 4 days to groom the area around Hutch Lake.

Remember that the Mackenzie Region is the Forest Capital of Canada 2024! Follow us on social media and use #FCC2024 and #Forestcapitalofcanada on posts.

5. **NEXT MEETING – May 21st, 2024, Town of High Level Room 110**





April 30, 2024

To Whom it May Concern,

I would like to welcome Abe Klassen as the new Chief Executive Officer of La Crete Sawmills Ltd., effective immediately.

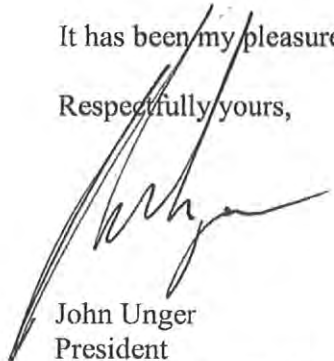
I am stepping back from daily involvement and finally testing the retirement waters! It has been my pleasure and privilege to have been in the Sawmill industry for the last 35 years as a fledgling company that has grown into a successful and viable business. I've learned so much, seen many changes, rolled with the punches of the markets and in turn been blessed with countless colleagues, customers and competitors I call friends to this day. Our employees have been faithful & dedicated to carry out the La Crete Sawmills vision over the years for which I am humbly grateful.

I trust Abe will be treated with confidence and respect as he leads La Crete Sawmills Ltd. into the next chapter of quality products and commitment of service to our loyal customers. Abe has proven to be an asset to La Crete Sawmills for the past couple of years overseeing Special Projects. He brings a wealth of business knowledge and experience and is always willing to learn and tackle any subject.

Abe can be reached through the direct telephone line at La Crete Sawmills, 780-928-2292, by email at abek@lacretesawmills.com or by mobile at 780-512-9215.

It has been my pleasure to serve and do business and it's time to step back.

Respectfully yours,



John Unger
President
La Crete Sawmills Ltd.

Box 1090, 15121 TWP RD 1055, La Crete, AB T0H 2H0
Toll Free: 1-888-928-2298 Office: 780-928-2292 Fax: 780-928-2288
office@lacretesawmills.com

Take “thank you” to another level.

Volunteers change lives.

If you know someone who selflessly gives to a non-profit or charity, nominate them for a Stars of Alberta Volunteer Award.

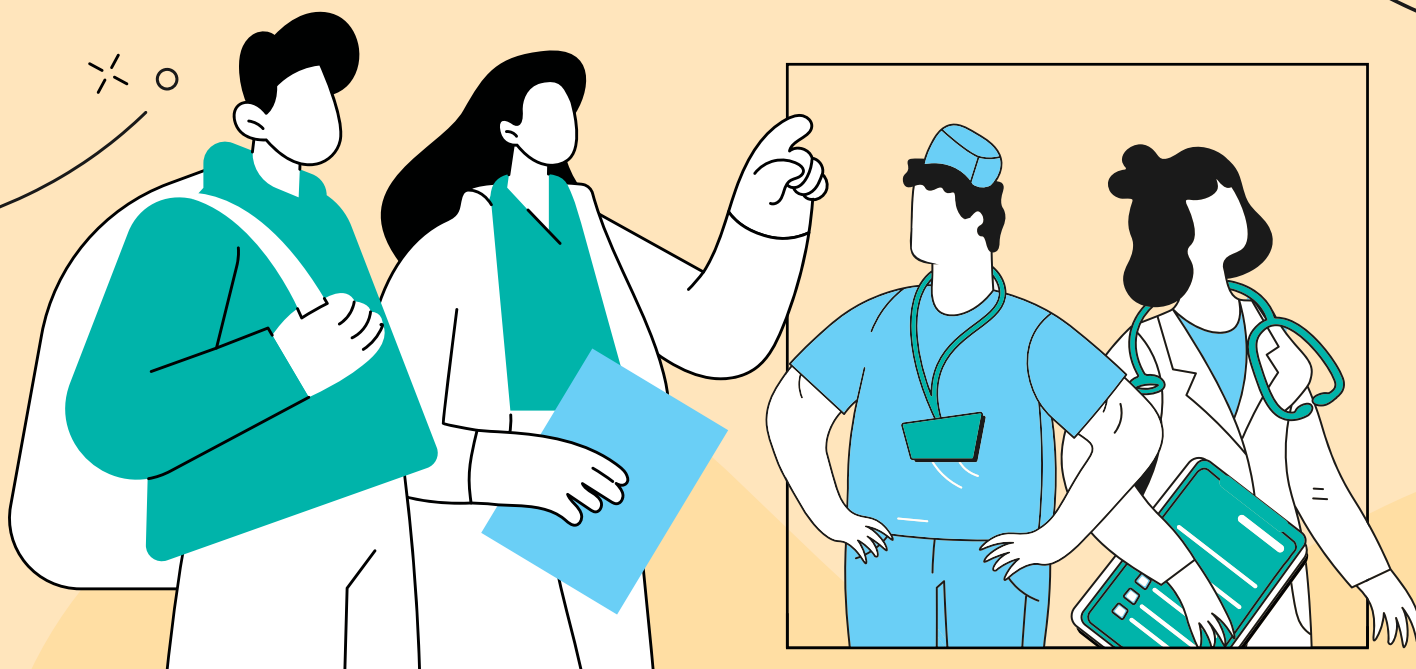
Categories: Youth, Adult, Senior, Breaking Barriers

Deadline for nominations: June 30, 2024

[Alberta.ca/stars-awards](https://alberta.ca/stars-awards)

Alberta

LET'S GO RURAL!



How Do I Get There?

TRANSITION FROM POST-SECONDARY TO PRACTICE

**Open to
high school
students
(grade 9-12)
in rural Alberta
interested in
Nursing.**

**WEDNESDAY, MAY 29
6:00 – 8:00 PM**

Join us to learn more about a career in rural nursing after high school. In this session, discover how to transition to practice after your post-secondary nursing graduation. Hear firsthand experiences that will inspire you to take the next step towards your dream career.

Click here to register.



RhPAP.ca | info@rhpap.ca

This free interactive Zoom session is available only to rural Alberta high school students
*Financial contribution for RhPAP has been provided through Alberta Health

Louise Flooren

Subject: FW: Northern Alberta Development Bursary Program

From: Bursaries NAD <BursariesNAD@gov.ab.ca>

Sent: May 7, 2024 11:26 AM

To: Office <office@mackenziecounty.com>

Subject: Northern Alberta Development Bursary Program

Mackenzie County
Chief Administrative Officer

The Northern Alberta Development Council (NADC) Bursary program is celebrating 50 years of assisting Alberta students achieve their post secondary education goals!

To mark this amazing milestone, we are delighted to announce the rebranding of the NADC Bursary to Northern Alberta Development Bursary (NADB) program.

Check out our new website and add our new email address to your contact list.

Email: BursariesNAD@gov.ab.ca

Website: [Northern Alberta Development Bursary Program | Alberta.ca](https://www.nadb.ab.ca)

Please contact us if you would like more information on our bursaries or to request a virtual or in-person presentation.

Sincerely,

Program Administrators
NADB Program
Jobs, Economy and Trade
Ph: 780-624-6545

From: [Alberta News](#)
To: [Louise Flooren](#)
Subject: News Release: Building active spaces and brighter futures
Date: May 3, 2024 11:37:23 AM

Building active spaces and brighter futures

May 03, 2024 [Media inquiries](#)

Alberta's government is investing \$30 million in new funding for sport and recreation facilities that inspire, connect and enrich the lives of Albertans.

Sport and recreation facilities are the heart of many Alberta communities. They serve as places for people of all ages to gather, build connections and enjoy being active together. Alberta's communities need effective, up-to-date sport and recreation infrastructure to remain healthy, vibrant and actively engaged in the sports they love.

Alberta's government recognizes the invaluable role that sport and recreational facilities play in fostering community well-being and promoting an active lifestyle, which is why Budget 2024 is directing \$30 million through the new Active Communities Initiative to support recreational facilities in every corner of our province.

"Across Alberta, the local skating rinks, indoor soccer fields and rec centres are the hubs of their communities. They are gathering places where people of all ages and backgrounds can build social bonds, create a sense of belonging and enjoy the benefits of being active. Through the Active Communities Initiative, we're building healthier families and more resilient communities by helping to create and improve spaces so that more Albertans can be more active more often."

Joseph Schow, Minister of Tourism and Sport

"It's incredibly important for Albertans to have access to affordable sport and recreation opportunities. I'm proud Alberta's government is making this a reality by supporting our communities through the Active Communities Initiative."

Nathan Neudorf, Minister of Affordability and Utilities, MLA for Lethbridge-East

The Active Communities Initiative is open to eligible community groups, non-profit organizations and societies, and First Nations and Metis Settlements that wish to build or enhance spaces that support sport and recreation in their communities. The grant is intended for small and mid-sized projects, including indoor and outdoor skating rinks, community pools, indoor turf centres, pickle ball courts, and other sport and recreational facilities.

"By creating the Active Communities Initiative, the Government of Alberta is showing it understands the importance of investment in sport, physical activity and recreation for the health and well-being of our communities. The infrastructure this program will support ensures there's space so more Albertans can participate in the sport they love."

Mary Moran, chair, Alberta Sport Leadership Association

The Active Communities Initiative is a fund-matching program and has two streams for prospective projects:

- Stream 1 funds projects from a minimum of \$100,000 to a maximum of \$500,000.
- Stream 2 funds projects from a minimum of \$500,001 to a maximum of \$1,500,000.

Larger-scale sport and recreation infrastructure projects will continue to be funded through the Capital Plan.

"Physical activity and involvement in sport improves the physical, social and emotional well-being of all those who participate. The impact of the Active Communities Initiative on communities like Lethbridge should not be understated – it'll help ensure there are spaces for folks to come together and be active, creating happier, healthier communities across Alberta."

Susan Eymann, executive director, Lethbridge Sport Council

The Active Communities Initiative is the first grant program focused exclusively on funding sport and recreation infrastructure in Alberta. Beginning May 2024, eligible organizations can submit an expression of interest before submitting a more detailed package during the second round of applications.

“The Lethbridge Soccer Association and the Servus Sport Centre are grateful for the Government of Alberta’s support of sport and recreation. The Active Community Initiative will help keep sport and recreation spaces like ours functional, safe and up-to-date so that more and more users can benefit from our facilities.”

Steve Dundas, executive director, Lethbridge Soccer Association

Related information

- [Active Communities Initiative](#)

Multimedia

- [Watch the news conference](#)

Media inquiries

[Amber Edgerton](#)

780-222-6113
Press Secretary, Tourism and Sport

[View this announcement online](#)
[Government of Alberta newsroom](#)
[Contact government](#)
[Unsubscribe](#)
