





MACKENZIE COUNTY

REGULAR COUNCIL MEETING

JUNE 11, 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**

**Tuesday, June 11, 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 22, 2024 Regular Council Meeting	7
		b) Minutes of the May 28, 2024 Special Council Meeting	23
		b) Business Arising out of the Minutes	
		c)	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) <i>Zama Land (FOIP Sections 23, 24, 25, and 27)</i>	
		b) <i>CAO Report (FOIP Sections 23, 24, 25 and 27)</i>	
		c) <i>Organizational Chart (FOIP Sections 23, 24 and 27)</i>	
		d) <i>Financial – Contract Review (FOIP Sections 25)</i>	
		e) <i>Insurance (FOIP Sections 16, and 17)</i>	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
	5.	a) None	
		b)	
PUBLIC HEARINGS:		Public Hearings are scheduled for 1:00 p.m.	

	6.	a)	Bylaw 1340-24 Partial Road Closure of a portion of the road located within 106 Street and 99 Avenue	31
DELEGATIONS:	7.	a)	Municipal Census Update – Diane Chaisson, Census Coordinator - 1:15 p.m.	41
		b)		
		c)		
GENERAL REPORTS:	8.	a)	None	
		b)		
		c)		
AGRICULTURE SERVICES:	9.	a)	Agricultural Fieldman – Delegation of Authority	53
		b)		
COMMUNITY SERVICES:	10.	a)	La Crete Recreation Society – Emergent Funds Request	55
		b)		
		c)		
FINANCE:	11.	a)	Request to Write-Off / Remove Taxes & Penalties Tax Roll 075417	57
		b)	Disaster Recovery Program – 2023 Northwest Territories Wildfire Evacuee Support Claim	63
		c)	Amend Policy FIN025 Purchasing Authority Directive and Tendering Process	69
		d)	Amend Policy PW018 Hiring of Private Equipment	81
		e)	Councillor Expense Claims	85
		f)	Member at Large Expense Claims	87
		g)		
		h)		

PROJECTS & INFRASTRUCTURE:	12.	a)	None	
		b)		
OPERATIONS:	13.	a)	New Policy PW044 Road Maintenance, Repair and Snow Clearing and Removal	89
		b)	Budget Amendment - TWP RD 105-5 (Sawmills Road) Rebuild	95
		c)		
UTILITIES:	14.	a)	Bylaw 1339-24 La Crete East Waterline Off-Site Levy Bylaw	99
		b)		
PLANNING & DEVELOPMENT:	15.	a)	Bylaw 1341-24 to Repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for an Access Request	107
		b)	Bylaw 1342-24 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential 3 "RCR3"	119
		c)		
		d)		
ADMINISTRATION:	16.	a)	None	
		b)		
		c)		
COMMITTEE OF THE WHOLE ITEMS:	17.	a)	Business Arising out of Committee of the Whole	
		b)		
COUNCIL COMMITTEE REPORTS:	18.	a)	Council Committee Reports (verbal)	
		b)	Municipal Planning Commission Meeting Minutes	131
		c)		
		d)		

- | | | | | |
|--|-----|----|--|-----|
| INFORMATION /
CORRESPONDENCE: | 19. | a) | Information/Correspondence | 201 |
| NOTICE OF MOTION: | 20. | a) | | |
| NEXT MEETING
DATES: | 21. | a) | Committee of the Whole Meeting
June 25, 2024
10:00 a.m.
Fort Vermilion Council Chambers | |
| | | b) | Regular Council Meeting
June 26, 2024
10:00 a.m.
Fort Vermilion Council Chambers | |
| ADJOURNMENT: | 22. | a) | Adjournment | |



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Minutes of the May 22, 2024 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the May 22, 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 22, 2024 Regular Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

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

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

- PRESENT:**
- | | |
|------------------|---|
| Josh Knelsen | Reeve |
| Walter Sarapuk | Deputy Reeve (left the meeting at 12:55 p.m.) |
| Peter F. Braun | Councillor |
| Cameron Cardinal | Councillor (left the meeting at 11:00 a.m. and returned to the meeting at 11:06 a.m.) |
| David Driedger | Councillor |
| Ernest Peters | Councillor |
| Garrell Smith | Councillor (left the meeting at 12:40 p.m.) |
| Lisa Wardley | Councillor (virtual) |
| Dale Wiebe | Councillor (virtual, left the meeting at 1:47 p.m.) |
- REGRETS:**
- | | |
|---------------|------------|
| Eileen Morris | Councillor |
|---------------|------------|
- 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:**
- | | |
|-------------------------|---|
| Rob Barone | Alberta Health Services |
| Staff Sgt. Kevin Wright | Royal Canadian Mounted Police
Detachment Commander |

Minutes of the Regular Council Meeting for Mackenzie County held on May 22, 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 24-05-395

MOVED by Councillor Braun

That the agenda be adopted with the following additions:

- 10. b) Wellness Centre
- 11. h) Minimum Tax
- 12. b) Re-gravelling

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) Minutes of the May 7, 2024 Regular Council Meeting

MOTION 24-05-396

MOVED by Councillor Smith

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

CARRIED

CLOSED MEETING:

4. Closed Meeting

MOTION 24-05-397

MOVED by Deputy Reeve Sarapuk

That Council move into a closed meeting at 10:02 a.m. to discuss the following:

- 4.a) 2024 Bursary Application (*FOIP Section 17*)
- 4.b) Development Permits in the Fort Vermilion Flood Plain (*FOIP Sections 23, 24, 25 and 27*)
- 4.c) Legal (*FOIP Sections 23, 24, 25 and 27*)

CARRIED

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

- All Councillors Present excluding Councillor Morris
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & 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

Don Roberts, Director of Community Services, Andy Banman, Director of Operations, John Zacharias, Director of Utilities, Willie Schmidt, Fleet Maintenance Manager left the meeting at 10:41 a.m.

Councillor Cardinal left the meeting at 11:00 a.m. and returned to the meeting at 11:06 a.m.

MOTION 24-05-398 **MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 11:14 a.m.

CARRIED

CLOSED MEETING: **4. a) 2024 Bursary Applications**

MOTION 24-05-399 **MOVED** by Councillor Driedger

That Council awards 16 bursary recipients as presented for the total amount of \$19,000.

CARRIED

MOTION 24-05-400 **MOVED** by Councillor Braun

That administration re-advertise the bursary program with an extension date of June 30, 2024 and present any new applicants to Council for review and consideration.

CARRIED

CLOSED MEETING: **4. b) Development Permits in the Fort Vermilion Flood Plain**

MOTION 24-05-401 **MOVED** by Councillor Smith

That the Development Permits in the Fort Vermilion Flood Plain discussion be received for information.

CARRIED

CLOSED MEETING: 4. c) Legal

MOTION 24-05-402 MOVED by Deputy Reeve Sarapuk

That the Legal discussion be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 11:16 a.m. and reconvened the meeting at 11:28 a.m.

DELEGATIONS: 7. a) Alberta Health Services (AHS) – Emergency Medical Services (EMS)

Reeve Knelsen recessed the meeting at 12:23 p.m. and reconvened the meeting at 12:39 p.m.

DELEGATIONS: 7. b) Royal Canadian Mounted Police (RCMP)

Councillor Smith left the meeting at 12:40 p.m., Deputy Reeve Sarapuk left the meeting at 12:55 p.m.

TENDERS: 5. a) None

PUBLIC HEARINGS: 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”

Reeve Knelsen called the public hearing for Bylaw 1335-24 to order at 1:06 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1335-24 was properly advertised. Caitlin Smith, Director of Planning & Agriculture answered that the Bylaw was advertised in accordance with the Municipal Government Act.

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

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

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.

Reeve Knelsen asked if Council has any questions of the proposed Bylaw 1335-24 Land Use Bylaw Amendment. There were no questions.

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1335-24. There were no submissions.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1335-24. There was no one present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1335-24 at 1:07 p.m.

MOTION 24-05-403

MOVED by Councillor Braun

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.

CARRIED

MOTION 24-05-404 **MOVED** by Councillor Cardinal

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.

CARRIED

MOTION 24-05-405 **MOVED** by Councillor Driedger

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

CARRIED

MOTION 24-05-406 **MOVED** by Councillor Cardinal

That the RCMP discussion be received for information.

CARRIED

PLANNING & DEVELOPMENT: **15. a) Offer to Purchase – Plan 792 1881, Block 18, Lot 01 (Hamlet of La Crete)**

MOTION 24-05-407 **MOVED** by Councillor Peters

That administration proceed with the offer to purchase for Plan 792 1881, Block 18, Lot 01 as per policy.

CARRIED

PROJECTS & INFRASTRUCTURE: **12. b) Re-gravelling (ADDITION)**

MOTION 24-05-408 **MOVED** by Councillor Peters

That the Re-gravelling discussion be received for information.

CARRIED

OPERATIONS: 13. a) Budget Amendment Request - Zero Turn Mower Purchase

MOTION 24-05-409 **MOVED** by Councillor Wardley
Requires 2/3

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.

CARRIED

GENERAL REPORTS: 8. a) None

AGRICULTURE SERVICES: 9. a) None

COMMUNITY SERVICES: 10. a) Forest Resource Improvement Association of Alberta (FRIAA) Grant Funding – 2024 Budget Amendment

MOTION 24-05-410 **MOVED** by Councillor Wardley
Requires 2/3

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).

CARRIED

COMMUNITY SERVICES: 10. b) Wellness Centre (ADDITION)

MOTION 24-05-411 **MOVED** by Councillor Wardley
Requires Unanimous

That administration provide the Mackenzie Aquatic Society with a letter outlining the funding available from Mackenzie County to use for matching grant applications for the Wellness Centre.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 1:46 p.m., Councillor Wiebe left the meeting at 1:47 p.m. and Reeve Knelsen reconvened the meeting at 2:01 p.m.

FINANCE: 11. a) Request to Rescind Motion 24-04-306

MOTION 24-05-412 **MOVED** by Councillor Braun
Requires 2/3

That motion 24-04-306 be rescinded.

CARRIED

MOTION 24-05-413 **MOVED** by Councillor Braun
Requires 2/3

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.

CARRIED

CLOSED MEETING: 4. Closed Meeting

MOTION 24-05-414 **MOVED** by Councillor Driedger

That Council move into a closed meeting at 2:02 p.m. to discuss the following:

- 4.d) 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 excluding Deputy Reeve Sarapuk, Councillor Morris, Councillor Smith and Councillor Wiebe
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

MOTION 24-05-415 **MOVED** by Councillor Braun

That Council move out of a closed meeting at 2:35 p.m.

CARRIED

Reeve Knelsen recessed the meeting at 2:35 p.m. and reconvened the meeting at 2:48 p.m.

CLOSED MEETING: 4. d) CAO Report

MOTION 24-05-416 MOVED by Councillor Driedger

That the CAO Report be received for information.

CARRIED

FINANCE: 11. b) Brighter Futures & Fort Vermilion Support Services - Community Garden Donation Request

MOTION 24-05-417 MOVED by Councillor Braun

That Mackenzie County donate topsoil located behind the Fort Vermilion Recreation Complex and recommend Family and Community Support Services funding be utilized for seed purchases.

CARRIED

FINANCE: 11. c) Policy ADM054 Fuel Usage - Amendment

MOTION 24-05-418 MOVED by Councillor Wardley

That Policy ADM054 Fuel Usage be approved as presented.

CARRIED

FINANCE: 11. d) Policy FIN011 Accounts Receivable / Utility Collection - Amendment

MOTION 24-05-419 MOVED by Councillor Peters

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

CARRIED

FINANCE: 11. e) Financial Reports – January – April 2024

MOTION 24-05-420 MOVED by Councillor Wardley

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

CARRIED

FINANCE: 11. f) Councillor Expense Claims

MOTION 24-05-421 MOVED by Councillor Wardley

That the Councillor Expense Claim for April 2024 be amended as discussed.

CARRIED

FINANCE: 11. g) Members at Large Expense Claims

MOTION 24-05-422 MOVED by Councillor Cardinal

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

CARRIED

FINANCE: 11. h) Minimum Tax (ADDITION)

MOTION 24-05-423 MOVED by Councillor Cardinal
Requires Unanimous

That the Minimum Tax for grazing leases as per schedule "A" be amended to \$100.

CARRIED UNANIMOUSLY

MOTION 24-05-424 MOVED by Councillor Braun
Requires Unanimous

That the Minimum Tax for grazing leases as per schedule "B" be amended as discussed.

CARRIED UNANIMOUSLY

PROJECTS & INFRASTRUCTURE: 12. a) Hamlet of La Crete North Trunk Sanitary Sewer

MOTION 24-05-425 MOVED by Councillor Peters

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 and additional re-gravelling.

CARRIED

MOTION 24-05-426

MOVED by Councillor Braun

That Council review both the construction and lift station tenders for the La Crete North Sanitary project during the Special Council Meeting on May 28, 2024.

CARRIED

UTILITIES:

14. a) None

**PLANNING &
DEVELOPMENT:**

**15. b) Request from Heimstaed Senior's Lodge Addition –
Setback Variance and Partial Road Closure**

MOTION 24-05-427

MOVED by Councillor Driedger

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

CARRIED

MOTION 24-05-428

MOVED by Councillor Peters

That administration advertise for the partial Road Closure Bylaw.

CARRIED

**PLANNING &
DEVELOPMENT:**

**15. 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)**

MOTION 24-05-429

MOVED by Councillor Braun

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.

CARRIED

MOTION 24-05-430 **MOVED** by Councillor Wardley

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.

CARRIED

MOTION 24-05-431 **MOVED** by Councillor Driedger
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.

CARRIED UNANIMOUSLY

MOTION 24-05-432 **MOVED** by Councillor Cardinal

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.

CARRIED

ADMINISTRATION: **16. a) La Crete Agricultural Society Request for Canada Day Funds**

MOTION 24-05-433 **MOVED** by Councillor Braun
Requires 2/3

That Mackenzie County provide grant funding to the La Crete Agricultural Society Canada Day Event in the amount of \$1,000.

CARRIED

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

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

MOTION 24-05-434 **MOVED** by Councillor Driedger

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

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

18. b) Agricultural Service Board Meeting Minutes

MOTION 24-05-435

MOVED by Councillor Peters

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

CARRIED

**INFORMATION/
CORRESPONDENCE:**

19. a) Information/Correspondence

MOTION 24-05-436

MOVED by Councillor Cardinal

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

CARRIED

NOTICE OF MOTION:

20. a) None

**NEXT MEETING
DATES:**

21. a) Next Meeting Dates

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

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

ADJOURNMENT:

22. a) Adjournment

MOTION 24-05-437

MOVED by Councillor Braun

That the Council meeting be adjourned at 4:02 p.m.

CARRIED

These minutes will be presented for approval at the June 11, 2024 Regular Council Meeting.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Special Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Darrell Derksen, Chief Administrative Officer
Title:	Minutes of the May 28, 2024 Special Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the May 28, 2024 Special 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 28, 2024 Special Council Meeting be adopted as presented.

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

**MACKENZIE COUNTY
SPECIAL COUNCIL MEETING**

**Tuesday, May 28, 2024
10:30 a.m.**

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

PRESENT: Josh Knelsen Reeve
Peter F. Braun Councillor (virtual, left the meeting at 12:03
p.m.)
Cameron Cardinal Councillor (virtual)
David Driedger Councillor (virtual)
Ernest Peters Councillor
Lisa Wardley Councillor (virtual)
Dale Wiebe Councillor (virtual)

REGRETS: Walter Sarapuk Deputy Reeve
Eileen Morris Councillor
Garrell Smith Councillor

ADMINISTRATION: Darrell Derksen Chief Administrative Officer
Byron Peters Deputy Chief Administrative Officer /
Director of Projects and Infrastructure
Andy Banman Director of Operations
John Zacharias Director of Utilities
Louise Flooren Manager of Legislative & Support Services/
Recording Secretary

ALSO PRESENT: Members of the Public

Minutes of the Special Council Meeting for Mackenzie County held on May 28, 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 10:30 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 24-05-438 MOVED by Councillor Peters

That the agenda be approved as presented.

CARRIED

**ADOPTION OF
PREVIOUS MINUTES:**

3. a) None

TENDERS:

5. a) **North Trunk Sanitary Sewer Contract #2 – Lift Station**

MOTION 24-05-439

MOVED by Councillor Braun

That the North Sanitary Trunk Sewer Contract #2 Tenders – Envelope #1 be opened.

CARRIED

Bidder	Qualifying Documents
Green Acre Ventures Ltd.	All required documents included.
Northern Road Builders LP	All required documents included.

MOTION 24-05-440

MOVED by Councillor Peters

That the North Sanitary Trunk Sewer Contract #2 Tenders – Envelope #2 be opened for the qualified bidders.

CARRIED

MOTION 24-05-441

MOVED by Councillor Cardinal

That administration reviews the tenders and return for awarding later in the meeting.

CARRIED

OPERATIONS:

13. a) **Budget Amendment – Additional Re-gravelling**

MOTION 24-05-442
Requires 2/3

MOVED by Councillor Wiebe

That the 2024 Operating Budget be amended by \$850,000 for additional re-gravelling with funding coming from the Road Reserve.

CARRIED

Reeve Knelsen recessed the meeting at 10:44 a.m. and reconvened the meeting at 11:26 a.m.

MOTION 24-05-443
Requires 2/3

MOVED by Councillor Braun

That the 2024 Capital Budget be amended for the North Sanitary Trunk Sewer project in the amount of \$1,720,000 by debenture and that a borrowing bylaw be brought back to Council for a total project budget of \$11,900,000.

CARRIED

MOTION 24-05-444

MOVED by Councillor Peters

That the North Sanitary Trunk Sewer Contract #2 Lift Station contract be awarded to the proponent with the highest score on the matrix.

CARRIED

Evaluation Criteria	Points Available	Green Acre Ventures Ltd.	Northern Road Builders LP
Total	100	91	92

TENDERS:

5. b) Hamlet of La Crete North Trunk Sanitary Sewer - Awarding

That Reeve Knelsen recess the meeting at 12:03 p.m., Councillor Braun left the meeting at 12:03 p.m., Reeve Knelsen reconvened the meeting at 12:15 p.m.

CLOSED MEETING:

4. Closed Meeting

MOTION 24-05-445

MOVED by Councillor Peters

That Council move into a closed meeting at 12:16 p.m. to discuss the following:

- 4.a) Legal (*FOIP Sections 23, 24, 25 and 27*)

CARRIED

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

- All Councillors Present excluding Deputy Reeve Sarapuk, Councillor Braun, Councillor Smith and Councillor Morris
- Darrell Derksen, Chief Administrative Officer

- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure
- John Zacharias, Director of Utilities
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary

MOTION 24-05-446 **MOVED** by Councillor Wiebe

That Council move out of a closed meeting at 12:36 p.m.

CARRIED

MOTION 24-05-447 **MOVED** by Councillor Peters

That the Hamlet of La Crete North Trunk Sanitary Sewer be awarded to Northern Road Builders LP.

CARRIED

CLOSED MEETING: **4. Closed Meeting**

MOTION 24-05-448 **MOVED** by Councillor Peters

That Council move into a closed meeting at 12:39 p.m. to discuss the following:

- 4.a) Legal (*FOIP Sections 23, 24, 25 and 27*)

CARRIED

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

- All Councillors Present excluding Deputy Reeve Sarapuk, Councillor Braun, Councillor Smith and Councillor Morris
- Darrell Derksen, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer / Director of Projects & Infrastructure

Byron Peters, Deputy Chief Administrative Officer/Director of Projects & Infrastructure left the meeting at 12:43 p.m.

MOTION 24-05-449 **MOVED** by Councillor Wardley

That Council move out of a closed meeting at 12:59 p.m.

CARRIED

MOTION 24-05-450

MOVED by Councillor Cardinal

That the legal discussion be received for information.

CARRIED

PUBLIC HEARINGS: 6. a) None

DELEGATIONS: 7. a) None

GENERAL REPORTS: 8. a) None

AGRICULTURE SERVICES: 9. a) None

COMMUNITY SERVICES: 10. a) None

FINANCE: 11. a) None

PROJECTS & INFRASTRUCTURE: 12. a) None

UTILITIES: 14. a) None

PLANNING & DEVELOPMENT: 15. a) None

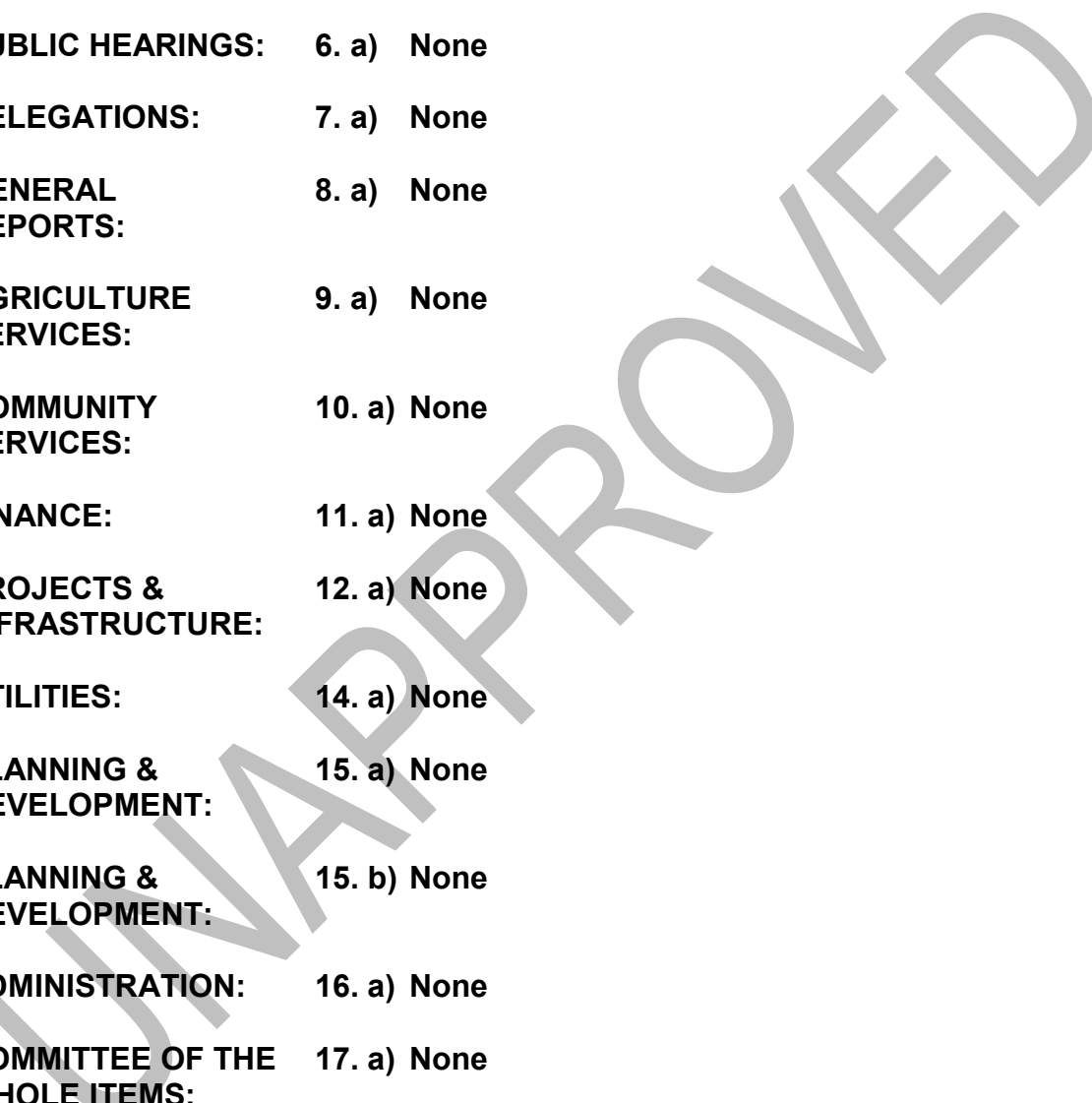
PLANNING & DEVELOPMENT: 15. b) None

ADMINISTRATION: 16. a) None

COMMITTEE OF THE WHOLE ITEMS: 17. a) None

COUNCIL COMMITTEE REPORTS: 18. a) None

INFORMATION/ CORRESPONDENCE: 19. a) None



NOTICE OF MOTION: 20. a) None

NEXT MEETING DATES: 21. a) Next Meeting Dates

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

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

ADJOURNMENT: 22. a) Adjournment

MOTION 24-05-451 MOVED by Councillor Driedger

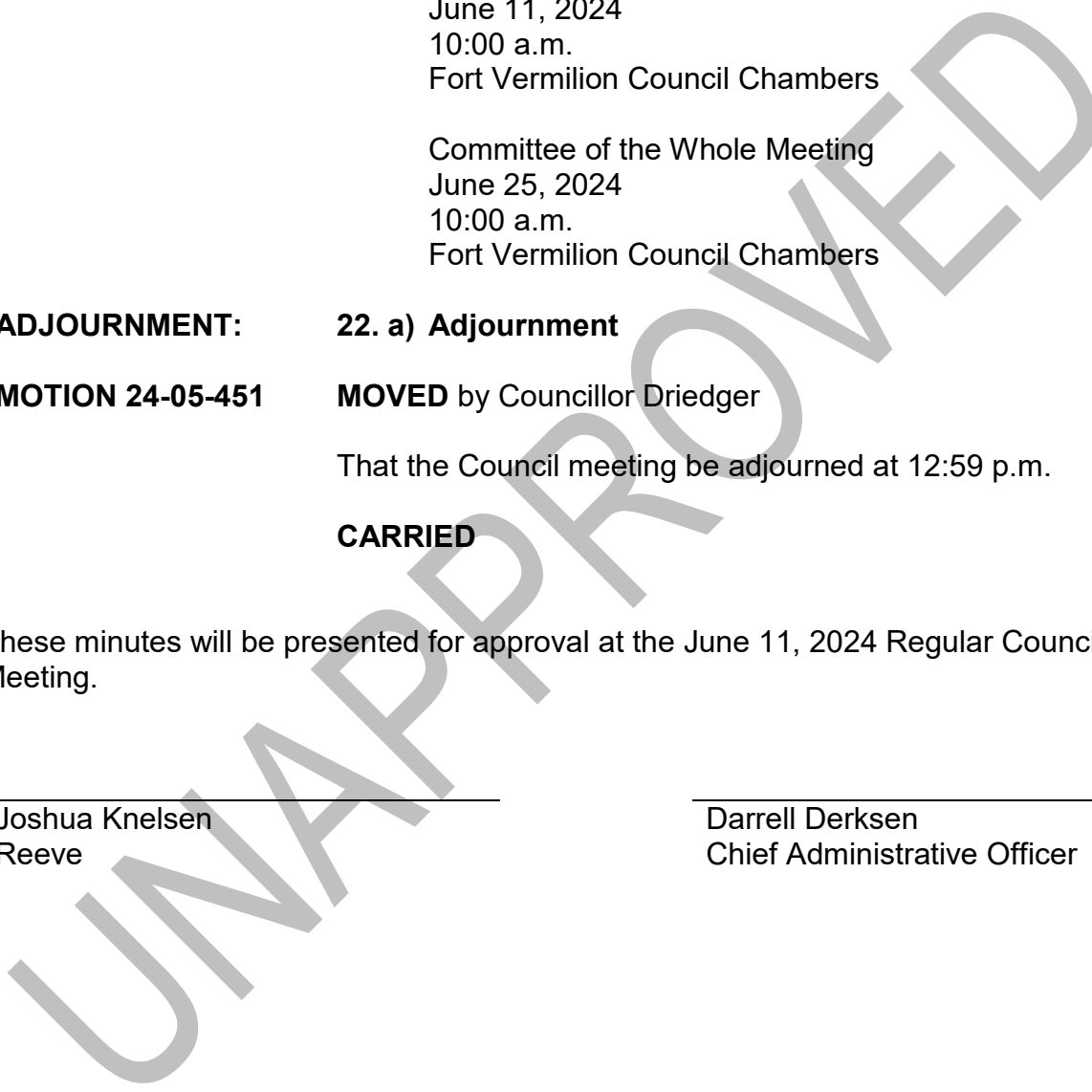
That the Council meeting be adjourned at 12:59 p.m.

CARRIED

These minutes will be presented for approval at the June 11, 2024 Regular Council Meeting.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Caitlin Smith, Director of Planning & Development
Title:	PUBLIC HEARING Bylaw 1340-24 Partial Road Closure of a portion of the road located within 106 Street and 99 Avenue

BACKGROUND / PROPOSAL:

Administration has received a request 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.

The portion of road to be closed is approximately 265 Square Meters.

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.

On May 22, 2024 proposed bylaw 1340-24 was presented to Council where the following motion was made:

MOTION 24-05-428 *MOVED* by Councillor Peters

That administration advertise for the partial Road Closure Bylaw.

CARRIED

Road Closure Bylaws require the approval of the Minister of Transportation in order to proceed following public hearing.

OPTIONS & BENEFITS:

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

Options are to pass 1st reading after Public Hearing, or defeat Bylaw 1340-24.

COSTS & SOURCE OF FUNDING:

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

COMMUNICATION/PUBLIC PARTICIPATION:

A Public Hearing is required for the Road Closure Bylaw.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1340-24 being a Partial Road Closure Bylaw to close a portion of the road located within 106 Street and 99 Avenue within the Hamlet of La Crete.

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

BYLAW NO. 1340-24

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

**FOR THE PURPOSE OF CLOSING A PORTION OF STATUATORY ROAD
ALLOWANCE IN ACCORDANCE WITH SECTIONS 22, 24 AND 606 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26, REVISED STATUTES OF
ALBERTA 2000**

WHEREAS, Council of Mackenzie County has determined that a portion of Government Road Allowance as outlined in Schedule “A” attached hereto, be subject to a partial road closure, and

WHEREAS, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby close a portion thereof, for the purpose of consolidation, the consolidation plan will be registered concurrently with the road plan, that portion of the government road allowance described as follows, subject to the rights of access granted by other legislation or regulations:

A portion of the road located within 106 Street and 99 Avenue, within the Hamlet of La Crete as shown in Schedule “A”.

PUBLIC HEARING held this ____ day of _____, 2024.

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

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

APPROVED this ____ day of _____, 2024.

Minister of Transportation

Mackenzie County Bylaw 1340-24
Road Closure a portion of the road
located within 106 Street and 99 Avenue,
within the Hamlet of La Crete.

Page 2 of 3

Approval valid for _____ months.

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

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

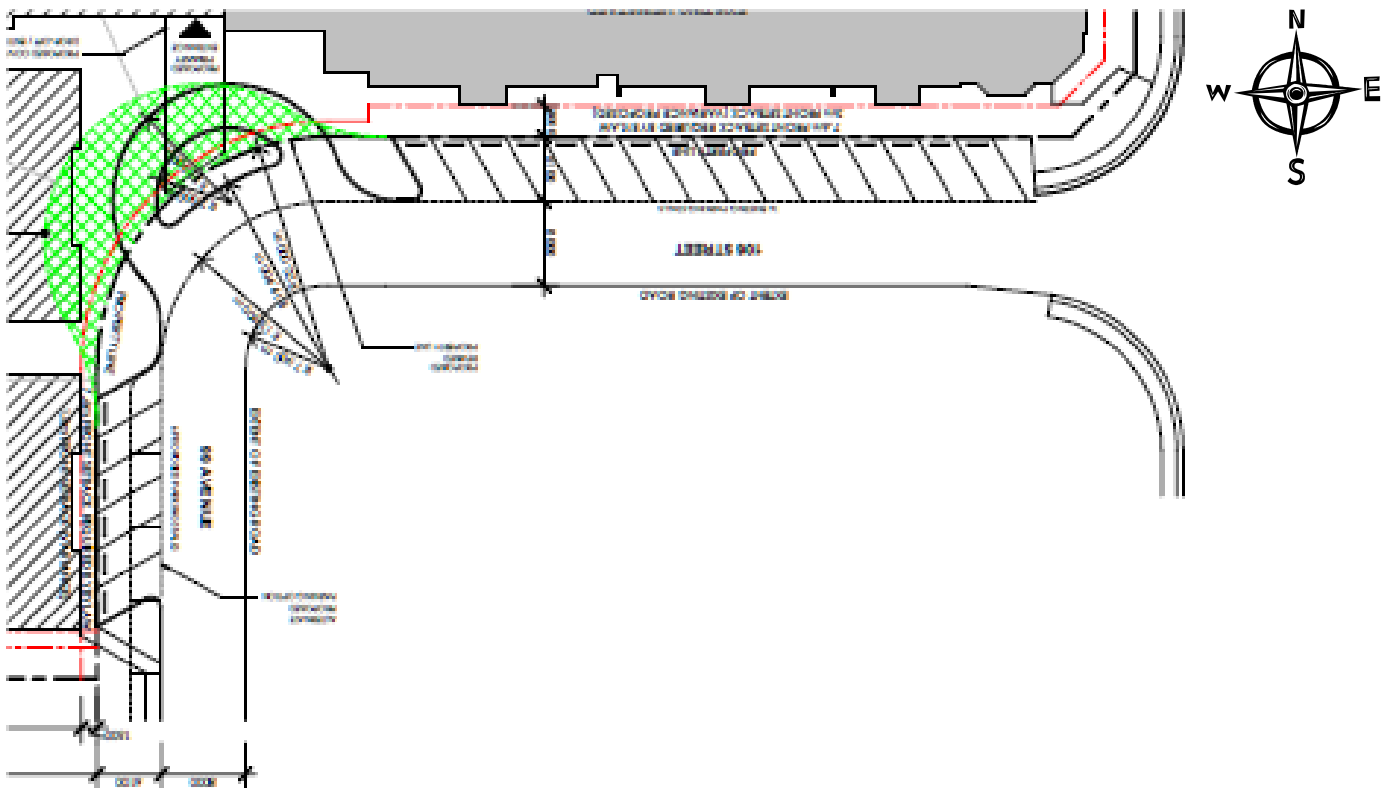
Joshua Knelsen
Reeve

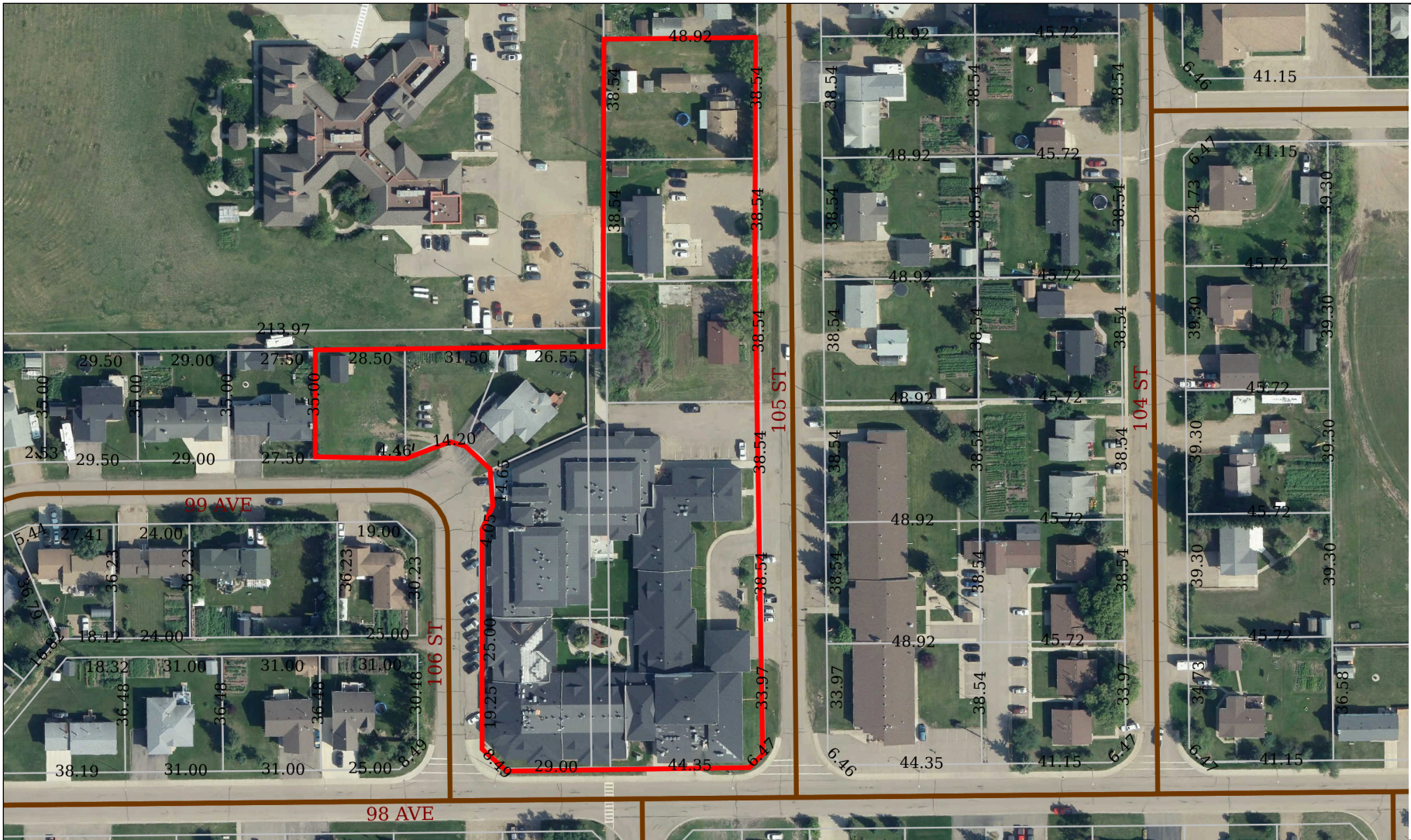
Darrell Derksen
Chief Administrative Officer

BYLAW No. 1340-24

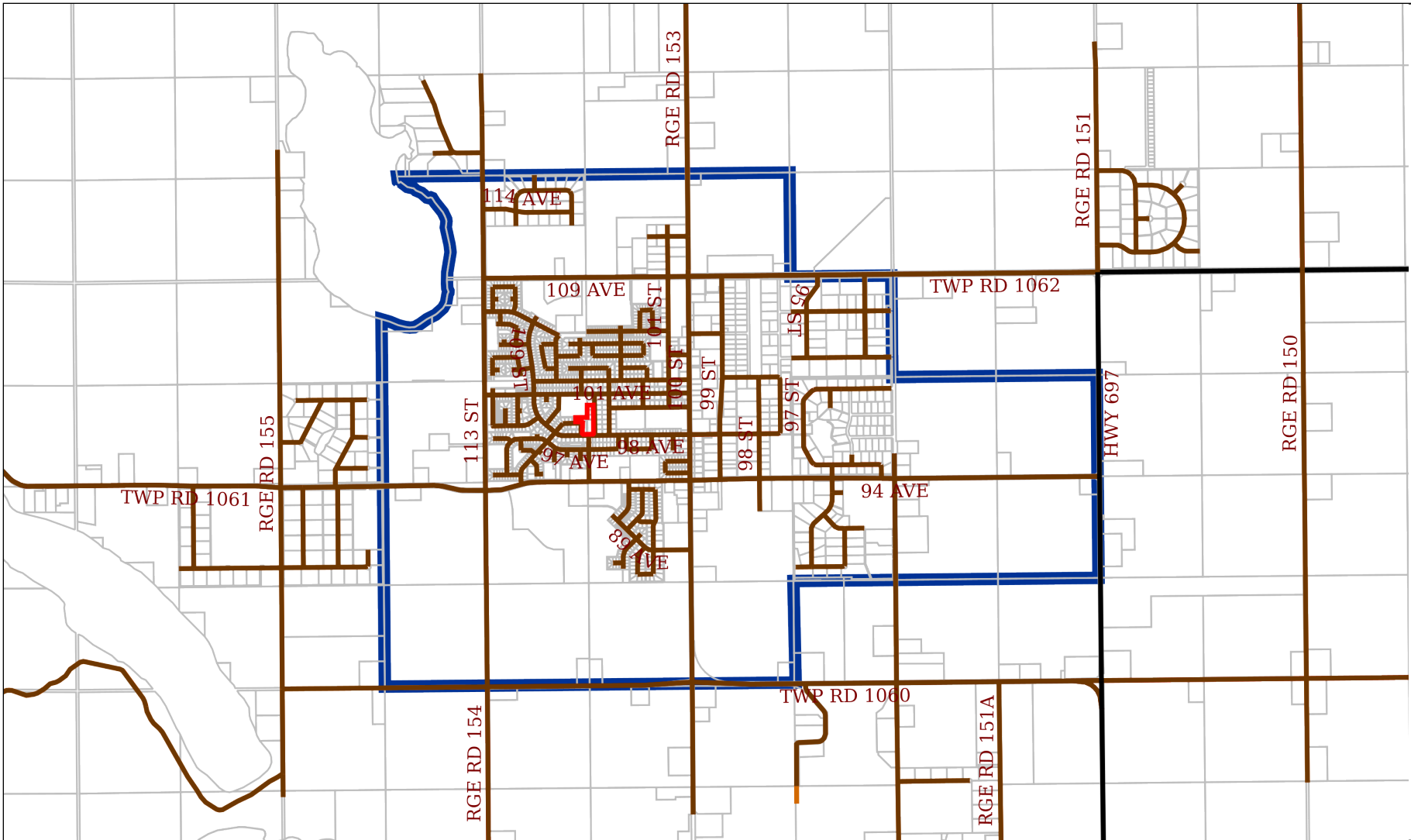
SCHEDULE "A"

1. That a Partial Road Closure of the following property known as a portion of the road adjacent to 106 Street and 99 Avenue, within the Hamlet of La Crete (as shown below), be granted:





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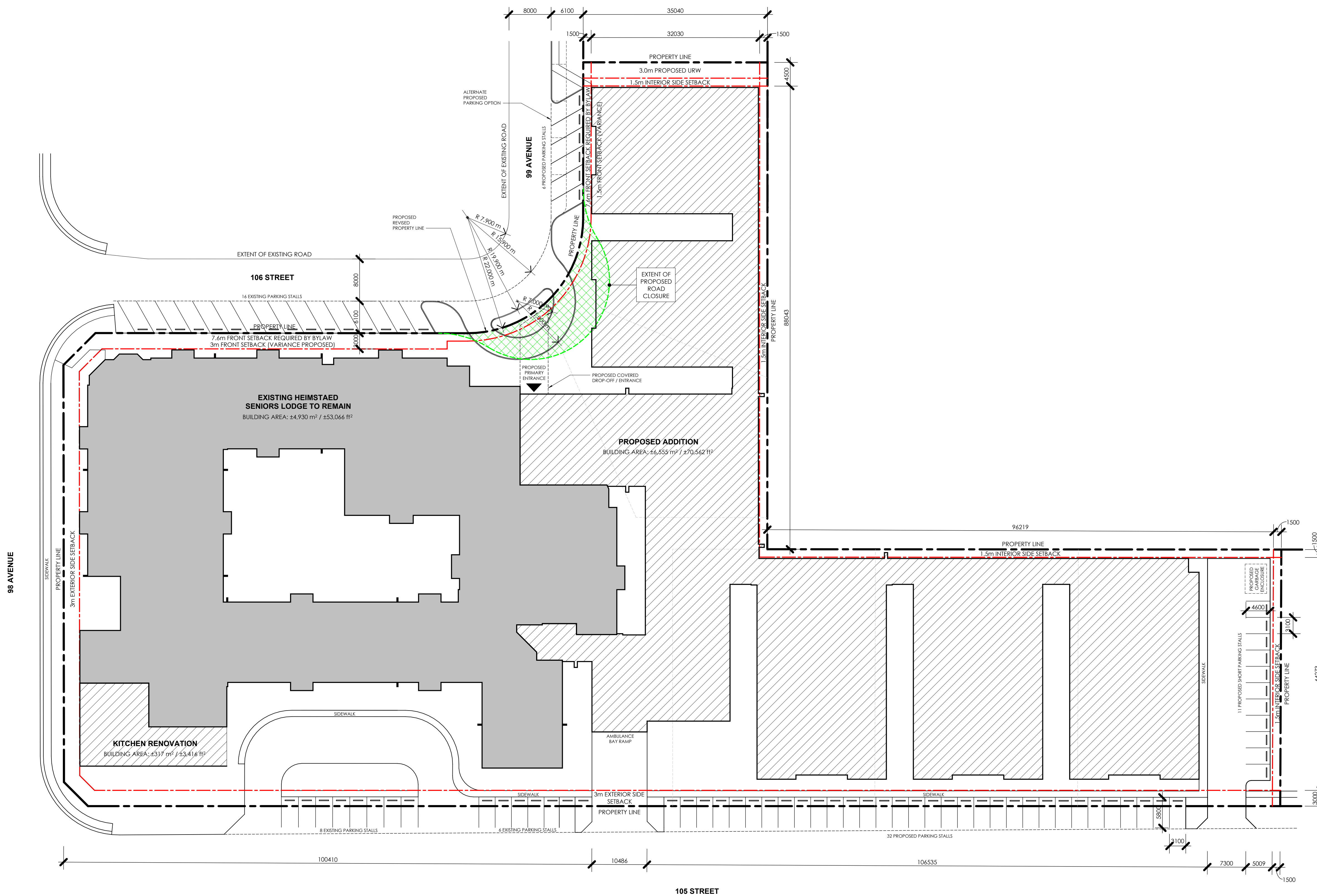
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1 Mi

1 Km

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Bylaw 1340-24 Partial Road Closure located within 106 Street and 99 Avenue



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

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**

**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:	June 11, 2024
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	DELEGATION Municipal Census Update – Diane Chaisson, Census Coordinator

BACKGROUND / PROPOSAL:

The Mackenzie County Municipal Census launched online on May 13, 2024 and enumerators have been out since May 22, 2024.

We are approximately 83% complete based on addresses.

Diane will present her findings to date.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2024 Mackenzie County Municipal Census update be received for information.

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

Preliminary report

2024 Municipal Census

Prepared by
Diane Chiasson
Census coordinator

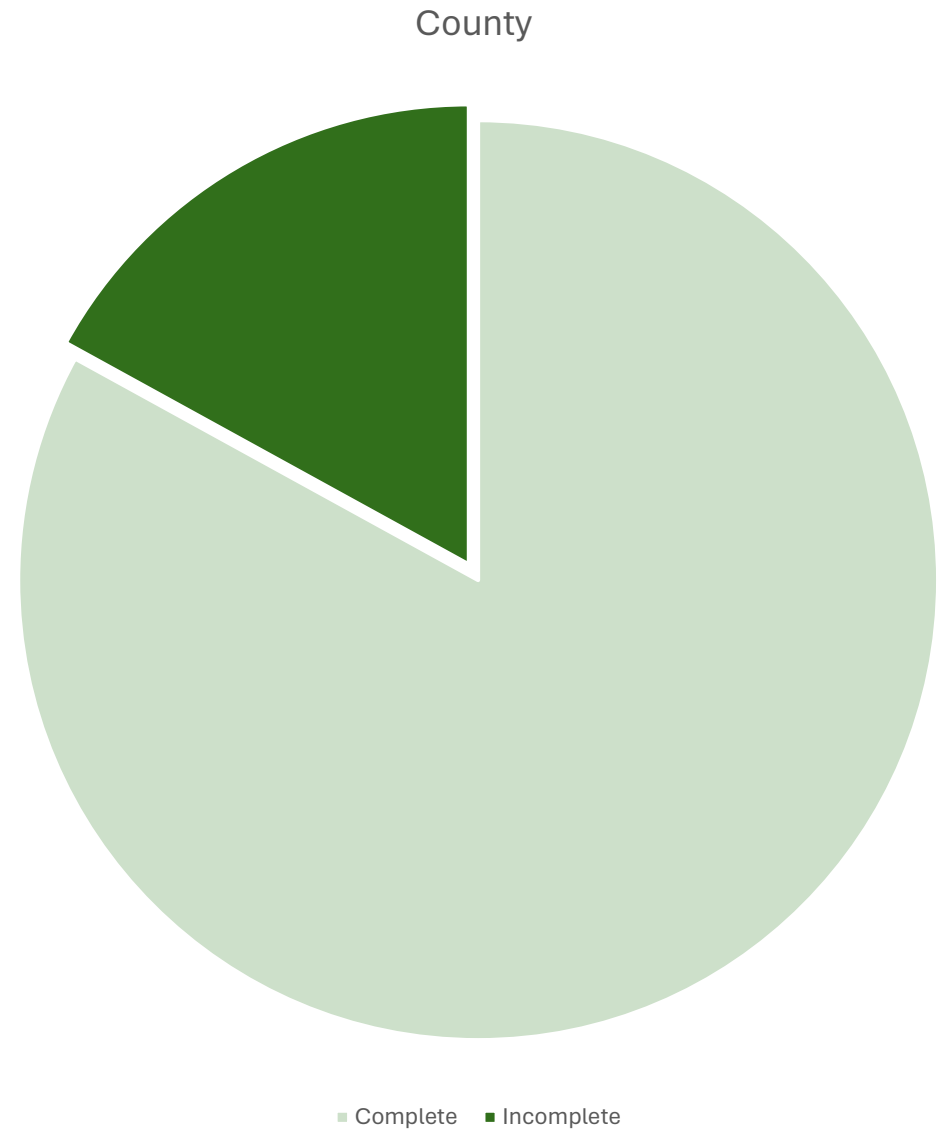
June 3, 2024



Mackenzie County

As of June 3, 2024, the municipal census is complete at 83%.

Total Addresses	5,127
Completes addresses	4,121
Population of	11,699



Mackenzie County 2024 municipal census

WARD 1

Complete at 91%

Total addresses	462
Complete addresses	328
People counted	1,525

WARD 2

Complete at 82%

Total addresses	420
Complete addresses	362
People counted	1,633

Mackenzie County 2024 municipal census

WARD 3

Complete at 81%

Total addresses	1,539
Complete addresses	1,058
People counted	2,533

WARD 4

Complete at 81%

Total addresses	625
Complete addresses	555
People counted	1,493

Mackenzie County 2024 municipal census

WARD 5

Complete at 84%

Total addresses	530
Complete addresses	415
People counted	1,794

WARD 6

Complete at 94%

Total addresses	266
Complete addresses	250
People counted	705

Mackenzie County 2024 municipal census

WARD 7

Complete at 95%

Total addresses	531
Complete addresses	493
People counted	711

WARD 8

Complete at 79%

Total addresses	255
Complete addresses	209
People counted	517

Mackenzie County 2024 municipal census

WARD 9

Complete at 86%

Total addresses	340
Complete addresses	292
People counted	739

WARD 10

Complete at 100%

Total addresses	159
Complete addresses	159
People counted	49

The 2024 Municipal Census should be wrapped up by June 26, 2024

The next report will be the final report with the County demographics and demographics by ward.



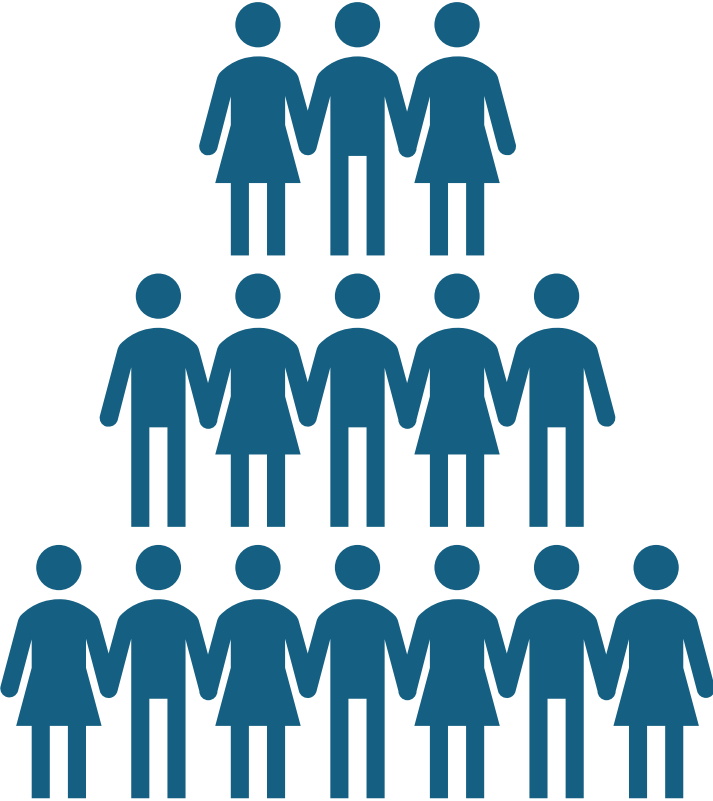
THANK YOU



La Crete & Area
Chamber of Commerce



All the enumerators





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Agricultural Fieldman – Delegation of Authority

BACKGROUND / PROPOSAL:

Landon Driedger was hired as the Agricultural Fieldman in July of 2022. At this time, he was given a Delegation of Authority letter from the Chief Administrative Officer stating he is to carry out duties under the *Alberta Agricultural Service Board Act*.

Administration was recently made aware by the Provincial Agricultural Service Board that the Delegation of Authority must be made by Council motion in order to qualify for the annual ASB Funding.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Alberta Agricultural Service Board Act

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Landon Driedger be appointed as Agricultural Fieldman for Mackenzie County under Section 8 of the Agricultural Service Board Act.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Don Roberts, Director of Community Services
Title:	La Crete Recreation Society – Emergent Funds Request

BACKGROUND / PROPOSAL:

The La Crete Recreation Society is requesting Emergent funding for repairs to the new ice plant located in the Raymond Knelsen ice rink. Administration was informed the warranty had past.

The repair was conducted in mid-March and it was felt that this required immediate attention due to the Loggers & Truckers tournament and Challenge Cup.

The following is listed in the Facility Agreement.

15.7 Emergency Repairs: Emergency Repairs may be carried out as per County Policy ADMO4I:

- a) “Emergency” means an occurrence or situation which could jeopardize the immediate safety, health or welfare of people or the protection of property in the municipality.
- b) It is understood that such an occurrence or situation could not have been reasonably predicted or anticipated.

The following are the options the society has for capital expenses or facility repairs.

- a). within current operating budget,
- b). using ‘emergent funding’ system,
- c). defer the repair till next year’s operating budget, or
- d). defer repairs to the following year capital budget plan.

This repair is completed.

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

OPTIONS & BENEFITS:

Option 1

Approve request.

Option 2

Receive for information.

COSTS & SOURCE OF FUNDING:

\$6,500 – La Crete Recreation Reserve.

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

ADM041 Recreational Capital Projects

RECOMMENDED ACTION:

Motion 1

- Simple Majority Requires 2/3 Requires Unanimous

That the 2023 One Time project budget be amended to include \$6,500 for the repairs to the new ice plant located in the Raymond Knelsen ice rink at the Northern Lights Recreation Center with funding coming from the La Crete Recreation Reserve.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	September 26, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Request to Write-Off / Remove Taxes & Penalties Tax Roll 075417

BACKGROUND / PROPOSAL:

On May 22nd, administration received a request to have previous years taxes amended, and penalties removed from Tax Roll #075417 as they felt there was a misunderstanding between the assessment levied on the property, and administration on the process of requesting an assessment review.

The ratepayer contacted administration on May 1st, 2024 and notified administration that they had concerns with the amount that had been levied from 2017-2023, as the property had changed uses, and facilities removed during the early time period noted.

Administration reviewed the Tax Roll for notes, and information and the records were provided to the ratepayer.

Tax Notice Year	History
2018	Relocated a commercial property from property in 2017, and no notification received on record.
2019*	Contacted admin & assessor and commercial code removed and returned to residential – Revision received
2020	On site property assessment completed and building allocated to farm exempt
2021	Paid levy
2022	Paid Levy
2023	Paid Levy
2024	Due July 2, 2024

*Penalties applied and remain unpaid

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

The ratepayer is stating that a commercial rate was charged in 2017 & 2018 (2016 & 2017 assessment years), however as stated in the letter the business was not removed until 2017, making the 2017 notice valid. 2018 could have been appealed, however was not and administration is not able to provide additional information as our records do not show communication until 2019.

Upon full review, and discussion with the County's assessor, although the ratepayer did not pay the 2019 tax notice by the due date, administration finds that as administration was aware that the tax roll was being reviewed, and the revised tax roll was paid shortly after receiving the revision that the penalties should have been removed at the time of payment, not incurring additional fees.

Administration does not have authority to remove or write off penalties assessed, however is recommending that all penalties applied against the 2019 tax notice revision be written off.

Section 344 of the MGA reads as follows:

344(1) A council may by bylaw impose penalties in the year in which is imposed if the tax remains unpaid after the date shown on the tax notice.

(2) A penalty under this section is imposed as the rate set out in the bylaw.

(3) The penalty must not be imposed sooner than 30 days after the tax notice is sent out.

Section 346 of the MGA reads as follows:

346 A penalty imposed under section 344 or 345 is part of the tax in respect of which it is imposed.

Section 347(1) of the MGA reads as follows:

347(1) If a council considers it equitable to do so, it may, generally or with respect to a particular taxable property or business or a class of taxable property or business, do one or more of the following, with or without conditions:

- (a) Cancel or reduce tax arrears;*
- (b) Cancel or refund all or part of a tax;*
- (c) Defer the collection of a tax.*

OPTIONS & BENEFITS:

That Council approve writing off penalties on tax roll # 075417 in the amount of \$4,596.41.

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

COSTS & SOURCE OF FUNDING:

2024 Operating Budget

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Tax Penalty Bylaw 1136-19

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Council approve writing off penalties on tax roll # 075417 in the amount of \$4,596.41.

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

Hi,

I have talked to [REDACTED] and [REDACTED] and I would just like to review what we talked about to see if you can help us. There is interest on our Property Tax account that I have been trying to get reversed but don't seem to be able to get it done.

As you know, we had a business [REDACTED] on our property for a few years. This caused our tax to increase by about \$3,000.00 / year. After [REDACTED] moved to town in the spring of 2017, we were still charged the higher amount. I called in to get it revised; I was told to pay the full amount and it would get revised and we'd have a credit on our account for next year. So, I did pay the full amount hoping to see the revision and credit soon, but we never did get anything. The same thing happened again in 2018. When we received our 2019 bill and it was still at the Commercial amount, I decided not to pay it until it had been changed. When it finally got changed, there was interest added already. I talked to [REDACTED] and [REDACTED] in the Fort Vermilion office about getting it reversed. To date, it hasn't happened. I have talked to [REDACTED] a few times since, but it still hasn't been done.

When we got our revised tax notice for 2019, the amount didn't look correct to me. I thought it should have been even less, but just left it at that. Then when we got our 2020 bill it was back to the amount I thought the 2019 bill should have been. Was the 2019 bill not lowered to just Residential rate?

My concern is we paid tax on commercial rate in 2017 & 2018, since we were unable to get those changed even though I had called in both years. Also paid higher than usual rate in 2019 even though it was revised. And we're also getting charged interest on an amount that we feel we shouldn't be charged interest on. Is there any way we can get the interest cleared from our account? We also feel that the 2017 & 2018 bills should be revised since we did our part and called in about it. [REDACTED] had proof of our conversations as notes on our account. Also, we paid tax on the business in town as well.

I just talked to [REDACTED] a few weeks ago and he dug into the matter for me and confirmed that I had called each year as mentioned above. He sent me a summary of our taxes with notes from 2017 to current and told me to contact the Counselor for our Ward. We have started an application for an acreage subdivision on our property and need to get this straightened out. I could just pay it but I feel we don't owe it.

Please give me a call to discuss this matter.

Thank You

[REDACTED]

BYLAW NO. 1136-19

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

**TO IMPOSE PENALTIES FOR NONPAYMENT OF
TAXES AND TAX ARREARS**

WHEREAS, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, Sections 344, 345, and 346 and amendments thereto, Council may pass a bylaw to establish the penalties on taxation.

NOW THEREFORE, pursuant to provisions contained in the Municipal Government Act, the Council of Mackenzie County in the province of Alberta, duly assembled, hereby enacts the following:

1. Definitions:

- a) "Current Year" means taxes imposed in the current year plus any penalties imposed in that current year.
- b) "Tax Arrears" means all taxes which remain unpaid after December 31 of the current year.

2. Taxes shall be due and payable on the last business day of June. Payments processes and all related matters shall be handled as per Policy FIN009 Payment, Refund and Cancellation of Taxes.

3. Late Payment Penalties:

- a) Taxes paid after the due date shown on the tax notice shall be subject to penalties imposed in accordance with this Bylaw.
- b) Items added to the tax roll are deemed for all purposes, including the purpose of applying penalties on outstanding taxes, to be taxes imposed from the date they are added to the tax roll.
- c) Taxes or any portion of the current tax year that remain unpaid after the due date shown on the tax notice shall have late penalties imposed on the dates and at the rates specified below:

Current Taxes	July 5	Six per cent (6%)
Current Taxes	September 1	Nine per cent (9%)

Current Taxes	November 1	Twelve per cent (12%)
---------------	------------	-----------------------

4. Penalties for tax arrears are levied on the total amount of taxes and penalties outstanding to date.

Tax Arrears	January 1	Twelve per cent (12%)
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5. That any penalty imposed under the terms of this Bylaw forms a part of the Tax in respect of which it is imposed.
6. Notification of outstanding taxes shall be in accordance with Policy FIN032 Tax Penalty Notification.
7. This Bylaw shall come into force upon third and final reading.
8. This Bylaw shall be known as the Tax Penalties Bylaw.
9. This Bylaw shall repeal and replace Bylaw 1065-17.

READ a first time this 12th day of March, 2019.

READ a second time this 12th day of March, 2019.

READ a third time and finally passed this 12th day of March, 2019.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Lenard Racher
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Jennifer Batt – Director of Finance
Title:	Disaster Recovery Program – 2023 Northwest Territories Wildfire Evacuee Support Claim

BACKGROUND / PROPOSAL:

During the 2023 wildfire event in the Northwest Territories a mandatory evacuation order was imposed for a large population in the Territories. Administration was contacted to see what services would be available to displaced residents, and as Zama City was the closest evacuation point, and had the ability and community available to support evacuees, some chose to register in Zama City.

Administration provided support to the Recreation Board that lead the registration and support with information on registration requirements and support approved for evacuees.

Once the evacuation order was lifted, and all information was provided by the various supporting agencies, administration submitted 1 project from the 2023 Northwest Territories Wildfire Evacuee Support under the Disaster Recovery Program.

Administration has received the funding approval letter for this claim (attached).

Project #	Project Name	Municipal Claim	Eligible Expense	Difference +/-	Note
1	NWT Evacuee Support	\$135,800.20	\$135,800.20	\$0.00	N/A
TOTAL		\$135,800.20	\$135,800.20	\$0.00	Fully Funded

Administration considers this claim closed.

OPTIONS & BENEFITS:

N/A

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

COSTS & SOURCE OF FUNDING:

Disaster Recovery Program

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

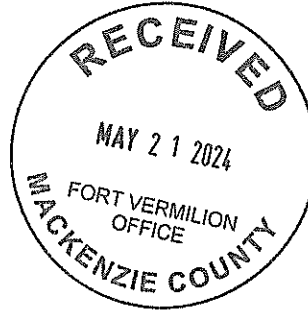
Simple Majority Requires 2/3 Requires Unanimous

That the Disaster Recovery Program - 2023 Northwest Territories Wildfire Evacuee Support Claim report be received for information.

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

May 10, 2024

Jennifer Batt, Director of Finance
Mackenzie County
4511 – 46 Avenue
Fort Vermillion, Alberta T0H 1N0



RE: 2023 Northwest Territories Cost Recovery PTS (NWTPTS23)

Dear Jennifer Batt.

The Alberta Emergency Management Agency has received your request for reimbursement of the incurred costs for the project in the table below. The total eligible cost of this project is \$135,800.20.

You will receive \$135,800.20 which will be provided via electronic funds transfer. You will find a payment summary, including the amount submitted, eligible costs, and payable amount per project below. A final detailed listing of eligible costs is attached for your reference.

Project Number	Project Description	Amount Submitted	Amount Eligible
1	NWT Evacuee Support	\$135,800.20	\$135,800.20
Total		\$135,800.20	\$135,800.20

This project is now closed and no additional claims will be accepted for this project.

If you have any questions or concerns, contact your Case Manager for this program, Joyette Howard at 780-217-5492-or joyette.howard@gov.ab.ca. Thank you for your cooperation.

Sincerely,

Jody-Ann Scarlett
Acting Manager, Community Recovery Services

Attachment

Mackenzie County

Title	Disaster Emergency Response Services	Policy No:	EMR002
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Legislation Reference	Municipal Government Act Emergency Management Act
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Vision

To deliver a jurisdiction-wide emergency management program that creates a resilient and safe community. This program encompasses all organizations, agencies, departments, and individuals that have a role in emergency management and security functions. It provides public education that includes emergency preparedness/awareness for both public and private sectors. This program will address hazards that are applicable to Mackenzie County.

Mission

The mission of Mackenzie County's Emergency Management Program is to develop, implement, and institutionalize a comprehensive program consisting of preparedness, mitigation, response, and recovery with the objective of producing a disaster-resilient community by collaborating with community members and local leaders.

Application and Scope

Mackenzie County's Emergency Management Program will serve the needs of citizens, businesses, non-profit, and governmental sectors in all geographical areas within formal jurisdictional boundaries. The program will seek to coordinate with adjacent jurisdictions, regional partners, and the Province of Alberta. This program will address hazards both natural and manmade that are relevant to Mackenzie County.

Community and Organizational Emergency Management Values

We recognize that the people in our community are the most important resource.

We provide an environment that encourages communications, creativity, opportunities for collaboration, and a sense of ownership for all people.

We encourage members of the community to be involved in our organization and we form partnerships with the community to resolve problems.

We encourage creative problem solving and decision making at all levels.

We are committed to our personal integrity.

We accept responsibility as individuals and as members of this community for our actions.

We value human life and treat all people with courtesy, dignity, respect and acceptance.

	Date	Resolution Number
Approved	14-Oct-98	98-314
Amended	27-May-09	09-05-454
Amended	28-Oct-15	15-10-823



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Amend Policy FIN025 Purchasing Authority Directive and Tendering Process

BACKGROUND / PROPOSAL:

Administration has recommended an amendment to PW018 Hiring of Private Equipment. If approved, to ensure compliance with Policies, Policy FIN025 Purchasing Authority Directive and Tendering Process is requiring an amendment.

All purchasing policies are being reviewed, and may be brought forward for future recommended amendments at a later date.

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

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That Policy FIN025 Purchasing Authority Directive and Tendering Process be approved as presented/amended.

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

Mackenzie County

Title	Purchasing Authority Directive and Tendering Process	Policy No:	FIN025
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Legislation & Policy Reference	Municipal Government Act, Section 209 and 248 (1) and Part 5 PW018 Hiring of Private Equipment
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Purpose

- To provide Council and municipal employees with a clear understanding of purchasing authority, what that purchasing authority is, and the process in which the municipality is committed to an expenditure, and approval for payment of such an expenditure.
- To establish a policy for the tendering for the supply of goods and services and the subsequent opening and award of contracts.
- Transparency of purchasing policy for all.

Policy Statement, Definitions and General Guidelines

1. Policy Statement

Policy will provide guidelines for the purchase of goods and services and for the tendering process.

2. Definitions

Bidder:

- For the purpose of this policy, “bidder” means a person, groups of persons, corporation or agency that submits a tender for the supply of goods and/or services to the municipality.

COR:

- The Certificate of Recognition (COR) in safety is issued to employers who develop and implement health and safety programs that meet established standards. COR is an essential component of WCB's Partners in Injury (PIR) program. Certificates for the Alberta construction industry are issued by the Alberta Construction Safety Association and are co-signed by Alberta Human Resources and Employment.

Council:

- For the purpose of this policy, “Council” means Council as whole.

Designated Officer:

- For the purpose of this policy, “Designated Officer” means an individual or individuals as described in the MGA.

Local Supplier:

- For the purpose of this policy, “local supplier” means a business located within Mackenzie County boundary, including Paddle Prairie.

Recurring expenditure:

- For the purpose of this policy, “Recurring” expenditures shall include items such as utilities, telephone, lease payments, contract payments, payroll or items as identified by the Chief Administrative Officer (examples of non-recurring expenditure: traveling, training & education).

SECOR:

- Small employer COR. Specifically designated for organizations with 10 employees or less.

Security:

- For the purpose of this policy, “security” means a surety or collateral that is secured by the issuers that in the event of a default, the security becomes forfeited to the County which could include one or more of the following:
 - A Certified Cheque
 - Performance and/or Labour Bond
 - Irrevocable Letter of Guarantee

Tender:

- For the purpose of this policy, “tender” means an invitation to tender, bid, quotations and requests for proposals.

3. Responsibilities

Chief Administrative Officer (CAO) and/or Designated Officer will:

- a) Provide requisition forms and procedures to support the implementation of this policy.
- b) Reserve the right to remove or amend the purchasing authority for any staff position of the municipality.

Chief Administrative Officer (CAO) and/or Designated Officer and the Reeve and/or Deputy Reeve will:

- c) Be the signatories required on all contract and agreement documents for purchases approved by Council.

Director of Finance will:

- d) Provide procedures for the processing of invoices and statements.
- e) Provide procedures for the recording of purchases into inventory.
- f) Provide procedures for the recording of capital assets additions.
- g) Provide the capital budget projects codes annually and as required.
- h) Provide capital and operating income statements at no less than monthly frequency and reasonably upon request to the department heads for their review to supplement spending monitoring.

CAO, Directors and Managers will:

- i) Ensure that all tendering and purchasing complies with this policy.
- j) Ensure the proper coding of their departmental invoices to operating and capital codes.
- k) Review the monthly capital and operating income statements and provide comments for the monthly variance report prepared for Council by the Finance Department.

5. Purchasing from Local Suppliers

Council recognizes that it is in the best interest of the region to encourage local supply of required goods and services and is therefore committed to purchasing, where permitted, from the local suppliers where costs and quality are competitive and comparable, considering travel time, specifications and investment in local communities.

When using the Request for Proposal format, a point system shall be utilized and the local supplier shall be awarded a minimum 10 points or 10 % of the scoring.

Purchasing Authority

6. List of positions authorized to commit expenditures on behalf of the municipality with the maximum amounts those positions are authorized to commit:

a) Chief Administrative Officer	As approved by Budget
Director of Community Services	\$10,000
Director of Finance	\$10,000
Director of Operations	\$10,000
Director of Planning and Development	\$10,000
Director of Projects and Infrastructure	\$10,000
Director of Utilities	\$10,000
Agricultural Field Man	\$10,000
Manager of Legislative and Support Services	\$10,000
Fleet Maintenance Manager	\$10,000

b) Delegated Expenditure Authority:

Other municipal employees may make purchases under a written authorization of their respective directors, providing these expenditures have been approved in the current budget and they are not exceeding the maximum allowable commitment amounts for the respective department head positions. All written authorizations are to be approved (prior) by the CAO or by the Designated Officer. The Finance Department will receive the original approved written authorizations, and will maintain an up to date list of delegated expenditure authorities.

7. Spending Authority in a Disaster Situation

- a) In a disaster situation, defined by the Chief Administrative Officer or the Director of Disaster Services, authority is granted to spend up to \$50,000 without the need to tender on the sole authority of the Chief Administrative Officer or the Director of Disaster Services. During the disaster, spending in excess of \$50,000 is to be approved by Reeve or Deputy Reeve, or in absence of both, any Councillor, and the Chief Administrative Officer or the Director of Disaster Services without the need to tender.

8. Regulations

Notwithstanding the above authorizations, the following regulations shall apply:

- a) No project expenditure or total of such expenditures shall exceed the approved budget amount without prior authorization by the CAO to a maximum of 10% over the approved budget. Such expenditures shall be brought to Council for approval and budget amendment.
- b) Where a required purchase exceeds the authority noted above, approval of such purchase shall be obtained from Council prior to the commitment of the purchase.
- c) It shall be the responsibility of each individual not to exceed his/her limit or budget; the individual must identify available funds for the required expenditure.
- d) It shall be the responsibility of each department head to assure that an invoice is coded to the correct general ledger code. At no time is an expenditure to be coded to another department/function to which it does not belong.
- e) Where expenditures are recurring the CAO shall review and approve such expenditures for payment. Should a department head request that recurring expenditures are required and approved by him/her prior to payment, that

department head shall advise the CAO in writing of such requests identifying what recurring expenditures he/she wishes to review.

9. Tendering Process and Proposal Call Process

- a. Tenders shall be requested from not less than the number of sources listed below, all tender documents to be retained for a period of not less than two years and originals to be submitted to the Finance Department. In addition, the following criteria shall be used for determining if Council decision is required in awarding a tender:

Purchase Scale*	Minimum Approval Level on Invoice for Budgeted Expenditures	Tender Requirement	Council Approval Requirement
Up to \$500	Leadhand or Controller via written authorization from an appropriate Director	Phone quotes or catalog pricing are encouraged to compare prices	No
>\$500 to \$5,000	Leadhand or Controller via written authorization from an appropriate Director and Directors	Phone quotes or catalog pricing for price comparison is required	No
>\$5,000 to \$10,000	Directors	Three written quotations	No
>\$10,000 to \$74,999 for goods and materials and construction projects	Directors and CAO	Three written quotations	No
>\$10,000 to \$99,999 for fleet purchasing projects	Director and CAO	Three written quotations	No (Council update provided)
\$75,000 and up for goods and materials and construction projects	Directors and CAO	Open advertised tenders or proposal as approved by Council and as per New West Partnership Trade Agreement (NWPTA)**	Yes (tender contract to be signed by CAO and Reeve)

***Private equipment may be used as per the Hiring Private Equipment Policy (PW018)**

****All tenders procured through public advertising must be opened at a duly called Council meeting.**

- b. Where tenders are received that do not comply with Section 9(a), or where three (3) tenders cannot be obtained, the tenders received will be accepted provided that:
 - i. Tenders or quotes have been requested from local suppliers of the goods or services required for goods and materials under \$74,999 and

- for construction projects under \$199,999, or fleet purchasing projects under \$99,999,
- ii. Tenders received which are believed to reflect a fair market price based on the conditions of the request for quotes, and
 - iii. The successful bidder is capable of providing the goods or services as per the conditions of the request for tender or quote.
- c. Where the nature of the services required does not provide for public the competition necessary for the tendering process, Council may by resolution, or the CAO in writing, provide for special tendering and award processes. Examples of these are invitational tenders, legal, architectural and engineering services, accommodations.
 - d. No tenders are required when group-purchasing programs are utilized (AAMD&C RMA and AUMA Abmunis group purchases), but periodic price check must be conducted.
 - e. Standing quotations may be obtained and used to satisfy the requirements in Section 89(a) for the time period the vendor agrees to honour the quotation.

10. Request for Tender Process (excludes quotes)

- a) Sealed tenders shall be processed in the following manner:
 - i. Sealed tenders to be received marked in the specified manner prior to the designated tender closing. Each tender must be time and date stamped upon receipt and must be kept confidential in a secure place.
 - ii. The sealed tender will be considered invalid if opened prior to the public opening, or if the contents are disclosed to any municipal staff member prior to the public opening.
 - iii. All tenders procured through public advertising must be opened at a duly called Council meeting, and be recorded using a Tender Document Form.
 - iv. Multi-year projects are required to go to tender regardless of the purchase scale.
 - v. Two envelopes will be included in the tender package:
 - The first envelope will contain the required documents in a sealed envelope for the tender:
 - Performance Deposit (Certified Cheque, Bank Draft, Bid Bond, Consent of Surety)
 - WCB Clearance Letter/Number
 - Certificate of Insurance
 - Valid SECOR/COR Certificate
 - Mackenzie County Business License
 - Additional documents as required for specialty contracts, for example:

- Bidders Schedule for Work
 - Tender for Provision for Services
 - Addendum (if required – information only).
- The second envelope will contain the:
 - Signed and sealed bid for the tender
 - Pricing Form
 - Addendum (if required – price affected).
 - vi. Should the first envelope not contain all the required documentation requested within the tender package, the second envelope containing the bid amount will not be opened or considered and will be returned to the proponent as per Policy ADM105 – Tendering Documentation Process.
 - vii. If the proponent has had documented unsuccessful performance in the past with the Municipality, the second envelope may not be opened, and will be returned to the proponent within 5 business days.
 - viii. A summary of the tender opening shall be included in the council meeting minutes.
 - b) Withdrawal of a sealed or written tender will only be accepted prior to deadline for receipt of tenders. The request to withdraw the tender must be received in writing.

10. Information to Bidder

- a) Each request for a sealed tender shall provide a clearly defined description of the goods or services required by the municipality, and shall include a statement that the terms of this policy shall apply to each tender.
- b) If additional information is developed during the request for sealed or written tenders, due to meetings, questions raised, or changes in specifications, this information shall be forwarded in writing to all bidders.
- c) Where telephone quotations or written quotes are requested, staff shall ensure that the same information and deadline is given to each person quoting.
- d) No information regarding tenders or bidders will be released until a tender has been closed. Details of a specific tender are not to be disclosed in accordance with the Freedom of Information and Protection of Privacy Act. The name of a bidder, the date of a tender, the unit or lump sum price may be disclosed.

11. Security, Bonding and Other Requirements

- a) Prior to tender, bidder is required to have:
 - A current Mackenzie County business license and a copy is to be included

in the tender submission documents.

- COR/SECOR (subject to Subsection f))
 - WCB
 - Insurance
- b) Prior to execution of the contract, all security, insurance, naming the Municipality as an additional insured, and Workers Compensation Board requirements as required at the closing time of the tender, shall be in place.
- c) A bid deposit will be forfeited to the municipality if the successful bidder fails to accept the award of tender. Execution of the contract must be complete within 15 days after awarding of the tender.
- d) Equitable security is required at time of tender. The municipality shall retain the Security until the terms of the contract are complete. The Security will be forfeited to the municipality if the successful bidder fails to comply with the terms and conditions of the contract.

Security must be obtained for all projects per the following threshold:

- Road Infrastructure Projects - \$100,000 and up
 - Water/Sewer Infrastructure (underground Construction) - \$75,000 and up
 - Buildings - \$100,000 and up
- e) All security and bonding documents shall be held in a safe at the Fort Vermilion Corporate Office.
- f) A contractor shall be required to have a valid COR/SECOR certification for all municipal works whereby the contractor is considered “the prime contractor” as per the Occupational Health and Safety Act.

For the municipal works whereby a contractor is not considered “the prime contractor” as per the Occupational Health and Safety Act, preference may be given to the contractors that hold COR/SECOR and consideration may be given to contractors that are not certified. When engaging a non-certified contractor, the County will follow the applicable safety orientation procedures as required under the Occupational Health and Safety Act for the respective projects/works and/or internal safety policies and procedures.

The following guidelines shall apply:

COR/SECOR required:

- When the County can transfer prime responsibility for a project to a Contractor as defined in OH&S Act;

- When the project is considered high hazard (i.e. blasting) and no internal expertise exists (no task specific procedure/safe work practice to guide and/or a hazards assessment cannot be adequately achieved due to lack of internal expertise relative to the task)

COR/SECOR may not be required:

- Consulting services;
- Services received from contractors/suppliers on their premises;
- Equipment paid hourly from the County hired equipment list (companies with COR/SECOR receive 80% per for road builders rate, non-certified contractors received up to 80% 70% road builders rate, see PW018 Hiring of Private Equipment Policy);
- Certified trades services.

The COR/SECOR exemption may be granted to a contractor under the following conditions:

- The County is the sole employer of the contractor for the duration of the contract's term.
- There are no employees working for the holder of the contract with the County (although an occasional substitute is permitted but must be granted by the County on a case by case basis).
- The individual's services under a contract are limited to labour services, and no or limited specialized equipment provided under the contract.
 - Municipal Campground Caretakers
 - Waste Transfer Station Operator

All current contracts (prior to December 21, 2015) are grandfathered until their expiry.

- g) Administration will maintain an approved list of contractors.

12. Analysis of Tenders

- a) The following factors, presented without any priority, may be used to evaluate all bids received and may include, but are not limited to the following:
 - i. **Ability** of the bidder to meet the requirements of the tender regarding quality, specifications, delivery and service.
 - ii. **Bulk Purchasing**, through larger quantities, cumulative quantities or bulk packaging.

- iii. **Life Cycle Costs** of goods or services.
 - iv. **Local Supplier** is a business located within Mackenzie County boundary, including Paddle Prairie.
 - v. **Price**, based on the same FOB location, same currency including goods and services tax, and with discounts applied.
 - vi. **Record** of a bidder's previous performance on quality, experience, service, delivery and safety.
 - vii. **Standardization** of goods to reduce inventory and future costs.
- b) The municipality reserves the right to reject any and all tenders for any cause, to award tenders based on conditions other than price, or to reject all tenders without cause.
- c) The municipality shall not accept tenders, quotations or the supply of services from contractors or suppliers of services who have initiated litigation against the municipality, for a period of one year after the litigation is resolved.

13. Contingency Allowances

- a) Contingency allowances may only be spent to meet the costs of unexpected site conditions, which prevent the contractor from meeting the project specifications as approved by Council. Project contingency will be established at or before time of tender awarding.
- b) Contingency allowances and unspent project funds may only be applied to changes in project specifications and approved by CAO or Council.

	Date	Resolution Number
Approved	2007-12-11	07-12-1120
Amended	2008-12-09	08-12-979
Amended	2011-03-30	11-03-278
Amended	2011-12-12	11-12-970
Amended	2012-10-09	12-10-650
Amended	2015-01-30	15-01-058
Amended	2015-06-22	15-06-463
Amended	2015-12-21	15-12-970
Amended	2016-04-27	16-04-301
Amended	2018-02-13	18-02-121
Amended	2022-01-11	22-01-021
Amended	2022-02-16	22-02-135
Amended	2023-03-07	23-03-258
Amended	2024-05-07	24-05-373



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Jennifer Batt, Director of Finance
Title:	Amend Policy PW018 Hiring of Private Equipment

BACKGROUND / PROPOSAL:

Administration is in the process of reviewing multiple Policies for recommendation to amend or abolish. Administration has reviewed Policy PW018 Hiring of Private Equipment and is recommending the policy be amended. This Policy may be brought forward at a later date for additional recommendations.

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

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy PW018 Hiring of Private Equipment be approved as presented/amended.

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

Mackenzie County

Title	Hiring of Private Equipment	Policy No:	PW018
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Legislation Reference	Municipal Government Act Section 18
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Purpose

To establish a procedure and standards for the hiring of private equipment to complete municipal work.

Policy Statement and Guidelines

From time to time the municipality requires equipment, to assist with municipal work. The municipality will hire private equipment off of the equipment list.

Definitions:

“Private Equipment” shall be defined as any equipment which is owned and operated by an individual, partnership, or corporation.

The hired equipment list is an ongoing list of privately owned equipment that the County may hire from time to time.

Guidelines:

1. The private equipment on the Mackenzie County equipment list shall be the first source of equipment to be hired when privately owned equipment is required for work within the Mackenzie County.
2. Contractors complete a Hired Equipment Form (~~Attached Schedule “A”~~), and must have a current WCB account, Certificate of Insurance with a minimum of two million dollars liability, to remain on the list. Vehicles and equipment must have a current Alberta CVIP, and commercial license plates.
3. Contractors must have a valid Mackenzie County Business License.
4. Mackenzie County may apply the following considerations when hiring equipment:
 - Past work history with the County along with the cooperative record of the contractor making equipment available to the County in times of need or difficult situations;
 - the experience of the operator, the suitability, productivity and condition of the equipment.

5. Equipment must be in good working condition. Supervisors may dismiss equipment that is in poor condition.
6. Contractors must supply experienced operators with proper PPE, and training certificates to complete the required task, in a safe and efficient manner.
7. Private equipment from contractors shall be hired only if they have no outstanding accounts (including taxes) with the municipality and are not involved in any legal action against Mackenzie County **as per Policy ADM015 Hiring Contractor / Suppliers.**
8. A list of all equipment shall be prepared for public information in accordance with the Freedom of Information and Protection of Privacy Act.
- ~~9. Contractors without a valid COR/SECOR shall be paid 70% of the current years Alberta Road Builders Rates. The Purchasing Authority Directive and Tendering Process Policy applies.~~
10. Contractors ~~with a valid COR/SECOR~~ shall be paid **up to 80%** of the current years Alberta Road Builders Rates. **FIN025 Purchasing Authority Directive and Tendering Process Policy applies.**
11. Once per year, the municipality will advertise that the County is accepting hired equipment updates, and new registrations for the hired equipment list.
12. All Contractors of equipment on the hired equipment list must follow Mackenzie County's Policies and procedures.

Related Policies & Procedures

- ADM015 - Hiring Contractor/Suppliers
FIN025 - Purchasing Authority Directive and Tendering Process

	Date	Resolution Number
Approved	2002-01-17	02-025
Amended	2003-03-25	03-191
Amended	2015-06-10	15-06-420
Amended	2018-10-09	18-10-731
Amended	2024-06-11	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 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:

- May – 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 May 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:	June 11, 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
May	Municipal Planning Commission	Stephanie Grocholski
May	Municipal Planning Commission	Jake Martens
May	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 May 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:	June 11, 2024
Presented By:	Andy Banman, Director of Operations
Title:	New Policy PW044 Road Maintenance, Repair and Snow Clearing and Removal

BACKGROUND / PROPOSAL:

Administration is proposing a new policy to rescind and replace policies; PW004 Winter Road Maintenance Policy, PW005 Road Maintenance and PW020 Road Repair and Rehabilitation Prioritization Criteria. As there are multiple similarities and references in all three policies the most efficient outcome is to combine all relevant information into one policy.

This new policy defines the road network as identified on the County mapping system and lists the criteria for the maintenance and repair of roads.

Administration sees the benefit of addressing seasonal road maintenance separately within this new policy, as it better reflects the road needs.

OPTIONS & BENEFITS:

A copy of the new policy is attached for approval.

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

The new policy will be posted on the County website.

POLICY REFERENCES:

N/A

Author: S Wheeler **Reviewed by:** A Banman **CAO:** D. Derksen

RECOMMENDED ACTION:

Motion #1

Simple Majority Requires 2/3 Requires Unanimous

That Policy PW004 Winter Road Maintenance Policy be rescinded.

Motion #2

Simple Majority Requires 2/3 Requires Unanimous

That Policy PW005 Road Maintenance be rescinded.

Motion #3

Simple Majority Requires 2/3 Requires Unanimous

That Policy PW020 Road Repair and Rehabilitation Prioritization Criteria be rescinded.

Motion #4

Simple Majority Requires 2/3 Requires Unanimous

That Policy PW044 Road Maintenance, Repair and Snow Clearing and Removal be approved as presented.

Author: S Wheeler **Reviewed by:** A Banman **CAO:** D. Derksen

Mackenzie County

Title	ROAD MAINTENANCE, REPAIR AND SNOW CLEARING AND REMOVAL	Policy No:	PW044
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Legislation Reference	Municipal Government Act, Section 18 and 532(1)
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Purpose

To set the standards for maintenance and repair of municipal roads.

To categorize the County's Road Network and the maintenance priorities for municipal roads.

To identify the criteria for snow clearing and snow removal in Hamlets and snow clearing on rural roads and private rural driveways.

This policy rescinds and replaces Policy PW004, Policy PW005 and Policy PW020.

Policy Statement and Guidelines

Existing roads within Mackenzie County require regular maintenance and repair work from time to time. Maintenance and repair priorities are hereby established as follows:

- Priorities for maintenance and repair shall be in consideration of the County's Road Network identified on the County's mapping system as listed below with definitions:
 1. Arterial / Emergency Roads – Roads that lead to airports, hospitals and fire stations
 2. Collector Roads – Roads that lead to Provincial highways
- Criteria for maintenance and repair shall be as follows:
 1. Safety concerns
 2. Ongoing maintenance costs
 3. Soft spots
 4. Road users – local traffic, commercial & industrial
 5. Brushing needs
 6. Drainage issues
 7. Projections for future development

Spring/Summer/Fall

Typical road maintenance and repairs take place during spring, summer and into fall.

Road surface types are specified below and shall receive maintenance as follows:

- Hard surfaced roads (asphalt) shall be patched, crack-sealed and line painted. Roads shall be resurfaced in accordance with the County's annual road programs
- Oiled and calcium surfaced roads will be maintained if/when deemed necessary
- Gravel surfaces shall be graded and repaired
- An annual Regravelling Program will be carried out in accordance with Policy PW012 Re-Gravelling

Road signage shall be installed in accordance with generally accepted engineering standards. The "Manual of Uniform Traffic Control Devices for Canada" shall be used as a guide.

Inspections for bridges and major culverts (4 foot diameter or greater) shall be carried out at least once annually, in accordance with bridge reports as required.

Administration shall recommend road repair priorities for Council's consideration during the annual budgeting process. Approved projects will generally start in spring and summer wrapping up in fall.

Winter

Winter road maintenance shall be prioritized with a strong safety consideration in the order listed below:

1. Air ambulance airport runways, Arterial Roads facilities for emergency services
2. Collector Roads, Hamlet streets, school bus routes
3. Local roads (subdivision roads)
4. Public sidewalks and walkways
5. Winter maintenance of rural private residential driveways
6. Other miscellaneous duties

Hamlet Snow Removal:

Sanding or ice blading of icy stretches and intersections should be done on an as-required basis. Intersections and curves on roads should be prioritized. Other areas should be done within the available resources as need dictates.

The County may remove snow piles that a ratepayer or business has placed on the County's Right of Way due to safety concerns, where a charge shall apply as per the Fee Schedule Bylaw.

Urban Standard Areas (Curb & Gutter):

Sanding or ice blading of icy stretches and intersections should be done on an as-required basis. Intersections and curves on roads should be prioritized.

Snowplowing shall be undertaken when packed snow reaches ten (10) centimeters, at which time the snow should be windrowed to the middle of the street and hauled away to a designated area.

Snow may be plowed to the non-sidewalk side of the street when able and practical to do so. Windrows created on driveways as a result of this operation should be removed using County resources.

The removal and hauling of snow from within the Hamlet boundaries to a designated snow dump area should take place at the discretion of the CAO or designate when deemed necessary.

Snow removal from Public Sidewalks and Walkways will occur as necessary and in accordance with the winter road maintenance priorities outlined in this policy.

Rural Snow Removal (Includes Country Residential):

Snow removal in rural areas will be prioritized by Arterial Roads, which are:

- Fort Vermilion River Road West Access, 45 Street, 46 Street, 47 Street, 50 Street, 45 Avenue and 46 Avenue
- La Crete North & South Accesses, 100 Street, 101 Street, 109 Street, 94 Avenue, 98 Avenue, 99 Avenue, 100 Avenue and 105 Avenue
- Highway 88 Connector
- Zama Access Road

Sanding or ice blading of icy stretches and intersections should be done on an as-required basis. Intersections and curves on roads should be prioritized. Other areas should be done as need dictates.

Excess snow should be stockpiled alongside the road in the road allowance and on other available public property.

Grader operators should take reasonable measures to minimize the size of snow berms left on private driveways to a maximum of four inches.

Rural Residential Maintenance Operations (Driveway Clearing):

Rural residents may purchase a Snowplow Flag at a fee as listed in Mackenzie County's Fee Schedule Bylaw to receive snow removal from their driveways. A Rural Residential Snowplowing Application (Schedule "A") must be completed upon purchase, releasing Mackenzie County, its employees, and agents, from any liability arising from the snowplow operation.

Rural residents having purchased a Snowplow Flags must place the Flag visibly at the end of the driveway to signify a request for snowplowing. The Snowplow Flag provides residents with a maximum of fifteen minutes of service. Snowplowing will not be completed if the Flag is not visibly placed at the end of the driveway. Flags will be removed by the grader operator when plowing the driveway.

No service shall be provided prior to the purchase of a Snowplow Flag, signing of a new agreement and upon payment for the service as established in the Fee Schedule Bylaw.

Related Policies & Procedures

PW012 – Re-Gravelling

	Date	Resolution Number
Approved	2024-06-11	
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Andy Banman, Director of Operations
Title:	Budget Amendment - TWP RD 105-5 (Sawmills Road) Rebuild

BACKGROUND / PROPOSAL:

At the May 7, 2024 Regular Council Meeting, administration brought forward a Request for Decision concerning the failure of the Sawmills Road. At the time, administration was under the impression that a cost sharing option was viable for rebuilding the road and paving it. Therefore, a Local Improvement was recommended and the motion was carried.

After the Council meeting, administration was informed that cost sharing for the paving of the Sawmills Road was no longer of interest. In light of this information, the motion that passed should be rescinded as it will not be accepted by the benefiting landowners.

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

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

To reiterate the background on this road; *on April 28th, administration was contacted regarding the conditions of TWP RD 105-5. The ratepayer was able to provide support to administration with some maintenance of the road for the day, with administration following up with a site visit the same day. Administration videoed the current road conditions and provided additional maintenance to the road to ensure traffic flowed safely.*

Author: S Wheeler **Reviewed by:** A Banman **CAO:** D. Derksen

Due to complete failure of Township Road 105-5 west of Highway 697 administration is proposing a longer term solution. This road is extremely soft and multiple vehicles are getting stuck and unable to travel on this road.

This road is the access for La Crete Sawmills Ltd., Evergreen Lumber Inc. and the new development of Simply Oats Limited. These businesses are known to employ a large number of residents within the County. This road is intricate in business relations with production and shipping deadlines.

Moving forward, administration is recommending a couple of road rebuilding options.

OPTIONS & BENEFITS:

Option 1:

Rebuild this road to the Industrial Local standard for sub-base thickness (300 mm) and not impose a road ban.

Benefit:

As this road is used for heavy industrial traffic, rebuilding it at a higher standard the cost will be higher, approximately \$350,000. At this standard a road ban may not be necessary.

Option 2:

Rebuild the road to gravel standards for sub-base thickness (75 mm) with the option to impose a road ban.

Benefit:

Rebuilding the road to gravel standard would restore the road for heavy traffic at approximately \$250,000. It will be necessary to impose a road ban at least during the spring thaw months.

COSTS & SOURCE OF FUNDING:

Current road repair expense est. \$50,000 – Operating Budget

Option 1:

Road Reserve \$350,000

Option 2:

Road Reserve \$250,000

COMMUNICATION / PUBLIC PARTICIPATION:

Author: S Wheeler **Reviewed by:** A Banman **CAO:** D. Derksen

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion #1

Simple Majority Requires 2/3 Requires Unanimous

That motion 24-05-377 be rescinded.

Motion #2 Options

Option #1

Simple Majority Requires 2/3 Requires Unanimous

That the 2024 Capital budget be amended to include \$350,000 for TWP RD 105-5 (Sawmills Road) project, with funding coming from the Road Reserve.

Option #2

Simple Majority Requires 2/3 Requires Unanimous

That the 2024 Capital budget be amended to include \$250,000 for TWP RD 105-5 (Sawmills Road) project, with funding coming from the Road Reserve.

Author: S Wheeler **Reviewed by:** A Banman **CAO:** D. Derksen



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	John Zacharias, Director of Utilities
Title:	Bylaw 1339-24 La Crete East Waterline Off-Site Levy Bylaw

BACKGROUND / PROPOSAL:

Administration brought Bylaw 1339-24 for first reading to the Regular Council Meeting on May 7, 2024 and the following motions was made:

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 **MOVED** by Deputy Reeve Sarapuk
Requires 2/3

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

Bylaw 1330-24 will be repealed with the third and final reading of Bylaw 1339-24. As the developer in Zone A has entered into an agreement not to recoup any of their initial investment in the project, the off-site levies are amended and have been updated in Bylaw 1339-24.

OPTIONS & BENEFITS:

N/A

Author: J. Schmidt **Reviewed by:** J. Zacharias/J. Batt **CAO:** D. Derksen

COSTS & SOURCE OF FUNDING:

Developer in Zone A has contributed \$350,000 towards the project \$842,773 to be funded by the Water/Sewer Infrastructure Reserve. The off-site levy bylaw will assist with cost recovery of \$792,773 for the County.

COMMUNICATION / PUBLIC PARTICIPATION:

Bylaw was advertised as per the MGA.

Landowners affected by the waterline installation were contacted and have signed Utility Right-of-Way Agreements.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1339-24 the La Crete East Waterline Off-Site Levy Bylaw.

Motion 2:

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1339-24 the La Crete East Waterline Off-Site Levy Bylaw.

Author: J. Schmidt **Reviewed by:** J. Zacharias/J. Batt **CAO:** D. Derksen

BYLAW NO. 1339-24
BEING A BYLAW OF THE
MACKENZIE COUNTY
FOR THE IMPOSITION OF AN OFFSITE LEVY
FOR THE LA CRETE EAST WATERLINE

WHEREAS, pursuant to the Municipal Government Act, R.S.A. 2000 c. M-26, as amended, enables Council by Bylaw to provide for the imposition and payment of an off-site levy in respect of land to be developed or subdivided and to authorize agreements to be entered into in respect of the payment of the levy;

WHEREAS, an off-site levy may be used to pay for all or part of the capital cost of new or expanded facilities or land required for or in connection with any new or expanded facilities for:

- (a) the transmission of treated water;

WHEREAS, the County, landowners and developers have agreed to share the cost of infrastructure to support continued growth;

AND WHEREAS, Mackenzie County has created the off-site levies based on the principles and criteria set out in the Off-Site Levies Regulation, Alberta Reg 187/2017;

NOW THEREFORE, the Council of Mackenzie County, in the Province of Alberta, duly assembled, hereby enacts as follows:

1. This Bylaw may be referred to as the “La Crete East Waterline Off-Site Levy Bylaw”.

Definitions

In this bylaw, the following definitions apply:

- a) **Act** means the Municipal Government Act, RSA 2000, Chapter M-26, and amendments thereto;
- b) **Benefiting Lands** means those areas located within Mackenzie County which will benefit from the Off-Site Infrastructure or Improvements subject of this Bylaw as identified in Schedule B;
- c) **Council** means the Municipal Council of Mackenzie County in the Province of Alberta, as duly elected and defined in the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto;
- d) **County** means the municipal district of Mackenzie County in the Province of Alberta;

- e) **Land Owner/Developer** – means a person or entity who submits a Subdivision or Development Permit Application, pursuant to this Bylaw;
- f) **Off-Site Infrastructure** means the project specified in Schedule C of this Bylaw for the purposes of providing treated water east of the Hamlet of La Crete;
- g) **CAO** means the Chief Administrative Officer of Mackenzie County, a person duly appointed pursuant to the Municipal Government Act and the Municipality's Chief Administrative Officer Bylaw.

Off-Site Levies

- 2. The off-site levy rates are set out in Schedule A.
- 3. The off-site levy shall be applied to the lands as identified in Schedule B.
- 4. The off-site levies have been calculated as described in Schedule C.
- 5. Any proposed development on lands outside of the defined areas identified in Schedule B that desires to connect to municipal infrastructure that is subject to a levy as set out in Schedule A and Schedule B shall be required to contribute to the applicable levies.

Payment of Levies

- 6. The Administration of Mackenzie County may enter into an agreement in respect to payment of the off-site levy with all affected landowners.
- 7. A levy imposed on a subdivision shall form a part of the developer's agreement. The off-site levy payment shall be made in full prior to Final Acceptance Certificate.
- 8. A levy imposed on a development shall be paid prior to release of the water meter.
- 9. The County may use any remedy available to the County for the collection of late or non-payment of levies.

Annual Report

- 10. The County shall report annually to Council regarding the levies in a format acceptable to the CAO.

Enactment

- 11. Bylaw 1330-24 is hereby repealed

12. This bylaw comes into force at the beginning of the day of third and final reading thereof.

READ a first time this 7th day of May, 2024.

READ a second time this 11th day of June, 2024.

READ a third time and finally passed this 11th day of June, 2024.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

BYLAW NO. 1339-24

SCHEDULE "A"

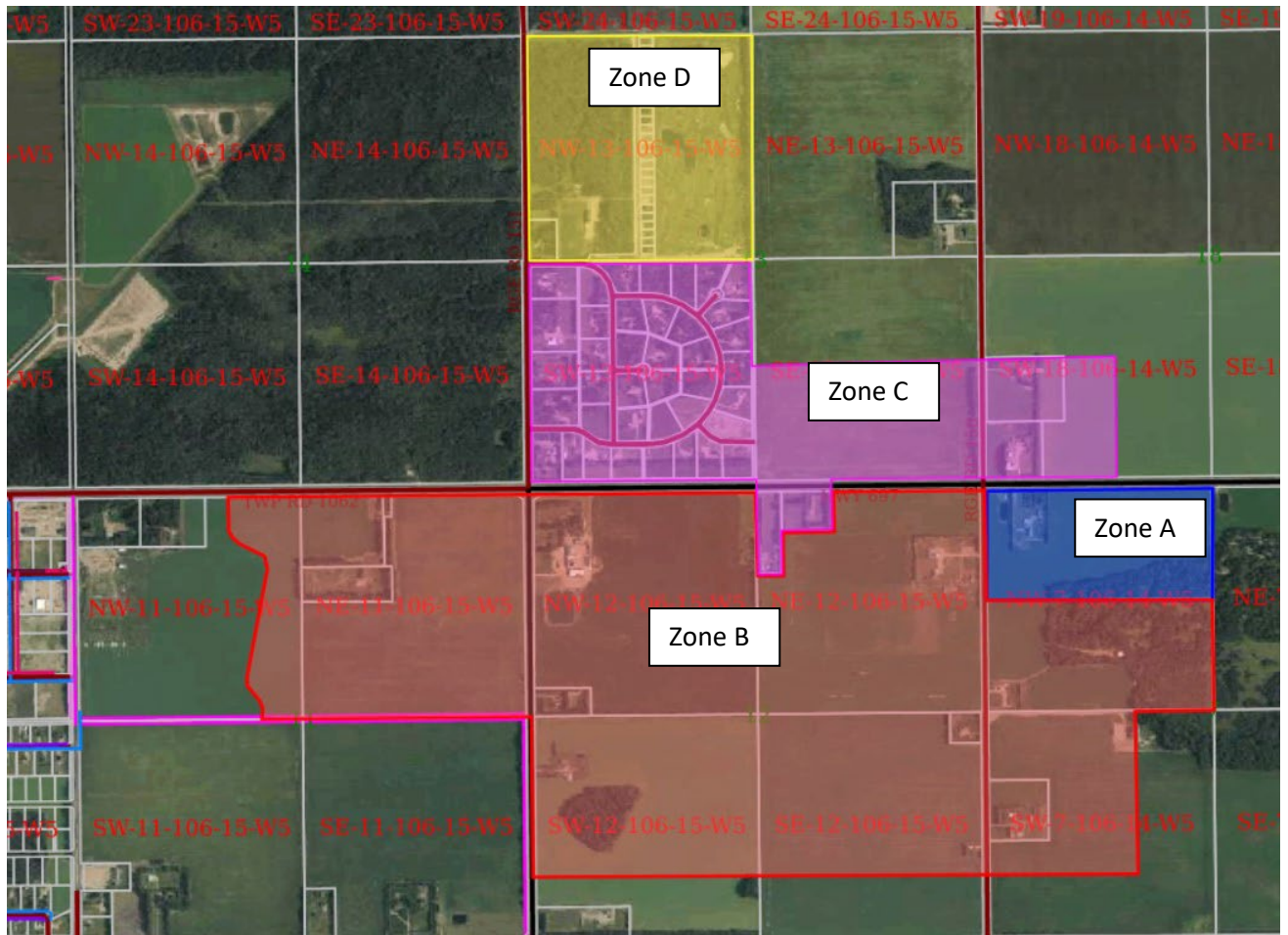
1. The off-site levy rates are set out in the table below and apply to the areas outlined in Schedule B:

Zone	Fee (\$/acre)	Notes
A	\$350,000	Capital contribution.
B	\$806/acre	
C	\$175/acre	
D	\$560/lot connected	

There shall be no fee payable to connect the existing home/business (constructed and in use as of March 31, 2024) located on NW & NE 12-106-15 (this exemption does not include any parcels subdivided from the quarter section), subject to the connection being completed prior to June 1, 2026.

BYLAW NO. 1339-24

SCHEDULE "B"



BYLAW NO. 1339-24

SCHEDULE “C”

BACKGROUND INFORMATION

The following assumptions, rationale and calculations have been utilized in determining the fees:

Initial project will be funded by Mackenzie County and the developer of Zone A, under a capital contribution agreement for this project.

Project cost is estimated at \$1,142,773, with \$350,000 to be collected through Zone A contribution agreement and connection fees.

Benefitting area without the need for additional offsite investment = Zone A = 80 acres
 = Zone B = 885 acres

Benefitting area with the need for additional offsite investment = Zone C = 293 acres

Other areas of interest = golf course area developments = Zone D = 160 acres

It is advantageous to have access to water infrastructure without needing to construct additional offsite infrastructure, as there is an additional cost to those individuals to benefit from the existing investment. Therefore, those that benefit without the need for a large additional investment should bear the primary financial burden for the new waterline asset.

Directly benefitting lands will contribute 90% of the project costs less Zone A contribution. The remaining project costs (10%) will be dispersed among the secondary benefitting areas.

Primary Benefitting Area Contribution \$792,773 x 90% = \$713,496

Secondary Benefitting Area Contribution \$792,773 x 10% = \$ 79,277

The quarter section containing the golf course is unlikely to be fully developed, and the calculated fee for the quarter section is \$28,000. In order to equitably apply a fee, it will be charged on a per lot basis. For the purpose of the calculation it is assumed that there will be 50 lots contributing to the levy fee.

Zone	Contribution Rate (%)	Contributing Area (acres)	Fee (\$/acre)	Notes
A	90%	80	\$350,000	Capital contribution.
B	90%	885	\$806/acre	
C	10%	293	\$175/acre	
D	10%	160	\$560/lot connected	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Bylaw 1341-24 to Repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for an Access Request

BACKGROUND / PROPOSAL:

On April 4, 2015 an access request was presented to council for the NW 11-106-12-W5M. Council made the following motion:

MOTION 15-04-239 That the access request to NW 11-106-12-W5M be approved and that the access paving be completed during the second lift of asphalt on Highway 88 connector at the cost of the applicant and that an agreement be entered into with the applicant for a forced road allowance.

CARRIED

An agreement had been and the process started. Part of the process was to close the existing road allowance on the west side of NW 11-106-12-W5M and consolidate it into the quarter section.

On June 14, 2016 a public hearing was held for Bylaw 1024-16 being a Road Closure Bylaw to close a portion of government road allowance adjoining the west boundary of NW 11-106-12-W5M for the purpose of consolidation.

Prior to the 2nd and 3rd reading of a road closure bylaw, a public hearing was held in accordance to the Municipal Government Act. Once the public hearing had been held, the bylaw was sent to the Minister of Transportation for an approval before it could proceed.

Administration received approval and the bylaw passed 2nd and 3rd reading.

On April 30, 2024, Administration received a letter from Alberta Transportation and Economic Corridors stating Bylaw 1024-16 Road Closure for the West Side of NW-11-

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

106-12-W5M, approved by Alberta Transportation and Economic Corridors has yet to be registered with the Land Titles Office.

Administration reviewed correspondence from the original applicant dated December 17, 2016. The applicant stated their objection to proceeding forward with Bylaw 1024-16 and proposed the County leave the road allowance where it was and grant the applicants drive-way be personal property.

Administration called the applicant and the applicant confirmed that he still wanted Bylaw 1024-16 cancelled.

This Bylaw is intended to repeal Bylaw 1024-16, so that Alberta Transportation and Economic Corridors can be notified and close the file.

OPTIONS & BENEFITS:

That Council repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for Access Request, so that administration can notify Alberta Transportation and Economic Corridors and the file can be closed.

Administration has drafted a repealing bylaw which will require a Public Hearing.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

The bylaw will be advertised as per Municipal Government Act requirements as well as notification sent to all adjacent landowners.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous
Author: J Wiebe Reviewed by: C Smith CAO: D. Derksen

That first reading be given to Bylaw 1341-24 to repeal Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for Access Request, subject to Public Hearing.

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

BYLAW NO. 1341-24
BEING A BYLAW OF
MACKENZIE COUNTY,
IN THE PROVINCE OF ALBERTA,
FOR THE PURPOSE TO REPEAL BYLAW 1024-16 ROAD CLOSURE WEST SIDE
OF NW 11-106-12-W5M FOR AN ACCESS REQUEST

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has the authority to exercise development powers and perform duties on behalf of the municipality as pursuant by the Municipal Government Act, and

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to repeal Bylaw 1024-16, a Road Closure West Side of NW-11-106-12-W5M for an access request.

NOW THEREFORE, the Council of Mackenzie County, in the province of Alberta, duly assembled, hereby enacts as follows:

Purpose

1. The purpose of this bylaw is to repeal Bylaw 1024-16 road closure west side of NW-11-106-12-W5M for an access request.
2. This Bylaw shall come into effect upon the third and final reading thereof.

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

PUBLIC HEARING held this ___ day of _____, 2024.

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

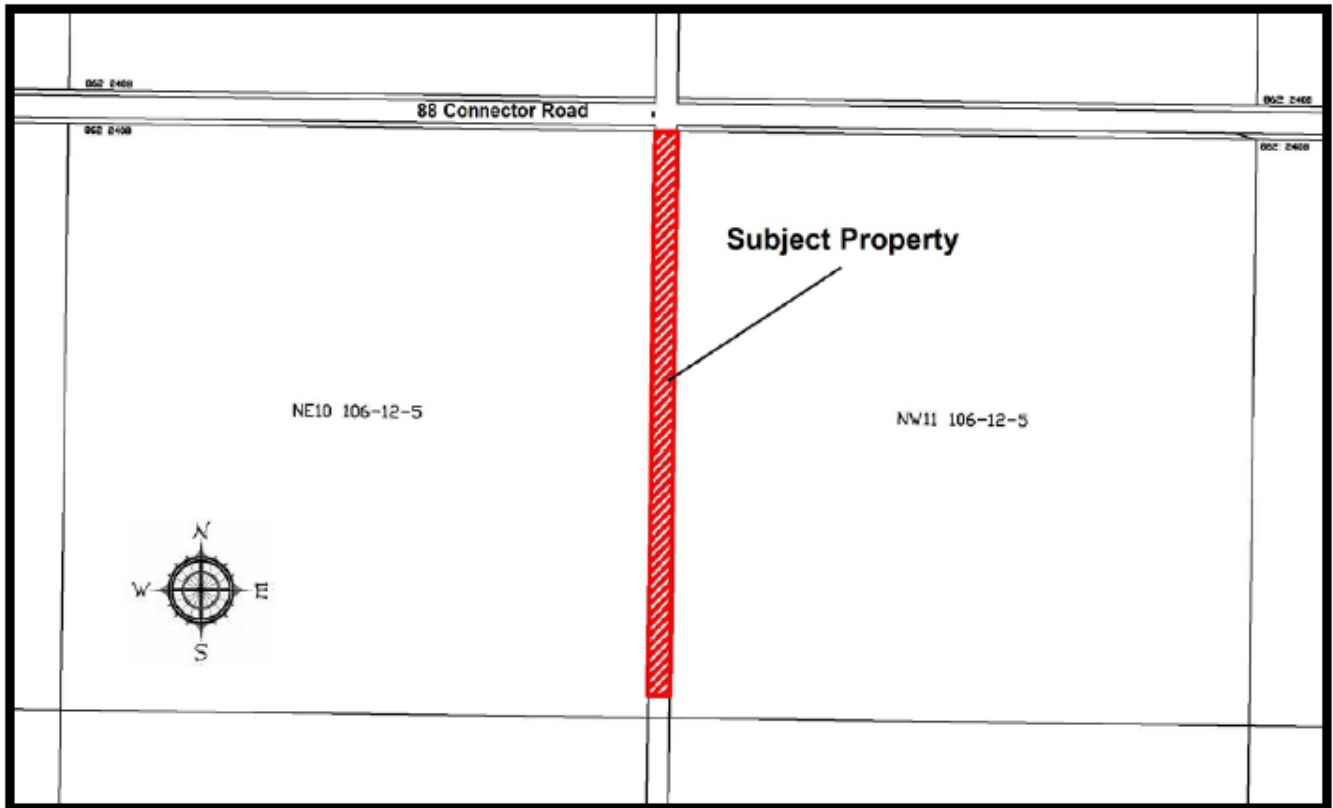
READ a third time and finally passed this ___ day of _____, 2024.

Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

BYLAW No. 1341-24

SCHEDULE "A"





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	August 24, 2016
Presented By:	Len Racher, Director of Facilities and Operations (South)
Title:	PUBLIC HEARING Bylaw 1024-16 Road Closure West Side of NW 11-106-12-W5M for Access Request

BACKGROUND / PROPOSAL:

On June 14, 2016 a public hearing was held for Bylaw 1024-16 being a Road Closure Bylaw to close a portion of government road allowance adjoining the west boundary of NW 11-106-15-W5M for the purpose of consolidation.

Prior to the 2nd and 3rd reading of a road closure bylaw, a public hearing was held in accordance to the Municipal Government Act. Once the public hearing had been held, the bylaw was sent to the Minister of Transportation for an approval before it could proceed.

Administration has received the approved bylaw back from the Minister of Transportation and is being presented for 2nd & 3rd reading.

Previous background

On April 4, 2015 an access request was presented to council for the NW 11-106-12-W5M.

Council made the following motion:

MOTION 15-04-239 *That the access request to NW 11-106-12-W5M be approved and that the access paving be completed during the second lift of asphalt on Highway 88 connector at the cost of the applicant and that an agreement be entered into with the applicant for a forced road allowance.*

Author: L. Lambert **Reviewed by:** Len Racher **CAO:** JW

An agreement has been signed and the process started. Part of the process is to close the exiting road allowance on the west side of NW 11-106-12-W5M and consolidate it into the quarter section.

This Request for Decision is for the Road Allowance Closure only.

OPTIONS & BENEFITS:

Closing this road and reopening it on the east side allows the applicant to construct an access without crossing a large wetland area.

COSTS & SOURCE OF FUNDING:

Funding for legal surveying will come from the Capital Budget for New Infrastructure.

SUSTAINABILITY PLAN:

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

COMMUNICATION:

The bylaw was advertised as per Municipal Government Act requirements as well as notification sent to all adjacent landowners.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

MOTION 1

That second reading be given for Bylaw 1024-16 being a Road Closure Bylaw to close a portion of government road allowance adjoining the west boundary of NW 11-106-12-W5M for the purpose of consolidation.

MOTION 2

That third reading be given for Bylaw 1024-16 being a Road Closure Bylaw to close a portion of government road allowance adjoining the west boundary of NW 11-106-12-W5M for the purpose of consolidation.

Author: L. Lambert **Reviewed by:** Len Racher **CAO:** JW

BYLAW NO. 1024-16
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF CLOSING A PORTION OF
STATUTORY ROAD ALLOWANCE IN ACCORDANCE
WITH SECTIONS 22, 24 AND 606 OF THE MUNICIPAL GOVERNMENT ACT,
CHAPTER M-26, REVISED STATUTES OF ALBERTA 2000

WHEREAS, Council of Mackenzie County has determined that a portion of Government Road Allowance as outlined in Schedule "A" attached hereto, be subject to a road closure, and

WHEREAS, notice of intention of the Council to pass a bylaw will be published in a locally circulated newspaper in accordance with the Municipal Government Act, and

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of consolidation, the consolidation plan will be registered concurrently with the road plan, that portion of the government road allowance described as follows, subject to the rights of access granted by other legislation or regulations:

MERIDIAN 5 RANGE 12 TOWNSHIP 106
ALL THAT PORTION OF ORIGINAL GOVERNMENT ROAD ALLOWANCE
ADJOINING THE WEST BOUNDARY OF THE NORTH WEST QUARTER OF
SECTION 11 WHICH LIES SOUTH OF THE PRODUCTION WESTERLY OF
THE SOUTH LIMIT OF ROAD PLAN 8622408, AND WHICH ALSO LIES
NORTH OF THE PRODUCTION WESTERLY OF THE NORTH LIMIT OF ROAD
PLAN 162_____
EXCEPTING THEREOUT ALL MINES AND MINERALS

As outlined in Schedule "A"

READ a first time this 12th day of April, 2016.

Bill Neufeld
Reeve

Joulia Whittleton
Chief Administrative Officer

PUBLIC HEARING held this ____ day of _____, 2016.

APPROVED this ____ day of _____, 2016.

Approval valid for _____ months.

Minister of Transportation

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

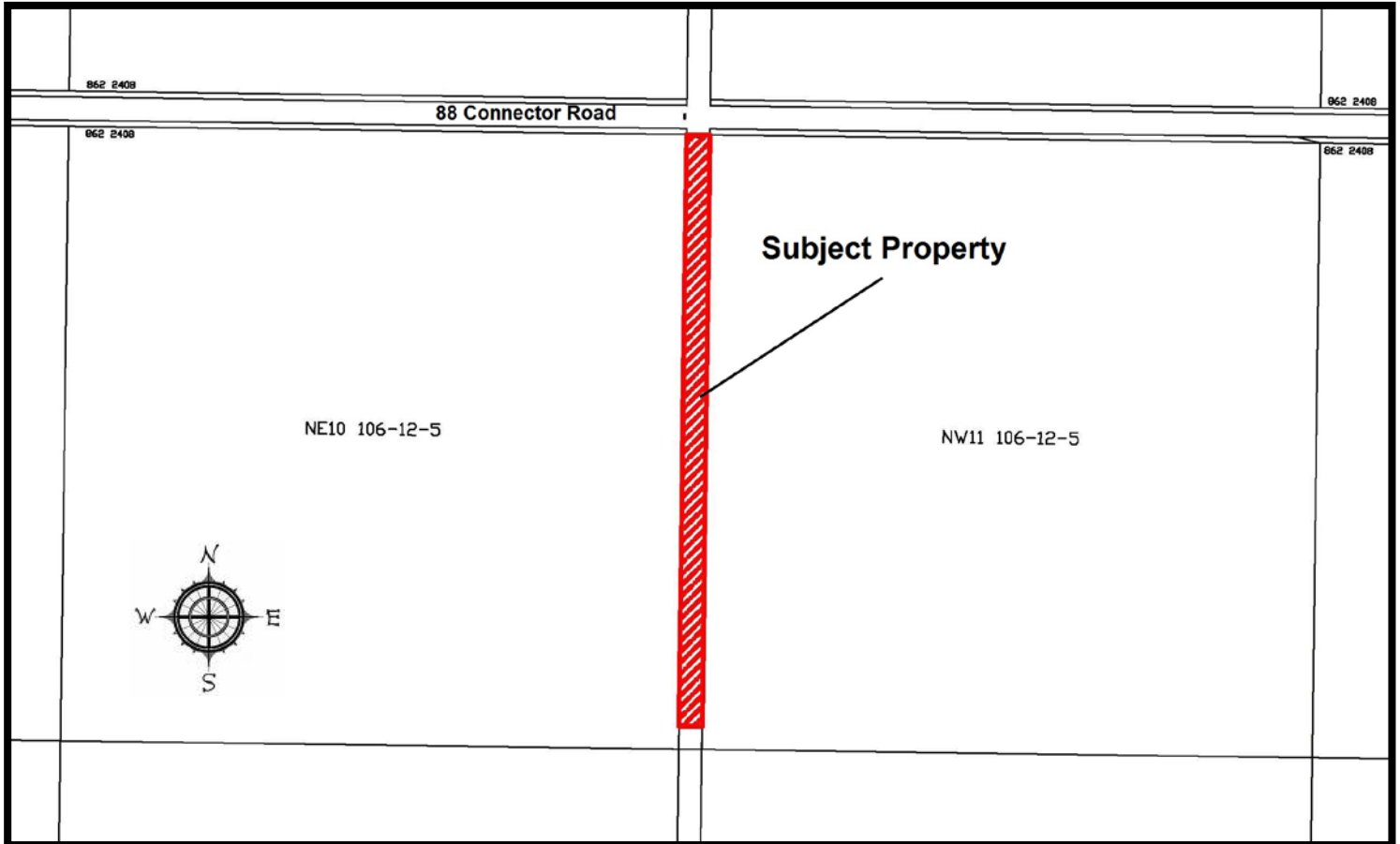
READ a third time and finally passed this ____ day of _____, 2016.

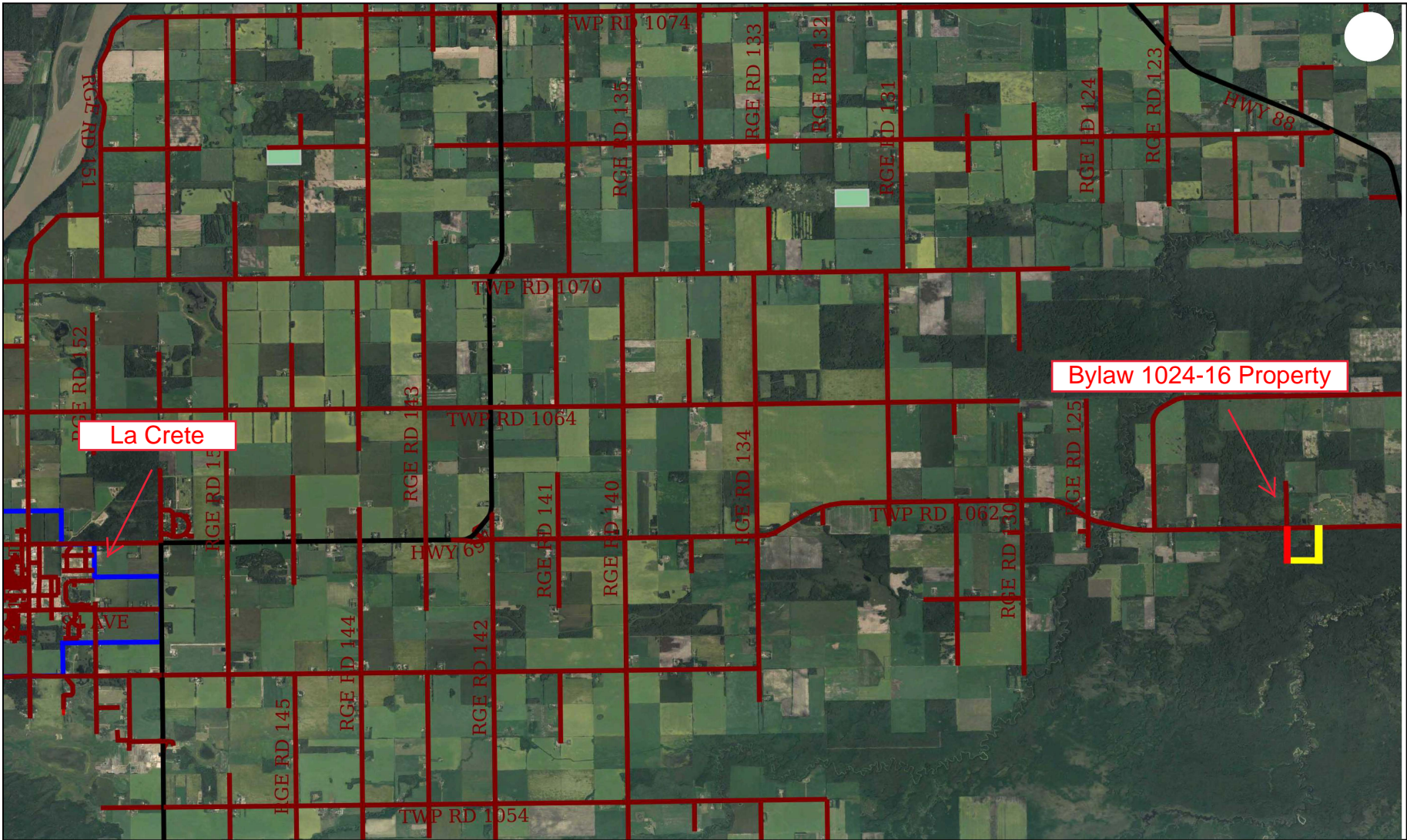
Bill Neufeld
Reeve

Chief Administrative Officer

BYLAW No. 1024-16

SCHEDULE "A"



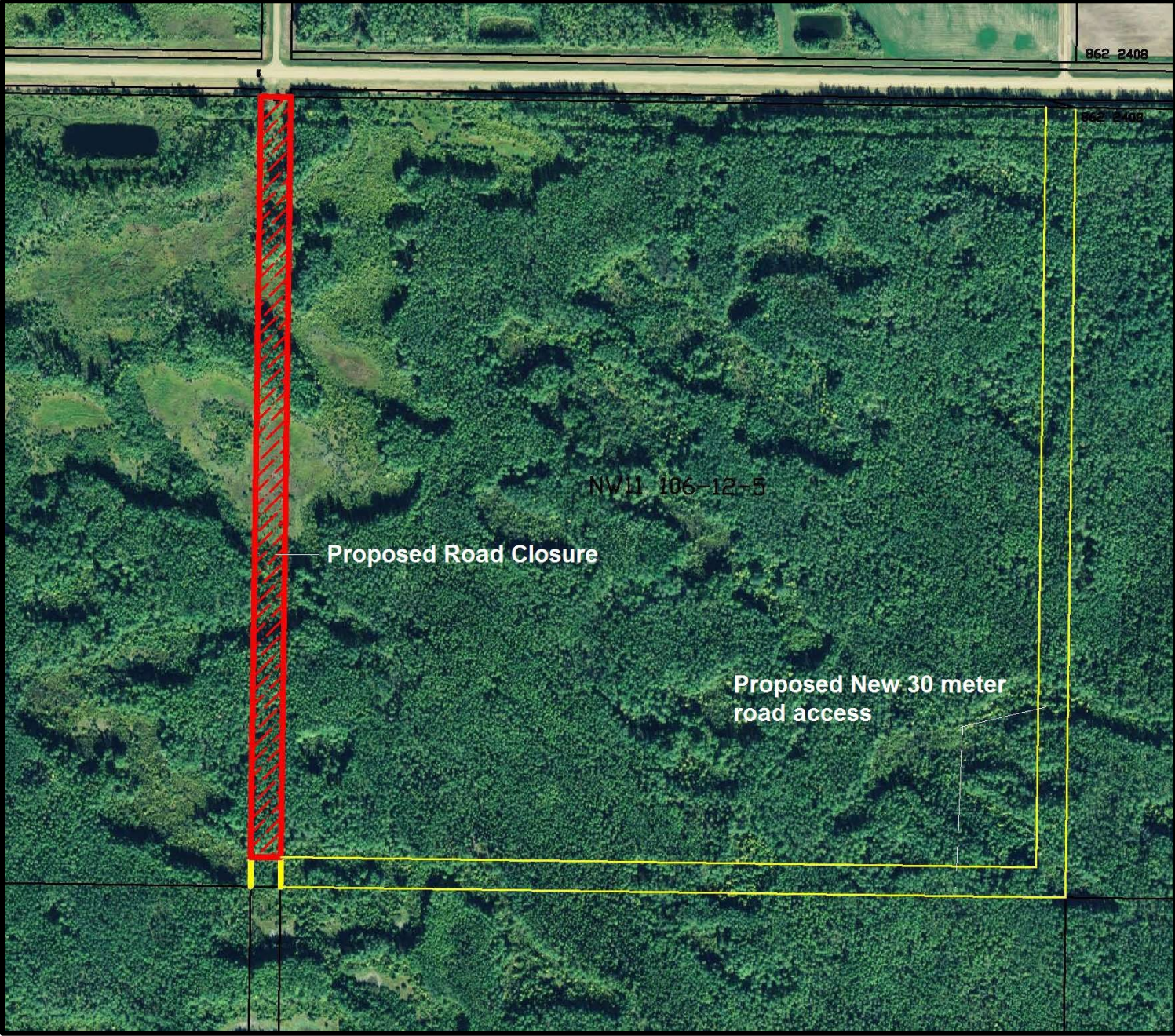



Scale 1: 135,099



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BYLAW AMENDMENT APPLICATION



NOT TO SCALE

File No. Bylaw 1024-16

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Mackenzie County



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1342-24 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”

BACKGROUND / PROPOSAL:

On October 19, 2022, Administration received a request to rezone part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential “RCR3”.

The reason for the rezoning was that the land owner wanted to develop eleven (11) estate-like residential lots, which was not a use in the current zoning district. The individual lots were approximately 3 acres in size.

The developer was aware that Alberta Transportation needed to comment and would potentially require turning lanes.

Proposed Bylaw 1266-22 was presented to Council on October 19, 2022 where the following motion was made:

MOTION 22-10-682 **MOVED** by Deputy Reeve Sarapuk

That first reading be given to Bylaw 1266-22 being a Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture “A” to Rural Country Residential 3 “RCR3”, subject to public hearing input.

CARRIED

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

Proposed Bylaw 1266-22 was presented for public hearing on November 15, 2022. After the Public Hearing was closed, the following motion was made:

MOTION 22-11-793 MOVED by Councillor Wardley

That Bylaw 1266-22 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential 3 "RCR3" be TABLED to a future Regular Council meeting.

CARRIED

Administration was directed to send a letter to Alberta Transportation requesting formal comments regarding the proposed rezoning and multi-lot subdivision. The response from Alberta Transportation is attached.

The response included the requirement of a Traffic Impact Assessment, dedication of a 30 meter wide service road right of way required along the highway frontage on the north-west corner of the section and that existing direct highway accesses may remain on a temporary basis.

Proposed Bylaw 1266-22 was presented to Council on January 10, 2023 where the following motion was made:

MOTION 23-01-029 MOVED by Councillor Bateman

That second reading be given to Bylaw 1266-22 being a Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential 3 "RCR3" to accommodate eleven (11) estate-like residential lots.

DEFEATED

On June 03, 2024, administration received an application from the developer requesting to rezone part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential "RCR3" for a second time.

The area to be rezoned, is approximately 38.51 acres.

It is the developers responsibility to adhere and negotiate with Alberta Transportation.

OPTIONS & BENEFITS:

Options are to give first reading, defeat first reading or table the application 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.

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

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 first reading be given to Bylaw 1342-24 being a Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential 3 "RCR3", subject to public hearing input.

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

BYLAW NO. 1342-24
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 accommodate eleven (11) estate-like residential lots.

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 parcels known as:

Part of NW 12-105-15-W5M

Within Mackenzie County, be rezoned from Agriculture “A” to Rural Country Residential “RCR3” 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.

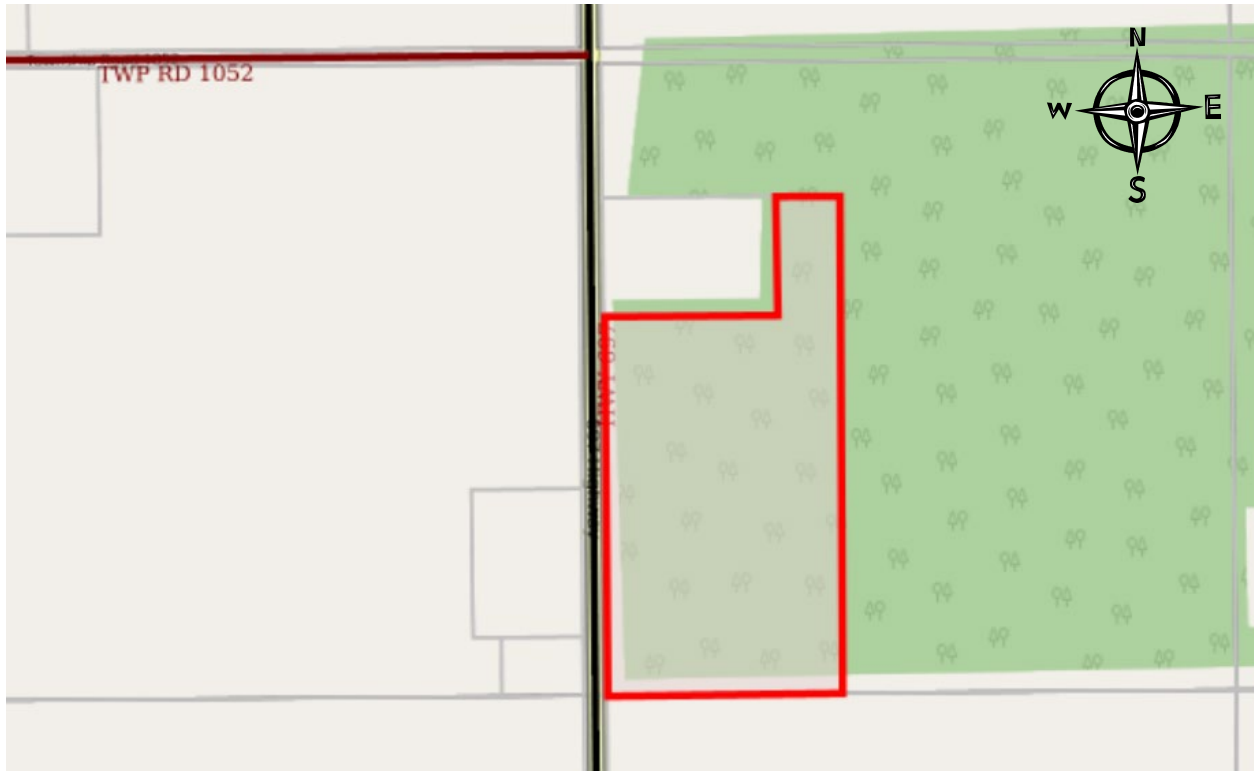
Joshua Knelsen
Reeve

Darrell Derksen
Chief Administrative Officer

BYLAW No. 1342-24

SCHEDULE “A”

1. That the land use designation of the following property known as part of NW 12-105-15-W5M within Mackenzie County, be rezoned:



FROM: Agriculture “A”

TO: Rural Country Residential “RCR3”

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant <u>J+R Investments</u>		
Address: <u>Section 17 (1)</u>		
City/Town <u>Section 17 (1)</u>		
Postal Code <u>Section 17 (1)</u>	Phone <u>Section 17 (1)</u>	Cell
Applicant Email		

Complete only if different from Applicant

Name of Registered Owner		
Address:		
City/Town		
Postal Code	Phone	Cell
Owner Email		

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

QTR./LS.	SEC.	TWP.	RANGE	M.	or	PLAN	BLK	LOT
<u>NW</u>	<u>12</u>	<u>105</u>	<u>15</u>	<u>5</u>				

Civic Address: _____

Land Use Classification Amendment Proposed:

From: Agricultural "A" To: Rural Country Residential 3

Reasons Supporting Proposed Amendment:

" lots - estate like living.

I have enclosed the required application fee of: 885.54 Receipt No.: 308143
Section 17 (1)

Date 06-03-2024

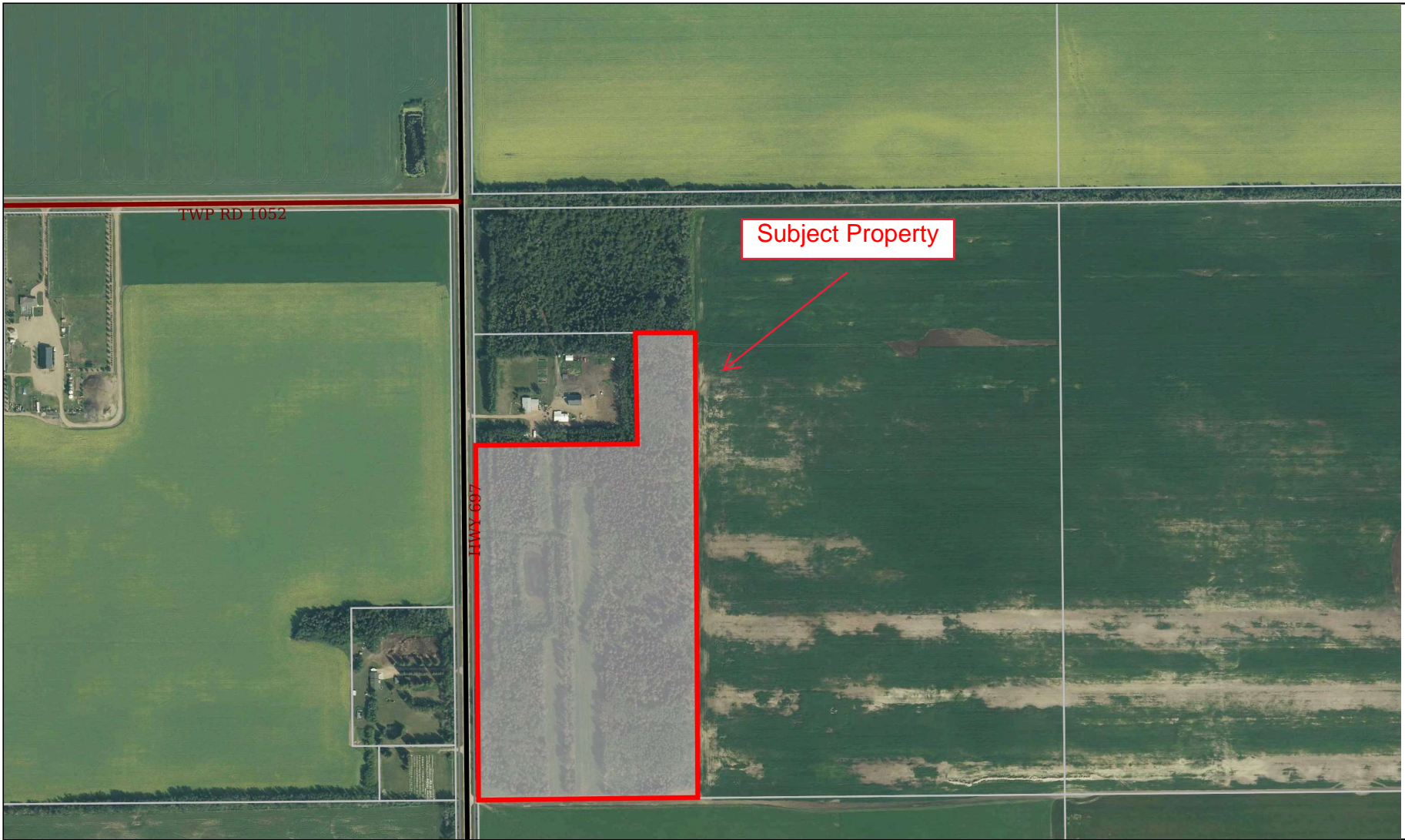
Registered Owner Signature

Date

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

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

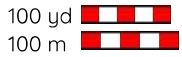




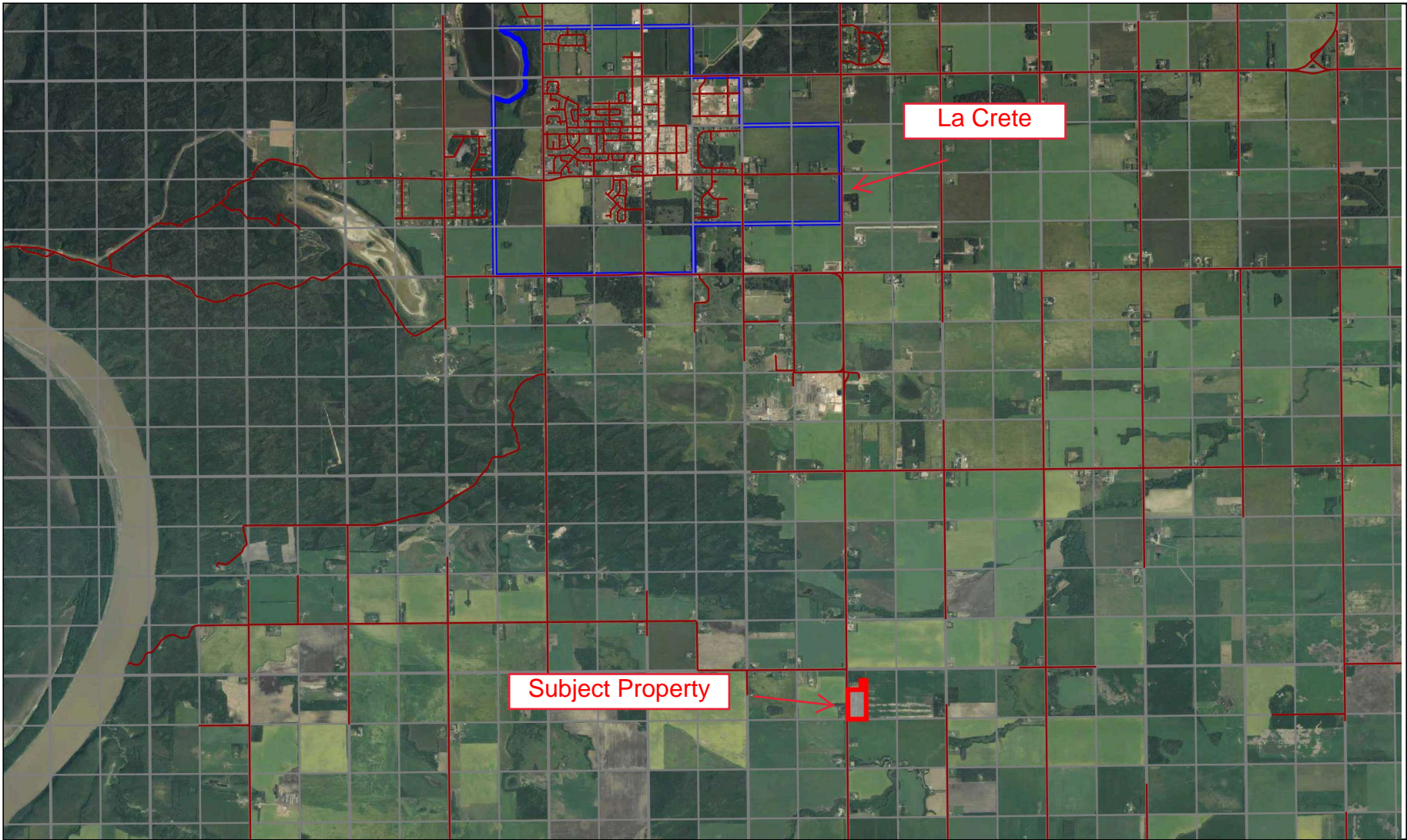
Subject Property



Scale 1: 7,500



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Scale 1: 90,066



1 Mi
1 Km

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TENTATIVE PLAN SHOWING

PROPOSED SUBDIVISION OF
C. of T. 062 107 532

and
N.W. 1/4 Sec.12, Twp.105, Rge.15, W.5M.
Within
Mackenzie County, Alberta

Schedule of Area(s)

Contains 12 Lots and Road.
Containing 19.74 ha (48.7 Ac.)

Registered Title Encumbrances (Affecting Extent of Title)

802 062 097: Utility Right of Way - Northern Lights Gas Co-op Ltd.
032 023 175: Caveat - Right of Way Agreement - Atco Electric Ltd.
212 184 846: Utility Right of Way - Northern Lights Gas Co-op Ltd.

Notes

- Distances are in Metres and Decimals Thereof.
- Plan measurements based from a field inspection conducted on Sept 2, 2022.

Legend

Area Affected by This Plan is Outlined Thus..... — Power Pole Shown Thus..... ⊕
Roads Shown Thus..... — Water Well/Cistern Shown Thus..... W
Fence Shown Thus..... -x-x- Septic Tank Shown Thus.... S
Gas Co-op Shown Thus..... -G-G- Septic Discharge Shown Thus..... D
Overhead Power Shown Thus.... P

Land Owner(s)

REDACTED

Site Information

Address: 105165 - Hwy 697 - C. of T. (062 107 532)

BORDERLINE SURVEYS

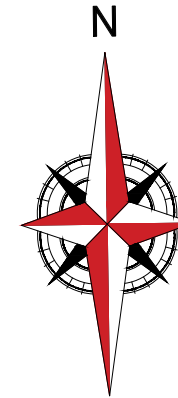
REDACTED



PREPARED BY
REDACTED

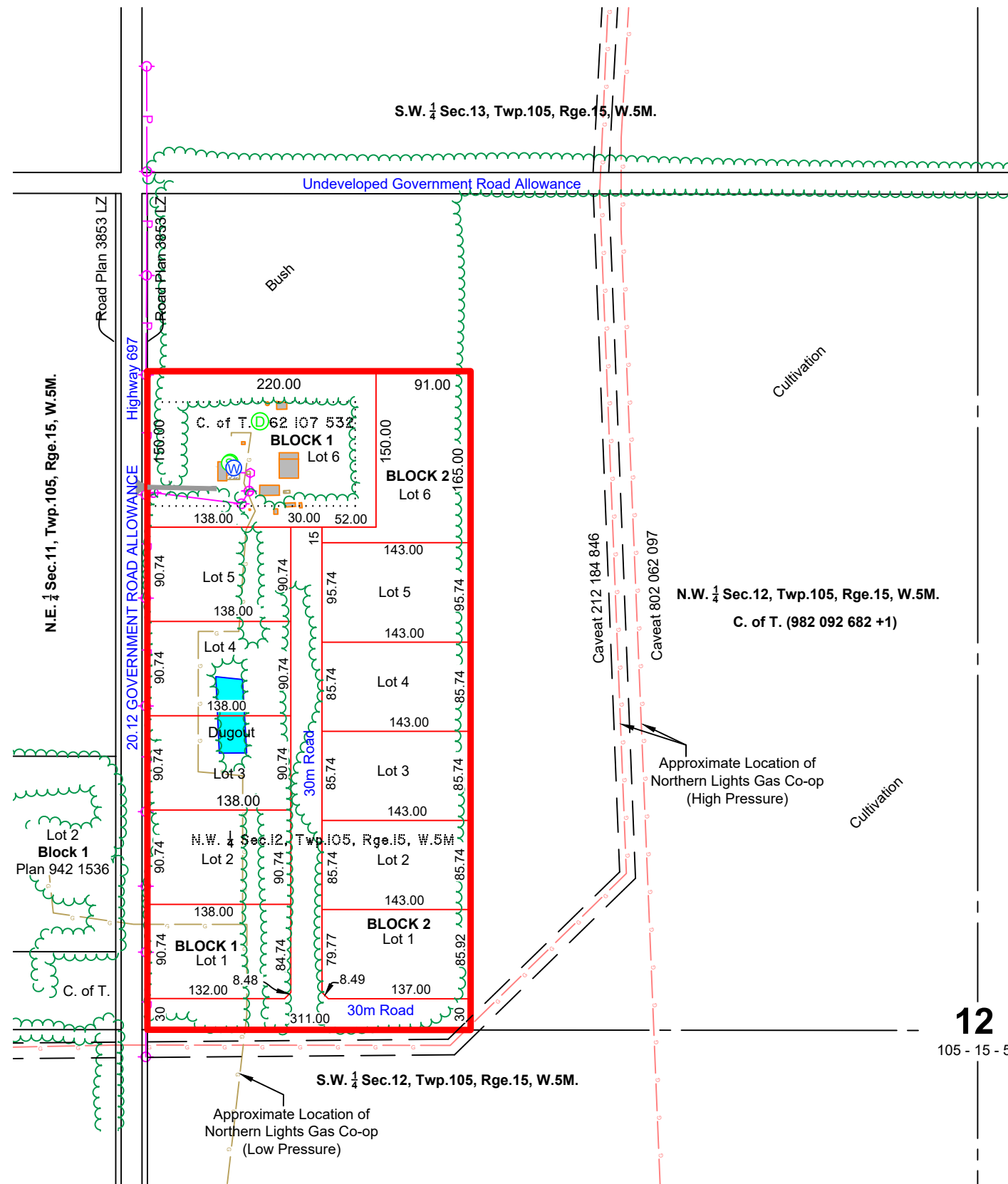
Revision Table

No.	Revision Type	Drafted	Chk'd	Surveyed	Date
0	Original	MM	JC	AC	Sept. 9, 2022
Client File No: N/A					0 Revision
File No: 220129T		Job No: 220129		Sheet: 1 of 4	



SCHEDULE OF AREAS	
LAND DESCRIPTION	AREA REQUIRED
N.W. 1/4 Sec.12, Twp.105, Rge.15, W.5M. C. of T. (982 092 682 +1)	17.74 ha
C. of T. (062 107 532)	2.00 ha
Total	19.74 ha

AREAS OF LOTS	
LOT NUMBER	AREA
Block 1, Lot 1	1.25 ha. (3.1 AC.)
Block 1, Lot 2	1.25 ha. (3.1 AC.)
Block 1, Lot 3	1.25 ha. (3.1 AC.)
Block 1, Lot 4	1.25 ha. (3.1 AC.)
Block 1, Lot 5	1.25 ha. (3.1 AC.)
Block 1, Lot 6	3.30 ha. (8.2 AC.)
Block 2, Lot 1	1.22 ha. (3.0 AC.)
Block 2, Lot 2	1.22 ha. (3.0 AC.)
Block 2, Lot 3	1.22 ha. (3.0 AC.)
Block 2, Lot 4	1.22 ha. (3.0 AC.)
Block 2, Lot 5	1.22 ha. (3.0 AC.)
Block 2, Lot 6	1.58 ha. (3.9 AC.)
Total	19.74 ha. (48.7 AC.)



SCALE 1:5000

Alberta Transportation Notification of Referral Decision

Subdivision in proximity of a provincial highway

Municipality File Number:		Highway(s):	697
Legal Land Location:	QS-NW SEC-12 TWP-105 RGE-15 MER-5	Municipality:	Mackenzie County
Decision By:	REDACTED	Issuing Office:	Peace Region / Peace River
Issued Date:	2022-12-14 10:36:34	Appeal Authority:	Land and Property Rights Tribunal
Description of Development: Subdivide 11 new lots from a previously subdivided quarter, as well as a boundary adjustment of CoT 062 107 532, for country residential purposes.			



This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 697

Alberta Transportation offers the following comments with respect to this application:

The requirements of Section 18 of the Regulation are not met. Pursuant to Section 20(1) of the Regulation, Alberta Transportation grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation subject to the following requirements:

A memo TIA (traffic impact assessment) must be conducted at the existing direct highway access at the south boundary of NW12-105-15-5. The TIA must be submitted, reviewed and accepted by the department prior to the start of any development, including construction of the internal road network. Details on memo TIA's can be found in the TIA guidelines <https://open.alberta.ca/publications/traffic-impact-assessment-guideline>

The requirements of Section 19 of the Regulation are not met. To ensure future access management requirements are met a service road is required. Pursuant to Section 20(1) of the Regulation, Alberta Transportation grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation.

Alberta Transportation has the following additional comments and/or requirements with respect to this proposal:

1. An area structure plan may be required to be provided and accepted by the department prior to consideration of any further subdivision.
2. To satisfy Section 19 of the Subdivision and Development Regulation, dedication of a 30 meter wide service road right of way is required along the highway frontage of the balance of the quarter, from the north boundary of C of T 062 107 532, to the north boundary of NW12-105-15-5 (approximately 200 meters in length). In this instance the department is willing to accept the service road dedication by caveat. Details on preparing and registering the service road agreement and caveat can be found on Alberta Transportation's website, at <https://www.alberta.ca/service-road-agreement-and-caveat.asp>
3. The existing direct highway accesses may remain on a temporary basis. All direct highway accesses are to be considered temporary. No compensation shall be payable to the landowner, or their assigns or successors when Alberta Transportation removes or relocates the access or if highway access is removed and access provided via a municipal road or service road.
4. The subject land is within the permit area of a highway as outlined in the Highways Development and Protection Regulation. Any proposed development on the subject, including construction of the internal road, will require the benefit of a Roadside Development Permit from Alberta Transportation.

Please contact Alberta Transportation through the [RPATH Portal](#) if you have any questions, or require additional information



Issued by REDACTED , on 2022-12-14 10:36:34 on behalf of the Minister of Transportation pursuant to *Ministerial Order 52/20 – Department of Transportation Delegation of Authority*



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 2024
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The approved minutes of the April 25, 2024, May 8, 2024 and May 23, 2024 Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION:

N/A

Author: A.Wolfe **Reviewed by:** C Smith **CAO:** D. Derksen

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the approved Municipal Planning Commission meeting minutes of April 25, 2024, May 8, 2024, May 23, 2024 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, April 25, 2024 @ 10:00 a.m.

PRESENT: Erick Carter Chair, MPC Member
Andrew O'Rourke Vice Chair, MPC Member
David Driedger Councillor, MPC Member (Virtual)
Peter F. Braun Councillor, MPC Member
Stephanie Grocholski MPC Member

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

MEMBERS OF THE PUBLIC: Dave Froese
Danny Buller
David Harms
Matthew Peters

MOTION 1. CALL TO ORDER

Erick Carter called the meeting to order at 10:00 a.m.

2. ADOPTION OF AGENDA

MPC 24-04-056 MOVED by Andrew O'Rourke

That the agenda be adopted with the following additions:

5. i) 044-DP-24 REVISION 2016320 Alberta Ltd.

5. j) 045-DP-24 REVISION 2016320 Alberta Ltd.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 24-04-057 MOVED by Peter F. Braun

That the minutes of the March 28, 2024 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

- d) 058-DP-24 955403 Alberta Ltd.
Bulk Fuel Storage & Distribution in “RIL”
NE-12-104-18-W5M (104173 RGE RD 180)(Blue Hills)**

MPC 24-04-058 MOVED by Andrew O'Rourke

That Development Permit 058-DP-24 on NE-12-104-18-W5M in the name of 955403 ALBERTA LTD be APPROVED with the following conditions:

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

1. The proposed use must be a minimum of 230 feet from the center line of Highway 697.;
2. Remaining minimum building setbacks: a. 41.15 meters (135 feet) from any road allowances; and b. 15.24 meters (50 feet) from any other property lines.;
3. AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;
4. All conditions and regulations set out by the Safety Codes Council of Alberta are to be met to their specifications and standards. Copy of the approval from Safety Codes Council of Alberta must be submitted to Mackenzie County prior to operation. Failure to do so will render this permit Null and Void.;
5. An Environmental Containment Plan shall be completed and a copy submitted to Mackenzie County prior to any construction. Failure to do so will render this permit Null and Void.;

6. In addition a 20.0m (65.6ft) vegetated buffer strip shall be provided for all development adjacent to Highways 35, 88, 58 and 697.;
7. The landowner/developer shall provide a remediation certificate from the province of Alberta to Mackenzie County within three (3) years of vacating the site.;
8. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
9. If a sign is placed on the property the sign shall be located a minimum of: 200 meters from regulatory signs, and 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.;
10. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.;
11. The sign shall:
 - a.) Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b.) Not unduly interfere with the amenities of the district,
 - c.) Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d.) Not create visual or aesthetic blight.;
 - e.) Not break the sight triangle regulations.
12. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
13. All basement or below grade developments shall have an operational sump pump;
14. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2019.;
15. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.;
16. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.;
17. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
18. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;

19. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
20. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
21. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
22. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- g) 063-DP-24 Danny Buller
Shop – Personal with a 20% Height Variance in “RCR3”
Plan 102 4542, Block 01, Lot 42 (151 Greenwood Bend)
(La Crete Rural)**

MPC 24-04-059 **MOVED** by Peter F. Braun

That Development Permit 063-DP-24 on Plan 102 4542, Block 1, Lot 42 in the name of BULLER, DANNY be APPROVED with the following conditions:

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

- 1. A 20% Height Variance for the Shop - Personal is hereby granted. The maximum interior ceiling height shall not exceed 7.3 meters (24 feet) in height.**
2. Minimum building setbacks: 15.2 meters (50 feet) front yard; 7.6 meters (25 feet) side yards; and 7.6 meters (25 feet) rear yard; from the property lines.;
3. AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS

AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;

4. The Shop - Personal shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
5. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;
6. The maximum area of the Shop shall be 223 square meters (2,400 square feet).;
7. This Shop is approved for personal purposes only and no commercial activity is permitted in this building. Should the applicant change the intention of this building a new development permit is required.;
8. All basement or below grade developments shall have an operational sump pump;
9. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2019.;
10. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.;
11. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.;
12. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
13. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;
14. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;

16. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
17. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- h) 064-DP-24 Silver Star Ventures Ltd.
Warehouse (Existing)(Consignment Sales) in "RIL"
Plan 162 1350, Block 01, Lot 01 (104069 TWP RD 1074)
(Blumenort)**

MPC 24-04-060 MOVED by Andrew O'Rourke

That Development Permit 064-DP-24 on Plan 162 1350, Block 1, Lot 1 in the name of SILVER STAR VENTURES LTD be APPROVED with the following conditions:

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

1. This permit is for the APPROVAL of Consignment Sales in the existing Warehouse.;
2. The Warehouse (Consignment Sales) shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;
4. If a sign is placed on the property the sign shall be located a minimum of: 200 meters from regulatory signs, and 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.;

5. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.;
6. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties,
 - d. Not create visual or aesthetic blight, and
 - e. Not break the sight triangle regulations.
7. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
8. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
9. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
11. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
12. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. SUBDIVISIONS

- e) **12-SUB-24 Matthew & Lisa Peters
10 Acre Subdivision in "A"
NE-30-104-15-W5M (Buffalo Head Prairie)**

MPC 24-04-061 MOVED by David Driedger

That Subdivision Application 12-SUB-24 in the name of Matthew & Lisa Peters on NE-30-104-15-W5M be TABLED until elevations & a flood mitigation plan are submitted.

CARRIED

5. DEVELOPMENT

- a) 236-DP-19 Knelsen Sand & Gravel
Tarp Shelter (30'x60')(Existing)(Time Extension) in
"LC-HC"
SW-15-106-15-W5M (11509 100 Street)(La Crete)**

MPC 24-04-062 MOVED by Peter F. Braun

That a time extension for 236-DP-19 on SW 15-106-15-W5M (11509 100 Street) in the name of Knelsen Sand & Gravel be granted to expire on March 16, 2025.

CARRIED

- b) 051-DP-24 David Banman (Seeder Ridge Landscaping)
Sign (Temporary) in "LC-HC"
In the Vicinity of 109 Avenue & 91 Street (La Crete)**

MPC 24-04-063 MOVED by David Driedger

That Development Permit 051-DP-24 in the name of David Banman (Seeder Ridge Landscaping) be APPROVED with the following conditions:

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

1. Permit expires May 1, 2025 should the Sign need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.;
2. The sign shall be located a minimum of: 20 meters from regulatory signs, and not less than 23 feet from the north edge of 109th Avenue (Twp. Rd 1062).
3. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street. The brightness of illumination is at the discretion of the Development Authority.;

4. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.;
5. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.;
 - e. Not break the sight triangle regulations.
6. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed, including mowing around the sign site to one (1) meter in diameter.;
7. Wiring and conduits of the sign must be concealed from view.;
8. The sign shall not unduly interfere with the amenities of the LAND USE DISTRICT and/or ROAD/HIGHWAY Corridor in which they are located and/or adjacent to.;
9. The quality, aesthetic character and finishing of SIGN construction shall be to the satisfaction of the Development Authority.;
10. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
12. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- c) **056-DP-24 Richard Fehr/Rapid Fire Riflery
Home Based Business, Minor in "H-R1"
Plan 912 3390, Block 19, Lot 12 (10401 104 Avenue)
(La Crete)**

MPC 24-04-064 **MOVED** by Peter F. Braun

That Development Permit 056-DP-24 on Plan 912 3390, Block 19, Lot 12 in the name of Richard Fehr/Rapid Fire Riflery be APPROVED with the

following conditions:

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

1. This permit is for the APPROVAL of a Home Based Business, Minor (Rapid Fire Riflery) in the existing dwelling.
2. **All provincial and/or federal conditions and requirements in regards to Firearms Repair and Refurbishing are to be met to their specifications and standards. FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;**
3. **This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Home Based Business Minor has become detrimental or otherwise incompatible with the amenities of the neighborhood.**
4. This development permit will expire upon the expiration, cancellation or revocation of your business license. This development permit shall become null and void if a county business license is not maintained in good standing.
5. At all times, the privacy of the adjacent dwellings shall be preserved and the Home Based Business shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients.
6. The business shall be operated by the resident of the principal dwelling and may include one (1) non-resident employee.
7. The Home Based Business shall not involve client and customer visits outside of the hours of **8:00 a.m. – 8:00 p.m.**
8. The Municipality has assigned the following address to the noted property (**10401 104 Avenue**). You are required to display the address (**10401**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
9. Home Based Business Minor requires 1 space per 37.2m² (400.0ft²) of gross FLOOR AREA. This work area is 100 square feet, so that would constitute one (1) off street parking spot.
10. No construction or development is allowed on a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.

11. Home Based Businesses are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.
12. The sign shall not be placed within the Road Right of Way.
13. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
14. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
15. Illumination of any signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
16. Wiring and conduits of any signs must be concealed from view.
17. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
18. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- e) **061-DP-24 Kevin Kroeker
Garage – Detached with a 20% Size Variance and a 25%
Setback Variance in “H-CR”
Plan 032 5931, Block 03, Lot 05 (9213 95 Avenue)
(La Crete)**

MPC 24-04-065 **MOVED** by Andrew O'Rourke

That Development Permit 061-DP-24 in the name of Kevin Kroeker on Plan 032 5931, Block 3, Lot 5 be APPROVED with the following conditions:

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

1. A **20% Size Variance** for the Garage - Detached is hereby granted. The Garage - Detached shall be a maximum of 1280 square feet

(118.9 square meters).

2. Minimum building setbacks are: 15.2 meters (50 feet) front yard; 7.6 meters (25 feet) rear yard; 4.6 meters (15 feet) side yards; from the property lines.;
3. The Garage - Detached shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
4. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. One parking space, including the driveway area, shall occupy 300 square feet.;
5. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.;
7. The lowest opening of the building shall be a minimum of 2.0% above the centerline elevation of the street abutting the property.;
8. The municipality has assigned the following address to the noted property: 9213 95 Avenue. You are required to display the address (9213) so as to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
9. The Garage - Detached is approved for residential purposes only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Garage - Detached for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use.;
10. The Garage-Detached shall not be accessed from the back alley.;
11. The Garage-Detached will have a maximum vehicle entrance door height of 4.6 meters (15 feet).;
12. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
13. The total site area (lot) shall have a positive surface drainage without

adversely affecting the neighbouring properties.;

14. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
15. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- f) **062-DP-24 Worsley Reinland Mennonite Church
Temporary/Portable Unit in "I"
Plan 202 2934, Block 02, Lot 01 (106107 RGE RD 160)
(La Crete Rural)**

MPC 24-04-066 **MOVED** by Stephanie Grocholski

That Development Permit 062-DP-24 on Plan 202 2934, Block 2, Lot 1 in the name of WORSLEY REINLAND MENNONITE CHURCH be APPROVED with the following conditions:

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

1. Minimum building setbacks: a. 41.15 meters (135 feet) from any road allowances; and b. 15.24 meters (50 feet) from any other property lines.;
2. The Temporary/Portable Unit shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. Permit expires May 1, 2026, should the Temporary/Portable Unit need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.;
4. Dust control will be required for the length of Twp Road 1061 bordering the property up to Range Road 160 at the developers expense.
5. The undercarriage of the Temporary/Portable Unit shall be screened

- from view by skirting or such other means satisfactory to the Development Authority.;
6. No accessory building erected/or moved onto the site shall be used as a dwelling.;
 7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
 8. All basement or below grade developments shall have an operational sump pump;
 9. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2019.;
 10. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.;
 11. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
 12. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;
 13. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
 14. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
 15. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
 16. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- i) **044-DP-24 REVISION 2016320 Alberta Ltd.
Dwelling – Stacked Row Housing with a 14% Setback**

Variance
Plan 212 0513, Block 02, Lot 06 (10417 105 Avenue)
(La Crete) (ADDITION)

MPC 24-04-067 **MOVED** by David Driedger

Requires

Unanimous

That Development Permit 044-DP-24 REVISION on Plan 212 0513, Block 2, Lot 6 in the name of 2016320 Alberta Ltd. be APPROVED with the following conditions:

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

1. A **14% Setback Variance** for the Dwelling - Stacked Row Housing is hereby granted. The Dwelling – Stacked Row Housing shall be a minimum of 1.3 meters (4.3 feet) from the side property lines.
2. Remaining minimum building setbacks are: 7.6 meters (25 feet) front; and 1.5 meters (5 feet) rear yard, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks.;
3. The Dwelling – Stacked Row Housing shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
4. The Developer shall enter into and abide by a Development Agreement with Mackenzie County.;
5. All DEVELOPMENT shall provide:
 - a. Lighting between DWELLING UNITS;
 - b. Orientation of buildings and general site appearance;
 - c. Safe pedestrian access to and from the public sidewalk fronting the building;
 - d. Parking areas adjacent to streets must be paved (except for the Utility Right of Way) and
 - e. provision and access to garbage storage;
6. Any exterior lighting shall be designed and located such that no light is directed at adjoining properties and such that the effectiveness of any traffic control devices is not impaired.;
7. **A 10% variance on the parking requirements shall be granted; a total of 9 stalls required will now be 8 stalls. “One parking space, including the driveway area, shall occupy 300 square feet.”**

8. The Dwelling – Stacked Row Housing is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner. Contact the Utilities Department at (780) 928-3983 for connection requirements.;
9. The architecture, construction materials and appearance of the Dwelling – Stacked Row Housing shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;
10. The colours and materials employed for the exterior finishes, whether permanent or temporary, shall be compatible with those commonly found in Residential Zones.;
11. The Municipality has assigned an address to each unit on the Dwelling – Stacked Row Housing as follows from East to West on the main floor: 10417-1 105 Avenue and 10417-2 105 Avenue. The basement floor from West to East 10417-3 105 Avenue and 10417-4 105 Avenue. You are required to display the addresses on the units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
12. The siting and development of the Dwelling – Stacked Row Housing shall be in compliance with the regulations of the Land Use Zone intended to be applied to the site to accommodate future residential development; provided that the development officer may attach additional conditions to minimize adverse impacts on adjacent development, including the construction of roadways or temporary turnarounds, in accordance with Mackenzie County Design Standards.;
13. Where the lowest opening of the dwelling is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the dwelling is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.;
14. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
16. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations

Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;

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

CARRIED UNANIMOUSLY

- j) **045-DP-24 REVISION 2016320 Alberta Ltd.
Dwelling – Stacked Row Housing with a 14% Setback Variance
Plan 212 0513, Block 02, Lot 07 (10413 105 Avenue)
(La Crete) (ADDITION)**

MPC 24-04-068 **MOVED** by Andrew O'Rourke

Requires
Unanimous

That Development Permit 045-DP-24 REVISION on Plan 212 0513, Block 2, Lot 7 in the name of 2016320 Alberta Ltd. be APPROVED with the following conditions:

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

1. A **14% Setback Variance** for the Dwelling - Stacked Row Housing is hereby granted. The Dwelling – Stacked Row Housing shall be a minimum of 1.3 meters (4.3 feet) from the side property lines.
2. Remaining minimum building setbacks are: 7.6 meters (25 feet) front; and 1.5 meters (5 feet) rear yard, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks.;
3. The Dwelling – Stacked Row Housing shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
4. The Developer shall enter into and abide by a Development Agreement with Mackenzie County.;
5. All DEVELOPMENT shall provide:
 - a. Lighting between DWELLING UNITS;
 - b. Orientation of buildings and general site appearance;
 - c. Safe pedestrian access to and from the public sidewalk fronting the building;
 - d. Parking areas adjacent to streets must be paved (except for

- the Utility Right of Way) and
- e. provision and access to garbage storage;
6. Any exterior lighting shall be designed and located such that no light is directed at adjoining properties and such that the effectiveness of any traffic control devices is not impaired.;
 7. **A 10% variance on the parking requirements shall be granted; a total of 9 stalls required will now be 8 stalls. "One parking space, including the driveway area, shall occupy 300 square feet."**
 8. The Dwelling – Stacked Row Housing is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner. Contact the Utilities Department at (780) 928-3983 for connection requirements.;
 9. The architecture, construction materials and appearance of the Dwelling – Stacked Row Housing shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;
 10. The colours and materials employed for the exterior finishes, whether permanent or temporary, shall be compatible with those commonly found in Residential Zones.;
 11. The Municipality has assigned an address to each unit on the Dwelling – Stacked Row Housing as follows from East to West on the main floor: 10413-1 105 Avenue and 10413-2 105 Avenue. The basement floor from West to East 10413-3 105 Avenue and 10413-4 105 Avenue. You are required to display the addresses on the units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
 12. The siting and development of the Dwelling – Stacked Row Housing shall be in compliance with the regulations of the Land Use Zone intended to be applied to the site to accommodate future residential development; provided that the development officer may attach additional conditions to minimize adverse impacts on adjacent development, including the construction of roadways or temporary turnarounds, in accordance with Mackenzie County Design Standards.;
 13. Where the lowest opening of the dwelling is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the dwelling is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.;
 14. No construction or development is allowed on or in a right-of-way. It

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

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

CARRIED UNANIMOUSLY

6. SUBDIVISIONS

- a) **32-SUB-21 Paul Driedger (FTEN) Time Extension (Phases 1&2)
45.48 Acre Urban Subdivision (34 Lots) in "RIG"
Plan 182 1653, Block 02, Lot 04 (North of La Crete)**

MPC 24-04-069 MOVED by Peter F. Braun

That the Time Extension Request for 32-SUB-21 in the name of FTEN (Paul Driedger) on Plan 182 1653, Block 2, Lot 4 (NE 16-106-15-W5M) be APPROVED with the following revised conditions:

1. This approval is for a thirty-four (34) lot subdivision totalling 45.48 acres (18.41 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,

I. Any permanent buildings on the property must be constructed 2% above the grade of the road.

- b) Mitigation measures must be in place in order to avoid water damage from potential pluvial flooding,
- c) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,
- d) Provision of all water lines, including all fittings and valves as required by the County,
- e) Provision of municipal servicing (water and sanitary sewer) to each lot,
- f) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County.

The developer shall provide the municipality with an engineered site drainage and surface water management plan that outlines the following:

- (1) Drainage of internal road system,
 - (2) Erosion prevention systems, if required,
 - (3) Direction of site drainage, and
 - (4) Elevation plans for each lot
- g) Provision of internal roads and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- h) Provision of access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This requirement is in accordance with Mackenzie County's Rural Road Access Construction and Surface Water Management No. PW039;
- i) Provision of street lighting with underground wiring, design and location as required by the County,
- j) Engineered signage package,
- k) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each

utility company prior to registration of the subdivision,

- l) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,
- m) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.
- n) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- o) Any outstanding property taxes shall be paid in full prior to registration of title,
- p) Provision of off-site levies as required by the County as follows:

I. Bylaw 1324-24 La Crete Off-Site Levy Bylaw

An off-site levy may be used to pay for all or part of the capital cost of new or expanded facilities or land required for or in connection with any new or expanded facilities for:

- (a) the storage, transmission, treatment or supplying of water;
- (b) the treatment, movement or disposal of sanitary sewage;
- (c) storm sewer drainage; or
- (d) roads required for or impacted by a subdivision or development.

Water Levy (2024) \$1000/ac

\$1000/ac times 33.59 ac = \$33,590.00

Sanitary Sewer Levy (Catchment 2) \$6018/ac
\$6018/ac times 45.48 ac = \$273,698.64

Total Off-Site Levies = \$307,288.64

- q) Provision of benefiting lands recoverable costs for the Endeavour to Assist agreement for the existing waterline. The amount is calculated at \$1,694.67 per acre.

The amount owed is based on 11.89 acres of benefitting lands at \$1,694.67 equals **\$20,149.63.**

- r) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is \$11,000.00 per acre. Municipal reserve is charged at 10%, which is \$1,100.00 per subdivided acre.
45.48 acres times \$1,100.00 equals \$50,028.00.

- s) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

CARRIED

- b) 43-SUB-21 Paul Driedger (FTEN) Time Extension (Phases 1&2)**
56.46 Acre Urban Subdivision (47 Lots) in "RCR4"
Plan 182 1653, Block 02, Lot 04 (North of La Crete)

MPC 24-04-070 MOVED by Peter F. Braun

That the Time Extension Request for 43-SUB-21 in the name of FTEN (Paul Driedger) on Plan 182 1653, Block 2, Lot 4 (NE 16-106-15-W5M) be APPROVED with the following revised conditions:

1. This approval is for a forty-seven (47) lot residential subdivision totalling 59.46 acres (24.06 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not

limited to:

- a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality;
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
- b) Mitigation measures must be in place in order to avoid water damage from potential pluvial flooding;
- c) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality;
- d) Provision of all water lines, including all fittings and valves as required by the County;
- e) Provision of municipal servicing (water and sanitary sewer) to each lot;
- f) Provision of 6 meter PUL on the south side of the quarter section;
- g) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County;

The developer shall provide the municipality with an engineered site drainage and surface water management plan that outlines the following:

- (1) Drainage of internal road system,
 - (2) Erosion prevention systems, if required,
 - (3) Direction of site drainage, and
 - (4) Elevation plans for each lot
- h) Provision of rural standard internal roads and other infrastructure as required by the County in accordance to Mackenzie County Engineering Guidelines and Urban Development Standards Policy DEV001, at Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- i) Provision of access to lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developers' expense. This requirement is in accordance with Mackenzie County's Rural Road Access

Construction and Surface Water Management No. PW039;

- j) Provision of street lighting with underground wiring, design and location as required by the County;
- k) Engineered signage package;
- l) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision;
- m) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities;
- n) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure;
- o) Provision of an agreement with the adjacent landowners for utility lanes/lots if required;
- p) Any outstanding property taxes shall be paid in full prior to registration of title;
- q) Provision of off-site levies as required by the County as follows:

I. Bylaw 1324-24 La Crete Off-Site Levy Bylaw

An off-site levy may be used to pay for all or part of the capital cost of new or expanded facilities or land required for or in connection with any new or expanded facilities for:

- (a) the storage, transmission, treatment or supplying of water;
- (b) the treatment, movement or disposal of sanitary sewage;
- (c) storm sewer drainage; or
- (d) roads required for or impacted by a subdivision or development.

Water Levy (2024) \$1000/ac

\$1000/ac times 59.46 ac = \$59,460.00

Sanitary Sewer Levy (Catchment 2) \$6018/ac

\$6018/ac times 59.46 ac = \$357,830.28

Total Off-Site Levies = \$417,290.28

- r) Provision of municipal reserve in the form of land or money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value. The current market value for this property is as assigned by Municipal Reserve Policy DEV005 is \$9,000.00 per acre. The total applicable municipal reserve equals **5.946 acres of land or equivalent money in lieu**. 5.946 acres less **4.400 acres (park and berm)** equals 1.546 acres. 1.546 acres times \$9,000.00 equals **\$13,914.00**;
- s) The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a);
- t) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

CARRIED

- c) **10-SUB-24 Darren Driedger
10 Acre Subdivision in "A"**

SW-27-106-11-W5M (East of HWY 88 Connector)

MPC 24-04-071 **MOVED** by David Driedger

That Subdivision Application 10-SUB-24 in the name of Darren Driedger of SW-27-106-11-W5M be APPROVED with the following conditions:

1. This approval is for a **Type B** subdivision, 10 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
 - e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.
 - f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
 - g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
 - h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from

utilities companies are shown in Schedule “C” hereto attached,

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

CARRIED

- d) **11-SUB-24 Vanguard Realty Ltd. (Phase 7E)
5.61 Acre Urban Subdivision (23 Lots) in “H-R1B”
Part of NW-9-106-15-W5M**

MPC 24-04-072 **MOVED** by Andrew O’Rourke

That Subdivision Application 11-SUB-24 in the name of Vanguard Realty Ltd. on Part of NW 9-106-15-W5M be APPROVED with the following conditions;

1. This approval is for a 23 lot subdivision, 5.61 acres (2.271 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - b) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,
 - c) Provision of all water lines, including all fittings and valves as required by the County,
 - d) Provision of municipal servicing (water and sanitary sewer) to each lot,
 - e) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County. Where trunk storm sewer

mains are required, the County shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current County policy;

The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:

- (1) Drainage of internal road system,
 - (2) Erosion prevention systems, if required,
 - (3) Direction of site drainage, and
 - (4) Elevation plans for each lot
- f) Provision of paved internal roads, sidewalks, curb and gutter and other infrastructure as required by the County in accordance to Mackenzie County General Municipal Improvement Standards and Urban Development Standards Policy DEV001 at the Developers expense, such construction of roads to serve the lots to be created by the subdivision;
- g) Provision of paved access to each lot being created by the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense. This requirement is in accordance with Urban Development Standards DEV001;
- h) Provision of street lighting with underground wiring, design and location as required by the County,
- i) Engineered signage package,
- j) Provision of utilities (power, gas, telephone, etc.) to each lot. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the County. Responses from utilities companies are shown in Schedule "C" hereto attached. Written confirmation of the completed utility installation is required to be submitted to the County by each utility company prior to registration of the subdivision,
- k) Provision of and/or negotiation for utilities rights-of-way and/or easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to

engineered plans and completed prior to the installation of utilities,

- l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure,
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- n) Any outstanding property taxes shall be paid in full prior to registration of title,
- o) Provision of off-site levies as required by the County as follows:

I. Bylaw 1324-24 La Crete Off-Site Levy Bylaw

An off-site levy may be used to pay for all or part of the capital cost of new or expanded facilities or land required for or in connection with any new or expanded facilities for:

- (a) the storage, transmission, treatment or supplying of water;
- (b) the treatment, movement or disposal of sanitary sewage;
- (c) storm sewer drainage; or
- (d) roads required for or impacted by a subdivision or development.

Water Levy (2024) \$1000/ac

\$1000/ac times 5.61 ac = \$5,610.00

Sanitary Sewer Levy (Catchment 1 (2024)) \$3015/ac

\$3015/ac times 5.61 ac = \$16,914.15

Total Off-Site Levies = \$22,524.15

- (p) Provision of municipal reserve has been provided. (See attached MOU)
- q) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and 25% surface infrastructure construction cost must be submitted to the

County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

- r) **A caveat will be placed on the title of each lot to notify future landowners of the outstanding utility connection fees.**

CARRIED

- f) **13-SUB-24 Abe Driedger
80 Acre Subdivision in "A"
NW-8-104-16-W5M**

MPC 24-04-073 MOVED by Peter F. Braun

That Subdivision Application 13-SUB-24 in the name of Abe Driedger on NW-8-104-16-W5M be APPROVED with the following conditions:

1. This approval is for a **Type A** subdivision, 80 acres (32.37 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
 - e) Provision of a storm water management plan. Contact

Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.

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

CARRIED

7. MISCELLANEOUS

a) Development Statistics Report – January to March 2024

MPC 24-04-074 **MOVED** by David Driedger

That the development statistics report for January to March 2024 be received for information.

CARRIED

b) Land Use Bylaw Update

MPC 24-04-075 **MOVED** by Stephanie Grocholski

That the Land Use Bylaw update be received for information.

CARRIED

8. **CLOSED MEETING**

a) None

9. **MEETING DATES**

- ❖ Wednesday, May 8, 2024 @ 10:00 a.m. in La Crete
- ❖ Thursday, May 23, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, June 13, 2024 @ 10:00 a.m. in La Crete
- ❖ Thursday, June 27, 2024 @ 10:00 a.m. in Fort Vermilion

10. **ADJOURNMENT**

MPC 24-04-076 **MOVED** by Andrew O'Rourke

That the Municipal Planning Commission Meeting be adjourned at 11:37 a.m.

CARRIED

These minutes were adopted this 8th day of May, 2024.

Erick Carter, Chair

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Wednesday, May 8, 2024 @ 10:00 a.m.

PRESENT: Andrew O'Rourke Vice Chair, MPC Member
David Driedger Councillor, MPC Member
Peter F. Braun Councillor, MPC Member
Stephanie Grocholski MPC Member

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

REGRETS: Erick Carter Chair, MPC Member

MEMBERS OF THE PUBLIC: Peter Schmidt
Matthew Peters
George Fehr
Gerald Wolfe
Daniel Driedger
Henry Krahn

MOTION 1. CALL TO ORDER

Andrew O'Rourke called the meeting to order at 10:00 a.m.

2. ADOPTION OF AGENDA

MPC 24-05-077 MOVED by David Driedger

That the agenda be adopted with the following additions:

7. a) Business Licenses

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 24-05-078 MOVED by Peter F. Braun

That the minutes of the April 25, 2024 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

- a) **250-DP-23 REVISION Alpine Builders Ltd.
Dwelling – Stacked Row Housing (COU) in “H-R1”
Plan 242 0425, Block 03, Lot 19 (10229 105 Ave)(La Crete)**

MPC 24-05-079 MOVED by Peter F. Braun

That Development Permit 250-DP-23 REVISION on Plan 242 0425, Block 3, Lot 19 in the name of ALPINE BUILDERS LTD be APPROVED with the following conditions:

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

1. This permit is for the APPROVAL of a Dwelling –Stacked Row Housing (Change of Use) in the existing building.;
2. The Dwelling – Stacked Row Housing shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. The Developer shall enter into and abide by a Development Agreement with Mackenzie County.;
4. All DEVELOPMENT shall provide:
 - a. Lighting between DWELLING UNITS;
 - b. Orientation of buildings and general site appearance;
 - c. Safe pedestrian access to and from the public sidewalk fronting the building;
 - d. Parking areas adjacent to streets must be paved (except for the Utility Right of Way) and
 - e. provision and access to garbage storage;

5. Any exterior lighting shall be designed and located such that no light is directed at adjoining properties and such that the effectiveness of any traffic control devices is not impaired.;
6. **A 10% variance on the parking requirements shall be granted; a total of 9 stalls required will now be 8 stalls. "One parking space, including the driveway area, shall occupy 300 square feet."**
7. The Dwelling – Stacked Row Housing is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner. Contact the Utilities Department at (780) 928-3983 for connection requirements.;
8. The architecture, construction materials and appearance of the Dwelling – Stacked Row Housing shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;
9. The colours and materials employed for the exterior finishes, whether permanent or temporary, shall be compatible with those commonly found in Residential Zones.;
10. The Municipality has assigned an address to each unit on the Dwelling – Stacked Row Housing as follows from East to West on the main floor: 10229-1 105 Avenue and 10229-2 105 Avenue. The basement floor from West to East 10229-3 105 Avenue and 10229-4 105 Avenue. You are required to display the addresses on the units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
11. The siting and development of the Dwelling – Stacked Row Housing shall be in compliance with the regulations of the Land Use Zone intended to be applied to the site to accommodate future residential development; provided that the development officer may attach additional conditions to minimize adverse impacts on adjacent development, including the construction of roadways or temporary turnarounds, in accordance with Mackenzie County Design Standards.;
12. Where the lowest opening of the dwelling is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the dwelling is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.;
13. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;

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

CARRIED

- c) **071-DP-24 Alpine Builders Ltd.
Dwelling – Stacked Row Housing with a 10% Parking
Variance and a 10% Setback Variance in “H-R1”
Plan 242 0894, Block 03, Lot 17 (10241 105 Ave)(La Crete)**

MPC 24-05-080 **MOVED** by David Driedger

That Development Permit 071-DP-24 on Plan 242 0894, Block 3, Lot 17 in the name of ALPINE BUILDERS LTD be APPROVED with the following conditions:

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

1. A **10% Setback Variance** for the Dwelling –Stacked Row Housing is hereby granted. The Building shall be a minimum of 9 feet (2.74 meters) from the exterior property line.
2. Minimum building setbacks: 7.6 meters (25 feet) front yard; 1.5 meters (5 feet) interior side yard; and 1.5 meters (5 feet) rear yard; from the property lines.;
3. The Dwelling – Stacked Row Housing shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
4. The Developer shall enter into and abide by a Development Agreement with Mackenzie County.;
5. All DEVELOPMENT shall provide:

- a. Lighting between DWELLING UNITS;
 - b. Orientation of buildings and general site appearance;
 - c. Safe pedestrian access to and from the public sidewalk fronting the building;
 - d. Parking areas adjacent to streets must be paved (except for the Utility Right of Way) and
 - e. provision and access to garbage storage;
6. Any exterior lighting shall be designed and located such that no light is directed at adjoining properties and such that the effectiveness of any traffic control devices is not impaired.;
 7. **A 10% variance on the parking requirements shall be granted; a total of 9 stalls required will now be 8 stalls. "One parking space, including the driveway area, shall occupy 300 square feet."**
 8. The Dwelling – Stacked Row Housing is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner. Contact the Utilities Department at (780) 928-3983 for connection requirements.;
 9. The architecture, construction materials and appearance of the Dwelling – Stacked Row Housing shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;
 10. The colours and materials employed for the exterior finishes, whether permanent or temporary, shall be compatible with those commonly found in Residential Zones.;
 11. The Municipality has assigned an address to each unit on the Dwelling – Stacked Row Housing as follows from East to West on the main floor: 10241-1 105 Avenue and 10241-2 105 Avenue. The basement floor from West to East 10241-3 105 Avenue and 10241-4 105 Avenue. You are required to display the addresses on the units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
 12. The siting and development of the Dwelling – Stacked Row Housing shall be in compliance with the regulations of the Land Use Zone intended to be applied to the site to accommodate future residential development; provided that the development officer may attach additional conditions to minimize adverse impacts on adjacent development, including the construction of roadways or temporary turnarounds, in accordance with Mackenzie County Design Standards.;
 13. Where the lowest opening of the dwelling is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the dwelling is 50 feet from

the front property line it is required to be at a minimum 2% grade above the curb level.;

14. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
16. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
17. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- d) **074-DP-24 Peter Schmidt
Garage – Detached & Accessory Building in “HCR”
Plan 032 5931, Block 04, Lot 04 (9413 92 Street)(La Crete)**

MPC 24-05-081 **MOVED** by Peter F. Braun

That Development Permit 074-DP-24 on Plan 032 5931, Block 4, Lot 4 in the name of Peter Schmidt be APPROVED with the following conditions:

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

1. Minimum building setbacks: 15.2 meters (50 feet) front yard; 4.6 meters (15 feet) side yards; and 7.6 meters (25 feet) rear yard; from the property lines.;
2. The Garage – Detached and Accessory Building shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. **The expiry date to move or start construction on a primary dwelling on the lot is May 15, 2025. No time extension will be granted.;**

4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.
- 5. The Garage - Detached and the Accessory Building shall not be used as dwellings.;**
6. The Garage - Detached is approved for residential purposes only and no commercial activity is permitted in this building.;
7. The Garage - Detached will have a maximum vehicle entrance door height of 4.6 m (15 ft).;
8. The Garage-Detached shall be located no closer to the front property line than the associated dwelling.;
9. The Garage-Detached shall not be accessed from the back alley.;
10. The Garage-Detached shall not exceed 100 square meters (1076.4 square feet) and shall not exceed one storey in height.;
11. The Garage-Detached will have a maximum vehicle entrance door height of 4.6 meters (15 feet).;
12. Where the lowest opening of the buildings are 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the buildings is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.;
13. The Accessory Building shall be constructed and finished with similar construction materials as the residence and shall compliment the natural features of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;
14. The Accessory Building shall be no more than 4.6m (15.0ft) in height.;
15. This Accessory Building is approved for personal purposes only and no commercial activity is permitted in this building.;
16. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
17. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;

18. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
19. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- e) **075-DP-24 Mackenzie Park & Sell
Automotive Sales & Rental (Office) in "H-R1"
Plan 1160NY, Block 01, Lot 02 (10003 Homestead Way S)
(La Crete)**

MPC 24-05-082 MOVED by Stephanie Grocholski

That Development Permit 075-DP-24 on Plan 1160NY, Block 1, Lot 2 in the name of Mackenzie Park & Sell be APPROVED with the following conditions:

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

1. Minimum building setbacks: 7.6 meters (25 feet) front yard; 1.5 meters (5 feet) side yards; and 1.5 meters (5 feet) rear yard; from the property lines.;
2. The Automotive Sales & Rental (Office) shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. Permit expires May 15, 2025, should the Automotive Sales & Rental (Office) need to remain on location, please contact Mackenzie County Planning and Development Department at (780) 928-3983 for a time extension.;
4. Where the lowest opening of the building is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the building is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.;
5. All conditions and requirements by the Alberta Motor Vehicle Industry Council "AMVIC" are to be met to their specifications and standards.;

6. This permit approval is subject to approval from the Alberta Motor Vehicle Industry Council (AMVIC). The developer is required to obtain written approval from the Alberta Motor Vehicle Industry Council regarding the proposed development prior to commencement of the development. Failure to do so shall render this permit Null and Void.;
7. No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.;
8. The Office shall be no more than 4.6m (15.0ft) in height.;
9. The Office shall not be used as a dwelling.;
10. The Automotive Sales & Rental (Office) shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
11. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. One parking space, including the driveway area, shall occupy 300 square feet.;
12. The architecture, construction materials and appearance of the Automotive Sales & Rental (Office) and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;
13. The municipality has assigned the following address to the noted property: 10003 98 Avenue. You are required to display the address (10003) so as to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
14. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers expense.;
15. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.;
16. The sign shall be located a minimum of: 20 meters from regulatory signs and 1.5 m (5.0 ft.) from the curb/sidewalk;
17. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,

- b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.;
18. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
19. The property must at all times be kept in a neat and orderly fashion.;
20. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
21. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
22. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
23. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.;

CARRIED

6. SUBDIVISIONS

- a) **12-SUB-24 Matthew & Lisa Peters
10 Acre Subdivision in "A"
NE-30-104-15-W5M**

MPC 24-05-083 **MOVED** by David Driedger

That Subdivision Application 12-SUB-24 in the name of Mathew & Lisa Peters on NE-30-104-15-W5M be APPROVED with the following conditions:

- 1. This approval is for a **Type B** subdivision, 10 Acres (4.05 Hectares) in size.
- 2. Applicant/developer shall enter into and abide by a Development

Agreement with Mackenzie County which shall contain, but is not limited to:

- a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - II. **No below grade development will be permitted.**
 - I. **A caveat will be placed on the title to limit below grade development.**
- b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - I. **Mitigation plan provided by applicant must be followed.**
- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a**

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

CARRIED

- b) 14-SUB-24 Gerald & Susan Wolfe
12.87 Acre Subdivision in "A"
Plan 142 3862, Block 01, Lot 02**

MPC 24-05-084 **MOVED** by Peter F. Braun

That Subdivision Application 14-SUB-24 in the name of Gerald Wolfe and Susan Wolfe on Plan 142 3862, Block 01, Lot 02 be APPROVED with the following conditions:

1. This approval is for a **Type B** subdivision, 12.87 acres (5.21 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
 - e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.

- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- j) Provision of municipal reserve in the form of land and money. Specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005.

10% of the proposed 12.97 acre subdivision equals 1.297 acres. Road Widening would equal .60 Acres, leaving 0.697 acres owed as money in lieu. The current market value for this property is \$7,000.00 per acre. Therefore the money in lieu that will be owed is **0.697 acres times \$7000.00 equals \$4,879.00;**
- k) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the *Municipal Government Act* Section 667(1)(a);**
- l) **As per the tentative plan, the existing cabin and shed that cross the proposed property line will need to be moved at the time of development.**

CARRIED

5. **DEVELOPMENT**

- b) **068-DP-24 Boreal Housing Foundation
Accessory Building (Office) & Garage – Detached with a
43% Size Variance in “H-R1”
Plan 242 0770, Block 16, Lot 01 (4406 48 Street)
(Fort Vermilion)**

MPC 24-05-085 **MOVED** by David Driedger

That Development Permit 068-DP-24 on in the name of BOREAL HOUSING FOUNDATION be APPROVED with the following conditions:

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

1. A **43% Size Variance** for the Garage - Detached is hereby granted. The Garage - Detached shall be a maximum of 1539 square feet (143 square meters).
2. Minimum building setbacks: 7.6 meters (25 feet) front yard; 1.5 meters (5 feet) side yard; 3.1 meters (10 feet) exterior side yard and 1.5 meters (5 feet) rear yard; from the property lines.;
3. The Garage – Detached and Accessory Building shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
4. **No Garage – Detached or Accessory Building erected/or moved onto the site shall be used as a dwelling.;**
5. Provide adequate off street parking as follows: The minimum parking shall be 300 square feet per vehicle owned plus an additional 500 square feet for off street parking. One parking space, including the driveway area, shall occupy 300 square feet.;
6. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
7. The architecture, construction materials and appearance of the Garage – Detached and Accessory Building and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the aesthetics of the neighbouring residences to the satisfaction of the Development Authority.;
8. Where the lowest opening of the buildings are 25 feet from the front

property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the buildings are 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.;

9. The municipality has assigned the following address to the noted property: 4406 48 Street. You are required to display the address (4406) so as to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
10. The Garage-Detached shall not be accessed from the back alley.;
11. The Garage-Detached shall not exceed one storey in height.;
12. The Garage-Detached will have a maximum vehicle entrance door height of 4.6 meters (15 feet).;
13. The Garage - Detached is approved for residential purposes only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Garage - Detached for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use.;
14. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
16. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
17. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- f) **076-DP-24 Git R Dun Contracting Ltd.
Dwelling – Duplex with a 20% Setback Variance in “H-R1”
Plan 212 0513, Block 02, Lot 12 (10313 105 Ave)(La Crete)**

MPC 24-05-086 MOVED by Peter F. Braun

That Development Permit 076-DP-24 on Plan 212 0513, Block 2, Lot 12 in the name of Git R Dun be APPROVED with the following conditions:

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

1. A **20% Setback Variance** for the Dwelling - Duplex is hereby granted. The Dwelling – Duplex shall be a minimum of 4 feet (1.22 meters) from the west and east property lines.
2. Remaining minimum building setbacks are: 7.6 meters (25 feet) front; and 1.5 meters (5 feet) rear yard; from the property lines.
3. The Dwelling - Duplex shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
4. Provide adequate off street parking as follows: 6 stalls for Dwelling – Duplex. One parking space, including the driveway area, shall occupy 300 square feet.;
5. The Dwelling – Duplex is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner. Each unit must be serviced individually.;
6. The architecture, construction materials and appearance of accessory buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.;
7. The Municipality has assigned an address to each unit on the Dwelling – Duplex as follows from East to West: 10313-1 105 Avenue, 10313-2 105 Avenue. You are required to display the addresses on the Units to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.;
8. Where the lowest opening of the duplex is 25 feet from the front property line it is required to be at a minimum 4% grade above the curb level. Where the lowest opening of the duplex is 50 feet from the front property line it is required to be at a minimum 2% grade above the curb level.;
9. All DEVELOPMENT shall provide:
 - a.) Provision and access to garbage storage;
 - b.) Lighting between DWELLING UNITS;
 - c.) Orientation of buildings and general site appearance;

- d.) Safe pedestrian access to and from the public sidewalk fronting the building; and
 - e.) Parking areas adjacent to streets must be paved except for the Utility Right of Way;
10. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
11. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
12. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
13. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. SUBDIVISIONS

- c) **15-SUB-24 Jacob & Esther Krahn
12.65 Acre Subdivision in "A"
NW-15-104-18-W5M**

MPC 24-05-087 **MOVED** by David Driedger

That Subdivision Application 15-SUB-24 in the name of Jacob Krahn and Esther Krahn of NW 15-104-18-W5M be APPROVED with the following conditions:

- 1. This approval is for a **Type B** subdivision, 12.65 acres (5.12 hectares) in size.
- 2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the

Municipality,

- I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
- b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
- e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- j) Provision of **municipal reserve in the form of money in lieu of land**. The specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The subject land is 12.65 acres; 10% of 12.65 acres equals 1.265 acres. The current market value for this property

is \$7,000.00 per acre. **1.265 acres** multiplied by **\$7,000.00** equals **\$8,855.00**;

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

CARRIED

- d) **16-SUB-24 John W. Froese, Elizabeth Froese & Jacob Froese
10.70 Acre & 10.45 Acre Subdivision in "A"
SE-31-107-13-W5M**

MPC 24-05-088 **MOVED** by Peter F. Braun

That Subdivision Application 16-SUB-24 in the name of John W. Froese, Elizabeth Froese and Jacob F. Froese (Deceased) on SE-31-107-13-W5M be APPROVED with the following conditions:

1. This approval is for a **Type B** subdivision. Proposed Lot A equals 10.70 acres (4.33 hectares) and Lot B equals 10.45 acres (4.23 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,

- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
- e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- j) **Provision of Municipal Reserve in the form of designated land is to be acquired at 10% of the subject land. Therefore, the land required for this proposed 10.45 acre subdivision equals 1.04 acre as credit towards future road widening.**

CARRIED

7. MISCELLANEOUS

a) Business Licenses (ADDITION)

For information.

8. CLOSED MEETING

a) None

9. MEETING DATES

- ❖ Thursday, May 23, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, June 13, 2024 @ 10:00 a.m. in La Crete
- ❖ Thursday, June 27, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, July 18, 2024 @ 10:00 a.m. in La Crete

10. ADJOURNMENT

MPC 24-05-089 MOVED by David Driedger

That the Municipal Planning Commission Meeting be adjourned at 11:06 a.m.

CARRIED

These minutes were adopted this 23th day of May, 2024.

Erick Carter, Chair

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, May 23, 2024 @ 10:00 a.m.

PRESENT: Erick Carter Chair, MPC Member (Virtual)
Andrew O'Rourke Vice Chair, MPC Member
David Driedger Councillor, MPC Member (Virtual)
Peter F. Braun Councillor, MPC Member
Stephanie Grocholski MPC Member

ADMINISTRATION: Caitlin Smith Director of Planning & Agriculture
Lynda Washkevich Development Officer
Jackie Roberts Development Officer
Annika Wolfe Administrative Assistant/Recording Secretary

MEMBERS OF THE PUBLIC: Aron Driedger
David Froese
Larry Neufeld (Virtual)

MOTION 1. CALL TO ORDER

Andrew O'Rourke called the meeting to order at 10:03 a.m.

2. ADOPTION OF AGENDA

MPC 24-05-090 MOVED by Peter F. Braun

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 24-05-091 MOVED by Peter F. Braun

That the minutes of the May 8, 2024 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

- b) 092-DP-24 Aron Driedger
Shop – Farm in “DC2”
NW-08-106-14-W5M (106173 RGE RD 145) (La Crete Rural)**

MPC 24-05-092 MOVED by Peter F. Braun

That Development Permit 092-DP-24 on NW-8-106-14-W5M in the name of DRIEDGER, ARON be APPROVED with the following conditions:

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

1. AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;
2. The proposed use must be a minimum of 230 feet from the center line of Highway 697.;
3. Remaining minimum building setbacks:
 - a. 41.15 meters (135 feet) from any road allowances; and
 - b. 15.24 meters (50 feet) from any other property lines.;
4. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
5. A 5 meter road widening caveat for Range Road 145 will be put on the title of this property.
6. The Shop - Farm is approved for personal use only and no commercial activity is permitted in this building. If the developer/landowner/occupant or other person or persons intend to use the Shop - Farm for commercial or industrial uses, a new development permit is required prior to the commencement of the commercial or industrial use;
7. The Shop - Farm shall not be used as a dwelling.;

8. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2019.;
9. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.;
10. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.;
11. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
12. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;
13. All basement or below grade developments shall have an operational sump pump;
14. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
15. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
16. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
17. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- a) **091-DP-24 La Crete & Area Chamber of Commerce Illuminated Digital Sign with a 25% Height Variance in "I" Plan 962 4008, Block 05, Lot 34 (10001 99 Avenue) (La Crete)**

MPC 24-05-093 **MOVED** by David Driedger

That Development Permit 091-DP-24 on Plan 962 4008, Block 5, Lot 34 in the name of La Crete Chamber of Commerce be APPROVED with the following conditions:

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

1. A **25% Height Variance** for the Illuminated Digital Sign is hereby granted.
2. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street. The brightness of illumination is at the discretion of the Development Authority.;
3. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.;
4. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.;
 - e. Not break the sight triangle regulations.
5. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed, including mowing around the sign site to one (1) meter in diameter.;
6. Wiring and conduits of the sign must be concealed from view.;
7. The sign shall not unduly interfere with the amenities of the LAND USE DISTRICT and/or ROAD/HIGHWAY Corridor in which they are located and/or adjacent to.;
8. The quality, aesthetic character and finishing of SIGN construction shall be to the satisfaction of the Development Authority.;
9. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction

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

10. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
11. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. SUBDIVISIONS

- d) **20-SUB-24 Henry G. & Esther Enns
19.55 Acre & 10.02 Acre Subdivision in "A"
SE-3-107-14-W5M**

MPC 24-05-094 **MOVED** by Peter F. Braun

That Subdivision Application 20-SUB-24 in the name of Henry G. Enns and Esther Enns on SE-3-107-14-W5M be APPROVED with the following conditions:

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

1. This approval is for a **Type B** subdivision 10.02 acres (4.05 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County

standards at the developer's expense,

- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
 - I. Septic discharge must conform with the Borderline Surveys Tentative Plan Job #240052 page 2 of 4.
- e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- j) Provision of **municipal reserve in the form of a combination of land and money in lieu of land.** The specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The subject land is 10.02 acres; 10% of 10.02 acres equals 1 acre. 5 meters along the south property line will be allocated as a credit toward future road widening. The balance will be cash in lieu. The amount of cash will be determined after surveying is complete.
- k) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made**

in accordance to the *Municipal Government Act* Section 667(1)(a).

CARRIED

5. DEVELOPMENT

**c) 093-DP-24 Angela Sinclair
Bed and Breakfast Business in “H-R1”
Plan 3383ET, Block 03, Lot 07**

MPC 24-05-095 **MOVED** by Erick Carter

That Development Permit 093-DP-24 on Plan 3383ET, Block 03, Lot 07 in the name Angela Sinclair be APPROVED with the following conditions:

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

1. This permit approval is for the operation of a Bed and Breakfast Business out of an existing building.;
2. The Bed and Breakfast Business shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. Comply with applicable legislation under the Public Health Act and obtain the appropriate approvals prior to commencement of development. Contact the Health Inspector at (780) 841-3252.;
4. You will require a business license for this development.;
5. This development permit will expire upon the expiration, cancellation or revocation of your business license. This development permit shall become null and void if a Mackenzie County business license is not maintained in good standing.;
6. At all times, the privacy of the adjacent dwellings shall be preserved and the Bed & Breakfast shall not unduly offend the surrounding residents by way of excessive lighting, noise, traffic, congestion, late visitations by clients, etc.;
7. Bed & Breakfasts are limited to one sign not exceeding 1.1 square meters (12 square feet) in area.;

8. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street. The brightness of illumination is at the discretion of the Development Authority.;
9. The sign shall not be placed within the Road Right of Way.;
10. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.;
11. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
12. Wiring and conduits of the sign must be concealed from view.;
13. The architecture, construction materials and appearance of accessory buildings and other structures shall compliment the natural features and character of the site to the satisfaction of the Development Authority.;
14. Please provide adequate off street parking as follows: The minimum parking shall be 1 stall per vehicle owned, plus 1 stall for each guest room. One parking space, including the driveway, shall occupy 27.87 square meters (300 square feet).;
15. The Bed - Breakfast is to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.;
16. This development permit may be revoked at any time, if, in the opinion of the Development Authority, the Bed - Breakfast has become detrimental or otherwise incompatible with the amenities of the neighborhood.;
17. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;

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

DEFEATED

- d) **094-DP-24 Taron Jones
Fence with a 50% Height Variance in "H-R1"
Plan 2938RS, Block 07, Lot 12 (5102 48 Avenue) (Fort
Vermilion)**

MPC 24-05-096 **MOVED** by Stephanie Grocholski

That Development Permit 094-DP-24 on in the name of JONES, TARON be APPROVED with the following conditions:

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

1. Approval of a fence with height variance as noted in condition 2a).;
2. Maximum height of fence: 1.8 meters (6 feet) for the FRONT YARD facing 51 Street and up to 1.8 meters (6 feet) for the remaining yards.;
3. The fence shall not adversely affect the view of vehicular and pedestrian traffic.;
4. The fence shall not comprise of and/or support barbed wire.;
5. The fence shall not encroach onto adjacent properties.;
6. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.;

7. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.;
8. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
9. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
10. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.;

CARRIED

6. SUBDIVISIONS

- a) **17-SUB-24 George & Marlene Unrau
10 Acre Subdivision in "A"
SE-33-106-15-W5M**

MPC 24-05-097 **MOVED** by Peter F. Braun

That Subdivision Application 17-SUB-24 in the name of George Unrau and Marlene Unrau of SE-33-106-15-W5M be APPROVED with the following conditions:

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

1. This approval is for a **Type B** subdivision 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not

limited to:

- a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
- b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
- e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- j) **Provision of Municipal Reserve in the form of designated land is to be acquired at 10% of the subject land. Therefore, the land required for this proposed 10 acre subdivision**

equals 1 acre. 5 meters along the south border of the quarter section will be allocated as credit towards future road widening and the balance, if any, will be paid as cash in lieu.

CARRIED

**b) 18-SUB-24 Daniel Enns & Philip Driedger
15 Acre Subdivision in "A"
SE-3-110-16-W5M**

MPC 24-05-098 **MOVED** by Peter F. Braun

That Subdivision Application 18-SUB-24 in the name of Daniel Enns and Philip Driedger of SE-3-110-16- W5M be APPROVED with the following conditions:

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

1. This approval is for a **Type B** subdivision 15 acres (6.07 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
 - b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
 - c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
 - d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
 - I. The private sewage system must be brought up to

code.

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

CARRIED

- c) **19-SUB-24 David Doerksen
10 Acre Subdivision in "A"
SW-15-107-13-W5M**

MPC 24-05-099 **MOVED** by David Driedger

That Subdivision Application 19-SUB-24 in the name of David Doerksen on SW-15-107-13-W5M be APPROVED with the following conditions:

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

1. This approval is for a **Type B** subdivision 10 acres (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development

Agreement with Mackenzie County which shall contain, but is not limited to:

- a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
- b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2019,
- e) Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,
- i) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- j) **Provision of Municipal Reserve in the form of designated**

land is to be acquired at 10 % of the subject land. Therefore, the land required for this proposed 10 acre subdivision equals 1 acre. 5 meters along the west border of the quarter section will be allocated as credit towards a road widening and the balance, if any, will be paid as cash in lieu.

CARRIED

7. **MISCELLANEOUS**

a) None

8. **CLOSED MEETING**

a) None

9. **MEETING DATES**

- ❖ Thursday, June 13, 2024 @ 10:00 a.m. in La Crete
- ❖ Thursday, June 27, 2024 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, July 18, 2024 @ 10:00 a.m. in La Crete

10. **ADJOURNMENT**

MPC 24-05-100 MOVED by Stephanie Grocholski

That the Municipal Planning Commission Meeting be adjourned at 10:50 a.m.

CARRIED

These minutes were adopted this 13th day of June, 2024.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	June 11, 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
- 2024-05-10 Minister of Municipal Affairs – (PERC)
- 2024-05-17 – Northern Sunrise County Bill 18 and Bill 20 Letter
- 2024-05-21 Minister of Municipal Affairs – 2024 LGFF Funding Letter
- 2024-05-21 Ag for Life – Investing in Tomorrow
- 2024-05-24 Minister of Municipal Affairs – Bill 20 Letter & Fact Sheet
- 2024-05-28 Mackenzie County – Minister Meeting Follow Up Letters
- 2024-05-30 MP Chris Warkentin – News Release
- 2024-04-18 La Crete Recreation Society Meeting Minutes

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

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 28, 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: Signed Offer to purchase PLS140031
June 22, 2022 Regular Council Meeting			
22-06-465	That administration draft a policy combining PW018 Hiring of Private Equipment, ADM015	Byron	Draft Complete, awaiting internal feedback

Motion	Action Required	Action By	Status
	Hiring Contract Suppliers and FIN 025 Purchasing Policy and bring back to future Council Meeting.		
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	In Progress
December 13, 2022 Regular Council Meeting			
22-12-908	That Council approve the Fort Vermilion Bridge Campground and Recreational Area Plan as amended and to submit the Plan to Forestry, Parks and Tourism for their approval.	Don	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 Society is applying for alternative grant funding.
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			
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

Motion	Action Required	Action By	Status
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 Additional tax forfeiture lands have received title. Update to Council – 2024-06-11
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
24-03-253	That Rural Municipalities of Alberta (RMA) Minister Meeting follow up letters be sent.	Byron/Louise	COMPLETE
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			
24-04-312	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	
24-04-323	That administration reviews the Hamlet of La Crete North Sanitary Trunk Sewer tenders and return for an awarding decision at a future meeting.	Byron	COMPLETE
May 7, 2024 Regular Council Meeting			

Motion	Action Required	Action By	Status
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	COMPLETE
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	COMPLETE
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	Letter Sent
24-05-374	That first reading be given to Bylaw 1339-24 the La Crete East Waterline Offsite Levy Bylaw.	Byron	COMPLETE Being brought to June 11, 2024 Meeting
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	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	Motion to be rescinded at June 11, 2024 Meeting
24-05-382	That third and final reading be given to Bylaw 1336-24 being the Subdivision and Development Appeal Board Bylaw.	Louise	COMPLETE
24-05-386	That third and final reading be given to Bylaw 1337-24 being the Assessment Review Board Bylaw.	Louise	COMPLETE
May 22, 2024 Regular Council Meeting			
24-05-399	That Council awards 16 bursary recipients as presented for the total amount of \$19,000.	Jen	Notifications of awarding in progress
24-05-400	That administration re-advertise the bursary program with an extension date of June 30, 2024 and present any new applicants to Council for review and consideration.	Jen	Advertising closing July 2, 2024 COMPLETE
24-05-404	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.	Caitlin/Louise	COMPLETE

Motion	Action Required	Action By	Status
24-05-407	That administration proceed with the offer to purchase for Plan 792 1881, Block 18, Lot 01 as per policy.	Caitlin	Administration and purchaser agree to proceed with appraisal, in process.
24-05-409	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.	Willie/Jen	Finance Complete
24-05-410	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).	Don/Jen	Finance Complete
24-05-411	That administration provide the Mackenzie Aquatic Society with a letter outlining the funding available from Mackenzie County to use for matching grant applications for the Wellness Centre.	Byron/Louise	In Progress waiting confirmation from society if they qualify for funding
24-05-412	That motion 24-04-306 be rescinded.	Jen/Louise	COMPLETE
24-05-413	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.	Jen	COMPLETE
24-05-417	That Mackenzie County donate topsoil located behind the Fort Vermilion Recreation Complex and recommend Family and Community Support Services funding be utilized for seed purchases.	Jen	FVSS notified - COMPLETE
24-05-418	That Policy ADM054 Fuel Usage be approved as presented.	Jen/Louise	COMPLETE
24-05-419	That Policy FIN011 Accounts Receivable/Utility Collection be approved as presented.	Jen/Louise	COMPLETE
24-05-421	That the Councillor Expense Claim for April 2024 be amended as discussed.	Louise	COMPLETE
24-05-423	That the Minimum Tax for grazing leases as per schedule "A" be amended to \$100.	Jen	COMPLETE
24-05-424	That the Minimum Tax for grazing leases as per schedule "B" be amended as discussed.	Jen	COMPLETE
24-05-425	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 and additional re-gravelling.	Byron/Louise	COMPLETE

Motion	Action Required	Action By	Status								
24-05-426	That Council review both the construction and lift station tenders for the La Crete North Sanitary project during the Special Council Meeting on May 28, 2024.	Byron	COMPLETE								
24-05-427	That Council grant the Municipal Planning Commission special variance authority of 40% for the Heimstaed Lodge Development Permit upon application.	Caitlin	Awaiting Development permit application.								
24-05-428	That administration advertise for the partial Road Closure Bylaw.	Caitlin	Public Hearing 2024-06-11								
24-05-432	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.	Caitlin/Louise	COMPLETE Notification Letter Sent								
24-05-433	That Mackenzie County provide grant funding to the La Crete Agricultural Society Canada Day Event in the amount of \$1,000.	Byron	COMPLETE								
May 28, 2024 Special Council Meeting											
24-05-442	That the 2024 Operating Budget be amended by \$850,000 for additional re-gravelling with funding coming from the Road Reserve.	Jen	COMPLETE								
24-05-443	That the 2024 Capital Budget be amended for the North Sanitary Trunk Sewer project the amount of \$1,720,000 by debenture and that a borrowing bylaw be brought back to Council for a total project budget of \$11,900,000.	Jen	COMPLETE								
24-05-444	That the North Sanitary Trunk Sewer Contract #2 Lift Station contract be awarded to the proponent with the highest score on the matrix. <table border="1" data-bbox="316 1339 919 1478"> <thead> <tr> <th>Evaluation Criteria</th> <th>Points Available</th> <th>Green Acre Ventures Ltd.</th> <th>Northern Road Builders LP</th> </tr> </thead> <tbody> <tr> <td>Total</td> <td>100</td> <td>91</td> <td>92</td> </tr> </tbody> </table>	Evaluation Criteria	Points Available	Green Acre Ventures Ltd.	Northern Road Builders LP	Total	100	91	92	Byron/John	
Evaluation Criteria	Points Available	Green Acre Ventures Ltd.	Northern Road Builders LP								
Total	100	91	92								
24-05-447	That the Hamlet of La Crete North Trunk Sanitary Sewer be awarded to Northern Road Builders LP.	Byron/John									



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114475

May 10, 2024

Reeve Joshua Knelsen
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Reeve Knelsen:

Thank you for applying to the Provincial Education Requisition Credit (PERC) program. The Government of Alberta acknowledges the challenges municipalities face with unpaid education taxes from delinquent oil and gas properties. Our government is therefore committed to supporting municipalities by providing a tax credit to offset these uncollectable education taxes through the PERC program.

The Honourable Demetrios Nicolaidis, Minister of Education, and I have considered your PERC application, and I am pleased to inform you that your application has been approved. An adjustment of \$461,763 will be credited to your June 2024 Alberta School Foundation Fund requisition invoice.

Our government will continue working in collaboration with stakeholders to ensure oil and gas companies pay their fair share of taxes that municipalities rely on for effective and efficient local service delivery to Albertans. I appreciate your continued partnership with government on this matter.

Sincerely,

Ric McIver
Minister

cc: Honourable Demetrios Nicolaidis, Minister of Education
Honourable Dan Williams, MLA, Peace River
Darrell Derksen, Chief Administrative Officer, Mackenzie County



May 17, 2024

Honourable Danielle Smith
Premier of Alberta
307 Legislature Building
10800-97 Avenue
Edmonton, AB T5K 2B6
Email: premier@gov.ab.ca

Honourable Ric Mclver
Minister of Municipal Affairs
320 Legislature Building
10800-97 Avenue
Edmonton, AB T5K 2B6
Email: minister.municipalaffairs@gov.ab.ca

Dear Premier Smith and Minister Mclver

RE: Bill 18 – Provincial Priorities Act and Bill 20 – Municipal Affairs Statutes Amendments Act

At the May 14, 2024 regular Council meeting, Council discussed the proposed Bill 18 – *Provincial Priorities Act* and Bill 20 – *Municipal Affairs Statutes Amendments Act*. After the discussion, the following motion was made:

335/05/14/24 MOVED by Councillor Boisvert that Council direct Administration to send a letter to the Premier and Minister of Municipal Affairs regarding Council's concerns with Bill 18 - *Provincial Priorities Act* and Bill 20 - *Municipal Affairs Statutes Amendment Act*;

AND THAT copies of the letter be sent to the local MLAs, neighbouring municipalities and the Rural Municipalities of Alberta.

Northern Sunrise County opposes the proposed legislation, primarily due to the perceived lack of transparency and its detrimental impact on trust between provincial authorities and municipalities. Despite the feedback provided by municipalities, the proposed amendments disregard our collective input, creating a concerning disconnect between the needs of communities and the legislative process.

It is hard to understand why the Province seems to be disregarding feedback from its municipalities, given the critical role we play in shaping local governance and serving our residents.

We understand that the spring sitting of the Legislative Assembly is ending soon and we urge you to reconsider the proposed changes and to engage in meaningful dialogue with municipalities to ensure that any legislative amendments align with the best interests of everyone involved.

We look forward to your response.

Sincerely,

Corinna Williams, Reeve
Northern Sunrise County



c: Dan Williams, MLA for Peace River
Scott Sinclair, MLA Lesser Slave Lake
Reeve Tyler Airth, Big Lakes County
Reeve Albert Poetker, Birch Hills County
Reeve Terry Ungarian, County of Northern Lights
Reeve Josh Knelsen, Mackenzie County
Reeve Marcel Auger, MD of Opportunity
Reeve Robert Willing, MD of Peace No. 135
Reeve Robert Brochu, MD of Smoky River No. 130
Mayor Elaine Manzer, Town of Peace River
Mayor Evan Matiasiewich, Village of Nampa
Paul McLaughlin, President, Rural Municipalities of Alberta



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR114112

May 21, 2024

Reeve Joshua Knelsen
Mackenzie County
PO Box 640
Fort Vermilion AB T0H 1N0

Dear Reeve Knelsen:

Further to the information on Local Government Fiscal Framework (LGFF) funding announced on December 15, 2023, I am pleased to provide correspondence for your record confirming the 2024 LGFF Capital and LGFF Operating allocations for your community.

For Mackenzie County:

- The 2024 LGFF Capital allocation is \$2,337,409.
- The 2024 LGFF Operating allocation is \$242,524.

LGFF Capital is a legislated program aimed at providing local governments with substantial notice of their future infrastructure funding. As indicated on the program website, in 2025, your community will be eligible for \$2,693,126. Information on 2026 LGFF Capital allocations will be shared with local governments this fall, after growth in provincial revenues between 2022/23 and 2023/24 has been confirmed and applied to calculate 2026 program funding. LGFF Capital amounts will be published annually on the program website each fall.

Further information on LGFF funding for all local governments is available on the LGFF website at www.alberta.ca/LGFF.

.../2

The LGFF program represents the culmination of significant work between the Government of Alberta and local governments across the province, and I am pleased the program will further our partnership in building Alberta communities together. I look forward to working with your community, and every local government across Alberta, as we continue to build strong and prosperous communities together.

Sincerely,



Ric McIver
Minister

cc: Darrell Derksen, Chief Administrative Officer, Mackenzie County



May 21, 2024

Grant Smith
Agricultural Fieldman
Mackenzie County
4511-46 Avenue, Box 640
Fort Vermilion, AB T0H 1N0

Re: INVESTING IN TOMORROW

Food connects us all to agriculture, yet our youth are becoming increasingly disconnected from the story of their food and Alberta's rural heritage. At Agriculture for Life, Inc. (Ag for Life), we envision a province where all Albertans understand and appreciate the agriculture industry and the impact it has on their lives. Education is the key to achieving this vision.

As members of Alberta's agriculture community, we need:

- Tomorrow's consumers to understand the care, excellence, and pride Alberta's agriculture industry dedicates to producing safe, healthy foods for our communities, our province, and our world. This understanding is essential for Alberta producers and agriculture communities to continue to grow and prosper.
- Tomorrow's decision-makers to appreciate the challenges our producers face and the importance of our industry to the economy – and our lives.
- Tomorrow's workforce to be excited and inspired to consider a career in the agriculture and agri-food sector.

Misconceptions about agriculture are widespread, parents don't always have the answers, and teachers often lack the resources. This is where Ag for Life steps in, providing essential support to bridge these gaps. As the voice of Agriculture in the Classroom Alberta, Ag for Life provides factual, balanced, curriculum-linked agriculture literacy programs and resources to Alberta's educators and students.

Like us, the Rural Municipalities of Alberta recognize the importance of education in sustaining the agriculture industry and vibrancy of rural communities. Their Position Statement emphasizes that **"Teaching children in schools about farming and ranching is vital for building understanding between agricultural producers and non-farming Albertans."**

Sharing this aligned vision, Ag for Life offers invaluable support in advancing this by:

- Developing and delivering new educational programs, resources, and activities tailored to Alberta's unique agricultural landscape.
- Reaching more classrooms across the province, ensuring widespread agricultural literacy.
- Empowering teachers with the knowledge and tools they need to educate the next generation about agriculture.



- Connecting students directly with the food they eat and the people who produce it, fostering a deeper appreciation and understanding.
- Inspiring students to consider careers in agriculture, ensuring a robust and skilled future workforce.

Ag for Life is your bridge to future innovators, educators, consumers, and decision-makers. By partnering with Ag for Life, you can directly contribute to the education and empowerment of our youth, securing a strong future for Alberta's agriculture industry and its rural communities.

We invite you to make a difference, showing your support of this mission. An annual membership of \$2,500 will significantly enhance our ability to provide these essential educational resources and programs. Your support will directly impact the future of agriculture in Alberta, fostering a generation that is informed, engaged, and connected to their food and its sources.

Join us today in making a difference. Together, we can build a more informed and connected community, ensuring the sustainability and success of Alberta agriculture and rural communities for years to come.

I'd be delighted to arrange a call to provide more details about the membership or to explore further collaboration opportunities.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Beth Halford', is written over the typed name and title.
Beth Halford
Manager, Strategic Partnerships

CC: Reeve Josh Knelsen

Ag for Life

About Agriculture for Life

For over a decade, Agriculture for Life (Ag for Life) has been connecting educators, as well as students and their families to the food they eat through our science-based, balanced, curriculum aligned programs and resources.

We have established partnerships with a wide range of professional organizations, government agencies and academic institutions to advance the public understanding of Alberta agriculture and food systems.

Our goal is to educate Albertans about agriculture's role in feeding the world as it relates to food security, environment and climate change, economic diversification, innovation, careers and sustainability while building public trust along the entire value chain.

We bring agriculture to life!

Partnering With Ag For Life

Ag for Life is a strong voice in the promotion of agriculture and food literacy - combating myths and misperceptions, while building greater trust in our food system. But we don't do it alone! Ag for Life is supported by a diverse group of stakeholders with shared-values and a commitment to communicate and advance agriculture education that drives sound food policies and consumer choices now and into the future.

If your organization shares our vision, we would be proud to have your support. For more information contact info@agricultureforlife.ca.



Our Priority Areas

Agriculture and Food Literacy

Ensuring that all people have access to sustainable, sufficient, safe, healthy and culturally relevant food is a key global challenge today. Human health and wellbeing are inextricably linked with a sustainable food system. Today more than ever, people are disconnected from agriculture with many being two or three generations removed from the farm. This disconnect leaves questions about food, its origins and its production. There is a real need for agriculture and food education if we are to cultivate informed and healthy citizens alongside a vibrant, healthy, sustainable industry. The good news is that there is a demand for this knowledge in schools, communities and homes across Alberta. We believe everyone should understand where their food comes from.

Advocacy

Consumers have questions about their food and how it is being produced. There is a myriad of complex, mis- and contradictory information, from Netflix documentaries to BuzzFeed articles, to the grocery store aisle and Instagram posts, leaving many consumers generally confused about agriculture and food production practices. This confusion, if not addressed, can become irrationally contagious and quickly spiral into mistrust of the entire industry. Misinformation feeds mistrust and we need to be proactive to negate this effect.

Ag for Life advances science-based information, promotes critical-thinking and amplifies Alberta agriculture's story through our robust media and public relations efforts and original content disseminated through our communications channels. Ag for Life is active on Facebook, Twitter, Instagram, LinkedIn, and out in the communities with our Know Your Food Mobile Education Unit.

Rural and Farm Safety

We believe anyone who gets to work, grow up on or visit a farm is blessed. Agriculture is full of possibilities. However we know it can be a dangerous occupation for primary producers and their families. While some injury risks for youth exist in both urban and rural environments, there are major injury risks that are unique to rural settings such as large equipment, livestock, open bodies of water, rural roads and suffocation hazards. Ag for Life's goal is to greatly reduce the number of rural and farm injuries and fatalities by providing educational safety awareness programming to rural youth and their families.

Our Reach

Our unique combination of programming has allowed us to foster deep grass-roots relations with multiple target audiences including primary producers, landowners, and farm families, educators, students, consumers, government, corporations and other industry stakeholders. In 2022, Ag for Life initiatives reached over half a million Albertans.



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

May 24, 2024

Dear Chief Elected Official

As you are aware, I recently introduced Bill 20: the Municipal Affairs Statutes Amendment Act, 2024 which proposes to modify two key pieces of legislation for Alberta municipalities – the Municipal Government Act (MGA) and the Local Authorities Election Act (LAEA). The proposed legislation will help municipalities accelerate housing development, strengthen provincial oversight, and update the rules for local elections and locally elected officials.

Firstly, I want to recognize the passionate and constructive feedback I have received from the many mayors, reeves, councillors, and school board trustees across the province over the past few weeks. Your involvement and ardent commentary are a testament to your good work as public servants.

I've heard your concerns and at the May 23, 2024, Committee of the Whole, amendments to Bill 20 were tabled to further clarify the intent of this bill and ensure that locally elected municipal governments will continue to govern in response to the priorities and interests of their residents.

Bill 20 will maintain the municipal ability to govern affairs within local jurisdiction while allowing Cabinet to step in when municipal bylaw crosses into provincial jurisdiction. This will ensure that municipal councils remain focused on municipal issues that their constituents elected them to address. Cabinet's authority to intervene in municipal bylaws will be considered as a last resort; I anticipate that this power will be used very rarely, if ever. As you may know, the ability for the provincial government to repeal or amend bylaws, or dismiss councillors is not new, as municipalities receive their authority from the provincial government as laid out in Canada's Constitution and Alberta's MGA. While Bill 20 proposes to update the process for the provincial government to act more quickly in extenuating, urgent circumstances, these are not new powers.

These amendments will provide additional guardrails for when municipal bylaws can be repealed through the Cabinet process, and remove the direct ability for Cabinet to dismiss a councillor. Cabinet would retain the authority to have a vote of the electors on the potential removal of a councillor, putting this choice back into the hands of the voters.

We have also received a number of questions about some of the changes to the LAEA regarding fundraising. Bill 20 will also increase transparency in campaign financing. Under the old rules, the LAEA only regulated Third Party Advertisers (TPAs) who advertised for the promotion or opposition of a candidate during an election, with donations to such entities limited to a maximum of \$30,000 for all individuals, unions, and corporations. The proposed changes require TPAs who are interested in an issue (rather than a specific candidate) to register and report their finances. We are further proposing to restrict contributions to \$5,000, and for

.../2

contributions to only be made by Albertans, Alberta companies, or Alberta unions. We are also proposing to further develop expense limits in the regulations.

Currently, municipal candidates are able to organize into political parties or slates without any rules around their organization. Adding rules around political parties will increase transparency for electors. Bill 20 will provide rules around enabling local candidates to identify with local political parties without direct affiliation to provincial or federal parties. I have publicly stated my intention to implement the option to include municipal political party affiliation on ballots only in the cities of Edmonton and Calgary. I will also note that any that no candidate will be required to join a political party - they will always remain voluntary and local.

I will continue to consider feedback as I bring Bill 20 through the legislative process. Alberta's government remains committed to fairness and due process and will continue working with local authorities to ensure Albertans have the effective local representation they deserve. Should the legislation pass, Municipal Affairs will be engaging with municipalities and stakeholders over the coming months to explain the changes Bill 20 will require at a local level, and develop regulations as required.

Please find enclosed the Bill 20 Fact Sheet, which can be found on the Government of Alberta website. This document offers clarifications on what Bill 20 means for municipalities and how the changes will impact municipal governments. For more information, please visit: www.alberta.ca/strengthening-local-elections-and-councils.

Sincerely,

A handwritten signature in black ink that reads "Ric McIver". The signature is written in a cursive, flowing style.

Ric McIver
Minister

Attachment: Bill 20 – Fact Sheet

Bill 20 – *Municipal Affairs Statutes Amendment Act, 2024* (AMENDED)

The proposed *Municipal Affairs Statutes Amendment Act, 2024*, would make changes to two key pieces of municipal-related legislation: the *Local Authorities Elections Act (LAEA)* and the *Municipal Government Act (MGA)*.

- The **LAEA** establishes the framework for the conduct of elections in Alberta municipalities, school divisions, irrigation districts, and Metis Settlements.
- The **MGA** establishes the rules governing the conduct of local elected officials once on council, as well as the overall administration and operation of municipal authorities in Alberta.

On May 23, 2024, amendments were tabled to more clearly outline the authorities to dismiss a councillor and repeal a bylaw.

Changes to local election rules under the LAEA

Proposed changes to the *LAEA* aim to add greater transparency to and trust in local election processes.

Description of Proposed Changes	Current Status
Align candidate eligibility criteria with councillor disqualification criteria in the <i>MGA</i> .	Candidates elected to council may face immediate disqualification due to misalignment with the <i>MGA</i> 's criteria.
Allow municipalities to require criminal record checks for candidates.	No provisions in place.
Allow union and corporate donations to local candidates, with the same donation limits as individual donors (\$5,000 per municipality per year).	Unions and corporations were prohibited from donating to municipal campaigns in the 2021 campaign.
Allow donations outside the local election year and require annual reporting of donations.	Donations outside of the campaign period (January 1 to December 31 in the year of a general election) were restricted to a maximum of \$5,000 per year.
Require third-party advertisers interested in plebiscites to register and report finances. Only Albertans, Alberta companies and Alberta unions can contribute to issues-based third-party advertisers, up to a maximum of \$5,000.	The <i>LAEA</i> only regulates third-party advertising for the promotion or opposition of a candidate during an election. There is no reference to issue-based advertising.
Limit donations to third party advertisers to \$5,000 per election period, which begins May 1 of the election year.	The current donation limit is \$30,000 for all individuals, unions, and corporations.
Enable regulation-making authority to define local political parties. This approach will be piloted in Calgary and Edmonton.	No provisions in place to regulate political parties at the local level.
Repeal the municipal authority to develop a voters list.	Municipalities can prepare a voters list, which must be shared with all candidates.
Require municipalities to use the most current provincial register of electors from Elections Alberta.	A permanent electors register is an internal document that assists with the conduct of an election. Municipalities can choose to develop one or not.
Expand the use of special ballots while strengthening special ballot processes.	Special ballots can only be requested for very specific reasons, including physical disability, absence from the municipality, or for municipal election workers.
Limit vouching to the ability to vouch for someone's address.	An elector can vouch for an individual's age, residence, and identity.
Repeal the ability for a candidate's official agent or scrutineer to object to an elector.	Candidate's official agents or scrutineers can object to an elector; however, the elector can still vote.
Enable regulation-making authority to postpone elections in emergencies.	No provisions in place to enable the Minister to postpone an election in the event of a natural disaster.

Prohibit automated voting equipment, such as electronic tabulators.	The <i>LAEA</i> permits municipalities, by bylaw, to process ballots by automated voting equipment.
Require recounts if requested by a candidate when the margin is within 0.5 percent of total votes.	Returning officers have discretion regarding recounts.
Clarifying rules and streamlining processes for scrutineers.	Concerns have been raised that the rules for scrutineers are not clear.

Strengthening the accountability of local councils under the *MGA*

Proposed changes to the *MGA* will help ensure local councils and elected officials are mindful of the common interests of Albertans and held to greater account by the citizens who elected them.

Description of Proposed Changes	Current Status
Require a councillor's seat to become vacant upon disqualification.	Municipal councils or electors can only remove a disqualified councillor through the courts if they refuse to vacate their seat.
Require mandatory orientation training for councillors.	Training for councillors must be offered, but there is no requirement for the councillor to attend the training.
AMENDED: Allow Cabinet to remove a councillor by ordering a vote of the electors to determine whether the councillor should be removed. An elector vote to remove a councillor is limited to councillors who Cabinet consider to be unwilling, unable, or refusing to do the job for which they were elected, or if Cabinet considers such a vote to be in the public interest by taking into consideration illegal or unethical behaviour by a councillor.	Minister can only remove a sitting councillor through the municipal inspection process and only under very specific circumstances.
Allow elected officials to recuse themselves for real or perceived conflicts of interest.	Elected officials can only recuse themselves for matters in which they have a financial interest.
Make the Minister responsible for validating municipal recall petitions.	A municipality's chief administrative officer is responsible for validating recall petitions.
AMENDED: Enable Cabinet to require a municipality to amend or repeal a bylaw given specific requirements are met that allow Cabinet to intervene (including: the bylaw exceeds the scope of the <i>MGA</i> or otherwise exceeds the authority granted to a municipality under the <i>MGA</i> or any other statute, conflicts with the <i>MGA</i> or any other statute, is contrary to provincial policy, or contravenes the Constitution of Canada.	Cabinet may only intervene with respect to a land use bylaw or statutory plan. No provisions exist.
Give Cabinet authority to direct a municipality to take specific action to protect public health and/or safety.	
Allow the Minister to outline joint use planning agreement criteria and requirements.	All criteria for these agreements are currently in the <i>MGA</i> .
Specify that the assessed person for an electric generation system is the operator.	There is a lack of clarity regarding who should be assessed for electrical generation systems.

Accelerating housing development under the *MGA*

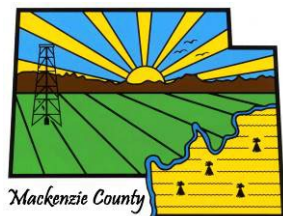
Affordable and attainable housing has become one of the most urgent concerns across the country, and Alberta's government is constantly searching for innovative ways to meet this challenge, including new tools for municipalities to leverage under the *MGA*.

Description of Proposed Changes	Current Status
Require municipalities to offer digital options for public hearings on planning and development and restrict them from holding extra hearings when not required by legislation.	No requirements in place for digital options. Municipalities can hold extra hearings beyond what's legislated.

Description of Proposed Changes	Current Status
Fully exempt non-profit subsidized affordable housing from property taxation.	No provisions in place.
Enable multi-year residential property tax incentives.	Municipalities may offer multi-year incentives for non-residential development, but not residential development.
Limit the ability of municipalities to require non-statutory studies as requirements for building and development permits.	No provisions in place.

Next steps

Should the legislation pass, supporting regulations would be developed through stakeholder engagement with municipalities and other partners, which is expected to take place in late spring and summer of 2024. If passed, it is anticipated that the majority of the legislation would come into force upon proclamation. Provisions that have property tax implications retain a January 1, 2025, coming into force date.



Mackenzie County

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www.mackenziecounty.com
office@mackenziecounty.com

May 28, 2024

via email: aep.minister@gov.ab.ca

The Honourable Rebecca Schulz
Minister of Environment and Protected Areas
204 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

RE: MINISTER MEETING FOLLOW UP

Thank you for taking the time to meet with representatives from Mackenzie County on March 19, 2024 at the Spring RMA convention. We value the time you set aside from your busy schedule to allow us the opportunity to discuss some of the issues we are facing in our region, and offer us insights to our concerns.

UCP Party policies indicate a goal of converting 500,000 acres of crown lands to agricultural lands, and we have seen little progress on this item. Mackenzie County has a strong desire to see continued expansion of our local agriculture land base in order to grow and maintain a diversified economy. Mackenzie County's goal is to ensure food security for the increasing populations and increase food production in the north. We encourage you to work the Minister of Forestry and Parks on this critical project.

In our discussions regarding drought conditions in Mackenzie County, Peace River is a vital water source for our region. While acknowledging challenges in agriculture, forestry, and wildfire prevention due to lack of snow runoff, we would like to emphasize the historic and ongoing significance of the Peace River to the region's development and economy without further information or better understanding. Mackenzie County strongly opposes inter-basin water transfers, asserting that the Peace River is a crucial asset that must be managed and maintained for the region's environmental, cultural, and economic well-being. Thank you for mentioning that the province plans to engage with local residents regarding basins.

Lastly, we ask the Ministry continue to prioritize development of regional and sub-regional plans, and also focus on regulation development and red tape reduction.

Again, thank you for your time, and if you would like to discuss these matters further please contact me at (780) 926-7405 or josh@mackenziecounty.com or our Chief

Minister of Environment & Protected Areas

Page 2

May 28, 2024

Administrative Officer, Darrell Derksen at cao@mackenziecounty.com or (780)-927-3718.

Sincerely,

A handwritten signature in black ink, appearing to read "Joshua Knelsen". The signature is fluid and cursive, with a prominent loop at the end.

Joshua Knelsen
Reeve
Mackenzie County

c: Mackenzie County Council



Mackenzie County

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May 28, 2024

via email: fp.minister@gov.ab.ca

The Honourable Todd Loewen
Minister of Forestry and Parks
323 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

RE: MINISTER MEETING FOLLOW UP

We are writing to provide a follow-up on our recent meeting regarding several critical matters affecting Mackenzie County and the surrounding region. Our discussions covered a range of topics including fire grazing, access to resources, the bison hunt, fire season preparation, burning of cabins, ag land expansion, and other pertinent issues.

The discussions during the meeting highlighted several recurring challenges, particularly concerning the lack of progress on key matters such as the Wadlin Lake Lease and the need for effective consultations. There was a shared sentiment that consultations seem to lead us in circles without tangible outcomes, which is a cause for frustration. Mackenzie County emphasized the importance of empowering municipalities and fostering partnerships to ensure effective land management and development.

You did provide insights into ongoing initiatives, such as approvals for Fire Guards and efforts to engage communities in bison hunt discussions. However, concerns were raised regarding the regulation and monitoring of the bison hunts, particularly regarding the large number of participants and carcasses left behind, necessitating clearer guidelines and inclusion of Mackenzie County for future hunts.

Mackenzie County articulated its need for economic diversification, including leveraging existing Oil & Gas infrastructure for alternative industries like Lithium production. This proposal aligns with the county's commitment to sustainable development and addressing reclamation costs, presenting an opportunity for collaboration and innovation.

We also highlighted the need for assistance in navigating land expansions and transitions, particularly concerning Zama Boundaries and agricultural land allocation.

May 28, 2024

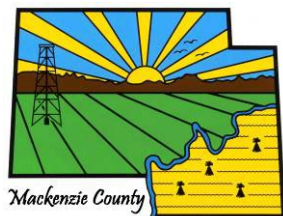
Again, thank you for your time, and if you would like to discuss these matters further please contact me at (780) 926-7405 or josh@mackenziecounty.com or our Chief Administrative Officer, Darrell Derksen at cao@mackenziecounty.com or (780)-927-3718.

Sincerely,

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Joshua Knelsen
Reeve
Mackenzie County

c: Mackenzie County Council



Mackenzie County

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May 28, 2024

via email: health.minister@gov.ab.ca

The Honourable Adriana LaGrange
Minister of Health
423 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

RE: MINISTER MEETING FOLLOW UP

Mackenzie County would like to extend our gratitude for the productive meeting we had recently regarding the critical issues facing our region's healthcare system. Your insights and contributions were invaluable in shaping our discussions and identifying potential solutions.

Mackenzie County emphasized the importance of maintaining Medivac services. We are in unanimous agreement that ensuring the presence of Medivac in our region is paramount to prevent any further deterioration of service. Advocating for its continuation will remain a top priority for us moving forward.

The focus on improving acute care services by AHS aligns perfectly with our shared goal of enhancing the quality of care provided to our community. This prioritization is crucial for addressing the immediate needs of patients and ensuring timely and effective treatment.

Thank you for addressing the critical issues of local nurse shortages and the complexities surrounding physician scheduling. These matters carry considerable weight, and your insights are invaluable. It's imperative that we prioritize initiatives aimed at attracting and retaining local nursing talent, along with exploring innovative staffing options for physicians. Mackenzie County advocates for curriculum alignment between universities and industry requirements to better equip healthcare professionals through pre-screening and re-certification programs, ensuring they are fully prepared for their roles.

Again, thank you for your time, and if you would like to discuss these matters further please contact me at (780) 926-7405 or josh@mackenziecounty.com or our Chief

Minister of Health
Page 2
May 28, 2024

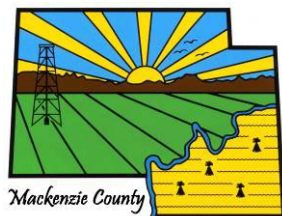
Administrative Officer, Darrell Derksen at cao@mackenziecounty.com or (780)-927-3718.

Sincerely,

A handwritten signature in black ink, appearing to read "Joshua Knelsen". The signature is fluid and cursive, with the first name "Joshua" and last name "Knelsen" clearly distinguishable.

Joshua Knelsen
Reeve
Mackenzie County

c: Mackenzie County Council



Mackenzie County

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May 28, 2024

via email: minister.municipalaffairs@gov.ab.ca

The Honourable Ric McIver
Minister of Municipal Affairs
320 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

RE: MINISTER MEETING FOLLOW UP

We are writing to follow up on our recent meeting where we discussed several critical topics affecting Mackenzie County and its residents.

Firstly, regarding access to resources, I want to express our gratitude for your attention to the challenges we face, particularly with moratoriums impacting resource development, such as the one in Bistcho due to the sub-regional Caribou plan. Your commitment to researching the causes and locations of these moratoriums is appreciated, as is your understanding of the complexities surrounding species at risk.

Additionally, Mackenzie County would like to reiterate our request for consideration of stumpage allocation to the municipality. While we understand the constraints related to royalties, the financial strain faced by many municipalities, including ours, underscores the importance of exploring all avenues for revenue generation.

In terms of flood recovery and mitigation efforts following the 2020 Peace River ice jam, we are grateful for the support received from the provincial government. However, as discussed during our meeting, challenges such as workforce shortages and delayed infrastructure projects have impacted our mitigation program. We remain hopeful for a positive outcome regarding our request for a funding top-up to successfully complete this vital project.

Regarding economic sustainability, the decline in linear and machinery & equipment assessment poses significant challenges to our long-term viability. We appreciate your attention to this matter and look forward to exploring opportunities to increase our eligibility for grant funding, leveraging our Specialized Municipality status.

Lastly, regarding the governance review, we appreciate the update provided during our meeting regarding the ongoing RFP for a consultant. As we navigate changes to better

May 28, 2024

serve our community, we are committed to working closely with your office to ensure a smooth transition and address any concerns that may arise.

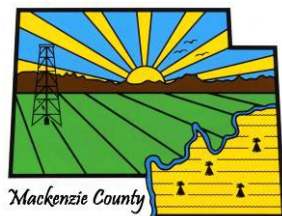
Again, thank you for your time, and if you would like to discuss these matters further please contact me at (780) 926-7405 or josh@mackenziecounty.com or our Chief Administrative Officer, Darrell Derksen at cao@mackenziecounty.com or (780)-927-3718.

Sincerely,

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Joshua Knelsen
Reeve
Mackenzie County

c: Mackenzie County Council



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May 28, 2024

via email: PSES.minister@gov.ab.ca

The Honourable Mike Ellis
Minister of Public Safety and Emergency Services
404 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

RE: MINISTER MEETING FOLLOW UP

We are writing to follow up on our recent meeting where we discussed critical matters concerning disaster recovery efforts and the challenges facing our local Victim Services Unit (VSU).

We would like to express our gratitude for your attention to the needs of Mackenzie County. Your commitment to supporting our community through the final stages of our disaster recovery and mitigation efforts is deeply appreciated. Your commitment to entrust your department with coordinating the essential measures to extend our funding and procure supplementary resources for our region is deeply appreciated.

Regarding disaster recovery and mitigation, we are indeed nearing the finish line. Despite encountering unforeseen challenges such as cost increases and workforce shortages, we remain steadfast in our commitment to completing these vital projects. Your assurance of support in navigating these hurdles reinforces our confidence in achieving our goals.

Additionally, I would like to address the concerns raised regarding the local VSU. As discussed, while we anticipate temporary reductions in services, we are reassured by the Ministry's provision of funding for two full-time positions dedicated to our region. Your VSU department has been instrumental in understanding and addressing the challenges our community faces. We appreciate the proactive approach and collaboration with our regional representative.

Furthermore, the establishment of a regional system, as mentioned during our meeting, presents an opportunity to enhance service delivery and address operational gaps. We are encouraged by the prospect of maintaining a local sub-board or committee to ensure continued community engagement and support.

May 18, 2024

Again, thank you for your time, and if you would like to discuss these matters further please contact me at (780) 926-7405 or josh@mackenziecounty.com or our Chief Administrative Officer, Darrell Derksen at cao@mackenziecounty.com or (780)-927-3718.

Sincerely,

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Joshua Knelsen
Reeve
Mackenzie County

c: Mackenzie County Council



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office@mackenziecounty.com

May 28, 2024

via email: ts.minister@gov.ab.ca

The Honourable Joseph Schow
Minister of Tourism and Sport
103 Legislature Building
10800 – 97 Avenue
Edmonton, AB
T5K 2B6

Dear Minister:

RE: MINISTER MEETING FOLLOW UP

Mackenzie County is writing to extend our gratitude for the opportunity to meet and discuss the pressing issues surrounding tourism development in Northern Alberta. Our recent conversation was enlightening and underscored the importance of collaborative efforts to address the challenges facing our region.

As expressed during our meeting, the lack of basic infrastructure in the North poses a significant hurdle to positioning our area as a viable tourism destination. We are actively working to shift mindsets and promote the region's unique offerings, including the exploration of crown lands for tourism development. However, we have encountered challenges with the harsh weather conditions necessitate amenities such as warm-up shacks on trails to enhance visitor experiences.

Your insights regarding the recently released tourism strategy are greatly appreciated. It is reassuring to know that our challenges align with the priorities outlined in the strategy, and we are eager to leverage this framework to drive progress. The recognition of the potential for tourism in our hunting and fishing areas is particularly promising and aligns with our vision for sustainable economic growth.

It is evident that the current offerings and infrastructure in the province do not adequately cater to the unique needs of our region. The absence of accessible roads further compounds this issue, limiting opportunities for Albertans to enjoy the recreational offerings available in our area.

I am encouraged by your acknowledgment of the need for development in the North and the vast potential it holds. Our recent discussion regarding the community's significant contributions to the new Arena project exemplifies the commitment of our residents to local development initiatives.

Regarding the Tourism and Sport Grant, while we welcome the allocated funding, it is clear that additional support will be required to realize key projects such as our wellness center. We understand the constraints of the grant and are open to exploring collaborative opportunities with other sectors, including education, to secure the necessary resources for the center's construction.

Again, thank you for your time, and if you would like to discuss these matters further please contact me at (780) 926-7405 or josh@mackenziecounty.com or our Chief Administrative Officer, Darrell Derksen at cao@mackenziecounty.com or (780)-927-3718.

Sincerely,

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Joshua Knelsen
Reeve
Mackenzie County

c: Mackenzie County Council



Chris Warkentin, MP
Grande Prairie–Mackenzie

News Release

FOR IMMEDIATE RELEASE
OTTAWA – May 28, 2024

GRANDE PRAIRIE, ALBERTA – CHRIS, WARKENTIN, MP is joining Pierre Poilievre and the Common Sense Conservatives in calling on Justin Trudeau to pause the carbon tax, the federal gas tax, and the GST for the summer to bring some desperately needed relief for Canadians.

After nine years of Justin Trudeau, Canadians are being forced to cancel their summer vacations as the Liberals' tax-and-spend agenda has made even a simple road trip unaffordable. Parents can barely afford basic necessities, much less a summer vacation.

Families will have to pay \$700 more for food this year than they did in 2023. Last year, food banks had to handle a record 2 million visits in a single month, with a million more visits expected in 2024. Homeless encampments are common in every city across Canada.

In the middle of this historic cost-of-living crisis, Trudeau and his NDP coalition partners decided to hike the carbon tax by 23 percent. This is just one step in his plan to quadruple the carbon tax over the next six years, making everything more expensive at the worst possible time. In fact, since Trudeau became Prime Minister, gas prices have surged by more than 50%.

The independent Parliamentary Budget Officer has confirmed that most families pay more in the carbon tax that they receive in the rebate. This year, Trudeau's carbon tax will cost Albertans an extra \$2943.

Ottawa Office
Tel: (613) 992-5685
chris.warkentin@parl.gc.ca



Constituency Office
Tel: (780) 538-1677
chris.warkentin@parl.gc.ca



Chris Warkentin, MP
Grande Prairie–Mackenzie

News Release

Common Sense Conservatives and I are calling on Trudeau to give Canadians a break this summer by axing the carbon tax, the gas tax, and the GST between Victoria Day and Labour Day so families can afford to take a simple summer vacation.

This will save Albertans \$955 this summer.

Conservatives will axe the tax on everything for everyone in a carbon tax election, but until that can happen, Trudeau must adopt this common sense measure to give Canadians a break this summer.

For more information, please contact: (613-992-5685), or chris.warkentin@parl.gc.ca.



**LA CRETE RECREATION SOCIETY
REGULAR MEETING
April 18, 2024**

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

Present: Joe Driedger, President
Philip Krahn, Vice-President
Dave Schellenberg, Treasurer/Shinny Rep
Shawn Wieler, BHP Rep
Henry Goertzen, Blumenort Rep
John Zacharias, Blue Hills Rep
Lukas Peters, Senior Hockey Rep
Peter F Braun, County Rep
Jim Neudorf, Figure Skating
George Fehr, Director
Mike Schellenberg, Junior B Rep
Jonathan Klassen, Arena Manager
Corrina Doerksen, Secretary/Bookkeeper
Ed Wiebe, Recreation Coordinator

Missing: Duffy Driedger

Call to Order: President Joe Driedger called the meeting to order at 6:02 p.m.

Approval of Agenda

Peter F Braun moves to accept the agenda as presented.

CARRIED

Recreation Coordinator Report- Ed Wiebe

1. Recreation Coordinator Report by Ed Wiebe

Financials:

- 1: Financials were presented by Corrina Doerksen.

Dave Schellenberg moves to accept the March 2024 Financial Report.

CARRIED

Approval of Previous Meeting's Minutes

Mike Schellenberg moves to accept the March 14, 2024 regular meeting minutes as presented.

CARRIED

Business from Previous Minutes

Review of Action Sheet

Managers Report – Jonathan Klassen

1. Managers Report presented by Jonathan Klassen

Henry Goertzen moves to accept the March 2024 Managers Report.

CARRIED

New Business:

9.1 Camera Glass Cutout

Had a request to have a cutout made in the glass in the RK arena for better photography, Jonathan will look into best options.

Peter F Braun moves to go in camera at 7:12 p.m.

George Fehr moves to go out of camera at 7:25 p.m.

Mike Schellenberg moves for the meeting to be adjourned at 7:26 p.m.

Next Meeting will be **May 16 2024 at 6:00pm.**

ACTION SHEET

Following April 18, 2024 Meeting

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