




MACKENZIE COUNTY

# COMMITTEE OF THE WHOLE MEETING

**JUNE 22, 2021  
10:00 AM**

FORT VERMILION COUNCIL  
CHAMBERS

 780.927.3718

 [www.mackenziecounty.com](http://www.mackenziecounty.com)

 4511-46 Avenue, Fort Vermilion

 [office@mackenziecounty.com](mailto:office@mackenziecounty.com)



**Mackenzie County**



**MACKENZIE COUNTY  
COMMITTEE OF THE WHOLE MEETING**

**Tuesday, June 22, 2021  
10:00 a.m.**

**Fort Vermilion Council Chambers**

**Fort Vermilion, Alberta**

**AGENDA**

			Page
<b>CALL TO ORDER:</b>	1.	a) Call to Order	
<b>AGENDA:</b>	2.	a) Adoption of Agenda	
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a) Minutes of the May 25, 2021 Committee of the Whole Meeting	5
		b)	
<b>DELEGATIONS:</b>	4.	a) Boreal Housing – 10:30 a.m.	
		b)	
<b>BUSINESS:</b>	5.	a) Solid Waste Review	11
		b) 2021 Ward Revenues and Municipal Expense	Handout
		c) MasterCard Statements	17
		d) Cheque Registers – May 9 – June 18, 2021 Electronic Funds Transfers April 1 – May 31, 2021	67
		e) Quarterly Fuel Reports (Q1)	69
		f) Municipal Sustainability Initiative (MSI) Grant Funding	75
		g)	
		h)	
<b>POLICY REVIEW:</b>	6.	a) Bylaw 1229-21 School Zones and Other Speed Zones	83

- b) Rural Development Standards DEV007 95
- c) General Municipal Improvement Standards DEV008 107
- d)
- e)

**CLOSED MEETING:** *Freedom of Information and Protection of Privacy Act* Division 2, Part 1 Exceptions to Disclosure

- 7. a)
- b)

**NEXT MEETING DATE:** 8. a) Committee of the Whole Meeting  
July 13, 2021  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 9. a) Adjournment





**Mackenzie County**

## **REQUEST FOR DECISION**

<b>Meeting:</b>	<b>Committee of the Whole Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2021</b>
<b>Presented By:</b>	<b>Colleen Sarapuk, Administrative Officer</b>
<b>Title:</b>	<b>Minutes of the May 25, 2021 Committee of the Whole Meeting</b>

### **BACKGROUND / PROPOSAL:**

Minutes of the May 25, 2021 Committee of the Whole Meeting are attached.

### **OPTIONS & BENEFITS:**

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

### **SUSTAINABILITY PLAN:**

### **COMMUNICATION / PUBLIC PARTICIPATION:**

Approved Council Meeting minutes are posted on the County website.

### **POLICY REFERENCES:**

**Author:** C. Sarapuk **Reviewed by:** \_\_\_\_\_ **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

☒ Simple Majority      ☐ Requires 2/3      ☐ Requires Unanimous

That the minutes of the May 25, 2021 Committee of the Whole Meeting be adopted as presented.

Author: C. Sarapuk      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

**MACKENZIE COUNTY  
COMMITTEE OF THE WHOLE MEETING**

**Tuesday, May 25, 2021  
10:00 a.m.**

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

**PRESENT:** Josh Knelsen Reeve  
Jacquie Bateman Councillor  
Peter F. Braun Councillor – left at 1:55 p.m.  
Cameron Cardinal Councillor  
David Driedger Councillor  
Eric Jorgensen Councillor – virtual  
Anthony Peters Councillor  
Lisa Wardley Councillor

**REGRETS:** Walter Sarapuk Deputy Reeve  
Ernest Peters Councillor

**ADMINISTRATION:** Len Racher Chief Administrative Officer  
Byron Peters Deputy Chief Administrative Officer  
Jennifer Batt Director of Finance  
Fred Wiebe Director of Operations  
Willie Schmidt Manager of Fleet Maintenance – Virtual –left  
at 2:10 p.m.  
Colleen Sarapuk Administrative Officer/Recording Secretary

**ALSO PRESENT:** Michael Solowan -Brownlee

Minutes of the Committee of the Whole Meeting for Mackenzie County held on May 25, 2021 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 COW-21-04-049 MOVED** by Councillor Braun

That the agenda be approved as presented.

**CARRIED**

**MINUTES FROM  
PREVIOUS MEETING:**

**3. a) Minutes of the April 27, 2021 Committee of the  
Whole Meeting**

**MOTION COW-21-04-050**

**MOVED** by Councillor Bateman

That the minutes of the April 27, 2021 Committee of the  
Whole Meeting be adopted as presented

**CARRIED**

**DELEGATIONS:**

**4. None**

**BUSINESS:**

**5. None**

**POLICY REVIEW**

**6. None**

**CLOSED MEETING**

**7. Closed Meeting**

**MOTION COW-21-04-051**

**MOVED** by Councillor Cardinal

That the Committee move into a closed meeting at 10:01 am  
to discuss the following:

7.a) Regional Service Sharing Agreement – Town of  
High Level (s 21, 24, 25)

**CARRIED**

The following individuals were present during the closed  
meeting discussion. (MGA Section 602.08(1)(6))

- All Councillors Present other than Deputy Reeve  
Sarapuk and Councillor E. Peters
- Len Racher, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer
- Fred Wiebe, Director of Utilities
- Jennifer Batt, Director of Finance
- Willie Schmidt, Manager of Fleet Maintenance
- Colleen Sarapuk, Administrative Officer/Recording  
Secretary
- Michael Solowan -Brownlee

**MOTION COW-21-04-052**

**MOVED** by Councillor Driedger

That Committee move out of a closed meeting at 2:47 p.m.

**CARRIED**

**NEXT MEETING DATE:**     **8. a)**   Committee of the Whole Meeting  
   June 22, 2021  
   10:00 a.m.  
   Fort Vermilion Council Chambers

**ADJOURNMENT:**             **9. a)   Adjournment**

**MOTION COW-21-04-053    MOVED** by Councillor Jorgensen

That the May 25, 2021 Committee of the Whole meeting be  
adjourned at 2:48 p.m.

**CARRIED**

These minutes will be presented for approval on June 22, 2021.

---

Joshua Knelsen  
Reeve

---

Lenard Racher  
Chief Administrative Officer





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Committee of the Whole Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2021</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Solid Waste Review</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County initiated a “User Pay” system at all our transfer stations commencing on March 1, 2021

The following statistics highlight the results of this change.

See attached spread sheets

1. Transfer Station Costumer Counts
2. Transfer Station Weights
3. Expenses and Revenues.

## **OPTIONS & BENEFITS:**

Committee of the Whole has the following procedural options:

1. Receive the presentation for information.
2. Refer to administration for further review.
3. Make a recommendation to Council for further action.

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

Nil

## **SUSTAINABILITY PLAN:**

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

☒ Simple Majority      ☐ Requires 2/3      ☐ Requires Unanimous

That the Solid Waste Review be received for information.

Author: \_\_\_\_\_ Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



**Transfer Station Customer Count  
2020**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bluehills	77	81	78	178	217	124	123	122	118	180	74	97	1469
Blumenort	93	116	124	196	318	184	184	194	186	193	127	129	2044
BHP	130	122	150	221	293	228	206	228	185	218	168	184	2333
Fort Vermilion	601	683	643	771	826	959	920	1056	800	1006	540	497	9302
La Crete	1304	1557	1582	2279	3495	2306	2628	2495	2211	2434	1554	1909	25754
Rocky Lane	81	84	78	154	224	174	184	172	177	175	85	87	1675
Zama	31	35	32	24	30	35	42	37	34	29	29	24	382
<b>Total</b>	2317	2678	2687	3823	5403	4010	4287	4304	3711	4235	2577	2927	42959

**2021**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bluehills	88	93	27	22	33								263
Blumenort	151	142	34	43	49								419
BHP	181	186	51	37	51								506
Fort Vermilion	631	542	112	172	246								1703
La Crete	1936	1402	305	404	615								4662
Rocky Lane	125	88	34	33	57								337
Zama	31	30	7	5	6								79
<b>Total</b>	3143	2483	570	716	1057	0	0	0	0	0	0	0	7969

**Waste Hauled from Transfer Stations - Total Weights (Ton)**  
**2020**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bluehills	5.439	3.399	2.476	8.726	27.068	11.71	9.735	11.939	11.731	9.074	6.078	7.146	114.521
Blumenort	5.814	6.02	5.928	13.977	21.097	10.929	10.536	8.54	9.85	13.256	6.401	7.773	120.121
BHP	6.177	1.833	3.188	10.715	17.623	13.96	10.228	16.686	8.19	13.638	4.373	8.777	115.388
Fort Vermilion	15.071	15.594	19.21	20.134	25.569	39.216	23.744	34.819	31.234	30.287	21.944	25.632	302.454
La Crete	69.579	77.725	79.591	112.912	185.821	146.649	127.781	125.772	137.801	133.358	87.093	109.972	1394.05
Rocky Lane	8.003	8.919	14.063	17.805	18.231	20.821	22.322	12.83	21.091	18.82	7.55	15.285	185.74
Zama	1.456	4.49	0.52	0	0	0	4.72	0.624	0	0	0	0.584	12.394
<b>Total</b>	111.539	117.98	124.976	184.269	295.409	243.285	209.066	211.21	219.897	218.433	133.439	175.169	2244.67

**2021**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bluehills	6.872	4.432	0	9	1.23								21.534
Blumenort	5.418	10.487	3.943	2.434	4.426								26.708
BHP	5.126	6.222	2.514	2.598	4.868								21.328
Fort Vermilion	23.099	13.708	12.48	9.831	23.727								82.845
La Crete	81.518	79.472	67.722	86.973	89.708								405.393
Rocky Lane	10.394	11.195	2.796	4.686	1.68								30.751
Zama	0	0	0	0	3.13								3.13
<b>Total</b>	132.427	125.516	89.455	115.522	128.769	0	0	0	0	0	0	0	591.689

## Expenses and Revenues

### Waste Expenses - from January to June 15

Mackenzie Regional Landfill  
 L & P Disposal  
 JL Waste Management  
 Jakes Disposal  
 D&E Ventures

Year 2020	\$122,563
Year 2021	\$154,586

### Waste Revenue 2020-2021

	January	February	March	April	May	June	July	August	September	October	November	December	Total
<b>2020 Fort</b>	\$450.00	\$1,360.00	\$370.00	\$365.00	\$1,360.00	\$360.00	\$785.00	\$1,360.00	\$1,962.40	\$400.00	\$1,825.00	\$400.00	\$10,997.40
<b>2020 La Crete</b>	\$6,208.23	\$6,520.38	\$6,847.04	\$6,334.43	\$8,122.82	\$8,351.59	\$8,294.72	\$8,064.29	\$8,789.59	\$6,953.39	\$7,551.32	\$6,774.64	\$88,812.44
<b>2020 Zama</b>	\$45.00	\$30.00	\$30.00	\$30.00	\$150.00	\$120.00	\$0.00	\$353.90	\$75.00	\$75.00	\$25.00	\$0.00	\$933.90
												<b>Yearly Total</b>	<b>\$100,743.74</b>
<b>2021 Fort</b>	\$ 360.00	\$ 760.00	\$ 3,122.75	\$ 3,510.00	\$ 4,075.55								\$ 11,828.30
<b>2021 La Crete</b>	\$ 11,124.32	\$ 11,704.01	\$ 15,792.80	\$ 18,677.67	\$ 20,131.65								\$ 77,430.45
<b>2021 Zama</b>	\$ 250.00	\$ 100.00	\$ 50.00	\$ 10.00	\$ 10.00								\$ 420.00
												<b>Yearly Total</b>	<b>\$ 89,678.75</b>





**Mackenzie County**

## **REQUEST FOR DECISION**

<b>Meeting:</b>	<b>Committee of the Whole</b>
<b>Meeting Date:</b>	<b>June 22, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>MasterCard Statements</b>

### **BACKGROUND / PROPOSAL:**

Mastercard statements are reviewed by Council at the Committee of the Whole Meetings.

A copy of the January 2021 - April 2021 MasterCard statements are attached for review.

### **OPTIONS & BENEFITS:**

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

2021 Operating Budget.

### **SUSTAINABILITY PLAN:**

N/A

### **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

Author: J.Batt Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**POLICY REFERENCES:**

Policy FIN028 Credit Card Use

**RECOMMENDED ACTION:**

☒ Simple Majority      ☐ Requires 2/3      ☐ Requires Unanimous

That the MasterCard statements for January 2021 - April 2021 be received for information.

Author: J.Batt      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## Mackenzie County CREDIT CARD RECONCILIATION

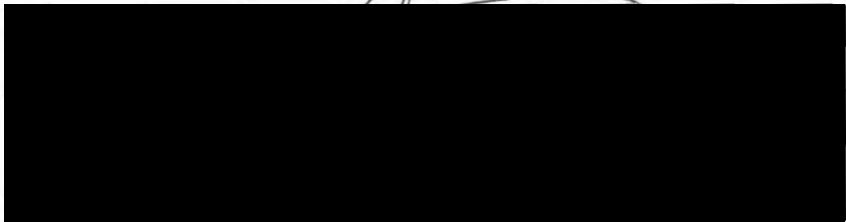
### Cardholder Information

Cardholder Name: Grant Smith Position: Agricultural Fieldman

Department: Agricultural

Statement Date: 2021-01-28 Card # (last 4 digits): 0000

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt	
1/28/21	Amzn MKTP US	Credit on Drone Parts	2-63-30-511			-\$ 5.01	<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
					\$ 0.00	-\$ 5.01		



Date: \_\_\_\_\_

Date: MAR. 18/21

Date: 2021-04-15

Please attach all credit card receipts and submit to the Finance Department.

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



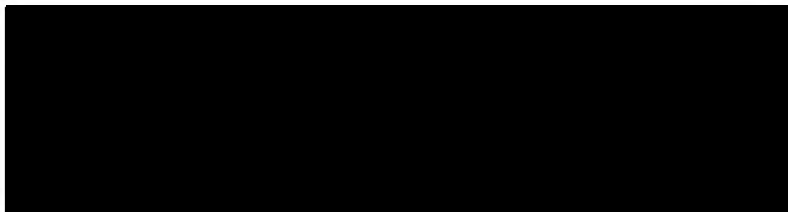
Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Carol Gabriel Position: Director  
 Department: Legislative & Support Services  
 Statement Date: 2021-01-28 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
1/9	Mix&Match Clothing	No receipt	2.12.30.511			\$ 31.48	<input type="radio"/> Y <input checked="" type="radio"/> N
1/9	La Crete Apple Drugs	Josh Baby Gift	2.11.00.511		6.72	\$ 141.12	<input checked="" type="radio"/> Y <input type="radio"/> N
1/9	La Crete Apple Drugs	Josh Baby Gift	2.11.00.511		0.41	\$ 8.70	<input checked="" type="radio"/> Y <input type="radio"/> N
1/13	Alberta Municipal Clerk	Membership Renewal	2.12.30.214			\$ 160.00	<input checked="" type="radio"/> Y <input type="radio"/> N
1/15	BoxOf Docs	Monthly Subscription	2.12.30.223		8.96	\$ 188.06	<input checked="" type="radio"/> Y <input type="radio"/> N
1/20	Lime Blu Cafe	Managers Meeting	2.12.30.211			\$ 136.33	<input checked="" type="radio"/> Y <input type="radio"/> N
1/21	EventBrite	SDAB Training - Jerry Chomiak	2.11.00.214			\$ 239.72	<input checked="" type="radio"/> Y <input type="radio"/> N
1/21	Eventbrite	SDAB Training - Joe F.	2.11.00.214			\$ 239.72	<input checked="" type="radio"/> Y <input type="radio"/> N
1/21	Eventbrite	SDAB Training - Cameron Cardinal	2.11.00.214	WARD07		\$ 239.72	<input checked="" type="radio"/> Y <input type="radio"/> N
1/21	Eventbrite	SDAB Training - Carrie Simpson	2.12.30.214			\$ 239.72	<input checked="" type="radio"/> Y <input type="radio"/> N
1/25	Image Group INC.	2021 Pink Shirt Day Mask	7.12.30.50.511		45.64	\$ 958.45	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 16.09	\$ 2,583.02	



Date: \_\_\_\_\_

Date: MAR. 12/21

Date: 2021-04-15

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)





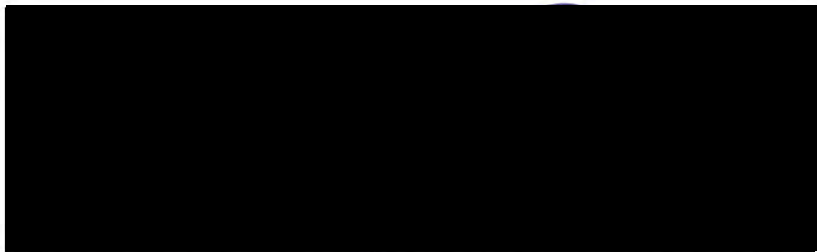


## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Byron Peters Position: Director of Planning & Development  
 Department: Planning & Development  
 Statement Date: 2021-01-28 Card # (last 4 digits): ██████

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
1/5	CPC/SCP 575542	Registered Mail (Drainage Letters)	6-61-30-06-	511	1.75	\$ 36.82	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
					\$ 1.75	\$ 36.82	



Date: 2021-02-18  
 Date: \_\_\_\_\_  
 Date: 2021-04-15

*Please attach all credit card receipts and submit to the Finance Department.*

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



Mackenzie County

Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)









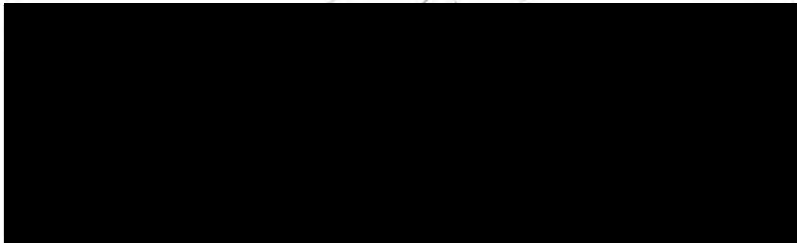


## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Jennifer Batt Position: Director of Finance  
 Department: Finance  
 Statement Date: 2021-01-01 28 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
1/21	Sole Addiction	Carols 10 yr Long Term Service Award	2-12-30-511		0.00	\$ 250.00	<input checked="" type="radio"/> Y <input type="radio"/> N
		Jenn Batt PRD	3-285			\$ 112.25	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 0.00	\$ 362.25	



Date: 2021-02-17  
 Date: \_\_\_\_\_  
 Date: 2021-04-15

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Caitlin Smith Position: Manager of Planning and Development  
 Department: Planning & Development  
 Statement Date: 2021-01-28 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
1/22	The Espresso House	Staff Farewell	2-61-00-211		3.44	\$ 82.24	<input checked="" type="radio"/> Y <input type="radio"/> N
1/22	Super J Foods	Staff Farewell	2-61-00-211		1.09	\$ 47.58	<input checked="" type="radio"/> Y <input type="radio"/> N
1/25	Canada Post	Letters on behalf of Utility Dept.	2-41-00-216		0.54	\$ 11.36	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 5.07	\$ 141.18	

Date: 2021-02-17  
 Date: \_\_\_\_\_  
 Date: 2021-04-15

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

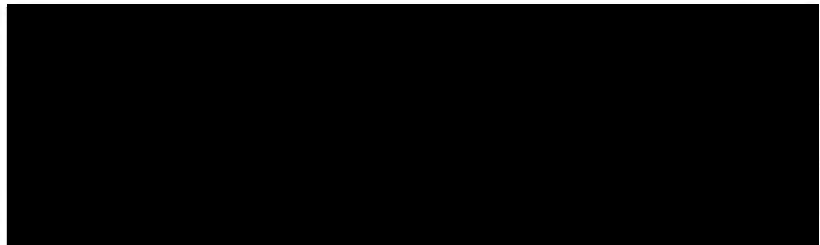


## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Larissa Alook Position: Records Management Clerk  
 Department: Legislative & Support Services  
 Statement Date: 2021-01-28 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
1/8	Vista Print	Business Cards - Staff	2.12.30.511		4.55	\$ 95.54	<input checked="" type="radio"/> Y <input type="radio"/> N
1/15	Get Stamps	Date Stamp - Judy	2.12.30.511		4.34	\$ 91.13	<input checked="" type="radio"/> Y <input type="radio"/> N
1/18	Lime Blu Cafe	Lunch - Carol/Len/Jeff/Carrie	2.12.30.211		3.35	\$ 70.29	<input checked="" type="radio"/> Y <input type="radio"/> N
1/27	Creatium Inc.	Sand bags	7.12.30.30.511		853.75	\$ 17,928.75	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 865.99	\$ 18,185.71	



Date: 2021-02-18  
 Date: FEB 19/21  
 Date: 2021-04-15

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Grant Smith Position: Agricultural Fieldman  
 Department: Agricultural  
 Statement Date: 2021-02-25 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
2/10	Pioneer Pharmasave	Gift Card Scam	2-63-30-232			\$ 2,060.38	<input checked="" type="radio"/> Y <input type="radio"/> N
3/23	Lakeland College	Pesticide Exam	2-63-30-239			\$ 345.00	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
					\$ 0.00	\$ 2,405.38	



Date: 2021-03-18  
 Date: MAR-18/21  
 Date: 2021-04-18

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)



## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Carol Gabriel Position: Deputy CAO  
 Department: Legislative & Support Services  
 Statement Date: 2021-02-25 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
1/29	Dominion Stamps	Commissioners Stamp, Kristin R.	2.61.00.511		3.04	\$ 63.78	<input checked="" type="radio"/> Y <input type="radio"/> N
1/29	PPE ONLINE	Lysol Wipes - COVID Supplies	7.12.30.511			\$ 718.27	<input type="radio"/> Y <input checked="" type="radio"/> N
1/29	Country Corner	Council Photos	2.11.00.511		0.40	\$ 8.38	<input checked="" type="radio"/> Y <input type="radio"/> N
1/30	AMAZON	Circuit Joy Smart Vinyl, Administration	2.12.30.511		20.82	\$ 437.04	<input checked="" type="radio"/> Y <input type="radio"/> N
2/1	PPE ONLINE	Nitrile Gloves - COVID Supplies	7.12.30.511		46.26	\$ 828.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/2	EVENTBRITE	SDAB Training - Colleen Sarapuk	2.12.30.339		10.00	\$ 210.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/4	La Crete CO-OP	Valentines Trivia	2.12.30.211		2.00	\$ 41.92	<input checked="" type="radio"/> Y <input type="radio"/> N
2/4	MEDTECH GROUP	Wristbands - ESSENTIAL SERVICES	7.12.30.30511			\$ 1,563.35	<input type="radio"/> Y <input checked="" type="radio"/> N
2/4	GROWINGTHENORTH	Conference Fee - Peter Braun	2.11.00.214	WARD03	9.95	\$ 208.95	<input checked="" type="radio"/> Y <input type="radio"/> N
2/4	GROWINGTHENORTH	Conference Fee - Lisa Wardley	2.11.00.214	WARD10	9.95	\$ 208.95	<input checked="" type="radio"/> Y <input type="radio"/> N
2/4	GROWINGTHENORTH	Conference Fee - Len Racher	2.12.30.214		9.95	\$ 208.95	<input checked="" type="radio"/> Y <input type="radio"/> N
2/4	GROWINGTHENORTH	Conference Fee - Walter Sarapuk	2.11.00.214	WARD08	9.95	\$ 208.95	<input checked="" type="radio"/> Y <input type="radio"/> N
2/4	GROWINGTHENORTH	Conference Fee - Eric Jorgensen	2.11.00.214	WARD06	9.95	\$ 208.95	<input checked="" type="radio"/> Y <input type="radio"/> N
2/5	GROWINGTHENORTH	Conference Fee - Cameron Cardinal	2.11.00.214	WARD07	9.95	\$ 208.95	<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 142.22	\$ 5,124.44	

Date: \_\_\_\_\_

Date: MAR. 12/21

Date: 2021-04-18

Please attach all credit card receipts and submit to the Finance Department.

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



Mackenzie County

Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)



**Cardholder Information:**

Department: Community Services

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
Feb 10	The Espresso House La C	Managers Meeting	2-26-30-211		\$8.02	\$168.32	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
						\$168.32	

Date: 2021-04-18

Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)



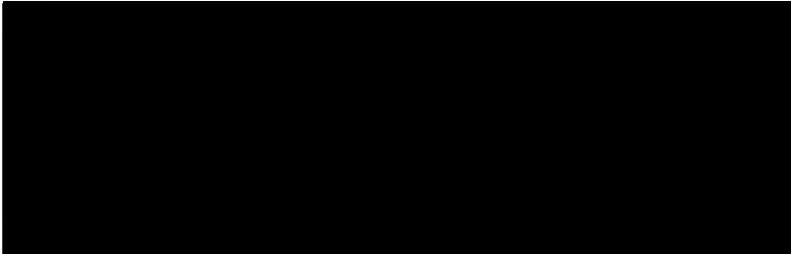


## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Byron Peters Position: Director of Planning & Development  
 Department: Planning & Development  
 Statement Date: 2021-02-25 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
1/29	CPC/SCP 575542	Registered Mail (Drainage Letters)	6-61-30-06-	424	6.49	\$ 136.33	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
					\$ 6.49	\$ 136.33	



Date: 2021-03-10  
 Date: MAR. 12/21  
 Date: 2021-04-18

*Please attach all credit card receipts and submit to the Finance Department.*

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information

Cardholder Name: Len Racher Position: CAO  
 Department: CAO  
 Statement Date: 2021-02-25 Card # (last 4 digits): ██████

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt	
2/2/21	SHAW DIRECT	PAYROLL DEDUCTION	3.285			\$ 114.45	<input checked="" type="radio"/> Y	<input type="radio"/> N
2/3	ESPRESSO HOUSE	AG MEETING - LEN & COLLEEN	2.11.00.211		1.42	\$ 31.87	<input checked="" type="radio"/> Y	<input type="radio"/> N
2/11	ONSTAR	ONSTAR FOR UNIT 1052	2.12.30.266			\$ 41.99	<input checked="" type="radio"/> Y	<input checked="" type="radio"/> N
2/18	ONSTAR DATAPLAN	WIFI PLAN FOR UNIT 1052	2.12.32.66			\$ 15.75	<input checked="" type="radio"/> Y	<input type="radio"/> N
2/19	ONSTAR DATAPLAN	CREDIT	2.12.32.66			-\$ 15.75	<input type="radio"/> Y	<input checked="" type="radio"/> N
2/20	ONSTAR	CREDIT	2.12.30.266			-\$ 12.19	<input type="radio"/> Y	<input checked="" type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
					\$ 6.20	\$ 176.12		

Date: \_\_\_\_\_

Date: April 13/21

Date: 2021-04-18

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

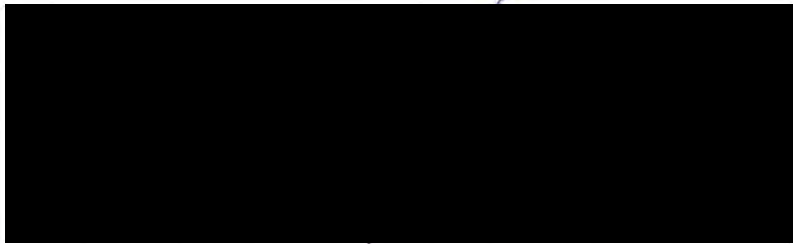


## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Fred Wiebe Position: Director of Utilities  
 Department: Utilities  
 Statement Date: 2021-02-25 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
2/5	BIS Training	Ground Disturbance Training	2-41-40-239		19.00	\$ 398.80	<input checked="" type="radio"/> Y <input type="radio"/> N
2/5	BIS Training	Ground Disturbance Training	2-41-30-239		9.50	\$ 199.40	<input checked="" type="radio"/> Y <input type="radio"/> N
2/5	BIS Training	Ground Disturbance Training	2-41-50-239		4.75	\$ 99.70	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 33.25	\$ 697.90	



Date: 2021-03-10  
 Date: MAR. 12/21  
 Date: 2021-07-18

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

## Mackenzie County CREDIT CARD RECONCILIATION

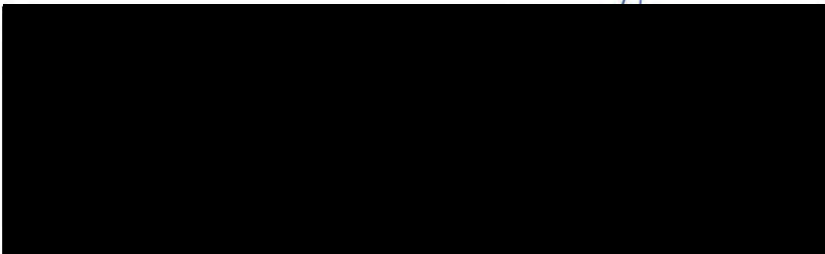
### Cardholder Information:

Cardholder Name: William Schmidt Position: Manager of Fleet Services

Department: Fleet Services

Statement Date: 2021-02-25 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
2/5	PrincessAuto31Calgary	Part	2-63-20-511		18.00	\$ 377.99	<input checked="" type="radio"/> Y <input type="radio"/> N
2/17	A&WStore1750HighLev	Travel to Zama	2-32-50-211		1.10	\$ 23.09	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 19.10	\$ 401.08	



Date: 2021-03-11

Date: \_\_\_\_\_

Date: \_\_\_\_\_

*Please attach all credit card receipts and submit to the Finance Department.*

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



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)



## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Larissa Alook Position: Recording Secretary  
 Department: Legislative & Support Services  
 Statement Date: 2021-02-25 Card # (last 4 digits):                     

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
2/2	Canada Post	Fee Schedule Brochure	2.12.30.216		24.34	\$ 511.10	<input checked="" type="radio"/> Y <input type="radio"/> N
2/16	EVENT RMA	RMA Convention - Josh Knelsen	2.11.00.214	WARD01		\$ 200.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/16	EVENT RMA	RMA Convention - David Driedger	2.11.00.214	WARD04		\$ 200.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/16	EVENT RMA	RMA Convention - Eric Jorgensen	2.11.00.214	WARD06		\$ 200.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/16	EVENT RMA	RMA Registration - Len Racher	2.12.30.214			\$ 200.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/16	EVENT RMA	RMA Convention - Lisa Wardley	2.11.00.214	WARD10		\$ 200.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/16	EVENT RMA	RMA Convention - Peter Braun	2.11.00.214	WARD03		\$ 200.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/16	EVENT RMA	RMA Convention - Walter Sarapuk	2.11.00.214	WARD08		\$ 200.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/18	Dominion Stamps	Commissioners Stamp - Judy Q.	2.12.30.511		3.04	\$ 63.78	<input checked="" type="radio"/> Y <input type="radio"/> N
2/18	The Gathering Place	Supplies for Council	2.11.00.511		1.10	\$ 23.08	<input checked="" type="radio"/> Y <input type="radio"/> N
2/18	GETSTAMPSCA	Stamp - Jeff Simpson	2.32.40.511		1.43	\$ 30.03	<input checked="" type="radio"/> Y <input type="radio"/> N
2/20	POMEROY INN & SUIT	Training - Dave Schellenburg	2-63-30-211		29.60	\$ 645.55	<input checked="" type="radio"/> Y <input type="radio"/> N
2/23	BIGDEALBULLETIN	Advertisement - Grant Smith	2-63-30-221		12.25	\$ 257.25	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 100.46	\$ 2,930.79	

Date: 2021-03-11  
 Date: 2021-03-11  
 Date: 2021-04-18

Please attach all credit card receipts and submit to the Finance Department.

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



Mackenzie County

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

## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Jennifer Batt Position: Director of Finance  
 Department: Finance  
 Statement Date: 2021-02-25 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
2/3	Northern Lakes College	Training courses x2 AP	2-12-30-239		0.00	\$ 790.00	<input checked="" type="radio"/> Y <input type="radio"/> N
2/12	Lime Blu	Finance Meeting	2-12-30-211		3.35	\$ 70.30	<input checked="" type="radio"/> Y <input type="radio"/> N
2/15	Box of Docs	Subscription	2-12-30-223		8.96	\$ 188.06	<input checked="" type="radio"/> Y <input type="radio"/> N
2/20	Tim Hortons	Finance - Saturday	2-12-30-211		1.47	\$ 43.30	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 13.78	\$ 1,091.66	

Date: 2021-03-10  
 Date: MAR. 10 / 21  
 Date: 2021-04-18

*Please attach all credit card receipts and submit to the Finance Department.*

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

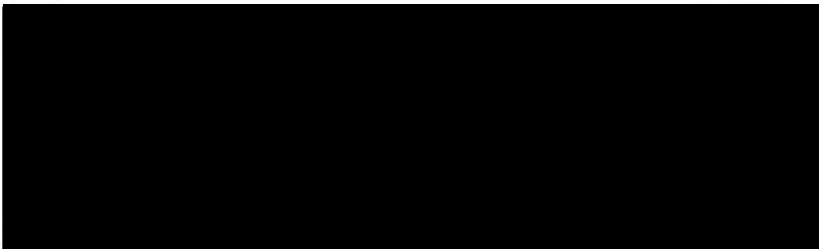


## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Caitlin Smith Position: Manager of Planning and Development  
 Department: Planning & Development  
 Statement Date: 2021-02-25 Card # (last 4 digits): ██████

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
2/9	Canada Post	Utility Arrear Letters	2-41-00-216		3.25	\$ 68.17	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
					\$ 3.25	\$ 68.17	



Date: 2021-03-10  
 Date: MAR. 12 / 21  
 Date: 2021-04-18

*Please attach all credit card receipts and submit to the Finance Department.*



## Mackenzie County CREDIT CARD RECONCILIATION

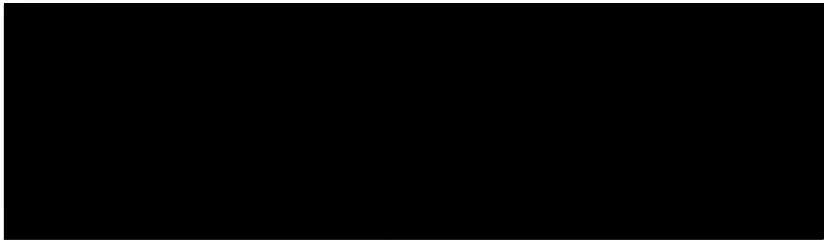
### Cardholder Information:

Cardholder Name: Jeffrey Simpson Position: Director of Operations

Department: Operations

Statement Date: 2021-02-25 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
2/17	Subway 16414 HL	Lunch to Zama (Jeff, Don, John, Sylvia)	2-32-40-211		2.91	\$ 61.13	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input checked="" type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 2.91	\$ 61.13	



Date: 2021-03-10

Date: MAR. 12 / 21

Date: 2021-04-18

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information

Cardholder Name: Grant Smith Position: Ag Fieldman

Department: Agricultural

Statement Date: February, 2021 Card # (last 4 digits): ██████

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt	
2/25	Sheridan Lawrence Inn	Lunch	2-63-30-211			\$ 36.55	<input checked="" type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
					\$ 0.00	\$ 36.55		

Date: May 29/21  
Date: \_\_\_\_\_  
Date: \_\_\_\_\_

Please attach all credit card receipts and submit to the Finance Department.

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



Mackenzie County

Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)











## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information

Cardholder Name: Byron Peters Position: Deputy CAO

Department: Projects & Infrastructure

Statement Date: 2021-03-24

Card # (last 4 digits): XXXXXXXX

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt	
3/2/21	Limeblu Cafe	DRT lunch	2-12-40-211		\$ 3.85	\$ 81.78	<input checked="" type="radio"/> Y	<input type="radio"/> N
3/20	CAMA	membership 2021-2022	2-61-40-214		\$ 14.50	\$ 304.50	<input checked="" type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
					\$ 18.35	\$ 386.28		

ate: 2021-04-14

ate: \_\_\_\_\_

ate: \_\_\_\_\_

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)



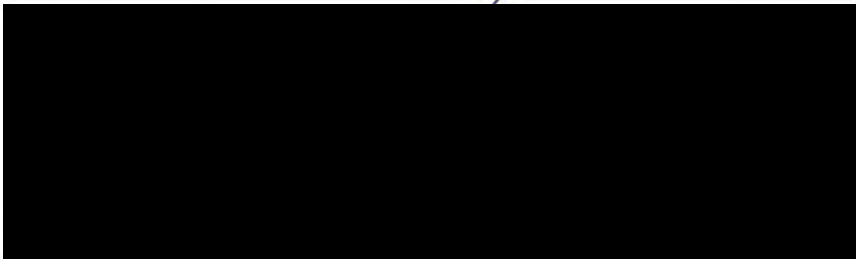


## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Fred Wiebe Position: Director of Utilities  
 Department: Utilities  
 Statement Date: 2021-03-24 Card # (last 4 digits): XXXXXXXX

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
3/4	ABC US Dollar	Shawn Peters Level 2 Exam - WDO	2-41-40-239			\$ 126.35	<input checked="" type="radio"/> Y <input type="radio"/> N
3/4	ABC US Dollar	Shawn Peters Level 2 Exam - WTO	2-41-40-239			\$ 126.35	<input checked="" type="radio"/> Y <input type="radio"/> N
3/10	CPC/SCP 575542 LC	Registered Letters Arrears	2-41-00-216		8.12	\$ 170.42	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 8.12	\$ 423.12	



Date: 2021-04-19  
 Date: APRIL 22/21  
 Date: \_\_\_\_\_

Please attach all credit card receipts and submit to the Finance Department.

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



Mackenzie County

**RECEIVED**  
 APR 20 2021  
 FORT VERMILION  
 Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: office@mackenziecounty.com  
 www.mackenziecounty.com







## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information

Cardholder Name: Jennifer Batt Position: Director of Finance  
 Department: Finance  
 Statement Date: March 24, 2021 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt	
3/9	Best Flood Barrier	Trap Bags for Flood Mitigation	7-12-30-30-511		\$ 109.54	\$ 2,300.25	<input checked="" type="radio"/> Y	<input type="radio"/> N
	Best Flood Barrier	Trap Bags - US Conversion	7-12-30-30-511		\$ 0.00	\$ 1,034.02	<input checked="" type="radio"/> Y	<input type="radio"/> N
3/15	Box of Docs	Monthly membership	2-12-30- <u>223</u>		\$ 8.96	\$ 188.06	<input checked="" type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
					\$ 118.50	\$ 3,522.33		

Date: 2021-04-19  
 Date: 2021-04-19  
 Date: \_\_\_\_\_

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)



## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information

Cardholder Name: Caitlin Smith Position: Manager of Planning and Development

Department: Planning & Development

Statement Date: March 24, 2021

Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt	
2/26	The Source LRT	SD Card for County Camera	2-61-511		\$ 3.00	<u>562.99</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N
2/26	The Espresso House	Working Lunch - Caitlin and Judy	2-61-211		\$ 2.01	<u>542.19</u>	<input checked="" type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
					\$ 5.01	<u>5105.18</u>	<u>CO</u>	

Date: 2021-04-15

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

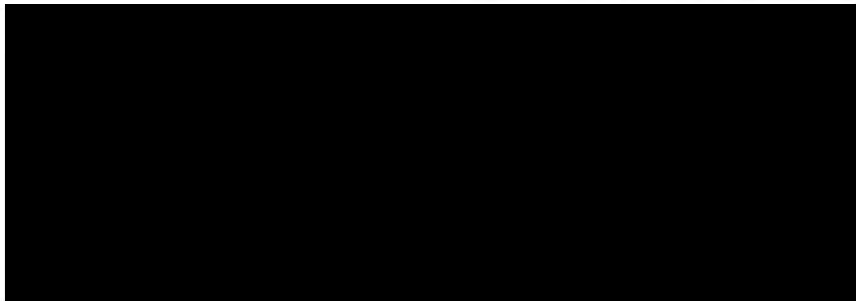


## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: Jeffrey Simpson Position: Director of Operations  
 Department: Operations  
 Statement Date: 2021-03-24 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
3/10	BLS*Monday.com	Communication Program for Ops Team	2-32-40-214			\$ 1,320.00	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input checked="" type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
							<input type="radio"/> Y <input type="radio"/> N
					\$ 0.00	\$ 1,320.00	



Date: 2021-04-14  
 Date: \_\_\_\_\_  
 Date: 2021-04-14

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)



## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information

Cardholder Name: Grant Smith Position: Agricultural Fieldman  
 Department: Agricultural  
 Statement Date: 2021-04-27 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt	
3/26	Sheridan Lawrence Inn	Lunch	2-63-30-00-211			\$ 31.14	<input checked="" type="radio"/> Y	<input type="radio"/> N
4/7	Country Grill Steak	Lunch	2-63-30-00-211			\$ 22.73	<input checked="" type="radio"/> Y	<input type="radio"/> N
4/10	Country Grill Steak	ASB Lunch	2-63-30-00-211			\$ 58.20	<input checked="" type="radio"/> Y	<input type="radio"/> N
4/12	Country Grill Steak	Lunch	2-63-30-00-211		\$ 1.69	\$ 40.47	<input checked="" type="radio"/> Y	<input type="radio"/> N
4/15	AMZN MKTP US Credit	Drone Parts	2-63-30-00-511			-\$ 4.11	<input type="radio"/> Y	<input checked="" type="radio"/> N
4/26	AMZN MKTP US Credit	Drone Parts	2-63-30-00-511			-\$ 86.62	<input type="radio"/> Y	<input checked="" type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
						\$ 1.69	\$ 61.81	

Date: May 05/21  
 Date: \_\_\_\_\_  
 Date: \_\_\_\_\_

Please attach all credit card receipts and submit to the Finance Department.

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



Mackenzie County

Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information

Cardholder Name: Don Roberts Position: Director of Community Services  
 Department: Community Services  
 Statement Date: April 27, 2021 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt	
Mar 25	BIS Training Solutions	Safety Course	2-26-30-239		\$5.00	\$104.95	<input checked="" type="radio"/> Y	<input type="radio"/> N
Mar 31	Google Storage Internet N	Unknown <i>compromised</i>	<i>3-269</i>			\$3.99	<input type="radio"/> Y	<input checked="" type="radio"/> N
Apr 3	Luck Mobile Mississauga C	Unknown <i>card</i>	<i>3-269</i>			\$68.25	<input type="radio"/> Y	<input checked="" type="radio"/> N
Apr 5	PayPal Uber NL	Unknown	<i>3-269</i>			\$28.19	<input type="radio"/> Y	<input checked="" type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
					\$ 0.00	\$ 0.00		

*5 205.38*

Date: 5 May 2021  
 Date: \_\_\_\_\_  
 Date: \_\_\_\_\_

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
 Fax: (780) 927-4266  
 Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)







## 58

## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information

Cardholder Name: LEN RACHER Position: CAO

Department: Legislative & Support Services

Statement Date: APRIL 27, 2021 Card # (last 4 digits): ██████

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
3/25	AB URBAN MUNICIPA	MLC CONFERENCE - JOSH KNELSEN	2.11.00.214	WARD 7	\$ 3.75	\$ 78.75	<input checked="" type="radio"/> Y <input type="radio"/> N
3/25	AB URBAN MUNICIPA	MLC CONFERENCE - WALTER S.	2.11.00.214	WARD 8	\$ 3.75	\$ 78.75	<input checked="" type="radio"/> Y <input type="radio"/> N
3/29	VACUUM SPECIALISTS	JANITORIAL SUPPLY	2.12.30.252		\$ 27.50	\$ 577.49	<input checked="" type="radio"/> Y <input type="radio"/> N
4/2	SHAW DIRECT	MONTHLY SUBSCRIPTION	3.285			\$ 114.45	<input checked="" type="radio"/> Y <input type="radio"/> N
4/6	AB URBAN MUNICIPA	MLC CONFERENCE - WALTER S.	2.11.00.214	WARD 8	\$ 3.75	\$ 78.75	<input checked="" type="radio"/> Y <input type="radio"/> N
4/7	EVENTBRITE	MEDIA TRAINING - CHAD ROBERTS	2.12.30.239			\$ 50.00	<input checked="" type="radio"/> Y <input type="radio"/> N
4/8	LIME BLU CAFE	DRP MEETING AT THE LEGION	2.12.30.211			\$ 293.51	<input checked="" type="radio"/> Y <input type="radio"/> N
4/9	LIME BLU CAFE	DRP MEETING AT THE LEGION	2.12.30.211			\$ 293.51	<input checked="" type="radio"/> Y <input type="radio"/> N
4/17	CLOCKWORK ORANGE	CREDIT CARD COMPROMISED	3.269			\$ 200.00	<input type="radio"/> Y <input checked="" type="radio"/> N
4/17	TRIAL & AIR CALGARY	CREDIT CARD COMPROMISED	3.269			\$ 550.00	<input type="radio"/> Y <input checked="" type="radio"/> N
4/17	TRIAL & AIR CALGARY	CREDIT CARD COMPROMISED	3.269			\$ 465.50	<input type="radio"/> Y <input checked="" type="radio"/> N
4/17	CLOCKWORK ORANGE	CREDIT CARD COMPROMISED	3.269			\$ 40.00	<input type="radio"/> Y <input checked="" type="radio"/> N
4/18	UBER	CREDIT CARD COMPROMISED	3.269			\$ 83.11	<input type="radio"/> Y <input checked="" type="radio"/> N
4/18	UBER	CREDIT CARD COMPROMISED	3.269			\$ 2.00	<input type="radio"/> Y <input checked="" type="radio"/> N
4/25	C-REWARDS	CREDITCARD COMPROMISED	3.269			-\$ 56.00	<input type="radio"/> Y <input checked="" type="radio"/> N
4/25	C-REWARDS	CREDIT CARD COMPROMISED	3.269			-\$ 40.00	<input type="radio"/> Y <input checked="" type="radio"/> N
4/25	C-REWARDS	CREDIT CARD COMPROMISED	3.269			-\$ 10.00	<input type="radio"/> Y <input checked="" type="radio"/> N
							<input type="radio"/> Y <input checked="" type="radio"/> N

\$ 38.75 \$ 2,799.82

Total balance  
Pg 2 →

Date: 2021-05-20

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Please attach all credit card receipts and submit to the Finance Department.

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



Mackenzie County

Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)



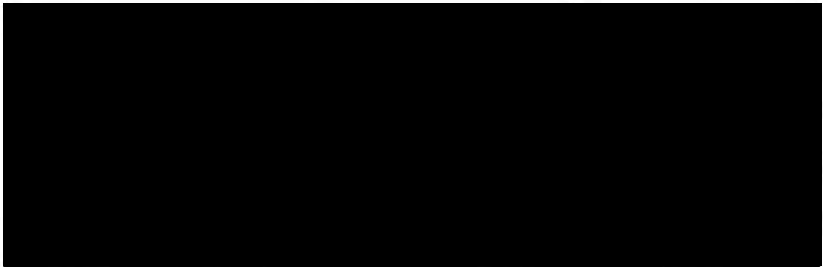


## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information:

Cardholder Name: William Schmidt Position: Manager of Fleet Services  
 Department: Fleet Services  
 Statement Date: 2021-04-27 Card # (last 4 digits): [REDACTED]

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt
4/8	KFC High Level	Zama for the Day	2-32-50-211		0.64	\$ 13.45	<input checked="" type="radio"/> Y <input type="radio"/> N
4/8	A&W Store High Level	Zama for the Day	2-32- <sup>5</sup> 0-211		0.98	\$ 20.63	<input checked="" type="radio"/> Y <input type="radio"/> N
4/19	Princess Auto GP	AG Department (Overland Flooding)	7-32-30-01-	511	48.00	\$ 1,007.98	<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
							<input checked="" type="radio"/> Y <input type="radio"/> N
					\$ 49.62	\$ 1,042.06	



Date: 2021-05-05  
 Date: \_\_\_\_\_  
 Date: \_\_\_\_\_

*Please attach all credit card receipts and submit to the Finance Department.*





## Mackenzie County CREDIT CARD RECONCILIATION

### Cardholder Information

Cardholder Name: Jennifer Batt Position: Director of Finance

Department: Finance

Statement Date: 2021-04-27 Card # (last 4 digits): XXXXXXXX

Post Date	Vendor Name	Description & Business Purpose	Accounting Code	Work Code	GST	Total	Receipt	
3/25	LimeBlu Cafe	Meals for Neighbourhood meeting	2-12-30-211		\$ 2.00	\$ 41.94	<input checked="" type="radio"/> Y	<input type="radio"/> N
4/15	Box of Docs	Monthly fee	2-12-30-242	203	\$ 8.96	\$ 188.06	<input checked="" type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
							<input type="radio"/> Y	<input type="radio"/> N
					\$ 10.96	\$ 230.00		

Date: 2021-05-05

Date: \_\_\_\_\_

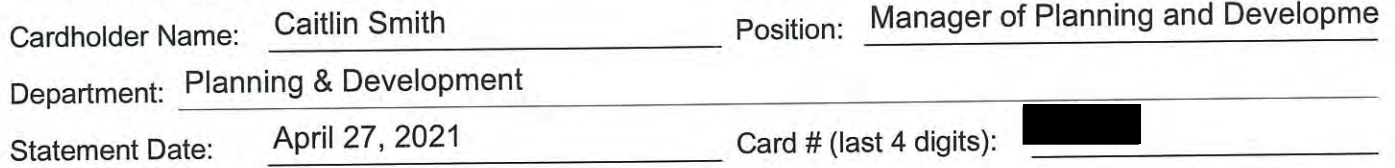
Date: \_\_\_\_\_

Please attach all credit card receipts and submit to the Finance Department.

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



Phone: (780) 927-3718  
Fax: (780) 927-4266  
Email: [office@mackenziecounty.com](mailto:office@mackenziecounty.com)  
[www.mackenziecounty.com](http://www.mackenziecounty.com)











**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Committee of the Whole Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Cheque Registers – May 9 – June 18, 2021 Electronic Funds Transfers April 1 – May 31, 2021</b>

## **BACKGROUND / PROPOSAL:**

At the request of Council cheque registers are to be viewed by Council during Committee of the Whole meetings.

All invoices are authorized by Managers, Directors, and or the CAO in accordance with the Purchasing Policy. Cheques are released on a bi-weekly basis unless otherwise required for operational needs. Copies of the May 9-June 18, 2021 cheque registers will be available on meeting day.

Attached is also the Electronic Funds Transfers from April 1-May 31,2021.

## **OPTIONS & BENEFITS:**

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

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

2021 Budget.

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION / PUBLIC PARTICIPATION:**

Author: J.Batt Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



N/A

**POLICY REFERENCES:**

Policy FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

☒ Simple Majority      ☐ Requires 2/3      ☐ Requires Unanimous

That the cheque registers from May 9 – June 18, 2021, and Electronic Funds Transfers from April 1 – May 31, 2021 be received for information.

Author: J.Batt      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Committee of the Whole Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Quarterly Fuel Report (Q1)</b>

## **BACKGROUND / PROPOSAL:**

At the request of Council Quarterly Fuel Reports are to be viewed by Council during Committee of the Whole meetings.

Council made a decision that administration allocates fuel purchases equally amongst the five local vendors: Bluewave, UFA, La Crete Co-op, Max Fuel, and Bateman Petroleum. Council is now tasked with reviewing the quarterly fuel purchases reports.

## **OPTIONS & BENEFITS:**

Attached is the report for Quarter 1 of 2021.

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

2021 Budget.

## **SUSTAINABILITY PLAN:**

N/A

## **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

Author: J.Batt Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

☒ Simple Majority      ☐ Requires 2/3      ☐ Requires Unanimous

That the quarterly fuel usage report for Quarter 1 of 2021 be received for information.

Author: J.Batt      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

## Quarter 1 of 2021: GAS and DIESEL

Price and Volume Analysis

YTD 2021

Average Price
<b>0.893</b>

TOTAL
9,971 <b>27%</b>
0 <b>0%</b>
17,000 <b>45%</b>
10,575 <b>28%</b>
0 <b>0%</b>
37,546 <b>100%</b>

YTD 2021

Average Price
<b>0.849</b>

TOTAL
16,601 <b>13%</b>
0 <b>0%</b>
8,800 <b>7%</b>
102,864 <b>80%</b>
0 <b>0%</b>
128,265 <b>100%</b>

YTD 2021

Average Price
<b>0.980</b>

TOTAL
10,993 <b>35%</b>
0 <b>0%</b>
676 <b>2%</b>
17,960 <b>57%</b>
1,828 <b>6%</b>
31,457 <b>100%</b>

### CLEAR DIESEL

PRICE per litre excl. GST

	January	February	March
Average price	\$0.88	\$0.90	\$1.01
A	\$0.949	\$0.904	\$1.013
B	\$0.000	\$0.000	\$0.000
C	\$0.804	\$0.853	\$0.000
D	\$0.875	\$0.930	\$1.012
E	\$0.000	\$0.000	\$0.000

2021 Quarter 1

Average Price
<b>\$0.893</b>

VOLUME (litres)

	January	February	March
A	1,289	4,825	3,857
B	0	0	0
C	7,700	9,300	0
D	2,823	4,786	2,966
E	0	0	0
	11,812	18,911	6,823

TOTAL
9,971 <b>27%</b>
0 <b>0%</b>
17,000 <b>45%</b>
10,575 <b>28%</b>
0 <b>0%</b>
37,546 <b>100%</b>

### DYED DIESEL

PRICE per litre excl. GST

	January	February	March
Average price	\$0.79	\$0.81	\$0.91
A	\$0.797	\$0.778	\$0.922
B	\$0.000	\$0.000	\$0.000
C	\$0.000	\$0.000	\$0.916
D	\$0.779	\$0.835	\$0.889
E	\$0.000	\$0.000	\$0.000

2021 Quarter 1

Average Price
<b>\$0.849</b>

VOLUME (litres)

	January	February	March
A	4,701	4,101	7,799
B	0	0	0
C	0	0	8,800
D	28,486	27,857	46,521
E	0	0	0
	33,187	31,958	63,120

TOTAL
16,601 <b>13%</b>
0 <b>0%</b>
8,800 <b>7%</b>
102,864 <b>80%</b>
0 <b>0%</b>
128,265 <b>100%</b>

### GAS

PRICE per litre excl. GST

	January	February	March
Average price	\$0.90	\$0.96	\$1.02
A	\$0.929	\$0.939	\$1.015
B	\$0.000	\$0.000	\$0.000
C	\$0.829	\$0.900	\$0.973
D	\$0.911	\$0.975	\$1.029
E	\$0.948	\$1.025	\$1.069

2021 Quarter 1

Average Price
<b>\$0.980</b>

VOLUME (litres)

	January	February	March
A	586	3,577	6,830
B	0	0	0
C	88	256	332
D	5,525	6,408	6,027
E	556	322	950
	6,755	10,563	14,139

TOTAL
10,993 <b>35%</b>
0 <b>0%</b>
676 <b>2%</b>
17,960 <b>57%</b>
1,828 <b>6%</b>
31,457 <b>100%</b>

### HISTORY

Numbers amended to record late invoices received and not reported previously.

2020 Quarter 4

Average Price
<b>\$0.809</b>

2020 Quarter 3

Average Price
<b>\$0.716</b>

2020 Quarter 2

Average Price
<b>\$0.686</b>

TOTAL
12,275 <b>43%</b>
0 <b>0%</b>
2,602 <b>9%</b>
13,621 <b>47%</b>
206 <b>1%</b>
28,704 <b>100%</b>

TOTAL
11,996 <b>30%</b>
576 <b>1%</b>
9,166 <b>23%</b>
17,490 <b>44%</b>
154 <b>0%</b>
39,382 <b>100%</b>

TOTAL
7,225 <b>38%</b>
1,400 <b>7%</b>
2,400 <b>13%</b>
8,052 <b>42%</b>
0 <b>0%</b>
19,077 <b>100%</b>

2020 Quarter 4

Average Price
<b>\$0.734</b>

2020 Quarter 3

Average Price
<b>\$0.652</b>

2020 Quarter 2

Average Price
<b>\$0.612</b>

TOTAL
12,526 <b>12%</b>
0 <b>0%</b>
16,998 <b>16%</b>
73,989 <b>71%</b>
0 <b>0%</b>
103,513 <b>100%</b>

TOTAL
8,973 <b>11%</b>
0 <b>0%</b>
7,120 <b>9%</b>
64,812 <b>80%</b>
0 <b>0%</b>
80,905 <b>100%</b>

TOTAL
10,324 <b>13%</b>
1,131 <b>1%</b>
11,635 <b>15%</b>
54,886 <b>70%</b>
0 <b>0%</b>
77,976 <b>100%</b>

2020 Quarter 4

Average Price
<b>\$0.858</b>

2020 Quarter 3

Average Price
<b>\$0.875</b>

2020 Quarter 2

Average Price
<b>\$0.708</b>

TOTAL
14,334 <b>46%</b>
0 <b>0%</b>
651 <b>2%</b>
13,947 <b>45%</b>
2,234 <b>7%</b>
31,166 <b>100%</b>

TOTAL
16,255 <b>45%</b>
2,145 <b>6%</b>
521 <b>1%</b>
16,012 <b>44%</b>
1,545 <b>4%</b>
36,478 <b>100%</b>

TOTAL
20,209 <b>48%</b>
2,659 <b>6%</b>
536 <b>1%</b>
17,897 <b>42%</b>
1,089 <b>3%</b>
42,390 <b>100%</b>

As of January 2017 Prices per Litre INCLUDE Carbon Tax

CARBON TAX YTD (March 31, 2021)

\$ 4,889.82

Note: Carbon tax is charged on natural gas utilities, fuel, and fuel surcharge





**Lifetime  
Membership  
Benefits**

LA CRETE CO-OP LTD  
BOX 60 10502 100 ST  
LA CRETE AB  
T0H 2H0

MEMBER NO. 2796 1  
(Retain for your records)



**Lifetime Membership Benefits**

Your Co-op membership offers you a lifetime of rewards including the promise of high quality products and service at competitive prices. We also offer the potential for annual cash-back and an equity account that grows over time, as well as the opportunity to get involved as a member-owner. This makes us a different kind of business; our profits are your profits and they are invested directly back into the community through you.

*Thank You*

MACKENZIE COUNTY  
4511 - 46 AVE BOX 640  
FORT VERMILION AB T0H 1N0

2796 1

1903

EQUITY STATEMENT	PURCHASES	REFUND %	ALLOCATION	EQUITY
EQUITY AT 02 NOV 2019				25000.18
FOOD & HARDWARE	9533.01	2.00	190.66	190.66
LUBRICANTS	7311.49	4.00	292.46	292.46
REGULAR GAS	59889.08	3.50	2096.12	2096.12
DIESEL	48453.63	3.50	1695.88	1695.88
DYED DIESEL	240219.42	3.50	8407.68	8407.68
PETROLEUM	580.95	3.50	20.33	20.33
G.S.T./H.S.T.				476.37
TAX 15% X ( 12703.13 - 100.00)				-1890.47
CHEQUE ISSUED 15 FEB 2021				-11289.00
STATEMENT OF YOUR EQUITY AS AT: 31 OCT 2020				
TOTAL ▶	365987.58		12703.13	25000.21

**COPY**



LA CRETE CO-OP LTD  
BOX 60 10502 100 ST  
LA CRETE AB  
T0H 2H0

TO:

HSBC BANK CANADA  
CALGARY AB,

**CO-OP EQUITY and CASH BACK**

1360035946

DATE 1 5 0 2 2 0 2 1  
D D M M Y Y Y Y

MEMBER NO. 2796 1

\$ \*\*\*\*\*11289.00

PAY TO THE ORDER OF: MACKENZIE COUNTY

4511 - 46 AVE BOX 640  
FORT VERMILION AB  
T0H1N0

*D. Scott Boda*  
*Tony Van Buren*



1360035946

10029001617239894001

# **AGM AGENDA**

## **43<sup>rd</sup> Annual General Meeting**

The 43<sup>rd</sup> Annual Membership Meeting of La Crete Co-op Limited has been scheduled as follows:

**PLACE: Heritage Site - La Crete**

**DATE: April 20, 2021**

**TIME: 7:30 P.M.**

### **AGENDA:**

- A. Call to order by the Chairman
- B. Minutes of previous meeting
  - Business arising from minutes
- C. Reports of Auditors and Financial Statements
- D. Reports of Board of Directors and Officers
- E. Nomination and appointment of Auditors
- F. Election of directors
- G. Refreshment Break
- H. New business
  - **Discussion: Equity Cap Amounts**  
*Should Co-op have only one cap (\$25,000) or should the bigger companies with higher receivables have a higher cap amount to help cover potential debt defaults?*
- I. Adjournment of meeting





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Committee of the Whole Meeting</b>
<b>Meeting Date:</b>	<b>June 23, 2021</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>Municipal Sustainability Initiative (MSI) Grant Funding and 5 Year Capital Plan Development</b>

## **BACKGROUND / PROPOSAL:**

At the May 26, 2021 Council meeting, a letter from Municipal Affairs was received (attached) confirming the 2021 Operating and Capital Municipal Sustainability Initiative (MSI) Grant allocations.

While multiple projects from previous year were not completed, a priority was placed on completing identified carry forward projects. Administration and Council then developed the 2021 Capital project funding allocations based on the estimated 2021 MSI allocation, while being spending conscious.

When developing the 2021 projects, and reviewing carry forward projects from previous years, Council removed/amended some projects, that had MSI funding attached returning the funding available for future use. Project funding that was underbudget and completed, or projects that were canceled made funding available of \$1,634,946.

As requested by Council, administration then reviewed existing projects funded by various reserves that could have MSI funding allocated, while meeting MSI funding requirements. The recommended list of projects was presented to Council at the May 11<sup>th</sup> Council meeting, and approved.

MSI allocation for 2021 of \$3,889,884 has \$4,258,649 currently allocated towards projects. A total funding available of \$8,191,062 has \$5,687,135 allocated, and \$2,503,927 available for future projects.

	<b>MSI Funding Available</b>	<b>Funding Allocated</b>	<b>Balance Available</b>
2020 & Prior MSI Allocations	\$4,297,372	\$1,428,486	\$2,868,886
2021 MSI Allocations	\$3,889,884	\$4,258,649	-\$368,765
<b>TOTAL</b>	<b>\$8,191,062</b>	<b>\$5,687,135</b>	<b>\$2,500,121</b>

Author: J. Batt Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



Administration is presenting projects that Council and administration have identified in the updated draft 5 year capital plan at this meeting. Council may choose to allocate this funding and future funding or reserve allocations towards these projects, or any new project it deems required to ensure the growth and infrastructure integrity of the County while meeting MSI funding requirements.

MSI funding may be approved for the following Capital projects:

- Roads
- Bridges
- Public transit vehicle or facilities
- Emergency services facilities or equipment
- Water and wastewater systems
- Solid waste management facilities and equipment
- Regional and community airport facilities or equipment
- Other municipal buildings such as recreation and sports facilities, libraries, public works buildings, and cultural community complexes.

*Projects identified for MSI funding must meet further criteria as set out in the grant, including 5% project cost of the total MSI allocation for the funding year.*

#### **OPTIONS & BENEFITS:**

##### **Options**

Council may choose to fund projects identified in the 5 year capital plan or newly identified projects through MSI funding.

##### **Benefit**

Ensuring growth and integrity of infrastructure for the County.

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

Municipal Sustainability Initiative Grant

#### **SUSTAINABILITY PLAN:**

N/A

#### **COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

Author: J. Batt Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

☒ Simple Majority      ☐ Requires 2/3      ☐ Requires Unanimous

That the Municipal Sustainability Initiative (MSI) Grant report be received for information, and the 5 year Capital plan be brought to the next July 14<sup>th</sup> Council meeting for approval.

Author: J. Batt      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



MACKENZIE COUNTY  
Draft Capital Plan, 2021 - 2026  
DECISION WORKSHEET

2021	2022	2023	2024	2025	2026
------	------	------	------	------	------

CAPITAL PROJECT COSTS:

(12) - Administration Department

FC - Photocopier		\$55,000					\$55,000
LC - Photocopier			\$55,000				\$55,000
100 Street Plan	\$65,000						\$65,000
Office Shower	\$8,700						\$8,700
	\$73,700	\$55,000	\$55,000	\$0	\$0	\$0	\$183,700

(23) - Fire Department

LC - Air Compressor - Bottle Filling Station		\$60,000					\$60,000
LC - Squade/OL 2011 - Dodge			\$65,000				\$65,000
LC /Tompkins - Squade /OL				\$65,000			\$65,000
Zama - Rescue						\$400,000	\$400,000
FV - Fire hall					\$1,000,000		\$1,000,000
FV - Training Facility (CF 2017)	\$11,350						\$11,350
<i>Total department 23</i>	\$11,350	\$60,000	\$65,000	\$65,000	\$1,000,000	\$400,000	\$1,601,350

(32) - Transportation Department

LC - Truck				48,000			\$48,000
LC - Attachment -Rotary Mower				40,000			\$40,000
LC - Grader		560,000					\$560,000
LC - Grader		560,000					\$560,000
LC - Grader			560,000				\$560,000
LC - Grader				560,000			\$560,000
Ice Bridge GPR		40,000					\$40,000
LC - Skidsteer		80,000					\$80,000
LC -Skidsteer						66,000	\$66,000
LC - Garage Airport			150,000				\$150,000
FV - Salt Shed Asphalt Lift		60,000					\$60,000
FV - Pole Building Airport		50,000					\$50,000
FV - Truck				48,000			\$48,000
FV -Truck				48,000			\$48,000
FV -Truck				48,000			\$48,000
FV - Plow/Sander			100,000				\$100,000
FV Plow/Sander/Picker					120,000		\$120,000
FV - Grader		560,000					\$560,000
FV - Grader			560,000				\$560,000
FV - Grader			560,000				\$560,000
FV - Grader				560,000			\$560,000
FV - Wheel loader				325,000			\$325,000
FV - Backhoe - Rubberwheel					150,000		\$150,000
FV - Skidsteer					80,000		\$80,000
FV - Skidsteer						66,000	\$66,000
FV- Rotary Mower		40,000					\$40,000
Airport Sweeper		300,000					\$300,000
Packer/Roller				30,000			\$30,000
Packer/Roller				30,000			\$30,000
Packer/Roller				30,000			\$30,000
Water Truck					225,000		\$225,000
Sidewalk Sweeper			160,000				\$160,000
ZA - Truck			48,000				\$48,000
Plow Truck	\$325,000						\$325,000
Mill Razor	\$405,000						\$405,000
<i>Summary Department 32 -Fleet and Equipment</i>	\$730,000	\$2,250,000	\$2,138,000	\$1,767,000	\$575,000	\$132,000	\$7,592,000



MACKENZIE COUNTY  
Draft Capital Plan, 2021 - 2026  
DECISION WORKSHEET

	2021	2022	2023	2024	2025	2026	
<b>Department 32 - Infrastructure</b>							
TWP RD 1050		\$650,000	\$650,000	\$650,000			\$1,950,000
TWP RD 1060		\$350,000					\$350,000
TWP RD 1070		\$850,000	\$900,000	\$900,000	\$900,000	\$750,000	\$4,300,000
TWP RD 1072		\$100,000					\$100,000
TWP RD 1102		\$880,000					\$880,000
RGE RD 131			\$352,000				\$352,000
RGE RD 153		\$400,000			\$350,000		\$750,000
FV - Walking Paths			\$65,000	\$68,000			\$133,000
LC - Walking Paths					\$126,000	\$120,000	\$246,000
FV - Salt Shed		\$60,000					\$60,000
Rebuild Eagles Nest Road	\$784,164						\$784,164
11 Mile Culvert Replacement	\$150,000						\$150,000
Rebuild Lambert Point Road 1 1/4 mile	\$50,000						\$50,000
Rebuild Blumenrt Road East	\$385,610						\$385,610
Rebuild Machesis Lake Rd	\$437,876						\$437,876
Street Lights 9x 94 ave - 106 st Pioneer Drive	\$75,000						\$75,000
Endeavour to Assist - New Road Infrastructure	\$468,796						\$468,796
Crosswalk 94 ave 103 st	\$2,647						\$2,647
Intersection Upgrade	\$255,000						\$255,000
LC - Intersection upgrade Traffic Lights 100 St & 94 Ave (2021)	\$400,000						\$400,000
LC - 101 Ave Asphalt (300 m) (2021)	\$625,000						\$625,000
30 m Right of way for road widening - various locations (2021)	\$200,000						\$200,000
Rebuild TWP Rd 1044 (1 mile) (2021)	\$300,000						\$300,000
Road Repair & Culvert TWP Rd 1042 Rge Rd 144-145 (2021)	\$60,000						\$60,000
Rebuild 6 mile N road (2 miles) (2021)	\$440,000						\$440,000
Build Gravel Reserves	\$92,357						\$92,357
<b>Summary Department 32 - Infrastructure</b>	<b>\$4,726,450</b>	<b>\$3,290,000</b>	<b>\$1,967,000</b>	<b>\$1,618,000</b>	<b>\$1,376,000</b>	<b>\$870,000</b>	<b>\$13,847,450</b>

<b>Department 32 - Operations Total</b>	<b>\$5,456,450</b>	<b>\$5,540,000</b>	<b>\$4,105,000</b>	<b>\$3,385,000</b>	<b>\$1,951,000</b>	<b>\$1,002,000</b>	<b>\$21,439,450</b>

<b>(33) - Airport</b>							
LC - Airport Garage			\$150,000				\$150,000
FV - Heat Pole Building		\$50,000					\$50,000
<b>Summary Department 32 - Infrastructure</b>	<b>\$0</b>	<b>\$50,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$200,000</b>

<b>(41) - Water Treatment &amp; Distribution Department</b>							
LC - Future Water Supply Concept	\$200,000						\$200,000
FV - Valve Replacement Program		\$50,000	\$50,000	\$50,000			\$150,000
La Crete Well Mechanical Cleaning		\$75,000	\$75,000			\$75,000	\$225,000
Blumenort Truck Fill					\$2,500,000		\$2,500,000
Water Meter Replacement (Supply & Install)		\$1,200,000					\$1,200,000
Well Maintenance Study		\$250,000					\$250,000
LC - Sewer Flusher						\$90,000	\$90,000
Water Point Building Replacements (BHP, Tompkins, Rocky Lane)			\$250,000				\$250,000
LC - Well Number 4 (CF 2016)	\$1,175,000						\$1,175,000
ZA - Water Treatment Plant Upgrading (CF 2017)	\$781,944						\$781,944
FV - Frozen Water Services Repairs (River Road) (CF 2015)	\$20,443						\$20,443
LC - Waterline Bluehills (CF 2015)	\$690,722			\$33,500,000			\$34,190,722
FV - Rural Water Supply North of the Peace River (2018)	\$174,854			\$48,000,000			\$48,174,854
Water line to Hill Crest Community School (2021)	\$13,941						\$13,941
FV - Rural Truck Fill Pump Install (2021)	\$239,500						\$239,500
LC - Water Treatment Plant Tower Replacement (2021)	\$100,000						\$100,000
							\$0
<b>Department 41 - Water Treatment &amp; Distribution</b>	<b>\$3,396,402</b>	<b>\$1,575,000</b>	<b>\$375,000</b>	<b>\$81,550,000</b>	<b>\$2,500,000</b>	<b>\$165,000</b>	<b>\$89,561,402</b>

MACKENZIE COUNTY  
Draft Capital Plan, 2021 - 2026  
DECISION WORKSHEET

	2021	2022	2023	2024	2025	2026	
<b>(42) - Sewer Disposal Department</b>							
Sewer Camera Equipment Replacement					\$60,000		\$60,000
LC - North Sanitary Trunk Sewer		\$4,474,000	\$1,915,000	\$7,398,000			\$13,787,000
LC - North Storm Water Management		\$1,023,700	\$615,800	\$713,700			\$2,353,200
LC - South Sanitary Trunk Sewer						\$13,279,000	\$13,279,000
FV - Waste Water Treatment Upgrade						\$10,000,000	\$10,000,000
ZA - Lift Station Upgrade (CF 2013-2017)	1,690,635						\$1,690,635
LC - Sanitary Sewer Expansion (CF 2016)	13,390						\$13,390
							\$0
Department 42 - Sewer Disposal	\$1,704,025	\$5,497,700	\$2,530,800	\$8,111,700	\$60,000	\$23,279,000	\$41,183,225
<b>(43) - Solid Waste Disposal</b>							
Waste Bin Replacement Program	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
Summary Department 43 - Solid Waste Disposal	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$120,000
<b>Department 61- Planning</b>							
LC Drainage Ditch Plan 192 3085, Block 24, Lot 2	\$6,000						\$6,000
LC Drainage Ditch Plan 992 0894, Block 2, Lot 1	\$2,225						\$2,225
LC Drainage Ditch NE 8-106-15-W5M (2021)	\$15,000						\$15,000
GIS Computer		\$9,000					\$9,000
Plotter		\$14,000					\$14,000
Total department 61	\$23,225	\$23,000	\$0	\$0	\$0	\$0	\$46,225
<b>Agricultural Department - 63</b>							
Flood Control RR15						\$250,000	\$250,000
Install Culvert & Culvert Gates - Buffalo Head			\$75,000				\$75,000
Drone					\$18,000		\$18,000
Hydro Seeding Truck				\$85,000			\$85,000
4x4 Crew Cab 1/2 ton Truck			\$45,000				\$45,000
High Level Rural Drainage	\$38,019						\$38,019
Summary Department 63 - Agricultural	\$38,019	\$0	\$120,000	\$85,000	\$18,000	\$250,000	\$511,019
<b>Department 71- Recreation</b>							
ZA - Water Repair in Furnace Room (CF 2017)	\$8,338						\$8,338
ZA - Re-shingling Hall (CF 2017)	\$17,849						\$17,849
FV - Overhead Door Replacement/Completion of Hockey Netting	\$3,100						\$3,100
FV - Outdoor Rink Repairs	\$14,000						\$14,000
FV - Purchase Outhouses for Rodeo Grounds	\$10,000						\$10,000
							\$0
Total department 71	\$53,288	\$0	\$0	\$0	\$0	\$0	\$53,288
<b>(72) - Parks &amp; Playgrounds Department</b>							
Hutch Lake Campground Improvements (CF 2017)	\$63,933						\$63,933
River Search & Rescue Access Plan - Atlas & Tompkins	\$32,430						\$32,430
Landing Boat Launch & FV Bridge Campground							
Vanguard Subdivision Playground Equipment	\$6,265						\$6,265
Wadlin Lake Dock Piling Improvements - Firewood Compound	\$10,045						\$10,045
Hutch Dock Pilings	\$15,038	\$10,000					\$25,038
Jubilee Park Walkway	\$10,000						\$10,000
FV - Streetscape (CF 2017)	\$87,035						\$87,035
Streetscape - La Crete	\$24,602						\$24,602
New Hamlet Park (2021)	\$38,000						\$38,000
Water Well at Jubilee Park (2021)	\$17,955						\$17,955
Machesis Lake Improvements		\$10,000		\$10,000		\$10,000	\$30,000
Wadlin Lake Phase 2		\$60,000	\$60,000		\$60,000		\$180,000
Hutch Lake 10 Year Plan / Phase 1			\$60,000		\$60,000		\$120,000
Bridge Campground 10-Year /Phase 1		\$60,000		\$60,000		\$60,000	\$180,000
Campground Dock-Replacement		\$50,000		\$60,000		\$70,000	\$180,000
Buffalo Head Tower Site						\$100,000	\$100,000
DA Thomas Park					\$50,000		\$50,000
Jubilee Park				\$100,000			\$100,000
LC Arena Park			\$10,000				\$10,000
Mackenzie Housing					\$50,000		\$50,000
Zama Park						\$50,000	\$50,000
Hutch Lake ---200 Additional sites including road infrastructure @ \$20,000 per site		\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
Wadlin Lake --107 Additional sites including road infrastructure @ \$30,000 per site		\$321,000	\$321,000	\$321,000	\$321,000	\$321,000	\$1,605,000
Bridge Campground -100 Additional sites including road infrastructure @ \$20,000 per site		\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$1,500,000
Total department 72	\$305,302	\$1,111,000	\$1,051,000	\$1,151,000	\$1,141,000	\$1,211,000	\$5,970,302
<b>TOTAL Capital Projects, by Year</b>	<b>\$11,081,760</b>	<b>\$13,931,700</b>	<b>\$8,471,800</b>	<b>\$94,367,700</b>	<b>\$6,690,000</b>	<b>\$26,327,000</b>	<b>\$160,869,960</b>





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Committee of the Whole</b>
<b>Meeting Date:</b>	<b>June 22, 2021</b>
<b>Presented By:</b>	<b>Jeff Simpson, Director of Operations</b>
<b>Title:</b>	<b>Bylaw 1229-21 School Zones and Other Speed Zones</b>

## **BACKGROUND / PROPOSAL:**

Mackenzie County has a Bylaw in place for the purpose of declaring specific portions of roads as school zones and other speed zones.

Administration was notified by the Fort Vermilion School Division that, due to the COVID-19 pandemic, their hours of instruction for students has changed for the 2021-2022 school year. Therefore, a change in the hours of the school zones is required. A copy of their letter is attached.

They have recommended that school zone times be changed as follows:

- 8:00 a.m. to 9:00 a.m.
- 2:30 p.m. to 3:30 p.m.

(see page 4 of Bylaw)

## **OPTIONS & BENEFITS:**

In order to accommodate the revised school hours and to enforce the school zones, the Bylaw must reflect the specified times as required by legislation.

A copy of the amended Bylaw is attached.

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

General Operating Budget - costs to change the signage at the five affected public schools.

**Author:** S Wheeler **Reviewed by:** \_\_\_\_\_ **CAO:** \_\_\_\_\_



**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Mackenzie County Bylaws are available on the County website. School zone time changes will be advertised on the County's social media and in print media.

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

☒ Simple Majority      ☐ Requires 2/3      ☐ Requires Unanimous

That Bylaw 1229-21 School Zones and Other Speed Zones be brought to Council for first reading.

Author: S Wheeler      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

**BYLAW NO. 1229-21**  
**BEING A BYLAW OF**  
**MACKENZIE COUNTY**  
**IN THE PROVINCE OF ALBERTA**

**FOR THE PURPOSE OF DECLARING SPECIFIC PORTIONS OF ROADS**  
**AS SCHOOL ZONES AND OTHER SPEED ZONES**  
**AND AUTHORIZING THE ERECTION OF SCHOOL ZONE SIGNS**  
**TO DESIGNATE THE AREAS SO DECLARED**

**WHEREAS** the Council of Mackenzie County deem it advisable that specific portions of roadways herein referred to be declared as playground zones, school zones, and children playing zones for the protection of children attending the schools and playing at the specified locations;

**WHEREAS** the Council has designated that certain roadway speeds be reduced due to congested residential development;

**WHEREAS**, provisions of the Traffic Safety Act, the Council of Mackenzie County may establish maximum speed limits of less than eighty (80) kilometers per hour for highways under its control; and to establish a maximum speed limit in excess of eighty (80) kilometers per hour for all or any highway under its control;

**WHEREAS**, provisions of the Traffic Safety Act, the Council of Mackenzie County may prescribe a maximum of not more than one hundred (100) kilometers per hour for a highway that is not a primary highway;

**WHEREAS**, provisions of the Traffic Safety Act, the Council of Mackenzie County may prescribe speed limits and increase or decrease the length of the periods of time referred to in the regulations during which the speed limit is in effect for that school zone or playground zone;

**THEREFORE** by virtue of the powers vested in it under the Traffic Safety Act, and the Municipal Government Act, the Council of Mackenzie County enacts as follows:

1. In this bylaw, unless the context otherwise requires,
  - a) **“Hamlet(s)”** shall be the unincorporated communities of Fort Vermilion, La Crete, and Zama as established and designated boundaries as approved by Mackenzie County.
  - b) **“Public Schools”** means a school operated by the Fort Vermilion School Division.
  - c) **“Rural”** shall be all other areas within the municipality with the exception of the communities noted above.

## **2. PLAYGROUND ZONES**

- a) That the portion of 101<sup>st</sup> Avenue from the east boundary of Lot 4MR, Block 17, Plan 792-1881 to the west boundary of the same, within the boundaries of the Hamlet of La Crete be declared a playground zone. (Reinland Park)
- b) That the portion of River Road from the east boundary of Lot 1, Plan 3279 KS to the west boundary of the same, within the boundaries of the Hamlet of Fort Vermilion be declared a playground zone. (St. Mary's Elementary School)
- c) That the portion of Aspen Drive from the north boundary of Lot 1MR, Block 15, Plan 892-2794 to the south boundary of same, within the boundaries of the Hamlet of Zama be declared a playground zone. (Zama Community Park)
- d) That the portion of Aspen Drive from the north boundary of Lot 4, Block 11, Plan 882 1687 to the south boundary of Lot 4, Block 11, Plan 882 1687, within the boundaries of the Hamlet of Zama be declared a playground zone. This playground zone shall be for the Zama City School.
- d) That the portion of 44<sup>th</sup> Avenue from the west boundary of 50<sup>th</sup> Street to the east boundary of 52<sup>nd</sup> Street, within the Hamlet of Fort Vermilion be declared a playground zone. (Fort Vermilion Community Complex)
- e) That the portion of 110 Street south of 98 Avenue and 97 Avenue northwest of 108 Street, Plan 1026365, Block 38, 61 MR, within the Hamlet of La Crete be declared a playground zone. (Knelsen Park)

## **3. PLAYGROUND ZONE HOURS AND SIGNAGE**

- a) That on any day no driver shall drive within the playground zone, so declared, at a rate of speed greater than 30 kilometers per hour at any time between the hours of 8:30 a.m. and one hour after sunset.
- b) That 30 kilometers per hour playground zone speed signs be erected to designate those portions of the roadways within the hamlets in the Mackenzie County herein before referred to as playground zones for the guidance of any person or driver of any vehicle travelling on the said roadways.

## **4. SCHOOL ZONES – PUBLIC SCHOOLS**

- a) That the portion of 94<sup>th</sup> Avenue from the east boundary of Lot 12, Plan 782 0147 to the west boundary of Lot 14 Plan 782 0147, within the boundaries

of the Hamlet of La Crete be declared a school zone. This school zone shall be for the Ridgeview Central School and the Sandhills Elementary School.

- b) That the portion of 100<sup>th</sup> Street from the south boundary of Lot C, Plan 962 4008 to the north boundary of Lot C Plan 962 4008 and that the portion of 99 Avenue from the NE corner of Lot C Plan 962 4008 to 101<sup>st</sup> Street, within the boundaries of the Hamlet of La Crete be declared a school zone. This school zone shall be for the La Crete Public School.
- c) That the portion of 50<sup>th</sup> Street from the north boundary of Lot 4, Block A, Plan 762 1591 to the south boundary of Lot 4, Block A, Plan 762 1591, within the boundaries of the Hamlet of Fort Vermilion be declared a school zone. This school zone shall be for the Fort Vermilion Public School.
- d) That the portion of local road, locally known as Bluehills Road, for 300 meters north and south of the Bluehills Community School located on SE 1-104-18-W5M, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Bluehills Community School.
- e) That the portion of local road, locally known as Rocky Lane Road, for 300 meters north and south of the Rocky Lane School located on S½ 16-109-14-W5M, subdivided as Lot 5, Block 1, Plan 962 1175, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Rocky Lane School.

## **5. SCHOOL ZONES – PRIVATE SCHOOLS**

- a) That the portion of local road, for 300 meters north and south of the Private School located NE 11-108-13-W5M and 300 meters from the south boundary of the same, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Fort Vermilion Peace Private School.
- b) That the portion of local roads, for 300 meters north and south and 300 meters east and west of the Private School located on NE 33-105-14-W5M, within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Peace Mennonite Private School.
- c) That the portion of local road, for 300 meters north and south of the Private School located NW 8-107-13-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the W.P. Mennonite School Society.
- d) That the portion of local road, for 300 meters north and south of the Private School located SE 15-104-17-W5M within the boundaries of Mackenzie



County be declared a school zone. This school zone shall be for the Buffalo Head Mennonite School.

- e) That the portion of local road, for 300 meters north and south of the Private School located on SW 17-104-17-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the W.P. Mennonite School Society.
- f) That the portion of local road, for 300 meters north and south of the Private School located on SW 30-104-14-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the Buffalo Head Mennonite School.
- g) That the portion of local road, for 300 meters north and south of the Private School located on SW 14-105-15-W5M within the boundaries of Mackenzie County be declared a school zone. This school zone shall be for the W.P. Mennonite School Society.
- h) That the portion of 94 Avenue, for 200 meters east and west of the Private School located on NW 04-106-15-W5M within the Boundaries of the Hamlet of La Crete be declared a school zone. This school zone shall be for Reinland Christian Academy.

## **6. SCHOOL ZONE HOURS AND SIGNAGE**

- a) That on any day on which school is held at a Public School, no driver shall drive within the school zone so declared, at a rate of speed greater than 30 kilometers per hour, at any time between:
  - i) 8:00 a.m. and 9:00 a.m., and
  - ii) 2:30 p.m. and 3:30 p.m.
- b) That on any day on which school is held at a Private School, no driver shall drive within the school zone so declared, at a rate of speed greater than 30 kilometers per hour, at any time between:
  - i) 8:00 a.m. and 9:30 a.m., and
  - ii) 11:30 a.m. and 1:30 p.m., and
  - iii) 3:00 p.m. and 4:30 p.m.
- c) That 30 kilometers per hour school zone speed signs be erected to designate those portions of the roadways within Mackenzie County herein to be referred to as school zones for the guidance of any person or driver of any vehicle travelling on the said roadways.

- d) That 30 kilometers per hour ahead signs be erected 150 meters in advance of the 30 kilometer per hour school zone signs on all streets in the hamlets where school zones are located.
- e) That 30 kilometers per hour ahead signs be erected 300 meters in advance of the 30 kilometers per hour school zone signs on all rural roads where school zones are located.

## **7. CHILDREN PLAYING ZONES**

- a) That the portion of the Hamlet of Fort Vermilion known as Mackenzie Housing specifically, 52<sup>nd</sup> Avenue, 43<sup>rd</sup> Street, 51<sup>st</sup> Street cul-de-sac, 44<sup>th</sup> Street cul-de-sac and 50<sup>th</sup> Avenue from the east boundary of 45<sup>th</sup> Street be declared a children playing zone.

## **8. CHILDREN PLAYING ZONE HOURS AND SIGNAGE**

- a) That on any day no driver shall drive within the children playing zone, so declared, at a rate of speed greater than 30 kilometers per hour at any time.
- b) That 30 kilometers per hour children playing zone speed signs be erected to designate those portions of the roadways within the hamlets in Mackenzie County herein before referred to as children playing zones for the guidance of any person or driver of any vehicle travelling on the said roadways.

## **9. BUFFALO LAKE ESTATES**

That a maximum speed limit of sixty (60) kilometers per hour be established for the sections of road known as “Buffalo Lake Estates” or legally known as shown on attached Schedule “A”:

- a) Township Road 105-5 from Range Road 15-1 to Range Road 15-1A; and
- b) Range Road 15-1A from Township Road 105-5 to Township Road 106-6.

## **10. HUTCH LAKE**

That a maximum speed limit of thirty (30) kilometers per hour be established for the sections of road known as “Hutch Lake Cottage Area” or legally known as shown on attached Schedule “B”:

- a) Tugate Drive on Part of SW 33-112-20-W5M, Part of SE 32-112-20-W5M, Part of NW 28-112-20-W5M, and Part of NE 29-112-20-W5M.

## **11. HAMLET SPEED LIMITS**

- a) That a maximum speed limit of fifty (50) kilometers per hour be established in the hamlets of Fort Vermilion, La Crete and Zama, except in designated school and playground zones.
- b) Notwithstanding clause 10. a) that a maximum of seventy (70) kilometers per hour transition zone that connects a fifty (50) kilometers an hour zone within a hamlet increasing to a seventy (70) kilometer an hour zone to the hamlet boundary before proceeding to either an eighty (80) kilometers per hour zone on a gravel road or a one hundred (100) kilometer an hour zone on a paved highway, may be established on the outskirts of the hamlets as designated by the Director of Operations.
- c) That proper speed limit signs be placed at the boundaries of those hamlets mentioned in Section 1.

## **12. RURAL SPEED LIMITS**

- a) That a maximum speed limit of eighty (80) kilometers per hour be established for all rural gravel roads within municipal boundaries.
- b) That a maximum speed limit of one hundred (100) kilometers per hour be established for the La Crete North and South Access Roads up to the Hamlet of La Crete boundary, Highway 88 Connector and Zama Access Road (paved portion).
- c) That a maximum speed limit of sixty (60) kilometers per hour be established for all roads within Country Residential zoned subdivisions.
- d) That a maximum speed limit of sixty (60) kilometers per hour be established, at the discretion of Council, for all roads that are adjacent to or front onto a Country Residential zoned subdivision.
- e) That a maximum speed limit of fifty (50) kilometers per hour be established 100 meters on each side of the east and west side of the intersection located on Township Road 1060 at Range Road 154.
- f) Notwithstanding clause 12. a) that the speed limits may be reduced where determined by the Chief Administrative Officer or designate.

## **13. PENALTIES AND RESCINDING BYLAWS**

- a) That any person found guilty of violating the speed as indicated by the erected signs is subject to the penalties described in the Traffic Safety Act and Amendments thereto.

b) That Bylaw 1197-20 hereby be rescinded.

READ a first time this 14<sup>th</sup> day of July, 2021.

READ a second time this 14<sup>th</sup> day of July, 2021.

READ a third time and finally passed this 14<sup>th</sup> day of July, 2021.

(original signed)

---

Joshua Knelsen  
Reeve

(original signed)

---

Lenard Racher  
Chief Administrative Officer

**BYLAW 1197-20**

**SCHEDULE "A"**





**BYLAW 1197-20**

**SCHEDULE "B"**







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Committee of the Whole Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning and Development</b>
<b>Title:</b>	<b>Rural Development Standards DEV007</b>

## **BACKGROUND / PROPOSAL:**

Administration is in the process of reviewing several policies to remove outdated information and update as required.

The Rural Development Standards DEV007 has been revised with the following proposed changes:

- Definitions for Local Improvement Bylaw, Off-site Levy, and Policy PW039 were added;
- A statement that overhead power only be considered in Country Residential areas if underground power is not viable, was added;
- Natural Gas installation requirements were clarified as they are often dependent on the utility provider;
- Requirement for private roads were updated to be in compliance with accepted engineering standards.

## **OPTIONS & BENEFITS:**

Option 1: To recommend to Council to approve the revisions to the Rural Development Standards Policy DEV007 as presented.

Option 2: Table Rural Development Standards DEV007 for more information or additions.

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

N/A

**Author:** N Friesen **Reviewed by:** C Smith **CAO:** \_\_\_\_\_

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

☒ Simple Majority      ☐ Requires 2/3      ☐ Requires Unanimous

That a recommendation be made to Council to amend the Rural Development Standards Policy DEV007 as presented.

Author: N Friesen      Reviewed by: C Smith      CAO: \_\_\_\_\_

## Mackenzie County

Title	Rural Development Standards	Policy No:	DEV007
-------	-----------------------------	------------	--------

Legislation Reference	Municipal Government Act, <b>Part 17, Division 6/7</b> <del>Section 5</del>
-----------------------	---

### Purpose

The purpose of the Rural Development Standards Policy is to establish rural development standards to ensure consistent development is maintained within the rural areas of the County and to provide clarity to developers respecting the County's expectations for rural development.

### Policy Statement:

Mackenzie County and developers have a shared responsibility for defining and addressing the existing and future needs of the region by creating development policies consistent with Mackenzie County plans, policies, and bylaws ~~community objectives~~. Mackenzie County will provide guidance and vision for development objectives. These policies should be applied equitably and fairly to all within rural areas ~~that community~~.

All beneficiaries of new development should participate in the cost of providing and installing infrastructure in ~~the community~~ rural areas on an equitable basis that relates to the degree of benefit, through the use of off-site levies, local improvement bylaws and Endeavor to Assist clauses.

### Definitions:

The following definitions are used for the purpose of this policy:

**Country Residential** – means Rural Country Residential, inclusive of all country residential zoning designations;

**County** – means Mackenzie County;

~~**Rural Industrial:** Refers to all rural industrial and/or commercial zoning districts.~~

**Development Agreement** – means a contract entered into between the municipality and the developer respecting ~~in regard to~~ the installation of municipal improvements and adherence to, ~~including~~ all conditions of approval ~~that need to be adhered to~~;



~~**Development Approval:** Refers to a subdivision/development approval where the application process has been followed and an approval subsequently issued by the development authority.~~

**GMIS** – means ~~refers to~~ the General Municipal Improvement Standards (engineering guidelines) for ~~the~~ Mackenzie County;

**Local Improvement Bylaw** – means Local improvements are capital construction (municipal improvement) projects that Council considers to be of greater benefit to a particular neighbourhood of the municipality than to the whole municipality, and that are to be paid for in whole or in part by a tax imposed as a local improvement;

**Off-site Levy** – means the charges payable to the County by the developer for the use and benefits received from the existing or proposed municipal improvements as stated ~~As defined~~ in the Alberta Municipal Government Act;

**Policy PW039** – means to the County's Rural Road, Access Construction and Surface Water Management Policy;

**Rural Industrial** – means all rural industrial and/or commercial zoning districts;

**Zoning** – means land use district designations as per the Land Use Bylaw.

**Guidelines:**

1. Mackenzie County will:
  - a) adopt development standard requirements for individual zoning districts and locations as indicated in this policy and detailed within the General Municipal Improvement Standards (GMIS),
  - b) determine who is responsible for installation of the infrastructure as indicated in this policy,
  - c) determine who is responsible for the cost of installing the infrastructure as indicated in this policy, and
  - d) establish the mechanism of any cost sharing, Endeavor to Assist, or other financial considerations.
2. The developer will be responsible for all costs except where otherwise indicated in this policy.

**Funding:**

Funding for municipal infrastructure improvements required to support an approved Development will be provided by the developer. The County, **through Endeavour to Assist provisions** within the Development Agreement, **may will** provide assistance to the developer when oversizing is required to collect ~~appropriate~~ funds from benefiting lands when the benefiting lands are ~~further~~ developed.

When the County constructs municipal improvements in advance of developments the County will, through ~~the use of~~ an Off-site Levy bylaw(s) collect apportioned costs as assigned to benefiting lands.

Where a development requires that an arterial road be constructed, the County shall only consider covering the costs of upgrading the road from **a** collector to **an** arterial standard, and shall, whenever possible, utilize the mechanisms provided for by Off-site Levy or local improvement bylaw(s) to recover those costs.

All oversizing requirements shall be clearly identified by the developer on the tentative **subdivision** plan along with a written request for cost sharing, prior to final approval by the subdivision authority.

The County may consider providing a portion of the funding when oversizing, Off-site Levy, Endeavour to Assist, or other mechanisms are required, however this will be subject to negotiation and Council approval prior to the commencement of construction. ~~Funding in these situations may also be recouped by way of a local improvement bylaw.~~

Any cost sharing or other funding commitment by the County must be included in the Development Agreement and form part of the contractual commitment of each party. The County will not retroactively consider requests from a developer for funding or cost sharing where a Development Agreement has already been entered into for the project.

## **Rural Development Standards**

### **Utilities**

Utilities **such as high-pressure gas lines, three phase power and other major utilities** ~~crossings~~ shall cross County roads perpendicularly ~~to the road~~ wherever practicable. All **utility providers** ~~high-pressure gas lines, three phase power and other major utility crossings~~ must **obtain applicable crossing permits** ~~receive approval~~ from the County prior to crossing any County road or other property or infrastructure. For routine installations of common utility infrastructure **to serve individual lots or properties**, notification shall be provided to the County prior to crossing any County road or other property or infrastructure.

Utility providers shall adhere to best practices regarding the installation, maintenance and marking of their infrastructure.

### **Power**

New power installations shall be overhead and located in or adjacent to County road rights-of-way as per the utility provider's current practice.

Country Residential developments shall be serviced internally with underground power. Overhead servicing will only be considered where the developer has provided verification that underground installation is not viable, considering continuity with existing power supply, lot sizes and anticipated use, and other criteria as deemed necessary.

### **Lighting**

Street lighting will not typically be installed in rural areas.

For all Country Residential and Rural Industrial developments, some level of road and intersection lighting may be required. Lighting will be expected to provide illumination for only those areas anticipated to have high traffic (vehicle, ATV or pedestrian) volumes.

Where a development is anticipated to significantly increase the traffic at a particular intersection, the County may request as part of a traffic impact assessment, that requirements for intersection lighting be reviewed by a qualified engineer.

### **Natural Gas**

Gas servicing shall be provided to all new developments ~~shall allow for the provision of natural gas servicing.~~ Installation shall be in keeping with the utility provider's current standard practice. ~~Gas lines shall be located, at minimum, 9 m outside of any 20 m road right of way, and 4 m outside of any 30 m road right of way.~~

Depending on the location within the County, the developer may be required to install gas servicing as part of the improvements, in other areas the utility provider will independently install gas servicing as building development occurs.

~~For all roads identified as arterial, the setback requirements shall be a minimum of 40 m from the road right of way, and increasing up to 100 m in areas of difficult or undulating terrain in order to facilitate potential future road widening.~~

### **Telephone/Broadband Data**

~~All new Country Residential and Rural Industrial~~ Telephone and/or data infrastructure shall be provided for all developments ~~shall be serviced with phone/data infrastructure,~~ to the specifications of the local telecommunications provider.

Installation of higher grade infrastructure is encouraged in order to offer provide telecommunications providers with better options for providing digital data to the community.

### **Storm Sewer**

Design criteria shall be in accordance keeping with the County's GMIS.

All rural standard developments are Storm-sewer servicing is anticipated to primarily use a be-solely surface drainage system based with no underground infrastructure. Culverts shall be adequately sized to meet the required flow volumes and to aid in long term maintenance. The minimum specifications in the GMIS and the process outlined in Policy PW039 shall be followed for all culvert installations.

In Country Residential and Rural Industrial developments, storm water retention ponds may be required to mitigate the downstream effects of the development. Storm water retention ponds shall be constructed in accordance with design criteria established in the GMIS to reduce the downstream effects of the development. Ponds shall be constructed to service large areas, and be thoughtfully integrated with the subdivision design. All new developments shall create zero net change to the existing storm sewer peak flows. The County retains the ability to alter storm pond placement.

Oversized ditches along roadways will be strongly discouraged, and only permitted when clearly proven to be the most viable option, when considering construction costs, long term maintenance and safety. This assessment shall be completed by a qualified engineer.

Where additional right-of-way is required to facilitate the-surface drainage, the developer is responsible for all aspects of the acquisition of such right-of-way.

### **Sanitary Sewer**

Design criteria shall be in accordance keeping with the County's GMIS.

For all areas zoned for agriculture, zoned-acreages-and-farms, the sanitary sewage shall be addressed dealt-with on a site-specific individual basis and will typically be a surface pump out or field system. All installations shall meet provincial requirements.

For all Country Residential and Rural Industrial developments, sanitary sewer shall be considered collectively. Field systems may still be granted; however, extensive soil testing and ground water monitoring shall be conducted by a qualified professional prior to construction to ensure the long-term viability of ~~compactly placed~~ concentrated field systems.

In areas where the proximity to existing infrastructure permits, low pressure sanitary systems shall be permitted. All low-pressure systems shall be fully engineered, with pump and pipe sizing appropriately designed for full build out of the system. The engineer shall specifically consider odour concerns where the low-pressure system feeds into a gravity system or where air releases may be located, and provide sufficient evidence that the system design will not create odour concerns.

All sanitary sewer systems that will be ~~the under~~ County's responsibility by way of ownership ~~and/or~~ maintenance shall be located within a dedicated right-of-way, public utility lot (PUL) or easement, or ~~Location of sanitary lines shall be permitted~~ within an existing road right-of-way. If additional right-of-way is required, the developer is responsible for all aspects of the acquisition and registration of such right-of-way.

## Water

Design criteria shall be in accordance ~~keeping~~ with the County's GMIS.

For all ~~areas zoned for~~ agriculture, ~~zoned acreages and farms, the~~ water servicing will be addressed ~~dealt with~~ on a ~~site-specific individual~~ basis and will be typically provided ~~It is anticipated that most of these developments will be serviced~~ by wells or cisterns.

For all Country Residential and Rural Industrial developments, water servicing shall be considered collectively ~~for the entire proposed development~~.

For all rural multi-lot developments adjacent to an existing County rural water line, the development is required to connect to the water line. All connections to ~~the~~ rural water lines shall be installed in accordance with the GMIS and as specified ~~with~~ in the County's Water and Sewer Bylaw.

Where proximity to an existing County rural water line permits, it is encouraged that new developments connect to the line.

All water mains that will be ~~the under~~ County's responsibility by way of ownership ~~and/or~~ maintenance shall be located within a dedicated right-of-way, PUL or easement, or ~~Location of water lines shall be permitted~~ within an existing road



right-of-way. If additional right-of-way is required, the developer is responsible for all aspects of the acquisition of such right-of-way.

### **Service Connections on Private Land Servicing**

For all large lot development with multiple buildings serviced from an internal network, an isolation valve shall be provided at the property line. All internal underground servicing shall be engineered to meet **Alberta Environment and Parks AESRD**, *Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems*, and a copy of the engineered drawings shall be provided to the County for review **prior to** ~~before~~ installation.

All private hydrants and valves shall be properly maintained to **the municipal** standards **set forth in the GMIS**. Preventative maintenance shall be performed annually, with records provided to the County Utilities department. Alternately, the Utilities department may be contracted to perform the preventative maintenance.

### **Roads and Road Edge**

~~All road~~ Design **criteria** and construction shall be in **accordance** ~~keeping~~ with the County's GMIS **and** Policy PW039 ~~provides specific direction regarding the construction of local and collector roads which shall be adhered to.~~

Road widths shall be ~~determined~~ based on anticipated traffic types and volumes, and road classification.

~~Appropriate~~ Intersections shall be constructed **or upgraded** to accommodate **anticipated** traffic turning movements.

Aprons shall be paved where a new road joins to an existing asphalt surfaced road **in accordance with the GMIS and** ~~See~~ Policy PW039 ~~for details~~.

When a proposed development is anticipated to cause significant additional traffic, a traffic impact assessment shall be completed by a qualified professional. Depending on the outcome of the assessment, road upgrades may be required. Upgrades may consist of road widening, road reconstruction to increase the road structure, dust control by either temporary (oil/calcium) or permanent (asphalt) products, intersection improvements, lighting, and other measures that are warranted. The developer shall be responsible for all upgrades.

### **Arterial**

The County has few rural arterial roads, **and are currently limited to the** Zama Access Road, 88 Connector and La Crete North & South access roads ~~are currently identified as arterial~~.

~~Arterial roads shall ideally have a minimum 40 m wide right of way.~~ When developments occur on lands adjacent to an arterial road, the County shall require the developer to provide additional road right-of-way to the County, if required, as a condition of **subdivision** ~~their~~ approval.

Private accesses onto arterial roads shall be strongly discouraged in order to reduce the impact on the free flow of traffic. Whenever practicable, access to a property shall be from a collector or local road.

### **Collector**

~~Collector roads are identified within Policy PW039.~~ Country Residential and Rural Industrial developments are strongly encouraged to locate along collector roads in order to mitigate traffic concerns and reduce the amount of road upgrades required.

~~Collector roads shall ideally have a minimum 30 m wide right of way.~~ When developments occur on lands adjacent to a collector road, the County shall require the developer to provide additional road right of way to the County, if required, as a condition of their approval.

Developers are required to construct collector roads **in accordance with the GMIS and** ~~as per~~ Policy PW039.

### **Local**

Developers are required to construct local roads **in accordance with the GMIS and** ~~as per~~ Policy PW039. Developments that may cause intensive traffic shall be strongly discouraged from being located along local roads.

**Local roads constructed to a rural standard shall utilize swales or ditches for storm water management.**

### **Sidewalks/Trails**

Sidewalks are not anticipated to be constructed in rural areas. Trails, either asphalt or gravel/mulch, may be required for Country Residential or Rural Industrial developments, depending on location, anticipated pedestrian traffic and other factors as determined by the County.

### **Private Roads**

**Private roads shall be designed and constructed in accordance with accepted engineering standards and a copy of the engineered drawings shall be provided to the County for review prior to construction. Although right-of-way widths may be reduced due to lot constraints, road design, materials testing and other related activities shall be undertaken as if it were a public road.** ~~Private roads shall be~~

~~constructed to an appropriate comparable standard as if it were a public road.~~

This applies to developments such as commercial developments with multiple tenants on a common property.

### **Upgrading Priorities**

When considering road upgrades in the rural areas, the County shall prioritize roads in the following order:

1. Arterial
2. Collector
3. Local

Policy PW039 ~~currently~~ identifies the County's rural road classifications and designations.

	Date	Resolution Number
Approved	2015-02-10	15-02-085
Amended	2017-02-28	17-02-147
Amended		





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Committee of the Whole Meeting</b>
<b>Meeting Date:</b>	<b>June 22, 2021</b>
<b>Presented By:</b>	<b>Caitlin Smith, Manager of Planning and Development</b>
<b>Title:</b>	<b>General Municipal Improvement Standards DEV008</b>

## **BACKGROUND / PROPOSAL:**

Administration is in the process of reviewing several policies to remove outdated information and update as required.

The General Municipal Improvement Standards DEV008 has been revised with the following proposed changes:

- The correct section of the Municipal Government Act was referenced;
- The policy is to be reviewed as required rather than annually.

## **OPTIONS & BENEFITS:**

Option 1: To recommend to Council to approve the revisions to the General Municipal Improvement Standards Policy DEV008 as presented.

Option 2: Table General Municipal Improvement Standards Policy DEV008 for more information or additions.

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

N/A

## **SUSTAINABILITY PLAN:**

N/A

**Author:** N Friesen **Reviewed by:** C Smith **CAO:** \_\_\_\_\_



**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**RECOMMENDED ACTION:**

☒ Simple Majority      ☐ Requires 2/3      ☐ Requires Unanimous

That a recommendation be made to Council to amend the General Municipal Improvement Standards Policy DEV008 as presented.

Author: N Friesen      Reviewed by: C Smith      CAO: \_\_\_\_\_

## Mackenzie County

Title	General Municipal Improvement Standards	Policy No:	DEV008
-------	---	------------	--------

Legislation Reference	Municipal Government Act, Part 17, Division 6/7 <del>Section 5</del>
-----------------------	--

### Purpose

The purpose of the General Municipal Improvement Standards Policy is to establish that the minimum standards set forth in the General Municipal Improvement Standards (engineering guidelines) must be adhered to by the Mackenzie County, Developers, Engineering Consultants, Contractors, and others in all aspects of municipal improvement installations.

### Policy Statement:

Mackenzie County, Developers, Engineering Consultants, Contractors, and others all have a responsibility to ensure that the proper installation of infrastructure is met as set forth in the General Municipal Improvement Standards (GMIS).

These guidelines are in place to ensure that the County municipality is provided with quality, cost efficient products that will meet an acceptable life expectancy with minimal maintenance requirements, while not prohibiting future land development.

### Guidelines

1. All standards set forth in the ~~General Municipal Improvement Standards~~ GMIS shall be met;
2. These standards shall only be considered the minimum requirements;
3. All municipal improvements shall be up to accepted engineering practices and standards that address and meet the specific needs and site conditions of the development;
4. The Planning & Development Department will ensure that the GMIS is reviewed as required annually to ensure the standards and practices remain current and to address new deficiencies or standards that may arise:

- a) All County departments involved in the operation or maintenance of infrastructure shall be involved in the annual review process;
5. Any proposed revisions that significantly alter a standard and is likely to cause a large cost, either initially or for long term maintenance, shall be presented to the Public Works Committee for their consideration.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	2015-06-10	15-06-436
<b>Amended</b>		
<b>Amended</b>		