




MACKENZIE COUNTY

REGULAR COUNCIL MEETING

**DECEMBER 13, 2022
10:00 AM**

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

 office@mackenziecounty.com



Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, December 13 2022
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

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CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the November 29, 2022 Regular Council Meeting	7
		b) Minutes of the December 6-7, 2022 Budget Council Meeting	19
		c) Business Arising out of the Minutes	
		d)	
CLOSED MEETING:		<i>Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure</i>	
	4.	a) CAO Report (<i>FOIP Sections 16, 17, 23 and 24</i>)	
		b) 100A Street (<i>FOIP Sections 23, 24, 25 and 27</i>)	
		c)	
TENDERS:		Tender openings are scheduled for 11:00 a.m.	
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		b)	
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		b)		
		c)		
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PLANNING & DEVELOPMENT:	15.	a)	Review of Bylaw 1129-18 Inter-Municipal Collaborative Agreement – Municipal District of Opportunity	119
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ADMINISTRATION	16.	a)	2023 Emerging Trends in Municipal Law Seminar	163
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COUNCIL COMMITTEE REPORTS:	18.	a)	Council Committee Reports (verbal)	
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INFORMATION / CORRESPONDENCE:	19.	a)	Information/Correspondence	201
NOTICE OF MOTION:	20.	a)		
NEXT MEETING DATES:	21.	a)	Regular Council Meeting January 10, 2023 10:00 a.m. Fort Vermilion Council Chambers	
		b)	Budget Council Meeting January 11, 2023 10:00 a.m. Fort Vermilion Council Chambers	
ADJOURNMENT:	22.	a)	Adjournment	



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	Minutes of the November 29, 2022 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the November 29, 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:** L. Flooren **CAO:** _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the November 29, 2022 Regular Council Meeting be adopted as presented.

Author: J. Schmidt **Reviewed by:** L. Flooren **CAO:** _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Tuesday, November 29, 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 (left the meeting at 3:17 p.m. and rejoined at 3:47 p.m.)
Darrell Derksen	Councillor
David Driedger	Councillor
Garrell Smith	Councillor
Lisa Wardley	Councillor
Ernest Peters	Councillor (teleconference – left the meeting at 1:42 p.m.)

REGRETS:

ADMINISTRATION: James Thackray	Chief Administrative Officer
Byron Peters	Director of Projects and Infrastructure
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary
Jennifer Batt	Director of Finance
Don Roberts	Director of Community Services
Caitlin Smith	Director of Planning and Agriculture
Landon Driedger	Agricultural Fieldman

ALSO PRESENT:

Minutes of the Regular Council Meeting for Mackenzie County held on November 29, 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 10:01 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION 22-11-834 **MOVED** by Councillor Braun

That the agenda be adopted with the following additions:

- 4. c) Assessment Appeal
- 4. d) Mitigation Agreement
- 10. b) Park Agreements
- 14. a) 100 A Street
- 15. b) Railway Advocacy

CARRIED

ADOPTION OF PREVIOUS MINUTES: **3. a) Minutes of the November 15, 2022 Regular Council Meeting**

MOTION 22-11-835 **MOVED** by Councillor Wardley

That the minutes of the November 15, 2022 Regular Council Meeting be Adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: **3. a) Minutes of the November 16, 2022 Budget Council Meeting**

MOTION 22-11-836 **MOVED** by Councillor Braun

That the minutes of the November 16, 2022 Budget Council Meeting be Adopted as presented.

CARRIED

ADOPTION OF PREVIOUS MINUTES: **3. b) Business Arising out of the Minutes**

None.

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

MOTION 22-11-837 **MOVED** by Deputy Reeve Sarapuk

That Council move into a closed meeting at 10:03 a.m. to discuss the following:

- 4.a) Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR) – (FOIP s. 21, 22, 23 and 24)

- 4.b) Frontier Veterinary Services Ltd. Agreement
(FOIP s. 16, 14 and 25)
- 4.c) Assessment Appeals (FOIP Sections 23 and 24)

CARRIED

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

- All Councillors Present
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services
- Landon Driedger, Agricultural Fieldman

MOTION 22-11-838 **MOVED** by Councillor Cardinal

That Council move out of a closed meeting at 11:08 a.m.

CARRIED

Reeve Knelsen recessed the meeting at 11:08 a.m. and reconvened the meeting at 11:22 a.m.

CARRIED

MOTION 22-11-839 **MOVED** by Councillor Derksen

That the Closed Meeting discussion be TABLED until after lunch.

CARRIED

**GENERAL
REPORTS:**

8. a) Name that Neighbourhood Contest

MOTION 22-11-840 **MOVED** by Councillor Smith

That the Name That Neighbourhood Contest be TABLED.

CARRIED

DELEGATIONS: **7. a) Royal Canadian Mounted Police (RCMP) – Crime Statistics**

MOTION 22-11-841 **MOVED** by Councillor Cardinal

That the RCMP crime statistics reports be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 12:05 p.m. and reconvened the meeting at 12:38 p.m.

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

MOTION 22-11-842 **MOVED** by Councillor Smith

That Council move into a closed meeting at 12:38 p.m. to discuss the following:

- 4.a) Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR) – (FOIP s. 21, 22, 23 and 24)
- 4.b) Frontier Veterinary Services Ltd. Agreement (FOIP s. 16, 14 and 25)
- 4.c) Assessment Appeals (FOIP Sections 23 and 24)

CARRIED

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

- All Councillors Present
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services
- Landon Driedger, Agricultural Fieldman

MOTION 22-11-843 **MOVED** by Councillor Driedger

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

CARRIED

CLOSED MEETING: 4. a) Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR)

MOTION 22-11-844 MOVED by Councillor Braun

That a letter be drafted to Little Red River Cree Nation and be brought back to the December 6, 2022 Budget Council Meeting.

CARRIED

CLOSED MEETING: 4. b) Frontier Veterinary Services Ltd. Agreement

MOTION 22-11-845 MOVED by Deputy Reeve Sarapuk

That the current agreement between Frontier Veterinary Services Ltd. and Mackenzie County be extended for a period of two (2) years.

CARRIED

CLOSED MEETING: 4. c) Assessment Appeal (ADDITION)

MOTION 22-11-846 MOVED by Councillor Wardley
Requires Unanimous

That the Assessment Appeal discussion be received for information.

CARRIED UNANIMOUSLY

TENDERS: 5. a) None

PUBLIC HEARINGS: 6. a) None

AGRICULTURE SERVICES: 9. a) Restrictions on Prescribing and Dispensing Veterinary Medicine and Large Animal Vet Shortages

MOTION 22-11-847 MOVED by Councillor Wardley

That a letter be sent to the Minister of Agriculture and Irrigation to advocate for lesser large animal medication restrictions and to support the Veterinary Medical Education Opportunities.

CARRIED

Councillor Peters left the meeting at 1:42 p.m.

CLOSED MEETING: 4. d) CLOSED MEETING (ADDITION)

MOTION 22-11-848 **MOVED** by Councillor Bateman
Requires Unanimous

That Council move into a closed meeting at 1:47 p.m. to discuss the following:

4.d) Mitigation Agreement (*FOIP s.23 and 24*)

CARRIED UNANIMOUSLY

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

- All Councillors Present excluding Councillor Peters
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary
- Jennifer Batt, Director of Finance
- Don Roberts, Director of Community Services

MOTION 22-11-849 **MOVED** by Councillor Wardley
Requires Unanimous

That Council move out of a closed meeting at 2:18 p.m.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 2:19 p.m. and reconvened the meeting at 2:35 p.m.

GENERAL REPORTS: 8. b) Fort Vermilion Mitigation Construction update – 2020 Overland Flood (STANDING ITEM)

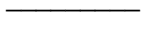
MOTION 22-11-850 **MOVED** by Councillor Wardley

That Fort Vermilion Mitigation Construction update – 2020 Overland Flood be received for information.

CARRIED

MOTION 22-11-851 **MOVED** by Councillor Cardinal

That Councillor Cardinal and Councillor Smith be invited to relevant mitigation meetings.



CARRIED

COMMUNITY SERVICES:

10. a) Residential Waste Pickup – Tender Review

MOTION 22-11-852

MOVED by Councillor Wardley

That Administration proceed with the Tendering for the Collection of Fort Vermilion and La Crete Residential Waste Pick-up as amended.

CARRIED

COMMUNITY SERVICES:

10. b) Park Agreements (ADDITION)

MOTION 22-11-853
Requires Unanimous

MOVED by Councillor Derksen

That the Park Agreements discussion be received for information.

CARRIED UNANIMOUSLY

FINANCE:

11. a) Financial Reports – January – October 31, 2022

MOTION 22-11-854

MOVED by Councillor Bateman

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

CARRIED

Councillor Cardinal left the meeting at 3:17 p.m.

OPERATIONS:

12. a) None

UTILITIES:

13. a) None

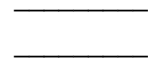
PLANNING & DEVELOPMENT:

14. a) 100 A Street (ADDITION)

MOTION 22-11-855
Requires Unanimous

MOVED by Councillor Driedger

That the deadline for the sale of 100 A Street be extended.



CARRIED UNANIMOUSLY

ADMINISTRATION: 15. a) Policy HR005 Staff Training and Professional Development Policy

MOTION 22-11-856 **MOVED** by Councillor Bateman

That Policy AM035 Staff Training be rescinded.

CARRIED

MOTION 22-11-857 **MOVED** by Councillor Bateman

That Policy HR005 Staff Training and Professional Development be approved as presented.

CARRIED

ADMINISTRATION: 15. b) Railway Advocacy (ADDITION)

MOTION 22-11-858 **MOVED** by Councillor Bateman
Requires Unanimous

That Mackenzie County join the Railway Advocacy Coalition and contribute \$2,000.00 towards the initiative.

CARRIED UNANIMOUSLY

Councillor Cardinal rejoined the meeting at 3:47 p.m.

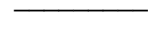
COMMITTEE OF THE WHOLE ITEMS: 16. a) N/A

COUNCIL COMMITTEE REPORTS: 17. a) Council Committee Reports (verbal)

MOTION 22-11-859 **MOVED** by Deputy Reeve Sarapuk

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

CARRIED



**COUNCIL
COMMITTEE
REPORTS:**

17. b) Agricultural Service Board Meeting Minutes

MOTION 22-11-860

MOVED by Councillor Bateman

That the unapproved Agricultural Service Board meeting minutes of the November 18, 2022 be received for information.

CARRIED

**INFORMATION/
CORRESPONDENCE:**

18. a) Information/Correspondence

MOTION 22-11-861

MOVED by Councillor Smith

That a letter be written to Danielle Smith, Premier of Alberta in support of her advocacy against the federal government's new firearms regulations.

CARRIED

MOTION 22-11-862

MOVED by Councillor Bateman

That the information/correspondence be received.

CARRIED

NOTICE OF MOTION: 19. a) None

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

Budget Council Meeting
December 6, 2022
10:00 a.m.
Fort Vermilion Council Chambers

Budget Council Meeting
December 7, 2022
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 21. a) Adjournment

MOTION 22-11-863 **MOVED** by Councillor Cardinal

That the Council meeting be adjourned at 4:40 p.m.

These minutes will be presented for approval at the December 13, 2022 Regular Council Meeting.

Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	Minutes of the December 6-7, 2022 Budget Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the December 6-7, 2022 Budget 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:** L. Flooren **CAO:** _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the December 6-7, 2022 Budget Council Meeting be adopted as presented.

Author: J. Schmidt **Reviewed by:** L. Flooren **CAO:** _____

**MACKENZIE COUNTY
BUDGET COUNCIL MEETING**

**Tuesday, December 6, 2022 – Wednesday, December 7, 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 (left the meeting at 3:50 p.m. on December 7, 2022)
Darrell Derksen	Councillor (arrived at 10:11 a.m. on December 7, 2022)
David Driedger	Councillor (arrived at 10:29 a.m. on December 6, 2022)
Lisa Wardley	Councillor
Ernest Peters	Councillor
Garrell Smith	Councillor (arrived at 10:04 a.m. on December 6, 2022)

REGRETS:

ADMINISTRATION:

James Thackray	Chief Administrative Officer
Byron Peters	Director of Projects and Infrastructure
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary
Jennifer Batt	Director of Finance
Don Roberts	Director of Community Services
Willie Schmidt	Fleet Maintenance Manager
Caitlin Smith	Director of Planning and Agriculture
Michael Stamhuis	Interim Director of Operations
John Zacharias	Director of Utilities

ALSO PRESENT:

Minutes of the Budget Council Meeting for Mackenzie County held on December 6-7, 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. on December 6, 2022.

AGENDA: 2. a) Adoption of Agenda

MOTION 22-12-864 MOVED by Councillor Cardinal

That the agenda be adopted with the following additions:

- 4. a) Labour
- 4. b) Policy Matter
- 12. b) Street Lights

CARRIED

ADMINISTRATION: 15. a) Little Red River Cree Nation – Addition to Reserve (ATR) Application

MOTION 22-12-865 MOVED by Councillor Braun

That the draft letter be accepted as presented.

CARRIED

Councillor Smith joined the meeting at 10:04 a.m. and Councillor Driedger joined the meeting at 10:29 a.m.

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

FINANCE: 11. a) Draft 2023 Operating Budget

MOTION 22-12-866 MOVED by Councillor Wardley
Requires 2/3

That Tracking Sheet change #5 for the Draft 2023 Operating budget be approved as presented.

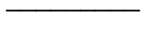
CARRIED

ADOPTION OF PREVIOUS MINUTES: 3. a) None

TENDERS: 5. a) None

PUBLIC HEARINGS: 6. a) None

DELEGATIONS: 7. a) None



**GENERAL
REPORTS:**

8. a) None

**AGRICULTURE
SERVICES:**

9. a) Agriculture Department - Proposed Revenue Options

MOTION 22-12-867

MOVED by Councillor Peters

That administration incorporate the Agricultural Departments user pay funding model in the 2023 Operating Budget as discussed.

CARRIED

Reeve Knelsen recessed the meeting at 11:50 a.m. and reconvened the meeting at 12:32 p.m.

**COMMUNITY
SERVICES:**

10. a) Waste Disposal Report

**COMMUNITY
SERVICES:**

10. b) Waste Transfer Station Budget Review

Reeve Knelsen recessed the meeting at 1:40 p.m. and reconvened the meeting at 2:00 p.m.

FINANCE:

11. b) Fort Vermilion Seniors Club – Grant Funding Requests

MOTION 22-12-868
Requires 2/3

MOVED by Deputy Reeve Sarapuk

That the grant funding request of operational assistance for the Fort Vermilion Seniors Club in the amount of \$6,000.00 be incorporated into the 2023 Operating Budget and a letter be sent stating that future requests will not be accepted if received past the deadline

CARRIED

CLOSED MEETING:

4. a) Closed Meeting (ADDITION)

MOTION 22-12-869
Requires Unanimous

MOVED by Councillor Braun

That Council move into a closed meeting at 2:58 p.m. to discuss the following:

4.a) Labour (*FOIP Sections 23, 24 and 27*)

CARRIED UNANIMOUSLY

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

- All Councillors Present
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- Michael Stamhuis, Interim Director of Operations

MOTION 22-12-870
Requires Unanimous

MOVED by Councillor Peters

That Council move out of a closed meeting at 3:15 p.m.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 3:15 p.m. and reconvened the meeting at 3:27 p.m.

Reeve Knelsen recessed the meeting at 3:52 p.m. on December 6, 2022 and reconvened the meeting at 10:00 a.m. on December 7, 2022.

CLOSED MEETING:

4. a) Closed Meeting (ADDITION)

MOTION 22-12-871
Requires Unanimous

MOVED by Councillor Bateman

That Council move into a closed meeting at 10:05 a.m. to discuss the following:

4. b) Policy Matter (*FOIP Sections 23 and 24*)

CARRIED UNANIMOUSLY

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

- All Councillors Present excluding Councillor Derksen
- James Thackray, Chief Administrative Officer
- Byron Peters, Director of Projects and Infrastructure
- Michael Stamhuis, Interim Director of Operations
- Jennifer Batt, Director of Finance
- Caitlin Smith, Director of Planning and Agriculture
- Don Roberts, Director of Community Services
- John Zacharias, Director of Utilities

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

MOTION 22-12-872
Requires Unanimous

MOVED by Councillor Cardinal

That Council move out of a closed meeting at 10:07 a.m.

CARRIED UNANIMOUSLY

Councillor Derksen joined the meeting at 10:11 a.m.

FINANCE:

11. c) Review 2022 Capital Projects – Carry Forwards

MOTION 22-12-873
Requires 2/3

MOVED by Councillor Driedger

That administration incorporate the 2022 Capital Carry Forward Projects in the Draft 2023 Budget as amended.

CARRIED

Reeve Knelsen recessed the meeting at 11:20 a.m. and reconvened the meeting at 11:35 a.m.

Reeve Knelsen recessed the meeting at 12:03 p.m. and reconvened the meeting at 12:49 p.m.

Reeve Knelsen recessed the meeting at 2:04 p.m. and reconvened the meeting at 2:15 p.m.

FINANCE:

11. d) Review 2023 Capital Projects and 5 Year Plan

MOTION 22-12-874

MOVED by Councillor Bateman

That the 5 year Capital Plan be amended as discussed and left in draft form for further discussion.

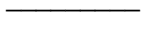
CARRIED

MOTION 22-12-875

MOVED by Councillor Wardley

That administration bring forward funding options for the recommended 2023 Capital Projects as discussed.

CARRIED



Reeve Knelsen recessed the meeting at 3:44 p.m., Councillor Cardinal left the meeting at 3:50 p.m. and Reeve Knelsen reconvened the meeting at 3:59 p.m.

OPERATIONS:

12. a) Operational Comparison Costs

MOTION 22-12-876
Requires 2/3

MOVED by Councillor Wardley

That administration incorporate the Public Works user pay funding model, and service level changes in the 2023 Operating Budget as discussed.

CARRIED

OPERATIONS:

12. b) Street Lights (ADDITION)

MOTION 22-12-877
Requires Unanimous

MOVED by Councillor Bateman

That the Street Lights discussion be received for information.

CARRIED UNANIMOUSLY

UTILITIES:

13. a) None

**PLANNING &
DEVELOPMENT:**

**14. a) Planning and Development, and Subdivision
Proposed Revenue Options**

MOTION 22-12-878

MOVED by Deputy Reeve Sarapuk

That administration incorporate the Planning and Development, and Subdivision user pay funding model in the 2023 Operating Budget as discussed.

CARRIED

FINANCE:

11. e) 2023 Interim Budget

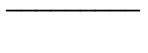
MOTION 22-12-879
Requires 2/3

MOVED by Councillor Derksen

That \$300,000.00 from the 2022 Operating Budget be allocated to the General Operating Reserve

Councillor Peters left the meeting at 5:15 p.m.

CARRIED



Councillor Peters rejoined the meeting at 5:18 p.m.

MOTION 22-12-880
Requires 2/3

MOVED by Councillor Braun

That tracking sheet changes #6 be accepted as presented.

CARRIED

MOTION 22-12-881
Requires 2/3

MOVED by Councillor Braun

That the 2023 Operating Budget be approved.

CARRIED

MOTION 22-12-882
Requires 2/3

MOVED by Councillor Wardley

That up to fifty percent (50%) of the 2022 Operating Grants for Non-Profit Organizations for 2023 be released.

CARRIED

MOTION 22-12-883

MOVED by Councillor Derksen

That a Budget Council Meeting be scheduled for Wednesday, January 11, 2023.

CARRIED

COMMITTEE OF THE WHOLE ITEMS:

16. a) None

COUNCIL COMMITTEE REPORTS:

17. a) None

INFORMATION/ CORRESPONDENCE:

18. a) None

NOTICE OF MOTION:

19. a) None

NEXT MEETING DATES:

20. a) Next Meeting Dates

Regular Council Meeting

December 13, 2022
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 21. a) Adjournment

MOTION 22-12-884 MOVED by Councillor Driedger

That the Council meeting be adjourned at 5:25 p.m.

CARRIED

These minutes will be presented for approval at the December 13, 2022 Regular Council Meeting.

Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13th, 2022
Presented By:	Don Roberts, Director of Community Services
Title:	TENDER The Collection of Fort Vermilion and La Crete Residential Waste Pick-up

BACKGROUND / PROPOSAL:

Motion 22-11-852

That Administration proceed with the Tendering for the Collection of Fort Vermilion and La Crete Residential Waste Pick-up as amended.

OPTIONS & BENEFITS:

Proposals will be evaluated on the following criteria:

Evaluation Criteria <i>(Weight x Score = Total Points)</i>	Weight	Score
Local Contractor	10%	
Supplier/Experience	10%	
Suitability of Equipment	10%	
Weekly Pickup Schedule Proposal	10%	
Proposal Cost	60%	
TOTAL	100%	

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

COSTS & SOURCE OF FUNDING:

2022 Operational Budget – Council has requested 100% cost recovery for residential curbside pick-up in both Fort Vermilion and La Crete.

SUSTAINABILITY PLAN:

COMMUNICATION/PUBLIC PARTICIPATION:

Successful bidder will be notified.

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process
Bylaw 893-13 Hamlet Residential Waste Collection Bylaw
PW038 Waste Collection and Servicing Policy

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That The Collection of Fort Vermilion and La Crete Residential Waste Pick-up – Envelope 1 be opened.

Motion 2 (if required):

- Simple Majority Requires 2/3 Requires Unanimous

That unqualified tenders for the Collection of Fort Vermilion and La Crete Residential Waste Pick-up be returned to the senders without opening Envelope 2.

Motion 3:

- Simple Majority Requires 2/3 Requires Unanimous

That The Collection of Fort Vermilion and La Crete Residential Waste Pick-up Tenders – Envelope 2 be opened for qualified bidders.

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

Motion 4:

- Simple Majority Requires 2/3 Requires Unanimous

That administration reviews the Collection of Fort Vermilion and La Crete Residential Waste Pick-up Tenders and bring back to Council later in the meeting for awarding.

Motion 5:

- Simple Majority Requires 2/3 Requires Unanimous

That the Collection of Fort Vermilion and La Crete Residential Waste Pick-up contract be awarded to the lowest qualified bidder, while staying within budget.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	PUBLIC HEARING Land Use Bylaw Amendment to Rezone part of SW 12-107-14-W5M from Rural Country Residential 3 “RCR3” to Agricultural “A”

BACKGROUND / PROPOSAL:

Administration has received a request to rezone part of SW 12-107-14-W5M from Rural Country Residential 3 “RCR3” to Agricultural “A”. The area to be rezoned is approximately 141.96 acres.

In January 2006, the previous owner rezoned this part of SW 12-107-14-W5M from Agricultural “A” to Rural Country Residential 3 “RCR3” to accommodate a ten (10) lot subdivision. The current owner is not wanting to use this land for acreages and has already completed the process of plan cancellation and consolidation of the subdivided lots. He has also completed the road closure and municipal reserve closure, and has finalized the purchase of this land from Mackenzie County.

The developer is currently using the land as agricultural farmland, and therefore wants to change the zoning back to Agricultural “A”.

There is an acreage on this quarter of land that was never rezoned.

Proposed Bylaw 1269-22 was presented to the Municipal Planning Commission on October 13, 2022 where the following motion was made:

MPC 22-10-166 *MOVED* by Jacquie Bateman

That the Municipal Planning Commission recommend to Council to approve Bylaw 12xx-22 being a Land Use Bylaw Amendment to rezone part of SW 12-107-14-W5M from Rural Country Residential 3 “RCR3” to Agricultural “A”, subject to public hearing input.

CARRIED

Author: J. Roberts **Reviewed by:** C Smith **CAO:** _____

The proposed bylaw was presented for first reading by Council on November 15, 2022 where the following motion was made:

MOTION 22-11-804 **MOVED** by Councillor Bateman

That first reading be given to Bylaw 1269-22 being a Land Use Bylaw Amendment to rezone part of SW 12-107-14-W5M from Rural Country Residential 3 "RCR3" to Agricultural "A", subject to public hearing input.

CARRIED

OPTIONS & BENEFITS:

Options are to pass, defeat or table second and third reading.

COSTS & SOURCE OF FUNDING:

Costs consisted of advertising the Public Hearing and adjacent landowner letters which were borne by the applicant.

SUSTAINABILITY PLAN:

- Goal E15** That value added agricultural opportunities be pursued to ensure that sustainable employment opportunities are created and maintained with the County.
- Goal N3** Optimal use is made of County farm land.
- Goal N3.1** Ensure that the County's Land Use Bylaw and Municipal Development Plan limit urban or non-agricultural development in unused lands that are best-suited for agriculture.

COMMUNICATION / PUBLIC PARTICIPATION:

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

Author: J. Roberts **Reviewed by:** C Smith **CAO:** _____

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1269-22 being a Land Use Bylaw Amendment to rezone part of SW 12-107-14-W5M from Rural Country Residential 3 “RCR3” to Agricultural “A” to accommodate farmland.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That third reading be given to Bylaw 1269-22 being a Land Use Bylaw Amendment to rezone part of SW 12-107-14-W5M from Rural Country Residential 3 “RCR3” to Agricultural “A” to accommodate farmland.

Author: J. Roberts **Reviewed by:** C Smith **CAO:** _____

BYLAW NO. 1269-22
BEING A BYLAW OF MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO AMEND THE
MACKENZIE COUNTY LAND USE BYLAW

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

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

WHEREAS, the Council of Mackenzie County, in the Province of Alberta, has deemed it desirable to amend the Mackenzie County Land Use Bylaw to rezone part of SW 12-107-14-W5M from Rural Country Residential 3 “RCR3” to Agricultural “A”.

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

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

Part of SW 12-107-14-W5M

Within Mackenzie County, be rezoned from Rural Country Residential 3 “RCR3” to Agricultural “A” to as outlined in Schedule “A” hereto attached.

READ a first time this 15th day of November, 2022.

PUBLIC HEARING held this ____ day of _____, 2022.

READ a second time this ____ day of _____, 2022.

READ a third time and finally passed this ____ day of _____, 2022.

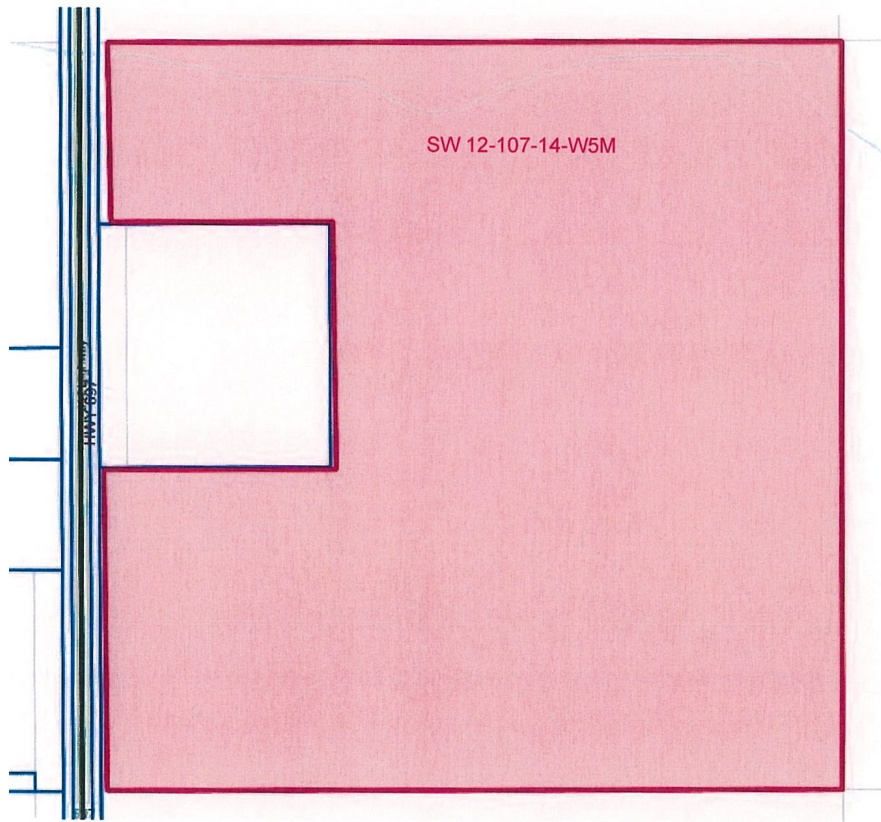
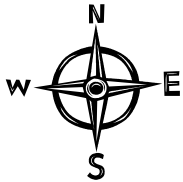
Josh Knelsen
Reeve

James Thackray
Chief Administrative Officer

BYLAW No. 1269-22

SCHEDULE "A"

1. That the land use designation of the following property known as part of SW 12-107-14-W5M within Mackenzie County, be rezoned:



FROM: Rural Country Residential "RCR3"

TO: Agricultural "A"

Application No: _____

Mackenzie County LAND USE BYLAW AMENDMENT – REZONING APPLICATION

Name Of Applicant <u>Abe and Bobb Dyck</u>		
Address: _____		
City/Town _____		
Postal Code _____	Phone _____	Cell _____
Applicant Email _____		

Complete only if different from Applicant

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

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

QTR./LS. <u>SW</u>	SEC. <u>12</u>	TWP. <u>107</u>	RANGE <u>14</u>	M. <u>5</u>	or	PLAN _____	BLK _____	LOT _____
-----------------------	-------------------	--------------------	--------------------	----------------	----	---------------	--------------	--------------

Civic Address: _____

Land Use Classification Amendment Proposed:

From: Rural Country Residential 3 "RCH3" To: Agriculture "A"

Reasons Supporting Proposed Amendment:

<u>Cancelled & consolidated subdivided lots ; used as farmland</u>

I have enclosed the required application fee of: 718.34 Receipt No.: 288155

Applicant Signature _____

Date _____

Registered Owner Signature _____

Date Sept. 28/22

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

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

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



Mackenzie County

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



Scale 1: 128,311

5 Mi
5 Km



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Mackenzie County Bylaw 1269-22 Abe and Barb Dyck



   Scale 1: 8,554

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Mackenzie County Bylaw 1269-22 Abe and Barb Dyck

Mackenzie County

**PUBLIC HEARING FOR LAND USE BYLAW AMENDMENT –
REZONING**

BYLAW 1269-22

Order of Presentation

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

_____ Was the Public Hearing properly advertised?

_____ Will the Development Authority _____, please outline the proposed Land Use Bylaw Amendment – Rezoning and present his submission.

_____ Does the Council have any questions of the proposed Land Use Bylaw Amendment – Rezoning?

_____ Were any submissions received in regards to the proposed Land Use Bylaw Amendment – Rezoning? *If yes, please read them.*

_____ Is there anyone present who would like to speak in regards of the proposed Land Use Bylaw Amendment – Rezoning?

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

_____ This Hearing is now closed at _____.

REMARKS/COMMENTS:



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	DELEGATION J.R. Huggatt Company Corp. - Jonathan Huggatt

BACKGROUND / PROPOSAL:

J.R. Huggatt Company Corp. has been contracted by Mackenzie County to provide a report to assist with various funding applications.

Jonathan Huggatt will be presenting information he has obtained to assist.

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. Batt Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

The report from J.R. Huggatt Company Corp. be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Fort Vermilion Mitigation Construction update – 2020 Overland Flood (STANDING ITEM)

BACKGROUND / PROPOSAL:

As the construction season is winding down for 2022, administration has minimal updates to provide Council post November 29th, 2022 update provided.

Power installation in Phase 2 is progressing well.

-the supplier is optimistic for a spring delivery of transformers.

Installation of power in Butter Town in the coming months.

Boreal has confirmed taking all available lots in Phase 2.

Working with Jonathan Huggatt, on providing information on the Mitigation program.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Conditional Grant Agreement Funding

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Fort Vermilion Mitigation Construction update – 2020 Overland Flood report of December 13, 2022 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Bylaw 1271-22 Wild Boar Bylaw

BACKGROUND / PROPOSAL:

Wild boars are an invasive species and a provincially regulated agricultural pest, but are also farmed in Alberta as livestock. However, when they are not being raised as livestock on a farm, they are considered “at large”.

At large wild boars can cause devastating damage to property, agriculture crops, pastures and can also harass livestock and spread diseases.

Many municipalities through Alberta have bylaws in place that prohibit producers from raising Wild Boars to lower risk of invasion.

This bylaw was taken to the Agricultural Service Board for review and recommendation. There are a couple existing wild boar farms in the County and an owner attended ASB as a delegation to ease concerns. ASB has recommended that we put some regulations in place to ensure that there is a limitation on wild boar farms to help reduce the risk.

There are provincial regulations in place that must be adhered to which includes an inspection that can be conducted by the Ag Fieldman.

OPTIONS & BENEFITS:

Options are to pass, defeat, or table the bylaw.

COSTS & SOURCE OF FUNDING

N/R

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

SUSTAINABILITY PLAN

N/R

COMMUNICATION / PUBLIC PARTICIPATION:

If approved this will need to be advertised.

POLICY REFERENCES:

Alberta Agriculture Pest Act Pest and Nuisance Control Regulation

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1271-22 being the Mackenzie County Wild Boar Bylaw

Simple Majority Requires 2/3 Requires Unanimous

That second reading be given to Bylaw 1271-22 being the Mackenzie County Wild Boar Bylaw.

Simple Majority Requires 2/3 Requires Unanimous

That consideration be given to go to third and final reading of Bylaw 1271-22 being the Mackenzie County Wild Boar Bylaw.

Simple Majority Requires 2/3 Requires Unanimous

That third and final reading be given to Bylaw 1271-22 the Mackenzie County Wild Boar Bylaw.

Author: _____ Reviewed by: _____ CAO: _____

BYLAW NO. 1271-22
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO PROVIDE FOR THE REGULATION OF WILD BOARS WITHIN THE
BOUNDARIES OF MACKENZIE COUNTY

WHEREAS, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, and amendments thereto, Council may pass a bylaw to regulate Prohibited Animals;

WHEREAS, the Council of Mackenzie County deems it necessary to regulate the introduction of Wild Boars (*sus scrofa*), for any purpose, intended or otherwise in Mackenzie County to provide the safety, cleanliness and environmental protections for the County and its residents.

NOW THEREFORE, the Council of Mackenzie County, in the Province of Alberta, does hereby enact as follows:

1. CITATION

This bylaw may be cited as the Mackenzie County Wild Boar Bylaw.

2. DEFINITIONS

For the purposes of this Bylaw the following definitions shall apply:

- a) Act – means the *Municipal Government Act*, RSA 2000, Chapter M-26, and amendments thereto.
- b) Bylaw Enforcement Officer – means;
 - 1. a Bylaw Enforcement Officer appointed by the council under the authority of the Municipal Government Act, R.S.A. 2000, c. M-26 and amendments thereto; or
 - 2. a Designated officer;
- c) Council - means the Council of Mackenzie County.
- d) Designated Officer - means a designated officer as defined in the Municipal Government Act.

- e) Order – means an order issued by a Bylaw Enforcement Officer or a Designated Officer under Section 545 of the Act, as applicable.
- f) Owner – means; the case of land, any person who is registered under the Land Titles Act as the owner of the land, or is listed on the County’s role as such; or in the case of property other than land, any person who is in lawful possession or control of the property.
- g) Regulated Animals – means those animals that are regulated within Mackenzie County and are listed as follows: **Wild Boar** (sus scrofa).

3. GENERAL RESTRICTIONS

- a) Existing Wild Boar farms at the time of enactment of this bylaw will be identified and exempt from Section 3.(b) of this Bylaw.
- b) All Wild Boar farms shall be registered with the Alberta Inspection and Investigation Section and Mackenzie County.
- c) Wild Boar farms established after the enactment of this bylaw shall not have more than one hundred (100) breeding sows and no more than five (5) boars.
 - I. Any animals above said limits must be removed from the County or euthanized within seven (7) days of receiving an order from a Bylaw Officer or Designated Officer.
 - II. The cost or removal will be at the sole responsibility of the Owner.
- d) Wild Boar farms must comply with the Province of Alberta’s confinement regulations and will be inspected annually by the Alberta Inspection and Investigation Section or the Agricultural Fieldman to ensure compliance.
- e) A limit of no more that five (5) Wild Boar farms may be in operation simultaneously within Mackenzie County at any given time.
- f) Any Wild Boar sighted outside of containment will be considered at large and shall be euthanized.

4. OFFENCES AND PENALTIES

Any person who contravenes a provision of this Bylaw is guilty of an offence and is liable, upon summary conviction, to a specified penalty as outlined in Schedule “A” – Specified Penalties.

This Bylaw shall come into force and effect upon the date of passing of the third and final reading.

READ a first time this day of , 2022.

READ a second time this day of , 2022.

READ a third time and finally passed this day of 2022.

Joshua Knelsen
Reeve

James Thackray
Chief Administrative Officer

SCHEDULE "A"

BYLAW No. 1271-22

Specified Penalties

<u>Offence</u>	<u>Penalty</u>
Keeping or harboring any Regulated Animals	\$500
First Offence	\$1000
Second Offence	\$2000
Third or subsequent Offence	\$5000

Wild Boar at Large

An invasive pest in Alberta

A danger to farms and animals

Wild boar are farmed in Alberta as livestock. When they are not being raised as livestock on a farm, they are considered to be “at large” and are an invasive pest that can:

- Damage property, agricultural crops, pastures and the environment, including through rooting (digging)
- Endanger people and animals
- Harass livestock and consume their feed, prey on young livestock and wildlife
- Spread diseases that could be transmitted to wildlife, livestock, pets and people
- Alter the ecosystem, including through wallowing that can contaminate water supplies, promote erosion, and destroy fish habitat
- Compete with wildlife and destroy other sensitive natural habitats
- Consume the eggs of ground-nesting birds.

Wild boar in Alberta

Wild boar are not native to Alberta. They came to the province in the 1980s and '90s as livestock. Over the years, some animals escaped, and have established several feral/wild populations.

How they survive

Wild boar are very adaptable. The wild boar in Alberta are typically the Eurasian type and have long dark hair and a woolly underfur that protects them from extreme cold. They build nests where they shelter during cold weather and are able to travel in deep snow to access food sources.

Habitats

Wild boar prefer habitats that provide forest cover for hiding and resting, as well as access to food. During the summer months they can be found close to water sources where they can wallow to stay cool.

What they eat

Wild boar will eat just about any organic matter. They are omnivores, which means they will eat plants, insects, and other animals. They have a “cartilaginous disc” on their snouts, which helps them dig and root extensively in search of insects and roots. They can use their very sharp tusks for rooting, as well as protection.



Report wild boar

If you see a wild boar at-large call 310-FARM (3276) or email af.wildboar@gov.ab.ca note the location and safely provide any photos of damage caused by wild boar or the animals themselves. Provincial government staff will collect the information and work with the landowner and the municipality to help find a solution.

Report wild boar: 310-FARM (3276) or af.wildboar@gov.ab.ca

Signs of wild boar at-large

Signs of boar activity include:

- Tracks in the snow or mud, or trails of groups (“sounders”) of boar
- Signs of boar digging or rolling around (rooting and wallowing)
- Signs of boar eating your livestock feed
- Boar droppings
- Trampled or destroyed crops



Alberta's wild boar regulations

Wild boar at-large are an agricultural pest. Under the *Agricultural Pests Act*, landowners are required to control or destroy pests and prevent them from becoming established on their land.

People conducting pest control must adhere to the general laws around firearms and trespassing. Contact your local police or Fish and Wildlife Office for more information.

In 2014, Agriculture and Forestry's Wild Boar Containment Standards were enacted for farmed wild boar. These enhanced fencing requirements were put in place to help prevent boar from escaping and becoming pests at-large.

When wild boar are in captivity, they are considered livestock as long as the farmer meets the fencing standards.

Hunting Wild Boar is Not a Solution

Non-professional (recreational) hunting of wild boar at-large can actually make it harder for organized control efforts. Boar are very smart. Hunting can make them learn quickly to avoid humans, disperse to new locations and become nocturnal. As well, the high reproduction rate of wild boar means that hunting is not an effective means of control. If you have wild boar at-large on your property, call or email Agriculture and Forestry instead. They and the municipality will work with you to find a solution.

Report wild boar: 310-FARM (3276) or af.wildboar@gov.ab.ca

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Minimum Containment Standards for Alberta Wild Boar Farms

CONTAINMENT STANDARDS

Fence construction:

There will be two acceptable minimum containment standards. Wild boar producers have a choice of either building a fence that is partially buried into the ground (Standard 1) or using a double fence system (Standard 2). Both of these fencing systems require an electric fencing component.

Standard 1 Buried fence with an electric wire.		Standard 2 Double fencing system with an electric wire.	
Fence height above surface*	Minimum 1.5 metres	Outer fence height above surface*	Minimum 1.5 metres
Fence depth below surface	Minimum depth of 45 cm	Inner fence height above surface*	Minimum 1.5 metres
Fence material:	Hinge lock mesh fencing made from 12.5 gauge or heavier high tensile wire with spacing adequate to prevent escapes.	Fence material:	Hinge lock mesh fencing made from 12.5 gauge or heavier high tensile wire with spacing adequate to prevent escapes.
Fence posts:	Maximum spacing between posts is 3 metres.	Fence posts:	Maximum spacing between posts is 3 metres.
		Distance between fences	A minimum of 1.2 metres and a maximum of 5.0 metres
Electric wire:**	Made of minimum 14 gauge high tensile or stranded wire and must be 10 cm to 30 cm in distance from the inside of the fence and 10 to 30 cm above the ground.	Electric wire:**	Made of minimum 14 gauge high tensile or stranded wire and must be 10 cm to 30 cm in distance from the inside of the fence and 10 to 30 cm above the ground.
Electric output:	Minimum of 4000 volts must pass through at all points along the entire perimeter of the electric fence.	Electric output:	Minimum of 4000 volts must pass through at all points along the entire perimeter of the electric fence.

* Fence height must be such that a minimum of 1.5 metres are above the ground surface or above any other surface including snow drifts.

**If two electric wires are used then it is suggested that the wires be placed at 20 cm and 40 cm above the surface and that separate fence chargers be used for each wire.

Maintenance:

It is expected that at all producers will maintain their fences in good condition at all times. This will include, but not limited to, maintaining proper tension on the fencing material, ensure that vegetation is trimmed below the electric wires, and replacing the fence posts as required.

EXCEPTIONS TO THE CONTAINMENT STANDARDS**Existing fences:**

The following exception to Containment Standards is available for those producers with existing fencing systems:

- The bottom of the existing fence must be anchored to the surface with stakes spaced no more than 1.5 metres apart and the stakes must be a minimum of one metre into the ground sloped at a 45° angle to the outside of the enclosure. This will be considered as equivalent containment to buried or double fencing.
- All other fencing requirements regarding height, fencing material, electric wire and fencer output must be met.

Repair or replacement of fences:

Repairs, replacement, or modifications to existing fences may require an upgrade to the existing Containment Standards. Producers will be encouraged to consult with inspectors.

All existing wild boar fencing systems will be required to conform to the Containment Standards no later than December 31, 2018. This will give producers five years in which to upgrade their existing fences to meet the existing containment standards. It is estimated that buried fences could have a life span of four to seven years depending on the type of soil and moisture conditions. A double fence could last longer with fencing material lasting up to 15 years.



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13th, 2022
Presented By:	Don Roberts, Director of Community Services
Title:	Highway 88 Connector Fish Pond

BACKGROUND / PROPOSAL:

Council made the following resolution.

22-08-536

That administration work with Mighty Peace Fish and Game Association to keep the public fish pond lease active.

On December 2nd, administration meet with representatives from the Mighty Peace Fish and Game Association to discuss the status of the fish pond on Highway 88 Connector.

In conclusion to this meeting, Administration requested the representatives write Council a letter summarizing their concerns, requests and plans.

Letter summary:

- A request for Mackenzie County to apply for the lease and the Association would sub lease and operate the fish pond.
- Current problematic issues, Aeration system is vandalized and requires attention and the parking lot is on an adjacent land owner’s property.
- Future plans would include a new parking/picnic area, protection of the aeration system, power to the site and a new fishing dock.
- A request for funding from the County. The letter suggests they would fund raise and pay the County back.
- The future development of multiple fishing ponds in various locations.

The letter is attached.

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

Prior to the meeting, Administration contacted Bob Grocholski, Land Management Specialist, Forestry, Parks and Tourism to investigate the status of the lease from a GOA perspective. The following information was given.

- MLL/DML000070 was held by the Mighty Peace Fish & Game Association and seems to have started in 2000 and there was some correspondence as to a “Fish Farm”.
- It was also connected to another borrow pit/dugout to the SE.
- It appears they have made a few attempts to renew it, but it seems that their association’s registration was not renewed in 2010 and because they were no longer in the Corporate Registry the disposition was cancelled.
- From some past inspections it seems to have been neglected since about 2010. Weeds, tall grass, broken picnic tables/fire pits.
- Located in SW15-106-12-W5

A meeting with Administration and Alberta Forestry, Parks and Tourism (AFPT) was scheduled for Monday December 12th. The pond in question will be added to the agenda. Results of this meeting will be brought forward.

OPTIONS & BENEFITS:

Option 1

For Mackenzie County to apply for the fish pond lease, formally MLL/DML000070 and continue to work with the Mighty Peace Fish and Game Association to rehabilitate the fishing pond.

Option 2

Receive for information

COSTS & SOURCE OF FUNDING:

Unknown cost at this time.

SUSTAINABILITY PLAN:

Recreational Infrastructure
Strategy C1.2

Undertake a financial and operational review of County recreational facilities and equipment to: ensure adequacy of capital, operating funding and reserves, • identify opportunities for increased usage, increased revenues and decreased costs, • ensure optimal use of funds, • identify other efficiencies that could mitigate the size of the annual grant required from the County to operate the facilities.

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

COMMUNICATION/PUBLIC PARTICIPATION:

Continue future meetings and written communications with Mighty Peace Fish and Game Association

POLICY REFERENCES:

RECOMMENDED ACTION:

Motion 1:

- Simple Majority Requires 2/3 Requires Unanimous

That administration apply for the fish pond lease, formally MLL/DML000070 and continue to work with the Mighty Peace Fish and Game Association to rehabilitate the site.

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

December 6th, 2022

Dear Council

We are the board for the Mighty Peace Fish pond along the 88 connector. We have been contacted and met with Don Roberts to address our current situation with our Rainbow trout pond. It has come to our attention that there have been people inquiring as to what is the plan and why the pond and site are deteriorating. We propose the lease be reapplied under the county and we sub the lease and operate it.

That being said, there are a few things that are problematic. We are facing a difficult situation with our aeration system on the site, We need to supply air to keep our fish alive over winter. the windmill system has been vandalized to the point of in operation and with the reapplication the chance of losing the parking/picnic area is likely, due to it being on a farmers quarter section.

Our future plans for the site are building a new parking/picnic area (if needed), applying for power (transmission line is close), setting up a small brick building to protect the aeration equipment. We have access to heavy equipment if needed and the skills to do the work. Both of us has wood working and mechanical skills as well as heavy equipment skills in every area needed. I have lined up a drill shot for a tamper proof aeration hose. I purchased food grade barrels to build a dock and a have acquired some treated lumber to get the dock started.

We would need help from the county with funds to get the pond back to it's former glory, we will be doing fundraisers and will be open to donations to pay back the funds the county helps us with. We need a member that could help us with applying for grants and with the paperwork aspect of this endeavor. Thank you for listening I do hope we can provide our community with a superior fishing hole. There is also hope to develop multiple ponds in various other location within Mackenzie County (Bluehills, BuffaloHead, Blummenort, as well as close to the Hamlet of La Crete)

Your truly from your fish pond people

Tom Peters and Ernie Driedger

N.E.1/4 Sec. 16-106-12-5

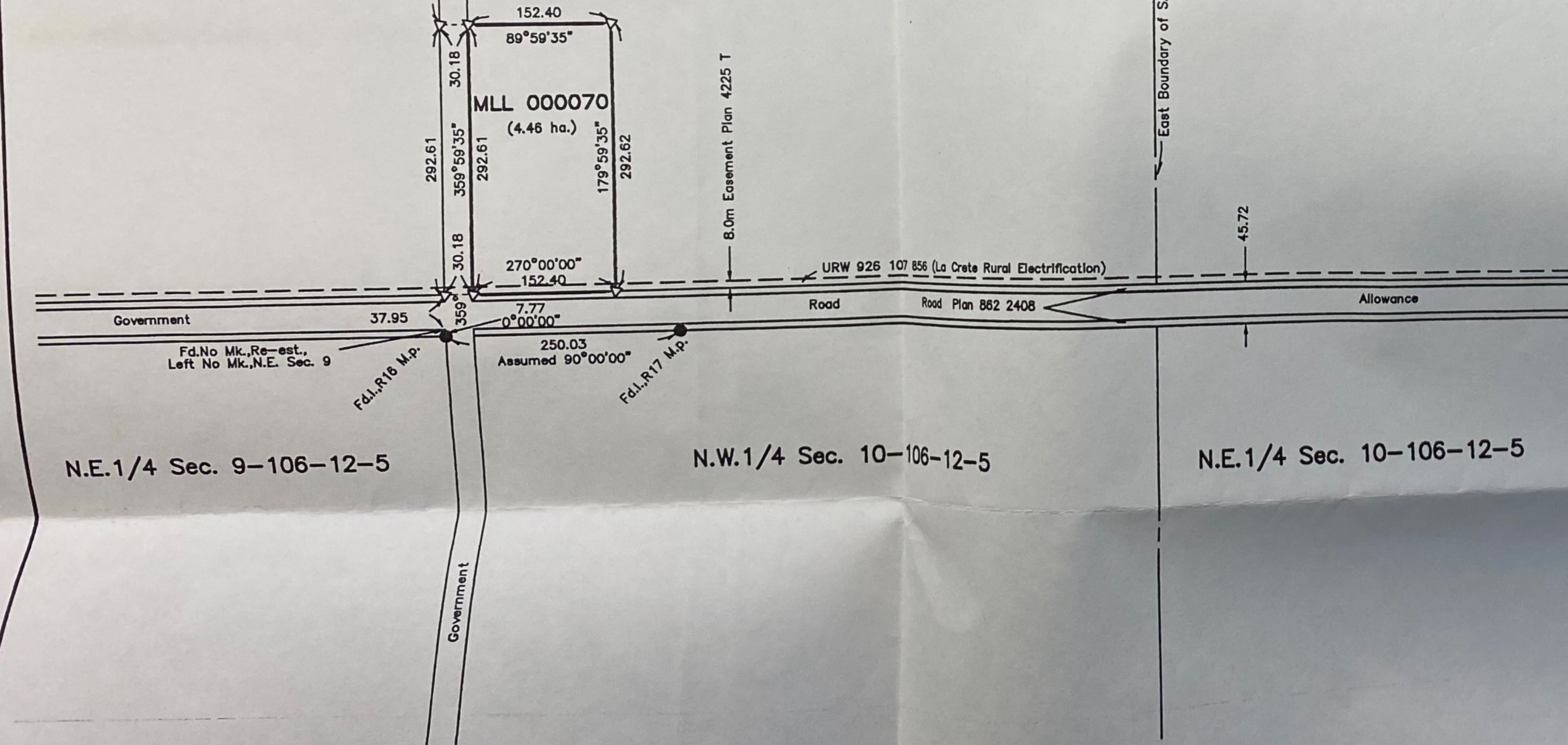
N.W.1/4 Sec. 15-106-12-5

N.E.1/4 Sec. 15-106-12-5

S.E.1/4 Sec. 16-106-12-5

S.W.1/4 Sec. 15-106-12-5

S.E.1/4 Sec. 15-106-12-5



ENVIRONMENTAL PROTECTION, LAND AND FOREST SERVICES

Plan #: 74592 MS
 Version: 2001.04.11
 File: MLL000070

TECHNICAL SERVICES SUR ML

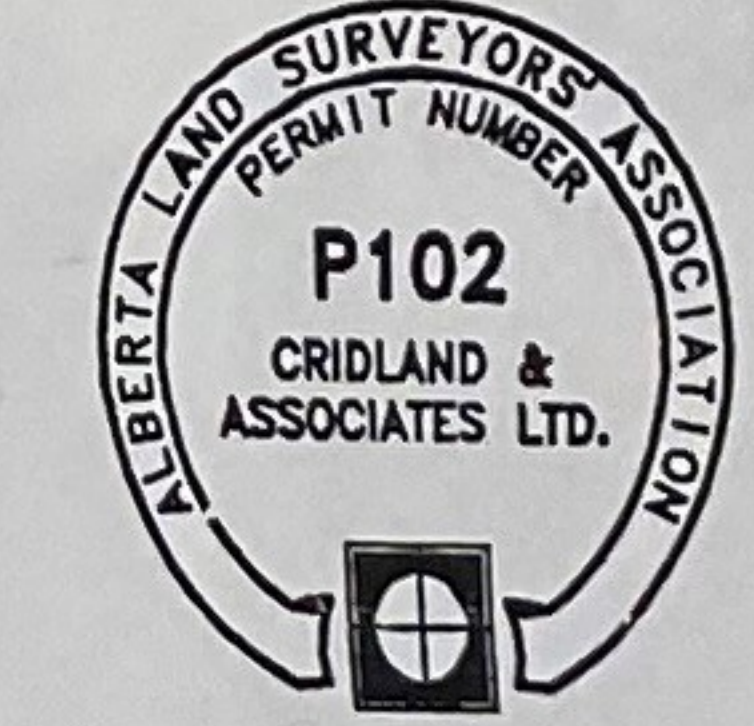
LEGEND

Distances are in metres and decimals thereof.
Area dealt with by this plan bounded thus And contains 4.46 ha. (11.02 Ac.)

Statutory Iron Post found shown thus
250mm long Iron Spike placed shown thus

- ha. Hectare
- ac. Acre
- SEC. Section
- TWP. Township
- RGE. Range
- M. Meridian
- M.D. Municipal District
- F.d.L. Found Iron Post
- M.P. Metal Marker Post
- Pit.M. Found Four Pits & Mound
- F.d.P. Found Standard Brass Cap
- F.d.No Mk. Found No Mark
- Re-est. Re-established
- Le't No Mk. Left No Mark
- URW. Utility Right of Way

I, R.O. Metcalfe, Alberta Land Surveyor, of Peace River, Alberta, certify that the survey represented by this plan is true and correct to the best of my knowledge, has been carried out in accordance with the Alberta Land Surveyors' Association Manual of Standard Practice, and was completed on the 8th day of March, 2001.



R.O. Metcalfe
Alberta Land Surveyor
Shelby Brennan
Witness: Shelby Brennan

PLAN
 SHOWING SURVEY OF
 MLL 000070
 PUBLIC LANDS SITE
 FOR MIGHTY PEACE FISH & GAME ASSOCIATION
 WITHIN THEORETICAL
 S.W.1/4 SEC. 15, TWP.106, RGE.12, W.5M.

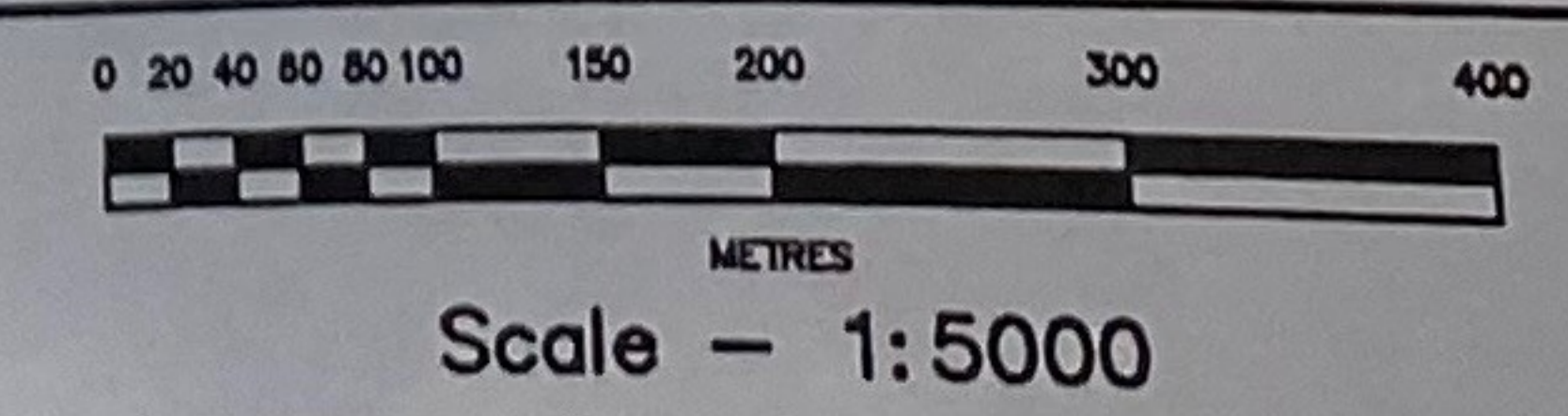
M.D. OF MACKENZIE No.23, ALBERTA
By: R.O. METCALFE, A.L.S. ALBERTA 2001

CRIDLAND & ASSOCIATES LTD.
Professional Land Surveyors

Box 7616, Peace River, Alberta, T8S 1T2

Ph. (780) 624-1800
Fax (780) 624-1078
oridpr@telusplanet.net

Drawn by: TDG
Checked by: ROM
Date: March 15, 2001



Job No.: P00-349
Ref.No.:
Dwg. No.: P00349SK





Legend	
	Indian Reserves
	County Boundary
	Roads Names
	Railway
	Roads
	Section Grid
	Rural Addresses
	Section Label
	Crown/Leased Land
	Cadastre
	Water Service Connections
	Water Lines
	Sanitary Lines
	Sanitary Tap
	Sanitary Valves
	Sanitary Catch Basins
	Sanitary Manholes
	Right of Ways
	Lot Lines
	Block Boundaries





 Scale 1: 10,157





















 100 yd 

 100 m 

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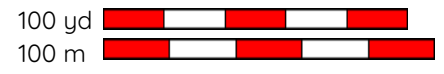


Legend

-  Indian Reserves
-  County Boundary
-  Roads Names
-  Railway
-  Roads
-  Section Grid
-  Rural Addresses
-  Section Label
-  Crown/Leased Land
-  Cadastre
-  Water Service Connections
-  Water Lines
-  Sanitary Lines
-  Sanitary Tap
-  Sanitary Valves
-  Sanitary Catch Basins
-  Sanitary Manholes
-  Right of Ways
-  Lot Lines
-  Block Boundaries



Scale 1: 2,500



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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13th, 2022
Presented By:	Don Roberts, Director of Community Services
Title:	2020-2021 Fire Department Member Honorarium

BACKGROUND / PROPOSAL:

Recently administration identified a member of the Fire Department that did not receive entitled honorariums since joining the department in October 2020. This was due to multiple factors from not have all required paperwork, probationary period, to internal administration issues.

The member did not come forward with this issue to administration.

As per Bylaw 1144-19 Remunerating Volunteer Fire Fighters:

10. No payment will be provided to any volunteer if they fail to provide the current year information after January 31st of the following year unless a Council resolution authorizes such payment.

OPTIONS & BENEFITS:

Option 1

Authorize payment

Option 2

Receive for information

COSTS & SOURCE OF FUNDING:

\$893.75 – Operations

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

SUSTAINABILITY PLAN:

COMMUNICATION/PUBLIC PARTICIPATION:

POLICY REFERENCES:

BYLAW 1144-19 - Remunerating Volunteer Fire Fighters:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That Council authorizes payment of Fire Department member's honorarium of \$893.75 with funds coming from the 2022 Operating budget.

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

BYLAW 1144-19

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

**FOR THE PURPOSE OF
REMUNERATING VOLUNTEER FIRE FIGHTERS
WITHIN MACKENZIE COUNTY**

WHEREAS pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, Section 7, and amendments thereto, the municipality may pass bylaws respecting the safety, health and welfare of people and the protection of people and property; and

WHEREAS, the Council of Mackenzie County is committed to supporting volunteer efforts to protect life and property of its residents; and

WHEREAS, the Council of Mackenzie County, wishes to establish remuneration for volunteer firefighters within the Municipality;

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

1. To establish remuneration for volunteers of fire departments for attending fires, fire practices (includes meetings) and training.
2. To establish remuneration rates for volunteers of fire departments when deployed outside the municipality for extended duration responses, and within the municipality when completing work under a State of Local Emergency.
3. Remuneration rates in accordance with Schedule 'A'.
4. A vehicle or vehicle allowance will be provided to the Fire Chiefs. If the Hamlet/Rural Fire hall does not have a Fire Chief then the Deputy Fire Chief will receive a vehicle or vehicle allowance.
5. Volunteer fire fighters are allowed to participate in the County monthly cell phone program; however, they must adhere to the County's Electronic Access and Acceptable Use Policy.
6. Each year Mackenzie County will authorize volunteer fire fighters \$50 toward the purchase of wearing apparel that promotes the fire department. The volunteer must attend a minimum of 6 training events in the last 6 months to be eligible.
7. Volunteer members are responsible to supply their hourly information to their Fire Chief or designate as soon as practical after the attendance.

8. Upon receipt of documentation, Honorariums will be paid every 3 months to the Fire Chiefs and fire fighters unless otherwise specified in this Bylaw. Fire fighter attendance records must be received by Mackenzie County administration quarterly (Jan-Mar, Apr-June, July-Sept, Oct-Dec).
9. In the case of an emergency event, including a State of Local Emergency, payments shall be made on a monthly basis.
10. No payment will be provided to any volunteer if they fail to provide the current year information after January 31st of the following year unless a Council resolution authorizes such payment.
11. Municipal employees shall not be paid remuneration when responding to a call during regular scheduled work hours.
12. If the Fire Chief is a municipal employee and engaging in normal Fire Chief duties during regularly scheduled municipal work hours the monthly flat-rate shall be reduced by 50%.
13. The remuneration rates shall be reviewed by Mackenzie County annually or by request. Such a review may result in an amendment to Schedule 'A'.
14. Bylaw 1053-16 is hereby repealed.
15. This Bylaw shall come into effect upon receiving third and final reading.

READ a first time this 24th day of July, 2019.

READ a second time this 13th day of August, 2019.

READ a third time and finally passed this 13th day of August, 2019.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Lenard Racher
Chief Administrative Officer

Schedule 'A'

Volunteer Fire Fighter Remuneration Rates

Fire Chief	Monthly flat-rate	\$250.00
	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out / Investigation / Inspection	\$ 25.00/hr
	Instructor	\$ 23.00/hr
Deputy Chief	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out / Investigation / Inspection	\$ 18.00/hr
	Instructor	\$ 23.00/hr
Captains and Lieutenants	Practice	\$ 8.50/hr
	Training	\$ 10.00/hr
	Fire call-out	\$ 16.00/hr
	Instructor	\$ 23.00/hr
Fire Fighters	Practice	\$ 7.50/hr
	Training	\$ 10.00/hr
	Fire call-out	\$ 10.00/hr with increases of \$1 per course to a maximum of \$14.00/hr
	Instructor	\$ 23.00/hr
State of Local Emergency (SOLE) Rate	Fire call-out	\$41.00/hr
Deployment Outside of the Municipality	Fire call-out	\$41.00/hr



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13th, 2022
Presented By:	Don Roberts, Director of Community Services
Title:	Fort Vermilion Bridge Campground and Recreational Area Plan

BACKGROUND / PROPOSAL:

Over the past several years, the Community Services Committee and Administration have collectively worked on 10-year development plans for all our Campgrounds. The development of the Fort Vermilion Campground 10 year plan has been difficult due to the uncertainty of the amalgamation of the two different leases into one.

Recently administration received direction from Forestry, Parks and Tourism (AEP) to develop “Development Plans” that not necessarily have a 10-year time line. They further understand that the amalgamation of both leases where applied for and encourages Mackenzie County to move forward with a plan.

At the December 1st Community Services meeting the following unapproved motion was made.

MOTION CS-22-12-93 MOVED by Councillor Cardinal

That the official name be the Fort Vermilion Bridge Campground and Recreational Area Plan and that Councillor Wardley work with administration to better define the Fort Vermilion Bridge Campground and Recreational Area Plan and then present the amended development plan to Council on the December 13, 2022 Council meeting.

CARRIED

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

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

Recreational Infrastructure

Strategy C1.2

Undertake a financial and operational review of County recreational facilities and equipment to: ensure adequacy of capital, operating funding and reserves, • identify opportunities for increased usage, increased revenues and decreased costs, • ensure optimal use of funds, • identify other efficiencies that could mitigate the size of the annual grant required from the County to operate the facilities.

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Council approve the Fort Vermilion Bridge Campground and Recreational Area Plan as presented/amended and to submit the Plan to Forestry, Parks and Tourism for their approval.

Author: _____ Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Don Roberts, Director of Community Services
Title:	2022 Campground Caretakers Bonus

BACKGROUND / PROPOSAL:

On December 1st administration presented the 2022 Campground statistics to the Community Services Committee. As per Mackenzie County Policy COM001

- c) Administration will recommend to the Community Services Committee the proposed bonus based on the grading mark as follows:
 - 90% or above will receive full bonus
 - Each percentage below 90% receives 1% less of the bonus

The Community Services Committee made the following motion:

MOTION CS-22-12-95 **MOVED** by Councillor Braun

That the recommendation be made to Council to approve the campground caretakers' bonus as presented:

Hutch Lake – \$6090.25

Wadlin Lake– \$3003.75

Machesis Lake – \$769.94.

CARRIED

OPTIONS & BENEFIT

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

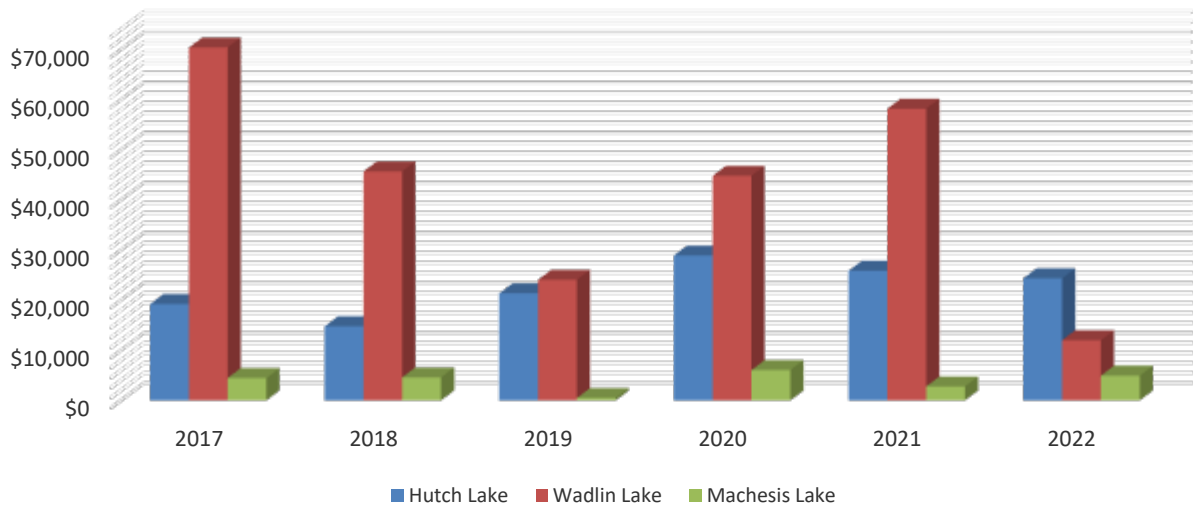
COSTS & SOURCE OF FUNDING:

2022 Operating budget

2022 Year

Caretaker Evaluation Percentage	Bonus Percentage	Year End Revenue	Bonus Amount
Hutch Lake - 98.57%	25%	\$23,183.43	\$5,796.61
Wadlin-Lake - 98.57%	25%	\$12,015.00	\$3,003.75
Machesis Lake – 80.57%	15.57%	\$4,945.00	\$769.94

Total Revenue per Campground 2017-2022



Hutch Lake	\$19 242.00	\$14 790.00	\$21 380.00	\$28 900.00	\$25 865.00	\$23,183.43
Wadlin	\$70 418.00	\$45 702.00	\$24 088.00	\$44 807.00	\$58 193.00	\$12 015.00
Machesis	\$4 460.00	\$4 595.00	\$475.00	\$6 070.00	\$11 125.00	\$4 945.00

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

2022 Campground Usage

	Day Use	Overnight	Overnight /Marina	Marina	Total # of Nights	Total # of People Using Campground*
Hutch Lake	1598	495	--	3	957	7000
Wadlin	390	191	59	3	550	2578
Machesis	469	90	--	--	144	2058

*incl Day Use.

COMMUNICATIONS / PUBLIC PARTICIPATION

POLICY REFERENCE:

Policy COM001 Parks Caretaker Bonus

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Council to approve the 2022 Campground Caretakers bonuses as recommended.

- Hutch Lake - \$5,796.61
- Wadlin Lake - \$3,003.75
- Machesis Lake - \$769.94

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

Mackenzie County

Title	Parks Caretaker Bonus Policy	Policy No:	COM001
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Legislation Reference	Municipal Government Act, Section 18
------------------------------	---------------------------------------------

<p>Purpose</p> <p>To establish procedures for applying a bonus to the County's park caretakers for exceptional work completed throughout a season.</p>

POLICY STATEMENT AND GUIDELINES

1. Definitions:

For the purpose of this Policy terms shall be defined as follows:

- a) A **Caretaker** is a contract operator at a Mackenzie County park.
- b) **Caretaker Evaluation Form** is a form created by the County to evaluate the performance of a parks caretaker. The form will be completed by a County representative. The form is attached in Appendix "A".
- c) **County Park** refers to a campground facility within Mackenzie County boundaries. The County presently has three campgrounds with caretakers which are: Wadlin Lake, Hutch Lake and Machesis Lake.
- d) **Bonus** – a full bonus will be 25% of all the fees collected at the County Park up to a maximum of \$8,000 (maximum applies to all contracts entered into after January 1, 2015).
- e) **Community Services Committee** is a group of Councillors selected to represent Council as per their terms of reference.

2. Bonus Structure:

- a) The County administration will complete the caretaker's evaluation form regularly throughout the operating months to determine the quality of the caretaker's performance in relation to their duties.
- b) At the end of the season the County's administration will compile all the results from the evaluation forms and generate a summary sheet with an overall grading mark.

- c) Administration will recommend to the Community Services Committee the proposed bonus based on the grading mark as follows:
 - 90% or above will receive full bonus
 - Each percentage below 90% receives 1% less of the bonus

- d) The Community Services Committee will receive administration recommendations on caretaker's bonus and review any additional information to determine the amount of bonus each park caretaker will receive.

3. Administrative Responsibility :

Chief Administrative Officer or designate is responsible for compliance with this policy.

	Date	Resolution Number
Approved	24-Apr-13	13-04-259
Amended	13-Jan-15	15-01-021
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13th, 2022
Presented By:	Don Roberts, Director of Community Services
Title:	New La Crete Parks Playground Contest Submission

BACKGROUND / PROPOSAL:

As in the past the naming of County parks has taken into consideration public opinions. The contest for the naming was publicly advertised on social media on October 21st and all entries have been collected and recorded, this contest had a closing date of November 25, 2022 at 4:30pm.

Playgrounds Naming Competition		
Entrants	Park #1 – West of 110 St	Park #2–Corner of 112 St & 99 Ave
Tammy Banman	West Ridge Park	L-A Playzone
	West View Park	
Selena Peters	Aurora Park	Western Drive Park
Carlene Doerksen	Wonderland Park	Jack & Jill Park
	Bearhug Park	Honeyland Park
	Sand Cove Park	Jase Parker Park (this is only a suggestion if LC ever gets a special needs park, as Jase is a grade 4 student with special needs.)
Megan Wiebe	Abe Bergen Park/Playground	Little Foresters Playground
	Janelle Fehr Park	Generations Park
	Mini Mennonites Park	

Author: K. Hiltz **Reviewed by:** D. Roberts **CAO:** _____

At the December 1st Community Services meeting the following unapproved motion was made:

MOTION CS-22-12-94 **MOVED** by Councillor Braun

That Park#1 – West of 110 Street be named **West Ridge Park**.

That Park#2 – Corner of 112 St & 99 Ave be named **Jannelle’s Park** contingent on family’s approval. Bring to Council on the December 13th meeting.

CARRIED



OPTIONS & BENEFITS:

Option 1

Accept the names as presented.

Option 2

For Administration to re-advertise and bring findings back to Council

Author: K. Hiltz Reviewed by: D. Roberts CAO:

COSTS & SOURCE OF FUNDING:

None at this time

SUSTAINABILITY PLAN:

Recreational Infrastructure

Strategy C1.2

Undertake a financial and operational review of County recreational facilities and equipment to: ensure adequacy of capital, operating funding and reserves, • identify opportunities for increased usage, increased revenues and decreased costs, • ensure optimal use of funds, • identify other efficiencies that could mitigate the size of the annual grant required from the County to operate the facilities.

COMMUNICATION / PUBLIC PARTICIPATION:

Social Media
News Paper
Wide spread Pubic Notification

POLICY REFERENCES:

ADM-040 - Mackenzie County Recreational Area Policy

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Council approve the naming of Park#1 ,West of 110 St, West Ridge Park and Park #2 at the corner of 112 St and 99 Ave be named Janelle’s Park and that ADM-040 Mackenzie County Recreational Area Policy be amended to reflect the names.

Author: K. Hiltz Reviewed by: D. Roberts CAO:

Mackenzie County

Title:	Mackenzie County Recreational Area Policy	Policy No:	ADM040
---------------	------------------------------------------------------	-------------------	---------------

Purpose:

To identify County Recreational Areas. To properly classify all County and/or Partnership Recreational Areas, based on area usage, community need, natural features present and currently maintained areas.

Policy Statement

Mackenzie County strives to offer Recreational Areas for our citizens and visitors to the County. Mackenzie County strives to engage our citizens and visitors of all ages in recreational opportunities. Recreational Areas are characterized into different Classifications in order to provide the best possible opportunities for all. Classifications for playgrounds and campgrounds may be combined when available or applicable combined efforts in regards to Park Spaces will be recognized. Examples or such partnerships may be School Division, Provincial Government agencies, local Community Groups.

1. Classifications of Campgrounds and Playgrounds

- a. Green Space
- b. Playground
- c. Urban Park
- d. Regional Park
- e. Lease Holder

Council has identified and classified the following as County Recreational Areas:

Recreational Area	Location	Classification	Operational Authority / Partnership
Mackenzie Housing Park	Fort Vermilion Hamlet	Urban Park	County/Fort Vermilion Recreation Society
Fort Vermilion Pioneer Park	Fort Vermilion Hamlet	Playground	County
Fort Vermilion Arena Park	Fort Vermilion Hamlet	Urban Park	County / Fort Vermilion Recreation Society
D.A. Thomas Park	Fort Vermilion Hamlet	Urban Park	County
Fort Vermilion Walking Trails	Fort Vermilion Hamlet	Green Space	County/Fort Vermilion Walking Trail Committee
Fort Vermilion Bridge Campsite	Fort Vermilion Rural	Regional Park	Province of Alberta

Recreational Area	Location	Classification	Operational Authority / Partnership
Ball Diamond	La Crete Hamlet	Urban Park	La Crete Recreation Society / County
Big Back Yard Park	La Crete Hamlet	Playground	County
Henry Enns Playground (2019)	La Crete Hamlet	Playground	County
Jubilee Park	La Crete Hamlet	Urban Park	County
Knelsen Park	La Crete Hamlet	Urban Park	County
Reinland Park	La Crete Hamlet	Urban Park	County
La Crete Walking Trails	La Crete Hamlet	Green Space	County / La Crete Walking Trail Committee /AEP
La Crete Arena Park	La Crete Hamlet	Urban Park	County / La Crete Recreation Society
Tourangeau Lake	La Crete Rural	Urban Park	County / AEP
Atlas Landing	La Crete Rural	Green Space	County
Zama Community Park	Zama Hamlet	Regional Park	County / Zama Recreation Society
Zama Community Hall	Zama Hamlet	Urban Park	County/Zama Recreation Society
Buffalo Head Tower	Green Space	Regional Park	County
Hutch Lake Campground	High Level Rural	Regional Park	County / AEP
Machesis Lake	Rocky Lane Rural	Regional Park	County / Provincial Parks
Wadlin Lake	Fort Vermilion Rural	Regional Park	County / AEP
Fort Vermilion Rodeo Grounds	Fort Vermilion Rural	Lease Holder	County/Fort Vermilion Recreation Society
La Crete Ferry Campground	Tompkins Landing Rural	Lease Holder	County/La Crete Ferry Campground Society / AEP
George Janzen	La Crete Hamlet	Playground	County

2. Recreational Area Classification Definitions

Recreational Areas are classified taking into account, current features, natural features, usage and grant and partnership opportunities. Parks will be upgraded and maintained to provide the best possible uses and may or may not include all amenities that are listed under their classification. All Park areas amenities inclusions will be under the jurisdiction of the County Parks & Recreation Committee in conjunction of the County's Park & Recreation Master Plan (when implemented).

a. Green Space

Must Include:

- Good repair and maintenance of property
- Passive features like picnic tables, benches
- Garbage receptacles & collection

May Include:

- Walking Trails (either soft or hard surface)
- Dock or boat launch where applicable
- Parking Area
- Green spaces & natural landscaping items such as flowers & trees
- Toilets
- Shelters

b. Playground

Must Include:

- Good repair and maintenance of property
- Basic equipment is supplied and installed (ex. swings, sandbox, slides etc.)
- Garbage receptacles & collection

May Include:

- Passive features like picnic tables, benches
- Playground structure
- Green spaces & landscaping items such as flowers & trees

c. Urban Park

Must Include:

- Good repair and maintenance of property
- Garbage receptacles & collection
- Green spaces & landscaping items such as flowers & trees
- Passive features like benches, picnic tables

May Include:

- Picnic area(s)
- Toilets
- Shelters
- Playground structure
- Fencing
- More intensive recreation areas: such as ball diamonds, sports fields and/or courts, spray pools, recreation centres, outdoor rinks.

d. Regional Park

Must Include:

- Good repair and maintenance of property
- Picnic areas
- Fire pits and firewood
- Outhouse facilities
- Parking area
- Garbage receptacle & collection
- Green spaces & natural landscaping items such as flowers & trees
- Passive features like benches
- Individual and/or group camping sites

May Include:

- Playground structure
- Dock and/or boat launch
- Shelters
- Washroom and/or shower facilities
- Non-potable and/or potable water facilities
- Walking trails
- Heritage sites
- Caretaker/residence site
- Campground office
- Partial or full services

e. Lease Holder

Must Include:

- Obtain and maintain current lease agreement.
- Operating authority.

3. Signage

- All County Parks will have appropriate signage that clearly shows Ownership and/or Operational parties; Classification.
- Other signage including emergency contacts, rules, regulations and special issues will be reviewed as a yearly sign upgrade package.
- All signage will be in good repair and clearly visible.

4. Inspections

- All playground equipment shall be inspected pursuant to the Playground Inspection Policy ADM020.
- All County park facilities shall be inspected regularly by departmental staff to ensure a safe and friendly environment for all users.

5. Operating Authority

- Recreational areas may be placed under the control of a Partnership Group (such as a Local Recreational Society, School, Provincial Agency or other registered Non-Profit group when it is mutually agreed upon by both parties.
- Operating authorities are responsible for maintenance and inspections of facilities pursuant to this and other applicable county policies. A detailed Operating Agreement must be agreed upon by all Partnered bodies to ensure the safe and proper operation of County Recreational Areas.

6. Partnerships

- Partnerships for recreational areas will be explored and combined in all instances where circumstances warrant

7. Promotion of Recreational Areas

- The County will strive to provide adequate promotional materials and venues for all County Recreational Areas.

	Date	Resolution Number
Approved	07-Jan-03	03-947
Amended	30-Sep-03	03-538
Amended	24-Feb-04	04-101
Amended	25-Jun-07	07-06-588
Amended	08-Dec-09	09-12-1109
Amended	2019-03-27	19-03-199
Amended	2021-01-27	21-01-048



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Tompkins Improvement Board - Additionally Named Insured

BACKGROUND / PROPOSAL:

In November 2022, administration submitted a request on the behalf of the Tompkins Improvement Board for a quote on insurance. Documentation was received and submitted, and the quote was forwarded to the Board for approval.

As per Policy ADM018, Insurance Coverage for Not-for-Profit Organizations (attached), Mackenzie County offers the following insurance to not-for-profit organizations upon written request:

- Bond & Crime
- Comprehensive General Liability
- General Property Insurance

On December 7th, 2022 administration received a request to be added to the County’s coverage as an Additionally Named Insured.

Jubilee Insurance requires a Council motion to add Tompkins Improvement Board to the Policy.

OPTIONS & BENEFITS:

The additional named insured program is established through Jubilee Insurance to provide reasonably priced insurance to not-for-profit organizations.

COSTS & SOURCE OF FUNDING:

Policy ADM018 Insurance Coverage for Not for Profit Organizations

Section 4: The County shall provide insurance to “Not for Profit” organizations on a cost recovery basis.

Author: J. Veenstra **Reviewed by:** J. Batt **CAO:** _____

SUSTAINABILITY PLAN:

Assist Not for Profit organizations on receiving affordable insurance.

COMMUNICATION / PUBLIC PARTICIPATION:

The Tompkins Improvement Board re: Council's decision.
Corporate Services staff re: administration of Council's decision.
Jubilee Insurance re: application for insurance Tompkins Improvement Board

POLICY REFERENCES:

Policy ADM018 Insurance Coverage for Not for Profit Organizations

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the provision of insurance coverage to the Tompkins Improvement Board, on a cost recovery basis, through the Jubilee Additional Named Insured Program be approved.

Author: J. Veenstra Reviewed by: J. Batt CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	High Level Agricultural Exhibition Association – Richardson Foundation Inc. Grant

BACKGROUND / PROPOSAL:

The High Level Agricultural Exhibition Association had submitted a donation request to Richardson Foundation Inc. for an Indoor Riding Arena project, which they were successful in receiving in the amount of \$100,000 (email attached).

In order to receive these funds, Richardson Foundation Inc. is required to deposit the funds with Mackenzie County due to the High Level Agricultural Exhibition Association not being able to provide a charitable donation receipt for this grant.

As the High Level Agricultural Exhibition Association was the successful recipient, they would be required to complete all reporting documentation required by Richardson Foundation Inc. for the Indoor Arena project.

As this request is outside of the Charitable Donation Policy in that the County does not have an agreement, or own and assets of the Association, if approved, administration requests that funds would not be released to the Association, until proof of purchase of a Indoor Arena is provided.

Administration recommends that organizations that wish to apply for grants under the County shall have Council approval prior to application submission, and this message be communicated during our advertising of the County’s Non-Profit grant application campaign.

OPTIONS & BENEFITS:

Option –

Approve the request to support the funding donation to the High Level Agricultural Exhibition Association.

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

Benefit –

Non-profits are able to fund raise additional funds, and reduce some of the requests to the County for these projects.

COSTS & SOURCE OF FUNDING:

Richardson Foundation Inc. in the amount of \$100,000

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

FIN034 Charitable Donation Policy

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2022 operating budget be amended to include \$100,000 for the High Level Agricultural Exhibition Association towards their groomer project, with funding coming from Richardson Foundation Inc.

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

High Level Agricultural Exhibition Association

Box 1530

High Level, AB T0H 1Z0

780-926-6526

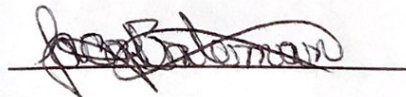
December 12, 2022

Mackenzie County

Fort Vermilion, AB

Attention: Jenn Batt

The High Level Agricultural Exhibition Association has successfully applied for a donation from Richardson Pioneer in the amount of \$100,000.00, for the construction of an indoor equine riding arena. Richardson Pioneer requires that the funds be paid to a registered charity in Canada, which we are not, we are a registered non-profit agricultural society in Alberta. I would like to request the Mackenzie County accept the funds from Richardson Pioneer on our society's behalf, and issue Richardson Pioneer an official donation receipt. We understand that the Mackenzie County will hold the funds until such time in the project that the funds are required to pay for the construction costs. Thank you for your time and consideration in this matter.



Jacquie Bateman - Treasurer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	Cheque Registers –November 10 – December 9, 2022 (HANDOUT)

BACKGROUND / PROPOSAL:

At the request of Council cheque registers, are to be viewed by Council during Committee of the Whole meetings. As there is no Committee of the Whole meeting scheduled until January 2023, administration is recommending that it would be good practice to review during this Council meeting.

All invoices are authorized by Managers, Directors, and or the CAO in accordance with the Purchasing Policy FIN025. Cheques are released on a weekly or bi-weekly basis unless otherwise required for operational needs. Copies of the November 14, 2022 – December 9, 2022 cheque registers, and October online payments will be available at the meeting.

OPTIONS & BENEFITS:

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

COSTS & SOURCE OF FUNDING:

2022 Budget.

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the cheque registers, from November 14, 2022 – December 9, 2022, and October 2022 online payments be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Jennifer Batt, Director of Finance
Title:	MasterCard Statements – October 2022 (HANDOUT)

BACKGROUND / PROPOSAL:

As per Policy FIN028, Mastercard statements are to be reviewed by Council at the Committee of the Whole Meetings. As there is no Committee of the Whole meeting scheduled until January 2023, administration is recommending that it would be good practice to review during this Council meeting.

Administration will provide a copy of the October Mastercard statements at this meeting for Councils review.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2022 Operating Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

Policy FIN028 Credit Card Use

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the MasterCard statements for October, 2022 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Louise Flooren, Manager of Legislative and Support Services
Title:	Expense Claims – Councillors

BACKGROUND / PROPOSAL:

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

A copy of the following Councillor Honorarium and Expense Claims will be presented at the meeting:

- November – All Councillors

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Operating Budget

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

1241-21 Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Councillor Expense Claims for November 2022 be received for information.

Author: L. Flooren Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Louise Flooren, Manager of Legislative and Support Services
Title:	Expense Claims August – Members at Large

BACKGROUND / PROPOSAL:

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

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

Name	Board/Committee	Month
Jerry Chomiak	Assessment Review Board	November
Jerry Chomiak	Subdivision & Development Appeal Board	November
Joe Froese	Assessment Review Board/ Subdivision & Development Appeal Board	November
Tim Driedger	Municipal Planning Commission	November
Andrew O'Rourke	Municipal Planning Commission/Inter-municipal Planning Commission	November
Eric Carter	Municipal Planning Commission	November
Anthony Peters	Agricultural Service Board	November
Joseph Peters	Agricultural Service Board	November
George Fehr	Agricultural Service Board	November

Author: L. Flooren Reviewed by: _____ CAO: _____

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Operating Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Bylaw 1241-21 - Honorariums and Expense Reimbursement Bylaw

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

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

Author: L. Flooren Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Byron Peter, Deputy Chief Administrative Officer
Title:	Business Incentive - Draft Bylaw

BACKGROUND / PROPOSAL:

On July 13, 2022 Regular Council Meeting, administration presented options for Commercial Business Incentive options to Council, where the following motion was made:

MOTION 22-07-507 MOVED by Councillor Wardley

That administration bring back options for Commercial Business Incentive Options.

CARRIED

Administration has researched and consulted with the assessor in regards to options for industrial and commercial development business tax incentives. Attached is a draft bylaw for council's consideration.

To ensure the incentive is targeted, commercial developments could be required to meet a minimum threshold of a set dollar amount of the actualized investment in a new building permit value. Building permits are calculated with the formula of \$6.00 per every \$1000.00 dollars of the actual cost of the development. Example: if a development is valued at costing \$10,000,000 (ten million dollars) to construct, the building permit value would be \$60,000 (sixty thousand dollars). The County's portion is thirty percent of the permit value.

For industrial development the assessment of machinery and equipment is regulated to be assessed at 77 per cent of its value. Unlike non-residential and residential assessment classes that are assessed at 100 per cent of market value. With this knowledge there could be separate incentive rates for industrial and commercial.

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____

Commercial development could be decided as:

- 75% of the value of the current years' municipal tax levy in the first year of taxation of the new development
- 50% of the value of the current years' municipal tax levy in the second year of taxation of the new development
- 25% of the value of the current years' municipal tax levy in the first year of taxation of the new development

Industrial development could be decided as:

- 50% of the value of the current years' municipal tax levy in the first year of taxation of the new development
- 25% of the value of the current years' municipal tax levy in the first year of taxation of the new development
- 25% of the value of the current years' municipal tax levy in the first year of taxation of the new development

Mackenzie County may decide to calculate the incentive by applying the incentive to the entire assessed value of a parcel, considering any change in the value of the land and the change in value brought by improvements. Alternatively, Mackenzie County may apply the incentive to the improvement portion on the land only.

Once an incentive is granted under a tax incentive bylaw, the incentive remains valid even if the bylaw is amended or repealed, subject to the developments continued eligibility under the conditions or criteria of approval.

Council could also consider a more robust tax incentive for brownfield properties. This does not need to be limited to contaminated sites, but can include vacant, derelict or under-utilized sites. Eligible parcels would need to be specifically identified within the bylaw. Considerations for brownfield properties are not included within the draft bylaw.

OPTIONS & BENEFITS:

Option 1:

That administration creates a Tax Exemption Bylaw for new commercial and industrial development and expansion in Mackenzie County.

Option 2:

For information.

COSTS & SOURCE OF FUNDING:

No costs at this time. The exemption of taxes may affect future operating revenue.

Author: S Gibson Reviewed by: B Peters CAO: _____

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

Strategy E26.3 Take proactive measures to anticipate growth by preparing evidence-based plans for it.

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:

None at this time. A public hearing would be required prior to second reading of the bylaw.

POLICY REFERENCES:

MGA section 364.1 (Brownfield Incentives)
MGA section 364.2 (Tax incentives for non-residential)

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: S Gibson **Reviewed by:** B Peters **CAO:** _____

BYLAW NO. 12xx-xx
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

TO PROVIDE NON -RESIDENTIAL PROPERTY TAX INCENTIVES FOR NEW
COMMERCIAL AND INDUSTRIAL DEVELOPMENT AND EXPANSIONS WITHIN
AREAS OF MACKENZIE COUNTY

WHEREAS, pursuant to section 347 of the *Municipal Government Act*, a Council has the authority to cancel or refund all or part of a tax or defer the collection of a tax, with or without condition; and

WHEREAS, the Council of Mackenzie County, in the province of Alberta, has deemed it desirable to Provide Tax Exemptions to new commercial and industrial development and expansions within Mackenzie County; and

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

1. **CITATION**

1.1 This bylaw may be cited as the Mackenzie County Business Incentive Bylaw.

2. **DEFINITIONS**

2.1 For the purposes of this Bylaw the following definitions shall apply:

- a) Act – means the *Municipal Government Act*, RSA 2000, Chapter M-26, and amendments thereto.
- b) Administration – means Mackenzie County Administrative Staff;
- c) Alberta Corporate Registry – means office that registers a business to operate within Alberta;
- d) Applicant – means the registered business owner or authorized agent for the business owner, who applies for the Business Incentive pursuant to this Bylaw.
- e) Application – means an application for Business Incentive, pursuant to this Bylaw;
- f) Business – means a commercial merchandising or industrial activity or undertaking; a profession, trade, occupation, calling or employment or an activity providing goods and services;

- g) Council – means the Municipal Council of Mackenzie County in the Province of Alberta, as duly elected and defined in the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto;
- h) Business Incentive – means the cancellation of part of the municipal portion of the taxes for an Eligible Business;
- i) CRA – means Canada Revenue Agency;
- j) Eligible Business – means a business deemed eligible for Business Incentives under the provisions of this Bylaw;
- k) Expansion – means development that adds to an existing Structure to increase the existing Structures physical space;
- l) Structure – means a structure as defined by the Act as non -residential or Machinery and Equipment.

3. **ELIGIBILITY**

In order to qualify for the Business Incentive under this Bylaw:

3.1 The Applicant must:

- a) apply for the Business Incentive before November 1;
- b) must own the Eligible Business which they are applying for the Business Incentive program;
- c) must own the Eligible Business for the full three (3) years to receive the full benefit of the Business Incentive;
- d) have a current Mackenzie County Business License;
- e) have been issued a CRA number through Alberta Corporate Registry;
- f) have their Eligible Business property taxes paid in full to date of application;

The Eligible Business must:

- a) be located in an area zoned for the applicable commercial or industrial land use district within Mackenzie County;

- b) not have any outstanding conditions of approval for development;
- c) comply with requirements as stated in the Mackenzie County Land Use Bylaw and Safety Codes Act;

4. **APPLICATION REQUIREMENTS**

- 4.1 The Applicant must complete the application attached in Schedule 1, in order to be considered for the Business Incentive. The application must include:
- a) business name, applicant name, address, and contact information;
 - b) legal land location and street address of business;
 - c) an active Mackenzie County business licence number;
 - d) Alberta Corporate Registry CRA number;
 - e) proof of permit approvals as required by the Mackenzie County Land Use Bylaw and Safety Codes Act for business;

5. **DECISION PROCESS**

- 5.1 Once a complete application is accepted by administration, it will be reviewed to ensure it meets the eligibility requirements. If the application is eligible for the business incentive, the application will be brought before Council for a decision. Late applications will not be accepted.

6. **DURATION**

- 6.1 The Business Incentive may be applied to a new Eligible Business for a period no more than three years, from the date of the application approval.

7. **AMOUNT OF DEVELOPER INCENTIVES**

- 7.1 Tax reductions as Business Incentives may be granted for the municipal, improvement portion of taxes only and does not include school or other requisitions.
- 7.2 Business Incentives for new commercial development may be granted by Council according to the following guidelines:

- a) 75% of the value of the current years' municipal tax levy in the first year of taxation of the new development;
- b) 50% of the value of the current years' municipal tax levy in the second year of taxation of the new development;
- c) 25% of the value of the current years' municipal tax levy in the third year of taxation of the new development;

7.3 Business Incentives for the new industrial development and the expanded portion of the industrial expansion may be granted by Council according to the following guidelines:

- a) 50% of the value of the current years' municipal tax levy in the first year of taxation of the new development;
- b) 25% of the value of the current years' municipal tax levy in the second year of taxation of the new development;
- c) 25% of the value of the current years' municipal tax levy in the third year of taxation of the new development;

7.4 For the purposes of Section 6.1 of this Bylaw, the first year of incentive will apply to the tax year subsequent to the approval of the application.

8. **Cancellation of Incentive**

8.1 If at anytime after the Business Incentive is granted, the County determines that:

- a) Applicant or their Application did not meet or ceased to meet any of the criteria required in which formed the basis of granting the incentive; or
- b) there was a breach of any condition of the Business Incentive;
- c) Business Incentive is non-transferable, a change of ownership will null and void the remaining tax incentive years.

The County may cancel the incentive for the taxation year or years in which the criterion was not met or to which the condition applies.

READ a first time this 13th day of, 2022.

READ a second time this 13th day of, 2022.

READ a third time and finally passed this 13th day of, 2022.

(original signed)

Joshua Knelsen
Reeve

(original signed)

James Thackray
Chief Administrative Officer

DRAFT

**Schedule 1
Business Incentive Application**

DRAFT



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Range Road 15-5 Project and Budget Update

BACKGROUND / PROPOSAL:

The County awarded the Range Road 15-5 project on July 13th, 2022. The scope of work for the original project included of road, ditching, and installation of culverts. The County supplied (nearly) all the materials for the project. The project also required some off-site work that was not tendered, due to ongoing discussions with landowners.

The pre-tender cost estimate for the project was \$400,000. After tenders closed the budget was increased to a total of \$800,000. The quantities of material increased significantly from the original estimate to the time that the project was tendered.

The project proceeded well throughout late summer/fall, and administration is pleased with the work that has been completed. The project is substantially complete, with only final topsoil, gravel and a few other minor items to complete in spring/summer 2023.

The discussions with landowners required the County to further increase the scope of some aspects of the project. There is a level of mistrust from the local landowners towards the County, so several landowners refused to sign off on agreements until after the work was complete. The end result was that more material was required to be moved, and to be moved further. Several additional accesses were also required, which prompted the need for additional culverts.

The lack of availability and cost of culverts also continued to increase throughout the year, further increasing project costs.

OPTIONS & BENEFITS:

The project work has been done well, and the County now has a new piece of infrastructure that will serve the area residents and farmers for years to come. Project costs exceeded initial estimates, and there is a small scope of work remaining.

Author: B Peters **Reviewed by:** _____ **CAO:** _____

COSTS & SOURCE OF FUNDING:

The current 2022 Capital Budget has \$800,000 allocated for Range Road 15-5. After reviewing costs to date and anticipated 2023 costs, additional funding will be required from the Surface Water Management Reserve.

Current project costs (labour and material) are about \$1,010,000. There will also be additional costs in 2023 to finish the project, including installation of gates, final gravelling, and a small contingency to cover unknowns in the final cleanup and seeding. Administration is confident that \$90,000 will cover the additional 2023 costs, for a total project cost of \$1,100,000.

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

None required.

POLICY REFERENCES:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the 2022 Capital Budget for the Range Road 15-5 Project be amended by \$300,000 with funding coming from the Surface Water Management Reserve.

Author: B Peters Reviewed by: _____ CAO: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Review of Bylaw 1129-18 Inter-Municipal Collaborative Agreement – Municipal District of Opportunity

BACKGROUND / PROPOSAL:

Section 708.28(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Inter-municipal Collaboration Framework with each other. This agreement identifies the services provided by each municipality, which services are best provided on an inter-municipal basis, and how services to be provided on an inter-municipal basis will be delivered and funded.

On December 11, 2018, Bylaw 1129-18 was passed, entering Mackenzie County into a Collaborative Agreement with the Municipal District of Opportunity.

The requirement is that this agreement be reviewed every four (4) years, no later than 2022. Administration has no concerns or amendments.

OPTIONS & BENEFITS:

Continued communication and strong working relationship between Municipalities.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Goal E1 That the Region’s transportation system:

Author: J. Roberts **Reviewed by:** C. Smith **CAO:** _____

- Reduces travel time and increases safe, comfortable and efficient travel between its communities and between the County and major destinations beyond its borders,
- Provides an economically efficient access to business and industrial markets outside of County boundaries.

Goal E2 That Highway 88 be a fully-paved, ban free, year-round link between Highway 58 north of Fort Vermilion and Slave Lake.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

ADM007 Inter-Municipal Cooperation

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Administration send a letter to the Municipal District of Opportunity confirming that a review has taken place and that no changes are required to the framework of the agreement on our behalf.

Author: J. Roberts Reviewed by: C. Smith CAO: _____

BYLAW NO 1129-18
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF ADOPTING
MACKENZIE COUNTY/MUNICIPAL DISTRICT OF OPPORTUNITY
INTER-MUNICIPAL COLLABORATION FRAMEWORK (ICF),
PURSUANT TO THE MUNICIPAL GOVERNMENT ACT,
BEING CHAPTER M-26 OF THE REVISED STATUTES OF ALBERTA 2000,
AND AMENDMENTS THERETO

WHEREAS Section 708.28(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta 2000, as amended, mandates that municipalities that have common boundaries must create an Inter-municipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an inter-municipal basis, and how services to be provided on an inter-municipal basis will be delivered and funded;

AND WHEREAS Mackenzie County and the Municipal District of Opportunity No. 17 share a common border;

AND WHEREAS Mackenzie County and the Municipal District of Opportunity No. 17 share common interest and are desirous of working together to provide services to their residents;

THEREFORE BE IT RESOLVED, that the Council of Mackenzie County, in the Province of Alberta, adopts the Mackenzie County/Municipal District of Opportunity No. 17 inter-municipal agreement, being the document attached hereto and forming part of this Bylaw.

This bylaw comes into force and effect upon third reading by Council.

READ a first time this 11th day of December, 2018.

READ a second time this 11th day of December, 2018.

READ a third time and finally passed this 11th day of December, 2018.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Lenard Racher
Chief Administrative Officer

Intermunicipal Collaboration Framework

Between

The MD of Opportunity No. 17

and

Mackenzie County

WHEREAS, the MD of Opportunity No. 17 and Mackenzie County share a common border; and

WHEREAS, the MD of Opportunity No. 17 and Mackenzie County have reviewed their common interests and are desirous of working together when appropriate to provide services to their residents; and

WHEREAS, the Municipal Government Act stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each County, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the Counties hereto it is agreed as follows:

A. TERM AND REVIEW

1. In accordance with the Municipal Government Act, this Intermunicipal Collaboration Framework shall come into force on final passing of matching bylaws that contain the Framework by both Counties.
2. This Framework may be amended by mutual consent of both Counties unless specified otherwise in this Framework.
3. It is agreed by the Counties that the Councils shall review this Framework at least once every four years, commencing no later than 2022, the terms and conditions of the agreement.

B. INTERMUNICIPAL COOPERATION

1. The Councils of each County shall be the forum for reviewing the Intermunicipal Collaboration Framework.

C. GENERAL TERMS

1. Both Counties agree that in consideration of the service agreements outlined in Section D, any costs in the future that require Intermunicipal agreements shall be dealt with on a case by case basis.

D. MUNICIPAL SERVICES

1. Both Counties have reviewed the services offered to residents. Based on the review it has been determined that each County will continue to provide the following services to their residents independently:

- a. Transportation
- b. Water
- c. Wastewater
- d. Solid Waste
- e. Emergency Services
- f. Recreation

E. FUTURE PROJECTS & AGREEMENTS

1) In the event that either County initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating County's Chief Administrative Officer will notify the other County's Chief Administrative Officer in writing.

F. DISPUTE RESOLUTION

1. The Counties are committed to resolving any disputes in a non-adversarial, informal and cost-efficient manner.
2. The Counties shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
3. In the event of a dispute, the Counties agree that they shall undertake a process to promote the resolution of the dispute in the following order:
 - a. negotiation;
 - b. mediation; and
 - c. binding arbitration.
4. If any dispute arises between the Counties regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding Dispute Resolution Process outlined herein.
5. If the Dispute Resolution Process is invoked, the Counties shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.
6. Despite F(4), where an existing intermunicipal agreement has a binding dispute resolution process included the process in the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.
7. A party shall give written notice ("Dispute Notice") to the other party of a dispute and outline in reasonable detail the relevant information concerning the dispute. Within thirty (30) days following receipt of the Dispute Notice, the respective Councils shall

meet and attempt to resolve the dispute through discussion and negotiation, unless a time extension is mutually agreed by the Chief Administrative Officers. If the dispute is not resolved within sixty (60) days of the Dispute Notice being issued, the negotiation shall be deemed to have failed.

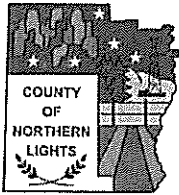
8. If the Counties cannot resolve the dispute through negotiation within the prescribed time period, then the dispute shall be referred to mediation.
9. Either party shall be entitled to provide the other party with a written notice (“Mediation Notice”) specifying:
 - a. The subject matters remaining in dispute, and the details of the matters in dispute that are to be mediated; and
 - b. The nomination of an individual to act as the mediator.
10. The Counties shall, within thirty (30) days of the Mediation Notice, jointly nominate or agree upon a mediator.
11. Where a mediator is appointed, the Counties shall submit in writing their dispute to the mediator and afford the mediator access to all records, documents and information the mediators may reasonably request. The Counties shall meet with the mediator at such reasonable times as may be required and shall, through the intervention of the mediator, negotiate in good faith to resolve their dispute. All proceedings involving a mediator are agreed to be without prejudice and the fees and expenses of the mediator and the cost of the facilities required for mediation shall be shared equally between the Counties.
12. In the event that:
 - a. The Counties do not agree on the appointment of a mediator within thirty (30) days of the Mediation Notice; or
 - b. The mediation is not completed within sixty (60) after the appointment of the mediator; or
 - c. The dispute has not been resolved within ninety (90) from the date of receipt of the Mediation Notice; either party may by notice to the other withdraw from the mediation process and in such event the dispute shall be deemed to have failed to be resolved by mediation.
13. If mediation fails to resolve the dispute, the dispute shall be submitted to binding arbitration. Either of the Counties may provide the other party with written notice (“Arbitration Notice”) specifying: a. the subject matters remaining in dispute and the details of the matters in dispute that are to be arbitrated; and b. the nomination of an individual to act as the arbitrator.
14. Within thirty (30) days following receipt of the Arbitration Notice, the other party shall, by written notice, advise as to which matters stated in the Arbitration Notice it accepts and disagrees with, advise whether it agrees with the resolution of the disputed

items by arbitration, and advise whether it agrees with the arbitrator selected by the initiating party or provide the name of one arbitrator nominated by that other party.

15. The Counties shall, within thirty (30) days of the Arbitration Notice, jointly nominate or agree upon an arbitrator.
16. Should the Counties fail to agree on a single arbitrator within the prescribed time period, then either party may apply to a Justice of the Court of Queen's Bench of Alberta to have the arbitrator appointed.
17. The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice and the receiving party's response thereto.
18. The Arbitration Act (Alberta) in force from time to time shall apply to arbitration proceedings commenced pursuant to this Framework.
19. The arbitrator shall proceed to hear the dispute within sixty (60) days of being appointed and proceed to render a written decision concerning the dispute forthwith.
20. The arbitrator's decision is final and binding upon the Counties subject only a party's right to seek judicial review by the Court of Queen's Bench on a question of jurisdiction.
21. If the Counties do not mutually agree on the procedure to be followed, the arbitrator may proceed to conduct the arbitration on the basis of documents or may hold hearings for the presentation of evidence and for oral argument.
22. Subject to the arbitrator's discretion, hearings held for the presentation of evidence and for argument are open to the public.
23. If the arbitrator establishes that hearings are open to the public in Section 21, the arbitrator, as their sole discretion, may solicit written submissions. If the arbitrator requests written submissions they must be considered in the decision.
24. The fees and expenses of the arbitrator and the cost of the facilities required for arbitration shall be shared equally between the Counties.
25. On conclusion of the arbitration and issuance of an order, the arbitrator must proceed to compile a record of the arbitration and give a copy of the record to each of the Counties.

G. CORRESPONDENCE

Written notice under this Agreement shall be provided to the Mailing Addresses of each respective Municipality and Attention to the Chief Administrative Officers.



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

November 1, 2022

11.30.32

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

Dear Reeve Knelsen:

As you are aware, the County of Northern Lights and Mackenzie County approved an Inter-municipal Collaboration Framework agreement as required by the Municipal Government Act, in February 2019.

The ICF requires that it be reviewed every 4 years beginning in 2022, and therefore our Council reviewed the agreement at their regular meeting of November 1, 2022, and determined that no changes were required to the framework.

We would ask that your Council review the ICF, and either confirm that no changes are required, and that the requirements of Clause A 3 of the ICF have been fulfilled with respect to a review, or provide any proposed changes you feel may be required.

Thank you in advance for your continued support and collaboration.

Yours truly,

Terry Ungarian, Reeve
County of Northern Lights



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Review of Bylaw 1138-19 Inter-Municipal Collaborative Agreement – County of Northern Lights

BACKGROUND / PROPOSAL:

Section 708.28 (1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Inter-municipal Collaboration Framework with each other. This agreement identifies the services provided by each municipality, which services are best provided on an inter-municipal basis, and how services to be provided on an inter-municipal basis will be delivered and funded.

On March 12, 2019, Bylaw 1138-19 was passed, entering Mackenzie County into a Collaborative Agreement with the County of Northern Lights.

The requirement is that this agreement be reviewed every four (4) years, no later than 2022. Administration has no concerns or amendments.

OPTIONS & BENEFITS:

Continued communication and strong working relationship between Municipalities.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Goal E1 That the Region’s transportation system:

Author: J. Roberts **Reviewed by:** C. Smith **CAO:** _____

- Reduces travel time and increases safe, comfortable and efficient travel between its communities and between the County and major destinations beyond its borders,
- Provides an economically efficient access to business and industrial markets outside of County boundaries.
-

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

ADM007 Inter-Municipal Cooperation.
To advance cooperation with other Municipalities.

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Administration send a letter to the County of Northern Lights confirming that a review has taken place and that no changes are required to the framework of the agreement on our behalf.

Author: J. Roberts Reviewed by: C. Smith CAO: _____

BYLAW NO 1138-19
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

**FOR THE PURPOSE OF ADOPTING MACKENZIE COUNTY/COUNTY OF
NORTHERN LIGHTS INTERMUNICIPAL COLLABORATION FRAMEWORK (ICF),
PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, BEING CHAPTER M-26 OF
THE STATUTES OF ALBERTA 2000, AND AMENDMENTS THERETO**

WHEREAS Section 708.28(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Inter-municipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an inter-municipal basis, and how services to be provided on an inter-municipal basis will be delivered and funded;

AND WHEREAS Mackenzie County and County of Northern Lights share a common border;

AND WHEREAS Mackenzie County and County of Northern Lights share common interest and are desirous of working together to provide services to their residents;

THEREFORE BE IT RESOLVED, that the Council of Mackenzie County, in the Province of Alberta, adopts the Mackenzie County/County of Northern Lights inter-municipal agreement, being the document attached hereto and forming part of this Bylaw. This bylaw comes into force and effect upon third reading by Council.

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

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

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

(original signed)

Joshua Knelsen
Reeve

(original signed)

Lenard Racher
Chief Administrative Officer

Intermunicipal Collaboration Framework

Between

County of Northern Lights

and

Mackenzie County

WHEREAS, the County of Northern Lights and Mackenzie County share a common border; and

WHEREAS, the County of Northern Lights and Mackenzie County have reviewed their common interests and are desirous of working together when appropriate to provide services to their residents; and

WHEREAS, the Municipal Government Act stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each County, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the Counties hereto it is agreed as follows:

A. TERM AND REVIEW

1. In accordance with the Municipal Government Act, this Intermunicipal Collaboration Framework shall come into force on final passing of matching bylaws that contain the Framework by both Counties.
2. This Framework may be amended by mutual consent of both Counties unless specified otherwise in this Framework.
3. It is agreed by the Counties that the Councils shall review this Framework at least once every four years, commencing no later than 2022, the terms and conditions of the agreement.

B. INTERMUNICIPAL COOPERATION

1. The Councils of each County shall be the forum for reviewing the Intermunicipal Collaboration Framework.

C. GENERAL TERMS

1. Both Counties agree that in consideration of the service agreements outlined in Section D, any costs in the future that require Intermunicipal agreements shall be dealt with on a case by case basis.

D. MUNICIPAL SERVICES

1. Both Counties have reviewed the services offered to residents. Based on the review it has been determined that each County will continue to provide the following services to their residents independently:

- a. Transportation
- b. Water
- c. Wastewater
- d. Solid Waste
- e. Emergency Services
- f. Recreation

E. FUTURE PROJECTS & AGREEMENTS

1) In the event that either County initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating County's Chief Administrative Officer will notify the other County's Chief Administrative Officer in writing.

F. DISPUTE RESOLUTION

1. The Counties are committed to resolving any disputes in a non-adversarial, informal and cost-efficient manner.
2. The Counties shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
3. In the event of a dispute, the Counties agree that they shall undertake a process to promote the resolution of the dispute in the following order:
 - a. negotiation;
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4. If any dispute arises between the Counties regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding Dispute Resolution Process outlined herein.
5. If the Dispute Resolution Process is invoked, the Counties shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.
6. Despite F(4), where an existing intermunicipal agreement has a binding dispute resolution process included the process in the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.
7. A party shall give written notice ("Dispute Notice") to the other party of a dispute and outline in reasonable detail the relevant information concerning the dispute. Within thirty (30) days following receipt of the Dispute Notice, the respective Councils shall

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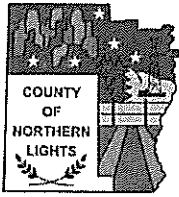
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12. In the event that:
 - a. The Counties do not agree on the appointment of a mediator within thirty (30) days of the Mediation Notice; or
 - b. The mediation is not completed within sixty (60) after the appointment of the mediator; or
 - c. The dispute has not been resolved within ninety (90) from the date of receipt of the Mediation Notice; either party may by notice to the other withdraw from the mediation process and in such event the dispute shall be deemed to have failed to be resolved by mediation.
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items by arbitration, and advise whether it agrees with the arbitrator selected by the initiating party or provide the name of one arbitrator nominated by that other party.

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16. Should the Counties fail to agree on a single arbitrator within the prescribed time period, then either party may apply to a Justice of the Court of Queen's Bench of Alberta to have the arbitrator appointed.
17. The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice and the receiving party's response thereto.
18. The Arbitration Act (Alberta) in force from time to time shall apply to arbitration proceedings commenced pursuant to this Framework.
19. The arbitrator shall proceed to hear the dispute within sixty (60) days of being appointed and proceed to render a written decision concerning the dispute forthwith.
20. The arbitrator's decision is final and binding upon the Counties subject only a party's right to seek judicial review by the Court of Queen's Bench on a question of jurisdiction.
21. If the Counties do not mutually agree on the procedure to be followed, the arbitrator may proceed to conduct the arbitration on the basis of documents or may hold hearings for the presentation of evidence and for oral argument.
22. Subject to the arbitrator's discretion, hearings held for the presentation of evidence and for argument are open to the public.
23. If the arbitrator establishes that hearings are open to the public in Section 21, the arbitrator, as their sole discretion, may solicit written submissions. If the arbitrator requests written submissions they must be considered in the decision.
24. The fees and expenses of the arbitrator and the cost of the facilities required for arbitration shall be shared equally between the Counties.
25. On conclusion of the arbitration and issuance of an order, the arbitrator must proceed to compile a record of the arbitration and give a copy of the record to each of the Counties.

G. CORRESPONDENCE

Written notice under this Agreement shall be provided to the Mailing Addresses of each respective Municipality and Attention to the Chief Administrative Officers.



COUNTY OF
Northern Lights

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Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

November 1, 2022

11.30.32

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

Dear Reeve Knelsen:

As you are aware, the County of Northern Lights and Mackenzie County approved an Inter-municipal Collaboration Framework agreement as required by the Municipal Government Act, in February 2019.

The ICF requires that it be reviewed every 4 years beginning in 2022, and therefore our Council reviewed the agreement at their regular meeting of November 1, 2022, and determined that no changes were required to the framework.

We would ask that your Council review the ICF, and either confirm that no changes are required, and that the requirements of Clause A 3 of the ICF have been fulfilled with respect to a review, or provide any proposed changes you feel may be required.

Thank you in advance for your continued support and collaboration.

Yours truly,

Terry Ungarian, Reeve
County of Northern Lights



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Review of Bylaw 1157-19 Inter-Municipal Collaborative Agreement – Northern Sunrise County

BACKGROUND / PROPOSAL:

Section 708.28(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Inter-municipal Collaboration Framework with each other. This agreement identifies the services provided by each municipality, which services are best provided on an inter-municipal basis, and how services to be provided on an inter-municipal basis will be delivered and funded.

On October 8, 2019, Bylaw 1157-19 was passed, entering Mackenzie County into a Collaborative Agreement with Northern Sunrise County.

The requirement is that this agreement be reviewed every four (4) years, no later than 2022. Administration has no concerns or amendments.

OPTIONS & BENEFITS:

Continued communication and strong working relationship between Municipalities.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Goal E1 That the Region’s transportation system:

Author: J. Roberts **Reviewed by:** C. Smith **CAO:** _____

- Reduces travel time and increases safe, comfortable and efficient travel between its communities and between the County and major destinations beyond its borders,
- Provides an economically efficient access to business and industrial markets outside of County boundaries.

Goal E2 That Highway 88 be a fully-paved, ban free, year-round link between Highway 58 north of Fort Vermilion and Slave Lake.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

ADM007 Inter-Municipal Cooperation

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Administration send a letter to Northern Sunrise County confirming that a review has taken place and that no changes are required to the framework of the agreement on our behalf.

Author: J. Roberts Reviewed by: C. Smith CAO: _____

BYLAW NO 1157-19
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF ADOPTING THE
INTERMUNICIPAL COLLABORATION FRAMEWORK BETWEEN
MACKENZIE COUNTY AND NORTHERN SUNRISE COUNTY

WHEREAS, Section 708.28(1) of the *Municipal Government Act*, being Chapter M-26 of the Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each municipality, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded;

WHEREAS, Mackenzie County and Northern Sunrise County share a common border; and

WHEREAS, Mackenzie County and Northern Sunrise County have reviewed their common interests and are desirous of working together when appropriate to provide services to their residents; and

WHEREAS, the *Municipal Government Act (MGA)* stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that identifies the services provided by each County, which services are best provided on an intermunicipal basis, and how services to be provided on an intermunicipal basis will be delivered and funded.

NOW THEREFORE, by mutual covenant of the Counties hereto it is agreed as follows:

A. TERM AND REVIEW

1. In accordance with the *Municipal Government Act*, this Intermunicipal Collaboration Framework shall come into force on final passing of matching bylaws that contain the Framework by both Counties.
2. This Framework may be amended by mutual consent of both Counties unless specified otherwise in this Framework.
3. It is agreed by the Counties that the Councils shall review this Framework at least once every four years, commencing no later than 2022, the terms and conditions of the agreement.

B. INTERMUNICIPAL COOPERATION

1. The Councils of each County shall be the forum for reviewing the Intermunicipal Collaboration Framework.

C. GENERAL TERMS

1. Both Counties agree that in consideration of the service agreements outlined in Section D, any costs in the future that require Intermunicipal agreements shall be dealt with on a case by case basis.

D. MUNICIPAL SERVICES

1. Both Counties have reviewed the services offered to residents. Based on the review it has been determined that each County will continue to provide the following services to their residents independently:
 - a. Transportation
 - b. Water
 - c. Wastewater
 - d. Solid Waste
 - e. Emergency Services
 - f. Recreation

E. FUTURE PROJECTS & AGREEMENTS

1. In the event that either County initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating County's Chief Administrative Officer will notify the other County's Chief Administrative Officer in writing.

F. DISPUTE RESOLUTION

1. The Counties are committed to resolving any disputes in a non-adversarial, informal, and cost-efficient manner.
2. The Counties shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
3. In the event of a dispute, the Counties agree that they shall undertake a process to promote the resolution of the dispute in the following order:
 - a. Negotiation;
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 - c. Binding arbitration.

4. If any dispute arises between the Counties regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the binding Dispute Resolution Process outlined herein.
5. If the Dispute Resolution Process is invoked, the Counties shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.
6. Despite F(4), where an existing intermunicipal agreement has a binding dispute resolution process included, the process in the existing intermunicipal agreement shall be used instead of the dispute resolution outlined in this Framework.
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17. The terms of reference for arbitration shall be those areas of dispute referred to in the Arbitration Notice and the receiving party's response thereto.
18. The *Arbitration Act* (Alberta) in force from time to time shall apply to arbitration proceedings commenced pursuant to this Framework.
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20. The arbitrator's decision is final and binding upon the Counties subject only to a party's right to seek judicial review by the Court of Queen's Bench on a question of jurisdiction.

21. If the Counties do not mutually agree on the procedure to be followed, the arbitrator may proceed to conduct the arbitration on the basis of documents or may hold hearings for the presentation of evidence for oral argument.
22. Subject to the arbitrator's discretion, hearings held for the presentation of evidence and for argument are open to the public.
23. If the arbitrator establishes that hearings are open to the public in Section 21, the arbitrator, at their sole discretion, may solicit written submissions. If the arbitrator requests written submissions they must be considered in the decision.
24. The fees and expenses of the arbitrator and the cost of the facilities required for arbitration shall be shared equally between the Counties.
25. On conclusion of the arbitration and issuance of an order, the arbitrator must proceed to compile a record of the arbitration and give a copy of the record to each of the Counties.

G. CORRESPONDENCE

Written notices under this bylaw shall be provided to the Mailing Addresses of each respective Municipality and Attention to the Chief Administrative Officers.

SEVERABILITY PROVISION

Should any provision of this bylaw be invalid then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

EFFECTIVE DATE

This bylaw comes into force and effect upon third reading by Council.

READ a first time this 8th day of October, 2019.

READ a second time this 8th day of October, 2019.

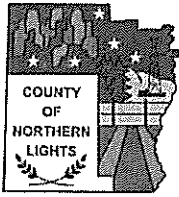
READ a third time and finally passed this 8th day of October, 2019.

(original signed)

Joshua Knelsen
Reeve

(original signed)

Lenard Racher
Chief Administrative Officer



COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

November 1, 2022

11.30.32

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

Dear Reeve Knelsen:

As you are aware, the County of Northern Lights and Mackenzie County approved an Inter-municipal Collaboration Framework agreement as required by the Municipal Government Act, in February 2019.

The ICF requires that it be reviewed every 4 years beginning in 2022, and therefore our Council reviewed the agreement at their regular meeting of November 1, 2022, and determined that no changes were required to the framework.

We would ask that your Council review the ICF, and either confirm that no changes are required, and that the requirements of Clause A 3 of the ICF have been fulfilled with respect to a review, or provide any proposed changes you feel may be required.

Thank you in advance for your continued support and collaboration.

Yours truly,

Terry Ungarian, Reeve
County of Northern Lights



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Caitlin Smith, Director of Planning and Agriculture
Title:	Review of Bylaw 1170-20 Inter-Municipal Collaborative Agreement – Regional Municipality of Wood Buffalo

BACKGROUND / PROPOSAL:

Section 708.28(1) of the Municipal Government Act, being Chapter M-26 of the Revised Statutes of Alberta, as amended, mandates that municipalities that have common boundaries must create an Inter-municipal Collaboration Framework with each other. This agreement identifies the services provided by each municipality, which services are best provided on an inter-municipal basis, and how services to be provided on an inter-municipal basis will be delivered and funded.

On February 10, 2020, Bylaw 1170-20 was passed, entering Mackenzie County into a Collaborative Agreement with the Regional Municipality of Wood Buffalo.

The requirement is that this agreement be reviewed every four (4) years, no later than 2022. Administration has no concerns or amendments.

OPTIONS & BENEFITS:

Continued communication and strong working relationship between Municipalities.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Goal E1 That the Region’s transportation system:

Author: J. Roberts **Reviewed by:** C. Smith **CAO:** _____

- Reduces travel time and increases safe, comfortable and efficient travel between its communities and between the County and major destinations beyond its borders,
- Provides an economically efficient access to business and industrial markets outside of County boundaries.

Goal E2 That Highway 88 be a fully-paved, ban free, year-round link between Highway 58 north of Fort Vermilion and Slave Lake.

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

ADM007 Inter-Municipal Cooperation

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Administration send a letter to the Regional Municipality of Wood Buffalo confirming that a review has taken place and that no changes are required to the framework of the agreement on our behalf.

Author: J. Roberts Reviewed by: C. Smith CAO: _____

BYLAW NO 1170-20

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

**FOR THE PURPOSE OF ADOPTING MACKENZIE COUNTY/REGIONAL
MUNICIPALITY OF WOOD BUFFALO INTERMUNICIPAL COLLABORATION
FRAMEWORK (ICF), PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, BEING
CHAPTER M-26 OF THE STATUTES OF ALBERTA 2000, AND AMENDMENTS
THERETO**

WHEREAS section 708.28(1) of the *Municipal Government Act*, R.S.A. 2000, c.M-26, as amended, (the Act) mandates that municipalities that have common boundaries must create an Intermunicipal Collaborative Framework with each other that describes the services provided under the ICF that benefits the residents in more than one of the municipalities that are party to the framework, which municipality is responsible for providing the services and outlines how the services will be delivered and funded;

WHEREAS Mackenzie County and the Regional Municipality of Wood Buffalo share a common border;

AND WHEREAS Mackenzie County and the Regional Municipality of Wood Buffalo share common interest and are desirous of working together to provide services to their residents;


NOW THEREFORE the Council of Mackenzie County, duly assembled, hereby adopts the Mackenzie County and the Regional Municipality of Wood Buffalo Intermunicipal Agreement, being the document attached hereto and forming Schedule A of this Bylaw.

This bylaw comes into force and effect upon third reading by Council.

READ a first time this 10th day of February, 2020.

READ a second time this 10th day of February, 2020.

READ a third time and finally passed this 10th day of February, 2020.



Joshua Knelsen
Reeve



Lenard Racher
Chief Administrative Officer

Intermunicipal Collaboration Framework

Between

Mackenzie County

and

The Regional Municipality of Wood Buffalo

WHEREAS Mackenzie County and the Regional Municipality of Wood Buffalo share a common border; and

WHEREAS Mackenzie County and the Regional Municipality of Wood Buffalo have reviewed their common interests and are desirous of working together when appropriate to provide services to their residents; and

WHEREAS the *Municipal Government Act* stipulates that municipalities that have a common boundary must create an Intermunicipal Collaboration Framework with each other that describes the services to be provided under it that benefit residents in more than one of the municipalities that are parties to the framework.

NOW THEREFORE, by mutual covenant of the municipalities hereto it is agreed as follows:

A. DEFINITIONS

The following are the definition of terms used in this document:

1. "Chief Administrative Officer" means the person appointed by Council to the position of chief administrative officer or their delegate.
2. "County" means Mackenzie County.
3. "Initiating party" means the municipality who gives notice in the event of any dispute.
4. "Intermunicipal Collaboration Framework" or "ICF" means a document that 2 or more municipalities are required to develop under the *Municipal Government Act*, that facilitates cooperation and ensures that services are provided to residents efficiently.
5. "Intermunicipal Development Plan" or "IDP" means a statutory plan developed jointly by 2 or more neighboring municipalities to coordinate land use planning decisions for an area of land in proximity to the boundaries of the municipalities, and which meets the requirements of the *Municipal Government Act*.
6. "Framework" means this ICF.
7. "Mediation" means a process involving a neutral party as the mediator who assists the municipalities and any other persons brought in by them to reach mutually acceptable settlement on the matter.
8. "Mediator" means a person or persons appointed to facilitate resolution of a dispute between the municipalities.
9. "RMWB" means the Regional Municipality of Wood Buffalo.

10. "Municipalities" means Mackenzie County and RMWB.

B. TERM AND REVIEW

1. In accordance with the *Municipal Government Act*, this Intermunicipal Collaboration Framework shall come into force on final adoption of matching bylaws or resolutions by each municipality, which bylaws or resolutions contain the Framework.
2. This Framework may be amended by mutual consent of both municipalities unless specified otherwise in this Framework.
3. It is agreed by the municipalities that the Councils shall review this Framework at least once every five years, commencing no later than 2022.

C. INTERMUNICIPAL COOPERATION

1. Both the County and the RMWB are committed to fostering intermunicipal cooperation in a non-adversarial, informal and cost-effective manner.
2. The Councils of each municipality shall be the forum for reviewing the Intermunicipal Collaboration Framework.

D. GENERAL TERMS

1. Both municipalities agree that in consideration of the shared services outlined in Section E, any costs in the future that require Intermunicipal agreements shall be dealt with on a case by case basis.

E. MUNICIPAL SERVICES

1. Both municipalities have reviewed the services that benefit the residents in more than one municipality.
2. Based on the review, the municipalities have not identified any shared services.

F. FUTURE PROJECTS & AGREEMENTS

1. In the event that either municipality initiates the development of a new project and/or service that may require a new cost-sharing agreement, the initiating municipality's Chief Administrative Officer will notify the other municipality's Chief Administrative Officer in writing.
2. The initial notification should include a general description of the project, estimated costs and timing of expenditure. The other municipality will advise if there are objections to cost-sharing for the project and the reasons.

3. Both municipalities recognize that the decision to participate or not to participate lies with the respective municipalities.
4. If the municipalities mutually agree to the new project or service, then a new replacement framework will be created and the Minister notified within 90 days.

G. INTERMUNICIPAL DEVELOPMENT PLAN

1. The County and the RMWB are exempt from creating an Intermunicipal Development Plan by the Minister of Municipal Affairs in accordance with
 - a. Ministerial Order MSL 047/18 dated July 19, 2018;
 - b. Resolution of RMWB Council dated December 11, 2018;
 - c. Resolution of Mackenzie County Council dated December 11, 2018; and
 - d. Ministerial letter dated February 12, 2019.

H. DISPUTE RESOLUTION

1. The municipalities are committed to resolving any disputes in a non-adversarial, informal and cost-efficient manner.
2. The municipalities shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide, without prejudice, open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
3. The municipalities will provide notice to each other of any news releases related to the dispute.
4. In the event of a dispute, the municipalities agree that they shall undertake a process to promote the resolution of the dispute in the following order:
 - a. negotiation, followed by;
 - b. mediation, followed by;
 - c. binding arbitration.
5. If any dispute arises between the municipalities regarding the interpretation, implementation or application of this Framework or any contravention or alleged contravention of this Framework, the dispute will be resolved through the Dispute Resolution Process outlined herein.
6. If the Dispute Resolution Process is invoked, the municipalities shall continue to perform their obligations described in this Framework until such time as the Dispute Resolution Process is complete.

Notice of Dispute

7. In the event a municipality believes there is a dispute under this Framework, that municipality shall give written notice ("Dispute Notice").

The Dispute Note must state:

- a. The municipality wishes to engage in the Dispute Resolution Process set out in this Framework; and
 - b. the relevant information concerning the dispute.
8. The Dispute Notice must be sent to the other municipality in accordance with Part I of this Framework.

Negotiation

9. No later than twenty-one (21) days after receipt of the Dispute Notice, the Chief Administrative Officers, of each municipality, must appoint representatives to participate in at least one meeting, in person or by electronic means, to attempt to negotiate a resolution of the dispute (the "Negotiation Period").
10. The Chief Administrative Officer may appoint different or additional representatives throughout the Dispute Resolution Process.
11. Each party will provide notice of the representatives selected in accordance with Part I of this Framework.
12. After each meeting between the representatives, the representatives will:
 - a. make a presentation to; and
 - b. seek direction from their respective Council.
13. Council's decision with respect to the issues in dispute will be communicated to the other municipality in accordance with the provisions in Part I of this Framework.
14. The Negotiation Period may be as long as three (3) months.
15. If the municipalities cannot resolve the dispute through negotiation or the Negotiation Period expires, the dispute will be referred to mediation.

Mediation

16. The process for resolving the dispute through mediation (the "Mediation Period") will be as follows:
 - a. Twenty-one (21) days after the end of the Negotiation Period, the municipality that sent the Dispute Notice will prepare and provide to the other municipality a Mediation Report.
 - b. This report must include:
 - i. An outline of the dispute;
 - ii. The facts agreed upon by the municipalities;
 - iii. The facts and issues that remain in dispute; and
 - iv. A proposed mediator
 - c. If the other municipality objects to the mediator proposed in the Mediation Report, the municipalities will have an additional seven (7) days to select a mutually agreed upon mediator.
 - d. The initiating party will provide the mediator with following:
 - i. a copy of the Mediation Report; and
 - ii. all records, documents and information that the mediator may reasonably request.
 - e. The municipalities' representatives must meet with the mediator at such reasonable times as may be required.
 - f. The parties' representatives will, through the intervention of the mediator, negotiate in good faith to resolve their dispute.
 - g. The Mediation Period will end no later than six (6) months after receipt of the Dispute Notice.
 - h. The proceedings involving the mediator are without prejudice.
 - i. The mediator's fees and expenses and the cost of the facilities required for mediation shall be shared equally between the municipalities.
 - j. After the mediation, each representative will:
 - i. make a presentation to; and
 - ii. seek direction from their respective Council.

- k. Council's decision with respect to the issues in dispute will be communicated to the other party in accordance with the provisions in Part I of this Framework.

17. In the event that:

- a. The municipalities do not agree on the appointment of a mediator within one (1) month of receipt of the Mediation Report; or
- b. The dispute has not been resolved within 6 months after receipt of the Dispute Notice; or
- c. Both municipalities consent.

The municipalities shall commence the process for binding arbitration.

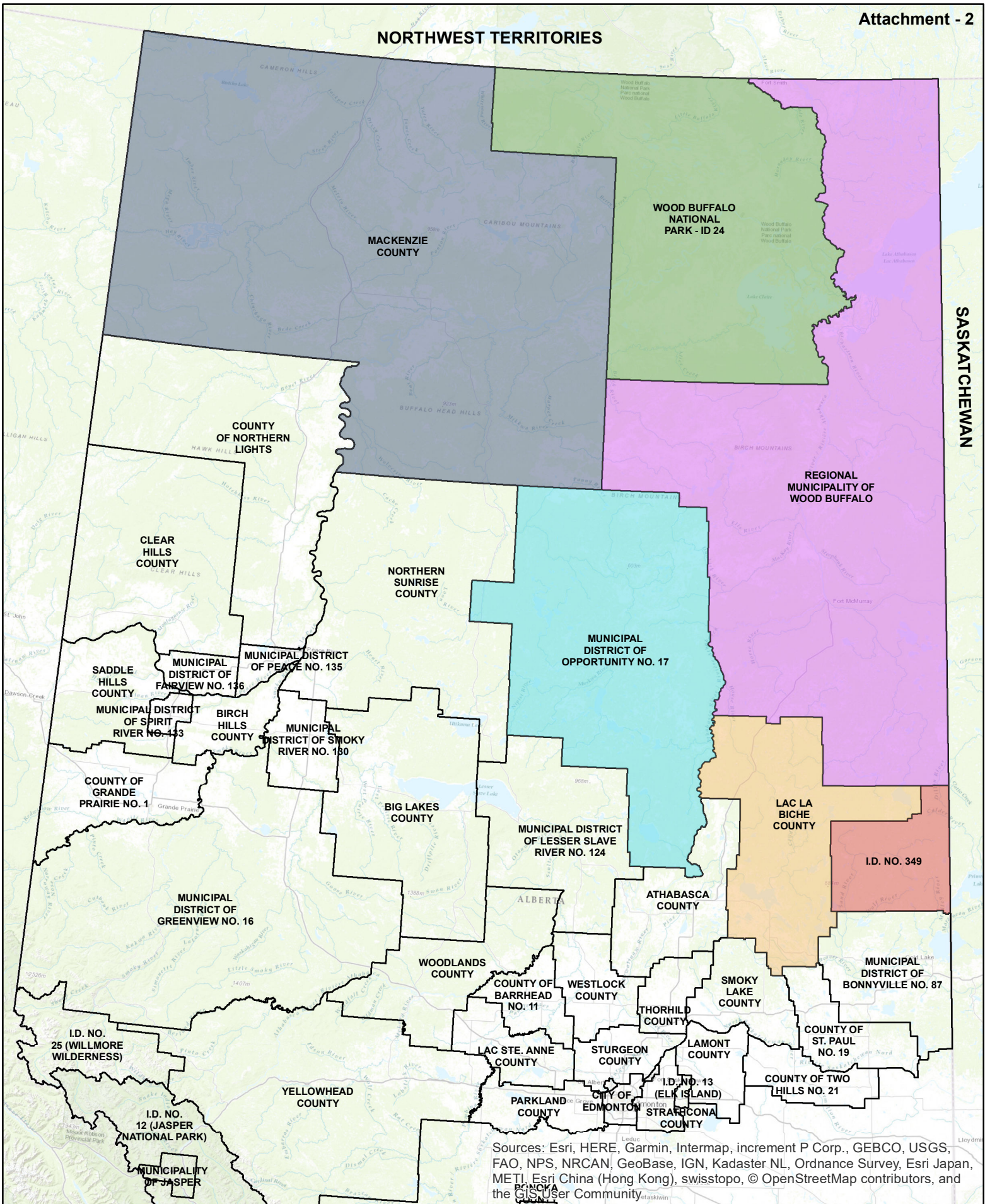
Binding Arbitration

- 18. The process for resolving the dispute through binding arbitration (the "Arbitration Period") shall follow the requirements of the *Arbitration Act*.

I. CORRESPONDENCE

- 1. Notice under this Framework shall be provided in writing to the mailing addresses of each respective municipality and addressed for the attention of the Chief Administrative Officer.
- 2. Notices will be sent either by courier or postal service. Regardless of the method of delivery, any notice is deemed to be received seven (7) business days after it has been sent. A party will endeavour to send courtesy copies of correspondence by electronic means to the attention of the Chief Administrative Officer, but such delivery method will not affect the calculation of days set out above.

NORTHWEST TERRITORIES

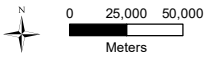


SASKATCHEWAN

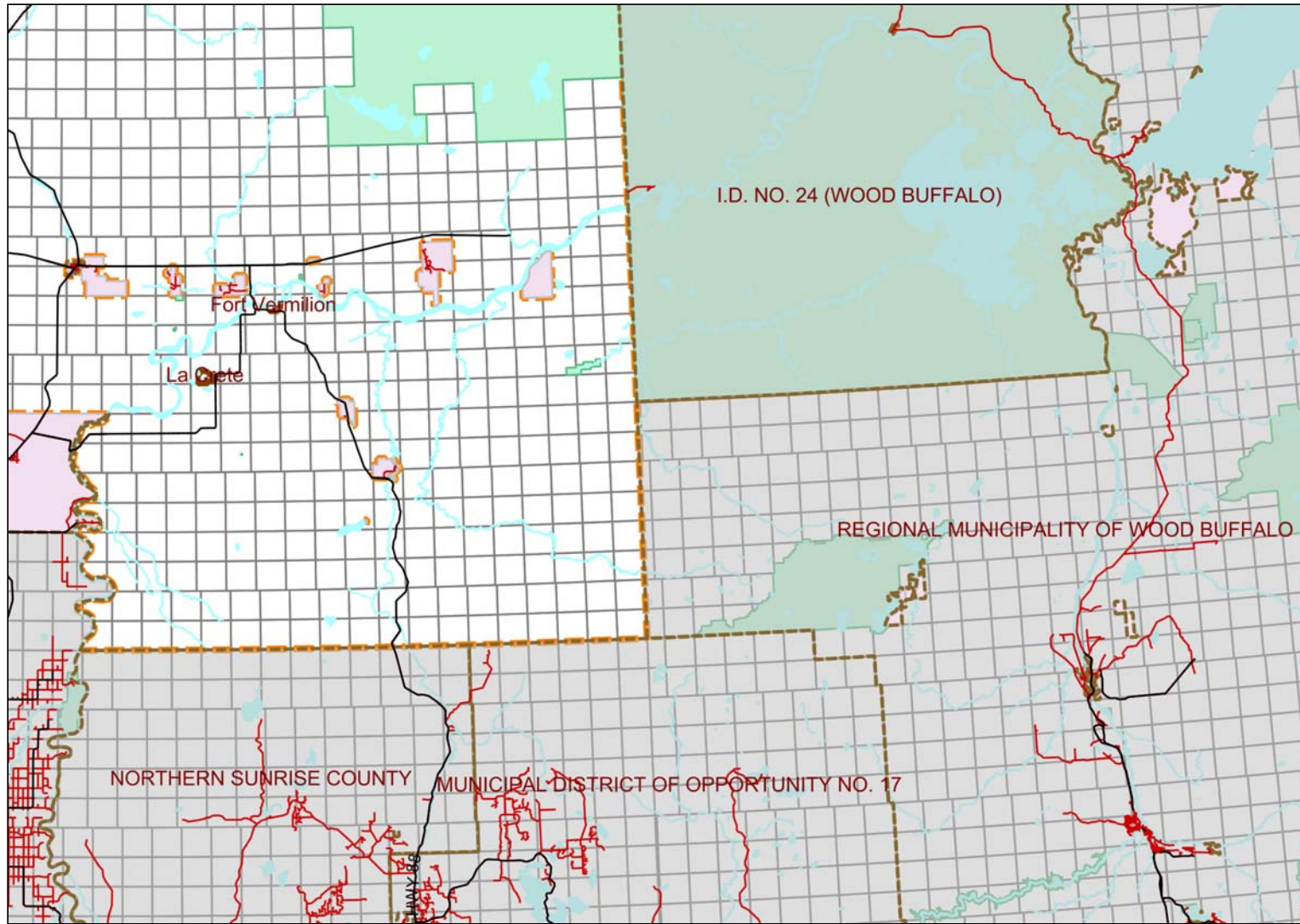
Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community.

Intermunicipal Collaboration Frameworks Neighbouring Municipalities

- LAC LA BICHE COUNTY
- MUNICIPAL DISTRICT OF OPPORTUNITY NO. 17
- MACKENZIE COUNTY
- REGIONAL MUNICIPALITY OF WOOD BUFFALO
- I.D. NO. 349
- WOOD BUFFALO NATIONAL PARK - ID 24



TICK15298_MAP_OF_MUNICIPALITIES_A

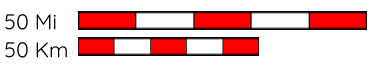


Legend

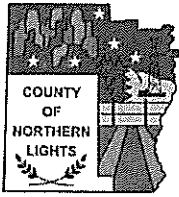
- Parks
- Hydro Features
- Alberta Roads
- County Boundary
- Surrounding Municipalities
- Indian Reserves
- Map Labels
- Township Grid
- Hamlet Boundaries



Scale 1: 2,000,000



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COUNTY OF
Northern Lights

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0
Phone 780-836-3348 Fax 780-836-3663
Toll Free 1-888-525-3481

November 1, 2022

11.30.32

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

Dear Reeve Knelsen:

As you are aware, the County of Northern Lights and Mackenzie County approved an Inter-municipal Collaboration Framework agreement as required by the Municipal Government Act, in February 2019.

The ICF requires that it be reviewed every 4 years beginning in 2022, and therefore our Council reviewed the agreement at their regular meeting of November 1, 2022, and determined that no changes were required to the framework.

We would ask that your Council review the ICF, and either confirm that no changes are required, and that the requirements of Clause A 3 of the ICF have been fulfilled with respect to a review, or provide any proposed changes you feel may be required.

Thank you in advance for your continued support and collaboration.

Yours truly,

Terry Ungarian, Reeve
County of Northern Lights



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	2023 Emerging Trends in Municipal Law Seminar

BACKGROUND / PROPOSAL:

Brownlee LLP are conducting their annual Emerging Trends in Municipal Law seminar in Calgary on February 9, 2023 and in Edmonton on February 16, 2023.

Featuring topics will be curated exclusively for elected and administrative municipal clients.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2023 Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

Author: J. Schmidt **Reviewed by:** L. Flooren **CAO:** _____

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the following Councillors be authorized to attend the Emerging Trends in Municipal Law seminar in Edmonton on February 16, 2023.

- 1.
- 2.
- 3.

Author: J. Schmidt **Reviewed by:** L. Flooren **CAO:** _____

Louise Flooren

Subject: FW: Save the Date: Brownlee LLP's 2023 Emerging Trends in Municipal Law

The graphic features the Brownlee LLP logo at the top center, with the text "BROWNLEE LLP Barristers & Solicitors". Below the logo, the main title "SAVE THE DATE" is written in large, bold, green letters. Underneath, "EMERGING TRENDS IN MUNICIPAL LAW" is written in smaller, bold, green letters. Below that, the subtitle "THE TRENDS YOU NEED TO KNOW FOR YOUR COMMUNITY TO GROW" is written in bold, black letters. At the bottom, there are two green boxes: the left one says "CALGARY | FEBRUARY 9, 2023 ATTEND IN-PERSON" and the right one says "EDMONTON | FEBRUARY 16, 2023 ATTEND IN-PERSON OR VIRTUALLY". At the very bottom, a dark blue box contains the website "BrownleeLaw.com".

Dear Lisa,

Mark your calendars!

You are invited to join us this February for our annual **Emerging Trends in Municipal Law** seminar featuring topics curated exclusively for our elected and administrative municipal clients.

Emerging Trends in Municipal Law will be held in-person in Calgary and Edmonton – and the Edmonton date will also offer a live-stream option for virtual attendance.

Details:

Emerging Trends in Municipal Law - Calgary

Date: Thursday, February 9, 2023

Time: 8:30 a.m. – 3:30 p.m.

Location: Best Western Premier Calgary Plaza Hotel & Conference Centre

Emerging Trends in Municipal Law - Edmonton

Date: Thursday, February 16, 2023

Time: 8:30 a.m. – 3:30 p.m.

Location: Edmonton Expo Centre

More information including the topics, the live-stream, and hotel discounts will be provided in the near future.

We hope you can join us!

Brownlee LLP

This message is sent on behalf of the Brownlee Municipal Practice Area.

You are receiving this correspondence because you have previously attended Emerging Trends in Municipal Law, or because you or your employer has utilized or expressed interest in utilizing our services.

If you do not wish to receive information regarding future Emerging Trends in Municipal Law sessions, [Unsubscribe here](#).

Connect with us:

Edmonton:

2200 Commerce Place
10155 102 St. NW
Edmonton, AB T5J 4G8
(780) 497-4800
Toll Free: 1-800-661-9069

Calgary:

1500 Watermark Tower
530 – 8 Ave. SW
Calgary, AB T2P 3S8
(403) 232-8300
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700 West Georgia St.
Vancouver, BC V7Y 1K8
(604) 416-5100

Website: BrownleeLaw.com

LinkedIn: [Brownlee LLP](#)



JULIA ROSSO | EVENTS COORDINATOR | BROWNLEE LLP

PRONOUNS: SHE/HER/HERS

MARKETING

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Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Louise Flooren, Manager of Legislative and Support Services
Title:	Move Up Magazine – Annual Commitment

BACKGROUND / PROPOSAL:

Mackenzie County has had an annual commitment of \$4,800.00/year since 2020, this includes a half page advertisement in each quarterly edition.

Move Up Magazine has sent Mackenzie County a proposal with three different options for the upcoming year.

Please see the attached Move Up proposal and Quick Facts Sheet.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

2023 Operating Budget

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Move Up Magazine is distributed to 7,310 addresses (4,999 of the addresses are in Mackenzie County)

POLICY REFERENCES:

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

RECOMMENDED ACTION:

Option 1

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County continues with the Move Up Magazine annual commitment of \$4,800/year.

Option 2

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County increases the Move Up Magazine annual commitment to 15% of the total partnership cost \$8,775.00/year.

Option 3

Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County increases the Move Up Magazine annual commitment to cover 40% of the total printing and mailing costs for the residents of Mackenzie County for \$15,997/year.

Author: _____ Reviewed by: _____ CAO: _____

December 7, 2022

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

Dear Mackenzie County Council:

Subject: Mackenzie County's annual commitment in Move Up Magazine

I am writing today to gauge the interest of Council to increase its commitment in *Move Up Magazine* for the upcoming calendar year.

I have enclosed a Fact Sheet outlining our regional partnerships and the cost breakdown. We ask Council to take a few minutes to review the Fact Sheet before considering the three options below.

OPTION 1: Continue with Mackenzie County's commitment of \$4,800/year (8% of total partnership cost).
This option includes a Half Page advertisement in each edition.

OPTION 2: Increase Mackenzie County's commitment to 15% of the total partnership cost (\$8,775/year)
This option includes a Full Page advertisement in each edition.

OPTION 3: Increase Mackenzie County's commitment to cover 40% of the total printing and mailing costs for residents of Mackenzie County (does not include Town of High Level) for \$15,997/year.
This includes 2 Pages of Advertising (and all costs associated with interviewing, photoshoot, etc. if needed)

If Council would like to amend any of the above options, we invite any requests that would help to serve Mackenzie County better.

Yours sincerely,



Tormaigh Van Slyke
Publisher and Owner

Enclosure: *Move Up* Quick Facts

WHO ARE WE?

- ✓ The *Move Up* publishers, Tormaigh and Jenelle Van Slyke, are junior high school sweethearts-turned-entrepreneurs. Their mission: to unite Northwestern Alberta by connecting people and businesses with quality storytelling and design.
- ✓ Originally from Dixonville and Meander River respectively, they returned home in 2010 with university degrees in-hand and went to work to help their home turf succeed.
- ✓ Since 2013, they have been publishing *Move Up Magazine* and have produced 36 issues to date.

MOVE UP AT-A-GLANCE

- ✓ Anchored by municipal partnerships since Day 1
- ✓ Published 4 times per year (February, May, August & November)
- ✓ 21,000+ copies printed and mailed per issue
- ✓ Mailed to 100% of mailboxes in NW Alberta (21% of the province)

PARTNERSHIP & COST BREAKDOWN

Since 2013, *Move Up* has provided coverage and distribution for communities that partner. These contributions go toward the base cost—printing *Move Up* and mailing it to all homes and businesses in each partnering community.

The remaining costs associated with providing coverage for a given area are much higher (wages, overhead, content creation, etc.). These are paid for by private-sector advertisers.

Move Up is printed and mailed to 100% of addresses in Mackenzie County (4,999) and the Town of High Level (2,311) for a total of 7,310 addresses. This amounts to 29,240 copies printed and mailed annually.

It costs \$2/copy to print and mail *Move Up* to each address.

This is \$39,992/year for Mackenzie County and \$18,488/year for the Town of High Level. The total is **\$58,480/year**.

There are a number of partners that contribute to the printing and mailing for this area (below).

In return, *Move Up* offers printing, mailing, coverage and advertising in each magazine.

- ✓ MFTA's commitment is \$15,200/year.
- ✓ REDi's current commitment is \$12,000/year.
- ✓ Mackenzie County's current commitment is \$4,800/year.
- ✓ Town of High Level's current commitment is \$4,800/year.
- ✓ Zama City's current commitment is \$2,340/year.

The combined contributions are currently **\$39,140/year**.

In total, *Move Up* receives approximately 67% of the total base cost for the region—a **shortfall of \$19,340/year**.

The shortfall is due to a number of factors including budget constraints, operating cost increases and *Move Up's* commitment to mail to 100% of homes and businesses. *Move Up* is providing options to hopefully help bridge this shortfall going forward.

OTHER PARTNER MUNICIPALITIES

- ✓ County of Northern Lights
- ✓ Clear Hills County
- ✓ MD of Peace
- ✓ Town of Grimshaw
- ✓ Town of Peace River
- ✓ Northern Sunrise County
- ✓ MD of Fairview
- ✓ Town of Fairview



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the November 24, 2022 Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the unapproved Municipal Planning Commission meeting minutes of the November 24, 2022 be received for information.

Author: K Driedger **Reviewed by:** _____ **CAO:** _____

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
Fort Vermilion, AB**

Thursday, November 24, 2022 @ 10:00 a.m.

PRESENT: Erick Carter Chair, MPC Member
Tim Driedger Vice Chair, MPC Member
David Driedger Councillor, MPC Member
Andrew O'Rourke MPC Member

REGRETS: Jacquie Bateman Councillor, MPC Member

ADMINISTRATION: Caitlin Smith Director of Planning and Agriculture
Jackie Roberts Development Officer
Kristyn Unrau Administrative Assistant/Recording Secretary
(virtual)
Byron Peters Director of Projects & Infrastructure

MEMBERS OF THE PUBLIC: Dale Wiebe
Gary Fehr
Fred Harder
Darryl Goertzen
William Wieler
Joash Siemens
Abe Friesen
Tina Friesen
Willy Neufeld
Henry Wall

MOTION 1. CALL TO ORDER

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

2. ADOPTION OF AGENDA

MPC 22-11-178 MOVED by David Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 22-11-179 **MOVED** by Andrew O'Rourke

That the minutes of the November 3, 2022 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

- a) 252-DP-22 Frontier Seed Cleaning Co-op
Industrial Use – General (Seed Cleaning Plant Addition)
In “LC-HI” Plan 762 0383, Block 15, Lot 9 (9502 99 Street)
(La Crete)**

MPC 22-11-180 **MOVED** by Tim Driedger

That Development Permit 252-DP-22 on Plan 762 0383, Block 15, Lot 9 in the name of Frontier Seed Cleaning Co-op be APPROVED with the following conditions:

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

1. Minimum building setbacks for the Industrial Use-General are:
 - a) 9.1 meters (30 feet) front yard; and
 - b) 3.1 meters (10 feet) rear yard; from the property lines, or setbacks required by Safety Codes, whichever is greater. It is the responsibility of the developer to find out the Safety Codes setbacks
2. **No vehicle shall be located in such a way that it impedes visibility for vehicular and/or pedestrian traffic.**
3. The Industrial Use-General shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.
4. The property must at all times be kept in a neat and orderly fashion.

5. The municipality has assigned the following address to the noted property **9502-99 Street**. You are required to display the address (**9502**) to be clearly legible from the street and be on a contrasting background. The minimum size of the characters shall be four inches in height.
6. Building to be connected to the municipal water and sewer system and the cost of connection fees will be borne by the owner.
7. This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.
8. **Dust control measures must be put in place.**
9. Provide adequate off street parking as follows: 1 space per 37.2 square meters (400 square feet) of gross floor area. *“One parking space, including the driveway area, shall occupy 27.87 square meters (300 square feet).”*
10. The sign shall be located a minimum of:
 - a. 20 meters from regulatory signs, and
 - b. Not less than 1.5 meters from the curb/sidewalk.
11. **The sign shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.**
12. The sign shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.
13. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.
14. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.
14. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.
15. Wiring and conduits of the sign must be concealed from view.
16. PRIOR to installation of a new access or changing location of

existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed to Mackenzie County standards and at the developers' expense.

17. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
18. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
19. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

- b) 262-DP-22 Joash & Tracey Siemens
Agricultural Supply Depot (Simply Grain) in "A"
NW 11-105-15-W5M (105162 RGE RD 152) (La Crete Rural)**

MPC 22-11-181 MOVED by David Driedger

That Development Permit 262-DP-22 on NW-11-105-15-W5M in the name of Joash & Tracey Siemens, be TABLED until the submission of a five (5) year business plan to determine future growth & an understanding is reached with the neighbours regarding this development.

CARRIED

6. **SUBDIVISIONS**
 - a) None.
7. **MISCELLANEOUS ITEMS**
 - a) None.
8. **IN CAMERA**
 - a) None.
9. **MEETING DATES**

- ❖ Thursday, December 8th, 2022 @ 10:00 a.m. in La Crete
- ❖ Thursday, January 12th, 2023 @ 10:00 a.m. in La Crete
- ❖ Thursday, January 26th, 2023 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 22-11-182 MOVED by Andrew O'Rourke

That the Municipal Planning Commission Meeting be adjourned at 11:00 a.m.

CARRIED

These minutes were adopted this 8th day of December, 2022.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the December 8, 2022 Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the unapproved Municipal Planning Commission meeting minutes of the December 8, 2022 be received for information.

Author: K Driedger **Reviewed by:** _____ **CAO:** _____

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Thursday, December 8, 2022 @ 10:00 a.m.

PRESENT: Erick Carter Chair, MPC Member
Tim Driedger Vice Chair, MPC Member
David Driedger Councillor, MPC Member
Jacquie Bateman Councillor, MPC Member
Andrew O'Rourke MPC Member

ADMINISTRATION: Caitlin Smith Director of Planning and Agriculture
Madison Dyck Development Officer
Jackie Roberts Development Officer
Lynda Washkevich Development Officer
Kristyn Driedger Administrative Assistant/Recording Secretary

MEMBERS OF THE PUBLIC: Wilmer Driedger
Darryl Goertzen
William Wieler
Joash Siemens

MOTION 1. CALL TO ORDER

Erick Carter called the meeting to order at 9:59 a.m.

2. ADOPTION OF AGENDA

MPC 22-12-183 MOVED by David Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC 22-12-184 MOVED by Andrew O'Rourke

That the minutes of the November 24, 2022 Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. TERMS OF REFERENCE

For Information.

5. DEVELOPMENT

- b) 266-DP-22 Five Star Permits (David Atkinson)
Signs x4 in “LC-MS”
Plan 902 2145, Block 21 (10502 100 Street) (La Crete)**

MPC 22-12-185 MOVED by Jacquie Bateman

That Development Permit 266-DP-22 on in the name of Five Star Permits (David Atkinson) be APPROVED with the following conditions:

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

1. This permit may be revoked at any time if, in the opinion of the Development Authority, the proposed development has become detrimental or otherwise incompatible with the amenities of the neighbourhood.;
2. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
3. Illumination of the signs must not negatively affect, nor pose a safety hazard to, an adjacent site or street. The brightness of illumination is at the discretion of the Development Authority.;
4. The signs shall be a minimum of 2 meters in height from the bottom of the sign above the curb/sidewalk.;
5. The signs shall be located a minimum of: 20 meters from regulatory signs, and 1.5 m (5.0 ft.) from the curb/sidewalk.;
6. The signs shall be placed on site and is not permitted to be placed on any County lands and/or road rights-of-way.;
7. The signs shall:
 - a.) Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b.) Not unduly interfere with the amenities of the district,
 - c.) Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d.) Not create visual or aesthetic blight.;

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

CARRIED

6. SUBDIVISIONS

- a) **46-SUB-22 Abraham Giesbrecht
10.00 acres each (2 lots) Subdivision in "A"
NE 10-105-14-W5M (La Crete Rural)**

MPC 22-12-186 **MOVED** by David Driedger

That Subdivision Application 46-SUB-22 in the name of Abe Giesbrecht NE 10-105-14-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision two (2) lots, 10 acres each totalling two (2) 10 acre pieces (4.04 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:

- a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.
- b) Mitigation measure must be in place in order to avoid water damage from potential pluvial flooding,
- c) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense,
- d) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015,
- e) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision,**
- f) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration,
- g) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others,
- h) Provision of municipal reserve in the form of money in lieu of land. Specific amount is based on 10% of the subject land and on the current market value in accordance with Policy DEV005. The current market value for this property is \$7,000 per acre. Municipal reserve is charged at 10%, which is \$ 700 per subdivided acre. 10.00 acres times \$700 equals \$7,000.00;
- i) **The Developer has the option to provide a market value appraisal of the existing parcel of land as of a specified date occurring within the 35-day period following the date on which the application for subdivision approval is made in accordance to the Municipal Government Act Section 667(1)(a),**
- j) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or

correction costs that occur as a result of this development. Responses from utilities companies are shown in Schedule "C" hereto attached,

- k) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the developer to ensure that adequate drainage and other precautions are taken to avoid water seepage into the dwellings/basement and/or flooding of the basement, and/or any ancillary buildings.**
- l) **A caveat shall be put on the properties stating that a minimum fill of two (2) feet above the grade of the road is required prior to any development as a preventative measure to mitigate any potential pluvial flooding.**

CARRIED

- b) **47-SUB-22 Brian Schmidt
12.5 acre Boundary Adjustment (1 lot) in "A"
NW 2-106-14-W5M (La Crete Rural)**

MPC 22-12-187 **MOVED** by Tim Driedger

That Boundary Adjustment Application 47-SUB-22 in the name of Brian Schmidt NW-2-106-14-W5M be APPROVED with the following conditions:

1. This approval is for a **boundary adjustment**, 12.5 acres (5.05 hectares), totaling 19.15 acres in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed boundary adjustment, the developer shall obtain a development permit from the Municipality,
 - I. Any permanent buildings on the property must be constructed 2% above the grade of the road.

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

CARRIED

- c) **48-SUB-22 Wilmer Driedger
10.00 acre Subdivision (1 lot) in "A"
SE 26-105-15-W5M (La Crete Rural)**

MPC 22-12-188 **MOVED** by Tim Driedger

That Subdivision Application 48-SUB-22 in the name of Wilmer Driedger

on SE 26-105-15-W5M be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision 10.00 acres (4.04 hectares) in size.
2. The applicant/developer shall enter into and abide by a Development Agreement with Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality.
 - i. **Any permanent buildings on the property must be constructed 2% above the grade of the road.**
 - b) Provision of a road and access to both the subdivision and the balance of the lands in accordance with Mackenzie County standards at the developer's expense.
 - c) All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.
 - d) **Provision of a storm water management plan. Contact Planning and Development staff at (780) 928-3983 to discuss the requirements for your subdivision.**
 - e) Any outstanding property taxes are to be paid on the land proposed to be subdivided prior to registration.
 - f) Provision of utility rights-of-way as required by ATCO Electric, TELUS, Northern Lights Gas Co-op, and others;
 - g) Provision of and negotiations for utility rights-of-way and/or easements as required by utility companies. The Developer shall be responsible for any line relocation or correction costs that occur as a result of this development. Responses from utility companies are shown in Schedule "C" hereto attached;
 - h) **Mackenzie County shall not be held liable for any concerns, issues or damages related to and/or resulting from the water tables and any other water problems as a result of any low land levels of the proposed development. It is the responsibility of the**

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

CARRIED

5. DEVELOPMENT

- a) **262-DP-22 Joash & Tracey Siemens
Agricultural Supply Depot (Simply Grain) in "A"
NW 11-105-15-W5M (105162 162 RGE RD 152)
(La Crete Rural)**

MPC 22-12-189 MOVED by David Driedger

That MPC move into a closed meeting at 10:31 a.m. to discuss the following 262-DP-22.

CARRIED

The following individuals were present during the closed meeting discussion. (MGA Section 602.08(10(6)))

- All MPC Members
- Caitlin Smith, Director of Planning & Agriculture
- Madison Dyck, Development Officer
- Jackie Roberts, Development Officer
- Lynda Washkevich, Development Officer
- Kristyn Driedger, Administrative Assistant/Recording Secretary

David Driedger left at 11:25 a.m.

MPC 22-12-190 MOVED by Jacquie Bateman

That MPC move out of a closed meeting at 10:58 a.m.

CARRIED

MPC 22-12-191 MOVED by Jacquie Bateman

That Development Permit 262-DP-22 on NW-11-105-15-W5M in the name of Joash & Tracey Siemens/Simply Grain be APPROVED with the following conditions:

Failure to comply with one or more of the attached conditions shall

render this permit Null and Void

1. Minimum office building setbacks:
 - a. 41.15 meters (135 feet) from any road allowances; and
 - b. 15.24 meters (50 feet) from any other property lines.;
2. The Agricultural Supply Depot shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
3. A maximum of three (3) grain bins are permitted to stay at the current location. The developer shall erect a sound barrier between the bins and the neighbour to the North.
4. The remaining eight (8) bins shall be relocated to at least one hundred and fifty (150) feet South on the property. The timeline to move these bins is no later than September 1, 2023. All future grain bins moved onto the property shall meet this setback requirement.
5. This development permit will expire upon the expiration, cancellation or revocation of your business license. This development permit shall become null and void if a county business license is not maintained in good standing.
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Authority.;
7. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.;
8. A road use agreement may be required. Contact the Operations Department for Mackenzie County at (780) 928-3983.
9. If a sign is placed on the property the sign shall be located a minimum of: 200 meters from regulatory signs, and 3 meters (9 feet) from the outer edge of the road or not less than 1.5 meters from the property line if on private property.;
10. The sign shall be a minimum of 1.5 meters to a maximum of 2.5 meters in height above the shoulder of the road.;
11. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and

- pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.;
12. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
 13. All basement or below grade developments shall have an operational sump pump;
 14. All sewage disposals shall conform to the Alberta Private Sewage Systems Stand of Practice 2015.;
 15. Any doors, windows and other openings to any DEVELOPMENT shall be at the same or greater elevation as the downstream ROAD centerline elevation to avoid overland flood damage, water seepage and other water related damage.;
 16. Any permanent buildings on the property must be constructed 2% greater than the grade of the road.;
 17. Mitigation measures must be in place, where applicable, in order to avoid water damage from potential seasonal flooding.;
 18. No site work or grading shall take place on the site that will alter existing drainage patterns or contribute to the flooding or inundation of adjacent properties;
 19. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
 20. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
 21. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
 22. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the

development of the lands.;

CARRIED

MPC 22-12-192 MOVED by Andrew O'Rourke

That MPC recommends to Council for a reduction in the speed limit along RGE RD 152 from 80 km/hr to 40 km/hr and to prohibit the use of Jake brakes used by the commercial/farm trucks.

CARRIED

7. MISCELLANEOUS ITEMS

a) None.

8. CLOSED MEETING

a) None.

9. MEETING DATES

- ❖ Thursday, January 12th, 2023 @ 10:00 a.m. in La Crete
- ❖ Thursday, January 26th, 2023 @ 10:00 a.m. in Fort Vermilion

10. ADJOURNMENT

MPC 22-12-193 MOVED by Jacquie Bateman

That the Municipal Planning Commission Meeting be adjourned at 11:50 a.m.

CARRIED

These minutes were adopted this 12th day of January, 2023.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	Caitlin Smith, Director of Planning & Agriculture
Title:	Inter-municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The unapproved minutes of the November 22, 2022 Inter-municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION:

N/A

RECOMMENDED ACTION:

- Simple Majority
 Requires 2/3
 Requires Unanimous

That the unapproved Inter-municipal Planning Commission meeting minutes of November 22, 2022 be received for information.

Author: L Washkevich **Reviewed by:** C Smith **CAO:** _____

INTER – MUNICIPAL PLANNING COMMISSION MEETING

Tuesday, November 22, 2022

7:00 p.m.

via Zoom

PRESENT:	Brent Anderson	Chair, Councillor – Town of High Level
	David Driedger	Vice Chair, Councillor – Mackenzie County
	Jacque Bateman	Councillor – Mackenzie County, arrived at 7:02 p.m
	Josh Lambert	Councillor – Town of High Level, arrived at 7:03 p.m.
	Andrew O'Rourke	Member at Large – Mackenzie County
ADMINISTRATION: (Mackenzie County)	Caitlin Smith	Director of Planning & Agriculture
	Lynda Washkevich	Development Officer/Recording Secretary
(Town of High Level)	Hayley Gavin	Director of Planning & Development
	Zachary Mezzatesta	Planning & Development Officer

MOTION

1. CALL TO ORDER

Caitlin Smith called the meeting to order at 7:00 p.m.

4. VOTING PROCEDURES & REVIEW OF IMPC AGREEMENT

a) Election of Chair and Vice Chair

I. Chair

Caitlin Smith called for nominations for the position of Chairperson.

First Call: David Driedger nominated Brent Anderson. Accepted.

Second Call: No further nominations.

Third Call: No further nominations.

IMPC 22-11-009

MOVED by David Driedger

That the nominations cease for the position of Chairperson.

CARRIED

Caitlin Smith declared Brent Anderson Chairperson by acclamation.

II. Vice Chair

Caitlin Smith called for nominations for the position of Vice

Chairperson.

First Call: Andrew O'Rourke nominated David Driedger. Accepted.

Jacque arrived at 7:02 p.m.

Second Call: No further nominations.

Third Call: No further nominations.

Josh Lambert arrived at 7:03 p.m.

IMPC 22-11-010 **MOVED** by Brent Anderson

That nominations cease for the position of Vice Chairperson.

CARRIED

Caitlin Smith declared David Driedger Vice Chairperson by acclamation and turned the meeting over to Chair Anderson at 7:05 p.m.

2. ADOPTION OF AGENDA

IMPC 22-11-011 **MOVED** by Jacque Bateman

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Inter-Municipal Planning Commission Meeting Minutes

IMPC 22-11-012 **MOVED** by Andrew O'Rourke

That the minutes of the October 13, 2022 Inter-Municipal Planning Commission meeting be adopted as presented.

CARRIED

4. b) Terms of Reference

For information.

5. DELEGATIONS

None.

6. BUSINESS

Development Permit Application 257-DP-22 James Stickney/Mackenzie Veterinary Services Ltd Plan 882 2429, Block 1, Lot 1 (High Level Rural)

IMPC 22-11-013

MOVED by David Driedger

That Development Permit 257-DP-22 on Plan 882 2429, Block 1, Lot 1 in the name of James Stickney be APPROVED with the following conditions:

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

1. **ALL PROVINCIAL OR FEDERAL CONDITIONS AND REQUIREMENTS SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;**
2. AN APPROVED ROADSIDE DEVELOPMENT PERMIT IS REQUIRED FROM ALBERTA TRANSPORTATION. ALL CONDITIONS AND REQUIREMENTS BY ALBERTA TRANSPORTATION SHALL BE MET TO THEIR SPECIFICATIONS AND STANDARDS PRIOR TO COMMENCEMENT OF DEVELOPMENT. (CONTACT ALBERTA TRANSPORTATION AT 1-780-624-6280). FAILURE TO DO SO WILL RENDER THIS PERMIT NULL AND VOID.;
3. This permit is for the APPROVAL of a Veterinary Clinic in the existing building.;
4. The Veterinary Clinic shall meet all National Building Code 2019 Alberta Edition requirements for Buildings and any other requirements specified by Superior Safety Codes. Failure to do so shall render this permit Null and Void.;
5. This permit may be revoked at any time, if, in the opinion of the Development Authority, the Veterinary Clinic has become detrimental or otherwise incompatible with the amenities of the neighborhood.;
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.;
7. The property must at all times be kept in a neat and orderly fashion.;
8. Dogs that are being kenneled are not allowed outside between the hours of 10 p.m. and 7 a.m. daily.

9. The Veterinary Clinic is limited to one sign not exceeding 1.1 square meters (12 square feet) in area.;
10. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street.;
11. Illumination of the sign must not negatively affect, nor pose a safety hazard to, an adjacent site or street. The brightness of illumination is at the discretion of the Development Authority.;
12. The sign shall not be placed within the Road Right of Way.;
13. The sign shall:
 - a. Not obstruct the orderly and safe flow of vehicular and pedestrian traffic,
 - b. Not unduly interfere with the amenities of the district,
 - c. Not materially interfere with or affect the use, enjoyment or value of neighbouring properties, and
 - d. Not create visual or aesthetic blight.;
14. The site and sign shall be kept in a safe, clean, and tidy condition, or may be required to be renovated or removed.;
15. Wiring and conduits of the sign must be concealed from view.;
16. All basement or below grade developments shall have an operational sump pump;
17. All sewage disposals shall conform to the Alberta Private Sewage Systems Standard of Practice 2015.;
18. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.;
19. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.;
20. This permit approval is subject to the access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request to Construct an Access form by contacting the Operations Department for Mackenzie County at (780) 928-3983. Access to be constructed at the developers expense.;
21. The Developer shall at all times comply with all applicable

Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

6. MEETING DATE DATES

To be decided.

7. ADJOURNMENT

IMPC 22-11-014 **MOVED** by Josh Lambert

That the Inter – Municipal Planning Commission Meeting be adjourned at 7:11 p.m.

CARRIED

These minutes were adopted this _____.

Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	December 13, 2022
Presented By:	James Thackray, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Council Action List
- 2022-11-30 Correspondence Premier Danielle Smith Response
- 2022-10-25 Correspondence Minister Nate Horner Recreation Response
- 2022-12-06 Correspondence Minister Affairs Changes to Victim Services
- 2022-12-07 Premier Danielle Smith - Federal Government – Bill C-21 Amendments Letter
- 2022-12-07 Little Red River Cree Nation - Additions to Reserve (ART) Application Letter
- 2022-12-07 Tourism Relief Fund - Application to Tourism Relief Fund – Zama Recreation Society Letter
- 2022-12-09 Minister Devin Dreeshen - Request for Additional Bridge Funding Letter
- 2021-11-05 VSI Services Annual General Meeting Minutes
- 2021-11-05 VSI Services Board of Directors Meeting Minutes
- 2022-06-10 Northern Alberta Elected Leaders Meeting Minutes
- 2022-11-15 Upper Hay Forests Public Advisory Committee Meeting Minutes
-

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

Author: J. Schmidt **Reviewed by:** _____ **CAO:** _____

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

Author: J. Schmidt Reviewed by: _____ CAO: _____

Mackenzie County Action List as of November 29, 2022

Council and Committee of the Whole Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
February 22, 2016 Council Meeting			
16-02-135	That the County covers the additional cost of the survey on Plan 5999CL, Lot E to date and have administration release a copy of the report to the landowner informing them that the initial investigation survey has been completed.	Byron	Refer to Motion 18-06-411 In progress. Meeting with landowners. Impacted by 2020 flood.
May 10, 2016 Regular Council Meeting			
16-05-354	That administration be authorized to proceed as follows in regards to the Zama Crown Land Procurement: <ul style="list-style-type: none"> • cancel PLS 080023; • pursue acquisition of land parcels as identified on the map presented in red; • identify a parcel of land to be subdivided from Title Number 102 145 574 +1 (Short Legal 0923884; 21; 1) and offered for trade or sale to Alberta Environment and Parks due to its unsuitability for a hamlet development , specifically the land use restrictions per Alberta Energy Regulator. 	Caitlin	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. PLS180027 FNC in progress
October 9, 2018 Regular Council Meeting			
18-10-763	That administration proceeds with the water diversion license's as discussed.	John	Licenses Approved Finalizing reporting on DRAS
June 5, 2020 Special Council Meeting			
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 Drafting ASP RFP
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. Ad Hoc Development Committee

Motion	Action Required	Action By	Status
21-06-498	That Mackenzie County attempt to gain representation in the next policy framework replacing Canadian Agriculture Partnership.	Caitlin/Landon	Letter to be sent to Minister of Agriculture and irrigation Motion 22-11-788
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 AD Hoc Committee
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	Ongoing Awaiting Land Titles
October 12, 2021 Budget Council Meeting			
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	2 offers to purchase are signed, all landowners notified of terms. Council Meeting 2022-12-13
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
November 30, 2021 Regular Council Meeting			
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.	Louise/Byron	Assistance from Councillor Wardley
December 14, 2021 Regular Council Meeting			
21-12-854	That Policy DEV001 & DEV007 be brought back to Council for review.	Caitlin	Administration to research options for ROW urban standard development Bring to Developers AD-HOC for discussion.
February 2, 2022 Regular Council Meeting			
22-02-085	That administration move forward with the application process to purchase the following and bring back to Council any future costs related to the purchase such as FNC, survey and assessed value for deliberation and approval. PLS140031 PLS170002 PLS180022 PLS180027	Don/Caitlin	FNC In Progress COW 22-06-073 The TCL Leases that are in the process are as follows: DML170039 FV Bridge campground REC2621 FV Rodeo grounds

Motion	Action Required	Action By	Status
	PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground		REC030012 LA Ferry campground REC090007 & 100003 Hutch Lake campground REC880027 Wadlin Lake campground
February 16, 2022 Regular Council Meeting			
22-02-137	That Mackenzie County prepare to put in a regional bid to host the 2026 Alberta Winter or Summer Games.	Byron	Started Data Gathering Refer to Motion 22-08-569
March 8, 2022 Regular Council Meeting			
22-03-155	That administration bring back the Gravel Reclamation Reserve Policy for amendment as discussed.	Jen	In progress
March 22, 2022 Committee of the Whole Meeting			
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 Bringing back to Council in November for 1 st Reading Council Meeting 2023-01-10
COW-22-03-022	That Policy ASB021 – Weed Control Policy be TABLED for further information.	Caitlin/Landon	Winter 2022 Landon working on an amendment
March 23, 2022 Committee of the Whole Meeting			
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.	Byron	Potential Fall Capital Project Fall of 2023 Motion – 22-06-482
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	Discussion held with Grazing Reserve President in regards to grant applications. Refer to Motion 22-07-517 Letter Drafted
22-03-222	That administration communicate with the Recreation Boards regarding backup generators and bring back recommendations to council.	Don	In Progress Working with Community Services Committee
April 12, 2022 Regular Council Meeting			
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	Jen	COMPLETE

Motion	Action Required	Action By	Status
	Tax Roll 296434		
April 27, 2022 Regular Council Meeting			
22-04-317	That administration develop a culvert maintenance program.	Byron/Don	Infrastructure Workshop October 17 – 18
22-04-325	That Council direct administration to bring back Bylaw 908-13 – Unsightly Premises Bylaw for review to a future Council meeting.	Don	In Progress Working with the RCMP
May 25, 2022 Regular Council Meeting			
22-05-391	That administration proceed with charging those that removed gravel from the Mackenzie County gravel stockpiles at market price, plus 20% including a penalty.	Byron	On going Refer to Motion 22-09-632 Thefts cannot be proven. Gate has been repaired at Tompkins Pit
22-05-406	That administration advertise the 140M AWD Grader publicly for sale with a reserve bid of \$ 225,000.	Willie	Pending Delivery Date April 2023
22-05-407	That administration advertise the 160M AWD Grader publicly for sale with a reserve bid of \$ 270,000.	Willie	Pending Delivery Date April 2023
22-05-408	That the County enter into a ten-year lease for the trailer being used by the Fort Vermilion Royal Canadian Mounted Police (RCMP) as discussed.	Don	In Progress
22-05-411	That administration work with the Royal Canadian Mounted Police (RCMP) in renewing the Memorandum of Understanding Agreement for the Enhanced Policing Agreement between Mackenzie County and the RCMP and bring back the draft agreement with changes as discussed.	Don	In Progress
June 8, 2022 Regular Council Meeting			
22-06-437	That a meeting be set with the Minister of Environment and Parks and the Minister of Agriculture, Forestry, and Rural Economic Development in regards to northern recreation.	Louise/Byron	Letters Sent for Invite 2022-09-23 Email response in package COMPLETE
June 22, 2022 Regular Council Meeting			
22-06-457	That Mackenzie County supports sustainable agriculture and requests Alberta Environment and Parks to establish a minimum percentage of trees to remain on each quarter section sold as well as treed quarters within each township during the next phase of Provincial land sales.	Caitlin/Byron	Discussed with Minister at RMA
22-06-465	That administration draft a policy combining PW018 Hiring of Private Equipment, ADM015 Hiring Contract Suppliers and FIN 025 Purchasing Policy and bring back to future Council Meeting.	Jen	In Progress

Motion	Action Required	Action By	Status
22-06-482	That the 2022 Capital Budget be amended by cancelling the La Crete North Access project to be reconsidered during the 2023 Capital Budget development.	Jen	Removed COMPLETE
June 23, 2022 Committee of the Whole Meeting			
22-06-072	That administration work with Alberta First Responders and bring back a recommendation to Council during budget deliberations.	Don	(AFFRCS) 2023 Budget Ongoing
22-06-073	That administration proceed with Public Land Sales as discussed.	Don	Refer to Motion 22-02-085 In Progress
July 13, 2022 Regular Council Meeting			
22-07-496	That administration work with the developer to purchase land adequate for relocation.	Byron	Waiting on Land Titles
22-07-507	That administration bring back options for Commercial Business incentive Options.	Byron	In Progress Presented as part of the 2023 Budget
22-07-513	That Mackenzie County is unsure at this time whether or not to continue with the subscription and advertising contract with Mackenzie Report past the expiry of 2023.	Caitlin/Louise	Emailed Letter to Mackenzie Report
22-07-523	That the Range Road 15-5 contract be awarded to the highest scoring, qualified bidder while staying within budget.	Byron	Project substantially Complete
August 17, 2022 Regular Council Meeting			
22-08-536	That administration work with Mighty Peace Fish and Game Association to keep the public fish pond lease active.	Don	Council Meeting 2022-12-13
22-08-546	That administration bring back a map for reference for the proposed housing authority boundaries.	Byron	COMPLETE
22-08-556	That administration proceed with cost sharing discussions for the 101 Street/109 Avenue intersection improvement with La Crete Co-op, and begin planning for the relocation and changes to utilities to accommodate an intersection upgrade and bring project forward to the 2023 Budget deliberations.	Byron	2023 Budget Discussion
22-08-569	That administration work with the local Board of Trade and Chambers of Commerce for expression of interest for the 2026 Alberta Winter & Summer Games.	Byron	In Progress Letter drafted, developing survey monkey
22-08-570	That administration invite Alberta Conservation Association to a Committee of the Whole meeting to improve fish stocking ponds in the area.	Don	COMPLETE

Motion	Action Required	Action By	Status
August 30, 2022 Special Council Meeting			
22-08-590	That the Range Road 154 within TWP 108-15 Tender be retendered in 2023.	Michael	Confirm project scope during 2023 Budget discussions
22-08-591	That the Heliport Road from Range Road 18-4 to Range Road 19-0 Tender be retendered in 2023.	Michael	Confirm project scope during 2023 Budget discussions
22-08-592	That the 27th Baseline (TWP RD 1050) Tender be retendered in 2023.	Michael	Plan to retender in February 2023
September 13, 2022 Regular Council Meeting			
22-09-606	That the Surplus and Mitigation items presented during the September 13th meeting be sent to Public Auction as discussed.	Jen	In Progress Scheduled for December Auction and Spring 2023 Auction
22-09-608	That administration write a letter to CN rail requesting culvert cleanups prior to spring thaw.	Byron	COMPLETE Culverts cleaned out
September 26, 2022 Regular Council Meeting			
22-09-631	That the Little Red River Cree Nation (LRRCN) – Additions to Reserve (ATR) be TABLED to the November 15, 2022 Regular Council Meeting.	James	
22-09-632	That administration continue to investigate the missing gravel and take appropriate legal action.	Byron	Refer to Motion 22-05-391
22-09-633	That Councillor Cardinal and Councillor Smith attend a site visit regarding the flood mitigation in Fort Vermilion.	Byron	COMPLETE On site Visit 2022-10-17
22-09-634	That Administration develop a Residential Garbage Pick Up Tender to include both Fort Vermilion and La Crete and awarding in December 2022 to commence April 1, 2023.	Don	Council Meeting 2022-11-29 Draft Tender Review – Tender opening scheduled for 2022-12-13
22-09-639	That administration research different options for the La Crete Electrical Vehicle (EV) Charger Relocations and bring back to the next Regular Council Meeting on October 19, 2022.	Byron	COMPLETE
22-09-641	That administration request a culvert be installed under Highway 35 North to allow the water to flow under it, before spring thaw 2023.	Byron/Don	AT Surveying Area
22-09-642	That administration work with CN Rail to ensure all culvert and blockages are removed.	Byron/Caitlin	Culverts were cleaned, poorly done
22-09-644	That Mackenzie County support the creation of a new housing management board with requisitioning power,	James	COMPLETE

Motion	Action Required	Action By	Status
	with requisitioning from Wards 1-5 to be allocated to the La Crete Municipal Nursing Association and Wards 6-10 to be allocated to Boreal Housing, with requisitioning being based on prior years deficit and that Mackenzie County requests representation on both La Crete Municipal Nursing Association's Board and Boreal Housing's Board.		
October 26, 2022 Regular Council Meeting			
22-10-743	That the culvert be replaced as discussed.	Byron/Don	COMPLETE
22-10-750	That Council direct administration to develop revenue strategies for non-property tax based funding including, but not limited to, fees, charges and full cost recovery service models for consideration.	James	
22-10-751	That administration incorporate the 2022 One Time Carry Forward Projects in the Draft 2023 Operating Budget as discussed.	Jen	In progress
22-10-754	That the Mill Rate Review discussion be brought back to a future meeting.	Jen	COMPLETE
22-10-755	That administration continue to investigate options for a Special Tax Bylaw for any identified projects incorporated into the 2023 Operating and Capital Budget as approved by Council.	Jen	In Progress
November 1, 2022 Regular Council Meeting			
22-11-762	That administration review all rental agreements upon renewal and ensure that there is a cost of living clause included.	All Admin	
22-11-767	That the 2023 Non-Profit Organization grant funding recommendations be incorporated into the 2023 Operating Budget.	Jen	B
November 2, 2022 Regular Council Meeting			
22-11-773	That Councillor Wardley be appointed as an additional representative to Fort Vermilion Support Services for a term ending March 31, 2023 and that Fort Vermilion Support Services only receive 25% of their operational funding for 2023.	Jen	COMPLETE
22-11-774	That the Policy PW039 Rural Road, Access Construction and Surface Water Management - Cost Implications be brought back to a future Council meeting for amendments.	Byron/Don	
November 15, 2022 Regular Council Meeting			
22-11-785	That Mackenzie County sell the lots for value established by assessment combined with all associated costs excluding the land transfer fees and lot consolidation.	Caitlin	In progress Refer to Motion 21-10-969

Motion	Action Required	Action By	Status
22-11-788	That a letter be sent to the Minister of Agriculture and Irrigation to share ideas on the Next Policy Framework.	Caitlin/Landon	Letter Drafted
22-11-793	That Bylaw 1266-22 Land Use Bylaw Amendment to Rezone Part of NW 12-105-15-W5M from Agriculture "A" to Rural Country Residential 3 "RCR3" be TABLED to a future Regular Council meeting.	Caitlin	Waiting for comment from Alberta Transportation
22-11-796	That The Forest Resource Improvement Association of Alberta grant funding proposal for Vegetation Management projects EOI-22-18 and EOI-22-19 be supported by Mackenzie County.	Don	Grant Application submitted – Reply expected in December.
22-11-807	That a letter of support be provided to the La Crete Polar Cats Snowmobile Club, Zama Recreation Society and Mackenzie Ski Hill for their Tourism Relief Fund Grant applications.	Louise	COMPLETE
November 16, 2022 Regular Council Meeting			
22-11-825	That administration amend the Draft 2023 Operating budget as discussed, with Mackenzie County working towards a full cost recovery of Waste Disposal Services.	Jen	COMPLETE
22-11-826	That the Bylaw 1246-21 Fee Schedule be amended to charge \$10.00/day per vehicle for day use at all campgrounds.	Don/Louise	In Progress
22-11-828	That Mackenzie County no longer supply firewood for all in hamlet parks.	Don	
22-11-829	That the Policy UT006 Municipal Rural Water Servicing Endeavour to Assist and related information be brought back to a future Council Meeting.	John	Council Meeting 2022-12-13
22-11-831	That a letter be sent to the Minister of Transportation and Economic Corridors in regards to funding for the Bridge Files within Mackenzie County from the MPE Engineering Report as well as highlighting the importance of the Economic Corridors.	Byron	In Progress
November 29, 2022 Regular Council Meeting			
22-11-840	That the Name That Neighbourhood Contest be TABLED.	Jen	
22-11-844	That a letter be drafted to Little Red River Cree Nation and be brought back to the December 6, 2022 Budget Council Meeting.	James	COMPLETE
22-11-845	That the current agreement between Frontier Veterinary Services Ltd. and Mackenzie County be extended for a period of two (2) years.	Caitlin/Landon	In Progress

Motion	Action Required	Action By	Status
22-11-847	That a letter be sent to the Minister of Agriculture and Irrigation to advocate for lesser large animal medication restrictions and to support the Veterinary Medical Education Opportunities.	Caitlin/Landon	In Progress
22-11-851	That Councillor Cardinal and Councillor Smith be invited to relevant mitigation meetings.	Byron/Jen	Ongoing
22-11-852	That Administration proceed with the Tendering for the Collection of Fort Vermilion and La Crete Residential Waste Pick-up as amended.	Don	Tender Opening 2022-12-13
22-11-855	That the deadline for the sale of 100 A Street be extended.	Caitlin	COMPLETE
22-11-857	That Policy AM035 Staff Training be rescinded.	Louise	COMPLETE
22-11-857	That Policy HR005 Staff Training and Professional Development be approved as presented.	Louise	COMPLETE
22-11-858	That Mackenzie County join the Railway Advocacy Coalition and contribute \$2,000.00 towards the initiative.	Louise	Emailed to register
22-11-861	That a letter be written to Danielle Smith, Premier of Alberta in support of her advocacy against the federal government's new firearms regulations.	Louise	COMPLETE

From: [Office of the Premier](#)
To: [Louise Flooren](#)
Subject: Letter from Premier Smith ACCTS:00120007123
Date: November 30, 2022 1:05:03 PM

Dear Reeve Knelsen:

Thank you for your November 2, 2022 letter. Your support is both vital and appreciated as we begin a new chapter in our story and start putting our province first. I am honoured to serve the people of Alberta.

Though there are challenges to overcome, our province is full of opportunity. Albertans are counting on our government to deliver on a clear and bold mandate. Our efforts have already begun with actions to address the affordability crisis and reform our health-care system. My team and I will also focus on creating jobs, strengthening our economy, and protecting the most vulnerable among us so all Albertans can prosper. By respectfully working together, we can keep building one of the greatest places on Earth to live, work, and raise our families.

Local leaders like you have a unique perspective on Alberta's advantages. I appreciate hearing about Mackenzie County's successes and opportunities for continued growth. Our government's priority is to strengthen relationships with municipalities as we focus on improving the delivery of stable, predictable funding and addressing issues related to taxation.

Thank you again for writing. We have a long road in front of us and lots to do, but Albertans' best days are ahead. I look forward to working with you.

Sincerely,
Honourable Danielle Smith
Premier of Alberta

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From: [Byron Peters](#)
To: [James Thackray](#)
Cc: [Louise Flooren](#)
Subject: FW: Meeting Invitation – Northern Recreation
Date: October 31, 2022 11:38:52 AM
Attachments: [AR 78698 lt.pdf](#)

FYI

Byron Peters
Mackenzie County
Main: 780.928.3983
Cell: 780.821.3278

From: AFRED Minister (AF & RED) <AFRED.Minister@gov.ab.ca>
Sent: October 25, 2022 3:42 PM
To: jknelson@mackenzie.com
Cc: Infrastructure Minister <Infrastructure.Minister@gov.ab.ca>; MA Minister <Minister.MunicipalAffairs@gov.ab.ca>; Minister of Culture and Status of Women <CSW.Minister@gov.ab.ca>; Peace.River@assembly.ab.ca; Byron Peters <bpeters@mackenziecounty.com>
Subject: Meeting Invitation – Northern Recreation

Josh Knelsen
Reeve, Mackenzie County
Dear Reeve Knelsen:

Thank you for your October 1, 2022 email inviting me to meet with you to discuss recreational opportunities in Mackenzie County.

I appreciate your interest in expanding opportunities for recreation within Mackenzie County to benefit the health and mental well being of Albertans and Indigenous peoples who reside in northern Alberta.

I have shared your request with my colleagues, Honourable Nathan Neudorf, Deputy Premier and Minister of Infrastructure, Honourable Todd Loewen, Minister of Forestry, Parks and Tourism, and Honourable Rebecca Shultz, Minister of Municipal Affairs, for consideration as your request falls under the scope of their departments.

Thank you again for writing.

Sincerely,

Honourable Nate Horner
Minister, Agriculture and Irrigation

AR 78698



ALBERTA
PUBLIC SAFETY AND EMERGENCY SERVICES

*Office of the Minister
MLA, Calgary-West*

AR 53295

Dear Community Leader:

Over the last number of weeks, many of our Alberta municipalities have been in contact with government, requesting further information and clarification on a number of items related to the provincial changes to victim services announced July 19, 2022, and scheduled for implementation by April 1, 2024.

I have heard from the many of you about your concerns with the redesign initiative. I am writing to provide clarification on a number of points.

I would like to reassure you the move to a regional governance model for police-based victim services units has always been intended to improve the consistency, stability, and continuity of services received by victims of crime across all regions of the province - municipal, rural and remote. It was also designed to ensure that all victims would continue to be supported locally, by dedicated workers and volunteers from within and around their own communities. While board governance is moving toward integration, all front-line services remain local. I appreciate this opportunity to provide further information about the ongoing redesign work that has occurred to date as it relates to your community and others like it.

Is victim services being removed from your community?

In short, no. The new governance model will empower more than 130 paid, front-line victim caseworkers (full and part-time equivalents), each of them living and working in the communities they serve now. Our new model never contemplated centralizing front-line victim caseworkers in a regional office. They will continue to be co-located with RCMP members in their local detachments, work alongside their volunteer advocates, and be supported not only by their regional boards but also by a new, full-time centralized professional support staff (CPSS); one CPSS for each region. These CPSS teams will consist of, at minimum: an executive director; human resources professional; regional operations manager; regional court support coordinator; cultural safety specialist; admin/office manager; qualified financial management professional; and a retained legal resource.

For smaller, rural and remote communities in Alberta, the new regional governance model for police-based victim services means all areas of the province will have uniform, flexible and sustainable victim services. The new layer of full-time, professional support staff for front-line victim caseworks will stabilize and improve programs above and beyond what is offered under the current governance structure. Front-line caseworkers will have more time to focus on working alongside volunteer advocates and with their local RCMP officers to support victims in the immediate aftermath of a crime, to provide court support within an integrated and coordinated court support program, and for engaging with local and community partners.

How will our communities be represented at the regional level?

As stated, front-line staff will work in the same detachment areas in which they live, as will their cadre of volunteer advocates. The new regional governance boards themselves will be virtual in nature, and will consist of members from communities all across the region. While every detachment area will not necessarily be represented at the board level, no more than one board member per detachment area will be selected.

Did the MLA-led review ever seek to engage municipalities, and did it engage local victim services units (VSUs)?

The MLA-led review of victims services took place over 2020/21 and included participants from the Rural Municipalities of Alberta and the Alberta Municipalities. Other individuals and organizations engaged during this period included MLAs from across the political spectrum, volunteers and staff at police-based VSUs, victim-serving community organizations, a variety of police service representatives, the RCMP, legal experts and Indigenous organizations. Alberta held about 40 engagement sessions, with around 150 stakeholders and organizations attending. The Victim Service Redesign is based on feedback received during these engagements and reflects the final report and recommendations of the MLA-led review. The Victims Services Redesign team continues to meet with affected and/or interested groups and municipalities to gather any outstanding questions, concerns and suggestions. These meetings have already been instrumental in informing improvements to the model.

Will there be a reduction in scope of services provided by the new victim services model, and will this new model serve Albertans who have been traumatized by non-criminal and tragic events?

As Minister of Public Safety and Emergency Services, I recognize that services other than those provided solely to victims of crime, such as for victims of non-criminal trauma, are incredibly important to Albertans. As such, Albertans will not experience a reduction in services currently available, now nor when the new zonal model is implemented. If legislative amendments to the Victims of Crime and Public Safety Act are required to assure this, then our government will pursue those.

Are program managers and other staff guaranteed jobs or do they have to re-apply for positions within the new zonal model?

The hiring of the victim caseworker positions will be the responsibility of each new executive director and respective support staff group. GOAVS will collaborate with the support staff groups, preferring a process that honours the skills and experience of the current cadre of police-based victim services workers. We will be recommending that current VSU employees be invited into a stream-lined on-boarding process prior to any positions being advertised publicly.

These changes to victim services in Alberta are an exciting step forward to ensure victims in our province have the help they need when they need it most. Over the next year, we will continue to work closely with municipalities and Indigenous communities to design and implement the new service delivery model. To ensure that you continue to have the most accurate and up to date information about the new victim services redesign, I encourage you to maintain direct contact with the Director of Victim Services Trent Forsberg at Trent.Forsberg@gov.ab.ca. He would be happy meet with you should you have any future questions, concerns, or suggestions. We look forward to continuing to engage Alberta municipalities on this important initiative.

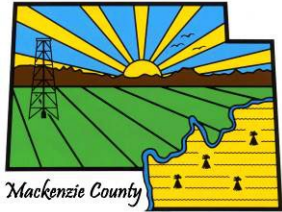
Thank you for your ongoing commitment to ensuring the needs of victims in your community continue to be met.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mike Ellis', with a stylized, sweeping flourish at the end.

Honourable Mike Ellis, ECA
Minister

cc: Trent Forsberg, Director, Victims Services, Strategy, Support and Integrated Initiatives



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
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office@mackenziecounty.com

December 7, 2022

The Honourable Danielle Smith
Premier of Alberta
307 Legislature Building
10800-97 Avenue
Edmonton, AB
T5K 2B6

Dear Premier:

RE: FEDERAL GOVERNMENT – BILL C-21 AMENDMENTS

Mackenzie County fully supports you in standing up to the Federal Government's proposed changes to Bill C-21 regarding the firearms regulation amendments.

We feel very strongly about the proposed changes which will turn banning handguns to hunting guns. The recent amendment that was brought forward adds long guns to the banned list in four different ways. Many of the amendments would affect multiple hunters throughout Alberta and Canada. There are many common hunting rifles and shotguns individually listed for prohibition in the amendments that we feel should not be included.

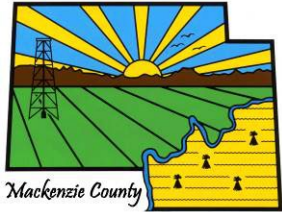
Again, we thank you for your efforts in standing up to the Federal Government and changes that would affect Alberta. Mackenzie County Council would like to continue to support you on your stance regarding the Federal Government's proposed Bill C-21 amendments.

I can be contacted at (780) 926-7405 or by email to josh@mackenziecounty.com. Alternatively you can contact our Chief Administrative Officer, James Thackray, at (780) 927-3718 or by email to jthackray@mackenziecounty.com.

Yours sincerely,

Josh Knelsen
Reeve
Mackenzie County

c: Mackenzie County Council



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
office@mackenziecounty.com

Little Red River Cree Nation
P.O. Box 30
John D'Or Prairie, AB
T0H 3X0

Email: csewepagaham@lrrcn.ab.ca

December 7, 2022

Dear Chief Sewepagaham:

RE: ADDITIONS TO RESERVE (ATR) APPLICATION

Thank you for organizing the meeting between Little Red River Cree Nation (LRRCN) Council and our Council. We look forward to taking more time and putting more effort into continuing and building a mutually beneficial, meaningful relationship.

In the spirit of collaboration and community building, Mackenzie County Council, supports Little Red River Cree Nation's Addition to Reserve application for the lands we discussed. While there are still unanswered questions around the future development plan, communication to neighboring property owners and the overall process, we are all working toward similar goals, to responsibly build out our communities, to provide opportunities for our residents and youth, and to reduce the cost of living for our citizens.

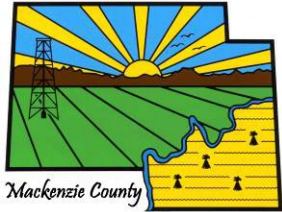
As discussed at the recent meeting between us, we hope to work out a meeting schedule at the earliest opportunity to get both councils together to collaborate on economic development endeavours that will benefit all of the communities of northern Alberta.

I look forward to hearing from you on how we can move forward. Please do not hesitate to contact me at 780-926-7405 or josh@mackenziecounty.com should you have any further questions.

Yours Sincerely,

Josh Knelsen
Reeve
Mackenzie County

- c: James Thackray, Chief Administrative Officer
Byron Peters, Deputy Chief Administrative Officer
Mackenzie County Council
Andrew Wujcik, Director, Lands and Economic Development, Indigenous
Services Canada
Carie Santo, Consultant
Barney Dohm, CEO, Little Red River Group of Companies



Mackenzie County

P.O. Box 640, 4511-46 Avenue, Fort Vermilion, AB T0H 1N0
P: (780) 927-3718 Toll Free: 1-877-927-0677 F: (780) 927-4266
www.mackenziecounty.com
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Tourism Relief Fund
Canada Place
9700 Jasper Avenue
Suite 1500
Edmonton, Alberta T5J 4H7

December 7th, 2022

RE: Application to Tourism Relief Fund – Zama Recreation Society

On November 30th, 2022 Mackenzie County provided a letter to the Tourism Relief Fund expressing their support for the Zama Recreation Society's grant fund application. The letter further stated that the funding would benefit not only the Mackenzie County region but the northwest region of Alberta.

Recently I was made aware that the Tourism Relief Fund requires further confirmation from Mackenzie County with respect to the Society making changes to the County assets.

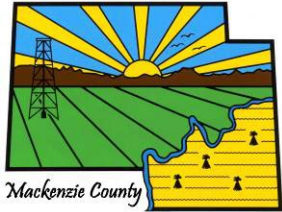
It is my pleasure, on behalf of Council, to confirm that Mackenzie County is in agreement to the changes the Zama Recreation Society are proposing.

To clarify, the Zama Recreation Society is more than an occupant and has a partnership with Mackenzie County for facility maintenance, repair and renovations for many years. Mackenzie County encourages the Society to seek funds such as this with an understanding on what the project is and the impacts of our assets.

Should you have any further questions, please feel free to contact myself at (780) 926-7405 or James Thackray, Chief Administrative Officer at (780) 927-3718.

Sincerely,

Joshua Knelsen
Reeve
Mackenzie County



Mackenzie County

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December 9, 2022

The Honourable Devin Dreeshen
Minister of Transportation and Economic Corridors
132 Legislative Building
10800-97 Avenue
Edmonton, AB, T5K 2B6

Dear Minister:

RE: REQUEST FOR ADDITIONAL BRIDGE FUNDING

Thank you for meeting with myself and my colleagues during the RMA convention. As we discussed during that meeting, Mackenzie County requires additional funding for deteriorating bridges within our region. Our engineers have determined that there are 33 bridges that have been identified as needing major repair or replacement within the next ten years. Currently 31 structures have a structural rating under 44.4%, making them eligible for STIP funding. We submitted four applications for STIP funding this year.

While the overall number of bridges within our County may not be exceptional, we have a disproportionate number of major bridges (12 of 70 are major), and we have soil conditions that rust/oxidize culverts at twice the anticipated rate, halving their useful life.

The cost of replacing or repairing these identified bridges will place a huge financial toll on the municipality. Under the Strategic Transportation Infrastructure Program (STIP) the County would need to be the recipient of funding for multiple bridges each year. A portion of the capital replacements can likely be deferred if we can work cooperatively to undertake a robust bridge maintenance program.

Minister of Transportation and Economic Corridors

Page 2

December 9, 2022

We have attached a copy of a presentation that our engineers presented to myself and council earlier this year. We found it eye-opening, and I'm sure that you will as well. Our staff have already passed along the presentation and copies of the technical information to your department staff for our region, based out of Peace River.

Should you have any further questions, please feel free to contact myself at (780) 926-7405 or James Thackray, Chief Administrative Officer, at (780) 927-3718.

Yours Sincerely,

A handwritten signature in black ink, appearing to read "Josh Knelsen". The signature is fluid and cursive, with a large initial "J" and "K".

Joshua Knelsen
Reeve
Mackenzie County

Encl.

- c. Dan Williams, MLA Peace River
Mackenzie County Council

**Minutes
Annual General Meeting
VSI Services (1980) Ltd
November 5, 2021**

Attendees

DIRECTORS IN ATTENDANCE:

<u>NAME</u>	<u>Z</u>	<u>MUNICIPALITY</u>
Devin Williams*	Z	Woodlands County
Dale Smith		MD of Greenview #16
Kevin Paré		Lac La Biche County
Gerald Manzulenko	Z	Birch Hills County
Ed Armagost		Saddle Hills County
David Janzen *	Z	Clear Hills County
Terry Ungarian		County of Northern Lights
Gary Smith*		Mackenzie County
Mike Krywiak	Z	MD of Bonnyville #87
Darren Fulmore *	Z	MD of Lesser Slave River #124
Alain Blanchette*		MD of Smoky River #130
Carolyn Kolebaba*		Northern Sunrise County
Nick van Rootselaar*	Z	MD of Spirit River #133
Ken Herlinveaux*		MD of Peace #135
Dalen Richardson*		MD of Fairview #136
Eric Burow		Peace River Veterinary Services
Evan Lowe	Z	Emerson Trail Veterinary Services
Rik Vandekerkhove		VSI Manager

Note: * indicates new Director for the Municipality

REGRETS

OTHERS

Wendy Quist	Z	Frontier Veterinary Service
Dessa-Dawn Nicholson	Z	Ag coordinator Saddle hills county

Jennifer McCracken	Z	Manning Veterinary Clinic
Sheila Kaus	Z	Agricultural Manager MD of Greenview #16
Janice Boden	Z	Ag Service Manager MD of Bonnyville #87
Taryn McNaught	Z	Ag foreman Saddle Hills County
Amanda Ouelette	Z	Ag Fieldman Birch Hills County
Jenifer White	Z	Ag Fieldman MD of Spirit River #133
Trent Keller		Ag Fieldman Northern Sunrise County

1. Call to Order

The meeting was called to order by President Terry Ungarian at 10:15 a.m.

2. Introductions

3. Additions to Agenda

Under item 12 h) future trend for VSI support
Under item 12 i) Passing of Dr. Jim Henderson

4. Approval of the Agenda

Moved by Carolyn Kolebaba that the agenda be adopted as amended.

CARRIED

5. Minutes of last AGM – November 13, 2020

Errors & Omissions: none brought forward

Moved by Dale Smith that the minutes of the November 13, 2020 Annual General Meeting be approved.

CARRIED

6. Business arising from the minutes
none

7. Manager's Report

The manager's report raised questions on the future trends for VSI support.

Moved by Dalen Richardson that the Manager's Report be accepted.

CARRIED

A copy of Dr. Vandekerkhove's report will be attached to the file copy of these minutes.

8. VSI Update (Round Table Discussion)

Terry Ungarian – County of Northern Lights

The current feed, pastures have suffered during this year's drought and grasshoppers, but in the end most producers have managed to gather enough resources to continue. The county will continue with the 50%-50% support with currently no limits imposed.

Dale Smith – MD of Greenview #16. Will continue with the 50%-50% support level, no caps installed. Wants to remind people of the drought relief support through the province, which may also help during coming pregnancy testing season.

Carolyn Kolebaba – Northern Sunrise County Was a half bad kind a year, with different sectors affected in different amounts, from disaster level to doable. Trent Keller will speak to the support level: staying with 50%-50% support and \$5000 producers cap that was forced by the reduction in government support.

Ken Herlinveaux – MD of Peace #135. Similar weather-related effects on producers. The meeting for next year's support is still to be had, so still to be determined

Dalen Richardson – MD of Fairview #136. Will continue with the 60% producer and 40% VSI support level, and the limit of 100 preg checks and 5 semen tests.

Alain Blanchette – MD of Smoky River #130. Continuation of 50%-50% with a \$4500 individual cap.

Devin Williams – Woodlands County. Continuation of the 50%-50% support level. Good feedback from the producers. Restrictions are 20 semen tests and 400 pregnancy tests.

Ed Armagost – Saddle Hills County. Continuation of the 50%-50% support, no limits. Are looking to add Bison as a species covered.

David Janzen – Clear Hills County. Continuation of the 50%-50% support with a \$1,500 individual producer cap.

Janice Boden – MD of Bonnyville #87. Continuation of the 50%-50% support with a limit of 20 semen tests. May revisit the \$1,000 individual producer cap, as implementation of it is creating some practical problems.

Gerald Manzulenko - Birch Hills County. Expect to stay with the 50%-50% but still have to have the vote on it.

Kevin Paré - Lac La Biche County will continue with the 60%-40% support, final budget vote is still technically to come.

Darren Fulmore – MD of Lesser Slave River #124. 60%-40% support level with a limit of 8 Semen Tests and 200 pregnancy tests. Dry conditions require earlier feeding.

Nick Van Rootselaar /Jenifer White – MD of Spirit River #133. Staying at the 50%-50% support level and a limit of 7 semen tests with cap.

Gary (Garrell) Smith – Mackenzie County. Staying with the 50%-50% support level.

Big Lakes County – no representative

9. Approval of New Members

The following veterinarians have applied for VSI membership

Dr. Brenden Hilgartner	Westlock Veterinary Center
Dr. Avril Sinclair	Mayerthorpe Veterinary Services

It was moved by Eric Burow that Drs. Hilgartner and Sinclair be approved as members

CARRIED

10. Deletions from Membership list
Drs. Camille Adams, Cali Lewis, Chris Kiepal, Jocelyn Gibson, and Marcella St..Louis did not sign a 2021 VSI contract thus are no longer eligible to be members of VSI.

Dale Smith moved that Drs. Adams, Lewis, Kiepal, Gibson, and St.Louis be removed from VSI membership list.

CARRIED

As of this date there are Forty-Six (46) veterinary members out of the Seventy-Three (73), that signed a 2021 contract. We are down Three (3) members and up two (2) veterinarians from 2020

11. Nomination of Veterinary Directors

Last year Drs. Lowe and Burow were the veterinarian Directors. They are the first line of support for the manager regarding veterinarian interpretation.

Call for someone to nominate Dr. Lowe if so

Dr. Evan Lowe was nominated by Dale Smith

Dr. Erik Burow was nominated by Terry Ungarian

Carolyn Kolebaba moved that nominations cease.

Moved by Dalen Richardson that the Drs. Lowe & Burow be recommended for appointment to the Board of Directors.

CARRIED

12. Other Business

- a) Telemedicine: Allowing telemedicine for post mortems have not have a big impact on the service, with only 2 such claims received thus far this year. At the same time, we will keep it as an option, as in the future it may be more likely to be used. Anecdotal Dale Smith indicated some practices in the province are starting to use it more for a number of services.

Moved by Ken Herlinveaux that this item is considered for info only

CARRIED

b) Heifer palpation as a preventative tool

Dr. Burow indicated heifer palpation could be a help for keeping the right replacement heifers, resulting in less dystocia and better fertility rates. It would have to be looked at as a per head service, similar to pregnancy testing, but at a higher rate, due to longer time requirement and higher skill level required. Remark was made that this may be more looked at as a sale benefit for mostly purebred breeders. While that may be true, Dr. Burow indicated both purebred and commercial producers have been using this service.

Moved by Dale Smith that VSI moves forward to add heifer palpation as a covered service

CARRIED

c) Using of a code #6 in sheep and goats

Some veterinarians use a code #6 for pregnancy testing in sheep and goats, while this should be under a code #25 – time based. Do we consider allowing the use of code #6?

Moved by Dale Smith that the code #25 stays the only code for pregnancy diagnosis in sheep or goats.

CARRIED

d) Setting of a code for combined code #76 and #83 in sheep and goat (#85)

Cattle have a combination code for Vaginal prolapse (#81) and Rectal prolapse (74) under Vaginal & Rectal Prolapse (#84).

Sheep and goat have also a code for Vaginal prolapse (#83) and Rectal prolapse (#76), but are lacking a combination code for Vaginal & Rectal Prolapse.

Proposed is allocating a code #85 for this service, and pricing it at 65% of the combined sum of code # 83 and #76. This would be similar to the cattle code approach on this service.

Moved by Carolyn Kolebaba that we create a code #85 for the service of repairing a combined vaginal and rectal prolapse in sheep and goat, and price it at 65% of the individual codes # 83 for vaginal prolapse and #76 for rectal prolapse.

CARRIED

e) Preview of 2022 fee schedule: the ABVMA usually projects their fee changes for the next year based on the July COL increase. This year that was pegged at 3.7 to 4.7%, and is currently sitting at 4% for September. I have received a

reply from the ABVMA that their intent is to request a 5% increase for 2022 in preparation for their economist consultation, which is around December the tenth, past our decision date. In the past there have been instances where our increase has been below the final increases of the ABVMA, especially last year where we were informed a 0% was sought, but after consultation with the economists, it was turned into a 3-4% increase. The previous years the increase of certain items was also higher by 2-4% than the initially sought increase by the large animal steer group. A quick overview of the differences between our fees in 2018, which were virtually nil, to this year, where the numbers show s lagging in most items. A lot of the services are lagging around 10%, where others are between 6-8%. A few items are still in line. What should be the approach to set up our 2022 fee schedule.

Discussion followed regarding the approach, resulting in an overall view we should adjust the 2021 prices back in line with the 2021 ABVMA schedule, and take a somewhat lagging increase from there for the 2022 schedule

Moved by Dalen Richardson that after adjusting the 2021 schedule A to once again match the 2021 ABVMA schedule, we add a 3.0% increase to reach the 2022 schedule A fee schedule.

CARRIED

- f) Compensation for Veterinary Directors/attending veterinarians:
Every year we have to confirm if we will compensate attending veterinarians similar to the compensation for attending Veterinary directors.

Moved by Carolyn Kolebaba that we compensate this year all attending veterinarians for their attendance, similar to the Veterinarian Directors.

CARRIED

g) Communications

Following last year's agreement to shift most communication from mail to email, this policy has been enacted on for 2021, with the exception of contracts and requisitions. While it has still some issues in who needs to be informed of what, this change in method of communication has overall worked reasonably well, and will be carried forward.

Moved by Dalen Richardson to regard this as info only.

CARRIED

h) Passing of Dr. Jim Henderson.

On Thursday September 16, 2021, Dr. Jim Henderson passed away in Fairview hospital. As a veterinarian he came to the peace region to work, first in a private practice setting, later on as a government veterinarian. He was a driving force in VSI, both as a manager, and as a promoter of VSI. I believe he started as manager for VSI since the early 1990's, after passing of the previous manager. He formalized a lot of the current procedures in use. After 20 plus years as manager, he retired in November 2016 from this position, but stayed in the background as a source of information almost till the day of his passing. Even bringing Rik the correspondence of both municipalities and clinics that would persists in preferring to mail Jim rather than Rik. A card on behalf of the VSI community was send to his family, but we also wanted it noted in this year's minutes, and check if anything else is to be done.

Moved by Carolyn Kolebaba to donate \$200 to a charity or project as per the family's choice.

CARRIED

i) Items from the floor.

Carolyn Kolebaba brought forward her concern over the reduction of support, both in participation to the program, as in the levels of support given to it. She sees a need for VSI to reach out to the participating municipalities, and do a better job of clarifying the benefits of VSI support and the necessity of supporting producer's access to practicing large animal veterinarians. Various methods of doing this were discussed.

Moved by Erik Burow that VSI draft a letter indicating the benefits of supporting VSI to maintain adequate large animal veterinarian presence for the local producers, and send this to all participating ASB's, Ag fieldman, and CAO

CARRIED

13. Adjournment

Terry Ungarian moved for adjournment at 12:29 pm.

Managers' Report for 2021 AGM

The following table compares the differences in services & costs for the top 10 codes for the periods Oct 1/19 to Sept 30/20 and Oct 1/20 to Sept 30/21

Notes: Items are listed from highest to lowest total costs for 2019/2020.

Most pregnancy testing is done in the fall thus for this service we are basically comparing 2019 with 2020.

Code	Description Services	19/20 Services	20/21 Services	% Change	19/20 Cost	20/21 Cost	% Change
6	Preg Tests	63,469	64,178	1.1%	\$170,634	176,736	3.6%
60 -67	Semen Tests	4,243	3,783	-10.8%	\$167,088	150,556	-9.9%
41-43	Caesareans	267	221	-17.2%	\$73,427	59,128	-19.5%
50 -52	Gen. Exam	632	532	-15.8%	\$31,478	25,668	-18.5%
25	Herd Health	228	219	-3.9%	\$29,793	24,866	-16.5%
9	Clinic Fees	1,413	870	-38.4%	\$24,255	19,857	-18.1%
31-33	Calvings	175	121	-30.9%	\$20,181	14,145	-29.9%
55 -56	Fluid Therapy	181	128	-29.3%	\$12,921	9,861	-23.7%
71	Uterine Prol.	97	66	-32.0%	\$12,166	8,005	-34.2%
90-97	Post Mortems	133	103	-22.6%	\$7,884	6,053	-23.2%
	Other Services	1,072	761	-29.0%	\$40,686	35,977	-11.6%
	Grand Totals	71,910	70,982	-1.3%	\$590,513	535,685	-9.3%

Between the two 12 months periods under comparison:

- Total claims lines were down 8.9% (5068 vs 5679)
- Total services were down 1.3% (70,982 vs 71,910)
- Total costs were down 9.3% (535,685 vs 590,513)

Percentage changes for the first 3 quarters are as follows:

Woodlands County	down	-4.0%
M. D of Greenview	down	-6.8%
Lac La Biche County	down	-17.3%
Birch Hills County	down	-35.4%
Saddle Hills County	even	0.0%
Clear Hills County	down	-17.6%
County of Northern Lights	down	-11.9%
Mackenzie County	up	14.9%
M. D. of Bonnyville*	down	-12.6%
M. D. of Lesser Slave River	up	34.3%
Big Lakes County	Sabbatical	-100.0%
M. D. of Smoky River	up	22.2%
Northern Sunrise County*	down	-31.5%
M. D. of Spirit River**	down	-10.0%
M. D. of Peace	up	18.9%
M. D. of Fairview***	down	-47.9%
VSI total	down	-15.3%

* Restrictions on individual amount

** Reduced the coverage from 70% to 50%

*** Reduced the coverage from 60% to 40% with restrictions on # of semen tests and pregnancy testing

We were tentatively advised in time for the AGM about a recommendation to the Food Animal Committee (FAC) of the Alberta Veterinary Medical Association of a 5.0% increase request for 2021.

All our Surplus funds were invested with Manulife Bank. A total of \$ \$1,498.62 in interest has been paid to the end of September.

Katalac Professional Services Inc. of Fairview was asked to provide our financial statement for 2020. Our cost for the tax return and the financial statement is the same as last year.

Veterinary claims were mailed out on the next business day following the end of each month. Quarterly reports were issued to municipalities contact persons within 5 to 6 weeks of the end of each quarter, usually at the end of the weekend following the next month.

It has once again been an interesting year.

**Minutes
VSI Services (1980) Ltd
Board of Directors Meeting
November 5, 2021**

DIRECTORS IN ATTENDANCE:

<u>NAME</u>	<u>Z</u>	<u>MUNICIPALITY</u>
Devin Williams*	Z	Woodlands County
Dale Smith		MD of Greenview #16
Kevin Paré*	Z	Lac La Biche County
Gerald Manzulenko	Z	Birch Hills County
Ed Armagost	Z	Saddle Hills County
David Janzen*	Z	Clear Hills County
Terry Ungarian		County of Northern Lights
Gary Smith*	Z	Mackenzie County
Mike Krywiak	Z	MD of Bonnyville #87
Darren Fulmore* (Norman Seatter)	Z	MD of Lesser Slave River #124
		Big Lakes County
Alain Blanchette*		MD of Smoky River #130
Carolyn Kolebaba*		Northern Sunrise County
Nick van Rootselaar*	Z	MD of Spirit River #133
Ken Herlinveaux*		MD of Peace #135
Dalen Richardson*		MD of Fairview #136
Erik Burow		Peace River Veterinary Services (PR)
Evan Lowe	Z	Emerson Trail veterinary Services
Rik Vandekerkhove		Manager

Note: * indicates new Director for the Municipality

OTHERS

Trent Keller		Northern Sunrise County

REGRETS

1. Call to Order

The meeting was called to order by President Terry Ungarian at 12:40 pm

2. Additions to the Agenda
None

3. Approval of the Agenda

Moved by Carolyn Kolebaba that the agenda be adopted as amended.

CARRIED

4. Approval of Minutes – Board of Directors November 13, 2020

Errors or omissions - None

It was moved by Dale Smith that the minutes of November 9, 2020 meeting of the Board of Directors be approved as circulated.

CARRIED

- 5. Business arising
None

- 6. Retiring Directors

It was moved by Ken Herlinveaux that the resignations of from the Board of Directors be accepted.

CARRIED

Dale McQueen	Woodlands County
Darlene Beniuk	Lac La Biche County
Brian Harcourt	Clear Hills County
Walter Sarapuk	Mackenzie County
Sandra Melzer	MD of Lesser Slave River #124
Robert Brochu	MD of Smoky River #130
Audrey Gall	Northern Sunrise County
Stan Bzowy	MD of Spririt River #133
Janice Reyda	MD of Peace #135
Peggy Johnson	MD of Fairview #136

- 7. Appointment of Directors
Following motion

It was moved by Dalen Richardson that the following appointments to the Board of Directors be accepted

CARRIED

Devin Williams	Woodlands County
Kevin Paré	Lac La Biche County
David Janzen	Clear Hills County
Gary Smith	Mackenzie County
Darren Fulmore	MD of Lesser Slave River #124
Alain Blanchette	MD of Smoky River #130
Carolyn Kolebaba	Northern Sunrise County

Nick Van Rootselaar	MD of Spirit River
Ken Herlinveaux	MD of Peace #135
Dalen Richardson	MD of Fairview #136

8. Auditor's Report – 2020 Financial Statement

Moved by Ed Armagost that the 2020 Notice to Reader be accepted.

CARRIED

9. Appointment of Accountant for 2020 fiscal year

We need a motion to appoint an accountant for 2021 and the recommendation is to stay with Katelac Professional Services Inc in Fairview, as their price and service has been good.

Moved by Alain Blanchette that Katelac Professional Services Inc of Fairview be appointed to prepare a “**Notice to Reader**” for the 2021 fiscal year, as well as file our tax return

CARRIED

10. Approval to Destroy Claim Forms up to and including 2014

Moved by Dalen Richardson that V.S.I. claim forms and contracts up to and including 2014 be destroyed

CARRIED

11. Requisitions for 2022

The same principal as last year is to be used for determining the dollar amount that is put into the contract between VSI and Municipal Jurisdictions.

That proposal is to base the 2022 requisition estimates on actual claims from October 1 of 2020 to September 30th of 2021 with an adjustment based on an estimate of what the new fee schedule will cost plus an estimate of administration & GST costs. This would be the amount put in the 2022 contracts.

Also, to add in a 10% contingency again this year so that it is less likely that VSI would have to go back and request additional funds should our estimates be too low. Surpluses will be deducted from your actual requisitions and deficits will be added.

The requisitions, which will go out in early February, after all the 2021 claims have been paid, will be based on actual costs for 2021 with an adjustment based on an estimate of what the new fee schedule will cost with a 10% contingency plus an estimate of administration & GST costs.

Moved by Ken Herlinveaux that both contract amounts and final requisitions follow the above concept

CARRIED

12. Items from the AGM

a) Heifer Palpation as a preventative tool:

Moved by Erik Burow that VSI looks into cost pricing to bring this item back to next year's AGM for consideration to be added to schedule A at a certain cost.

Voting: CARRIED

b) _Setting of a code for combined code #76 and #83 under #85

Moved by Erik Burow that we create a code #85 for the service of repairing a combined vaginal and rectal prolapse in sheep and goat, and price it at 65% of the sum of the individual codes # 83 for vaginal prolapse and #76 for rectal prolapse.

Voting: CARRIED

c) Fee increases for 2022 schedule.

Moved by Dale Smith that after adjusting the 2021 schedule A to once again match the 2021 ABVMA schedule, we add a 3.0% increase to reach the 2022 schedule A fee schedule.

Voting: CARRIED

d) Passing of Dr. Jim Henderson

Moved by Dalen Richardson to donate \$200 to a charity or project as per the family's choice.

Voting: CARRIED

e) Items from the floor

Moved by Carolyn Kolebaba that a letter is drafted indicating the benefits of supporting VSI to maintain adequate large animal veterinarian presence for the local producers, and send this to all participating ASB's, Ag fieldman, and CAO's of participating municipalities.

Voting: CARRIED

13. Veterinary Fee Schedule Approval

It was moved by Dalen Richardson and seconded by Dale Smith that the attached fee recommendations from the VSI AGM, confirmed by the board, be approved for 2022.

CARRIED

14. Review of President's Honorarium

Moved by Dale Smith that the President's Honorarium be set at \$750 for 2021 - 2022.

CARRIED

14. Election of Executive
President

Carolyn Kolebaba nominated Terry Ungarian for the position of President.

Dale Smith moved that nominations cease

CARRIED

Terry Ungarian was declared President by acclamation.

Vice-President

Terry Ungarian nominated Ken Herlinveaux for the position of Vice-president.

Dalen Richardson moved that nominations cease.

CARRIED

Ken Herlinveaux was declared Vice-president by acclamation.

Veterinary Directors

Ken Herlinveaux moved that the Board accept the recommendation from the AGM that Drs. Erik Burow & Evan Lowe be approved as Directors.

CARRIED

Executive Committee

Dalen Richardson moved that Drs. Burow & Lowe be appointed to the Executive Committee along with the President and Vice President.

CARRIED

15. Other Business
a) Signing Authorities

Alain Blanchette moved that any two of the President, Vice-President or Manager be given signing Authority on the VSI bank account.

CARRIED

15. Other Business (cont.)

- a) Manager review: Dr. Vandekerkhove will continue as manager.
Carolyn Blanchette moved to set a 3% increase in his hourly salary.

CARRIED

- b) Setting date for next AGM and Director's meeting.
Erik Burow moved that the next AGM and board meeting would be held November 4th, 2022.

CARRIED

- c) Carolyn Kolebaba moved that Kim Vandekerkhove would receive a \$250 honorarium for technical support in facilitating the zoom component of the meeting.

CARRIED

17. Adjournment

Terry Ungarian declared the Board of Directors meeting adjourned at 1.22 p.m.



Northern Alberta Elected Leaders

59 Leedy Drive
Whitecourt, Alberta T7S 1X1
780-778-0202

Minutes of June 10, 2022 Meeting in Grande Prairie

Attendees

In Person

Reeve Carolyn Kolebaba	MD of Northern Sunrise
Reeve Leanne Beaupre	Grande Prairie County
Jim Rennie	Executive Director NAEL
Deputy Mayor Kevin O'Toole	Grande Prairie
Mayor Kate Potter	Sexsmith
CAO Rachel Wueschner	Sexsmith
Reeve Terry Ungarian	County of Northern Lights
Councillor Dylan Bressey	Alberta Municipalities Representative
Councillor Judy Kokotilo-Bekkerus	Beaverlodge
Reeve Phil Kolodychuk	MD of Fairview
Mayor Brian Peterson	Village of Hythe
Mayor Donna Buchinski	Falher
CAO James Bell	Falher
Reeve Robert Nygaard	Big Lakes County
Deputy Reeve Jim Zabolotniuk	Big Lakes County
Reeve Robert Brochu	MD of Smoky River

Reeve Murray Kerik	MD of Lesser Slave River
Mayor Wendy Wald	Grimshaw
Mayor Vern Lymburner	Valleyview
CAO Ben Berlinguette	Valleyview
Mayor Elaine Manzer	Peace River
Mayor Gordon MacLeod	Fairview
Reeve Marcel Auger	MD of Opportunity
Reeve Robert Willing	MD of Peace
CAO Allan Rowe	Clear Hills County
Mayor Cindy Hockley	Village of Berwyn
CAO Joulia Whittleton	County of Grande Prairie
Mayor Myrna Lanctot	Donnelly
CAO Dan Dibbelt	MD of Spirit River
CAO Larry Davidson	Birch Hills County
Councillor Josh Knelsen	Mackenzie County
Deputy Reeve Nick Van Rootselaar	MD of Spirit River

Virtual

CAO Jordan Panasiuk	Big Lakes County
CAO Rita Therriault	MD of Smoky River
CAO Barbara Johnson	MD of Peace
Mayor Sheila Gilmour	Fox Creek
Deputy Reeve Roxann Dreger	Rycroft
CAO Peter Thomas	Rycroft
CAO Cindy Millar	Northern Sunrise County
Reeve John Burrows	Woodlands County

Councillor Tom Burton RMA
April Doll
Peter Thomas Village of Rycroft
Daryl Greenhill
Cary Merritt
Mayor Brian Panasiuk
Amber Bean Clear Hills County

MLA's (combination of virtual and in person)

MLA Dan Williams

MLA Todd Loewen

1. Meeting Called to order (10:05)

Greeting from Mayor Jackie Clayton and Reeve Leanne Beaupre

2. Adoption of the Agenda
3. Adoption of the Minutes
4. Chair Update and Member Roundtable
5. Human Resources Committee

-Mayor Manzer ran through key points of suggested Terms of Reference from HR Committee

-Motion by Mayor Lanctot to adopt Terms of Reference (carried)

6. Frequency of Meetings
 - discussion by the membership agreed to move to three meetings per year

7. Grant Request from Government of Alberta for Strategic Planning
 - request made by membership to write to the province to request future funding

8. Financial Report presented by CAO Barbara Johnson

9. Presenter: Todd Hirsch, Vice President and Chief Economist of ATB Financial
 - theme of three "I"'s Invasion Inflation Interest Rates

Presentations:

RMA Rep Tom Burton

- unpaid gas property taxes in Alberta last year was \$253M
- MSI being replaced by LGFF, RMA wants a better formula for LGFF
- EMS consultations underway
- advocating for rural broadband by internet speed testing
- RMA opposes provincial policing

Alberta Municipalities Rep Dylan Bresse

- discussion on provincial policing (81% of their members do not support)
- U of C and AM project underway to look at sustainability of municipalities
- summer tour commencing of urban municipalities
- Convention in Calgary September 21-23

MLA Todd Loewen

- provincial policing
- he is pushing to increase cell coverage
- notes lack of crown prosecutors and “catch and release” of repeat offenders
- had questions on LGFF
- questions on education

Next Meeting Dates

- November 4, 2022 Peace River 10 am- 3 pm
- February 24, 2023 Grande Prairie
- June 16, 2023 Edmonton

UPPER HAY FORESTS

PUBLIC ADVISORY COMMITTEE

MINUTES

*Tuesday, November 15th, 2022, 5:00 pm,
Council Chambers Town of High Level Office
Virtual Microsoft Teams Meeting at 5:30PM*

PRESENT:

Aaron Doepel (LaCrete Sawmills)	Melanie Plantinga (Public Advisory Committee Coordinator)
Boyd Langford (Town of High Level)	Nic Genier (Netaskinan)
Curtis Cole (Tolko)	Pat Cool (West Fraser)
Erik Peterson (Silvacom)	Ryan Spooner (Silvacom)
Floyd Auger (Alberta Treaty 8 Trapper Association)	Stephanie Grocholski (Forestry, Parks and Tourism)
Fred Radersma (West Fraser)	Tamera Beaulieu (Alberta Treaty 8 Trapper Association)
Kayla Wardley (Mackenzie Frontier Tourist Association)	Trevor Lafreniere (Tolko)
Lisa Wardley (Mackenzie County)	Wade Cable (Tolko)
Luc Detwiler (West Fraser)	

VIRTUAL ATTENDEES:

Gale Hayday (Northern Lights Forest
Education Society)
Hayley Gavin (Town of High Level)
Sander Duffhues (Alberta Professional
Outfitters Society)

1. WELCOME

2. CONCERNS AND RESPONSE TABLE REVIEW

a. Table update process review:

- i. The table presented shows active concerns and responses.
- ii. Resolved items are currently shown. Is there value in keeping resolved items on the table? The group will discuss items and decide which have been resolved. The question of how long to keep resolved items on the document has been asked.
 1. Suggestion: items on the table will be removed from the document as they are resolved. To confirm that they are resolved the items marked resolved on the table will have one final review prior to being removed.
 2. There is a master list of all items, if needed.
 3. The documents as presented at the meeting will be stored in the PAC Dropbox which can be accessed via the upperhayforests.com website if a member would like to see what issues have been discussed and deemed resolved.

b. Table review:

I-7 An e-mail was received from Jeana Schuurman from the Alberta Professional Outfitters Society (APOS) asking that Tolko remain engaged with APOS as the FMP is reviewed. Information was provided about the website. A member from APOS – Sander Duffhues is calling in to this meeting.

I-10 At the prior meeting there was a concern shared about the condition of roads and bridges in the area.

Update: Highway 58 between High Level and Rainbow Lake is currently open to one way traffic only. Hope to install 2 culverts in January. February completion expected which will open 2 lanes of traffic. This item will remain active. West Fraser would like to be contacted if they can help with discussions.

Bridges – The hay river bridge on 35 not on list of bridges being updated. A couple of bridges on 58 are going to be repaired. The thank you, Lisa for the efforts being made to make sure that this infrastructure is maintained.

I-13 The companies were approached by Lyle Fullerton, for Alberta Environment and parks. The government needs to be notified if anyone sees wood bison east of highway 35 (within 10 km of that highway). This is a no-go-zone for the Hay-Zama bison. There are signs posted along the highway with phone numbers for the public to use.

- I-11 Spray for pests (insects which attack aspen). This is not being considered by West Fraser. What is the percentage of aspen which could be lost if things don't change? Unknown and may not be detectable using current survey methods. Companies are adapting to the changes.
- I-12 Plantation of hybrid aspen on public lands, is not permitted. Forest companies may and have planted hybrid aspen on private land. Fred will contact John T and clarify the response.

New concerns:

There have been complaints about the use of engine retarder brakes in Town of High Level corporate limits disturbing residents. Ask all mills to remind contractors to avoid the using them in town. This is a timely reminder as the log hauling season will be started soon.

3. SATISFACTION SURVEY

The companies have prepared a satisfaction survey. This is an annual commitment in the Terms of Reference. Melanie will send the survey to the PAC and the link will be posted on the website.

<https://forms.office.com/r/7bwGZZrmmV>

Please complete surveys by 12/12/2022.

4. PRESENTATION

**Stewardship Reporting and VOITS (Values, Objectives, Indicators, Targets) –
Stephanie Grocholski (Forestry, Parks and Tourism)**

Presentation will be saved in PAC Dropbox.

History

Values – History Then and now? Values have not changed a great deal over time. Water, Wildlife, Forest Health, Forest Protection, Biodiversity and Access, are values which were and continue to be important.

Any questions or comments?

Landuse Framework – Is there an update on where are we in that process? It is still in works. It is hoped the 2024 sub-regional plans will inform the framework. This will

allow for more autonomy for the regions. More local involvement in the framework planning process is desirable.

Comments. Alberta Forest Products Association (AFPA) socio-economic report. \$13.6 billion economic output from Alberta forestry, 2.7 billion in labour income, 31,500 jobs. 71% of all forestry companies operate in northern Alberta. \$90 million research and development.

[Alberta Forestry: a Pillar of the Provincial Economy - AFPA \(albertaforestproducts.ca\)](http://albertaforestproducts.ca)

Links in this news article lead to study's and reports quoted above.

Discussion – is the statistic of 8% of jobs held by indigenous people accurate?

The companies will gather employment numbers from FMA renewal. Compile and share info.

Logging which is sensitive to the needs of outfitters, hunters and trappers is important. Logging practices which might give predators advantage and deplete the amount of game and fur bearing animals is an important issue. This is touched on in some mandatory VOITs, but there could be further discussion.

APOS may be able to share a presentation with the PAC. This would be an opportunity to discuss concerns and values of outfitters.

F26 Stewardship Report 2017-2022 - Erik Petersen

The report is for the F26 management area. Does not include information about some of the smaller units which will be included in the new Upper Hay Regional Forests Forest Management Plan. Presentation available in PAC dropbox.

Slide 9 - Annual Allowable Cut (AAC) review. A greater volume of trees was present in the cutblocks than had been estimated. Good news as less area was harvested than planned. This slide does not include salvaged timber, only green wood.

Slide 11 – 14 - Community Engagement

Trapper raised concerns about how they are informed about activities on the landscape. Maybe the Treaty 8 Trappers Association could share a presentation with the PAC about the association? They will work on a presentation. A discussion about different users and their rights might help people understand where the other groups are coming from. Melanie will also reach out the Alberta Trappers Association and see if they would like to share information with the group.

Watt Mountain Wanderers and LaCrete Polar Cats – there have been reports of good collaboration with companies. There have been differences and communication issues, all parties are working to improve that relationship.

Slide 15 - 18 – Compliance

The companies have not met all of targets set in the Forest Management Plan related to compliance. Slide contains examples.

When an environmental infraction occurs what is Tolko’s internal response? Incidents are reviewed locally and corporately to identify the root cause. Then issues are addressed and corrected. The company applies learnings across the company. West Fraser has a similar reporting structure. If an issue is discovered by the companies, it is investigated by the companies and reported to the Government of Alberta.

Does the stewardship report put compliance targets in perspective? What percentage of the blocks have issues? The impact of issues may be low or resolved. The target set in the FMP is to have no compliance issues or incidents.

The Stewardship Report has been submitted to Alberta for appraisal. Report needs to be approved and will then be publicly posted.

5. INDUSTRY UPDATES

a. Tolko

The annual operating plan (AOP) has been approved. The company has started some work. The AOP is on the website. The specific blocks, which have been approved for harvest can be viewed on the interactive map on the website. This is true for all the companies participating in the PAC.

b. West Fraser

AOP has been approved for – Bassett 2,4, Negus 3. Will the harvested timber be delivered over the washed-out (single lane) area on highway 58? 350,000 cubic meters of deciduous have been approved to be harvested from the west side of the washout. About 200 trucks a day.

West Fraser/Norbord - signed the Forest Management Agreement (FMA) as Norbord. Expect the company name change to West Fraser in 2023.

c. LaCrete Sawmills

TOLKO INDUSTRIES LTD.
CRESTVIEW SAWMILLS LTD.
POWERWOOD CORP.

LA CRETE SAWMILLS LTD.
EVERGREEN LUMBER INC.
N’DEH LIMITED PARTNERSHIP

WEST FRASER TIMBER CO. LTD.
MERCER PEACE RIVER PULP LTD.
NETASKINAN DEVELOPMENT LTD.

Is working within the Tallcree Community management zone. Working together with nation and having Netaskinan do the harvesting. On Nov 4th they started opening access.

d. Netaskinan

Working with partners under the approved AOP.

6. ROUND TABLE DISCUSSION

Several municipalities are joining together to form a coalition to communicate challenges associated with rail transportation. Coalition will push CN to provide better service or running rights on rail. AFPA has been involved, FPAC is doing some work federally. The coalition will hopefully draw different industries together and jointly work on transportation improvements. Trucking is not feasible for long term, the average age of truck drivers in Alberta is 62.

The municipality is concerned about smoke from the burning of debris in the fall causing safety hazards on the highways. Conversations with the government about having burning occur outside the current fire season. There has been movement toward having Mercer (or someone) see if more fibre can be utilised as chips instead of being burned as waste.

Invest Alberta is having a meeting in the Town office tonight. All are encouraged to attend. Their purpose is to encourage international investment in Alberta. Agriculture, forestry, technology, aerospace and energy are some of the areas which are being invested in. They are touring the area and are excited about the area.

The Mackenzie Frontier Tourism Association is holding their AGM November 30th.

Northern Lights Forest Education Society AGM is scheduled for November 29th, at the Northern Lakes College campus. Posters are available on the table, please post where you can. Melanie will also e-mail copies of the posters to the PAC.

Tentative meeting dates are scheduled for 2023. Melanie will send the calendar.

7. NEXT MEETING – December 13th, 2022, 5:00pm Town of High Level Council Chambers

TOLKO INDUSTRIES LTD.
CRESTVIEW SAWMILLS LTD.
POWERWOOD CORP.

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