




MACKENZIE COUNTY

# REGULAR COUNCIL MEETING

**MAY 10, 2022**  
**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  
REGULAR COUNCIL MEETING**

**Tuesday May 10, 2022  
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 April 27, 2022 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
		c)	
<b>CLOSED MEETING:</b>		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) Legal Matters ( <i>FOIP s. 17</i> )	
		b) Mitigation Purchase	
		c) Industrial Assessment ( <i>FOIP s 21, s 24, s 25</i> )	
		d)	
<b>TENDERS:</b>		Tender openings are scheduled for 11:00 a.m.	
	5.	a) 2022 Gravel Crushing & Stockpiling Tender	23
		b) River Road Subdivision – Phase 3 Tender	27
		c)	
		d)	
<b>PUBLIC HEARINGS:</b>		Public Hearings are scheduled for 1:00 p.m.	
	6.	a) None	

		b)		
<b>DELEGATIONS</b>	7.	a)	None	
		b)		
<b>GENERAL REPORTS:</b>	8.	a)	CAO & Director Reports for April 2022	33
		b)		
<b>AGRICULTURE SERVICES:</b>	9.	a)	None	
		b)		
<b>COMMUNITY SERVICES:</b>	10.	a)	Hamlet Residential Garbage Pick Up – Fort Vermilion	49
		b)	La Crete on Wheels Society – Request to Amend the Handi-Bus Agreement	51
		c)		
<b>FINANCE:</b>	11.	a)	None	
		b)		
<b>OPERATIONS:</b>	12.	a)	None	
		b)		
<b>UTILITIES:</b>	13.	a)	Water Point Building Replacements – Additional Funding	73
		b)		
<b>PLANNING &amp; DEVELOPMENT:</b>	14.	a)	Development Ad Hoc Committee	75
		b)	Asphalt Upgrade – 91 <sup>st</sup> Street in the hamlet of La Crete (SE 10-106-15-W5M)	77
		c)		
		d)		
<b>ADMINISTRATION</b>	15.	a)	Seniors' Week Declaration	83
		b)	Rural Flood Mitigation	89



		c)	Tri-Council - June 8, 2022 Meeting (Agenda Items)	91
		d)	La Crete Agricultural Society Letter of Support Request	93
		e)		
		f)		
<b>COMMITTEE OF THE WHOLE ITEMS:</b>	16	a)	Business Arising out of Committee of the Whole	
		b)		
<b>COUNCIL COMMITTEE REPORTS:</b>	17.	a)	Council Committee Reports (verbal)	
		b)		
		c)		
<b>INFORMATION / CORRESPONDENCE:</b>	18.	a)	Information/Correspondence	97
<b>NOTICE OF MOTION:</b>	19.	a)		
<b>NEXT MEETING DATES:</b>	20.	a)	Committee of the Whole Meeting May 24, 2022 10:00 a.m. Fort Vermilion Council Chambers	
		b)	Regular Council Meeting May 25, 2022 10:00 a.m. Fort Vermilion Council Chambers	
<b>ADJOURNMENT:</b>	21.	a)	Adjournment	





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Carrie Simpson, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Minutes of the April 27, 2022 Regular Council Meeting</b>

**BACKGROUND / PROPOSAL:**

Minutes of the April 27, 2022 Regular Council 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:** J. Schmidt      **Reviewed by:** C. Simpson      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the minutes of the April 27, 2022 Regular Council Meeting be adopted as presented.

**Author:** J. Schmidt      **Reviewed by:** C. Simpson      **CAO:** \_\_\_\_\_

**MACKENZIE COUNTY  
REGULAR COUNCIL MEETING**

**Wednesday, April 27, 2022  
10:00 a.m.**

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

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
Darrell Derksen	Councillor
David Driedger	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor
Ernest Peters	Councillor

**REGRETS:**

**ADMINISTRATION:**

Byron Peters	Interim Chief Administrative Officer/ Director of Projects and Infrastructure
Carrie Simpson	Director of Legislative Services/ Recording Secretary
Jennifer Batt	Director of Finance
Jeff Simpson	Director of Operations
John Zacharias	Director of Utilities
Don Roberts	Director of Community Services
Caitlin Smith	Manager of Planning and Development

**ALSO PRESENT:** Members of the Public

Minutes of the Regular Council meeting for Mackenzie County held on April 27, 2022 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 22-04-292** **MOVED** by Deputy Reeve Sarapuk

That the agenda for the April 27, 2022 Council meeting be approved with the following additions;

- 4.a) Fire – Closed Meeting
- 10.d) Fishpond
- 11.e) 2020 Bursary Applicant COVID Registration Restrictions
- 12.c) Culverts
- 15.c) Ratepayer Meetings

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

- 3. a) Minutes of the April 12, 2022 Regular Council Meeting

**MOTION 22-04-293**

**MOVED** by Councillor Wardley

That the minutes of the April 12, 2022 Regular Council Meeting be adopted as presented.

**CARRIED**

**ADOPTION OF  
PREVIOUS MINUTES:**

- 3. b) Business Arising out of the Minutes

**CLOSED MEETING**

- 4. a) Fire

**MOTION 22-04-294**

**MOVED** by Councillor Derksen

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

- 4.a) Fire (FOIP s.23)

**CARRIED**

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

- All Members of Council
- Byron Peters, Interim Chief Administrative Officer

**MOTION 22-04-295**

**MOVED** by Councillor Derksen

That Council move out of the closed meeting at 10:40 a.m.

**CARRIED**

**DELEGATIONS**

- 7. a) Delegation - 2021 Audited Financial Statement (DRAFT)

**MOTION 22-04-296**      **MOVED** by Councillor Braun

That the 2021 Wilde and Company Audited Financial Statements and Financial Information Return be approved as presented.

**CARRIED**

Reeve Knelsen recessed the meeting at 11:15 a.m. and reconvened the meeting at 11:25 a.m.

**TENDERS:**

**5.a) Machesis Lake Campground Caretaker**

**MOTION 22-04-297**      **MOVED** by Councillor Derksen

That Machesis Lake Campground Caretaker Tenders – Envelope 1 be opened.

**CARRIED**

<b>Bidder</b>	<b>Qualifying Documents</b>
Judith Friesen	All qualifying documents

**MOTION 22-04-298**      **MOVED** by Deputy Reeve Sarapuk

That Machesis Lake Campground Caretaker Tenders – Envelope 2 be opened for the qualified bidder.

**CARRIED**

<b>Bidder</b>	<b>Amount</b>
Judith Friesen	\$5,500

**MOTION 22-04-299**      **MOVED** by Councillor Braun  
Requires 2/3

That the Machesis Lake Campground Caretaker contract be awarded to the lowest qualified bidder, while staying within budget.

**CARRIED**

**TENDERS:**

**5.b) 2022 Regraveling Program**

Councillor Bateman declared herself in conflict and left the table at 11:29 a.m.

**MOTION 22-04-300**      **MOVED** by Councillor Derksen

That the 2022 Regraveling Program Tenders – Envelope #1 be opened.

**CARRIED**

<b>Bidder</b>	<b>Qualifying Documents</b>
Bateman Petroleum Sales	All Qualifying Documents
Knelsen Sand & Gravel	All Qualifying Documents
1203288 Alberta Ltd.	All Qualifying Documents
B. Hinson Contracting	All Qualifying Documents

**MOTION 22-04-301**      **MOVED** by Councillor Braun

That the 2022 Regraveling Program Tenders - Envelope 2 be opened for the qualified bidders.

**CARRIED**

	Bateman Petroleum Sales	Knelsen Sand & Gravel 1	Knelsen Sand & Gravel 2 Price Check	1203288 A.B. Ltd	B. Hinson Contracting
A	\$185,000	\$248,948.20	\$248,950		<b>\$135,000</b>
B		\$170,286.49	\$170,310	<b>\$143,430</b>	\$189,000
C-1		\$310,447.30	\$310,460	\$281,200	<b>\$228,000</b>
C-2		\$284,957.43	\$284,952	\$306,900	<b>\$223,200</b>
D		<b>\$377,014.86</b>	\$377,055		
E-1		<b>\$232,859.46</b>	\$232,848		
E-2		<b>\$369,062.16</b>	\$369,050		
F		1,993,575.90			

**MOTION 22-04-302**      **MOVED** by Councillor Smith

That the tenders be reviewed by administration and brought back later in the meeting.

**CARRIED**

Councillor Bateman returned to the table at 11:45 a.m.

**PUBLIC HEARINGS:**      6.a)    None

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

**AGRICULTURE SERVICES:**      9. a)    None



**COMMUNITY SERVICES:**

**10.a) PW038 Waste Collection and Handling Services – Policy Amendment**

**MOTION 22-04-303**

**MOVED** by Councillor Cardinal

That Policy PW038 Waste Collection and Handling Services be amended as presented.

**CARRIED**

**COMMUNITY SERVICES:**

**10. b) Zama Building – Air Conditioning – Capital Project Budget Amendment**

**MOTION 22-04-304**  
Requires 2/3

**MOVED** by Councillor Wardley

That the 2022 Capital Budget for the Zama Building – Air Conditioning project, be amended by \$ 28,000 to include the addition of a heating system with funding coming from the General Capital Reserve.

**CARRIED**

**TENDERS:**

**5.b) 2022 Regraveling Program**

Councillor Bateman declared herself in conflict and left the table at 12:02 p.m.

**MOTION 22-04-305**  
Requires 2/3

**MOVED** by Councillor Wardley

That the 2022 Regraveling Budget be amended by \$558,583 with the funds coming from the Gravel Crushing Reserve.

**CARRIED**

**MOTION 22-04-306**  
Requires 2/3

**MOVED** by Councillor Peters

That the 2022 Regraveling Program contract be awarded to the lowest bidders while staying within budget.

**CARRIED**

Reeve Knelsen recessed the meeting at 12:23 p.m. and reconvened the meeting at 12:57 p.m. with all of Council present excluding Councillor Derksen.

**COMMUNITY**

**10. c) Spring Hamlet Clean-up Campaign**

**SERVICES:**

Councillor Derksen returned to the meeting at 1:01 p.m.

**MOTION 22-04-307**

**MOVED** by Councillor Braun

That administration reach out to non-profit organizations for proposals to proceed with a “Spring Hamlet Clean-up Campaign” and bring back findings to Council.

**CARRIED**

**COMMUNITY SERVICES:**

**10. d) Fish Pond - ADDITION**

Councillor Wardley left the meeting at 1:01 p.m.

**MOTION 22-04-308**  
Requires Unanimous

**MOVED** by Councillor Braun

That administration reach out to the Mighty Peace Fish & Game Association regarding fish stocking local ponds.

**CARRIED UNANIMOUSLY**

Councillor Wardley returned to the meeting at 1:15 p.m.

**FINANCE:**

**11. a) Gravel Reclamation Funding**

**MOTION 22-04-309**  
Requires 2/3

**MOVED** by Councillor Driedger

That \$2,474,243 of the 2021 Surplus be allocated to the Gravel Reclamation Reserve.

**CARRIED**

**FINANCE**

**11. b) Financial Reports – January 1 – March 31, 2022**

**MOTION 22-04-310**  
Requires 2/3

**MOVED** by Councillor Wardley

That the remaining 2021 Surplus of \$1,092,335 be allocated to the following reserves:

- Gravel Crushing Reserve \$546,167;
- Road Reserve \$546,168.

**CARRIED**

**MOTION 22-04-311**

**MOVED** by Councillor Bateman

That the financial reports for January to March 31, 2022 be received for information.

**CARRIED**

**FINANCE: 11. c) Expense Claims – Councillors**

**MOTION 22-04-312 MOVED** by Councillor Bateman

That the Councillor expense claims for March 2022 be received for information.

**CARRIED**

**FINANCE: 11. d) Expense Claims – Members at Large**

**MOTION 22-04-313 MOVED** by Councillor Bateman

That the Member at Large Expense Claims for March 2022 be received for information.

**CARRIED**

**FINANCE: 11.e) 2020 Bursary Applicant COVID Registration Restrictions (ADDITION)**

Councillor Bateman declared herself in conflict and left the table at 1:23 p.m.

**MOTION 22-04-314 MOVED** by Councillor Wardley  
Requires Unanimous

That all 2020 approved bursary applicants that were unable to attend schooling in 2020 & 2021 due to COVID 19 restrictions in place, be approved for funding in 2022 with funding previously allocated to the Bursaries Reserve.

**CARRIED UNANIMOUSLY**

Councillor Bateman returned to the table at 1:24 p.m.

**OPERATIONS: 12. a) Emergency Road Repair - RR 181 (Blue Hills)**

**MOTION 22-04-315 MOVED** by Councillor Bateman  
Requires 2/3

That the 2022 Capital Budget be amended to include RR 181 Culvert

Replacement project in the amount of \$198,275.00 with funding coming from the Road Reserve.

**CARRIED**

**OPERATIONS: 12. b) 2022 Capital Budget Amendment – EV Charging Stations**

**MOTION 22-04-316** **MOVED** by Councillor Wardley  
Requires 2/3

That the 2022 Capital Budget be amended by \$179,010 for an Electrical Vehicle Charging Stations project, with funding coming from Electrical Vehicle Charging Program Grant.

**CARRIED**

**OPERATIONS: 12. c) Culverts – ADDITION**

**MOTION 22-04-317** **MOVED** by Deputy Reeve Sarapuk  
Requires Unanimous

That administration develop a culvert maintenance program.

**CARRIED UNANIMOUSLY**

**UTILITIES: 13. a) None**

**PLANNING & DEVELOPMENT: 14. a) Bylaw 1258-22 Land Use Bylaw Amendment to Rezone NW 26-105-15-W5M from Agricultural “A” to Rural Industrial General “RIG” (La Crete Rural)**

**MOTION 22-04-318** **MOVED** by Councillor Wardley

That first reading be given to Bylaw 1258-22 being a Land Use Bylaw to Rezone NW 26-105-15-W5M from Agricultural “A” to Rural Industrial General “RIG” to accommodate Natural Resource Processing, subject to public hearing input.

**CARRIED**

**PLANNING & DEVELOPMENT: 14. b) Local Improvement Bylaw Consideration for Street Upgrades in the hamlet of La Crete**

Councillor Cardinal left the meeting at 1:45 p.m.

**MOTION 22-04-319** **MOVED** by Councillor Driedger

That the Local Improvement Bylaw consideration for street upgrades in the

hamlet of La Crete be received for information and that administration proceed as discussed.

**CARRIED**

Councillor Cardinal returned to the meeting at 1:46 p.m.

**ADMINISTRATION: 15. a) Disaster Mitigation and Adaptation Fund**

**MOTION 22-04-320 MOVED** by Councillor Wardley

That Mackenzie County apply for the Disaster Mitigation and Adaptation Fund to address the overland flooding throughout Mackenzie County.

**CARRIED**

Reeve Knelsen recessed the meeting at 2:04 p.m. and reconvened the meeting at 2:23 p.m.

**ADMINISTRATION: 15. b) Viability Assessment**

Reeve Knelsen recessed the meeting at 3:24 p.m. and reconvened the meeting at 3:26 p.m.

**MOTION 22-04-321 MOVED** by Councillor Bateman

That Mackenzie County Council send a letter to the Minister of Municipal Affairs stating we do not support the petition as it is written, however we do support the creation of a new municipality within Mackenzie County's boundaries and invite them to participate in a collaborative conversation/process regarding potential municipal boundaries.

**CARRIED**

**ADMINISTRATION: 15. c) Ratepayer Meetings – ADDITION**

**MOTION 22-04-322 MOVED** by Councillor Driedger  
Requires Unanimous

That administration bring back potential dates for Community Meeting's, formally known as Ratepayer Meeting's to the next Council meeting.

**CARRIED UNANIMOUSLY**

**COMMITTEE OF THE WHOLE ITEMS: 16. a) Business Arising out of Committee of the Whole**

**MOTION 22-04-323**      **MOVED** by Councillor Braun

That Mackenzie County support the name change of the La Crete Airport to The Jake Fehr Regional Airport.

**CARRIED**

**MOTION 22-04-324**      **MOVED** by Councillor Wardley

That the budget be amended to include the 2019 Agricultural Fair Surplus in the amount of \$12, 655 from the general operating reserve to support the 2022 Agricultural Fair & Tradeshow.

**CARRIED**

**MOTION 22-04-325**      **MOVED** by Councillor Cardinal

That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.

**CARRIED**

**MOTION 22-04-326**      **MOVED** by Councillor Bateman

That Council directs administration to proceed with the Fort Vermilion Mitigation – Phase 3 Tender as discussed.

**CARRIED**

**MOTION 22-04-327**      **MOVED** by Councillor Bateman

That Council direct administration to amend Policy ADM012 – Signing Authority as presented.

**CARRIED**

**MOTION 22-04-328**      **MOVED** by Councillor Smith

That Council direct administration to amend Policy FIN017 – Reserve Bid and Condition of Sale as presented.

**CARRIED**

**MOTION 22-04-329**      **MOVED** by Councillor Peters

That Council directs the Agricultural Services Board (ASB) to develop an

Agricultural Education Program.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**17. a) Council Committee Reports (verbal)**

**MOTION 22-04-330**

**MOVED** by Councillor Braun

That the verbal Council Committee reports be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**17. b) Municipal Planning Commission Meeting Minutes**

**MOTION 22-04-331**

**MOVED** by Councillor Wardley

That the unapproved Municipal Planning Commission meeting minutes of April 14, 2022 be received for information.

**CARRIED**

**COUNCIL  
COMMITTEE  
REPORTS:**

**17. c) Community Services Committee Meeting Minutes**

**MOTION 22-04-332**

**MOVED** by Councillor Braun

That the unapproved Community Services Committee meeting minutes of February 3, 2022 and March 3, 2022 be received for information.

**CARRIED**

**INFORMATION /  
CORRESPONDENCE:**

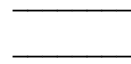
**18. a) Information/Correspondence**

**MOTION 22-04-333**

**MOVED** by Councillor Driedger

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

**CARRIED**



**CLOSED MEETING 4. b) Labour Relations**

**MOTION 22-04-334 MOVED** by Councillor Derksen

That Council move into a closed meeting at 4:31 p.m. to discuss the following:

4.b) Labour Relations – (FOIP s. 23, 24, 27)

**CARRIED**

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

- All Members of Council
- Byron Peters, Interim Chief Administrative Officer

**MOTION 22-04-335 MOVED** by Deputy Reeve Sarapuk

That Council move out of the closed meeting at 5:05 p.m.

**CARRIED**

**MOTION 22-04-336 MOVED** by Councillor Bateman

Require Unanimous

That the Organizational Chart be amended to include the Director of Planning and Agriculture.

**CARRIED UNANIMOUSLY**

**NOTICE OF MOTION: 19. a) None**

**NEXT MEETING DATE: 20. a) Next Meeting Dates**

Regular Council Meeting  
May 10, 2022  
10:00 a.m.  
Fort Vermilion Council Chambers

Committee of the Whole Meeting  
May 24, 2022  
10:00 a.m.  
Fort Vermilion Chambers

**ADJOURNMENT: 21. a) Adjournment**



**MOTION 22-04-337**      **MOVED** by Councillor Bateman

That the council meeting be adjourned at 5:08 p.m.

**CARRIED**

These minutes will be presented for approval at the May 10, 2022 Regular Council Meeting.

---

Joshua Knelsen  
Reeve

---

Byron Peters  
Interim Chief Administrative Officer

Unapproved





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>TENDERS 2022 Gravel Crushing Tender</b>

## **BACKGROUND / PROPOSAL:**

Administration advertised the 2022 Gravel Crushing - Invitation to Tender on Alberta Purchasing Connection (APC) and Mackenzie County Facebook. Submissions were due at the Fort Vermilion County Office by Monday May 9, 2022 at 4:30 p.m.

The scope of work for this project includes, but is not limited to gravel crushing, stockpiling and other work at these 4 pits and the estimated quantities.

### 1. Fidler Pit

- Designation 4, Class 20: 42,300 m<sup>3</sup>
- Designation 4, Class 40: 5,500 m<sup>3</sup>

### 2. Tompkins Pit (SML950057)

- Designation 4, Class 20: 28,900 m<sup>3</sup>
- Designation 4, Class 40: 8,400 m<sup>3</sup>

### 3. Ramsey/Lizotte Pit

- Designation 4, Class 20: 16,700 m<sup>3</sup>

### 4. Anderson Pit

- Designation 4, Class 20: 7,600 m<sup>3</sup>

## **OPTIONS & BENEFITS:**

Two date options have been offered to have crushing completed by. This may be an effective way to lower the cost of the tender.

Option 1 completion by July 15, 2022.

Option 2 completion by May 1, 2023

**Author:** S Gibson      **Reviewed by:** \_\_\_\_\_      **CAO:** B Peters

**COSTS & SOURCE OF FUNDING:**

2022 Operating Budget \$1.5 million

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Successful candidates will be notified by WSP.

**POLICY REFERENCES:**

FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

Motion 1:

Simple Majority       Requires 2/3       Requires Unanimous

That the 2022 Gravel Crushing Tenders – Envelope #1 be opened.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified 2022 Gravel Crushing Tenders be returned to the senders without opening Envelope 2.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

That the 2022 Gravel Crushing Tender - Envelope #2 be opened for qualified bidders.

Motion 4:

Simple Majority       Requires 2/3       Requires Unanimous

That the 2022 Gravel Crushing contract be awarded to the lowest qualified bidder while staying within budget.

Author: S Gibson      Reviewed by: \_\_\_\_\_      CAO: B Peters

## 2022 GRAVEL CRUSHING TENDER

CONTRACTOR	TENDER SECURITY	CONSENT OF SURETY	WCB	COR	INSURANCE	SCHEDULE FOR WORK	ADDENDA	TENDER SIGNING	AMENDMENT FORMS	MACKENZIE COUNTY BUSINESS LICENSE	TENDER TOTAL OPTION 1 COMPLETION BY JULY 15, 2022	TENDER TOTAL OPTION 2 COMPLETION BY MAY 1, 2023

2022-05-10 Opened By: Byron Peters, Interim Chief Administrative Officer

\_\_\_\_\_

2022-05-10 Witnessed By:

\_\_\_\_\_





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>TENDERS River Road Subdivision – Phase 3 Tender</b>

**BACKGROUND / PROPOSAL:**

Administration advertised the River Road Subdivision Tender on Alberta Purchasing Connection (APC). Submissions were due at the Fort Vermilion County Office by Monday May 9, 2022 at 4:30 p.m.

The scope of work for this project includes; subdivision development (site clearing, grading, roadwork, water and sewer) of 15 new large residential lots in Fort Vermilion.

On April 26, 2022 Council made the following motion that a recommendation be made to proceed with the Fort Vermilion Mitigation- Phase 3 tender.

**BUSINESS**

**5. a) Fort Vermilion Mitigation – Phase 3 Tender Review**

**MOTION COW 22-04-044**

**MOVED** by Councillor Smith

*That a recommendation be made to Council directing administration to proceed with the Fort Vermilion Mitigation – Phase 3 Tender as discussed.*

**CARRIED**

On April 27, 2022 Council made the following motion to proceed with the Fort Vermilion Mitigation- Phase 3 tender.

**MOTION 22-04-326**

**MOVED** by Councillor Bateman

**Author:** S Gibson      **Reviewed by:** \_\_\_\_\_      **CAO:** B Peters

*That Council directs administration to proceed with the Fort Vermilion Mitigation – Phase 3 Tender as discussed.*

**CARRIED**

The following matrix is to be used for evaluating the qualifying tenders.

<b>Evaluation Criteria</b>	<b>Points Available</b>	<b>Subtotal</b>
Related Project Experience	15	
Local Vendors	10	
Project Completion Date	15	
Bid Price	60	
Total points available	<b>100</b>	

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

Estimated construction costs:

Schedule "A" – Sanitary Sewer System	\$186,138.50
Schedule "B" – Water Distribution System	\$213,437.50
Schedule "C" – Service Connection System	\$232,135.00
Schedule "D" – Site Works	<u>\$132,400.00</u>
Schedule "E" – Road Works	<u>\$237,200.00</u>
<b>Tender Estimate</b>	<b><u>\$1,001,311.00</u></b>

Other Estimated Costs:

Schedule "F"- Shallow Utilities (ATCO & Natural Gas)	<u>\$365,000.00</u>
Professional Services	<u>\$90,826.22</u>
Contingency 10%	<u>\$136,631.10</u>
<b>Total Project Cost</b>	<b><u>\$1,593,768.32</u></b>

Engineering, Supervision and Construction Surveying are not included in the above totals.

Author: S Gibson Reviewed by: \_\_\_\_\_ CAO: B Peters



**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Successful bidders will be notified by Beirsto & Associates Engineering & Survey.

**POLICY REFERENCES:**

FIN025 Purchasing Authority Directive and Tendering Process

**RECOMMENDED ACTION:**

Motion1:

Simple Majority       Requires 2/3       Requires Unanimous

That the River Road Subdivision Tender – Envelope #1 be opened.

Motion 2:

Simple Majority       Requires 2/3       Requires Unanimous

That the unqualified River Road Subdivision Tenders be returned to the senders without opening Envelope #2.

Motion 3:

Simple Majority       Requires 2/3       Requires Unanimous

That the River Road Subdivision Tender – Envelope #2 be opened for the qualified bidders.

Motion 4:

Simple Majority       Requires 2/3       Requires Unanimous

That Administration review the tenders and return for awarding later in the meeting.

Motion 5:

Simple Majority       Requires 2/3       Requires Unanimous

That the River Road Subdivision contract be awarded to the highest scoring, qualified bidder while staying within budget.

Author: S Gibson      Reviewed by: \_\_\_\_\_      CAO: B Peters



### RIVER ROAD SUBDIVISION - PHASE 3

CONTRACTOR	TENDER SECURITY	CONSENT OF SURETY	WCB	COR	INSURANCE	SCHEDULE FOR WORK	ADDENDA	TENDER SIGNING	AMENDMENT FORMS	MACKENZIE COUNTY BUSINESS LICENSE	SCHEDULE A	SCHEDULE B	SCHEDULE C	SCHEDULE D	SCHEDULE E	TOTAL

2022-05-10 Opened By:                      Byron Peters, Interim Chief Administrative Officer

\_\_\_\_\_

2022-05-10 Witnessed By:

\_\_\_\_\_





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>CAO &amp; Director Reports for April 2022</b>

**BACKGROUND / PROPOSAL:**

The CAO and Director reports for April 2022 are attached for information.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

N/A

**SUSTAINABILITY PLAN:**

N/A

**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

N/A

**Author:** J. Schmidt      **Reviewed by:** \_\_\_\_\_      **CAO:** \_\_\_\_\_

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the CAO & Director reports for April 2022 be received for information.

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

## Monthly Report to Council

For the month of April, 2022

From: Byron Peters,

Interim CAO & Director of Projects & Infrastructure

### PLANNING, PROJECTS & INFRASTRUCTURE

#### Strategic Priorities

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	The Access Management Plan (AMP) for Bistcho is in the early stages. Revised draft plan has been released
Community Infrastructure Master Plans & Offsite Levies	IMPs complete Levies to be completed in Q2 2022	Currently tabled. Considering an ad-hoc committee to move this forward. See RFD presented on May 10 <sup>th</sup> .
Municipal Development Plan	Started Q3 2020	See Caitlin's report for project update.
Asset Management	Ongoing	Steadily adding more assets and data into a common database. Training a summer staff and will begin rural data collection for roads, ditches & culverts in the coming days. Will also include some road traffic data collection.

#### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Economic Development		Primarily relying on REDI at this time for ec dev items. Exploring opportunities for an additional partnership or two in order to maximize resources.
Gravel Crushing	Overburden removal complete	Crushing tender issued in April, closing on May 10 <sup>th</sup> .
Fort Vermilion (Wop May) Airport Recovery	Anticipate completion Q3 2022	Project awarded. Confirming timeline for site works. Several components have months-long lead times.
Storm Pond A (LC)	Started Q4 2021 Anticipate completion Q2 2022	Worked with contractor to ensure an outlet was provided this spring. Work will resume once conditions allow.

LC North Sanitary	Engineering Q2 2022	Anticipate design completion in May 2022. Construction postponed to 2023. Anticipate significant project cost increase due to 'covid pricing'.
-------------------	------------------------	--

**Personnel Update:**

Currently interviewing/hiring summer staff positions.
---

**Other Comments:**

<p>We can definitely tell that spring is here with all the activity in the county. All departments are busy working through the spring rush of road washouts, prepping campgrounds or processing a wave of permit applications. April was filled with many meetings. Council &amp; committee meetings, and also summer staff interviews, engineering design/tender discussions, land use meeting with Dene Tha Lands Department, HR items, mitigation, diseased bison, AEP river breakup updates, LC Library Board and a few community events.</p> <p>The quick spring thaw caused its fair share of challenges. In order to reduce challenges in future years some policy changes will need to occur. I don't see many easy solutions, but I believe there are many opportunities to do better, either through land use restrictions or construction projects.</p> <p>With the spring rush now here, it's a challenge for administration to move all the priorities forward at the desired pace. This may lead to some later completion dates on some projects, but shouldn't have an overall negative impact.</p> <p>Flood mitigation work continues to proceed well. Phase 2 tender has been awarded. Phase 3 tender closes on May 10<sup>th</sup>.</p>
--



## Monthly Report to the CAO

For the month of April, 2022

From: Caitlin Smith,  
Director of Planning and Agriculture

### Strategic Priorities for Planning & Development

Program/Activity/Project	Timeline	Comments
Land Use Framework	TBA	Joint project report; see Byron's report for project update
Municipal Development Plan, Land Use Bylaw, and Fort Vermilion Area Redevelopment Plan	Q3 2022	Administration meets with the consultant bi-weekly. O2 has been given direction to make changes as discussed with Council. The online survey has been made public for additional consultation. Administration is meeting with the public in Zama and another meeting will need to be scheduled in Fort Vermilion.

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
La Crete Area Structure Plan	Q4 2022	Administration is creating a scope of work for the RFP.
100A Street Land Acquirement (Future Main Street Widening in La Crete)	Q2 2022	Administration is waiting for Borderline to send the drawing waterline registration and the subdivision of the South lots has been approved and sent for registration. This process will take 2 months until we receive separate titles and an additional 3 months until land transfers can be registered.

### Personnel Update:

A Development Officer position is currently advertised and interviews are being conducted. The Agricultural Fieldman position is now publicly advertised.

### Other Comments:

The development season is extremely busy again with several developers calling and sending in their development applications. The department staff and myself are currently filling the development officer gap by each taking on additional duties. We have been doing more site inspections now that the snow is gone to ensure we bring the problem areas to the attention of MPC for decision.

Multi-lot construction inspections are booked for May 16-17. Engineers have been notified and I have not received any responses to date.

At the La Crete Trade Show, we received many positive comments; people were pleased that the County had a booth and they were happy with the survey. The most popular comment I received was, “these are tough questions but they need to be answered.”

The subdivision for the Storm Pond A is still awaiting registration.

The department is currently transitioning from the Planning and Development module to the Planner module in the Munisight program.

GIS has updated all the County maps for 2022 and they are being printed for distribution.

The department has spent a great deal of time with disposition applications, renewals, and ensuring that all our lease agreements are up to date. This includes starting First Nation Consultation for certain sites. Administration is continuing with Public Land Sales as directed by Council.

### Meetings Attended:

Date	Description
04-01-22	Meet with developer
04-04-22	P&D department meeting
04-05-22	Staff training
04-06-22	Meet with DTFN regarding dispositions
04-11-22	Spring break up preparedness meeting
04-12-22	Council meeting
04-13-22	Review all outstanding multi-lot subdivision files
04-14-22	MPC meeting
04-18-22	P&D department meeting
04-20-22	Meet with AE – FV water model review
04-21-22	Meet with developers
04-22-22	La Crete Trade Show
04-23-22	La Crete Trade Show
04-25-22	P&D department meeting
04-26-22	Interview for DO position
04-27-22	Council meeting
04-28-22	MPC meeting
04-28-22	Office safety meeting
04-29-22	Interviews for DO position

## MONTHLY REPORT TO THE CAO

For the Month Ending April 2022

**From:** Jennifer Batt  
Director of Finance

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
2021 Operating & Capital	Completed	Financial Statements approved 2022-04-27
2022 Budget	Ongoing	Update Budget as per Council motions. Review and update funding sources for projects. Budget delivered to Directors.
Provincial Grant Reporting	Ongoing	Submit 2022 projects for various GOA funding
Taxation	Ongoing	Pre-authorized payment agreements Title changes completed Advertisement Updates Prepare tax notices for mailing
Utilities	Ongoing	Update move in/out Pre-authorized payment agreements, and draws Monthly billing and collections
Disaster Recovery Program	Ongoing	
<i>2018 Peace River Ice Jam</i>		Submit engineers report to GOA.
<i>2019 Chuckegg Wildfire</i>		All Funds received. Report to Council April 12, 2022
<i>2020 Peace River Ice Jam / Overland Flood</i>		Work w various GOA agencies on the flood recovery plan and funding streams available.  Submit quarterly reports for submission to GOA for Conditional Grant Agreement.  Resident meetings for relocation.
<i>2021 Overland Flood</i>		Project approved, and submitted to DRP. Submitted pictures, maps for submission.
2021 Sever Storm Overland Flooding		Application denied – Council request to appeal letter sent. Letter from GOA received, and under further review.

Attend Various meeting		<p>Regular Council meeting – April 12, 27</p> <p>Committee of the Whole Meeting – April 26</p> <p>Managers Meeting – N/A</p> <p>Spring break up preparedness meeting – April 11</p> <p>Safety meeting (office) – April 22</p> <p>Administration April 7, 13, 15, 20, 22</p> <p>Mitigation Meetings – April 14, 19, 21, 25, 28</p>
<p>Supply staff to High Level Office every Tuesday.</p> <p>Day off April 29</p>		

## Monthly Report to the CAO

For the month of April, 2022

From: Jeff SIMPSON, B. Comm, GDM  
 Director of Operations

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Administration	Ongoing	<p>Preparations continue for the remaining construction tenders.</p> <p>Road Protection Agreement policy changes prepared and presented to Council for further consideration.</p> <p>Voyent Communications tool presented to Council for further consideration.</p> <p>Project Updates provided to Council.</p>
Airport Maintenance	Ongoing	Regular maintenance as required.
Crack Filling / Line Painting	Ongoing	No update.
Flood Mitigation Project	Ongoing	One on One Meetings continuing as required. Land transfers and legal documentation meetings with residents starting to occur. Meetings concerning subdivision developments continue.
Gravel Program (2022)	Ongoing	Re-Gravelling tenders opened and awarded.
Spring Preparations	Ongoing	<p>Spring preparations completed with the largest number of ditches and channels cleared to date, in conjunction with Ag Department.</p> <p>Steaming of culverts in and out of the hamlets continued.</p> <p>Administration continued to meet weekly with GoA regarding spring break up on the Peace River. River break up occurred on Friday April 29<sup>th</sup>.</p>
Spring Runoff	Ongoing	<p>Significant run off and melting has initiated for the majority of the County. Efforts were underway to mitigate potential damage to both County infrastructure and private property.</p> <p>Most crews in FV and LC worked in excess of 12 hours days, 7 days a week in an effort to help address the high volume of water.</p>

**Meetings Attended:**

<b>Date</b>	<b>Description</b>
Apr. 1/22	Staffing Interviews – Summer Seasonal Staff
Apr. 4/22	Staffing Interviews – Summer Seasonal Staff
Apr. 4/22	HR Management Meeting
Apr. 4/22	Peace River Breakup – Update Meeting
Apr. 4/22	HR Employee Meeting
Apr. 11/22	Peace River Breakup – Update Meeting
Apr. 12/22	HR Management Meeting
Apr. 12/22	Regular Council Meeting
Apr. 13/22	Staffing Interviews – Summer Seasons Staff
Apr. 14/22	HR Management Meeting
Apr. 14/22	FV Mitigation Meeting – Residents
Apr. 19/22	HR Employee Meeting
Apr. 19/22	FV Mitigation Meeting – Council Update
Apr. 21/22	FV Mitigation Meeting – Residents
Apr. 25/22	FV Mitigation Meeting – File Reviews
Apr. 25/22	FV Mitigation Meeting – Residents
Apr. 26/22	Committee of the Whole
Apr. 27/22	Regular Council Meeting
Apr. 28/22	FV Mitigation Meeting - Residents

**Operations Budget Update (as of April 4/22):**

<b>Budget Item Description</b>	<b>Budget Amount (2022)</b>	<b>YTD Expenses</b>
<b>258 – Contract Services</b>	<b>\$260,000</b>	<b>\$75,925.20</b>
<b>259 – Repair &amp; Maintenance</b>	<b>\$905,050</b>	<b>\$63,532.02</b>
<b>532 – Dust Control / Oil</b>	<b>\$890,000</b>	<b>\$0</b>
<b>534 – Gravel (Re-Gravelling / Spot Gravelling)</b>	<b>\$1,510,000</b>	<b>\$0</b>
<b>534 – Gravel Crushing</b>	<b>\$1,500,000</b>	<b>\$0</b>

**Submitted by:**

**Jeff SIMPSON, B. Comm, GDM  
Director of Operations**

## MONTHLY REPORT TO THE CAO

For the Month of April 2022

**From:** John Zacharias  
Director of Utilities

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Water Distribution and Wastewater Collection Maintenance	Oct/22	Will be starting in May.

### Capital Projects

Projects	Timeline	Comments
FV-Frozen Water Service Repairs	Dec/22	Two trickle systems remain to be repaired but administration will complete a review of aqua-flo box services to be repaired as well.
Potable Water Supply North of the Peace River	Dec/22	Awaiting grant funding opportunities.
Waterline Blue Hills	Dec/22	Awaiting grant funding opportunities.
Diversion License Review	Jul/22	Have had a follow up meeting April 8 with AE and AEP. Looks promising. Have given AE direction to proceed with amendments to licenses.
La Crete Future Water Supply Concept	Dec/22	Well 4 project has been awarded. Report from AE to AEP will have some information in it for this study. Will follow up with getting this study going.
LC – Well #4	Dec/22	Project has been awarded to Hotflash Electric. Construction to start in early May now.
LC – North Sanitary Trunk Sewer	Dec/22	Have been in meetings with HELIX and Byron on project. Project on hold as per Council motion.
ZA – Sewage Forcemain	Dec/22	AMWWP project has been cancelled. Funding reallocated to Fort Vermilion mitigation project. Council Motion 21-12-865 on Dec 16 meeting.

ZA- Distribution Pump House Upgrades	Dec/22	AGS has done some startup work and are fabricating what they can in their shop. Lights have been installed in building. Possible May start for the underground.
ZA- Lift Station Upgrades	Nov/22	Will apply for grant funding in a future year as per council motion.
Fort Water Model	May/22	Had meeting with AE on Apr 20. Final draft was reviewed and will have final report in hand shortly.
FV – Rural Truckfill Pump Install	May/22	Have follow up contact with contractors on project. Pumps arrived and are installed. Motors have not arrived as of end of April.
Zama Water Quality	Sept/22	ATAP to look into the water quality in Zama. Looking into their recommendations (possible blending of water). Getting a pigging proposal done also.

**Personnel Update:**

Experienced our usual spring thaw infiltration issues in the sanitary system. Helped out in Zama one day and in La Crete one day with this.

Projects are moving slowly with the supply chain issues contractors are having. Next few months we should get going on these hopefully.

**Other Comments:**

Respectfully submitted,

John Zacharias  
 Director of Utilities  
 Mackenzie County



## **REPORT TO THE CAO**

For the Month of April 2022

From: Carrie Simpson, Director Legislative & Support Services

### **Meetings Attended**

- **2022-04-06 – 2022-04-08 Alberta Municipal Clerks Conference**
- **2022-04-11 – Spring Break Up Manager Meeting**
- **2022-04-12 – Regular Council Meeting**
- **2022-04-26 – Committee of the Whole Meeting**
- **2022-04-27 – Regular Council Meeting**

### **Council**

- Preparing for various meetings of Council, correspondence, etc.
- Arrangement made for Council for FCM Annual Conference & Tradeshow to be held in Regina, SK June 2 – 5, 2022

### **Appeal Boards**

- No Current appeals before the Board
- Member-at-Large, Jerry Chomiak, completed his SDAB and ARB mandatory training.

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

- Update of recent polices, Bylaws as approved by Council.
- Working on the 2021 Annual Report

### **Enhanced Policing**

- Regular updates to Council are scheduled for the second council meeting of each month.

### **Emergency Management**

- Manager Meeting held regarding Spring Break-up and emergency preparedness for Mackenzie County.

### **Communications:**

- Emergency Preparedness Campaign

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

- Met with each department to discuss monthly progress/any issues.
- Interview for Summer Staff
- Summer Student for Administrative position in La Crete – Welcome Ryan Friesen

### **Other:**

- Assisting legislative and support services department staff (ie. Human Resources, Records Management, Information Technology, etc.)
- Ongoing form review and updating.

- Preparing for various meetings.
- Meeting coordination.
- Assisting other departments as required.
- Begin work with Records department to implement changes to flow and maintenance of the electronic management of files.
- Currently working one day out of the La Crete office.

## REPORT TO CAO

April, 2022

From: Grant Smith, Agricultural Fieldman

### Annual Operating Programs, Projects and Activities

Program/Activity/Project	Timeline	Comments
Roadside Spraying	2022	Roadside Spraying will commence June 10 <sup>th</sup> . All roads north of the Peace River will be sprayed. The ASB still maintains a "Do Not Spray" program.
Weed Inspection	2022	One Seasonal Weed Inspector has been hired. Commencement date is May 9 <sup>th</sup> . Duties include Field Inspections, Roadside Grass Seeding, Beaver Dam removal, Clubroot Inspections, Shelter belt tree distribution, Water Pump rentals, etc.
Ag Land Development Proposals	2021	A land lease agreement was signed with Tom Braun of High Level on June 8 <sup>th</sup> . Length of lease is 15 years. Expiry date is 2035.
Emergency Livestock Response Plan	2021	The Draft has been completed, and will be forwarded to AEMA for ratification.
Seed Cleaning Plant Inspections	2022	Frontier Seed Cleaning Plant was inspected on December 6 <sup>th</sup> . Efficiency was 93%. The High Level Plant was not inspected. Sunrise Mobile plant was also inspected in December, with an efficiency rating of 93%.
Shelterbelt Program	June, 2022	Application deadline is December 31 <sup>st</sup> , order was placed on January 5 <sup>th</sup> . Approximately 23,000 seedlings were ordered. There are approximately 300,000 White Spruce seedlings available this year from the local reforestation company. Administration will advertise availability to ratepayers.
VSI Program & Veterinary Subsidy	2022	Mackenzie County is still participating in the program. Council agreed to continue at the current 50% rate. Council extended the Vet Subsidy for a period of one year.
Water Pumping Program	October 31, 2022	The water pumping program commenced on April 1 <sup>st</sup> . Fall is the busy rental season. The program ends on October 31 <sup>st</sup> . The rental

		rates double on November 1 <sup>st</sup> . Total rentals were six.
Roadside Mowing	2022	Roadside Mowing will commence on July 11 <sup>th</sup> , completion is August 15 <sup>th</sup> . All roads north of the Peace River will receive a full width cut, roads south of the Peace River will receive a single pass (15 ft.) cut.
Spring Flood Control Channel Maintenance	2022	Local contractors have been hired to open flood control ditches with excavators to assist with spring runoff in all areas of the County. Local water pumps have been rented to help combat water problems.

**Capital Projects**

Projects	Timeline	Comments

**Personnel Update:**

--

**Other Comments:**

--



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>Hamlet Residential Garbage Pick Up – Fort Vermilion</b>

## **BACKGROUND / PROPOSAL:**

During the past year there were inquires as it relates to the Hamlet Residential Pick-up in Fort Vermilion. As part of the solid waste analysis, the Community Services Committee and Administration reviewed the process of developing Hamlet Residential Garbage Pick Up in Fort Vermilion.

The Committee made the following motion:

*A recommendation be made to Council for Administration to conduct a 2022 Fort Vermilion Residential Garbage Pick Up Survey and bring the results back to Council.*

A copy of the DRAFT survey is provided as handout.

## **OPTIONS & BENEFITS:**

### Option 1

Proceed with the survey

### Option 2

Receive for information

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

This initiative is meant to be a cost recovery program and would be reliant on tentative proposals submitted by contractors to provide this service. The RFP process would only take place after the results and viability of the public survey.

## **SUSTAINABILITY PLAN:**

**Author:** D. Roberts      **Reviewed by:** \_\_\_\_\_      **CAO:** B Peters

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

Bylaw 893-13 Hamlet Residential Waste Collection  
PW038 Waste Collection and Handling Service Policy

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Administration conduct a 2022 Fort Vermilion Residential Garbage Pick Up Survey and bring the results back to Council.

Author: D Roberts      Reviewed by: \_\_\_\_\_      CAO: B Peters



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Don Roberts, Director of Community Services</b>
<b>Title:</b>	<b>LA on Wheels Society – Request to Amend the Handi-Bus Agreement</b>

## **BACKGROUND / PROPOSAL:**

In the fall of 2019 Mackenzie County entered into an agreement with the LA on Wheels Society for the operation of the La Crete Handi-bus.

In March of 2020 the Society requested an amendment to the Agreement.

At this time Administration was contacted by a representative from the Society requesting the following costs incurred by the Society be added to the Agreement and that the costs be covered by Mackenzie County.

- Director Liability Insurance for the Board of Directors of LA on Wheels Society (7 in total).
  - o Chairman,
  - o Vice Chairman,
  - o Secretary,
  - o Treasurer,
  - o and 3 Directors.
- Coverage of monthly Cell Phone bill.

Administration brought this request to Council. Council made the following motion.

### **MOTION 20-06-387**

That the requests by the LA on Wheels Society to amend the Handi-Bus Agreement be denied.

**Author:** D. Roberts      **Reviewed by:** \_\_\_\_\_      **CAO:** B Peters

## **Currently**

In March 2022 Administration received an invoice from the LA on Wheels Society for the Board Liability insurance. Administration contacted a representative and informed him again that this issue was brought to Council in 2020 and was denied.

Administration received a request to bring this issue back to council for review. The society request that Mackenzie County cover the cost for Director Liability Insurance for the Board of Directors (7 in total).

The Agreement currently states:

## **Repair and Maintenance**

**The County** will be responsible for all the maintenance and capital costs for unit 1048 (the lease vehicle). This would include **paying for insurance**, maintenance, repairs and commercial bus semi-annual safety inspections.

The County will also provide insurance, maintenance, repairs and commercial bus semi-annual inspections for the two vehicles owned by the Society to a maximum of \$35,000 annually. These vehicles are described as follows:

- 2006 Ford —SN 1FDXE45S06DA93892
- 2011 Ford—SN 1FDFE4FS5BDB17396

## **Insurance**

The SOCIETY hereby agrees to insure the leased vehicle with a minimum of \$2,000,000.00 liability coverage effective the commencement date of this agreement. Such insurance shall remain in full force and affect during the term of this agreement and/or any extension thereto.

## **OPTIONS & BENEFITS:**

### Option 1

For Mackenzie County to amend the current agreement with LA on Wheels to cover the cost of the Director Liability insurance.

### Option 2

Receive for Information.

Similar organizations that provide our communities with this service do not have these costs covered by Mackenzie County.

**Author:**  D. Roberts  **Reviewed by:** \_\_\_\_\_ **CAO:**  B Peters



**COSTS & SOURCE OF FUNDING:**

Liability Insurance for Board Members	\$2,700 annually
---------------------------------------	------------------

Funding – General Operating Reserve

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

That the request by the LA on Wheels Society to amend the Handi-Bus Agreement to include Liability Insurance for Board Members be received for information.

Author: D. Roberts      Reviewed by: \_\_\_\_\_      CAO: B Peters



**From:** [Wilhelm Friesen](#)  
**To:** [Don Roberts](#)  
**Subject:** LA on Wheels  
**Date:** March-04-20 3:34:48 PM

---

Hi Donny,

As per our conversation yesterday, I would ask you to amend the agreement to clarify that the Insurance mentioned also includes the Director Liability Insurance for the Board of Directors of L.A. On Wheels Society. Where there currently is a Chairman, Vice Chairman, Secretary, Treasurer, and 3 Directors.

Should you have any question please contact me.

Thank you

Wilhelm Friesen  
***NorRite Accounting***  
Box 235, La Crete  
Alberta, T0H 2H0  
780-841-9014

**From:** [Wilhelm Friesen](#)  
**To:** [Don Roberts](#)  
**Subject:** LA On Wheels  
**Date:** March-04-20 3:46:22 PM

---

Hi Donny,

As Our discussion and per the discussion I had with Doug Munn, I would like to request that the agreement be amended to add the Cell bill as it was a personal cell that was used for taking all bookings and was placed on Ads throughout. So instead of changing phone numbers we decided this would be better as for a example when that person leaves for vacation or what the case may be, that person wouldn't want to leave their cell behind.

Thank you

Wilhelm Friesen  
***NorRite Accounting***  
Box 235, La Crete  
Alberta, T0H 2H0  
780-841-9014

**L.A. on Wheels Society**

Box 69  
Buffalo Head Prairie, Alberta T0H 4A0  
Canada



**INVOICE**

Invoice No.: 60  
Date: 02/22/2021  
Ship Date:  
Page: 1  
Re: Order No.

Sold to:

Mackenzie County  
Box 640  
Fort Vermilion, Alberta T0H 2H0  
Canada

Ship to:

Mackenzie County  
Box 640  
Fort Vermilion, Alberta T0H 2H0  
Canada

Business No.: 804038321

Item No.	Unit	Quantity	Description	Tax	Unit Price	Amount
		1	Insurance 21-22 Renewal Term (Foster Park Brokers Inc.) ATTN: Donny Roberts		2,684.00	2,684.00

<i>Don</i>			
Accounting Code	Work Code	GST	Total
Comments			
Approved by:			

Shipped By:	Tracking Number:	Total Amount	2 684.00
Comment: Thank You for Your Support		Amount Paid	0.00
Sold By:		Amount Owing	2,684.00



# HANDI-BUS AGREEMENT – REVISED September 18, 2019

This lease made as of 7 day of OCTOBER, 2019.

BETWEEN:

**MACKENZIE COUNTY**  
4511-46 Avenue, Box 640  
Fort Vermilion Alberta T0H 1N0  
(hereinafter called the "County")

-and-

**LA ON WHEELS SOCIETY**  
Box 69  
Buffalo Head Prairie Alberta T0H 4A0  
(hereinafter called the "SOCIETY")

WHEREAS Mackenzie County is the legal owner of the Handi-bus described as:

*in the attached separate vehicle lease agreement*

AND, WHEREAS THE County and the Society signed an agreement on May 21, 2019 and both parties agree to replace that original agreement with this agreement

And, LA on Wheels is the Organization who desires to take over the Handi-Bus program and lease the Handi-Bus from the County with the following agreement.

IN CONSIDERATION of the mutual covenants and agreements herein, the parties agree as follows:

**1. Grant of Agreement**

The County hereby shall enter into an agreement with the SOCIETY for the Handi-Bus Program said vehicle as described in the attached Auto Lease agreement as shown in Schedule "A" hereto attached and made part of this agreement (hereinafter called "Unit # 1048").

**2. Term of Agreement**

The term of this agreement is a period of five (5) years commencing this 21 day of May, 2019 (agreement commencement date) to the 21 day of MAY, 2024. Notwithstanding the date above, the term shall commence on the agreement commencement date. The five (5) year term is renewed at such time as both parties agree to an extension in writing. Such extension shall be completed before the expiry date of the previous term. The lease term is subject to the conditions and provisions contained herein.



**3. Payment**

During the currency of the lease, the SOCIETY shall pay to the owner the following amounts:

- a) For vehicle, lease the sum of one dollar (\$1.00), per annum, payable on or before January 1<sup>st</sup> of each and every year of the term.

**4. Specific Conditions of the Agreement**

- a) The SOCIETY is responsible to follow all provincial and federal regulations regarding the operation of the vehicle.
- b) The SOCIETY is responsible to operate the van according to the following principles:

- a. Mackenzie Council recognizes that the Handi-Van services are an important resource for the persons with mobility impairments and/or senior citizens and is an effective travel option that connects the users to the medical needs as well as to the life enhancing activities that may otherwise be neglected.
- b. The Handi-Van services shall be provided to the County residents exclusively with the priority given to persons with mobility impairments.
- c. Patrons are able to access the use of these vehicles by calling the local Handi-Van contact.

- c) If the van is to be used for any other purpose than those stated then those intentions should be made clear to the County throughout the term of this agreement.
- d) The SOCIETY is responsible to provide qualified drivers and pay for fuel for the vehicle.
- e) The van may leave the region at the Boards discretion providing that it does not interrupted the service within the county boundaries.

**5. Repair and Maintenance**

The County will be responsible for all the maintenance and capital costs for unit 1048 (the lease vehicle).. This would include paying for insurance, maintenance, repairs and commercial bus semi-annual safety inspections.

The County will also provide insurance, maintenance, repairs and commercial bus semi-annual inspections for the two vehicles owned by the Society to a maximum of \$35,000 annually. These vehicles are described as follows:

- 2006 Ford –SN 1FDXE45S06DA93892
- 2011 Ford – SN 1FDXE45S06DA93892

The Society shall be responsible to inform the County if either of the Society-owned vehicles are replaced so that the agreement may be modified to substitute them. The County is under no obligation to assist with replacement of the Society owned vehicles.



The SOCIETY is responsible for communicating with County administration when these items are due or required.

**6. Registration**

The vehicle will be registered to the SOCIETY.

**7. Insurance**

The SOCIETY hereby agrees to insure the leased vehicle with a minimum of \$2,000,000.00 liability coverage effective the commencement date of this agreement. Such insurance shall remain in full force and affect during the term of this agreement and/or any extension thereto.

**8. Termination of the Lease**

The parties agree that this lease will remain in full force and affect during the terms stated herein and any extension granted thereto.

Both parties have the option to terminate this agreement and lease by providing to the other party 30 days notice in writing. If such termination is not at the end of a calendar year, pro-rated adjustments to the Additional Provisions shall be calculated and paid proportionately by the parties.

**9. Return of the Leased Vehicle**

The SOCIETY shall, upon the termination of this lease, return the leased vehicle in a condition the same or better than its condition at the inception of this agreement. The return of the leased vehicle shall include a joint inspection by both parties to ensure that the return is satisfactory to the County and the SOCIETY.

**10. Sale of the Leased Vehicle**

The County agrees and covenants that the leased vehicle shall not be sold, transferred or gifted in any way to any other party without first providing the SOCIETY 30 days written notice.

**11. Notices**

All notices, demands and requests which may be or are required to be given by either party hereto to the other shall be in writing. All notices, demands and requests by the SOCIETY to the County shall be served personally or sent by registered mail addressed to the County at:

Chief Administrative Officer  
Mackenzie County  
4511-46 Avenue, Box 640  
Fort Vermilion Alberta T0H 1N0

or at such place as the County may from time to time designate by a written notice to the SOCIETY, and all notices by the County to the SOCIETY shall be served personally or sent by registered mail addressed to the SOCIETY at:

LA on Wheels  
Box 69  
Buffalo Head Prairie, Alberta T0H 4A0

or at such other place as the SOCIETY may from time to time designate by written notice to the County. Notices which are served in the manner aforesaid shall be deemed sufficiently served or given for all purposes hereof, in the case of those given by registered mail, on the third business day following the date of mailing.

**12. General**

- a) Words importing the singular number only shall include the plural and vice versa; words importing the masculine gender shall include the feminine gender and shall include firms and corporations.
- b) This lease and everything herein contained shall extend to, bind and ensure to the benefit of the heirs, executors, administrators, successors and assigns (as the case may be) of each of the parties. All covenants herein contained shall be deemed joint and several.
- c) If any covenant, obligation, agreement, term or condition of this lease or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this lease or the application of such covenant, to persons or circumstances other than those in respect of which it is held invalid or unenforceable, shall not be affected and each covenant shall be separately valid and enforceable to the fullest extent permitted by law.

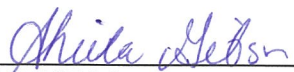
**13. Cancel Original Agreement**


- a) The County and the Society agree that the agreement that was signed on March 26, 2019 shall be null and void and replaced with this agreement.

Signed by the parties as of the date first written above.

  
\_\_\_\_\_  
WITNESS

Mackenzie County  
  
\_\_\_\_\_  
Chief Administrative Officer

  
\_\_\_\_\_  
WITNESS Sheila Gibson

LA on Wheels  
  
\_\_\_\_\_  
( Print Name Wilhelm Friesen )

## HANDI-BUS AGREEMENT

This lease made as of 19 day of July, 2019.

BETWEEN:

**MACKENZIE COUNTY**  
4511-46 Avenue, Box 640  
Fort Vermilion Alberta T0H 1N0  
(hereinafter called the "County")

-and-

### **FORT VERMILION FAMILY & COMMUNITY SUPPORT SERVICES (FCSS)**

Box 637  
Fort Vermilion Alberta T0H 1N0  
(hereinafter called the "FCSS")

WHEREAS Mackenzie County is the legal owner of the Handi-bus described as:

*in the attached separate vehicle lease agreement*

And, FCSS is the Organization who desires to take over the Handi-Bus program and lease the Handi-Bus from the County with the following agreement.

IN CONSIDERATION of the mutual covenants and agreements herein, the parties agree as follows:

**1. Grant of Agreement**

The County hereby shall enter into an agreement with FCSS for the Handi-Bus Program said vehicle as described in the attached Auto Lease agreement as shown in Schedule "A" hereto attached and made part of this agreement (hereinafter called "Unit # 1047").

**2. Term of Agreement**

The term of this agreement is a period of five (5) years commencing this 19 day of July, 2019 (agreement commencement date) to the 24 day of JULY, 2024. Notwithstanding the date above, the term shall commence on the agreement commencement date. The five (5) year term is renewed at such time as both parties agree to an extension in writing. Such extension shall be completed before the expiry date of the previous term. The lease term is subject to the conditions and provisions contained herein.

**3. Payment**

During the currency of the lease, the FCSS shall pay to the owner the following amounts:

- a) For vehicle, lease the sum of one dollar (\$1.00), per annum, payable on or before January 1<sup>st</sup> of each and every year of the term.

**4. Specific Conditions of the Agreement**

- a) FCSS is responsible to follow all provincial and federal regulations regarding the operation of the vehicle.
- b) FCSS is responsible to operate the van according to the following principles:
  - a. Mackenzie Council recognizes that the Handi-Van services are an important resource for the persons with mobility impairments and/or senior citizens and is an effective travel option that connects the users to the medical needs as well as to the life enhancing activities that may otherwise be neglected.
  - b. The Handi-Van services shall be provided to the County residents exclusively with the priority given to persons with mobility impairments.
  - c. Patrons are able to access the use of these vehicles by calling the local Handi-Van contact.
- c) If the van is to be used for any other purpose than those stated then those intentions should be made clear to the County throughout the term of this agreement.
- d) FCSS is responsible to provide qualified drivers and pay for fuel for the vehicle.
- e) The van may leave the region at the Boards discretion providing that it does not interrupted the service within the county boundaries.

**5. Repair and Maintenance**

The County will be responsible for all the maintenance and capital costs. This would include paying for insurance, maintenance, repairs and commercial bus semi-annual safety inspections. The FCSS is responsible for communicating with County administration when these items are due or required.

**6. Registration**

The vehicle will be registered to FCSS.

**7. Insurance**

FCSS hereby agrees to insure the leased vehicle with a minimum of \$5,000,000.00 liability coverage effective the commencement date of this agreement. Such insurance shall remain in full force and affect during the term of this agreement and/or any extension thereto.

**8. Termination of the Lease**

The parties agree that this lease will remain in full force and affect during the terms stated herein and any extension granted thereto.



Both parties have the option to terminate this agreement and lease by providing to the other party 30 days notice in writing. If such termination is not at the end of a calendar year, pro-rated adjustments to the Additional Provisions shall be calculated and paid proportionately by the parties.

**9. Return of the Leased Vehicle**

FCSS shall, upon the termination of this lease, return the leased vehicle in a condition the same or better than its condition at the inception of this agreement. The return of the leased vehicle shall include a joint inspection by both parties to ensure that the return is satisfactory to the County and FCSS.

**10. Sale of the Leased Vehicle**

The County agrees and covenants that the leased vehicle shall not be sold, transferred or gifted in any way to any other party without first providing FCSS 30 days written notice.

**11. Notices**

All notices, demands and requests which may be or are required to be given by either party hereto to the other shall be in writing. All notices, demands and requests by the FCSS to the County shall be served personally or sent by registered mail addressed to the County at:

Chief Administrative Officer  
Mackenzie County  
4511-46 Avenue, Box 640  
Fort Vermilion Alberta T0H 1N0

or at such place as the County may from time to time designate by a written notice to the FCSS, and all notices by the County to the FCSS shall be served personally or sent by registered mail addressed to the FCSS at:

Fort Vermilion Family & Community Social Services  
Box 637  
Fort Vermilion, Alberta T0H 1N0

or at such other place as FCSS may from time to time designate by written notice to the County. Notices which are served in the manner aforesaid shall be deemed sufficiently served or given for all purposes hereof, in the case of those given by registered mail, on the third business day following the date of mailing.

**12. General**

- a) Words importing the singular number only shall include the plural and vice versa; words importing the masculine gender shall include the feminine gender and shall include firms and corporations.
- b) This lease and everything herein contained shall extend to, bind and ensure to the benefit of the heirs, executors, administrators, successors and assigns

(as the case may be) of each of the parties. All covenants herein contained shall be deemed joint and several.

- c) If any covenant, obligation, agreement, term or condition of this lease or the application thereof to any person or circumstances shall, to any extent, be invalid or unenforceable, the remainder of this lease or the application of such covenant, to persons or circumstances other than those in respect of which it is held invalid or unenforceable, shall not be affected and each covenant shall be separately valid and enforceable to the fullest extent permitted by law.


Signed by the parties as of the date first written above.


Mackenzie County

  
WITNESS

  
Chief Administrative Officer

Fort Vermilion Family & Community  
Support Services (FCSS)

  
WITNESS

  
( Monica Smith )  
Print Name

**Schedule "A"**  
Auto Lease Agreement

**MOTOR VEHICLE LEASE  
AGREEMENT**

**BETWEEN**

**MACKENZIE COUNTY**

**AND**

**FORT VERMILION FAMILY  
& COMMUNITY SUPPORT  
SERVICES (FCSS)**



This agreement is made this 19 day of July 2019

**BETWEEN**

**MACKENZIE COUNTY, of 4511-46<sup>th</sup> Ave, P.O. Box 640 Fort Vermilion, AB T0H 1N0** [Hereinafter referred to as the “Lessor”];

**AND**

**FORT VERMILION FAMILY & COMUNNITY SUPPORT SERVICES (FCSS) of Box 637 Fort Vermilion AB T0H 1N0** [Hereinafter referred to as the “Lessee”];

**RECITALS;**

1. Whereas the Lessor is the owner of a 2010 Ford E-450 motor vehicle of the following description: registration number 1FD4E45S69DA87613; Model FORD E-450; Color White; Year of Manufacture 2010.
2. Whereas the Lessor is desirous of leasing and the Lessee has agreed to lease the aforesaid motor vehicle on the terms and conditions herein contained

**NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:**

**1. RENTAL**

The motor vehicle is hereby leased at a yearly rate of \$ 1.00 payable yearly on the 1st day of January each year.

**2. DURATION**

The agreement shall endure for a period of five years commencing on April 1st, 2019 and shall then expire unless renewed by the mutual agreement of the Parties.

**3. THE LESSORS OBLIGATIONS**

The Lessor hereby agrees:

- 3.1 To grant the Lessee exclusive use and possession of the motor vehicle during the duration of this agreement, save as is provided for by the agreement;
- 3.2 To grant the Lessee quiet possession of the motor vehicle;
- 3.3 To be responsible for the normal service, repair, fair wear and tear of the motor vehicle;

- 3.4 To negotiate the with the Lessee the option to replace the motor vehicle with another when this vehicles is deemed unfit for service.

#### **4. THE LESSEE'S OBLIGATIONS**

The Lessee hereby agrees:

- 4.1 To ensure that the motor vehicle is regularly services and properly maintained;
- 4.2 To ensure that the motor vehicle is used in a skilful and proper manner and only driven by persons that bear a valid driving permit;
- 4.3 Must maintain Registration and Automobile Liability Insurance as required by Province of Alberta. Mackenzie County will cover the cost for insurance. A copy of the registration and insurance must be provided to the Lessor.
- 4.4 To ensure that no alterations are made to the motor vehicle or any component removed unless it is immediately replaced by the same component or by one of the same like, make and model or an improved or advanced version;
- 4.5 To report to the nearest RCMP and inform the Lessor within **48 (forty eight) hours of any damage to or loss of the motor vehicle;**
- 4.6 To be responsible for costs relating to fuel, tyre puncture and oil topping up between services as well as any costs of parking fines and towing expenses for illegal parking;
- 4.7 To ensure that the motor vehicle is only used within the confines of the main agreement;
- 4.8 To yield the vehicle to the Lessor is good mechanical condition on the expiration of the contract, save for normal wear and tear of the same.

#### **5. TERMINATION OF THE AGREEMENT**

- 5.1 The Lessee shall have the right to terminate this Agreement, upon it giving the Lessor 1 (one) month's notice in writing.
- 5.2 The Lessor shall have the option to terminate this Agreement upon giving the Lessee 1 (one) month's notice in writing and upon the Lessor refunding any rental fees paid in advance, given the fact that rent is payable 1 year in advance, over and above the notice period.

#### **6. NOTICES**

Any notice to the Lessor shall be sufficiently served if sent by registered post to the first address specified above or directly served on him or on any known agent authorized by him and notified to the Lessee as authorized to receive notices on his behalf.

Any notice to the Lessee shall be sufficiently served if sent by email to LA on Wheels Society.

**7. FORCE MAJEURE**

Neither party to this Agreement shall be liable for failure to perform any of its obligations hereunder if prevented from doing so by reason of force majeure.

**8. ENTIRE AGREEMENT**

This Agreement together with the schedules and annexes hereto constitutes the entire agreement and understanding between the Parties and supersedes all previous agreements, understandings and/or representations between the Parties.

**9. WAIVER OF REMEDIES**

No forbearance, delay of indulgence by either Party in enforcing the provisions of this Agreement shall prejudice or restrict the rights of either Party nor shall any waiver of its rights operate as a waiver of any subsequent breach and no right, power or remedy herein conferred upon or reserved for the Party is exclusive of any other, power or remedy available to the Party and each such right, power or remedy shall be cumulative.

**10. ASSIGNMENT & CHANGE IN OWNERSHIP/MANAGEMENT ,**

10.1 The Lessor shall not assign or transfer its obligations and or rights under this Agreement to any third party, whether an associated entity or not, whether in whole or in part without the prior written consent of the Lessee.

10.2 The Lessor shall immediately notify Lessee of any change of ownership or management of the Lessee's business.

**11. HEADINGS**

The headings to the clauses of this Agreement are for the ease of reference only and shall not affect the interpretation or construction of the Agreement.

**12. GOVERNING LAW**

This Agreement shall in all respects be governed and construed in accordance with the Laws of Alberta.

**13. RESOLUTION OF DISPUTES**

If there is any conflict between any provision of this Lease and any form of lease prescribed by applicable legislation of Alberta (the "Act"), that prescribed form from the Act will prevail and such provisions of the Lease will be amended or deleted as necessary in order to comply with that prescribed form. Further, any provisions that are required by the Act are incorporated into this Lease.

**IN WITNESS WHEREOF** the Parties hereto have caused this Agreement to be executed by its duly authorized representatives as of the day and year first above written.

**SIGNED BY MACKENZIE COUNTY**


Name: WEN RACHER Signature: 

This 24 day of JULY 2019

In the presence of:

Name:

Address:

Signature: 

**SIGNED for and on behalf of FORT VERMILION FAMILY & COMMUNITY SUPPORT SERVICES BY**

Name: Monica Smith Signature: 

This 19 Day of July 2019

In the presence of

Name: Sonya Cardin

Address: 5703 River Road.

Signature: 



**Mackenzie County**

# REQUEST FOR DIRECTION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>John Zacharias, Director of Utilities</b>
<b>Title:</b>	<b>Water Point Building Replacements – Additional Funding</b>

**BACKGROUND / PROPOSAL:**

In the 2022 Capital Budget, Water Point Building Replacements were approved in the amount of \$59,000. Later discussions with the contractors and suppliers show that prices have increased since they quoted the project in 2021. The current budgeted amount will not quite cover the cost of the project as the total is \$64,000. Administration is requesting an additional \$5,000 to be added to the Water Point Building Replacements with funds coming from the Water/Sewer Infrastructure Reserve.

**OPTIONS & BENEFITS:**

N/A

**COSTS & SOURCE OF FUNDING:**

Water/Sewer Infrastructure Reserve - \$5,000

**RECOMMENDED ACTION:**

- Simple Majority     
  Requires 2/3     
  Requires Unanimous

That the Water Point Building Replacements Project be amended by \$5,000 with funding coming from the Water/Sewer Infrastructure Reserve.

**Author:** S. Martens      **Reviewed by:** J. Zacharias      **CAO:** B. Peters





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Development Ad Hoc Committee</b>

**BACKGROUND / PROPOSAL:**

Last year Council made the decision not to subsidize developers for the installation of significant community infrastructure. The current status is that the County fronts the cost of engineering, installation, materials, and labour for any major infrastructure project which is later recouped through off-site levy fees at the developer's cost.

A developer has approached administration and asked if Council would be interested in creating an Ad-Hoc committee to address issues with development projects and the cost implications of such and options on how best to move forward.

The reason for a committee rather than a meeting or open house would ensure that the meetings are structured and there would be stronger commitment from all parties to attend. The committee would be informal and consist of Councillors, stakeholders/local developers, and administration. Administration would need to develop the terms of reference.

The committee would like the ability to provide recommendation to Council on how best to conduct development within the County to the benefit of all ratepayers.

**OPTIONS & BENEFITS:**

A committee would allow for stronger feedback from the development community regarding our statutory documents and when developing bylaws, etc.

This is an additional commitment of Council and administration to attend meetings.

**COSTS & SOURCE OF FUNDING:**

**Author:** C Smith      **Reviewed by:** \_\_\_\_\_      **CAO:** B Peters



No significant costs anticipated. Honorarium for attending meetings, snacks and staff time are the expected costs.

**SUSTAINABILITY PLAN:**

The sustainability plan doesn't necessarily discuss community involvement but the intention is to work towards a sustainable future and this must be done through public consultation.

**Goal E26** That Mackenzie County is prepared with infrastructure and services for a continually growing population.

**Strategy E26.1** Infrastructure is adequate and there are plans in place to manage additional growth.

**Goal S1** Each County hamlet and rural area hosts a concentration of social, cultural and commercial activity in strategic locations.

**Goal C1** The capacity of infrastructure in County hamlets and rural communities keeps pace with their growth and is planned in a way that ensures their sustainability.

**COMMUNICATION / PUBLIC PARTICIPATION:**

Administration can send letters to stakeholders requesting their involvement with the committee.

**POLICY REFERENCES:**

ADM056 Public Participation Policy

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That administration proceed with the creation of the Mackenzie County Development Ad-Hoc Committee.

Author: C Smith      Reviewed by: \_\_\_\_\_      CAO: B Peters





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Caitlin Smith, Director of Planning and Agriculture</b>
<b>Title:</b>	<b>Asphalt Upgrade – 91<sup>st</sup> Street in the hamlet of La Crete (SE 10-106-15-W5M)</b>

## **BACKGROUND / PROPOSAL:**

Administration has received a request from a developer to upgrade the existing gravel road (91<sup>st</sup> Street) to asphalt. The newest phase of development will have asphalt but will be accessed via gravel. The developer is concerned about dust control and the mess created by traffic entering the new phase of the subdivision.

Administration believes there are more feasible options for dust control such as oiling the road or calcium.

Other areas without asphalt would be expected to pay a local improvement via their taxes as this would be considered a service improvement. Also, if the County proposes the service upgrade, the County is responsible to cover 70% of the cost while the benefitting landowners would only cover 30%.

Policy DEV001 Urban Development Standards states the following:

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

*All new roads constructed within hamlets shall be asphalt surfaced unless otherwise noted in this Section. Paving may be delayed until such time as there are additional paving projects in the area in order to save on cost and increase the project viability. In such cases of pavement delay, the road base may require additional work prior to pavement application.*

## **OPTIONS & BENEFITS:**

The County would have upgraded road infrastructure for a parcel of the internal road network but would still be responsible to later upgrade the remaining internal road.

**Author:** C Smith      **Reviewed by:** \_\_\_\_\_      **CAO:** B Peters

The County can consider covering the cost of applying oil or calcium but this isn't a normal level of service for the subdivision.

Administration feels that this request could be revisited at budget time as it isn't a necessity for the subdivision.

**COSTS & SOURCE OF FUNDING:**

The developer has provided a quote for strictly a road surface upgrade to an 8m wide 100mm ACP top and 300mm GBC base with no ditching or approach upgrades would have a construction estimate of \$165,000 with \$3500 for geo testing and \$16,500 for engineering for a total of **\$185,000.00**

The quote including ditching and approach upgrades was an additional \$100,000.

**SUSTAINABILITY PLAN:**

**Goal E26** That Mackenzie County is prepared with infrastructure and services for a continually growing population.

**Strategy E26.1** Infrastructure is adequate and there are plans in place to manage additional growth.

**COMMUNICATION / PUBLIC PARTICIPATION:**

None required at this time. Should a local improvement be implemented, notifications will need to be sent to benefitting landowners and later a public hearing.

**POLICY REFERENCES:**

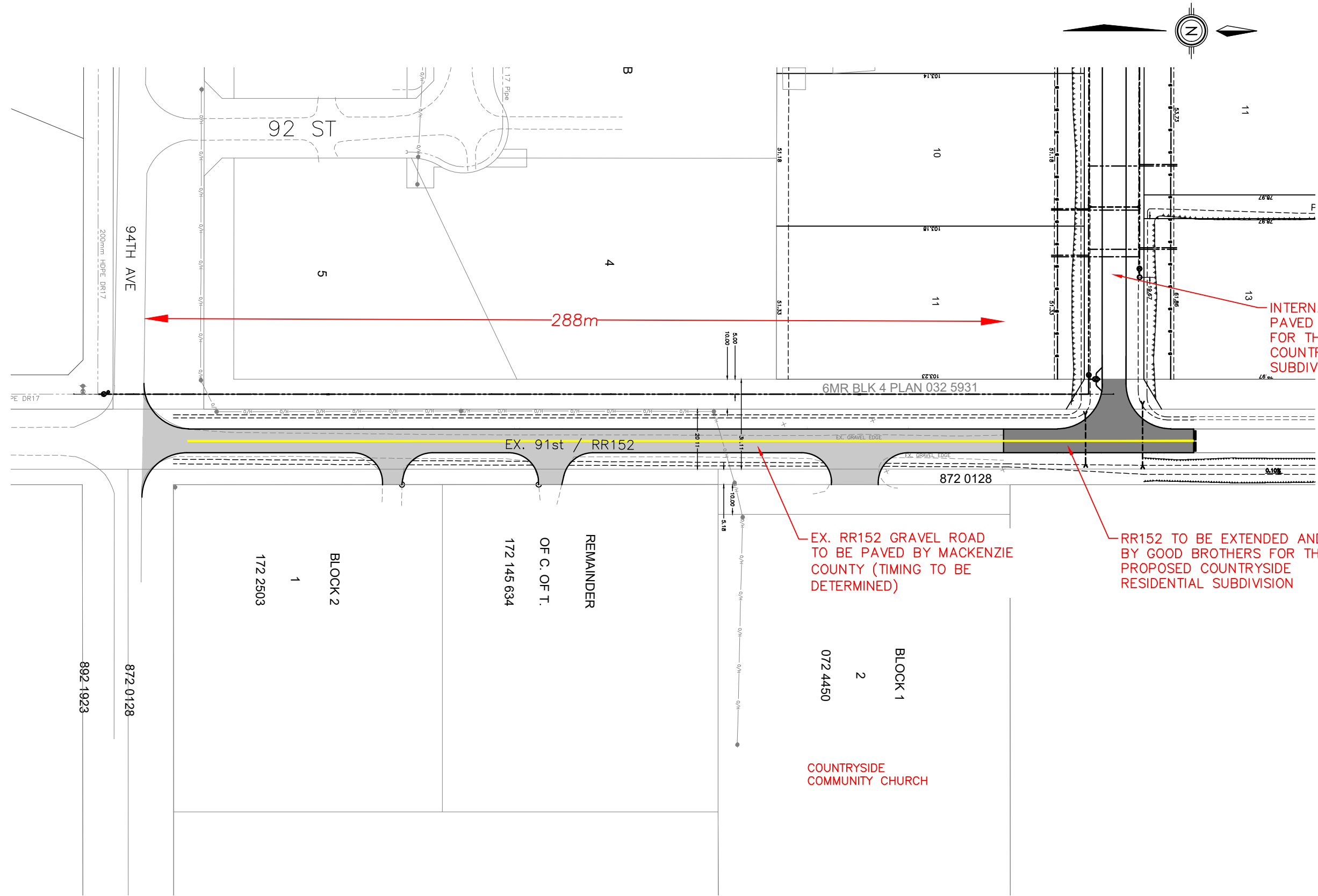
DEV001 Urban Development Standards

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the Asphalt Upgrade request along 91<sup>st</sup> Street in La Crete be refused at this time.

Author: C Smith      Reviewed by: \_\_\_\_\_      CAO: B Peters

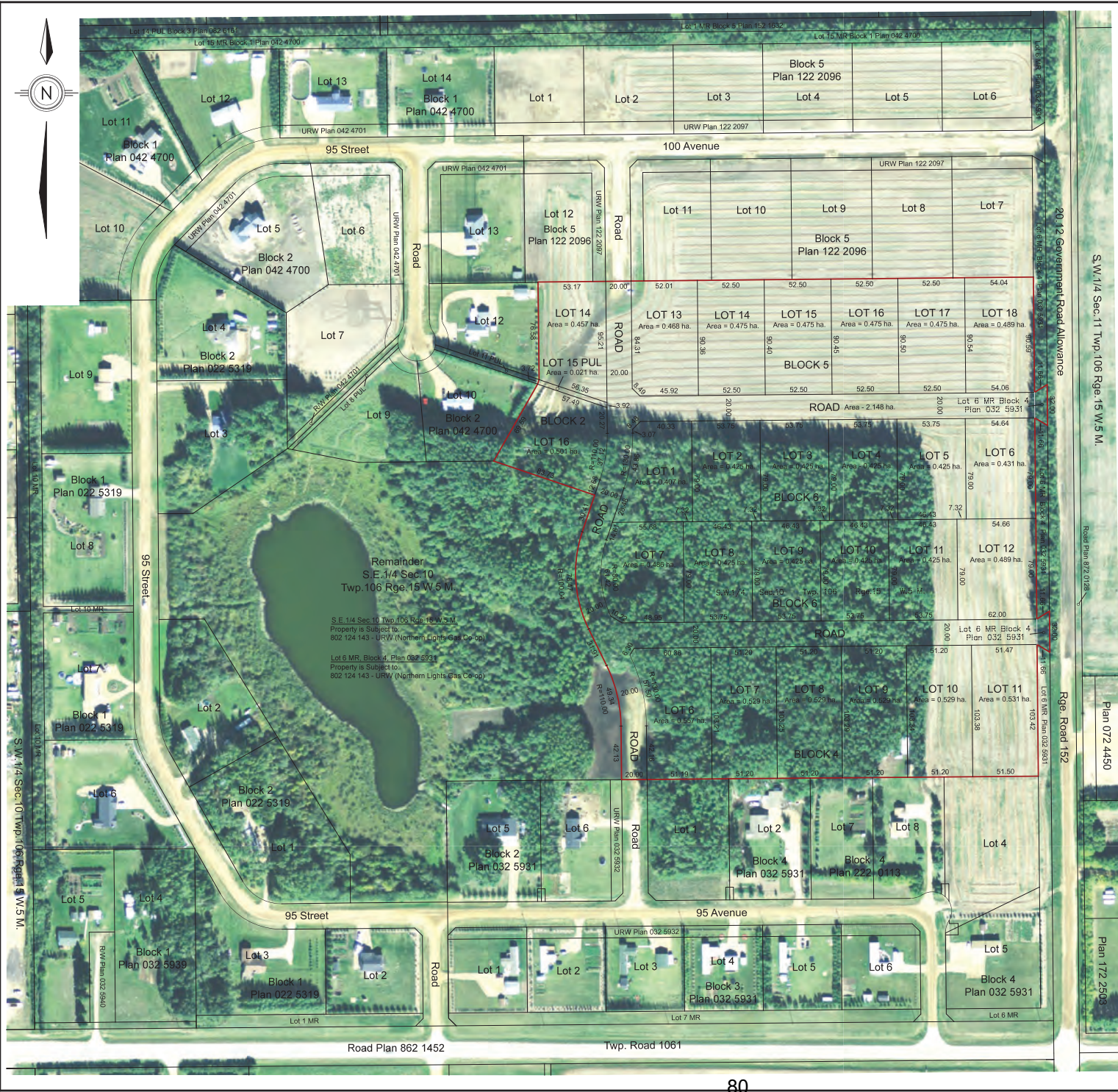


INTERNAL ROADS TO BE PAVED BY GOOD BROTHERS FOR THE PROPOSED COUNTRYSIDE RESIDENTIAL SUBDIVISION

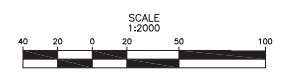
EX. RR152 GRAVEL ROAD TO BE PAVED BY MACKENZIE COUNTY (TIMING TO BE DETERMINED)

RR152 TO BE EXTENDED AND PAVED BY GOOD BROTHERS FOR THE PROPOSED COUNTRYSIDE RESIDENTIAL SUBDIVISION





PLAN SHOWING PROPOSED  
**SUBDIVISION**  
 OF PART OF  
**S.E. 1/4 SEC. 10 TWP. 106 RGE. 15 W. 5 M.**  
 AND PART OF  
**LOT 6 MR, BLOCK 4, PLAN 032 5931**  
 MACKENZIE COUNTY  
 ALBERTA



<b>SUBDIVISION AUTHORITY</b> Mackenzie County	<b>OWNERS</b> Select Developments Inc. Mackenzie County
--	---

**LEGEND**  
 Area to be registered shown outlined thus  and contains 14.398 ha.  
 Lots designated PUL are Public Utility Lots  
 Lots designated MR are Municipal Reserve Lots.  
 Distances are in meters and decimals thereof  
 Distances on curves are arc distances

**NOTES**  
 Proposed Subdivision contains 26 Lots and 1 PUL.  
 Boundaries are based on existing Land Title Office records and are subject to change upon legal survey  
 Land is currently zoned H-CR District and will remain as such.  
 This subdivision is within 1.6km of a Highway #697  
 This subdivision is not within 1.5km of a sour gas facility  
 The aerial photo is from 2012.

**ABBREVIATIONS**

E ha.	East hectare	R/W	right of way
M.	meridian	S.	South section
N.	North	Twp.	township
R	Radius	URW	utility right of way
Rge.	range	W.	West

AREA REQUIRED	
S.E. 1/4 SEC. 10 TWP. 106 RGE. 15 W. 5 M.	14.346 ha.
LOT 6 MR, BLOCK 4, PLAN 032 5931	0.052 ha.
<b>TOTAL</b>	<b>14.398 ha.</b>

SCALE: 1:2000  
 FILE No.: 5106-121  
 DWG.: 5106-121-PSUB-PH1  
 DRAWN BY: HLR CHECKED BY: VL

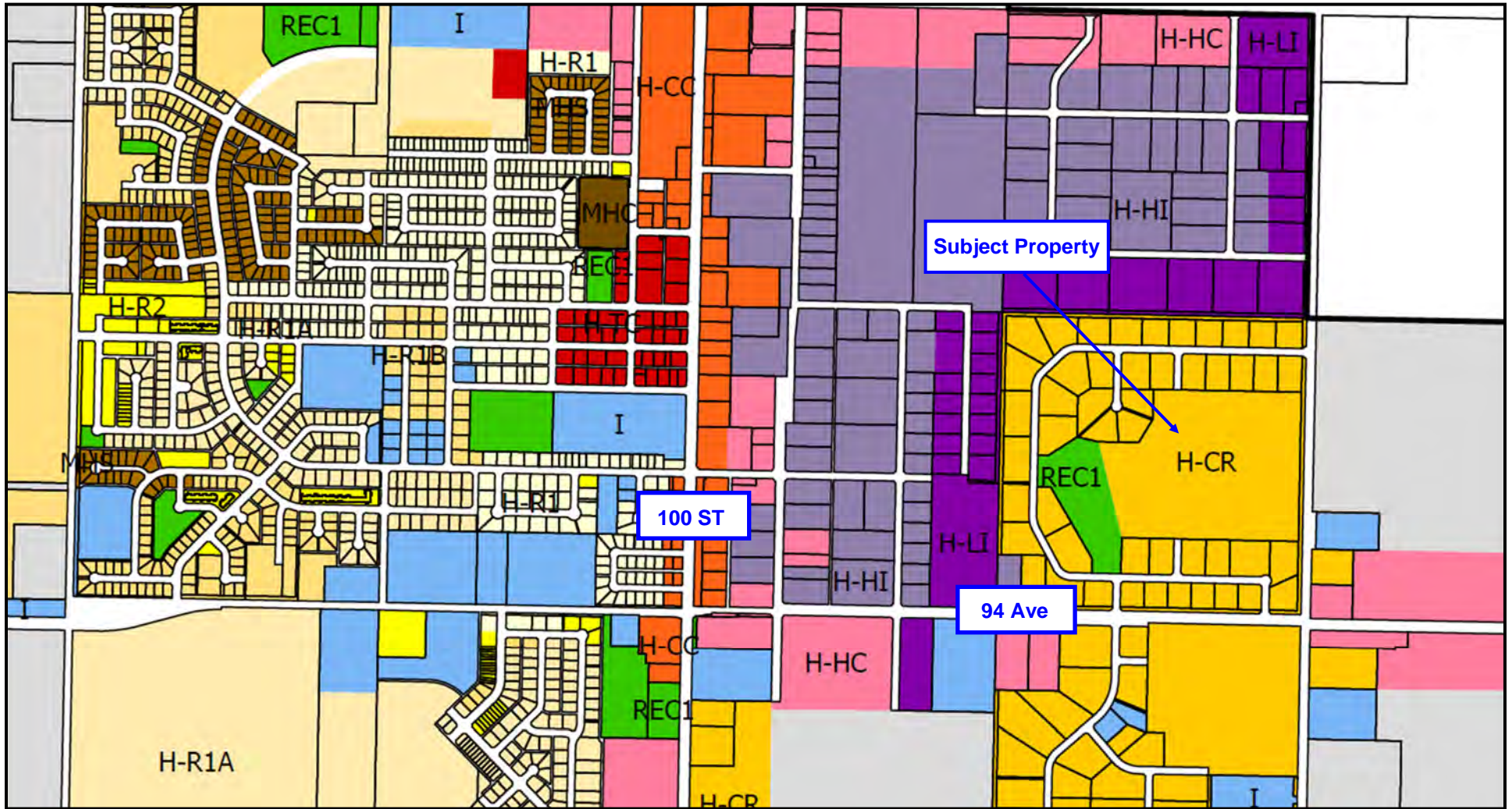
#202, 10514-67th Ave.  
 Grande Prairie, AB  
 T8W 0K5

**HELIX**  
 Surveys Ltd.

P: 780.532.5731  
 F: 780.532.5824



# SUBDIVISION APPLICATION: LOCATION MAP



File 06-SUB-22

NOT TO SCALE

### Disclaimer

Information on this map is provided solely for the user's information and, while thought to be accurate, is provided strictly "as is" and without warranty of any kind, either express or implied. The County, its agents, employees or contractors will not be liable for any damages, direct or indirect, or lost profits or data arising out of the use of information provided on this map.







**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Carrie Simpson, Director of Legislative &amp; Support Services</b>
<b>Title:</b>	<b>Seniors' Week Declaration</b>

## **BACKGROUND / PROPOSAL:**

Administration received correspondence from the Government of Alberta regarding Seniors' Week. The Honourable Josephine Pon, Minister of Seniors and Housing, is encouraging all municipalities, First Nations communities and Métis Settlements to officially declare Seniors' Week, June 6 to 12 of 2022.

A little background knowledge concerning Seniors' Week:

Seniors' Week has been recognized since 1986 to celebrate and recognize the contributions seniors make to enhance the quality of life in Alberta. The province-wide Seniors' Week was inspired by the vision of the late Alice Modin. More than 30 years ago, Modin began a campaign to start a seniors' day in Strathcona County that helped pave the way for Seniors' Week. Each year, organizations hold events in communities throughout the province to show their support for seniors by declaring Seniors' Week locally. The week of festivities is kicked off with a provincial launch event hosted by seniors and Housing partnering with a community or organization.

Attached is an example of how the Social Media post will look. It is similar to last year.

## **OPTIONS & BENEFITS:**

Opportunity to recognize and celebrate seniors throughout Seniors' Week.

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

No cost for the registration of the declaration.

**Author:** S Wheeler      **Reviewed by:** C. Simpson      **CAO:** B Peters

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

Social Media posts.

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That Mackenzie County declare June 6 -12, 2022 as Seniors' Week and register the declaration with the Government of Alberta.

Author: S Wheeler      Reviewed by: C. Simpson      CAO: B Peters





# June 6-12 is Seniors' Week

This week, join Mackenzie County and celebrate our seniors for all of their contributions to their families, friends, and neighborhoods.

Seniors' Week is a great opportunity to recognize and celebrate senior citizens and the important role they play in our communities.

If you know a senior citizen who has an outstanding commitment to their community, consider nominating them for the Minister's Seniors Service Award.

Visit [alberta.ca/MSSA](http://alberta.ca/MSSA) for more information.







# DECLARATION

---

In honour of the past, present and future contributions of the seniors of this community and throughout Alberta, I hereby declare June 6 – 12, 2022 to be Seniors' Week in

\_\_\_\_\_  
**Community**

\_\_\_\_\_  
**Official Title**

\_\_\_\_\_  
**Official Signature**

\_\_\_\_\_  
**The Honourable Josephine Pon, Minister of Seniors and Housing**





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>Rural Flood Mitigation</b>

**BACKGROUND / PROPOSAL:**

This spring we all observed an intense snow melt and associated overland flooding. The severity of the flooding was worse than observed in prior years, but the problems and locations remained consistent.

Road repairs can, and will, be completed. However, repairing the roads does not address the ongoing spring runoff challenges we face. The spring road repairs will eat up a significant portion of the 2022 Operating Budget that was allocated for general road repair & maintenance. There is not currently any funding allocated to mitigate against future flood effects.

There are places where relatively minor construction projects will likely reduce the severity of flooding without negatively affecting downstream residents. There are also places where the downstream impacts could be quite severe if upstream runoff intensity is increased. Ditch & culvert maintenance may have positive and negative effects, depending on the location.

The County has received countless requests from residents to do more to address the spring flood challenges. Administration is seeking councils input on how to evaluate and prioritize mitigation options.

**OPTIONS & BENEFITS:**

An option is to provide the Agricultural Service Board with a temporary mandate to identify priority projects (construction or policy revisions) that would have the greatest impact. Once priorities are identified and cost estimates and timelines obtained, a recommendation would be brought to council.

**Author:** S Gibson      **Reviewed by:** \_\_\_\_\_      **CAO:** B Peters

Alternatively, a series of council workshops can be coordinated so that all councilors have a better opportunity to provide their input.

The local knowledge that each councilor provides for their ward is a critical component of understanding all of the problem areas throughout the County.

**COSTS & SOURCE OF FUNDING:**

Mitigation work could be funded through reserves or by reallocating current project funds. The operations team will be stretched to complete the current list of projects in addition to the overland flood repairs, so that presents an option to shuffle priorities for the 2022 construction season.

There is an opportunity to apply for grant funding, but funding approval is likely a year away (if approved).

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

For discussion.

Author: S Gibson      Reviewed by: \_\_\_\_\_      CAO: B Peters





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>Tri-Council - June 8, 2022 Meeting (Agenda Items)</b>

**BACKGROUND / PROPOSAL:**

The next Tri-Council meeting is tentatively scheduled for June 8, 2022. Administration is seeking Council’s input on agenda topics for the meeting. It was previously discussed at Tri-Council to invite community organizations to present on their work in the region.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION / PUBLIC PARTICIPATION:**

**POLICY REFERENCES:**

Tri-Council and CAO Secretariat Governance Protocol.

**Author:** S Gibson      **Reviewed by:** \_\_\_\_\_      **CAO:** B Peters

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That the following agenda items be added to the June 8th meeting date for discussion:

**Author:** S Gibson      **Reviewed by:** \_\_\_\_\_      **CAO:** B Peters





**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Carrie Simpson, Director of Legislative Services</b>
<b>Title:</b>	<b>La Crete Agricultural Society – Request for Letter of Support</b>

## **BACKGROUND / PROPOSAL:**

The La Crete Agricultural Society is applying for a Community Initiatives Program grant as matching funds for the experimental orchard irrigation system and of the development of the Phase III.

The La Crete Agricultural Society is requesting a letter of support from Mackenzie County to include in their grant application.

Letter of request and a draft letter of support is attached.

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

## **POLICY REFERENCES:**

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

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

That a letter of support be provided to the La Crete Agricultural Society for their Community Imitative Program gran for the experiment orchard irrigation system and for the development of Phase III.

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

## La Crete Agricultural Society

Box 791, La Crete AB, T0H 2H0

(780)928-4447

lcheritagecentre@gmail.com

lacreteheritagecentre.weebly.com



Mackenzie County

Box 640

Fort Vermilion, AB

T0H 1N0

May 5, 2022

Dear CEO and council:

We wish to apply for a Community Initiatives Program grant as matching funding for the experimental orchard irrigation system and for the development of the Phase III in 2023. Phase III will involve the planting of an additional 450 fruit trees/shrubs. We would like to request a Support Letter from the Mackenzie County to include in our application.

Back ground/clarification of our phases is as follows:

Phase I in 2021: planted 36 trees, installed game fence and made a dugout (it's full!).

Phase II in 2022: install row posts, plant 1850 trees/shrubs, and install irrigation system.

Phase III in 2023: plant another 450 trees/shrubs.

This project will serve several purposes:

1. We will experiment with fruit tree varieties with the intention of making our learnings public for the benefit of the local community and visitors.
2. This will serve as a reminder of our heritage and the orchards our forefathers grew in Russia and Manitoba.
3. This will also serve as an additional learning component for the next generations when school classes come for museum tours.

If you have any questions, please feel free to contact me at (780)928-4447.

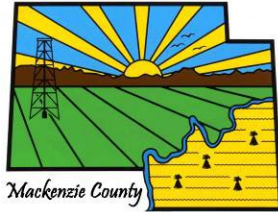
Sincerely:

Susan Siemens

Secretary/Program Coordinator

La Crete Agricultural Society

(780)928-4447



## *Mackenzie County*

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone (780) 927-3718 Fax (780) 927-4266  
[www.mackenziecounty.com](http://www.mackenziecounty.com)

May 10, 2022

Community Initiatives Program  
Community Grants Unit  
Alberta Culture and Status of Women  
Suite 212, 17205 106A Avenue  
Edmonton, AB  
T5S 1M7

To the Community Initiatives Program grant department:

### **RE: LA CRETE AGRICULTURAL SOCIETY – orchard grant application**

It is my pleasure, on behalf of the Mackenzie County Council, to write a letter of support for the orchard project of the La Crete Agricultural Society as it pertains to their orchard grant.

Their vision and goal to develop an orchard to experiment with fruit trees and berries that will thrive in Northern Alberta is commendable and we believe this will result in a huge benefit to our community as their learnings are shared. We consider their project a very good fit for the organization's mandate as it ties into their commitment to support horticulture and quality of life in the region.

This project will impact local adults now, but also our future generations. The project stands to encourage locals to develop personal orchards and create additional food security in these uncertain times.

The society has managed the local museum village since 1991 and has the directors, vision, and staff to ensure projects are carried out. They provide meaningful and engaging experiences for our community and visitors.

Should you have any further questions, please feel free to contact myself at (780) 926-7405.

Yours Sincerely,  
Joshua Knelsen, Reeve



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>May 10, 2022</b>
<b>Presented By:</b>	<b>Byron Peters, Interim Chief Administrative Officer</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## **BACKGROUND / PROPOSAL:**

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

- Council Action List
- 2022-04-20 Correspondence – Town of Taber Increasing Utility Fees
- 2022-04-20 Correspondence – Rainbow Lake Youth Centre Grant Recipient
- 2022-04-22 Correspondence – Big Lakes County Charity Golf Tournament
- KeepAlbertaRCMP Community Engagement Final Report
- 2022-04-26 Correspondence – Municipal Affairs Viability Assessment Response
- 2022-04-29 Correspondence – Municipal Affairs RMA Spring 2022 Convention Follow-up Letter
- 2022 Forestry Open House and Information Sessions
- 2022-04-26 Mackenzie County Library Board Meeting Minutes

## **OPTIONS & BENEFITS:**

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

## **SUSTAINABILITY PLAN:**

## **COMMUNICATION / PUBLIC PARTICIPATION:**

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

**POLICY REFERENCES:**

**RECOMMENDED ACTION:**

Simple Majority       Requires 2/3       Requires Unanimous

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

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

## Mackenzie County Action List as of April 27, 2022

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

Motion	Action Required	Action By	Status
<b>February 22, 2016 Council Meeting</b>			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411  In progress. Meeting with landowners.  Impacted by 2020 flood.
<b>June 12, 2018 Council Meeting</b>			
18-06-432	That the County apply to Alberta Environment & Parks for a bank stabilization and clean-up along the Peace River in the Hamlet of Fort Vermilion as a result of the ice jam flooding event.	Jen & Jeff	Engineers report submitted to DRP. Awaiting final review and approvals prior to proceeding Submitted updated report 2022-03-28  <b>2022-05-04 (update) DRP reviewing coverage for “road repairs” only not bank stabilization</b>
<b>October 9, 2018 Regular Council Meeting</b>			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	<b>2022-05-02 Update Have given AE direction to proceed with license amendments</b>
<b>November 5, 2019 Regular Council Meeting</b>			
19-11-676	That Mackenzie County representatives appointed to a provincial task force must provide regular written reports to council, shall immediately forward all task force material and information to council and CAO, and shall receive specific, prior approval from council to represent views or negotiate on behalf of the County.	Council	Written Report Needed.
<b>January 29, 2020 Regular Council Meeting</b>			
20-01-055	That Administration move forward with applying for Recreational Leases for the Bistcho Lake cabin areas and consideration be given to the work being done by the Caribou Sub-regional Task Force.	Don	On hold. Pursuing reinstatement of commercial fishing.
<b>June 5, 2020 Special Council Meeting</b>			

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
20-06-334	That administration continues to support a community recovery plan that includes a community engagement component.	DRT	Ongoing
July 15, 2020 Regular Council Meeting			
20-11-744	That the concepts and guidance provided within the La Crete Industrial Growth Strategy be incorporated into County planning documents.	Byron	Incorporated into the MDP 2022 Budget Request
November 25, 2020 Regular Council Meeting			
20-11-748	That Administration proceed in developing an offsite levy bylaw for the benefitting area of the La Crete South Sanitary Trunk Sewer for the purpose in recovering all costs associated with the sanitary sewer trunk improvements.	Byron	Working on draft offsite levy bylaw. No Change
December 16, 2020 Budget Council Meeting			
20-12-799	That the County lobby the provincial government (Red Tape Reduction) to consolidate grazing leases into a single tax roll to assist the province and the municipality to reduce red tape.	Byron	In progress
March 9, 2021 Regular Council Meeting			
21-03-185	That administration include Option 4 - being place a new building on higher ground (new location) in the flood recovery work for the Fort Vermilion Airport, and that a detailed budget amendment to fund the works be presented to council prior to issuing a tender for the recovery/mitigation works.	Byron	RFP – Opened at Dec. 16 <sup>th</sup> Meeting. Mtg. admin reviewing Motion: 21-12-887
May 26, 2021 Regular Council Meeting			
21-05-464	That administration proceed with upgrading the airport lighting at the Fort Vermilion (Wop May) Airport from halogen to LED.	Byron	In Progress
June 8, 2021 Regular Council Meeting			
21-06-498	That Mackenzie County attempt to gain representation in the next policy framework replacing Canadian Agriculture Partnership.	Grant	Presented at 2022-03-19 ASB Meeting – TABLED until next ASB meeting
September 14, 2021 Regular Council Meeting			
21-09-623	That second reading be given to Bylaw 1231-21 being the La Crete Offsite Levy Bylaw be tabled until further date.	Byron	TABLED
21-09-637	That administration obtain required approvals and agreements with affected landowners for the West La Crete Road ditch cleanout.	Grant	In Progress
21-09-644	That a commemorative sign be placed at the Heritage Centre in La Crete and the Fort Vermilion lean-to museum highlighting the contribution that Bill Neufeld had in the paving of the Hwy 88 Connector.	Don/Byron	Ongoing. May Draft



<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
21-09-658	That administration work with the Fort Vermilion School Division to complete a trade and land transfer for properties adjacent to the La Crete Distribution Pumphouse and Fort Vermilion Public School.	Byron	Transfers signed
<b>October 12, 2021 Budget Council Meeting</b>			
21-10-696	That Administration proceed with the sale of the closed portions of 100A Street to adjacent landowners at assessed value with all associated costs being borne by the buyer with the exception of those costs associated with registration of a waterline URW where required.	Caitlin	Subdivision approved, send to land titles
21-10-697	That the north portions of 100A Street (adjacent landowners) be sold back for the same price it was originally purchased to the adjacent landowners with all associated costs being borne by the applicant.	Caitlin	In Progress
<b>October 27, 2021 Regular Council Meeting</b>			
21-10-769	That the Community Services Committee analyze Mackenzie County's Solid Waste requirements at the Waste Transfer Stations and bring back its findings and recommendations no later than August 2022, prior to future budget deliberations	Don	Ongoing – WTS Haul Tender Due June 1, 2022
<b>November 9, 2021 Regular Council Meeting</b>			
21-11-772	That the Commercial Business Incentive Options be brought a Committee of the Whole meeting for further discussion.	Byron	In Progress
<b>November 30, 2021 Regular Council Meeting</b>			
21-11-794	That administration bring budget options to a future council meeting for a plow truck for Zama.	Willie	
21-11-813	That a letter be sent to the Minister of Justice and Solicitor General outlining the successes with RCMP and the oversight of the real problem which is justice.	Carrie/Byron	Assistance from Councillor Wardley
<b>December 14, 2021 Regular Council Meeting</b>			
21-12-854	That Policy DEV001 & DEV007 be brought back to Council for review.	Caitlin	Administration to research options for ROW urban standard development
<b>January 11, 2022 Regular Council Meeting</b>			
22-01-017	That administration proceed with land purchase as discussed, with funding coming from the Gravel Reserve Project.	Jeff	In Progress
22-01-020	That administration negotiate and/or verify costs and scope of work for the Fort Vermilion Airport Flood Recovery Phase 3 tender with the current bidder and bring back a recommendation to the next council meeting.	Byron	

Motion	Action Required	Action By	Status
<b>February 2, 2022 Regular Council Meeting</b>			
22-02-070	That a letter be sent to the Town of High Level requesting support for the 2019 Chuckegg Wildfire Disaster Recovery Program Claim.	Byron	<b>Claim finalized – final payment received</b>
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval.  PLS140031 PLS170002 PLS180022 PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground	Don/Caitlin	In Progress
<b>February 16, 2022 Regular Council Meeting</b>			
22-02-103	That administration enter into a tax payment agreement with Tallahassee Exploration Inc. as discussed.	Jen	<b>1<sup>st</sup> payment received</b>
22-02-108	That Administration move forward to renew the Campground Caretakers contract to operate the Campgrounds at Hutch Lake and Wadlin Lake for the 2022 season and for administration to advertise for a caretaker at Machesis Lake Campground.	Don	<b>COMPLETE</b>
22-02-120	That administration bring back options regarding insurance	Jen	
22-02-137	That Mackenzie County prepare to put in a regional bid to host the 2026 Alberta Winter or Summer Games.	Byron/Carrie	
<b>March 8, 2022 Regular Council Meeting</b>			
22-03-146	That administration proceed with land purchases as discussed.	Jeff	In Progress
22-03-147	That the 2021 Insurance Summary Report up to and including March 3, 2022, be received for information and that administration proceed as discussed.	Jeff	
22-03-155	That administration bring back the Gravel Reclamation Reserve Policy for amendment as discussed.	Jen	In progress
22-03-174	That Mackenzie County create an educational campaign to raise awareness and to promote care of County infrastructure to fund maintenance cost with potential input from ratepayer meetings.	Carrie	

Motion	Action Required	Action By	Status
22-03-175	That administration proceed with amending the PW010 Road Protection Agreement Policy as discussed and bring back to the next Council meeting.	Jeff	
22-03-176	That administration conduct an operations review in regards to Public Work operations in hamlet for Council review.	Jeff	
22-03-179	That administration proceed with the closure of the undeveloped road allowance between SW 17-106-12-W5M and NW 8-106-12-W5M for the purpose of sale and consolidation with the adjacent parcels.	Caitlin	<b>Update 2022-05-02 Landowners sold the property</b>
22-03-180	That Mackenzie County sell the undeveloped road allowance for market value, subject to the registration of a road closure between SW 17-106-12-W5M and NW 8-106-12-W5M.	Caitlin	<b>Update 2022-05-02 Landowners sold the property</b>
22-03-185	That the membership for the Federation of Canadian Municipalities Membership be renewed for 2022.	Carrie	<b>COMPLETE</b>
22-03-188	That May 9 – 13, 2022 be proclaimed as “Economic Development Week”.	Byron	
22-03-190	That administration bring back options for local golf tournament sponsorship.	Jeff	
<b>March 22, 2022 Committee of the Whole Meeting</b>			
COW-22-03-019	That the Committee of the Whole receive the Municipal Development Plan Overview as discussed and a recommendation be made to bring back an updated draft for review to a future Council meeting.	Byron/Caitlin	In progress
COW-22-03-022	That Policy ASB021 – Weed Control Policy be TABLED for further information.	Grant	
<b>March 23, 2022 Committee of the Whole Meeting</b>			
22-03-212	That Mackenzie County develop and enter into an Operating Agreement with the Zama Recreation Society for the Zama City Park/Campground for a term no more than five (5) years as per the March 13, 2022 proposal submitted.	Don	
22-03-213	That once the Operating Agreement with the Zama Recreation Society for the Zama City Park/Campground is signed the 2022 operating budget be amended with \$10,000 for the Zama Recreation Society coming from the Parks and Recreations 2022 Operating budget.	Jen	<b>Awaiting signed agreement</b>
22-03-214	That Administration bring to the next Council meeting an amendment to Bylaw 1246-21 Fee Schedule – Parks - Section 1 General Park Fees with the removal of Zama Community Park and all references under this heading.	Don	<b>2022-04-12</b>

Motion	Action Required	Action By	Status
22-03-215	That the La Crete North Access – Capital Project review be TABLED until a future Committee of the Whole meeting agenda with maps and design options.	Jeff	
22-03-218	That a lobbying package be created for the Minister of Agriculture requesting that the Grazing Association be able to keep revenue from the logging and farming on the Fort Vermilion Grazing Reserve for grazing lease improvements.	Byron/Carrie	
22-03-222	That administration communicate with the Recreation Boards regarding backup generators and bring back recommendations to council.	Don	
22-03-233	That Council approve the Regravelling Program 2022 as discussed, and that administration be directed to commence advertising.	Jeff	
22-03-233	That Council approve the Regravelling Program 2022 as discussed, and that administration be directed to commence advertising.	Jeff	
<b>April 12, 2022 Regular Council Meeting</b>			
22-04-275	That the Fort Vermilion Airport Flood Recovery Phase 3 tender for the Fort Vermilion Airport Lighting Upgrade Project & Disaster Recovery Program Flood Recovery be awarded to Northern Road Builders as originally tendered and including previously negotiated price reductions, while staying in budget.	Byron	
22-04-277	That a 75% road ban be implemented on Range Road 184 (6 mile road) from 10:00 am. to 10:00 p.m.	Jeff	
22-04-288	That Mackenzie County requests the Register to cancel the existing Certificate of Title for the following parcels of land and now issue new certificate of Title in the name of Mackenzie County:  Tax Roll 076930 Tax Roll 296434	Jen	In Progress
<b>April 26, 2022 Committee of the Whole Meeting</b>			
22-04-048	That a recommendation be made to Council directing administration to amend the Gravel Tender as discussed.	Jeff	
<b>April 27, 2022 Regular Council Meeting</b>			
22-04-304	That the 2022 Capital Budget for the Zama Building – Air Conditioning project, be amended by \$ 28,000 to include the addition of a heating system with funding coming from the General Capital Reserve.	Jen	<b>COMPLETE</b>

<b>Motion</b>	<b>Action Required</b>	<b>Action By</b>	<b>Status</b>
22-04-305	That the 2022 Regraveling Budget be amended by \$558,583 with the funds coming from the Gravel Crushing Reserve.	Jen	<b>COMPLETE</b>
22-04-307	That administration reach out to non-profit organizations for proposals to proceed with a "Spring Hamlet Clean-up Campaign" and bring back findings to Council.	Don	
22-04-308	That administration reach out to the Mighty Peace Fish & Game Association regarding fish stocking local ponds.	Don	
22-04-309	That \$2,474,243 of the 2021 Surplus be allocated to the Gravel Reclamation Reserve.	Jen	<b>COMPLETED Included in 2021 Financial Statements</b>
22-04-310	That the remaining 2021 Surplus of \$1,092,335 be allocated to the following reserves: - Gravel Crushing Reserve \$546,167; - Road Reserve \$546,168.	Jen	<b>COMPLETE</b>
22-04-314	That all 2020 approved bursary applicants that were unable to attend schooling in 2020 & 2021 due to COVID 19 restrictions in place, be approved for funding in 2022 with funding previously allocated to the Bursaries Reserve.	Jen	<b>COMPLETE</b>
22-04-315	That the 2022 Capital Budget be amended to include RR 181 Culvert Replacement project in the amount of \$198,275.00 with funding coming from the Road Reserve.	Jen	<b>COMPLETE</b>
22-04-316	That the 2022 Capital Budget be amended by \$179,010 for an Electrical Vehicle Charging Stations project, with funding coming from Electrical Vehicle Charging Program Grant.	Jen	<b>COMPLETE</b>
22-04-317	That administration develop a culvert maintenance program.	Jeff/Byron	
22-04-320	That Mackenzie County apply for the Disaster Mitigation and Adaptation Fund to address the overland flooding throughout Mackenzie County.	Byron	
22-04-321	That Mackenzie County Council send a letter to the Minister of Municipal Affairs stating we do not support the petition as it is written, however we do support the creation of a new municipality within Mackenzie County's boundaries and invite them to participate in a collaborative conversation/process regarding potential municipal boundaries.	Carrie	In Progress
22-04-322	That administration bring back potential dates for Community Meeting's, formally known as Ratepayer Meeting's to the next Council meeting.	Carrie	In Progress
22-04-324	That the budget be amended to include the 2019 Agricultural Fair Surplus in the amount of \$12, 655	Jen	<b>COMPLETE (One time Project)</b>

Motion	Action Required	Action By	Status
	from the general operating reserve to support the 2022 Agricultural Fair & Tradeshow.		
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.		
22-04-329	That Council directs the Agricultural Services Board (ASB) to develop an Agricultural Education Program.	Caitlin	
22-04-336	That the Organizational Chart be amended to include the Director of Planning and Agriculture.	Carrie	In Progress



April 20, 2022

File: 100-G03

Alberta Utilities Commission  
106 Street Building  
10<sup>th</sup> Floor, 10055 106 Street  
Edmonton, Alberta T5J 2Y2

Dear Utilities Commission,

**RE: Increasing Utility Fees**

Please accept this correspondence as a letter of support in addition to the correspondence you have already received from the Town of Fox Creek, dated March 23, 2022.

The Town of Taber joins in the increasing concern across the province regarding the rising utility fees for both natural gas and electricity. This concern is being felt throughout public and private spheres, and we are urging the Commission to take serious note of the concerns herein.

Over the past two years, residents of both Taber and the province have felt the ever-increasing strain of the ongoing COVID-19 pandemic coupled with increasing job insecurity and the rapid inflation of food, fuel, and housing costs. The rising costs of utilities have placed an additional strain on residents' already thin bottom lines.

It is important to note that the rising costs are not just impacting residents, but non-profits, small businesses, and commercial industries. Many of the aforementioned are in jeopardy of closing or forced to stop their services to our communities due to the increasing costs of utilities.

We as representatives of our community also note that it is wholly unacceptable that the rising costs of utilities have led to increased private profits as has been noted in the media lately. In our estimation, increased private profits seems to be a step too far given the undue hardship the public has faced these past two years and will likely continue to face unless the Commission takes swift action. As members of Council and representatives for our community's citizens, we believe now is not the time to be taking more money from the pockets of Albertans. Now is the time to be supporting Albertans when and where they need it most.

Alongside the Town of Fox Creek, the Town of Taber is urging the Commission to perform a review of the fees being charged on top of the actual usage fees all the while giving strict attention to the amount of profit corporations are making off of our residents and Albertans.

Your time and consideration for our residents, businesses, and non-profits is greatly appreciated.

Sincerely,

Mayor Andrew Prokop

Cc: Town of Taber Council  
Mr. Grant Hunter, MLA  
Alberta Municipalities  
Town of Fox Creek

April 20, 2022

Dear, Mackenzie County

The Rainbow Lake Youth Centre Society is honored to be a 2022 grant recipient.

2022 brings some relief and excitement to The Rainbow Lake Youth Centre. Easing Covid-19 restrictions have made it possible for our Society to offer more events for the kids. So far this year we have;

1. Halloween Dance
2. Wake A thon
3. Hosted the Annual Christmas Tree lighting and Santa Claus guided Twinkle Tour
4. Family campfire evening with hotdogs and s'mores as a place to watch the Fireworks finale of the Town of Rainbow Lake's Winter Festival.
5. Movie and group online gaming evening.
6. A Birthday party
7. Campfire, music, and man tracker evening

Future events we hope to host include;

1. Babysitter course
2. Bicycle Safety Rodeo
3. Scavenger hunt night
4. Friday night Fun nights (movies, games, crafts, or other things the kids come up with.)

The Rainbow Lake Youth Centre Society is grateful for your continued support. Thank you for enabling us to maintain a safe and entertaining facility that promotes a drug, alcohol and bully free environment for the youth in our community.

Sincerely,

*Maureen Leptich for,*

The Rainbow Lake Youth Centre Society

Maureen Leptich - President

Julia Howatt - Vice President

Geneen Bergman - Treasurer

Deanna Bateman – Secretary

Barbara Schulter – Director / Payroll

Stephanie Connors - Director



<sup>2</sup> Mackenzie County

Thank you very much for your  
continued support.

Maureen Leptail  
President of  
The Rainbow Lake Youth  
Centre Society



## BIG LAKES COUNTY

5305-56 Street Box 239, High Prairie, AB T0G 1E0  
T / (780) 523-5955 F / (780) 523-4227

April 22, 2022

Reeve Josh Knelsen  
Mackenzie County  
Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Knelsen,

**Re: 7<sup>th</sup> Annual Big Lakes Invitational Charity Golf Tournament**

Our 7<sup>th</sup> Annual Big Lakes Invitational Charity Golf Tournament will take place on Thursday, August 18, 2022, at the High Prairie & District Golf Course. Our goal is to raise funding that will be donated to the High Prairie & District Food Bank, the High Prairie & District Victim Assistance, and the Stollery Children's Hospital Foundation. In order to meet our goal, we are asking for sponsorship and participation from businesses and individuals.

By sponsoring this event, you'll be supporting very worthy charities and organizations within our community and province. A copy of our registration/sponsorship form has been attached.

We hope that we can count on your support. If you have any questions, please feel free to contact Jessica Plante at 780-523-5955 or [jplante@biglakescounty.ca](mailto:jplante@biglakescounty.ca).

Thanks in advance for your consideration!

Sincerely,

Robert Nygaard  
Reeve

Enclosure





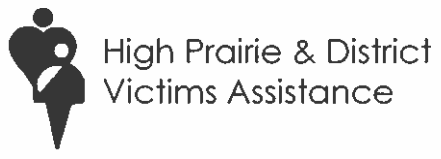
# 7<sup>TH</sup> ANNUAL BIG LAKES CHARITY GOLF TOURNAMENT

Thursday, August 18, 2022  
High Prairie & District Golf Course

### TITLE SPONSOR



### PROUDLY SUPPORTING:



In Support of the Stollery Children's Hospital Foundation

### SPONSORSHIP PACKAGES:

(includes one complimentary entry)

- \*PLATINUM — \$5000
- \*\*GOLD — \$3000
- SILVER — \$2000
- BRONZE — \$1000
- HOLE #1 — \$2000
- HOLE IN ONE — \$1500
- GOLF CARTS — \$2000
- REGULAR HOLE — \$1500
- \*\*BBQ — \$3000
- BREAKFAST — \$2000
- PEROGIES & SAUSAGE — \$1500
- WINGS & BEER — \$1500
- SHRIMP & CAESARS — \$1500
- BEVERAGE CART — \$1500
- SHOOTER HOLE — \$1500

\*four complimentary entries  
\*\*two complimentary entries

# REGISTRATION FORM

Deadline: July 10, 2022

## ENTRY FEE \$150 PER PERSON

Includes green fee for 18 holes, cart, continental breakfast, food holes & BBQ

Contact Name: \_\_\_\_\_

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Phone #: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ Fax #: (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Email: \_\_\_\_\_

Please check one:  All Players on the same team  All Players on different teams

Players: \_\_\_\_\_

Registration Fee: \_\_\_\_\_ x \$150 = \_\_\_\_\_

Complimentary Golfer(s): \_\_\_\_\_

Sponsorship Amount: \$ \_\_\_\_\_

Total: \$ \_\_\_\_\_

### METHOD OF PAYMENT *(please make cheques payable to: Big Lakes Charity Golf)*

Visa  Mastercard  Cheque  Cash  Invoice

Cardholder Name: \_\_\_\_\_

Credit Card #: \_\_\_\_\_

Expiry Date: \_\_\_\_ / \_\_\_\_ (MM/YYYY)

Authorized Signature: \_\_\_\_\_

### SCHEDULE:

7:30 a.m. Breakfast & Registration  
8:45 a.m. Welcome & Group Photo  
9:00 a.m. Texas Scramble Shotgun start  
3:30 p.m. BBQ & Live / Silent Auction

**From:** [Colin Buschman](#)  
**To:** [Josh Knelsen](#)  
**Cc:** [Office](#)  
**Subject:** KeepAlbertaRCMP Community Engagement Final Report  
**Date:** April 27, 2022 9:06:21 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[Your Police, Your Future - Listening to Albertans.pdf](#)

---

**\*This email was sent on behalf of National Police Federation President, Brian Sauvé\***

Dear Reeve Knelsen and Mackenzie County Council,

Recently, the National Police Federation (NPF) completed our KeepAlbertaRCMP Community Engagement Tour. We promised Albertans we would report back to the Government of Alberta what we heard. Today, NPF today released its final report [Your Police, Your Future – Listening to Albertans](#). In it, we outline the reason for broad engagement, who we spoke with, and the places we visited. Most importantly the report details what Albertans from across the province told us in response to the Government of Alberta’s proposal to replace the RCMP with a new provincial police service. Across 38 municipalities, five virtual sessions and over 1000 participants including the public, Mayors, Reeves, Councillors, Members of the Legislative Assembly, and Members of Parliament, here are the key themes we heard:

- The majority of Albertans told us loud and clear that they do not want an expensive police transition to replace the RCMP with a new provincial police service.
- The Government of Alberta should make priority investments aimed at improving the justice system, strengthening social services, and increasing police resources.
- Participants felt they had not been consulted by the Government and that targeted investments would bring better and more immediate results to addressing crime in their communities.

If you have any questions or if you would like to further discuss the report, please contact Colin Buschman, Western Government Relations Advisor, at [cbuschman@npf-fpn.com](mailto:cbuschman@npf-fpn.com).

*Sincerely,*

**Colin Buschman**

Western Government Relations Advisor | Conseiller, Relations Gouvernementales de l’ouest

**National Police Federation | Fédération de la Police Nationale**

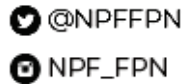
(236) 233-8100

<https://npf-fpn.com>



**NATIONAL  
POLICE  
FEDERATION**

**FÉDÉRATION  
DE LA POLICE  
NATIONALE**



nationalpolicefederation

National Police Federation

The mission of the National Police Federation is to provide strong, professional, fair and progressive representation to promote and enhance the rights of RCMP members. La mission de la Fédération de la police nationale est de fournir une représentation forte, professionnelle, juste et progressive afin de promouvoir et faire avancer les droits des membres de la GRC. This email may contain PRIVILEGED AND/OR CONFIDENTIAL INFORMATION intended only for the use of the addressee. If you are not the addressee or the person responsible for delivering it to the person to whom it was addressed, you may not copy or deliver this to anyone else. If you receive this email by mistake, please immediately notify us.

Ce courriel peut contenir des informations CONFIDENTIELLES ET/OU PRIVILÉGIÉES exclusivement restreintes à l’usage du/de la destinataire. Si vous n’êtes ni le/la destinataire, ni la personne responsable pour la livraison au/à la destinataire, il ne vous est pas permis de copier ou d’acheminer ceci à toute autre personne. Si vous avez reçu ce courriel par erreur, nous vous serions reconnaissants de bien vouloir nous faire part par téléphone ou courriel immédiatement.

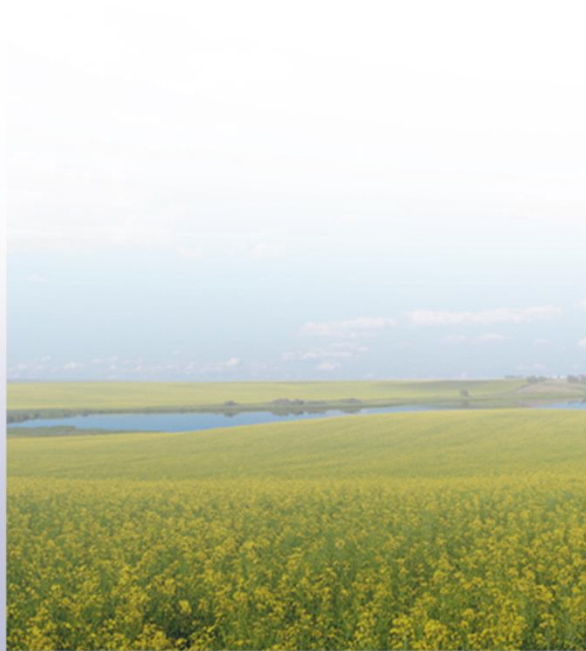




NATIONAL  
POLICE  
FEDERATION

FÉDÉRATION  
DE LA POLICE  
NATIONALE

# Your Police – Your Future: Listening to Albertans



-  [KeepAlbertaRCMP.ca](https://www.KeepAlbertaRCMP.ca)
-  [Keep Alberta RCMP](https://www.facebook.com/KeepAlbertaRCMP)
-  [@KeepAlbertaRCMP](https://twitter.com/KeepAlbertaRCMP)

RCMP MEMBERS  
**ALBERTAN**  
*at Heart*



# EXECUTIVE SUMMARY

## **What we heard**

Through the NPF's community engagement sessions and online surveys with Albertans we heard loud and clear that the majority do not want a new police service, and instead want to redirect that funding to prioritize improving the justice system, strengthening social services, and increasing police resources. Participants felt that these targeted investments would bring better and more immediate results to address crime within communities.

## **Background**

In 2020, the Fair Deal Panel (FDP) recommended that the Government of Alberta consider transitioning away from the RCMP to an Alberta Provincial Police Service (APPS). The Panel's own survey showed that most Albertans do not support this idea, ranking it second last in terms of priorities for Alberta. Following the FDP recommendations, the Government hired PricewaterhouseCooper (PwC) in October 2020 to conduct a \$2 million report which was completed in spring 2021 and released publicly in November 2021, titled [APPS Transition Study](#).

Since December 2020, the National Police Federation (NPF) has conducted three rounds of public opinion research through Pollara Strategic Insights which have consistently shown that only less than nine per cent of Albertans support such a transition. This research has shown that

Albertans do not want to pay for increased costs and instead want additional resources to be invested into the Alberta RCMP to continue to reduce and mitigate rural crime and more funding within the Alberta justice system to tackle the issue of repeat offenders.

## **Our community engagement**

The NPF has been actively meeting with Albertans, stakeholders, and elected officials over the past year, all of whom have shared these same sentiments. Following the release of the APPS Transition Study, the Government continued to assert that the majority of Albertans supported such a plan: which is the exact opposite of Pollara's findings and what the NPF has heard. In response to this, the NPF undertook a community engagement tour of Alberta municipalities to both inform and hear from municipalities and residents on policing.

The KeepAlbertaRCMP Community Engagement Tour held meetings in [38 municipalities](#) from Pincher Creek to Fort McMurray with five additional [virtual sessions](#), and other meetings with stakeholders and organizations as requested by them. From the Community Engagement Tour, the NPF developed this report sharing what we heard from communities across the province and the questions they still want answered by the Government.





## WHO WE HEARD FROM



The KeepAlbertaRCMP Community Engagement Tour held public sessions throughout the province which were open to everyone. Significant social media ads, print and digital ads, and local radio commercials ensured that as many people as possible knew we were coming to their community and how to join. The NPF also held additional presentations with community groups, on request, such as Rotary Club and Rural Crime Watch, as well as presented to numerous First Nations Chiefs and First Nations members.

In addition to the public, Mayors, Reeves, Councillors, Members of the Legislative Assembly, and Members of Parliament attended these engagement sessions, as well as various other municipal officials and municipal employees. Many community organizations also attended our engagement sessions including Rural Crime Watch chapters, Citizens on Patrol chapters, and others who work to make the Alberta justice system safer and fairer for all.

## WHAT WE HEARD

Survey respondents and engagement session participants shared a great deal about both the positive aspects of the current policing structure and the challenges they have experienced with policing in their community. Participant views, challenges, and their need for more information on the proposed police model are outlined in more detail in the following sections.



The image above captures the most used words in open-ended responses across all surveys. The size of the word corresponds with the relative frequency each word was used. “RCMP”, “money” and “resources” were the most frequently used words, followed by “financial pain”, “judicial system”, “great jobs” and “utmost respect” - indicating the predominance of these sentiments. It is important to note that in most open-ended responses, 86% supported keeping the RCMP. Statements most often reflected their concerns with transitioning to a new police service, while at the same time highlighting the great job and respect for the RCMP.

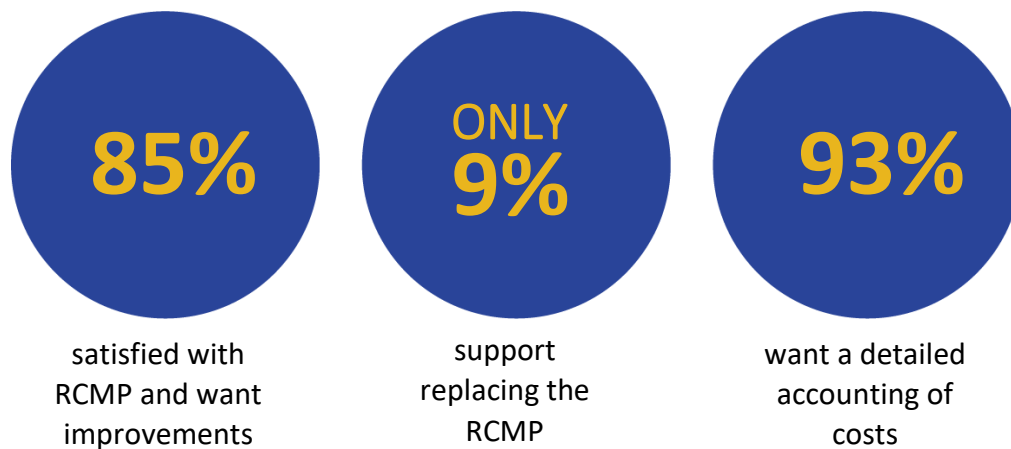


## By the Numbers

Since October 2020, the NPF has conducted three rounds of research through Pollara Strategic Insights, October 2020 (W1), April 2021 (W2) and October 2021 (W3). The NPF also conducted an online survey during the same timeframe as the engagement sessions to gain feedback from those who attended and those who were unable to attend. This survey was open from January to March 31, 2022.

SURVEYS	Number of responses
Pollara October 2020 (W1)	1,300
Pollara April 2021 (W2)	1,228
Pollara October 2021 (W3)	1,221
NPF: Satisfaction of RCMP policing (2022)	672
NPF: Policing improvements within communities (2022)	739

Across all research conducted between 2020 and 2022, the graphic below demonstrates the average response to questions asked. See Appendix A for further analysis of the survey responses.



## Municipal Support

In March of 2022, both of Alberta’s municipal associations, Alberta Municipalities (ABmunis) and Rural Municipalities of Alberta (RMA), passed resolutions opposing the Government of Alberta’s provincial police service transition proposal. Together, these organisations represent all the 300+ municipalities across Alberta.

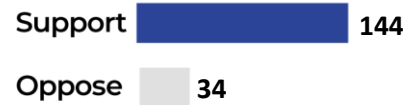
ABmunis passed a resolution that “Alberta Municipalities strongly oppose the APPS models proposed in the PwC study and develop an advocacy and communications strategy to advance our position.

Further, that Alberta Municipalities urge the Government of Alberta to invest in the resources needed to:

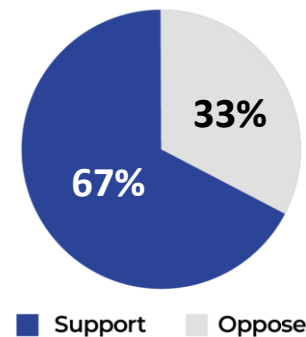
1. Address the root causes of crime (i.e., health, mental health, social and economic supports); and
2. Ensure the justice system is adequately resourced to enable timely access to justice for all Albertans.”<sup>i</sup>

RMA passed a resolution that “Rural Municipalities of Alberta request that the Government of Alberta not create an Alberta Provincial Police Service”.<sup>ii</sup>

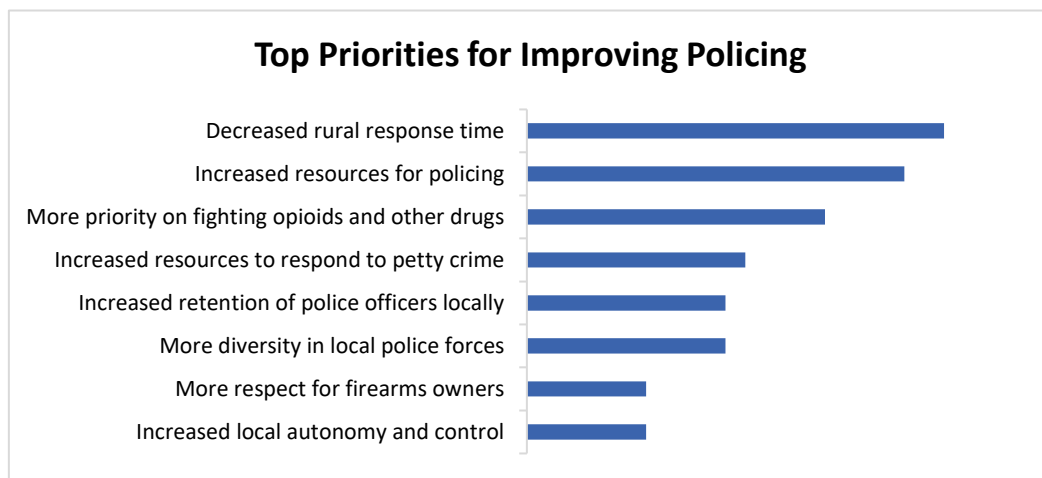
### ABMUNIS MOTION 2022



### RMA RESOLUTION 2022



## Priorities of Albertans



We know that there are improvements that can be made within the current policing model in Alberta. Through our surveys and during discussions at our engagement sessions and as noted above in the ABmunis motion, Albertans want the Government to decrease rural response time, increase resources for police and focus on fighting opioids and other harmful drugs that are on the rise within communities.

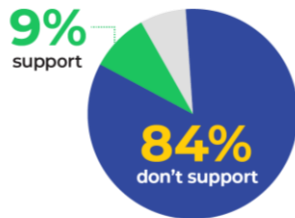


## Key Themes

We heard about the positive aspects of the current policing model and of the challenges experienced by residents and communities. While some aspects of the discussions differed across the province, we heard overwhelmingly the same message: Albertans do not support a transition away from the RCMP.

During engagement sessions, two main issues continued to be raised: associated costs and impacts to public safety.

**Albertans DO NOT SUPPORT replacing the Alberta RCMP**



Participants also shared their frustration over the lack of basic information surrounding the potential transition from the Government. Many participants expressed that they had reached out to their local MLA and either did not receive a satisfactory answer or are still waiting for answers.

More specifically, Albertans noted that the challenges they face with the current policing structure are not just a result of policing, but a multitude of services that impact public safety including: the judicial system, lack of crown prosecutors, lack of community supports, reduction of mental health programs, and a need for better police infrastructure and resources - all of which the province oversees.

The following key themes emerged from the NPF's community engagement sessions:

### 1. Why is This Being Pursued?

#### Frequently asked questions

**Why is the Alberta government continuing to pursue this?**

**What is so broken it must be replaced instead of fixed?**

**Who is going to benefit from this transition?**

Many attendees questioned whether the Government was pursuing a new police service for motives other than public safety. This topic arose as residents pointed out that the Fair Deal Panel's findings through surveys of Albertans showed a lack of community support. Many continue to feel that this proposed transition is going to move forward, regardless of what Albertans want. Albertans want to ensure that public safety will not and can not be compromised for any political reason. Many people expressed that they did not feel consulted and were not heard by either the Government or their local MLAs.

Participants also questioned why the Government failed to conduct a review of the current services provided by the RCMP to identify where resources could be invested to improve the current police structure and associated costs of doing so.



## 2. Costs

### Frequently asked questions

**Why isn't the Government investing this "extra" money to address the root causes of crime?**

**Why does the Transition Study seem to ignore the federal contribution?**

**Where is all this additional money going to come from?**

**How much will costs increase if transition timelines are delayed?**

Throughout the engagement sessions and surveys, participants emphasized their concern surrounding additional costs associated with a potential APPS. Many felt that while the Transition Study was fulsome in some cost areas, there were many noted "unknown" costs or areas where more analysis would be needed to assess the full costs and impacts. This has left participants with more questions than answers.

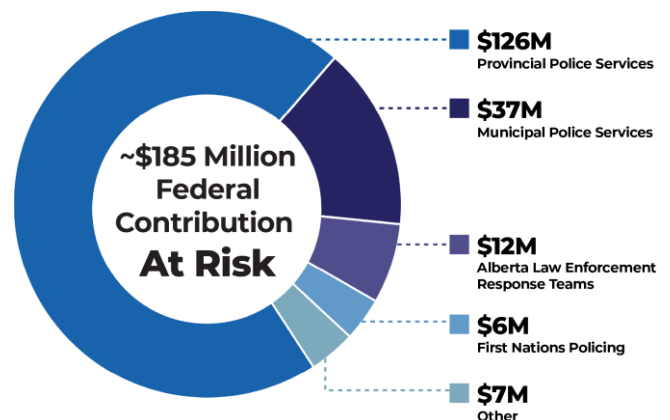
The most common question raised surrounding costs was "who is going to pay for this?" Attendees noted that the Government has stated that municipalities would not pay for the additional costs (+\$139 million per year, increasing with inflation) but has still not been able to state clearly to Albertans who would. We heard that participants felt that ultimately municipalities and taxpayers would be saddled with the increased costs and/or the fear that taxes would be raised.

**"Municipalities cannot bear to have more of these (police) costs downloaded to them, especially if there's not proof that there will be increased levels of service."**

– Sturgeon County Mayor Alanna Hnatiw  
St Alberta Today (February 9, 2021)<sup>iii</sup>

Costs continued to be the main concern amongst participants. Many found it hard to rationalize the proposed costs associated with an APPS and pointed out that the Transition Study noted that the APPS would be modeled after the RCMP. Many saw this as a waste of taxpayers' money which could be better spent in other ways to better address public safety in Alberta. Participants believed increased investments alone into policing will not fix rural crime, but instead a multi-pronged approach including hiring and retaining crown prosecutors and ensuring an end to the revolving door of the justice system would provide more immediate crime reduction.

We heard that some residents did not fully understand the current federal contribution that the federal government provides to the Government of Alberta to cover 30% of the policing costs for having the RCMP as the provincial police service. Many believed that the federal government would continue to provide the Government some money to cover policing costs.





At the same time, participants felt the Transition Study was misleading because it didn't outline the Ontario Provincial Police or the Sûreté du Québec policing models and associated costs, which would be the best comparison to demonstrate potential costs for an APPS. Neither Ontario nor Quebec receive any federal contributions to cover their own provincial police services. This benefit is provided only to provincial partners who use the RCMP. Many participants also expressed that they felt the Government was not doing a great job at providing accurate information to MLAs on the topic, as some UCP MLAs had been telling their residents that the federal contribution would continue under an APPS model. During one of our sessions, a UCP MLA in attendance, also stated this misleading information. In addition, we also heard from some UCP staff who attended that they believed that the contribution would continue. Many attendees felt misled, frustrated, and expressed a lack of trust with the information being provided to them.

### 3. Oversight & Provincial Responsibility

Looking at the current state of policing in Alberta, there appeared to be some misunderstanding as to the role the Province plays in setting the priorities of the Alberta RCMP. Participants expressed that part of this confusion stems from false claims by the Province that the RCMP priorities are set by Ottawa.

During our engagement sessions we pointed to the various sections of the [Provincial Police Service Agreement](#) (PPSA), which outlines police services between the RCMP and the province, which state:

Article 6.1:

*"The Provincial Minister will set the objectives, priorities and goals of the Provincial Police Service."*

Article 6.3:

*"The Provincial Minister will determine, in consultation with the Commissioner, the level of policing service to be provided by the RCMP..."*

Article 18.1(e):

*"Each fiscal year the Provincial Minister will...provide the Commanding Officer with the projected annual budget for the Provincial Police Service for the next fiscal year, as well as projected budgets..."*

#### Did You Know?

Detachment Commanders hold townhalls regularly to get input from the general public in their communities around policing priorities, along with general discussions around community safety issues.

Some attendees found this helpful, while others still questioned why the Province would state otherwise. It was expressed that these two narratives are creating confusion amongst the public.

Municipal officials who attended the engagement sessions expressed appreciation for the hard work of Alberta RCMP Members and the difference they make in their communities. Municipal officials maintain direct and open contact with their local Detachment Commander through strong relationships. We heard that many municipalities utilize local advisory committees with their local RCMP as a way to express local concerns, identify crime trends, and to discuss and determine local priorities for the year. Many municipal leaders expressed fear that these strong



relationships would be lost through a transition, including local knowledge of crime trends and offenders.

**“I believe that the town of Millet has great relationship with the local RCMP detachment and would not support their removal from the Province”**

- Millet Mayor Doug Peel  
The Wetaskiwin Times (Nov 3, 2021)<sup>v</sup>

#### 4. Staffing and Training

##### Frequently asked questions

**If Alberta has the money for a transition, why not use it to provide additional resources to the RCMP?**

**Where is the Government going to find that many officers in Alberta?**

**How would an APPS match the high-level of police standards of the RCMP?**

**How much would a training facility costs, and the staff needed?**

We consistently heard about staffing challenges with the current policing structure and concerns about how an APPS would better address these challenges. Participants noted that there is a decline in police personnel within Canada, which does create staffing issues within the RCMP and can impact crime rates within their communities. However, many noted that the Transition Study does not outline this issue and how it would be able to recruit and train the number of officers it would need to fully staff a provincial police service.

Many participants questioned if the current Alberta RCMP Members would transfer over to a new APPS. However, some municipal leaders pointed out that in the Government consultations they attended, the provincial government was citing that they predict about 15% of the current Alberta RCMP would transition over. This flagged a further issue with attendees on how the Government would recruit the remaining ~2,500 officers needed to form an APPS. During the engagement sessions, the NPF outlined that most of the RCMP officers would continue to stay with the RCMP and transfer to other postings, as we have seen in other jurisdictions. We then heard attendees note that the Government is highlighting a potential APPS as being local officers from Alberta, and with recruiting challenges and most of the RCMP officers remaining with the RCMP, such a notion would be impossible.

**“The RCMP are serving us well...I don’t see a lot of positives to a provincial police force.”**

- St. Albert Mayor Cathy Heron  
St Alberta Today (February 9, 2021)<sup>v</sup>

Another issue that was raised was that the current RCMP model allows for officers to move in and out of communities, which can be a challenge. While the current RCMP structure does move officers, most often these officers are relocated between communities within Alberta and not out of province. This still allows the community to benefit from the Member’s Alberta crime knowledge. However, not all participants saw this as a concern and praised the model as it allows for officers with various expertise and backgrounds to come into the community; stops political influence of officers in communities; and if a municipality wishes to retain an officer there were avenues to obtain the officer for a longer contract.



**“Lethbridge County Council and a majority of other rural municipalities do not support this proposed transition to an Alberta Provincial Police Service.”**

– Lethbridge County Reeve Tory Campbell  
My Lethbridge Now (Jan 20, 2022)<sup>vi</sup>

During our sessions we also heard that the RCMP has some of the highest training standards in the world and that a move to an APPS could jeopardize the quality of service they receive. The Transition Study also noted a two-tiered police model for an APPS with less fully trained officers. Many participants expressed huge concerns, especially in rural communities, on how this could negatively impact police services to some of the complex crimes they experience and how this would improve public safety and confidence in the police.

## 5. Improve, Not Replace

Communities across Alberta appreciated having both the NPF and the Government come to their community to discuss policing but felt that the conversation should not be about replacing, but instead on ways to improve the current policing model.

It was often repeated throughout the NPF engagement sessions that Albertans do not have an issue with the RCMP, but instead with the Alberta justice system that seems to create a revolving door for criminals to reoffend with little-to-no repercussion. Part of this problem comes from the shortage of crown prosecutors which communities want addressed first and foremost.

**“The issue with rural crime is not about the police force, it's about the justice system not performing well”**

– Edson Mayor Kevin Zahara  
CBC Edmonton (March 9, 2022)<sup>vii</sup>

We heard how the RCMP can better serve communities including better support for mental health calls, continuing to address rural response times, addressing delays in RCMP transfers, and increasing administrative help to ensure RCMP officers can be out on the streets instead of behind a computer.

## 6. Call for Consultation and Answers

### Frequently asked questions

**Why isn't the public allowed into the Government consultations?**

**How do we make sure our MLAs are listening to us?**

**Why is the Government pursuing this without consulting Albertans?**

Since the release of the Transition Study, the Government has undertaken limited consultations with only municipal leaders and key stakeholders. The public was not allowed to attend and even had their participation revoked if they were invited by a municipal official. We heard repeatedly from participants that they do not feel properly consulted by the Government on this matter. They were frustrated that the only consultation that is open to the public is a proposed online survey. We also heard from many First Nation leaders that they were not consulted and grew frustrated with this proposal and lack of communication from the Government.

We heard that participants have written letters to their local MLA, but many have gone unanswered, or the response received was vague and did not answer the questions asked, but instead only received a templated response.





## Unanswered Questions

During our engagement sessions we heard a multitude of questions from participants that have gone unanswered by the Government. Albertans need answers to make an informed decision.

1. The proposed APPS transition will cost Albertans more than \$185 million/year in Federal contributions, plus more than \$366 million in transition costs. Where is this money going to come from?
2. With so many police departments struggling to recruit, and the Government assuming only 15% of Alberta RCMP would transition to an APPS, how do they plan to fill the other ~2,500 positions in just four years?
3. The Transition Study states that APPS officers would initially be trained in municipal training facilities (Calgary and Edmonton police services). Are these facilities prepared and equipped to train the ~2,500 officers needed?
4. The APPS report offers two models, with Model A offering half as many fully trained officers as the current Alberta RCMP. Why would the Government consider providing less than the current complement of fully trained police officers for rural Albertans, and for more money?
5. Why didn't the Provincial Government review the current Alberta RCMP police service model for how efficiencies could be made, and the cost to do so?
6. When will the Government be completing a true feasibility study to clarify the assumptions made in the Transition Study as recommended by PwC?

## ABOUT THE NPF



The National Police Federation (NPF) is the sole certified bargaining agent representing ~20,000 Members of the Royal Canadian Mounted Police (RCMP) across Canada and internationally, including about 3,500 Members in Alberta. Certified in 2019, the NPF is the largest police labour relations organization in Canada. The NPF's mission is to provide strong, fair, and progressive representation to promote and enhance the rights of RCMP Members.

## APPENDIX A: Survey Results

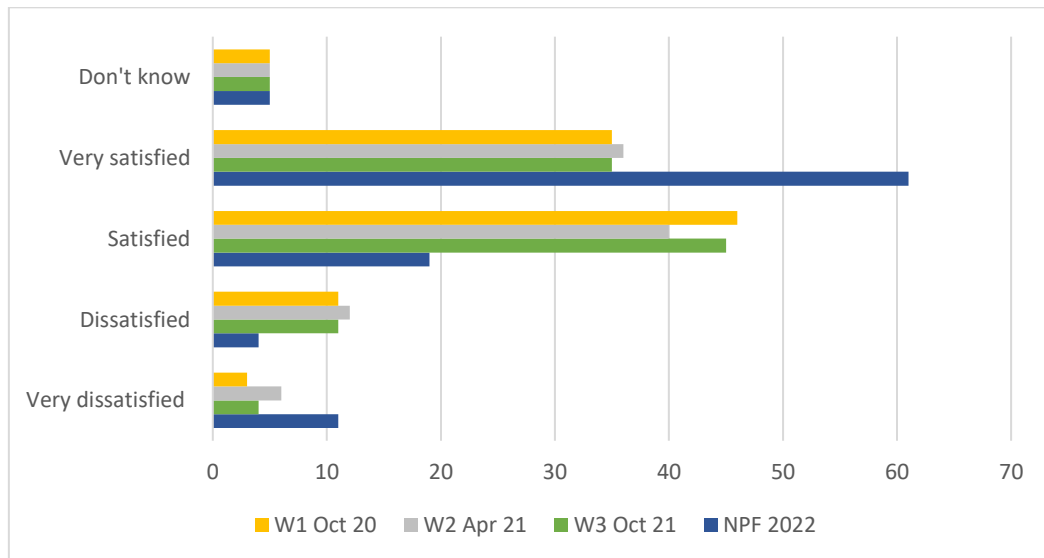
The following charts display the results from the surveys conducted since October 2020 and show a cross comparison overtime of the responses to specific questions asked.

**Table A1:** Surveys

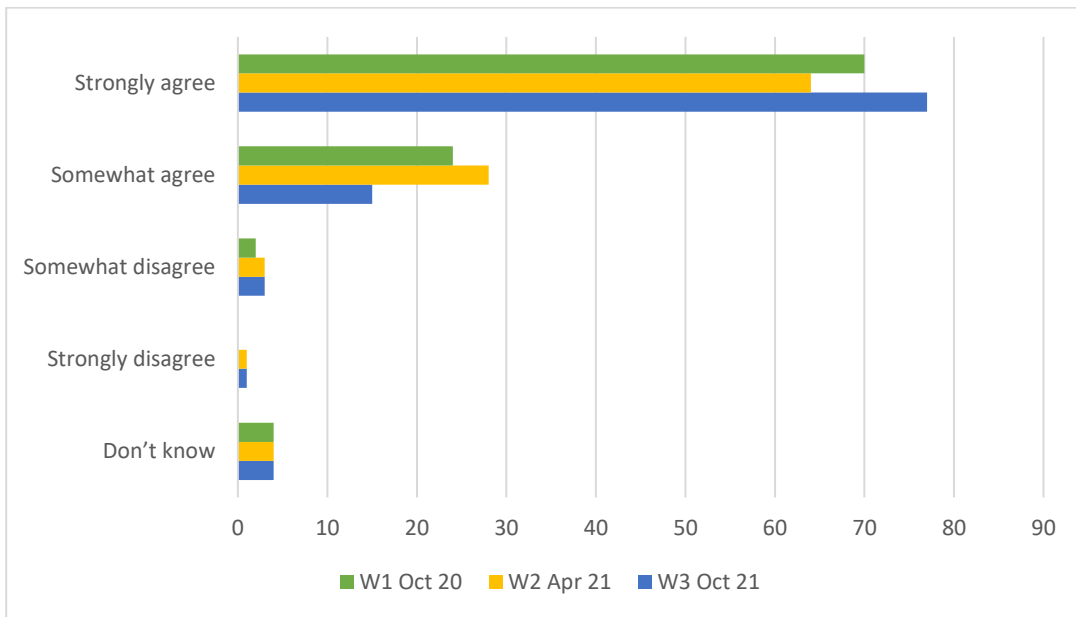
SURVEYS	Number of responses
Pollara October 2020 (W1)	1,300
Pollara April 2021 (W2)	1,228
Pollara October 2021 (W3)	1,221
NPF: Satisfaction of RCMP policing (2022)	672
NPF: Policing improvements within communities (2022)	739

Between January and March 31, 2022, the NPF conducted its own online survey at the same time as the NPF’s engagement sessions to further collect information and feedback.

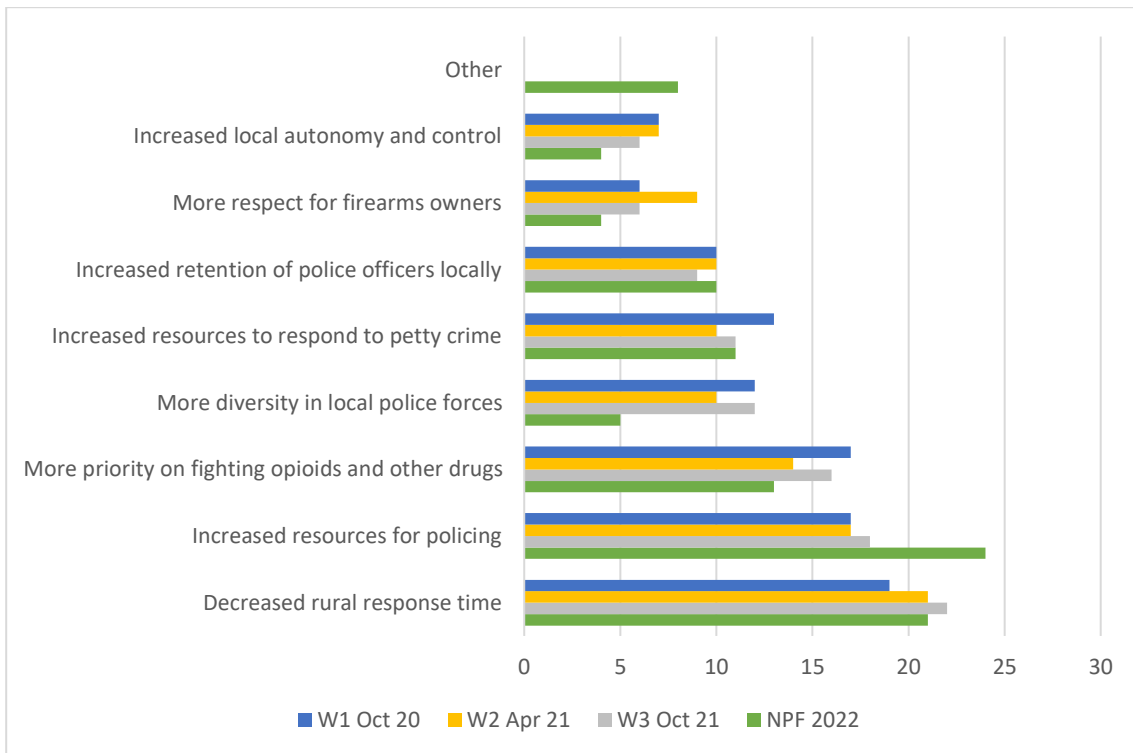
**Figure A1:** How satisfied are you with the RCMP’s policing in your community? (4,421 respondents)



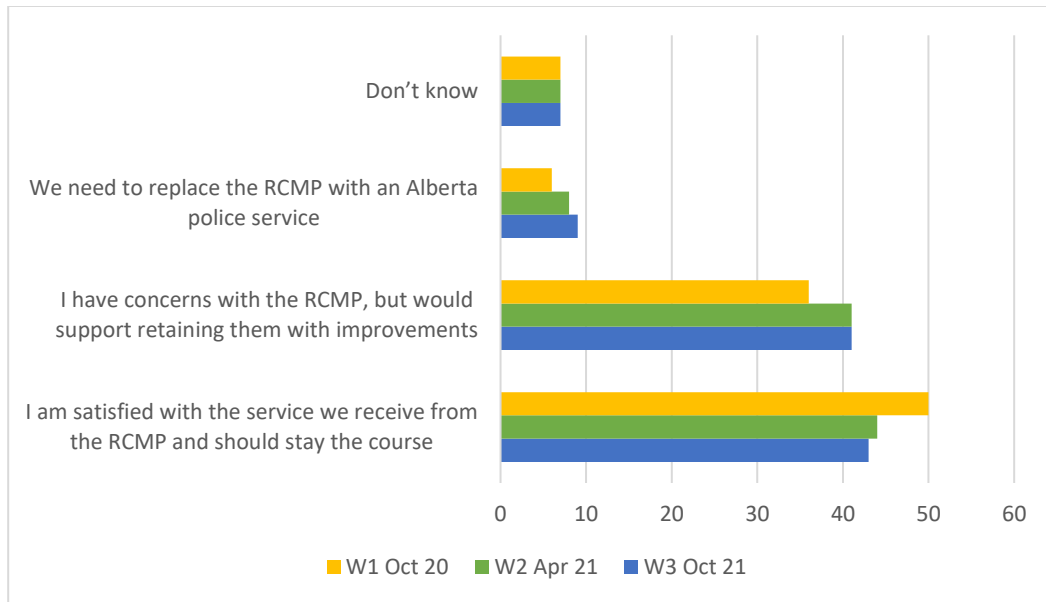
**Figure A2:** Before any changes to policing are made, there needs to be a detailed accounting of costs and impacts to service levels. (3,749 respondents)



**Figure A3:** What is the most important improvement you'd like to see in policing in your community? (4,448 respondents)



**Figure A4:** Which of the following statements best reflects your viewpoint? (3,749 respondents)



<sup>i</sup> “MLC Presentations & APPS position (RFD) now available.” *Alberta Municipalities*. Mar 16, 2022.

<https://www.abmunis.ca/news/mlc-presentations-apps-position-rfd-now-available>

<sup>ii</sup> “Continued Support for the Royal Canadian Mounted Police in Alberta.” *Rural Municipalities of Alberta*. March 15, 2022.

<https://rmlberta.com/resolutions/4-22s-continued-support-for-the-royal-canadian-mounted-police-in-alberta/>

<sup>iii</sup> Ma, Kevin. “Mayors cool to proposed Alberta police force.” *St. Albert Today*. Feb 9, 2021, <https://www.stalberttoday.ca/local-news/mayors-cool-to-proposed-alberta-police-force-auma-heron-hnatiw-morishita-king-3358994>

<sup>iv</sup> Max, Christina. “Local leaders not backing provincial police force idea.” *The Wetaskiwin Times*. Nov 3, 2021, <https://www.wetaskiwintimes.com/news/local-leaders-not-backing-provincial-police-force-idea>

<sup>v</sup> Ma, Kevin. “Mayors cool to proposed Alberta police force.” *St. Albert Today*. Feb 9, 2021. <https://www.stalberttoday.ca/local-news/mayors-cool-to-proposed-alberta-police-force-auma-heron-hnatiw-morishita-king-3358994>

<sup>vi</sup> Siedlecki, Patrick. “Lethbridge County not in favour of Alberta scrapping the RCMP.” *My Lethbridge Now*. Jan 20, 2022. <https://www.mylethbridgenow.com/23621/lethbridge-county-not-in-favour-of-alberta-scrapping-the-rcmp/>

<sup>vii</sup> French, Janet. “Bill overruling local mask laws 'a precedent we don't appreciate,' Alberta municipal leaders say.” *CBC News*. Mar 9, 2022. <https://www.cbc.ca/news/canada/edmonton/bill-overruling-local-mask-laws-a-precedent-we-don-t-appreciate-alberta-municipal-leaders-say-1.6379240>





ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR108601

April 26, 2022

Reeve Joshua Knelsen  
Mackenzie County  
PO Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Knelsen:

I want to extend my appreciation for meeting with me and the Town of Rainbow Lake on February 17, 2022, to review the viability assessment on the Mackenzie region formation proposal.

At that time I invited both councils to submit comments on their respective positions regarding the proposed restructuring. To date, I have not received any input from Mackenzie County and would like to once again invite your feedback.

It is important that I provide transparency to the petitioners on my final decision with respect to their proposal. To that end, if I have not received input from Mackenzie County within 30 days of receipt of this letter, I will presume the county has no concerns with the results of the viability assessment on the formation proposal, and no further comment on my inclination to conclude this matter.

I am grateful for Mackenzie County's participation and input throughout the process.

Sincerely,

Ric McIver  
Minister

cc: Byron Peters, Interim Chief Administrative Officer



ALBERTA  
MUNICIPAL AFFAIRS

*Office of the Minister  
MLA, Calgary-Hays*

AR108279

April 29, 2022

Reeve Joshua Knelsen  
Mackenzie County  
PO Box 640  
Fort Vermilion AB T0H 1N0

Dear Reeve Knelsen: *Josh*

Thank you for taking the time during the Rural Municipalities of Alberta Spring 2022 Convention to meet with me to discuss your concerns regarding physician recruitment, taxation on land leases, administration of grazing reserves, and Subdivision Development Appeal Board (SDAB) membership.

I appreciated the opportunity to hear your municipality's concerns and build on our relationship during the meeting. As discussed, I have shared your concerns regarding the delays in hiring a doctor from outside of Canada with my colleague, the Honourable Jason Copping, Minister of Health.

I understand Brandy Cox, Deputy Minister, has confirmed via email that the county may use one tax notice for all the leases and that she will followup with Alberta Environment and Parks regarding opportunities to streamline the administration of grazing reserves. Municipal Affairs will continue to work with the Rural Municipalities of Alberta and Alberta Municipalities regarding clarity on SDAB membership and the sharing of councillors from other municipalities.

Please do not hesitate to contact my office if you require any additional information regarding our discussion during the convention. I look forward to working with you and your council to build strong and resilient communities in our great province.

Sincerely,

Ric McIver  
Minister

cc: Honourable Jason Nixon, Minister of Environment and Parks  
Honourable Jason Copping, Minister of Health  
Brandy Cox, Deputy Minister of Municipal Affairs  
Byron Peters, Interim Chief Administrative Officer, Mackenzie County

## Jenna Schmidt

---

**Subject:** FW: 2022 Forestry Open House & Information Session  
**Attachments:** 2022-23 Trifold colour.pdf; Open\_House\_GDP\_Map.pdf

---

**From:** Crystal Coray <[Crystal.Coray@tolko.com](mailto:Crystal.Coray@tolko.com)>  
**Sent:** May 5, 2022 3:26 PM  
**Subject:** 2022 Forestry Open House & Information Session

Good afternoon,

Please accept this email as an invitation to the 2022 Open House/Information Sessions to be held at the locations listed below. If you are unable to attend and have any questions or concerns, please feel free to contact any of the noted persons in the attached document.

**HIGH LEVEL OPEN HOUSE: THURSDAY, MAY 19<sup>TH</sup>, 2022**

Town of High Level Office (10511-103<sup>rd</sup> St, High Level)  
BBQ & Refreshments From 11:00 am to 1:00 pm  
Open House From 11:00 am to 5:00 pm

**LA CRETE INFORMATION SESSION: FRIDAY, MAY 20<sup>TH</sup>, 2022**

Mackenzie County Sub-Office (9205-100<sup>th</sup> St, La Crete)  
Information Session From 10:00 am to 12:00 pm – refreshments available

**FORT VERMILLION INFORMATION SESSION: FRIDAY, MAY 20<sup>TH</sup>, 2022**

Mackenzie County Corporate Office (4511-46<sup>th</sup> Avenue, Fort Vermillion)  
Information Session From 1:00 pm to 3:00 pm – refreshments available.

Thank you,  
Crystal

Crystal Coray  
Woodlands Assistant - Tolko Industries Ltd.  
T (780)926-8976  
[Crystal.Coray@Tolko.com](mailto:Crystal.Coray@Tolko.com)  
11401-92<sup>nd</sup> Street High Level AB T0H 1Z0




During the spring and summer of 2022, 17.4 million seedlings will be planted by Tolko, La Crete Sawmills, West Fraser (Norbord), Evergreen and Crestview.




3.5 million of that will be planted within the Chuckegg fire boundary to complete the salvage harvest west of High Level.

The 2022 Stand Tending Plan identifies proposed areas within a regenerating cutblock to receive mechanical stand tending: **Bend N Break** application.

The treatment involves “Bending” aspen/poplar stems in a 1 metre radius around the planted crop tree. The goal is to ensure successful establishment of planted tree species like pine and spruce, by reducing competing species such as aspen or poplar



More information at [www.highlevelwoodlands.com](http://www.highlevelwoodlands.com)



## Log Haul Issue & Concern

### (780) 926-2989

**Please report any unsafe log truck driving**

The companies welcome your comments at any time. If you want regular updates or have a comment or concern, members of the public are invited to participate in the Public Advisory Committee. The committee meets quarterly or as needed. Please contact JaDean Clarke at 780-285-0420 or [jadean.clarke@tolko.com](mailto:jadean.clarke@tolko.com) for committee information.

If you would further like to discuss any questions, concerns or comments about the plans please contact the following:


Paul Hewitt  
Tolko Industries Ltd.  
(780) 926-8992  
[paul.hewitt@tolko.com](mailto:paul.hewitt@tolko.com)

Pat Cool  
West Fraser (Norbord Inc.)  
(780) 841-3653  
[pat.cool@westfraser.com](mailto:pat.cool@westfraser.com)

Aaron Doepel  
La Crete Sawmills Ltd.  
(780) 928-2292  
[aarond@lacetresawmills.com](mailto:aarond@lacetresawmills.com)

Jon Goertzen  
Crestview and Evergreen  
(780) 821-0329  
[jon.goertzen@lcf.cc](mailto:jon.goertzen@lcf.cc)

Ken Graham  
NDEH Ltd. Partnership  
(780) 926-6051  
[ceo@ndeh.ca](mailto:ceo@ndeh.ca)

Mike Cardinal  
Netaskinan Development (GP) Ltd.  
(780) 927-3727  
[mikecardinal@tallcreefirstnation.ca](mailto:mikecardinal@tallcreefirstnation.ca)



N'DEH Limited Partnership



Netaskinan Development (GP) Ltd.



Tolko Industries Ltd.  
High Level Lumber Division







Tolko Industries Ltd., West Fraser (Norbord Inc.), La Crete Sawmills Ltd., Evergreen Lumber Inc. and Crestview Sawmills Ltd. produce manufactured wood products from forests within the High Level and La Crete area. Lumber and oriented strand board produced from the mills is primarily used in the construction of homes for structure, roofing, and siding. Information regarding the companies can be located at [www.highlevelwoodlands.com](http://www.highlevelwoodlands.com).

N'DEH Ltd. Partnership and Netaskinan Development (GP) Ltd are both tenure holders with logging rights in the High Level LaCrete area.

The 2022-2027 **General Development Plan** is a forecast of the areas scheduled to be harvested by the companies over the next five-year period.





**Mackenzie County Library Board (MCLB)**  
**April 26, 2022 Board Meeting Minutes**  
**Fort Vermilion Library**

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

**Guests:** Carson Flett

**1.0** Kayla Wardley called the meeting to order at 7:01 pm.

**2.0 Approval of the Agenda:**

**MOTION #2022-04-01 Lorraine Peters** moved the approval of the agenda as revised. **CARRIED**

**3.0 Approval of the Minutes:**

**MOTION #2022-04-02 Lisa Wardley** moved the approval of the March 29/22 meeting minutes. **CARRIED**

**4.0 Review of Action Items:**

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

**5.0 Financial:**

**5.1 MCLB Financial Report as of April 25/22:**

- Balance Forward	\$ 114,027.41
- Total Revenues	\$ 121,517.95
- Total Expenses	\$ 154,624.75
- Bank Balance	\$ 80,920.62

**MOTION #2022-04-03 Sandra Neufeld** moved to accept the financial report as presented. **CARRIED**

**5.2 Fort Vermilion Library (FVL) Financials as of April 25/22:**

- Balance Forward	\$ 43,700.02
- Total Revenues	\$ 36,122.79
- Total Expenses	\$ 9,030.63
- Bank Balance	\$ 67,659.03

**MOTION #2022-04-04 Steven Simpson** moved the acceptance of the financial report as presented. **CARRIED**

**6.0 Library Reports:**

**6.1 La Crete:**

- Circulation for March 2022 was an all-time record monthly high of 16,559 items.
- Financial as of Apr 4/22 were: Income 78K, Expenses 44 K, Bank Balance 34K.
- 217 new patrons have been added to date this year.
- Card holder fees to April 4/22 have brought in \$4,390. Late fines have brought in \$3,274.
- Blue Hills library books which the La Crete Library could not use were donated to the lodge.
- Rustic Roots is donating flowers for the Seniors Tea to be held on May 30/22.
- An exam was proctored for Olds College.
- Requested books are being ordered.

**6.2 Fort Vermilion:**

- In March 368 items were checked out and 143 were renewed.
- 6 new patrons were added in March.
- Books and movies are being ordered.

**6.3 Zama:**

- A egg incubator can be signed out and ukuleles can be rented from the library.
- Great courses has 30 courses which can be purchased (e.g. on crafting, cooking, guitar playing etc.) Some of these were ordered for the library. Their game rentals are going well.
- They are looking into providing books for the forestry towers.
- They are installing air conditioning in the library.
- Home schoolers are using the library.

**6.4 Mackenzie County Library Consortium (MCLC):**

- The web site has been updated.
- The problems with Insignia have been resolved.
- The MCLB online bursary application form is working well.
- The “Islands That Won’t Move” books have been ordered for all libraries.

**6.5 High Level:**

- New staff have been hired for the summer.
- They are attending the community Ketchup event.

**MOTION #2022-04-05 Tamie McLean** moved the acceptance of the library reports for information. **CARRIED**

**7.0 Old Business:**

- None

**8.0 New Business:**

**8.1 Hiring a Part Time (10 hours per week) Librarian/ Program Coordinator for the Fort Vermilion Library:**

- Two applications were received.
- Interviews will be held April 28/22.

**MOTION #2022-04-06 Lisa Wardley** moved that Kayla Wardley, Lorraine Peters and Steven Simpson be on the interview committee. **CARRIED**

**8.2 Little Free Libraries:**

- The glass in one of the Little Free Libraries in La Crete is broken.
- Kayla Wardley will contact Screwy Louie to repair it.

**8.3 The Fort Vermilion Library Society:**

- The following positions were recently filled on the Fort Vermilion Library Society:

Chair: Carsen Flett  
 Vive Chair: Ena Simpson  
 Secretary: Heather Batt  
 Treasurer: Kevin Schmidt  
 Members at Large: Dawna Cardinal, Michal Congo, Ray Toews

**9.0 Correspondence:**

- County letter approving MCLBs requested 2022 operating grant.

**11.0 Next Meeting Date and Location: Fort Vermilion Library, June 14, 2022 at 7:00 p.m.**

**12.0 Adjournment:**

**MOTION # 2022-04-07 Steven Simpson** moved to adjourn the meeting at 9:15 p.m. **CARRIED**

**These minutes were adopted this 26th day of April 2022.**

---

**Chair: Kayla Wardley**