





MACKENZIE COUNTY

COMMITTEE OF THE WHOLE MEETING

**JANUARY 24, 2023
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
COMMITTEE OF THE WHOLE MEETING**

**TUESDAY, JANUARY 24, 2023
10:00 a.m.**

Fort Vermilion Council Chambers

Fort Vermilion, Alberta

AGENDA

			Page
CALL TO ORDER:	1.	a) Call to Order	
AGENDA:	2.	a) Adoption of Agenda	
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the August 16, 2022 Committee of the Whole Meeting	5
DELEGATIONS:	4.	a) Royal Canadian Mounted Police (RCMP) Crime Statistics (11:00 a.m.)	13
		b)	
BUSINESS:	5.	a) Alberta Games Survey Response	51
		b) Business Incentive Draft Bylaw 2 nd Review	57
		c) Cheque Registers – December 12-2022 – January 20, 2023	67
		d) MasterCard Statements – November 2022	69
		e) FIN028 Credit Card Policy – MasterCard Loyalty Reward Points	71
		f) Action List Review	79
		g) Fee Schedule Bylaw 1277-23	91
		h)	
		i)	
POLICY REVIEW:	6.	a) Policy ADM060 - Social Media	137
		b) Policy RESV25 – Fort Vermilion Fire Hall Reserve	145

- c) Policy RESV26 – La Crete & Area Fire Hall Reserve 149
- d) Policy UT006 – Municipal Rural Water Servicing 153

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

- 7. a) Town of High Level Annexation (*FOIP Sections 21 & 23*)
- b)

NEXT MEETING DATE: 8. a) Regular Council Meeting
January 25, 2023
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 9. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	January 24, 2023
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Minutes of the August 16, 2022 Committee of the Whole Meeting

BACKGROUND / PROPOSAL:

Minutes of the August 16, 2022 Committee of the Whole Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

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

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the August 16, 2022 Committee of the Whole Meeting be adopted as presented.

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

**MACKENZIE COUNTY
COMMITTEE OF THE WHOLE MEETING**

**Tuesday, August 16, 2022
10:00 a.m.**

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

PRESENT:

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacquie Bateman	Councillor (virtual)
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
Darrell Derksen	Councillor
David Driedger	Councillor (virtual)
Ernest Peters	Councillor (virtual arrived at 10:05 a.m.)
Garrell Smith	Councillor
Lisa Wardley	Councillor (virtual)

REGRETS:

ADMINISTRATION:

Byron Peters	Interim Chief Administrative Officer/ Director of Projects & Infrastructure
Louise Flooren	Manager of Legislative & Support Services/ Recording Secretary
Jennifer Batt	Director of Finance
John Zacharias	Director of Utilities

ALSO PRESENT:

Minutes of the Committee of the Whole Meeting for Mackenzie County held on August 16, 2022 in the Council Chambers at the Fort Vermilion County Office.

CALL TO ORDER: 1. a) Call to Order

Reeve Knelsen called the meeting to order at 10:00 a.m.

AGENDA: 2. a) Adoption of Agenda

MOTION COW 22-08-092 MOVED by Councillor Braun

That the agenda be adopted with the following additions:

- 5. e) Construction Projects
- 5. f) Boreal Housing

- 5. g) Mitigation Update
- 7. a) North West Species at Risk (*FOIP s. 25, 26, 27, 28 and 29*)

CARRIED

Councillor Peters joined virtually at 10:05 a.m.

**MINUTES FROM
PREVIOUS MEETING:**

- 3. a) **Minutes of the July 12, 2022 Committee of the Whole Meeting**

MOTION COW 22-08-093

MOVED by Councillor Braun

That the minutes of the July 12, 2022 Committee of the Whole Meeting be adopted as presented.

CARRIED

BUSINESS:

- 5. a) **Alberta Winter & Summer Games Update**

MOTION COW 22-08-094

MOVED by Councillor Derksen

That a recommendation to Council be made for administration to work with the local Board of Trade and Chambers of Commerce for expression of interest for the 2026 Alberta Winter & Summer Games.

CARRIED

BUSINESS:

- 5. b) **Traffic Count Data**

MOTION COW 22-08-095

MOVED by Deputy Reeve Sarapuk

That the Traffic Count Data be received for information.

CARRIED

BUSINESS:

- 5. c) **Cheque Registers – July 11, 2022 – August 12, 2022**

MOTION COW 22-08-096

MOVED by Deputy Reeve Sarapuk

That the cheque registers, from July 11, 2022 – August 12, 2022, and June and July 2022 online payments be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 10:49 a.m. and reconvened at 11:00 a.m.

DELEGATION: 4. a) **George Peters, Community Member – Creating a Fish Stocking Pond**

MOTION COW 22-08-097 **MOVED** by Councillor Wardley

That a recommendation be made to Council to invite Alberta Conservation Association to a Committee of the Whole meeting to improve fish stocking ponds in the area.

CARRIED

DELEGATION: 4. b) **Dwain Sands – The Heritage Series Showcase by Grand Tour 360 Inc.**

MOTION COW 22-08-098 **MOVED** by Councillor Braun

That the Heritage Series Showcase by Grand Tour 360 Inc. be received for information.

CARRIED

DELEGATION: 4. c) **Royal Canadian Mounted Police (RCMP) – Crime Statistics**

MOTION COW 22-08-099 **MOVED** by Councillor Derksen

That the RCMP Crime Statistics reports be received for information.

CARRIED

Reeve Knelsen recessed the meeting at 12:08 p.m. and reconvened at 12:50 p.m.

BUSINESS: 5. d) **MasterCard Statements – June 2022**

MOTION COW 22-08-100 **MOVED** by Councillor Cardinal

That the MasterCard Statements for June, 2022 be received for information.

CARRIED

BUSINESS:

5. e) Construction Projects (ADDITION)

MOTION COW 22-08-101
Requires Unanimous

MOVED by Deputy Reeve Sarapuk

That the Construction Projects discussion be received for information.

CARRIED UNANIMOUSLY

BUSINESS:

5. f) Boreal Housing (ADDITION)

MOTION COW 22-08-102
Requires Unanimous

MOVED by Councillor Cardinal

That the Boreal Housing discussion be received for information.

CARRIED UNANIMOUSLY

BUSINESS:

5. g) Mitigation Update (ADDITION)

MOTION COW 22-08-103
Requires Unanimous

MOVED by Councillor Smith

That the Mitigation Update discussion be received for information.

CARRIED UNANIMOUSLY

Reeve Knelsen recessed the meeting at 1:50 p.m. and reconvened at 2:04 p.m.

POLICY REVIEW:

6. a) None

CLOSED MEETING:

7. Closed Meeting

MOTION COW 22-08-104

MOVED by Councillor Braun

That Council move into a closed meeting at 2:04 p.m. to discuss the following:

7. a) North West Species at Risk (*FOIP s. 25, 26, 27, 28 and 29*)

CARRIED

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

- All Councillors Present
- Byron Peters, Interim Chief Administrative Officer/ Director of Projects & Infrastructure
- Louise Flooren, Manager of Legislative & Support Services/ Recording Secretary
- Jennifer Batt, Director of Finance
- John Zacharias, Director of Utilities

MOTION COW 22-08-105 **MOVED** by Councillor Braun

That Council move out of the closed meeting at 3:01 p.m.

CARRIED

CLOSED MEETING: 7. a) **North West Species at Risk (ADDITION)**

MOTION COW 22-08-106 **MOVED** by Councillor Wardley
Requires Unanimous

That the North West Species at Risk report be received for information.

CARRIED UNANIMOUSLY

NEXT MEETING DATE: 8. a) **Meeting Dates**

Committee of the Whole
To be decided

ADJOURNMENT: 9. a) **Adjournment**

MOTION COW 22-08-107 **MOVED** by Councillor Derksen

That the August 16, 2022 Committee of the Whole meeting be adjourned at 3:01 p.m.

CARRIED

These minutes will be presented for approval _____.

Joshua Knelsen
Reeve

Byron Peters
Interim Chief Administrative Officer

UNAPPROVED



Mackenzie County

REQUEST FOR DIRECTION

Meeting:	Committee of the Whole
Meeting Date:	January 24th, 2023
Presented By:	Don Roberts, Director of Community Services
Title:	DELEGATION Royal Canadian Mounted Police (RCMP) – Crime Statistics

BACKGROUND / PROPOSAL:

Members of the Fort Vermilion RCMP will be present to discuss:

- Agreements**
- Bylaws**
- Community Priorities**

In May 2022, Administration presented Council with the issue of renewing the Royal Canadian Mounted Police (RCMP) Memorandum of Understanding Agreement for the Enhanced Policing Agreement. Council made the following:

Motion 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.

Administration did present the recommended changes to the RCMP with the understanding that Mackenzie County would be presented with a renewal MOU with the recommended changes.

Currently Administration approached the RCMP requesting an update on the MOU with further questions arising. There are conflicting sections.

Section 3.4: The role of the RCMP Member assigned to the County will be to provide an enhanced level of policing. The RCMP Member will not provide assistance or service in regulatory control or licenses of by-laws (for example: by laws relating to animals and building inspections).

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

Section 6.3: The County will provide for any specialized training or equipment needs which may be required by the RCMP Member to perform services directly related to the County by-laws pertinent to public safety, traffic law enforcement and protection of County and public infrastructures.

A copy of the crime statistics are attached for information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

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 RCMP crime statistics reports be received for information.

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

Memorandum of Understanding

THIS ARRANGEMENT, made in duplicate as of the 9th day of January 2020.

BETWEEN

THE ROYAL CANADIAN MOUNTED POLICE
(Hereinafter referred to as the "RCMP")

AND

MACKENZIE COUNTY
as represented by the Reeve
(Hereinafter referred to as the "County")

Collectively referred to as the "Participants".

BACKGROUND:

WHEREAS the County wishes to provide an enhanced level of provincial policing service and the Province of Alberta, Minister of Justice and Solicitor General has entered into such an Agreement with the County pursuant to Section 22(1) of the *Police Act* R.S.A. 2000, c.P-17; and,

WHEREAS the County shall enter into a Memorandum of Understanding (MOU) with the RCMP "K" Division to determine the duties and responsibilities of the RCMP Member employed by the said Agreement; and,

WHEREAS it is acknowledged and agreed that, notwithstanding anything contained herein, the MOU does not create any enforceable legal or equitable rights or any obligations, but merely serves to document the parameters and understanding in principle which have been reached and in respect to the duties and responsibilities of the RCMP Member providing services under this said Agreement.



NOW THEREFORE THE PARTICIPANTS INTEND AS FOLLOWS:

1.0 DEFINITIONS:

1.1 In this Memorandum of Understanding (MOU) the following terms, in singular or plural form according to the context, are defined as follows:

- i. "RCMP" means the Royal Canadian Mounted Police;
- ii. "MOU" means Memorandum of Understanding;
- iii. "Agreement" means Memorandum of Understanding;
- iv. "Arrangement" means Memorandum of Understanding;
- v. "WAD" means Western Alberta District of the RCMP;
- vi. "Detachment Commander" means Non-Commissioned Officer in Charge;
- vii. "OIC" means Officer in Charge;
- viii. "Member" means police officer employed by the RCMP and assigned to the enhanced position; and,
- ix. "RCMP Detachment" means the Fort Vermilion RCMP detachment.

2.0 PURPOSE AND SCOPE:

2.1 This Agreement shall commence on July 1, 2019 and expire on June 30, 2022 and will provide the terms of reference for the RCMP Member, RCMP Detachment, and the County in relation to the Option 1 Enhanced Policing Agreement between the County and the Minister of Justice, Solicitor General of Alberta dated 28th day of January, 2019.

2.2 This MOU sets out the general duties and responsibilities of the two (2) RCMP Member(s) providing services to the County.

2.3 This MOU does not form a contractually binding Agreement and the Participants acknowledge their mutual intention to resolve all matters arising from this MOU in a fair and amicable way.

3.0 DUTIES AND RESPONSIBILITIES OF THE RCMP MEMBER:

- 3.1 The role of the RCMP Member under this MOU will be to provide an enhanced level of policing, focused on the prevention of crime, pursuant to the duties and responsibilities under the Provincial Police Service Agreement between the Government of Canada and the Government of the Province of Alberta. The RCMP Member shall not be required to perform any duties or provide any services which are not appropriate to the effective and efficient delivery of police services in the Province.
- 3.2 The primary function of the RCMP Member under this MOU will be to provide selective enforcement duties and responsibilities, including, but not limited to:
- General duty policing services in accordance with the Provincial Police Service Agreement;
 - Facilitate communication between the Fort Vermilion School Division No.52 and the Detachment with regards to feedback and priorities concerning the School Resource Officer position;
 - Perform the duties and responsibilities of a school resource officer;
 - Delivering education and training to schools within Mackenzie County;
 - Act as the primary liaison for the Citizen on Patrol, Rural Crime Watch and Victim Services Programs; and,
 - In support of the Detachment Commander, act as a liaison to the Police Advisory Committee or Community Advisory Group or Community Consultative Group, as may apply;
- 3.3 Additionally, the RCMP Member may participate and offer other public safety programs which may include:
- Traffic Enforcement, under the *Traffic Safety Act* of Alberta;
 - Enforcement of the *Gaming, Liquor and Cannabis Act* of Alberta;
 - Enforcement of the *Environmental Protection and Enhancement Act* of Alberta (Illegal Dumping, etc.);
 - Emergency Planning / Disaster Services relating to special events and policing those special events in the area; and,
 - Attend meetings with local council as required to report on programs and issues and the steps being taken on those programs and issues.
- 3.4 The role of the RCMP Member assigned to the County will be to provide an enhanced level of policing. The RCMP Member will not provide assistance or service in regulatory control or licenses of by-laws (for example: by laws relating to animals and building inspections).

4.0 OBLIGATIONS OF THE RCMP:

- 4.1 The RCMP Member position will be maintained as a permanent posting in the County; however, the RCMP will not be held liable for any vacancy should such occur.
- 4.2 The Detachment Commander will have sole responsibility for determining the appropriate operational and administrative use of the enhanced policing RCMP Member providing services to the County.
- 4.3 The RCMP Member will assist other RCMP detachment / unit locations during emergencies with the understanding that the RCMP will return services to the County in an amount equal to the time utilized by other detachment / unit locations.
- 4.4 The RCMP Member is an employee of the RCMP and as such, the RCMP has exclusive responsibility for investigating public / internal complaints involving the RCMP Member and for administering any discipline against the RCMP Member in accordance with the RCMP Act and applicable RCMP Policies / Directives.
- 4.5 The Detachment Commander will continue to provide the County's Chief Administrator with the Reeve's Report and the Mackenzie County Person Hour Tracking Report.

5.0 OBLIGATIONS OF MACKENZIE COUNTY:

- 5.1 The County intends to participate in ongoing communication with the Detachment Commander with regards to feedback and priorities concerning the enhanced policing position.
- 5.2 To ensure that all articles contained within the Option 1 Enhanced Policing Agreement between the County and the Minister of Justice, Solicitor General of Alberta dated 28th day of January, 2019 are upheld and kept current / in good standing.

6.0 JOINT OBLIGATIONS OF BOTH PARTICIPANTS:

- 6.1 The County may provide input on the staffing selection process to fill the enhanced RCMP Member position. The RCMP will have exclusive authority to determine the appropriate and successful candidate for the position.
- 6.2 The RCMP agrees to provide the RCMP Member providing services under this MOU with a suitable work station in the Fort Vermilion RCMP Detachment. Should

it be agreed upon that an alternative work site to the RCMP Detachment is required, the County agrees to provide such alternate work site at no cost to the RCMP. Further the County agrees to ensure that any such alternative work site selected meets all RCMP security standards and protocols and any cost associated with the County meeting such security standards and protocol will not be transferred to the RCMP and financially assumed exclusively by the County.

- 6.3 The RCMP will be responsible for providing basic equipment and training for the enhanced policing RCMP Member in order that he or she may perform those services directly related to enforcement of all Federal and Provincial Statutes and the Criminal Code of Canada. The County will provide for any specialized training or equipment needs which may be required by the RCMP Member to perform services directly related to the County by-laws pertinent to public safety, traffic law enforcement and protection of County and public infrastructures.
- 6.4 As required by either the County or the RCMP, any unresolved issues between the County and the RCMP shall be referred to the representatives for resolution pursuant to Article 10.0.

7.0 FINANCIAL ARRANGEMENTS:

- 7.1 The County shall be charged as per Sections 5 to 8 inclusive, as outlined in the Enhanced Policing Agreement between the Province of Alberta and the County made the 28th day of January, 2019.

8.0 TERM:

- 8.1 Notwithstanding the date on which this MOU is signed by each of the Participants, this MOU shall come into effect on the 1st day of July 2019 and will expire on the 30th day of June 2022. This agreement may be renewed or extended upon such terms as may be mutually agreed to at that time.

9.0 DEPARTMENTAL REPRESENTATIVES:

- 9.1 The following officials are designated as the departmental representatives for purposes of this Arrangement and any notices required under this Arrangement will be delivered as follows:

<p>For the RCMP: Detachment Commander Fort Vermilion Detachment 4302 45th Street Fort Vermilion, AB T0H 1N0</p> <p>Telephone: (780) 927-3258</p>	<p>For Mackenzie County: Chief Administrative Officer 4511 46th Avenue P.O. Box 640 Fort Vermilion, AB T0H 1N0</p> <p>Telephone: (780) 927-3718</p>
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10.0 DISPUTE RESOLUTION:

- 10.1 In the event of a dispute arising from the interpretation or operation of this Arrangement, it will be referred to the Participants' representatives set out in Article 9.0, above, who will use their best efforts to resolve the matter amicably. If such negotiation fails, the Participants intend to refer the matter to the below noted senior parties for resolution:

<p>For the RCMP: District Commander Western Alberta District Suite 101, 10605 West Side Drive Grande Prairie, AB T8V 8E6</p>	<p>For Mackenzie County: Reeve 4511 46th Avenue P.O. Box 640 Fort Vermilion, AB T0H 1N0</p>
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11.0 LIABILITY:

- 11.1 Each Participant will be responsible for any damages caused by the conduct of its employees or agents in carrying out the terms of this Arrangement.

12.0 MONITORING:

- 12.1 The Participants will meet on an annual basis to review and assess the operation and effectiveness of this Arrangement or as requested to discuss matters of mutual interest.
- 12.2 The Detachment Commander or designate will meet with the County Reeve and Council, or designate, at least once every quarter to discuss matters of mutual interest or concern.
- 12.3 The District Commander for WAD may meet with the County Reeve and Council, or designate, on a yearly basis, or as requested to discuss matters of mutual interest concerning this MOU.

13.0 TERMINATION:

- 13.1 This Arrangement may be terminated by either Participant at any time, without cause, upon one calendar year's written notice (365 days) to the other.
- 13.2 Termination does not release a Participant from any obligations which accrued while the Arrangement was in force.

14.0 AMENDMENT TO THE ARRANGEMENT:

- 14.1 Amendment to this Arrangement may be negotiated by either Participant and may only be amended by the written consent of all the Participants.
- 14.2 This Arrangement shall not be varied by an oral agreement or representation or otherwise than by an instrument in writing of concurrent or subsequent date hereto duly executed by the Participants.

Recommended by:



S/Sgt. Jesse Gilbert
Detachment Commander
NCO i/c Fort Vermilion RCMP Detachment

Date: 2020/01/14

Signed by the authorized officers of the Participants:

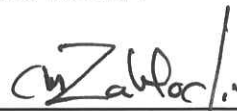
For Mackenzie County:



Josh Knelsen
Reeve
Mackenzie County

Date: Jan 14/2020

For the RCMP:



C. M. (Curtis) Zablocki, M.O.M.
Deputy Commissioner
Commanding Officer "K" Division

Date: 2020-01-23

Memorandum of Understanding

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(Hereinafter referred to as the "**RCMP**")

AND

MACKENZIE COUNTY
as represented by the Reeve
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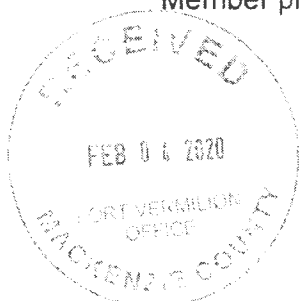
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WHEREAS it is acknowledged and agreed that, notwithstanding anything contained herein, the MOU does not create any enforceable legal or equitable rights or any obligations, but merely serves to document the parameters and understanding in principle which have been reached and in respect to the duties and responsibilities of the RCMP Member providing services under this said Agreement.



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3.2 The primary function of the RCMP Member under this MOU will be to provide selective enforcement duties and responsibilities, including, but not limited to:

- General duty policing services in accordance with the Provincial Police Service Agreement;
- ~~Facilitate communication between the Fort Vermilion School Division No.52 and the Detachment with regards to feedback and priorities concerning the School Resource Officer position;~~
- Perform the duties and responsibilities of a school resource officer; *community resource*
- ~~Delivering education and training to schools within Mackenzie County;~~
- Act as the primary liaison for the Citizen on Patrol, Rural Crime Watch and Victim Services Programs; and,
- In support of the Detachment Commander, act as a liaison to the Police Advisory Committee or Community Advisory Group or Community Consultative Group, as may apply; Mackenzie County Council *attend com.*

3.3 Additionally, the RCMP Member may participate and offer other public safety programs which may include:

- Traffic Enforcement, under the *Traffic Safety Act* of Alberta;
- Enforcement of the *Gaming, Liquor and Cannabis Act* of Alberta;
- Enforcement of the *Environmental Protection and Enhancement Act* of Alberta (Illegal Dumping, etc.);
- Emergency Planning / Disaster Services relating to special events and policing those special events in the area; and,
- Attend meetings with local council as required to report on programs and issues and the steps being taken on those programs and issues.

3.4 *community events attend*
The role of the RCMP Member assigned to the County will be to provide an enhanced level of policing. The RCMP Member will not provide assistance or service in regulatory control or licenses of by-laws (for example: by laws relating to animals and building inspections).

4.0 OBLIGATIONS OF THE RCMP:

- 4.1 The RCMP Member position will be maintained as a permanent posting in the County; however, the RCMP will not be held liable for any vacancy should such occur.
- 4.2 The Detachment Commander will have sole responsibility for determining the appropriate operational and administrative use of the enhanced policing RCMP Member providing services to the County.
- 4.3 The RCMP Member will assist other RCMP detachment / unit locations during emergencies with the understanding that the RCMP will return services to the County in an amount equal to the time utilized by other detachment / unit locations.
- 4.4 The RCMP Member is an employee of the RCMP and as such, the RCMP has exclusive responsibility for investigating public / internal complaints involving the RCMP Member and for administering any discipline against the RCMP Member in accordance with the RCMP Act and applicable RCMP Policies / Directives.
- 4.5 The Detachment Commander will continue to provide the County's Chief Administrator with the Reeve's Report and the Mackenzie County Person Hour Tracking Report.

5.0 OBLIGATIONS OF MACKENZIE COUNTY:

- 5.1 The County intends to participate in ongoing communication with the Detachment Commander with regards to feedback and priorities concerning the enhanced policing position.
- 5.2 To ensure that all articles contained within the Option 1 Enhanced Policing Agreement between the County and the Minister of Justice, Solicitor General of Alberta dated 28th day of January, 2019 are upheld and kept current / in good standing.

6.0 JOINT OBLIGATIONS OF BOTH PARTICIPANTS:

- 6.1 The County may provide input on the staffing selection process to fill the enhanced RCMP Member position. The RCMP will have exclusive authority to determine the appropriate and successful candidate for the position.
- 6.2 The RCMP agrees to provide the RCMP Member providing services under this MOU with a suitable work station in the Fort Vermilion RCMP Detachment. Should

it be agreed upon that an alternative work site to the RCMP Detachment is required, the County agrees to provide such alternate work site at no cost to the RCMP. Further the County agrees to ensure that any such alternative work site selected meets all RCMP security standards and protocols and any cost associated with the County meeting such security standards and protocol will not be transferred to the RCMP and financially assumed exclusively by the County.

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- 6.4 As required by either the County or the RCMP, any unresolved issues between the County and the RCMP shall be referred to the representatives for resolution pursuant to Article 10.0.

7.0 FINANCIAL ARRANGEMENTS:

- 7.1 The County shall be charged as per Sections 5 to 8 inclusive, as outlined in the Enhanced Policing Agreement between the Province of Alberta and the County made the 28th day of January, 2019.

8.0 TERM:

- 8.1 Notwithstanding the date on which this MOU is signed by each of the Participants, this MOU shall come into effect on the 1st day of July 2019 and will expire on the 30th day of June 2022. This agreement may be renewed or extended upon such terms as may be mutually agreed to at that time.

9.0 DEPARTMENTAL REPRESENTATIVES:

- 9.1 The following officials are designated as the departmental representatives for purposes of this Arrangement and any notices required under this Arrangement will be delivered as follows:

For the RCMP: Detachment Commander Fort Vermilion Detachment 4302 45 th Street Fort Vermilion, AB T0H 1N0 Telephone: (780) 927-3258	For Mackenzie County: Chief Administrative Officer 4511 46 th Avenue P.O. Box 640 Fort Vermilion, AB T0H 1N0 Telephone: (780) 927-3718
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10.0 DISPUTE RESOLUTION:

- 10.1 In the event of a dispute arising from the interpretation or operation of this Arrangement, it will be referred to the Participants' representatives set out in Article 9.0, above, who will use their best efforts to resolve the matter amicably. If such negotiation fails, the Participants intend to refer the matter to the below noted senior parties for resolution:

For the RCMP: District Commander Western Alberta District Suite 101, 10605 West Side Drive Grande Prairie, AB T8V 8E6	For Mackenzie County: Reeve 4511 46 th Avenue P.O. Box 640 Fort Vermilion, AB T0H 1N0
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11.0 LIABILITY:

- 11.1 Each Participant will be responsible for any damages caused by the conduct of its employees or agents in carrying out the terms of this Arrangement.

12.0 MONITORING:

- 12.1 The Participants will meet on an annual basis to review and assess the operation and effectiveness of this Arrangement or as requested to discuss matters of mutual interest.
- 12.2 The Detachment Commander or designate will meet with the County Reeve and Council, or designate, at least once every quarter to discuss matters of mutual interest or concern.
- 12.3 The District Commander for WAD may meet with the County Reeve and Council, or designate, on a yearly basis, or as requested to discuss matters of mutual interest concerning this MOU.

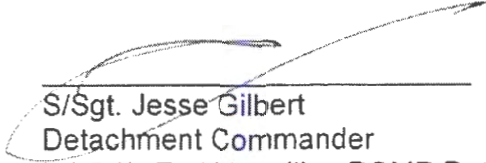
13.0 TERMINATION:

- 13.1 This Arrangement may be terminated by either Participant at any time, without cause, upon one calendar year's written notice (365 days) to the other.
- 13.2 Termination does not release a Participant from any obligations which accrued while the Arrangement was in force.

14.0 AMENDMENT TO THE ARRANGEMENT:

- 14.1 Amendment to this Arrangement may be negotiated by either Participant and may only be amended by the written consent of all the Participants.
- 14.2 This Arrangement shall not be varied by an oral agreement or representation or otherwise than by an instrument in writing of concurrent or subsequent date hereto duly executed by the Participants.

Recommended by:

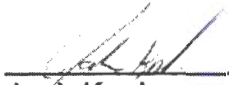


S/Sgt. Jesse Gilbert
Detachment Commander
NCO i/c Fort Vermilion RCMP Detachment

Date: 2020/01/14

Signed by the authorized officers of the Participants:

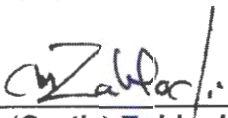
For Mackenzie County:



Josh Knelsen
Reeve
Mackenzie County

Date: Jan 14/2020

For the RCMP:



C. M. (Curtis) Zablocki, M.O.M.
Deputy Commissioner
Commanding Officer "K" Division

Date: 2020-01-23

October - December 31

Objective Summary And Progress

Objectives

1) Crime Reduction

Owner: Mihai DRAGOMIR

(Issue: SafetySchool safety)

Measure	From	To	Date	Target Status-Quarter	Target Status Cumulative
1) # of educational talks with the school	1	6	2023-03-31	2.00	5.00

Comments:

This initiative saw some setbacks this quarter primarily due to human resource issues. With two RM vacancies, Cst. Dragomir was required to fill in for GD and was also absent this quarter due to unforeseen leave requirements. That said, he continues to work with the local schools and is planning to attend a parent night in La Crete to provide education around "sexting" and other youth related crime prevention in January.

Date Submitted: 2023-01-16

2) Enhance Awareness and Education

Owner: Neil Mackay

(Issue: Enhance Public Confidence and Engagement)

Measure	From	To	Date	Target Status-Quarter	Target Status Cumulative
1) # of monthly reports delivered to Local Governments	0	12	2023-03-31	2.00	6.00
2) # of pro active patrols of Beaver First Nation Per Month	0	30	2023-03-31	1.00	2.00

Comments:

Community Engagement: S/Sgt. BUTT and Cst. Barnett assisted the Fort Vermilion Emergency Services toy drive which saw toys and food stuffs donated and subsequently distributed to families in need around the County. S/Sgt. BUTT took this opportunity to also engage the public and learn what some of their needs, wants and expectations were for the Fort Vermilion RCMP

Beaver FN Patrols: This initiative has been somewhat derailed due to staffing issues and NCO vacancies. While patrols have been made to the FN, tracking has unfortunately been lacking. Cpl. Mackay has been tasked with ensuring this initiative is on track for the final quarter.

Date Submitted: 2023-01-16

3) Enhance Road Safety

Owner: Jeff Mason

(Issue: TrafficSafety (motor vehicles, roads))

Measure	From	To	Date	Target Status-Quarter	Target Status Cumulative
1) # Distracted driving behaviours enforcements	100	350	2023-03-31	129.00	0.00

Comments:

Cst. MASON, initiative owner, entered into long term ODS September 2022. The Detachment has also suffered staffing shortages for much of this quarter. Despite this, members were quite active in their support of the National Impaired Enforcement Day (Dec 3d, 2022). Members conducted two checkstops, with 12 hours of dedicated enforcement and 104 vehicles checked and education provided regarding criminal and provincial impaired driving sanctions.

Date Submitted: 2022-12-30

Plan Owner Progress Reportthis is test 1

HRMIS: 000159540 Name: Jeffrey Butt Rank: Staff Sergeant

Comments:

While work needs to be done educating members and NCO's around the APP, overall I am satisfied with the work put forward this past quarter. The Detachment, like others, has faced staffing issues which has had an impact on its ability to further our community policing objectives. Annual planning with the Mackenzie County Council will take place at the end of January with respect to the 2023-24 plan.

Line Officer Quarterly Reviewthis is test 2

HRMIS: Name: Position:

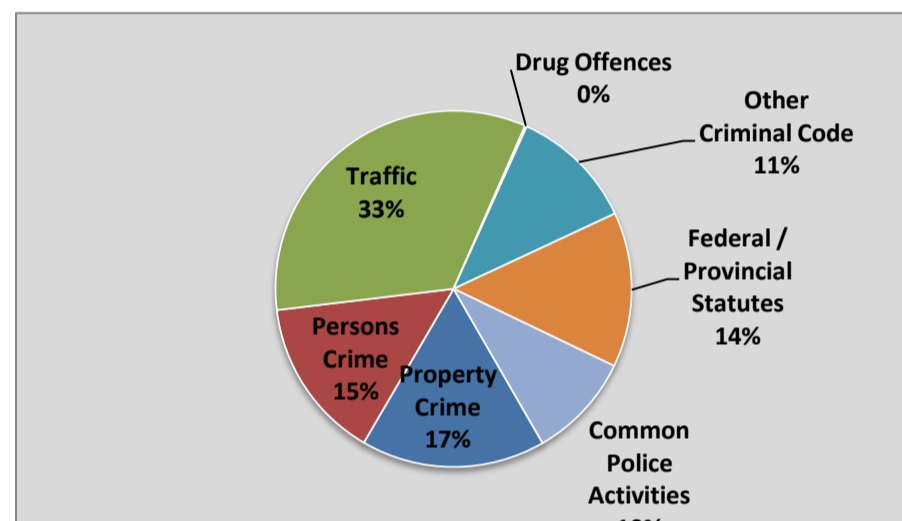
Comments:

I have temporarily exempted this detachment from the Acknowledgement of Consultation process: No

Fort Vermilion Detachment

Crime Data - January - December 2022

Property Crime	Break & Enter	42	Federal / Provincial Statutes	Liquor Act	64
	Theft of Motor Vehicle	50		Cannabis Act & Enforcement	4
	Theft Over \$5,000	5		Mental Health Act	116
	Theft Under \$5,000	54		Coroner's Act - Sudden Death	17
	Possn Stn Goods	6		Child Welfare Act	39
	Fraud	27		Other Provincial Statute	342
	Arson	9		Other Federal Statute	14
	Mischief To Property	516		Total	596
	Total	709			
Persons Crime	Assault	470	Common Police Activities	False Alarms	45
	Robbery/Extortion/Harassment/Threats	101		False/Abandoned 911 Call	127
	Sexual Offences	42		Abandoned Vehicles	30
	Kidnapping/Hostage/Abduction	8		Persons Reported Missing	11
	Offences Related to Death	1		Request to Locate	143
	Total	622		Suspicious Person/Vehicle/Property	48
		Total	404		
Traffic	Motor Vehicle Collisions	222			
	Impaired Related Offences	73			
	Provincial Traffic Offences	1,096			
	Other Traffic Related Offences	27			
	Total	1,418			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	2			
	Drug Enforcement - Trafficking	5			
	Drug Enforcement - Other	0			
	Total	7			
Other Criminal Code Offence	Breach of Peace	22			
	Disturbing the Peace	136			
	Fail to Comply & Breaches	201			
	Offensive Weapons	57			
	Other Offence	63			
	Total	479			



Fort Vermilion Detachment

Crime Data - January - December 2022

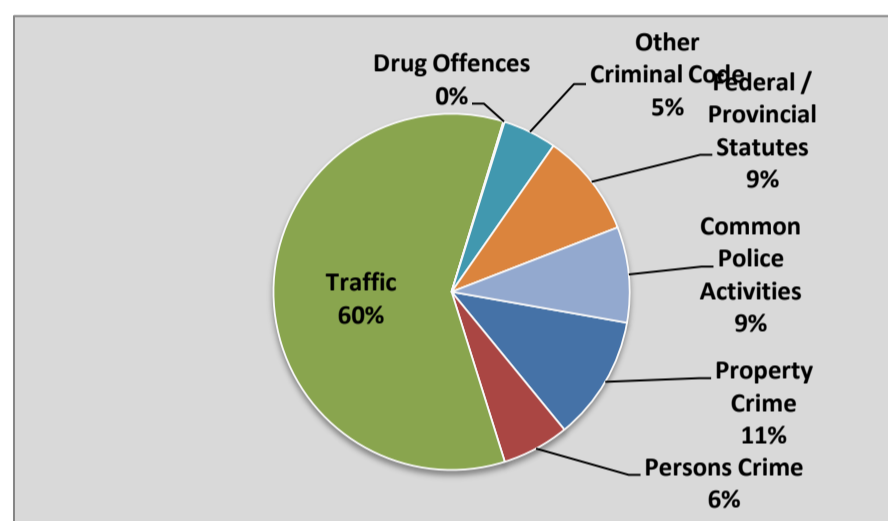
CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Offences Related to Death	1	1	0	1	1	100.0%
Robbery	0	0	0	0	0	0.0%
Sexual Assaults	27	25	12	2	14	56.0%
Other Sexual Offences	17	17	5	6	11	64.7%
Assault	515	470	273	104	377	80.2%
Kidnapping/Hostage/Abduction	9	8	8	0	8	100.0%
Extortion	2	2	0	0	0	0.0%
Criminal Harassment	28	23	0	5	5	21.7%
Uttering Threats	85	76	31	19	50	65.8%
TOTAL PERSONS	684	622	329	137	466	74.9%
Break & Enter	49	42	15	6	21	50.0%
Theft of Motor Vehicle	63	50	4	11	15	30.0%
Theft Over \$5,000	5	5	2	0	2	40.0%
Theft Under \$5,000	58	54	12	3	15	27.8%
Possn Stn Goods	6	6	8	1	9	150.0%
Fraud	31	27	5	2	7	25.9%
Arson	10	9	3	1	4	44.4%
Mischief - Damage To Property	153	144	46	41	87	60.4%
Mischief - Other	392	372	6	169	175	47.0%
TOTAL PROPERTY	767	709	101	234	335	47.2%
Offensive Weapons	58	57	41	10	51	89.5%
Disturbing the Peace	145	136	0	58	58	42.6%
Fail to Comply & Breaches	208	201	180	13	193	96.0%
OTHER CRIMINAL CODE	68	63	29	20	49	77.8%
TOTAL OTHER CRIMINAL CODE	479	457	250	101	351	76.8%
TOTAL CRIMINAL CODE	1,930	1,788	680	472	1,152	64.4%
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	2	2	1	1	2	100.0%
Drug Enforcement - Trafficking	5	5	1	0	1	20.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
Total Drugs	7	7	2	1	3	42.9%
Cannabis Enforcement	2	2	0	1	1	50.0%
Federal - General	14	14	7	2	9	64.3%
TOTAL FEDERAL	23	23	9	4	13	56.5%
Liquor Act	66	64	27	32	59	92.2%
Cannabis Act	2	2	0	1	1	50.0%
Mental Health Act	117	116	1	7	8	6.9%
Other Provincial Stats	419	398	42	116	158	39.7%
Total Provincial Stats	604	580	70	156	226	39.0%
Municipal By-laws Traffic	3	3	0	0	0	0.0%
Municipal By-laws	11	10	0	3	3	30.0%
Total Municipal	14	13	0	3	3	23.1%
Fatals	2	2	0	0	0	0.0%
Injury MVAS	32	32	9	3	12	37.5%
Property Damage MVAS (Reportable)	169	169	12	9	21	12.4%
Property Damage MVAS (Non Reportable)	19	19	2	2	4	21.1%
TOTAL MVAS	222	222	23	14	37	16.7%
Roadside Suspension - Alcohol (Prov)	25	25	2	18	20	80.0%
Roadside Suspension - Drugs (Prov)	1	1	0	1	1	100.0%
Total Provincial Traffic	1,098	1,096	478	376	854	77.9%
Other Traffic	7	7	0	1	1	14.3%
Criminal Code Traffic	96	93	23	37	60	64.5%
Common Police Activities						
False Alarms	45	Suspicious Person/Vehicle		48		
False/Abandoned 911 Call and 911 Act	127	VSU Accepted		79		
Persons Reported Missing	11	VSU Declined		601		
Request to Locate	143	VSU Offered - Not Available		32		
Abandoned Vehicles	30	VSU Proactive Referral		158		

This Report contains information extracted from PROS. Any data (i.e. ZONE or ATOM) not correctly entered in PROS will NOT show up on this Report.

Mackenzie County - Fort Vermilion Detachment

Crime Data - January - December 2022

Property Crime	Break & Enter	12	Federal / Provincial Statutes	Liquor Act	42
	Theft of Motor Vehicle	21		Cannabis Act & Enforcement	2
	Theft Over \$5,000	3		Mental Health Act	32
	Theft Under \$5,000	26		Coroner's Act - Sudden Death	4
	Possn Stn Goods	4		Child Welfare Act	6
	Fraud	23		Other Provincial Statute	75
	Arson	2		Other Federal Statute	3
	Mischief To Property	106		Total	164
	Total	197			
Persons Crime	Assault	68	Common Police Activities	False Alarms	21
	Robbery/Extortion/Harassment/Threats	26		False/Abandoned 911 Call	50
	Sexual Offences	9		Abandoned Vehicles	25
	Kidnapping/Hostage/Abduction	2		Persons Reported Missing	2
	Offences Related to Death	1		Request to Locate	36
	Total	106		Suspicious Person/Vehicle/Property	17
		Total	151		
Traffic	Motor Vehicle Collisions	186			
	Impaired Related Offences	21			
	Provincial Traffic Offences	816			
	Other Traffic Related Offences	14			
	Total	1,037			
Drug Offences	Drug Enforcement - Production	0			
	Drug Enforcement - Possession	1			
	Drug Enforcement - Trafficking	1			
	Drug Enforcement - Other	0			
	Total	2			
Other Criminal Code Offence	Breach of Peace	6			
	Disturbing the Peace	23			
	Fail to Comply & Breaches	34			
	Offensive Weapons	7			
	Other Offence	15			
	Total	85			



Mackenzie County - Fort Vermilion Detachment

Crime Data - January - December 2022

CATEGORY	Reported	Actual	ClrChg	ClrOth	Total Clr	% Clr
Offences Related to Death	1	1	0	1	1	100.0%
Robbery	0	0	0	0	0	0.0%
Sexual Assaults	8	7	3	0	3	42.9%
Other Sexual Offences	2	2	0	1	1	50.0%
Assault	79	68	49	12	61	89.7%
Kidnapping/Hostage/Abduction	3	2	2	0	2	100.0%
Extortion	2	2	0	0	0	0.0%
Criminal Harassment	9	6	0	1	1	16.7%
Uttering Threats	21	18	7	6	13	72.2%
TOTAL PERSONS	125	106	61	21	82	77.4%
Break & Enter	12	12	3	2	5	41.7%
Theft of Motor Vehicle	25	21	0	3	3	14.3%
Theft Over \$5,000	3	3	2	0	2	66.7%
Theft Under \$5,000	27	26	9	2	11	42.3%
Possn Stn Goods	4	4	4	0	4	100.0%
Fraud	27	23	2	2	4	17.4%
Arson	2	2	0	1	1	50.0%
Mischief - Damage To Property	26	25	6	2	8	32.0%
Mischief - Other	82	81	0	42	42	51.9%
TOTAL PROPERTY	208	197	26	54	80	40.6%
Offensive Weapons	7	7	6	2	8	114.3%
Disturbing the Peace	26	23	0	6	6	26.1%
Fail to Comply & Breaches	35	34	28	6	34	100.0%
OTHER CRIMINAL CODE	16	15	2	6	8	53.3%
TOTAL OTHER CRIMINAL CODE	84	79	36	20	56	70.9%
TOTAL CRIMINAL CODE	417	382	123	95	218	57.1%
Drug Enforcement - Production	0	0	0	0	0	0.0%
Drug Enforcement - Possession	1	1	0	1	1	100.0%
Drug Enforcement - Trafficking	1	1	0	0	0	0.0%
Drug Enforcement - Other	0	0	0	0	0	0.0%
Total Drugs	2	2	0	1	1	50.0%
Cannabis Enforcement	1	1	0	1	1	100.0%
Federal - General	3	3	2	0	2	66.7%
TOTAL FEDERAL	6	6	2	2	4	66.7%
Liquor Act	43	42	25	16	41	97.6%
Cannabis Act	1	1	0	0	0	0.0%
Mental Health Act	32	32	1	2	3	9.4%
Other Provincial Stats	86	85	11	11	22	25.9%
Total Provincial Stats	162	160	37	29	66	41.3%
Municipal By-laws Traffic	2	2	0	0	0	0.0%
Municipal By-laws	9	8	0	2	2	25.0%
Total Municipal	11	10	0	2	2	20.0%
Fatals	0	0	0	0	0	0.0%
Injury MVAS	22	22	9	2	11	50.0%
Property Damage MVAS (Reportable)	151	151	11	7	18	11.9%
Property Damage MVAS (Non Reportable)	13	13	1	1	2	15.4%
TOTAL MVAS	186	186	21	10	31	16.7%
Roadside Suspension - Alcohol (Prov)	12	12	2	7	9	75.0%
Roadside Suspension - Drugs (Prov)	0	0	0	0	0	0.0%
Total Provincial Traffic	816	816	431	299	730	89.5%
Other Traffic	6	6	0	1	1	16.7%
Criminal Code Traffic	30	29	7	10	17	58.6%
Common Police Activities						
False Alarms	21	Suspicious Person/Vehicle	17			
False/Abandoned 911 Call and 911 Act	50	VSU Accepted	12			
Persons Reported Missing	2	VSU Declined	163			
Request to Locate	36	VSU Offered - Not Available	3			
Abandoned Vehicles	25	VSU Proactive Referral	30			

Hamlet of Fort Vermilion - Fort Vermilion Detachment
Crime Statistics (Actual)
January to December: 2019 - 2022

All categories contain "Attempted" and/or "Completed"

Monday, January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		1	0	0	1	0%	N/A	0.0
Robbery		0	2	1	0	N/A	-100%	-0.1
Sexual Assaults		8	1	1	3	-63%	200%	-1.5
Other Sexual Offences		3	0	2	1	-67%	-50%	-0.4
Assault		18	37	24	21	17%	-13%	-0.4
Kidnapping/Hostage/Abduction		1	3	2	1	0%	-50%	-0.1
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		6	4	5	3	-50%	-40%	-0.8
Uttering Threats		7	7	5	6	-14%	20%	-0.5
TOTAL PERSONS		44	54	40	36	-18%	-10%	-3.8
Break & Enter		3	9	6	5	67%	-17%	0.3
Theft of Motor Vehicle		9	5	5	6	-33%	20%	-0.9
Theft Over \$5,000		0	0	0	0	N/A	N/A	0.0
Theft Under \$5,000		17	14	4	13	-24%	225%	-2.2
Possn Stn Goods		11	7	2	1	-91%	-50%	-3.5
Fraud		5	6	5	5	0%	0%	-0.1
Arson		0	0	1	2	N/A	100%	0.7
Mischief - Damage To Property		7	17	15	10	43%	-33%	0.7
Mischief - Other		102	64	46	53	-48%	15%	-16.5
TOTAL PROPERTY		154	122	84	95	-38%	13%	-21.5
Offensive Weapons		7	7	1	0	-100%	-100%	-2.7
Disturbing the peace		59	13	20	15	-75%	-25%	-12.5
Fail to Comply & Breaches		224	52	45	30	-87%	-33%	-58.9
OTHER CRIMINAL CODE		5	6	4	5	0%	25%	-0.2
TOTAL OTHER CRIMINAL CODE		295	78	70	50	-83%	-29%	-74.3
TOTAL CRIMINAL CODE		493	254	194	181	-63%	-7%	-99.6

Hamlet of Fort Vermilion - Fort Vermilion Detachment
Crime Statistics (Actual)
January to December: 2019 - 2022

All categories contain "Attempted" and/or "Completed"

Monday, January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	1	1	1	0%	0%	0.0
Drug Enforcement - Trafficking		0	1	2	1	N/A	-50%	0.4
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
Total Drugs		1	2	3	2	100%	-33%	0.4
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	2	0	N/A	-100%	0.2
TOTAL FEDERAL		1	2	5	2	100%	-60%	0.6
Liquor Act		14	10	18	19	36%	6%	2.3
Cannabis Act		0	0	0	0	N/A	N/A	0.0
Mental Health Act		37	22	20	13	-65%	-35%	-7.4
Other Provincial Stats		35	29	25	37	6%	48%	0.2
Total Provincial Stats		86	61	63	69	-20%	10%	-4.9
Municipal By-laws Traffic		1	0	0	0	-100%	N/A	-0.3
Municipal By-laws		3	3	1	3	0%	200%	-0.2
Total Municipal		4	3	1	3	-25%	200%	-0.5
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		2	2	1	0	-100%	-100%	-0.7
Property Damage MVC (Reportable)		18	4	5	4	-78%	-20%	-4.1
Property Damage MVC (Non Reportable)		2	1	2	0	-100%	-100%	-0.5
TOTAL MVC		22	7	8	4	-82%	-50%	-5.3
Roadside Suspension - Alcohol (Prov)		0	0	1	0	N/A	-100%	0.1
Roadside Suspension - Drugs (Prov)		0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		89	69	79	147	65%	86%	18.4
Other Traffic		11	3	1	2	-82%	100%	-2.9
Criminal Code Traffic		33	21	17	5	-85%	-71%	-8.8
Common Police Activities								
False Alarms		14	8	5	7	-50%	40%	-2.4
False/Abandoned 911 Call and 911 Act		64	49	21	24	-63%	14%	-14.8
Suspicious Person/Vehicle/Property		7	11	17	8	14%	-53%	0.9
Persons Reported Missing		4	9	4	0	-100%	-100%	-1.7
Search Warrants		N/A	N/A	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		N/A	N/A	20	41	N/A	105%	21.0
Form 10 (MHA) (Reported)		N/A	N/A	0	0	N/A	N/A	0.0

**Hamlet of La Crete - Fort Vermilion Detachment
Crime Statistics (Actual)
January to December: 2019 - 2022**

All categories contain "Attempted" and/or "Completed"

Monday, January 9, 2023

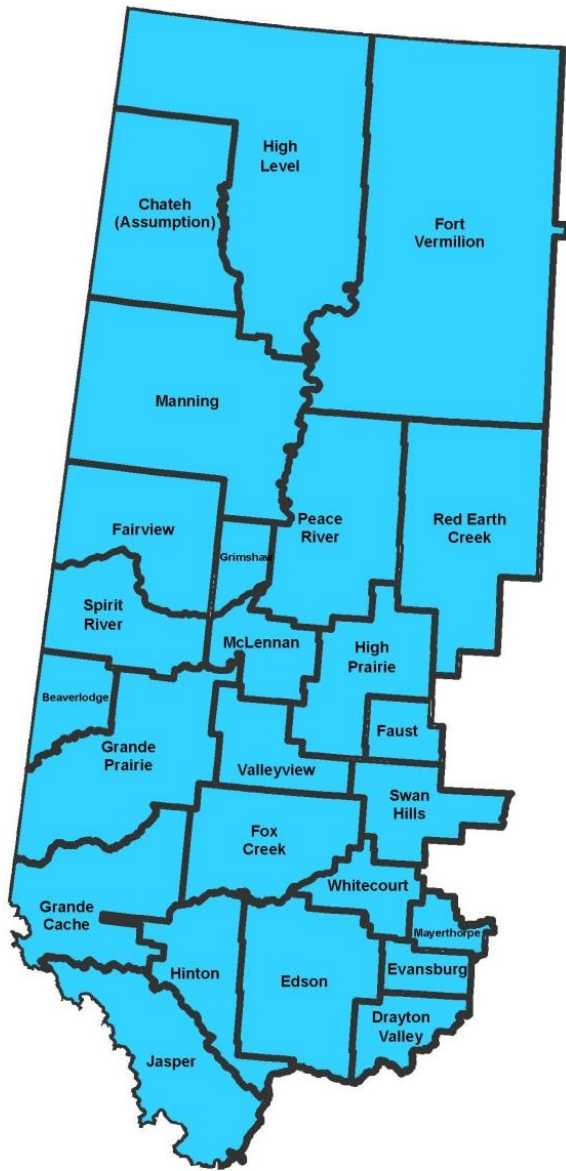
CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	N/A	N/A	0.0
Sexual Assaults		1	3	0	4	300%	N/A	0.6
Other Sexual Offences		0	3	1	0	N/A	-100%	-0.2
Assault		8	9	9	13	63%	44%	1.5
Kidnapping/Hostage/Abduction		2	1	0	1	-50%	N/A	-0.4
Extortion		0	0	0	2	N/A	N/A	0.6
Criminal Harassment		0	3	3	3	N/A	0%	0.9
Uttering Threats		6	9	3	6	0%	100%	-0.6
TOTAL PERSONS		17	28	16	29	71%	81%	2.4
Break & Enter		0	2	2	3	N/A	50%	0.9
Theft of Motor Vehicle		5	2	2	12	140%	500%	2.1
Theft Over \$5,000		2	1	0	0	-100%	N/A	-0.7
Theft Under \$5,000		4	5	3	9	125%	200%	1.3
Possn Stn Goods		1	0	0	3	200%	N/A	0.6
Fraud		7	15	5	12	71%	140%	0.5
Arson		0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		1	8	3	9	800%	200%	1.9
Mischief - Other		10	16	5	21	110%	320%	2.2
TOTAL PROPERTY		30	49	20	69	130%	245%	8.8
Offensive Weapons		6	3	0	3	-50%	N/A	-1.2
Disturbing the peace		4	8	5	5	25%	0%	0.0
Fail to Comply & Breaches		17	3	5	1	-94%	-80%	-4.6
OTHER CRIMINAL CODE		3	2	0	6	100%	N/A	0.7
TOTAL OTHER CRIMINAL CODE		30	16	10	15	-50%	50%	-5.1
TOTAL CRIMINAL CODE		77	93	46	113	47%	146%	6.1

Hamlet of La Crete - Fort Vermilion Detachment
Crime Statistics (Actual)
January to December: 2019 - 2022

All categories contain "Attempted" and/or "Completed"

Monday, January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Trafficking		0	1	0	0	N/A	N/A	-0.1
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
Total Drugs		0	1	0	0	N/A	N/A	-0.1
Cannabis Enforcement		0	0	0	1	N/A	N/A	0.3
Federal - General		0	0	1	1	N/A	0%	0.4
TOTAL FEDERAL		0	1	1	2	N/A	100%	0.6
Liquor Act		11	12	5	8	-27%	60%	-1.6
Cannabis Act		1	1	0	1	0%	N/A	-0.1
Mental Health Act		7	10	9	15	114%	67%	2.3
Other Provincial Stats		35	71	47	25	-29%	-47%	-5.4
Total Provincial Stats		54	94	61	49	-9%	-20%	-4.8
Municipal By-laws Traffic		1	1	0	2	100%	N/A	0.2
Municipal By-laws		8	7	3	4	-50%	33%	-1.6
Total Municipal		9	8	3	6	-33%	100%	-1.4
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		8	1	2	4	-50%	100%	-1.1
Property Damage MVC (Reportable)		37	34	44	39	5%	-11%	1.6
Property Damage MVC (Non Reportable)		6	3	4	5	-17%	25%	-0.2
TOTAL MVC		51	38	50	48	-6%	-4%	0.3
Roadside Suspension - Alcohol (Prov)		0	0	3	3	N/A	0%	1.2
Roadside Suspension - Drugs (Prov)		0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		257	230	256	234	-9%	-9%	-4.3
Other Traffic		8	1	1	1	-88%	0%	-2.1
Criminal Code Traffic		9	15	7	5	-44%	-29%	-2.0
Common Police Activities								
False Alarms		26	11	13	13	-50%	0%	-3.7
False/Abandoned 911 Call and 911 Act		18	17	9	8	-56%	-11%	-3.8
Suspicious Person/Vehicle/Property		3	6	6	6	100%	0%	0.9
Persons Reported Missing		2	5	1	1	-50%	0%	-0.7
Search Warrants		N/A	N/A	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		N/A	N/A	5	18	N/A	260%	13.0
Form 10 (MHA) (Reported)		N/A	N/A	0	4	N/A	N/A	4.0



Western Alberta District

Mackenzie County
January – December
Crime Statistics
2019 – 2022

January 9, 2022

Prepared for: Mackenzie County





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Statistics have been compiled using data pulled from the RCMP Police Reporting and Occurrence System (PROS). The accuracy of the data is dependent upon the accuracy of data entry. As PROS is a live database, it is possible for the statistics to adjust slightly over time.

Boxes with a "N/A" indicate that files in this category have been "purged" from the PROS database and are not reliable for comparison purposes.



**Mackenzie County - All Detachments
Crime Statistics (Actual)
January to December: 2019 - 2022**

All categories contain "Attempted" and/or "Completed"

January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		1	1	2	1	0%	-50%	0.1
Robbery		0	2	1	0	N/A	-100%	-0.1
Sexual Assaults		13	5	2	8	-38%	300%	-1.8
Other Sexual Offences		3	6	4	3	0%	-25%	-0.2
Assault		53	55	42	76	43%	81%	5.6
Kidnapping/Hostage/Abduction		3	4	2	2	-33%	0%	-0.5
Extortion		0	1	0	2	N/A	N/A	0.5
Criminal Harassment		13	10	12	7	-46%	-42%	-1.6
Uttering Threats		20	21	14	18	-10%	29%	-1.3
TOTAL PERSONS		106	105	79	117	10%	48%	0.7
Break & Enter		11	20	12	12	9%	0%	-0.5
Theft of Motor Vehicle		23	22	12	23	0%	92%	-1.0
Theft Over \$5,000		3	7	1	3	0%	200%	-0.6
Theft Under \$5,000		35	27	13	28	-20%	115%	-3.5
Possn Stn Goods		18	14	8	7	-61%	-13%	-3.9
Fraud		21	38	16	27	29%	69%	-0.4
Arson		2	5	5	3	50%	-40%	0.3
Mischief - Damage To Property		13	44	27	28	115%	4%	2.8
Mischief - Other		136	98	61	85	-38%	39%	-19.0
TOTAL PROPERTY		262	275	155	216	-18%	39%	-25.8
Offensive Weapons		24	15	5	14	-42%	180%	-4.0
Disturbing the peace		77	27	31	23	-70%	-26%	-15.8
Fail to Comply & Breaches		275	66	63	37	-87%	-41%	-71.7
OTHER CRIMINAL CODE		17	9	9	16	-6%	78%	-0.3
TOTAL OTHER CRIMINAL CODE		393	117	108	90	-77%	-17%	-91.8
TOTAL CRIMINAL CODE		761	497	342	423	-44%	24%	-116.9



Mackenzie County - All Detachments
 Crime Statistics (Actual)
 January to December: 2019 - 2022

All categories contain "Attempted" and/or "Completed"

January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		2	2	2	1	-50%	-50%	-0.3
Drug Enforcement - Trafficking		3	3	4	1	-67%	-75%	-0.5
Drug Enforcement - Other		0	1	1	0	N/A	-100%	0.0
Total Drugs		5	6	7	2	-60%	-71%	-0.8
Cannabis Enforcement		0	0	0	1	N/A	N/A	0.3
Federal - General		1	6	3	3	200%	0%	0.3
TOTAL FEDERAL		6	12	10	6	0%	-40%	-0.2
Liquor Act		58	44	68	53	-9%	-22%	0.9
Cannabis Act		4	1	3	1	-75%	-67%	-0.7
Mental Health Act		59	48	45	36	-39%	-20%	-7.2
Other Provincial Stats		119	150	130	91	-24%	-30%	-10.4
Total Provincial Stats		240	243	246	181	-25%	-26%	-17.4
Municipal By-laws Traffic		4	2	0	2	-50%	N/A	-0.8
Municipal By-laws		15	11	7	8	-47%	14%	-2.5
Total Municipal		19	13	7	10	-47%	43%	-3.3
Fatals		1	0	4	3	200%	-25%	1.0
Injury MVC		22	28	23	29	32%	26%	1.6
Property Damage MVC (Reportable)		218	199	197	199	-9%	1%	-5.9
Property Damage MVC (Non Reportable)		38	28	23	29	-24%	26%	-3.2
TOTAL MVC		279	255	247	260	-7%	5%	-6.5
Roadside Suspension - Alcohol (Prov)		0	0	13	16	N/A	23%	6.1
Roadside Suspension - Drugs (Prov)		0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		1,267	1,036	1,081	1,045	-18%	-3%	-62.1
Other Traffic		33	16	7	7	-79%	0%	-8.7
Criminal Code Traffic		129	116	89	47	-64%	-47%	-27.3
Common Police Activities								
False Alarms		46	22	25	25	-46%	0%	-6.0
False/Abandoned 911 Call and 911 Act		118	106	69	55	-53%	-20%	-22.6
Suspicious Person/Vehicle/Property		30	53	55	25	-17%	-55%	-1.3
Persons Reported Missing		16	18	8	4	-75%	-50%	-4.6
Search Warrants		N/A	N/A	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		N/A	N/A	38	79	N/A	108%	41.0
Form 10 (MHA) (Reported)		N/A	N/A	0	5	N/A	N/A	5.0



**Mackenzie County - Chateh Detachment
Crime Statistics (Actual)
January to December: 2019 - 2022**

All categories contain "Attempted" and/or "Completed"

January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	N/A	N/A	0.0
Sexual Assaults		0	0	0	0	N/A	N/A	0.0
Other Sexual Offences		0	0	0	0	N/A	N/A	0.0
Assault		2	0	1	0	-100%	-100%	-0.5
Kidnapping/Hostage/Abduction		0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		1	0	0	0	-100%	N/A	-0.3
Uttering Threats		0	0	0	0	N/A	N/A	0.0
TOTAL PERSONS		3	0	1	0	-100%	-100%	-0.8
Break & Enter		1	0	0	0	-100%	N/A	-0.3
Theft of Motor Vehicle		0	1	0	0	N/A	N/A	-0.1
Theft Over \$5,000		1	2	0	0	-100%	N/A	-0.5
Theft Under \$5,000		0	0	2	0	N/A	-100%	0.2
Possn Stn Goods		0	0	0	0	N/A	N/A	0.0
Fraud		1	1	0	0	-100%	N/A	-0.4
Arson		0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	0	1	0	N/A	-100%	0.1
Mischief - Other		0	0	0	0	N/A	N/A	0.0
TOTAL PROPERTY		3	4	3	0	-100%	-100%	-1.0
Offensive Weapons		0	0	0	0	N/A	N/A	0.0
Disturbing the peace		0	0	0	0	N/A	N/A	0.0
Fail to Comply & Breaches		2	0	0	0	-100%	N/A	-0.6
OTHER CRIMINAL CODE		1	0	0	0	-100%	N/A	-0.3
TOTAL OTHER CRIMINAL CODE		3	0	0	0	-100%	N/A	-0.9
TOTAL CRIMINAL CODE		9	4	4	0	-100%	-100%	-2.7



**Mackenzie County - Chateh Detachment
Crime Statistics (Actual)
January to December: 2019 - 2022**

All categories contain "Attempted" and/or "Completed"

January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Trafficking		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Other		0	0	0	0	N/A	N/A	0.0
Total Drugs		0	0	0	0	N/A	N/A	0.0
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		0	0	0	0	N/A	N/A	0.0
TOTAL FEDERAL		0	0	0	0	N/A	N/A	0.0
Liquor Act		2	1	0	2	0%	N/A	-0.1
Cannabis Act		0	0	0	0	N/A	N/A	0.0
Mental Health Act		0	0	0	0	N/A	N/A	0.0
Other Provincial Stats		4	1	5	1	-75%	-80%	-0.5
Total Provincial Stats		6	2	5	3	-50%	-40%	-0.6
Municipal By-laws Traffic		0	0	0	0	N/A	N/A	0.0
Municipal By-laws		0	0	0	0	N/A	N/A	0.0
Total Municipal		0	0	0	0	N/A	N/A	0.0
Fatals		0	0	0	0	N/A	N/A	0.0
Injury MVC		2	1	1	0	-100%	-100%	-0.6
Property Damage MVC (Reportable)		9	10	3	4	-56%	33%	-2.2
Property Damage MVC (Non Reportable)		1	0	0	1	0%	N/A	0.0
TOTAL MVC		12	11	4	5	-58%	25%	-2.8
Roadside Suspension - Alcohol (Prov)		0	0	0	0	N/A	N/A	0.0
Roadside Suspension - Drugs (Prov)		0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		64	17	5	24	-63%	380%	-13.2
Other Traffic		2	2	0	0	-100%	N/A	-0.8
Criminal Code Traffic		7	1	0	1	-86%	N/A	-1.9
Common Police Activities								
False Alarms		0	0	0	0	N/A	N/A	0.0
False/Abandoned 911 Call and 911 Act		1	0	2	0	-100%	-100%	-0.1
Suspicious Person/Vehicle/Property		0	0	1	0	N/A	-100%	0.1
Persons Reported Missing		1	1	0	0	-100%	N/A	-0.4
Search Warrants		N/A	N/A	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		N/A	N/A	1	0	N/A	-100%	-1.0
Form 10 (MHA) (Reported)		N/A	N/A	0	0	N/A	N/A	0.0



Mackenzie County - Fort Vermilion Detachment
 Crime Statistics (Actual)
 January to December: 2019 - 2022

All categories contain "Attempted" and/or "Completed"

January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		1	0	2	1	0%	-50%	0.2
Robbery		0	2	1	0	N/A	-100%	-0.1
Sexual Assaults		11	5	1	7	-36%	600%	-1.6
Other Sexual Offences		3	6	3	2	-33%	-33%	-0.6
Assault		46	47	37	68	48%	84%	5.6
Kidnapping/Hostage/Abduction		3	4	2	2	-33%	0%	-0.5
Extortion		0	1	0	2	N/A	N/A	0.5
Criminal Harassment		9	8	9	6	-33%	-33%	-0.8
Uttering Threats		16	19	10	18	13%	80%	-0.3
TOTAL PERSONS		89	92	65	106	19%	63%	2.4
Break & Enter		6	16	11	12	100%	9%	1.3
Theft of Motor Vehicle		19	15	10	21	11%	110%	0.1
Theft Over \$5,000		2	2	1	3	50%	200%	0.2
Theft Under \$5,000		27	24	11	26	-4%	136%	-1.6
Possn Stn Goods		14	11	5	4	-71%	-20%	-3.6
Fraud		18	34	12	23	28%	92%	-0.7
Arson		2	3	5	2	0%	-60%	0.2
Mischief - Damage To Property		12	40	24	25	108%	4%	2.3
Mischief - Other		127	92	56	81	-36%	45%	-17.4
TOTAL PROPERTY		227	237	135	197	-13%	46%	-19.2
Offensive Weapons		18	10	4	7	-61%	75%	-3.9
Disturbing the peace		75	25	31	23	-69%	-26%	-15.0
Fail to Comply & Breaches		260	63	58	34	-87%	-41%	-68.3
OTHER CRIMINAL CODE		12	8	5	15	25%	200%	0.6
TOTAL OTHER CRIMINAL CODE		365	106	98	79	-78%	-19%	-86.6
TOTAL CRIMINAL CODE		681	435	298	382	-44%	28%	-103.4



Mackenzie County - Fort Vermilion Detachment
 Crime Statistics (Actual)
 January to December: 2019 - 2022

All categories contain "Attempted" and/or "Completed"

January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	2	1	1	0%	0%	-0.1
Drug Enforcement - Trafficking		0	2	4	1	N/A	-75%	0.5
Drug Enforcement - Other		0	0	1	0	N/A	-100%	0.1
Total Drugs		1	4	6	2	100%	-67%	0.5
Cannabis Enforcement		0	0	0	1	N/A	N/A	0.3
Federal - General		0	3	3	3	N/A	0%	0.9
TOTAL FEDERAL		1	7	9	6	500%	-33%	1.7
Liquor Act		34	32	48	42	24%	-13%	4.0
Cannabis Act		2	1	1	1	-50%	0%	-0.3
Mental Health Act		54	42	37	32	-41%	-14%	-7.1
Other Provincial Stats		106	143	113	85	-20%	-25%	-9.3
Total Provincial Stats		196	218	199	160	-18%	-20%	-12.7
Municipal By-laws Traffic		4	2	0	2	-50%	N/A	-0.8
Municipal By-laws		15	11	6	8	-47%	33%	-2.6
Total Municipal		19	13	6	10	-47%	67%	-3.4
Fatals		0	0	2	0	N/A	-100%	0.2
Injury MVC		19	20	20	22	16%	10%	0.9
Property Damage MVC (Reportable)		149	132	144	151	1%	5%	1.8
Property Damage MVC (Non Reportable)		21	8	17	13	-38%	-24%	-1.5
TOTAL MVC		189	160	183	186	-2%	2%	1.4
Roadside Suspension - Alcohol (Prov)		0	0	7	12	N/A	71%	4.3
Roadside Suspension - Drugs (Prov)		0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		673	602	757	816	21%	8%	58.4
Other Traffic		29	14	5	6	-79%	20%	-7.8
Criminal Code Traffic		79	76	58	29	-63%	-50%	-16.8
Common Police Activities								
False Alarms		41	19	21	21	-49%	0%	-5.8
False/Abandoned 911 Call and 911 Act		111	98	56	50	-55%	-11%	-22.5
Suspicious Person/Vehicle/Property		19	30	39	17	-11%	-56%	0.3
Persons Reported Missing		11	13	6	2	-82%	-67%	-3.4
Search Warrants		N/A	N/A	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		N/A	N/A	32	69	N/A	116%	37.0
Form 10 (MHA) (Reported)		N/A	N/A	0	4	N/A	N/A	4.0



Mackenzie County - High Level Detachment
Crime Statistics (Actual)

January to December: 2019 - 2022

All categories contain "Attempted" and/or "Completed"

January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	1	0	0	N/A	N/A	-0.1
Robbery		0	0	0	0	N/A	N/A	0.0
Sexual Assaults		2	0	1	1	-50%	0%	-0.2
Other Sexual Offences		0	0	1	1	N/A	0%	0.4
Assault		5	8	4	8	60%	100%	0.5
Kidnapping/Hostage/Abduction		0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	0	N/A	N/A	0.0
Criminal Harassment		3	2	3	1	-67%	-67%	-0.5
Uttering Threats		4	2	4	0	-100%	-100%	-1.0
TOTAL PERSONS		14	13	13	11	-21%	-15%	-0.9
Break & Enter		4	4	1	0	-100%	-100%	-1.5
Theft of Motor Vehicle		4	6	2	2	-50%	0%	-1.0
Theft Over \$5,000		0	3	0	0	N/A	N/A	-0.3
Theft Under \$5,000		8	3	0	2	-75%	N/A	-2.1
Possn Stn Goods		4	3	3	3	-25%	0%	-0.3
Fraud		2	3	4	4	100%	0%	0.7
Arson		0	2	0	1	N/A	N/A	0.1
Mischief - Damage To Property		1	4	2	3	200%	50%	0.4
Mischief - Other		9	6	5	4	-56%	-20%	-1.6
TOTAL PROPERTY		32	34	17	19	-41%	12%	-5.6
Offensive Weapons		6	5	1	7	17%	600%	-0.1
Disturbing the peace		2	2	0	0	-100%	N/A	-0.8
Fail to Comply & Breaches		13	3	5	3	-77%	-40%	-2.8
OTHER CRIMINAL CODE		4	1	4	1	-75%	-75%	-0.6
TOTAL OTHER CRIMINAL CODE		25	11	10	11	-56%	10%	-4.3
TOTAL CRIMINAL CODE		71	58	40	41	-42%	3%	-10.8



Mackenzie County - High Level Detachment
Crime Statistics (Actual)

January to December: 2019 - 2022

All categories contain "Attempted" and/or "Completed"

January 9, 2023

CATEGORY	Trend	2019	2020	2021	2022	% Change 2019 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		1	0	1	0	-100%	-100%	-0.2
Drug Enforcement - Trafficking		3	1	0	0	-100%	N/A	-1.0
Drug Enforcement - Other		0	1	0	0	N/A	N/A	-0.1
Total Drugs		4	2	1	0	-100%	-100%	-1.3
Cannabis Enforcement		0	0	0	0	N/A	N/A	0.0
Federal - General		1	3	0	0	-100%	N/A	-0.6
TOTAL FEDERAL		5	5	1	0	-100%	-100%	-1.9
Liquor Act		22	11	20	9	-59%	-55%	-3.0
Cannabis Act		2	0	2	0	-100%	-100%	-0.4
Mental Health Act		5	6	8	4	-20%	-50%	-0.1
Other Provincial Stats		9	6	12	5	-44%	-58%	-0.6
Total Provincial Stats		38	23	42	18	-53%	-57%	-4.1
Municipal By-laws Traffic		0	0	0	0	N/A	N/A	0.0
Municipal By-laws		0	0	1	0	N/A	-100%	0.1
Total Municipal		0	0	1	0	N/A	-100%	0.1
Fatals		1	0	2	3	200%	50%	0.8
Injury MVC		1	7	2	7	600%	250%	1.3
Property Damage MVC (Reportable)		60	57	50	44	-27%	-12%	-5.5
Property Damage MVC (Non Reportable)		16	20	6	15	-6%	150%	-1.7
TOTAL MVC		78	84	60	69	-12%	15%	-5.1
Roadside Suspension - Alcohol (Prov)		0	0	6	4	N/A	-33%	1.8
Roadside Suspension - Drugs (Prov)		0	0	0	0	N/A	N/A	0.0
Total Provincial Traffic		530	417	319	205	-61%	-36%	-107.3
Other Traffic		2	0	2	1	-50%	-50%	-0.1
Criminal Code Traffic		43	39	31	17	-60%	-45%	-8.6
Common Police Activities								
False Alarms		5	3	4	4	-20%	0%	-0.2
False/Abandoned 911 Call and 911 Act		6	8	11	5	-17%	-55%	0.0
Suspicious Person/Vehicle/Property		11	23	15	8	-27%	-47%	-1.7
Persons Reported Missing		4	4	2	2	-50%	0%	-0.8
Search Warrants		N/A	N/A	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		N/A	N/A	5	10	N/A	100%	5.0
Form 10 (MHA) (Reported)		N/A	N/A	0	1	N/A	N/A	1.0



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee Of the Whole
Meeting Date:	January 24, 2023
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Alberta Games Survey Response

BACKGROUND / PROPOSAL:

Administration forwarded a 2026 Alberta Games Survey to the Fort Vermilion & Area Board of Trade; the High Level Chamber of Commerce; the La Crete & Area Chamber of Commerce and the Town of Rainbow Lake during the week of December 14, 2022.

It was brought to our attention that some businesses may not utilize or have access to the technology to access the survey. Paper copies were available at the La Crete Office for any business that required the survey in this format.

Seventeen (17) surveys were submitted as of January 13, 2023. Please see attachments for response to survey questions.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

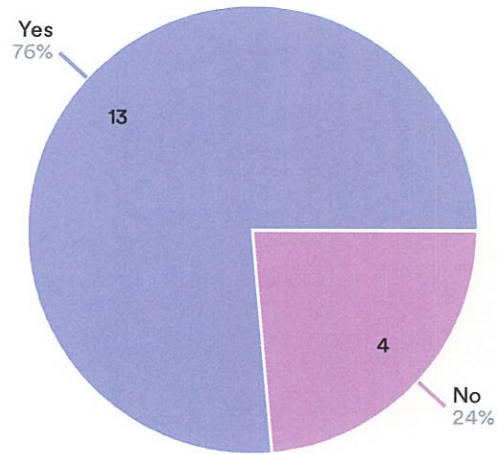
For information.

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

Winter & Summer Games Survey

Are you in favour of submitting a bid to host the 2026 Summer Games?

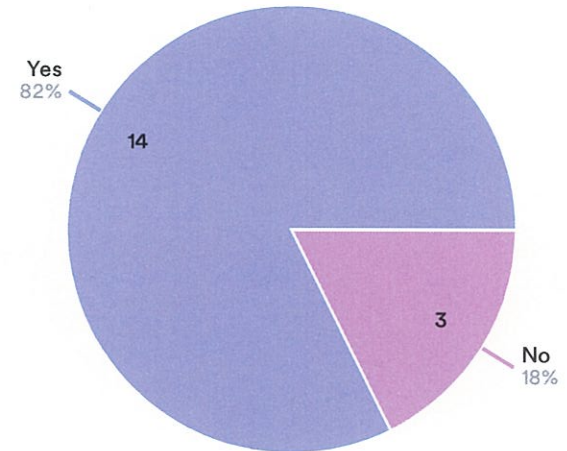
17 Responses



● Yes ● No

Are you in favour of submitting a bid to host the 2026 Winter Games?

17 Responses

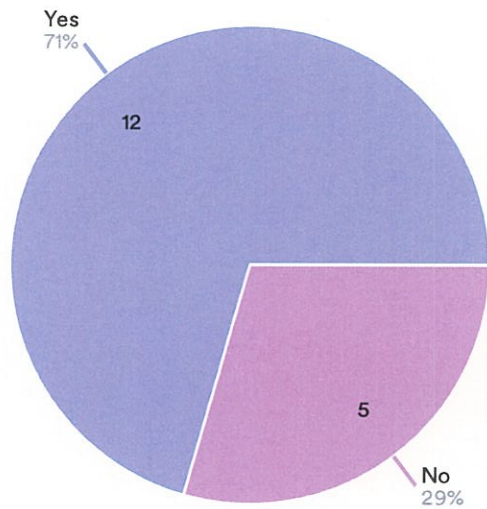


● Yes ● No

Winter & Summer Games Survey

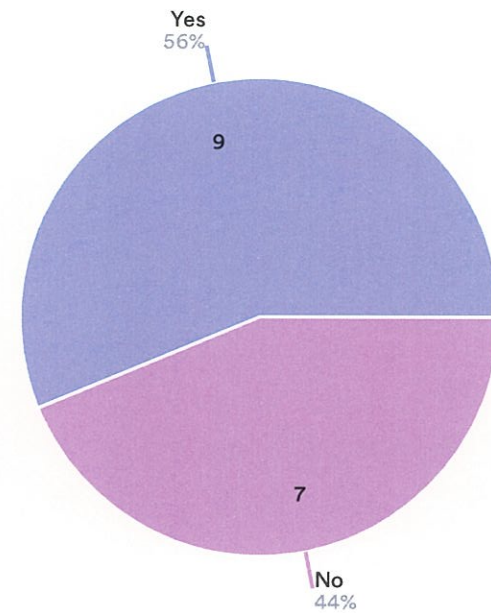
Are you willing to volunteer during the Games?

17 Responses



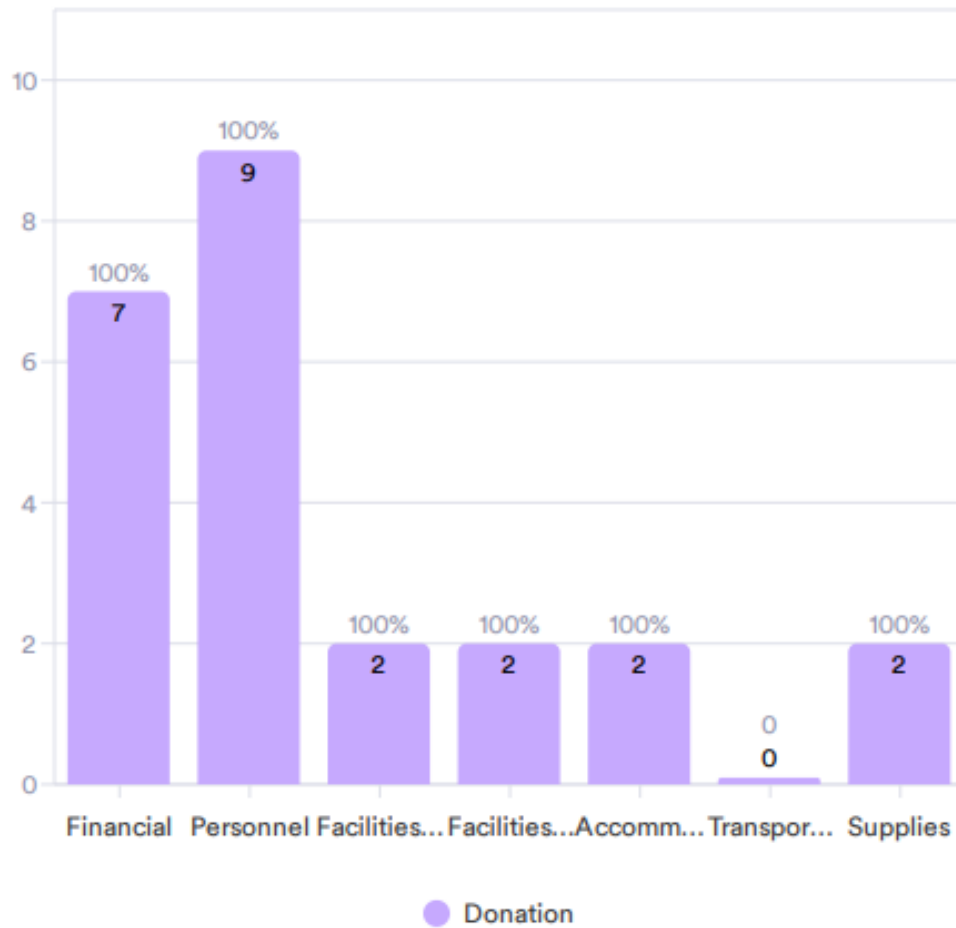
Are you willing to volunteer to be on a planning committee?

16 Responses- 1 Empty



What type of donation could you and/or your business provide?

12 Responses- 5 Empty





Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee Of the Whole
Meeting Date:	January 24, 2023
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Business Incentive Draft Bylaw- 2nd Review

BACKGROUND / PROPOSAL:

Council directed Administration to amend the Business Incentives Draft Bylaw that was presented on December 13, 2022 at the Regular Council Meeting. Council made the following motion:

MOTION 22-12-920 **MOVED** by Councillor Driedger

That the Business Incentive – Draft Bylaw be TABLED to the next Committee of the Whole Meeting.

CARRIED

Administration has amended the bylaw with Council’s recommendations. One of the recommendations was in regards to:

3.2 The Eligible Business must:

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

It is imperative to have the applicable business operating within the corresponding zoning. In the instance of industry, allowances are made for development on Crown land.

Section 9 in the Land Use Bylaw (LUB) 1066-17 under 9.2 Forestry; 9.2.2 lists permitted and discretionary development use classes within the County’s Green Area.

All provincial or federal conditions and requirements shall be met to their specifications and standards prior to commencement of development on crown land. Permits in the Forestry ‘F’ section of the Land Use Bylaw 1066-17 would require an approved

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

Miscellaneous Lease (MLL), Mineral Surface Lease (MSL) or Temporary Field Authorization (TFA) from Alberta Sustainable Resources Development.

Permitted and Discretionary Land Use Classes

9.2.2 Land use classes within the following table shall be permitted or discretionary within the Forestry (F) district of this BYLAW.

Permitted	Discretionary
ACCESSORY BUILDING	CAMPGROUND, MAJOR
CABIN	CAMPGROUND, MINOR
COMMUNICATION TOWER	COMMUNITY PASTURE
DUGOUT	EMERGENCY SERVICES FACILITY
FOREST BASED INDUSTRY	EXTENSIVE RECREATIONAL USE
GOVERNMENT SERVICE	NATURAL RESOURCE EXTRACTION
INDUSTRIAL CAMP	NATURAL RESOURCE PROCESSING
SHIPPING CONTAINER	RECREATIONAL SERVICE, OUTDOOR
TARP SHELTER	RIFLE/SKEET RANGE
WOODLOT MANAGEMENT	TEMPORARY/PORTABLE UNIT

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.

SUSTAINABILITY PLAN:

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

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

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.

POLICY REFERENCES:

N/A

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) Business Incentive – means the cancellation of part of the municipal portion of the taxes for an Eligible Business;
- h) 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;
- i) Crown land – means land owned and/or managed by the federal or provincial governments;
- j) ~~CRA—means Canada Revenue Agency;~~
- k) Eligible Business – means a business deemed eligible for Business Incentives under the provisions of this Bylaw;
- l) Expansion – means development that adds to an existing Structure to increase the existing Structures physical space;
- m) 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~~ be a business that is registered with Alberta Corporate Registry;
- f) have their Eligible Business property taxes paid in full to date of application;

3.2 The Eligible Business must:

- a) be located in an area zoned for the applicable commercial or industrial land use district within Mackenzie County;
- b) all provincial and federal conditions and requirements shall be met to their specifications and standards prior to commencement of development on Crown land;
- c) not have any outstanding conditions of approval for development;
- d) 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 As Machinery and Equipment (Industrial) are already assessed at 77% of its value, tax reductions as Business Incentives may be granted at a lower percentage for municipal, improvement portion of taxes only and does not include school or other requisitions.

7.3 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;

7.4 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;

7.5 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 ____ day of _____, 2023.

READ a second time this ____ day of _____, 2023.

READ a third time and finally passed this ____ day of _____, 2023.

(original signed)

Joshua Knelsen
Reeve

(original signed)

James Thackray
Chief Administrative Officer

**Schedule 1
Business Incentive Application**

DRAFT



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	January 24, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	Cheque Registers – December 12, 2022 – January 20, 2023 (HANDOUT)

BACKGROUND / PROPOSAL:

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

All invoices are authorized by Managers, Directors, and or the CAO in accordance with the Purchasing Policy FIN025. Cheques are released on a weekly or bi-weekly basis unless otherwise required for operational needs. Copies of the December 12, 2022 – January 20, 2023 cheque registers, and November - Decemebr 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 & 2023 Budget.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

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

N/A

POLICY REFERENCES:

Policy FIN025 Purchasing Authority Directive and Tendering Process

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the cheque registers, from December 12, 2022 – January 20, 2023, and November & December 2022 online payments be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	January 24, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	MasterCard Statements – November 2022 (HANDOUT)

BACKGROUND / PROPOSAL:

As per Policy FIN028, Mastercard statements are to be reviewed by Council at the Committee of the Whole Meetings.

Administration will provide a copy of the November 2022 MasterCard statements at this meeting for Councils review.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2022 Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

Policy FIN028 Credit Card Use

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the MasterCard statements for November 2022 be received for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	January 24, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	FIN028 Credit Card Use Policy - MasterCard Loyalty Reward Points

BACKGROUND / PROPOSAL:

Senior administration are assigned the use of a County credit card to assist in purchases in the operations of the County as outlined in the Purchasing Authority Directive and Tendering Policy FIN025.

Through the use of the County’s credit card, the County acquires loyalty points that are authorized to be claimed for uses as defined in Section 4 of FIN028 Credit Card Use Policy (attached).

Section 4.6 of the Loyalty and rewards points shall be reported at the first Committee of the Whole Meetings after points/rewards were redeemed.

Administration redeemed points for \$1,000 in gift certificates to local vendors, and \$500 for Costco to offset the cost of operational expenses for gift baskets, County events, and supplies.

Points were redeemed to replace a microwave, and purchase 2 crockpots for use at the Fort Vermilion and La Crete offices.

Points were redeemed for the following items to be used for ratepayer campaign prizes, employee awards, and to assist with various non-profit fundraisers:

- Black & Decker 4-Tool Combo Kits*
- Dyson SlimBall Vacuum*
- Hoover Cordless Vacuum*
- Smart Robot Vacuum*
- One Touch Vacuum Sealer*
- Cuisinart Multifunctional Grill*
- Cuisinart 11-Piece Knife set w block*
- Propane Patio Heater*
- Copper Wood Firebowl*

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

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2023 Budget

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy FIN028 Credit Card Use

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the FIN028 Credit Card Use Policy - MasterCard Loyalty Reward Points report be received for information.

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

Mackenzie County

Title	Credit Card Use	Policy No:	FIN028
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Legislation Reference	Municipal Government Act, Part 6, Section 248
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Purpose To establish a policy and procedure for the use of County credit cards.

Policy Statement:

The County issues credit cards to facilitate certain minor purchases such as authorized travelling arrangements and associated costs, authorized conference registration fees, training fees, specialized equipment parts etc. The County credit cards shall only be used for the purchase of goods and services for official business of Mackenzie County. Credit cards shall be used only in warranted circumstances.

Guidelines/Procedures:

1. Approval authority

A credit card shall only be issued to an employee on approval by the Chief Administrative Officer and in accordance with this policy. A credit card shall only be issued to a Councillor by resolution of Council at a Regular Council Meeting.

The CAO shall present annually to the Committee of the Whole a listing of staff /councillors that hold credit cards (including limits) issued by the County. If any changes are approved for operational reasons the CAO shall report this changes to the next scheduled Committee of the Whole meeting.

2. Authorized credit limit

In accordance with the financial limits set within Policy FIN025 - Purchasing Authority Directive, the CAO shall present a list of all individual card holders and limits to the Committee of the Whole.

3. Allowable Purchases

The allowable purchase limits shall be within the individual's purchasing authorities as outlined in the Purchasing Authority Directive and Tendering Policy FIN025 and/or as authorized by the Chief Administrative Officer and as approved in the County's budgets.

4. Loyalty or Reward Points

- 4.1 Loyalty points or rewards accrued or earned by the use of a County credit card shall accrue to Mackenzie County.
- 4.2 Loyalty points or rewards accrued to an employee that are not directly attributed to a County credit card are excluded from this policy.
- 4.3 Redemption of loyalty points or rewards accrued under a County credit card is limited to business purposes.
- 4.4 Employees are encouraged to use a County credit card instead of a personal credit card for business expenses.
- 4.5 Authorized uses of loyalty points or rewards may include:
 - offset to (reduction of) the cost of future work-related travel;
 - door prizes for ratepayers' meetings;
 - employee gifts or awards (as per Years of Service Award Program Policy ADM011);
 - prizes for the County's annual charity golf tournament; and
 - volunteer recognition in the local not-for-profit sector.
- 4.6 Redemption of loyalty points or rewards shall be reported at the first Committee of the Whole meeting after the points or rewards were redeemed.
- 4.7 Loyalty points or rewards can only be redeemed via ATB's online rewards website. Access to the County's rewards account shall be limited to the Chief Administrative Officer or Director of Finance.

5. Responsibility of Credit Cardholders

- 5.1 An employee/councillor shall be required to enter into a Cardholder Agreement presented as Schedule A.
- 5.2 The employee/councillor shall ensure that all credit card purchases are in compliance with the County's Purchasing Authority Directive and Tendering Policy FIN025.
- 5.3 A credit card shall only be used by the employee/councillor to whom the card is issued.
- 5.4 The employee/councillor issued the credit card is responsible for its protection and custody.
- 5.5 The employee/councillor using the credit card must submit all receipts, including documentation detailing the goods and services purchased, the associated costs, date of the purchase and the official business explanation.

- 5.6 The above said receipts and documentation must be submitted to the Finance Department along with completed Schedule B form, in a timely manner to reconcile against the monthly credit card statement.
- 5.7 A credit card shall not be used for cash advances, personal use or any other type of purchase not permitted under the County's purchasing ordinance.
- 5.8 Lost or stolen credit card shall be immediately reported to both ATB Financial and the Chief Administrative Officer.
- 5.9 All authorized cardholders must immediately surrender their assigned credit card upon resolution of Council, or conclusion of employment, or term with the County. The County reserves the right to withhold the final payroll payout until the card is surrendered.

6. Non-Compliance

- 6.1 Violation of the policy may result in revocation of a credit card use privileges.
- 6.2 Unauthorized use of a County credit card may be subject to loss of credit card privileges, and may be subject to disciplinary action for employees.
- 6.3 An employee/councillor shall be required to reimburse the County for all costs associated with improper use through direct payment and/or authorize payroll deduction for reimbursement of costs.

7. Internal Controls

- 7.1 Director of Finance shall be responsible for :
 - a) Assisting and maintaining record of issuance and retrieval of credit cards and overseeing compliance with this policy.
 - b) Accounting and payment of expenses.
 - c) Reconciliation of receipts and documentation to the monthly statements (See Schedule B for example).
 - d) Presentation of the monthly credit cards statements to the Committee of the Whole.
 - e) Maintaining a record of loyalty points that accumulate on the County's credit card account, and the applications of those points.
 - f) Referring all non-authorized use of loyalty points or rewards to the Committee of the Whole for review, denial, or approval.

	Date	Resolution Number
Approved	2010-12-14	10-12-1109
Amended	2012-10-09	12-10-651
Amended	2014-04-28	14-04-286
Amended	2014-05-13	14-05-332
Amended	2015-09-08	15-09-614
Amended	2016-08-24	16-08-646
Amended	2016-12-13	16-12-909
Amended	2017-12-12	17-12-913
Amended	2019-02-12	19-02-061
Amended	2021-05-11	21-05-402
Amended	2022-06-22	22-06-466
Amended	2022-10-19	22-10-675

Schedule A

Credit Cardholder Agreement

Requirements for use of the County Credit Card:

1. The credit card is to be used only to make purchases at the request of and for the legitimate business benefit of Mackenzie County.
2. The credit card must be used in accordance with the provisions of the Credit Card Use Policy established by Mackenzie County, as attached hereto.

An employee/councillor must immediately surrender their assigned credit card upon resolution of Council, or conclusion of employment, or term with the County. The County reserves the right to withhold the final payroll payout until the card is surrendered.

Violations of these requirements shall result in revocation of use privileges. Employees or Councillors found to have inappropriately used the credit card will be required to reimburse the County for all costs associated with such improper use through a direct payment and/or payroll deduction. Mackenzie County will investigate and may commence, in appropriate cases, either disciplinary actions for employees, and/or Legal action against any employee/councillor found to have misused the credit card or who violates the provisions of the cardholder agreement.

Credit Card Number: _____

Received by: _____
Name (Please Print)

I acknowledge receipt of the attached Credit Card Policy and agree to abide by said Policy.

Signature: _____

Date: _____

CAO Approval: _____

Date: _____

(Below, for Finance Department Use Only)

Credit Card Returned

Authorized Signature: _____

Date: _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	January 24, 2023
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Action List Review

BACKGROUND / PROPOSAL:

An in depth review of the Action List has been requested by Council.

A copy of the most recent Action List is attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

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

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Action List discussion be received for information.

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

Mackenzie County Action List as of January 11, 2023

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 Report Setup on DRAS Project Complete COMPLETE
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	Byron	Working on draft offsite levy bylaw.

Motion	Action Required	Action By	Status
	recovering all costs associated with the sanitary sewer trunk improvements.		Ad Hoc Development Committee
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	In Progress
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. In Progress
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	Don/Caitlin	FNC In Progress COW 22-06-073 The TCL Leases that are in the process are as follows: DML170039 FV Bridge campground

Motion	Action Required	Action By	Status
	PLS180027 PLS190005 La Crete Ferry Campground Atlas Landing Area Bridge Campsite Machesis Lake Campground Wadlin Lake Campground		REC2621 FV Rodeo grounds 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	Motion - 23-01-016 COMPLETE
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	Council Meeting 2023-02-07
COW-22-03-022	That Policy ASB021 – Weed Control Policy be TABLED for further information.	Caitlin/Landon	In Progress
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 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			

Motion	Action Required	Action By	Status
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 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.	James	In Progress
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 COMPLETE
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

Motion	Action Required	Action By	Status
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			
22-08-556	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 COMPLETED
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 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
22-09-634	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 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

Motion	Action Required	Action By	Status
22-09-642	That administration work with CN Rail to ensure all culvert and blockages are removed.	Byron/Caitlin	Culverts were cleaned, poorly done COMPLETE
October 26, 2022 Budget Council Meeting			
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
22-10-755	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 Budget 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	COMPLETE
November 2, 2022 Budget Council Meeting			
22-11-774	That the Policy PW039 Rural Road, Access Construction and Surface Water Management - Cost Implications be brought back to a future Council meeting for amendments.	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 Letters have been sent
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	Letters drafted for review
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	Council Meeting 2023-01-10 DEFEATED COMPLETE
November 16, 2022 Budget Council Meeting			
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	COW 2023-02-24

Motion	Action Required	Action By	Status
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	COW 2023-01-24
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	COMPLETE
November 29, 2022 Regular Council Meeting			
22-11-840	That the Name That Neighbourhood Contest be TABLED.	Jen	In Progress
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	Letter drafted for review
22-11-851	That Councillor Cardinal and Councillor Smith be invited to relevant mitigation meetings.	Byron/Jen	Steering Committee Created 2023-01-10 COMPLETE
December 6-7, 2022 Budget Council Meeting			
22-12-866	That Tracking Sheet change #5 for the Draft 2023 Operating budget be approved as presented.	Jen	COMPLETE
22-12-867	That administration incorporate the Agricultural Departments user pay funding model in the 2023 Operating Budget as discussed.	Caitlin/Jen	COMPLETE
22-12-868	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.	Jen	COMPLETE
22-12-873	That administration incorporate the 2022 Capital Carry Forward Projects in the Draft 2023 Budget as amended.	Jen	In Progress
22-12-874	That the 5 year Capital Plan be amended as discussed and left in draft form for further discussion.	Jen	COMPLETE
December 13, 2022 Regular Council Meeting			
22-12-891	That administration develops a land sale policy and proceed as discussed to address concerns for 100A Street.	Caitlin	In Progress
22-12-897	That the Flood Recovery Strategy 2023 and the Steering Committee Terms of Reference be brought to the first Flood Recovery Steering Committee meeting for amendment.	Jen/Byron	2023-01-17 Scheduled Meeting

Motion	Action Required	Action By	Status
22-12-900	That the Flood Plain sale of assets be publically advertised for April 2023.	Jen	In Progress
22-12-904	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.	Don	In Progress
22-12-908	That Council approve the Fort Vermilion Bridge Campground and Recreational Area Plan as amended and to submit the Plan to Forestry, Parks and Tourism for their approval.	Don	In Progress
22-12-909	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 ADM040 Mackenzie County Recreational Area Policy be amended to reflect the names.	Don	COMPLETE
22-12-911	That the Medical Co-Response/Medical First Responder Review be TABLED to the next Regular Council Meeting.	Don	COMPLETE
22-12-913	That the Tompkins Improvement Board Insurance in the amount of \$1,100.00 be incorporated into the 2023 Operating Budget.	Jen	COMPLETE
22-12-919	That the Tri-Council Letter be sent to Minister Nixon regarding The Lodge Assistance Program (LAP) Grant.	James	
22-12-920	That the Business Incentive – Draft Bylaw be TABLED to the next Committee of the Whole Meeting.	Byron	In Progress
22-12-929	That Mackenzie County send a letter to the Boreal Housing Foundation stating that any requests of changes to the Ministerial Orders be approved by the three requisitioning bodies before it is sent to the Minister.	James	
January 10, 2023 Regular Council Meeting			
23-01-009	That the Tender Documents for the 2023 Road Re-Graveling Program and the 27th Baseline Road Reconstruction Project be authorized for issuance subject to the amendments requested by Council.	Michael	
23-01-010	That a letter be sent to Alberta Transportation highlighting the willingness of Mackenzie County and the community benefits of a collaboration between Mackenzie County, Alberta Conservation Association and Alberta Transportation for the Highway 697 roundabout future project.	Michael/Byron	
23-01-012	That Mackenzie County invoices Alberta Health Services for all the 2022 Medical Co-Response calls	Don	In Progress

Motion	Action Required	Action By	Status
	and that Alberta Municipalities and Rural Municipalities of Alberta be carbon copied.		
23-01-013	That the 2022 One Time Projects budget be amended to include the FFP-22-28 and FFP-22-29 in the amount of \$179,550 with funding coming from the Forest Resource Improvement Association of Alberta (FRIAA).	Jen	COMPLETE
23-01-014	That the Purchase Wearing Apparel for Full Time Staff, Council, & Volunteer Fire Fighters Policy ADM021 be amended as presented/discussed.	Louise	COMPLETE
23-01-015	That administration contact the Town of High Level and request assistance for animal control in the hamlets.	Don	Council Meeting 2023-01-25
23-01-016	That Policy RESV05 - Gravel Reclamation Reserve be amended as presented.	Jen/Louise	COMPLETE
23-01-017	That Bylaw 1277-23 being the Fee Schedule Bylaw for Mackenzie County be amended as discussed and brought back to the next Regular Council Meeting.	Jen/Don	Council Meeting 2023-01-25
23-01-021	That third reading be given to Bylaw 1278-23, being a bylaw authorizing the short-term borrowing of funds with ATB Financial.	Jen/Louise	COMPLETE
23-01-023	That the 2022 Capital Project Budgets be amended by \$6,991 for the Zama Campground – Major Improvements, \$9,169 for the Zama Cabin Utilities, and \$522 for the Zama Park Shelter Windows with all funding coming from the Zama Recreation Society fundraising.	Jen	
23-01-026	That the Tax Roll accounts as detailed in Schedule “A”, be deemed as uncollectable, reflected as bad debt, and written off.	Jen	COMPLETE
23-01-027	That administration apply for reimbursement under the 2022 Provincial Education Requisition Credit / Designated Industrial Requisition Credit Program as per Schedule “A” & Schedule “B” in the amount of \$53,600.	Jen	Submitted to PERC COMPLETE
23-01-028	That administration look into the Power Pole issue as discussed.	Michael/Byron	
23-01-032	That Mackenzie County provide a letter of support to the Regional Economic Development Initiative for Northwest Alberta supporting their Northern and Regional Economic Development (NRED) grant application.	Byron	
23-01-033	That Mackenzie County apply for the Northern and Regional Economic Development (NRED) grant, with	Byron	

Motion	Action Required	Action By	Status
	a focus on an economic investment strategy and action plan and a tourism development plan.		
23-01-034	That the 2023 One Time Project be amended by \$200,000, with 50% of the funding coming from the Northern and Regional Economic Development (NRED) grant and 50% of the funding coming from the General Operating Reserve, subject to receiving the grant funding.	Jen	In Progress
23-01-035	That the following Councillors be authorized to attend the Federation of Canadian Municipalities (FCM) Conference on May 25 - 28, 2023 in Toronto, Ontario: 1. Reeve Knelsen 2. Councillor Braun 3. Councillor Cardinal 4. Councillor Derksen 5. Councillor Wardley	Louise	
January 11, 2023 Budget Council Meeting			
23-01-040	That the 2022 Capital Project Budget be amended by \$6,500 for the purchase of the Mogul Master Trail Groomer from the Watt Mountain Wanderers from the General Capital Reserve.	Jen	COMPLETE
23-01-041	That Tracking Sheet change #7 for the 2023 Operating budget be approved as presented.	Jen	COMPLETE
23-01-042	That the January 11, 2023 Organizational Chart be amended as discussed.	Louise	COMPLETE
23-01-043	That the January 11, 2023 Organizational Chart be approved with the addition of up to \$81,348 for Records Management Support.	Louise	COMPLETE
23-01-044	That the purchase of the Alberta First Responders Radio Communications System be incorporated into the 2023 Capital Budget in the amount of \$181,650.	Jen	COMPLETE
23-01-045	That the January 11, 2023 Draft Capital Project list be amended as discussed, with administration bringing forward funding options to the next Council meeting for review.	Jen	COMPLETE



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	January 25, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	Fee Schedule Bylaw 1277-23

BACKGROUND / PROPOSAL:

During budget deliberations, and to reduce the impact of operational costs increases, administration recommended various fee schedule bylaw amendments for services offered by the County.

On January 10, 2023, Bylaw 1277-23 was brought for council review and it was recommended that it be brought back with more amendments

Administration incorporated these changes into Bylaw 1277-23 for Councils review, and approval.

Attached is Bylaw 1277-23 for Councils review.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

2023 Operations budget

SUSTAINABILITY PLAN:

N/A

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

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

RECOMMENDED ACTION:

Motion 1

Simple Majority Requires 2/3 Requires Unanimous

That a recommendation be made to Council to pass the first, second and third readings of Bylaw 1277-23 being the Fee Schedule Bylaw for Mackenzie County as presented/amended.

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

BYLAW NO. 1277-23 ~~1246-21~~

**BEING A BYLAW OF THE
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA
TO ESTABLISH A FEE SCHEDULE FOR SERVICES**

WHEREAS, pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta, 2000, Chapter M-26, requires fees to be established by bylaw.

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

1. SHORT TITLE

This bylaw may be cited as the “Fee Schedule Bylaw”

2. That the fees for services be approved as follows:

ADMINISTRATION

Item	Amount	GST
Aerial Photos & Customized Prints Size 8.5” x 11” to 11” x 17”	\$5.00 – Black & White \$10.00 – Color	Applicable
Aerial Photos & Customized Prints Size over 11” x 17” up to 30” x 41.5”	\$45.00 – Black & White \$95.00 – Color	Applicable
Boardroom Rental (no charge to non-profit community groups)	\$300.00/day \$150.00/half-day	Applicable
Compliance Certificates	\$60.00	N/A
Council or other Board Minutes	\$5.00/set	Applicable
Email, fax or written confirmation of assessment by legal description (legal description to be provided by a requestor in writing)	\$30.00/per request	Applicable
Land Titles	As per Alberta Government rates in force at the time of the request plus 25% for administration	Applicable
Laminating (up to 11 x 17”) Laminating (larger than 11 x 17”)	\$10.00 per page \$30.00 per page	Applicable
Map - County Ownership 42” bond paper 50”-60” photo paper	\$30.00 \$105.00	Applicable
Map - County Ownership Booklet –Laminated Individual Pages - Laminated	\$75.00 \$10.00	Applicable
Maps - Hamlet Civic Address/LUB Aerial	\$20.00 \$45.00	Applicable

ADMINISTRATION CONT'D

Item	Amount	GST
Mobile Home Rentals – Zama -Damage Deposit -Nonrefundable Cleaning Fee -Nonrefundable Pet Fee (if applicable)	\$1500.00/month \$2000.00 \$400.00 \$250.00	N/A
Photocopying	\$0.30/sheet	Applicable
Registered Letter	\$12.50	Applicable
Tax Certificates	\$40.00 \$30.00	N/A

AGRICULTURE

Item	Amount	GST
Alberta Agriculture's Irrigation Pump/Pipe (up to October 31 st)	\$500.00 \$300.00 /48 hours \$100.00/each additional 24 hours	Applicable
Alberta Agriculture's Irrigation Pump/Pipe (after November 1 st)	\$600.00/48 hours \$100.00/each additional 24 hours	Applicable
Alberta Agriculture's Irrigation Pump/Pipe – Late Pickup Fee	\$150.00	Applicable
Alberta Agriculture's Irrigation Pump/Pipe Irrigation Pump – Extra Pipe	\$150.00 per extra mile	Applicable
Beaver Dam Removal Fee	Full cost recovery	Applicable
Do Not Spray Application	\$50.00	Applicable
Do Not Spray Application – Late Fee	\$150.00	Applicable
Do Not Spray Signs	\$15.00/each	Applicable
Drainage Inspection Fee	Public Works Labour Rate	Applicable
Gallagher Tag Reader	\$25.00/day	Applicable
Scare Cannon	\$25.00/day	Applicable
Shelterbelt Trees	Actual cost plus 50% administration fee	Applicable
Weed Notice Notification 2 nd Notice	\$0.00/parcel \$500.00/parcel	N/A

AGRICULTURE APPEAL FEES

Agricultural Appeal Board

Relevant Act	Amount	GST
Weed Control Act	\$500.00	N/A
Soil Conservation Act	\$50.00	N/A
Agricultural Pests Act	\$100.00	N/A

Note: The appeal fee shall be refunded to the appellant if the Board rules in favour of the appellant.

AIRPORTS

Item	Amount	GST
Fuel Flow Charge	\$0.050 per liter for each liter of aviation fuel dispensed	Applicable
Penalty Fee – Late/Failure to Report Fuel Flow Charge (late is considered 30 days past quarterly reports - April 31, July 31, October 31 and January 31)	\$2,500.00	Applicable
Land lease fee for hangars and associated uses	\$1.30 per square meter annually	Applicable
Aircraft Parking (no power)	\$500.00 annually \$75.00 monthly (>5 consecutive days)	Applicable
Aircraft & Vehicle Parking (power)	\$5.00 per day (provided own power cord)	Applicable
Parking Area Maintenance	\$50.00 per occasion, grass trimming	Applicable
Terminal Fees	No charge	N/A
Landing Fees	No charge	N/A

BUSINESS LICENSES

Item	Amount	GST
Fees:		
Business License		
Subsequent Years – Mandatory	\$50.00	N/A
Amendment	\$25.00	N/A
Replacement	\$25.00	N/A
Transfer of Ownership	\$25.00	N/A
Temporary Business License – valid for not longer than four (4) consecutive weeks	\$25.00	N/A
Penalties:		
No Business License (false information, etc.) – 1 st Offence	\$250.00	N/A
No Business License (false information, etc.) – 2 nd Offence	\$500.00	N/A
Failure to Comply with Business License – 1 st Offence	\$250.00	N/A
Failure to Comply with Business License – 2 nd Offence	\$500.00	N/A
Failure to Produce Business License on Request	\$50.00	N/A

DOG CONTROL FEES

Fees & Penalties	General	Dogs	Dangerous Dogs
Dog License	No Charge	No Charge	No Charge
Failure to wear a dog tag penalty	\$35.00		
Replacement for misplaced, lost, or stolen dog tag	\$5.00		
Failure to obtain a kennel license penalty	\$200.00		
Dog running at large – <i>Handling fee</i>			
1 st offence		\$100.00 \$200.00	\$500.00
2 nd offence		\$200.00 \$400.00	\$1,000.00
3 rd offence and subsequent		\$300.00 \$600.00	\$1,500.00

DOG CONTROL FEES CONT'D

Fees & Penalties	General	Dogs	Dangerous Dogs
Bite a person penalty (DDA)		\$500.00 \$250.00	\$1,000.00
Injure a person penalty (DDA)		\$500.00 \$250.00	\$1,000.00
Chase or threaten a person penalty (DDA)		\$300.00 \$150.00	\$1,000.00
Bite, bark at, chase stock, bicycles, wheelchairs, or other vehicles penalty on public property within hamlet boundaries (SAA)		\$300.00 \$250.00	\$1,000.00
Worry or annoy any other animal penalty (SAA)	\$200.00 \$50.00		
Damage to public or private property penalty		\$250.00 \$50.00	\$1,000.00 \$250.00
Upset waste receptacles or scatter contents thereof (Section 1. (b) or Part 5 Section 17. (h) - Dog Control Bylaw)	\$500.00 \$100.00		
Fail to provide water, food, shelter or proper care penalty (APA)	\$500.00 \$100.00		
Abuse or abandonment of dog penalty (APA)	\$1,000.00 \$250.00		
Dog in prohibited areas as set by Council penalty	\$250.00 \$100.00		
Failure to report dog with a communicable disease penalty	\$250.00 \$100.00		
Failure to confine a dog with a communicable disease penalty	\$250.00 \$100.00		
Failure to keep dog confined for not less than ten (10) days penalty	\$150.00 \$50.00		
Interfere or threaten a Bylaw Enforcement Officer penalty	\$500.00 \$250.00		
Induce a dog or assist a dog to escape capture penalty	\$500.00 \$250.00		
Falsely represent him/herself as being in charge of a dog penalty	\$250.00 \$100.00		
Allow, or attempt to allow, a dog(s) to escape from a vehicle, cage, or live trap penalty	\$250.00 \$100.00		
Remove or attempt to remove a dog from a Bylaw Enforcement Officer's custody penalty	\$500.00 \$250.00		
Unconfined female dog in heat penalty	\$250.00 \$50.00		
Failure to remove defecation	\$150.00 \$50.00		
Impoundment fees (to be verified with the veterinarian)		Cost recovery Amount expended	Cost recovery Amount expended
Veterinary fees (to be verified with the veterinarian)		Cost recovery	Cost recovery

		Amount expended	Amount expended
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DOG CONTROL FEES CONT'D

Fees & Penalties	General	Dogs	Dangerous Dogs
Destruction of dog fees (to be verified with the veterinarian)		Cost recovery Amount expended	Cost recovery Amount expended
Failure to keep a dangerous dog(s) confined penalty			\$1,000.00 \$500.00
Improper pen or other structure penalty			\$500.00 \$200.00
Give false information when applying for dangerous dog license penalty			\$1,000.00 \$500.00
Failure to keep dangerous dog muzzled penalty			\$1,000.00 \$500.00
Failure to harness or of leash a dangerous dog properly penalty			\$1,000.00 \$500.00
Failure to keep a dangerous dog under the control of an adult person penalty			\$1,000.00 \$500.00
Failure to stay within the maximum number of dogs allowed as per Part 3 Section 13 14 of the Dog Control Bylaw	\$200.00		

~~No penalties will be levied for “dog at large: under Part 5 Section 17 or 21 if impoundment fee and handling fees are paid.~~

Note:

- a) Any person who contravenes, disobeys, refuses or neglects to obey any provisions of this Bylaw is guilty of an offense and is liable on summary conviction to a fine not exceeding two thousand dollars (\$2,000) in addition to any other fees according to Mackenzie County Fee Schedule Bylaw, and in default of payment to imprisonment for a term not exceeding ninety (90) days.

Note:

- b) “DDA” – means the *Dangerous Dogs Act*, R.S.A. 2000
 “SAA” – means the *Stray Animals Act*, R.S.A. 2000
 “APA” – means the *Animal Protection Act*, R.S.A. 2000

EQUIPMENT AND LABOUR

Item	Amount	GST
Sewer Auger	\$20.00 per hour \$100.00 per 24 hours	Applicable
Sewer Line Camera	\$300.00 per hour plus Labour Cost (minimum charge \$600.00)	Applicable
Sanding Unit & Tandem Truck	\$200.00/hour plus Cost of Product (minimum charge 1 hr)	Applicable
Labour	\$40.00 per hour (minimum charge 1 hr.)	Applicable
Weed Eater	\$30.00 per hour plus Labour Cost (minimum charge 1 hr.)	Applicable
35 HP Tractor Mower 6'	\$50.00 per hour plus Labour Cost (minimum charge 1 hr.)	Applicable
75 HP Tractor Mower 15'	\$75.00 per hour plus Labour Cost (minimum charge 1 hr.)	Applicable
Snow Removal within Road Right-of-Ways (Policy PW004)	100% of Alberta Roadbuilders Rates	Applicable

Note: County equipment that is not listed in this bylaw will be charged according to the current Alberta Roadbuilders and Heavy Equipment Association Equipment Rental Rates Guide.

FIRE SERVICES FEES

Provincial Roadways Incidents

Alberta Transportation Policy #TCE-DC-501 states that Alberta Transportation is to be invoiced for recovery of services according to the rates set in the policy.

Item	Amount
<u>Response fees including man power:</u>	
Pumper Unit	As per AT Policy #TCE-DC-501
Ladder Unit (Aerial)	As per AT Policy #TCE-DC-501
Tanker Unit	As per AT Policy #TCE-DC-501
Rescue Unit	As per AT Policy #TCE-DC-501
Command Unit	As per AT Policy #TCE-DC-501
Contracted Services (i.e water haulers, equipment, labour, etc.)	Road Builders Rates

Provincial Incidents – as per Mutual Aid Agreement

Item	Amount
Pumper Unit	\$400.00 per hour
Ladder Unit (Aerial)	\$400.00 per hour
Tanker Unit	\$400.00 per hour
Rescue Unit	\$400.00 per hour
Sprinkler Trailer Type 2	\$400.00 per day
Sprinkler Trailer Type 3	\$750.00 per day
Squad Truck	\$400.00 per hour
Brush Truck	\$200.00 per hour
Command Unit	\$200.00 per hour
Contracted Services (i.e water haulers, equipment, labour, etc.)	Road Builders Rates
Consumables (ie. foam)	Cost plus Ten (10%) Percent
<u>Manpower Fee:</u>	
Officers	\$50.00 per man hour
Firefighter	\$50.00 per man hour

FIRE SERVICES FEES CONT'D

Mackenzie County Rates:

Item	Amount
<u>Response Fees including Driver:</u>	
Pumper Unit	\$400.00 per hour
Ladder Unit (Aerial)	\$400.00 per hour
Tanker Unit	\$400.00 per hour
Rescue Unit	\$400.00 per hour
Command Unit	\$200.00 per hour
Shoring Equipment	\$200.00 per day
Great Wall Grain Rescue Equipment	\$200.00 per day
Brush Truck	\$200.00 per hour
Sprinkler Trailer Type 2	\$400.00 per day
Sprinkler Trailer Type 3	\$750.00 per day
Contracted Services (i.e water haulers, equipment, labour, etc.)	Cost plus 15%
Consumable Items	Cost plus 15%
<u>Manpower Fee:</u>	
Officers	\$50.00 per man hour
Firefighter	\$50.00 per man hour

Note:

- a) Fees shall be calculated from the time the Response Units leave the Station to the time they return to the Station.
- b) ~~Prior to March 1, 2021, a residential invoice shall not exceed \$5,000 per incident.~~

False Alarms

Item	Amount
Response to False Alarm 1 st Call	No charge
(within same year as 1 st Call) 2 nd Call	\$100.00
(within same year as 1 st Call) 3 rd Call	\$200.00
(within same year as 1 st Call) 4 th Call	\$300.00

FIRE SERVICES FEES CONT'D

Other Fees

Item	Amount
Violation Ticket*– 1 st Offence	\$250.00
Violation Ticket* – 2 st and Subsequent Offences	\$500.00
Filling of Air Cylinders (breathing air) Small cylinder (30 min) Cascade cylinder	\$25.00 \$100.00
Water Flow Testing Reports	\$100.00
File Search (fire inspections and investigations)	\$60.00 per search
Fire Permit	No charge
Fire Inspection Services Within the County	\$50.00 per hour plus expenses
Fire Inspection Services Outside of the County	\$75.00 per hour plus expenses
Re-inspection with Outstanding Fire Code Violations	\$50.00 per visit
Training course(s) to other individuals/groups	Cost plus \$15% administrative fee
Expert Witness Services – Civil Litigation	\$50.00 per hour to a maximum of \$400.00 per day plus expenses
Occupant Load Determination (no charge to non-profit groups)	\$100.00 per certificate

**As specified in the Fire Services Bylaw*

Note:

- a) Every person who violates a provision of Fire Services Bylaw is guilty of an offense and is punishable upon summary conviction, to a fine not exceeding two thousand dollars (\$2,000.00) or to a term of imprisonment not exceeding one (1) year or to both.
- b) Nothing shall prevent a Peace Officer from:
 - (i) immediately issuing a Violation Ticket for the mandatory Court appearance to any person who contravenes any provision of the Mackenzie County Fire Services Bylaw, or
 - (ii) issuing a Voluntary Payment ticket in lieu of a mandatory Court appearance for \$100.00.

FOIPP REQUESTS - RELEASE OF INFORMATION

Pursuant to the provisions of Section 95 of the Freedom of Information and Protection of Privacy Act RSA 2000, Chapter F-25, a local public body may set fees as required to process requests for information; however the fees must not exceed the fees provided for in the regulations.

Mackenzie County shall charge fees in accordance with the Freedom of Information and Protection of Privacy Regulation, AR186/2008, as amended from time to time or any successor Regulation that sets fees for requests for information from the Province.

HAWKERS AND PEDDLERS LICENSE

Item	Amount	GST
Fees:		
Application Processing Fee	\$200.00	N/A
Operational Fee – Per Day	\$30.00	N/A
Penalties:		
First Offense	\$250.00	N/A
Second Offense	\$500.00	N/A
Third & Subsequent Offenses	\$1,000.00	N/A
Failure to Report Operational Days	Invoice for total operational business days in a year	N/A

PARKS

Section 1: General Park Fees

Day Use	Overnight	Weekly	Shelter Rent	Seasonal or Monthly Camping Stalls	Marina Dock Rental	Glamping
Wadlin Lake						
\$10.00/day per vehicle No Charge	\$25	\$150 \$120	\$50/day for shelter rental	N/A	\$8/day with camping stall; \$10/day without camping stall	N/A
Machesis Lake						
\$10.00/day per vehicle No Charge	\$25	\$150 \$120	\$50/day for shelter rental	Identified sites Non-Serviced: \$200/Month	N/A	\$50/Day
Machesis Lake Equine Campground						
\$5/horse	\$25 plus \$5 per horse	\$150 \$120 plus \$5 per horse	N/A	N/A	N/A	N/A
Hutch Lake						
\$10.00/day per vehicle No Charge	\$25	\$150 \$120	\$50/day for shelter rental	N/A	N/A \$8/day with camping stall; \$10/day without camping stall	N/A
Tourangeau Lake						
No Charge	N/A	N/A	N/A	N/A	N/A	N/A
Fort Vermilion Bridge Campsite						
No Charge	N/A	N/A	N/A	N/A	N/A	N/A

PARKS CONT'D

Section 2: Penalties

The voluntary payment, which may be accepted in lieu of prosecution for a contravention of any of the sections set out below, shall be the sum set out opposite the section number:

Section (Municipal Parks Bylaw)	Offence	Penalty
Section 3.1 (a)	Fail to keep land in a clean/tidy condition	\$500.00 \$500.00
Section 3.1 (b)	Fail to comply with lawfully posted signs and/or notices	\$500.00 \$500.00
Section 3.2	Fail to restore land to a clean/tidy condition when vacating park	\$500.00 \$500.00
Section 3.3(a)	Interfere with others quiet enjoyment of park	\$500.00 \$500.00
Section 3.3(b)	Deface/injure/destroy object in park	\$750.00 \$750.00
Section 3.3(c)	Excavate or remove plants/plant fixtures from a park	\$750.00 \$750.00
Section 3.3(d)	Remove park equipment	\$750.00 \$750.00
Section 3.3(e)	Unauthorized display signs/ads in park	\$250.00 \$250.00
Section 3.3(f)	Remove/damage etc. authorized signs/notices in park	\$500.00 \$500.00
Section 3.3(g)	Bathe/clean clothing/ fish/utensils etc. at/near drinking fountain/pump in park	\$250.00 \$250.00
Section 3.4	Unauthorized construction in park	\$500.00 \$500.00
Section 3.5	Unauthorized business in park	\$500.00 \$500.00
Section 4.1	Failure to register when entering park	\$500.00 \$500.00
Section 4.2	Failure to obtain camping permit	\$500.00 \$500.00
Section 4.7	Camping in area not designated for that purpose	\$500.00 \$500.00
Section 4.8	Alteration of camping permit	\$500.00 \$500.00
Section 4.9	Failure to produce camping permit upon request	\$500.00 \$500.00
Section 4.12/4.13	Unauthorized combination of vehicles in campsite	\$500.00 \$500.00
Section 4.14	Camping more than fourteen consecutive days	\$500.00 \$500.00
Section 4.18	Failure to vacate site	\$500.00 cost recovery

PARKS CONT'D

Section 2: Penalties Cont'd

Section (Municipal Parks Bylaw)	Offence	Penalty
Section 4.21	Remain in day use area after 11:00 p.m.	\$50.00 \$500.00
Section 6.1	Unlawfully enter/remain in park	\$50.00 \$500.00
Section 7.1	Set, light, or maintain fire in unauthorized place	\$50.00 \$500.00
Section 7.3	Set, light, or maintain fire after signs/notices have been erected prohibiting same	\$50.00 \$500.00
Section 7.4	Leave fire unattended/allow to spread	\$50.00 \$500.00
Section 7.5	Deposit/dispose of hot coals/ashes etc. in unauthorized place	\$50.00 \$500.00
Section 7.6	Fail to extinguish fire etc. before leaving	\$50.00 \$500.00
Section 7.7	Remove firewood from a park	\$100.00 \$500.00
Section 8.1	Operate off-highway vehicle where prohibited	\$50.00 \$500.00
Section 8.2	Enter park when prohibited	\$50.00 \$500.00
Section 8.3	Parking in a manner or location that impedes traffic	\$50.00 \$500.00
Section 8.4	Exceed posted speed limit	\$50.00 \$500.00
Section 9.1(a)	Animal running at large	\$50.00 \$500.00
Section 9.1(b)	Animal in prohibited area	\$50.00 \$500.00
Section 9.7	Bring/allow horse/pony etc. unauthorized into the park	\$100.00 \$1,000.00
Section 10.1(a)	Deposit waste matter in unauthorized area of park	\$50.00 \$1,000.00
Section 10.1(b)	Deposit waste water or liquid waste in unauthorized area	\$250.00 \$1,000.00
Section 10.1(c)	Dispose of commercial/residential waste in park	\$50.00 \$1,000.00
Section 10.2	Fail to carry waste matter from areas in park without receptacles	\$50.00 \$1,000.00
Section 11.3	Attempt to enter park within 72 hours of removal from a park	\$100.00 \$500.00
Section 12.1	Discharging of firearm	\$100.00 \$1,000.00
Section 12.2	Improper storage of firearm	\$75.00 \$750.00

Section 12.3	Hang big game in park	\$500.00 \$50.00
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Note:

Every person who contravenes a section of the Municipal Parks Bylaw is guilty of an offence and liable to the penalty as set out above or, on summary conviction to a fine not exceeding two thousand dollars (\$2,000.00) or imprisonment for a term of not more than six (6) months or to both a fine and imprisonment (in accordance with Provincial Regulations).

PLANNING & DEVELOPMENT

Item	Amount	GST
Area Structure Plan	\$37.50 \$30.00 Hard Copy	Applicable
Area Structure Plan Amendment	\$2,875.00 \$2,300.00	N/A
Advertising & Notification Cost	\$125.00 \$100.00 Plus Cost of Postage \$137.00 Bylaw Amendment Sign – Full Cost Recovery	N/A
Communication Tower Application	\$6,000.00	Applicable
Compliance Request – Commercial/Industrial	\$106.25 \$85.00 Per Lot	Applicable
Compliance Request – Residential	\$75.00 \$60.00 Per Lot	Applicable
Development Agreement Fee	\$100.00/Agreement	Applicable
Development Permit – Commercial and Industrial – Discretionary Use	\$218.75 \$175.00	N/A
Development Permit – Commercial and Industrial – Discretionary Use with Variance	\$218.75 \$175.00	N/A
Development Permit – Commercial and Industrial – Permitted Use	\$143.75 \$115.00	N/A
Development Permit – Commercial and Industrial – Permitted Use with Variance	\$218.75 \$175.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use	\$131.25 \$105.00	N/A
Development Permit - Other than Commercial or Industrial – Discretionary Use with Variance	\$131.25 \$105.00	N/A
Development Permit - Other than Commercial or Industrial – Permitted Use	\$75.00 \$60.00	N/A
Development Permit - Other than Commercial or Industrial – Permitted Use with Variance	\$131.25 \$105.00	N/A

PLANNING & DEVELOPMENT CONT'D

Item	Amount	GST
Development Permit after Legal Counsel Intervention	Permit Cost Plus Legal Fee Cost	NA
Development Permit Revision	50% of Original Fee	N/A
Development Permit Time Extension	\$75.00 \$60.00	N/A
Development Prior to Development Permit Issuance	1 st Offence – 0.05% of development value \$290.00 Fine 2 nd Offence – 1% of development value \$575.00 Fine 3 rd Offence – 2% of development value \$1,150.00 Fine	N/A
Discharge of Caveat	\$12.50 \$10.00 Plus Cost of File Search	Applicable
File Search	\$100.00 per hour \$60.00	Applicable
General Municipal Standards Manual	\$75.00 \$60.00 Hard Copy	Applicable
Land Use Bylaw	\$75.00 \$60.00 Hard Copy	Applicable
Land Use Bylaw Amendment	\$1,006.25 \$805.00	N/A
Land Use Bylaw Rezoning	\$575.00 \$460.00	N/A
Lot Consolidation	\$575.00 \$460.00	N/A
Municipal Development Plan	\$75.00 \$60.00 Hard Copy	Applicable
Municipal Development Plan Amendment	\$2,875.00 \$2,300.00	N/A
Non Compliance with Development Agreement	\$1,000.00	N/A
Plan Reviews for Safety Codes, Development Permits, Subdivisions, Area Structure Plan, Land Use Bylaw Prior to Application.	\$100.00/hr	Applicable
Residential Sales Centre/Development Permit prior to registration of lot	\$500.00	Applicable
Return of Incomplete Application	\$100.00	Applicable

PLANNING & DEVELOPMENT CONT'D

Item	Amount	GST
Revised Letter of Compliance (within 3 months)	50% of Full Price	Applicable
Road Closure Bylaw	\$1,250.00 \$1,000.00	N/A
Rural Addressing Sign – required only after initial Rural Addressing Project is complete (required for all new rural yardsites, either at time of Subdivision or Development Permit approval, whichever occurs first) (Does not include installation)	Full Cost Recovery \$80.00	Applicable
Rush Compliance Request (1-3 Business Days)	Double Listed Price	Applicable
Rush – All Permits/Applications	\$1,000.00/application	Applicable
Subdivision and Development Appeal	\$362.50 \$290.00	N/A
Subdivision or Boundary Adjustment Application	\$1,006.25 plus \$287.50/lot created \$805 plus \$230/lot created	N/A
Subdivision Endorsement Fee	\$100.00/lot	Applicable
Subdivision Phased Registration Fee	\$550.00/phase	Applicable
Subdivision Re-Inspection Fee	Municipal Engineer's Fee Plus \$500 Administration Fee	N/A
Subdivision Revision Fee	\$1,000.00	Applicable
Subdivision Revision/Re-Advertising Fee	\$362.50 \$290.00	N/A
Subdivision Time Extension (Multi-Lot)	\$718.75 \$575.00	N/A
Subdivision Time Extension (Single Lot)	\$362.50 \$290.00	N/A
Street/Rural Address Change	\$250.00 \$200.00	Applicable
Tarp Shelter/Temporary Use/Bunkhouse	\$500.00/application	Applicable
Tarp Shelter/Temporary Use – Renewal per annum	Under 1,500 sq. ft - \$2,500 1,501-2,500 sq. ft - \$5,000 2,501-3,500 sq.ft - \$7,500 3,501-5,000 sq.ft - \$10,000 5,001-7,500 sq. ft - \$15,000 7,501-10,000 sq. ft - \$20,000 Over 10,000 sq. ft - \$25,000	Applicable

PLANNING & DEVELOPMENT CONT'D

Item	Amount	GST
Temporary Use/Bunkhouse – Renewal	1 st Renewal - \$2,500 2 nd Renewal - \$5,000 3 rd Renewal - \$7,500 All additional Renewals - \$10,000	Applicable
Written Zoning Confirmation Request	\$37.50 \$30.00 Per Lot	Applicable

Note: Stop Orders will be issued and delivered to the site and/or the individual(s) conducting unauthorized development requiring all construction to cease immediately and to remain ceased until such time as the necessary Development Permit has been applied for and approved.

PUBLIC WORKS

Item	Amount	GST
Dust Control Calcium Chloride	\$1,800.00 \$1,500.00 (Full 83% Cost Recovery)	Applicable
Dust Control for Seniors	\$600.00 \$500.00 (33% 28% Cost Recovery)	Applicable
Dust Control Purchased for Self-Application	\$0.30/litre	Applicable
Dust Control Purchased for Self-Application (Effective January 1, 2022)	\$0.32/litre	Applicable
Ground Penetrating Radar (GPR)	\$50.00/hr	Applicable
Hamlet Sidewalk Snow Removal / Sweeping	\$5.00/month*	N/A
Labour	\$40.00/hr (reg business hrs) \$65.00/hr (evenings/wknds)	Applicable
Self Filled Sandbags	\$2.00/bag (effective June 1, 2022)	Applicable
Senior/Handicapped Winter Snowplowing Indicator Sign	\$15.00	Applicable
Senior/Handicapped Snowplow Service Flag (Where the Senior/Handicapped person lives in a rural residence where all other persons, excluding spouse or dependent, residing on the property are also Senior Citizens or Handicapped persons)	No Charge	N/A
Winter Maintenance Snowplowing Service Flag (Effective February 1, 2023) (Effective January 1, 2022)	\$120.00 \$100.00 /up to ¼ mile (400m)	Applicable

PUBLIC WORKS CONT'D

Item	Amount	GST
Snowplow Service Flag Senior/Handicapped (Where the Senior/Handicapped person lives in a rural residence where all other persons, excluding spouse or dependent, residing on the property are also Senior Citizens or Handicapped persons) (Effective February 1, 2023) (Effective January 1, 2022)	\$50.00 \$40.00 /up to ¼ mile (400m)	N/A
TRAVIS Permits for Over Weight and Over Dimensional Vehicles on the following roads: <ul style="list-style-type: none"> • 88 Connector • Assumption (Chateh) • Fox Lake Road • Golf Course Road (High Level) • Heliport Road • Wadlin Lake Road • Watt Mountain Road (Hutch Lake) • Zama Access 	\$35.00 Non-Refundable	N/A
Winter Snowplowing Indicator Sign	\$15.00	Applicable
Winter Maintenance Snowplowing Service Flag	\$60.00/up to 1/4 mile (400m)	Applicable

Note: Hamlet Sidewalk Snow Removal / Sweeping fee will be included in the monthly water/sewer utility billing.

SAFETY CODES FEES

BUILDING PERMIT FEES

RESIDENTIAL/SFD/DUPLEX	HOMEOWNER	CONTRACTOR
Main Floor (basement included)	\$0.81/sq ft \$0.65/sq ft	\$0.69/sq ft \$0.55/sq ft
Additional Storey's	\$0.50/sq ft \$0.40/sq ft	\$0.38/sq ft \$0.30/sq ft
Garages (Attached/Detached)/Sheds (over 200 sq ft)	\$0.50/sq ft \$0.40 sq/ft	\$0.38/sq ft \$0.30/sq ft
Additions	\$0.63/sq ft \$0.50/sq ft	\$0.50/sq ft \$0.40/sq ft
Relocation of a Building on a Basement or Crawlspace	\$0.75/sq ft \$0.60/sq ft	\$0.63/sq ft \$0.50/sq ft
Placement of House/Modular/Mobile Home/Garage/Addition only	\$218.75 \$175.00	\$187.50 \$150.00
Major Renovations (Any Structural Change)	\$0.63/sq ft \$0.50/sq ft	\$0.50/sq ft \$0.40 sq ft

Fireplaces/Wood Burning Appliances	\$218.75 \$175.00	\$187.50 \$150.00
Decks (Greater Than 2 Feet Above Grade)	\$218.75 \$175.00	\$187.50 \$150.00
Minimum Residential Building Permit Fee	\$218.75 \$175.00	\$187.50 \$150.00

COMMERCIAL/ INDUSTRIAL/ INSTITUTIONAL/MULTI FAMILY
\$7.50 \$6.00 per \$1,000 of project value
Minimum fee is \$375.00 \$300.00
Notes: 1. Project value is based on the actual cost of material and labour. 2. Verification of cost may be requested prior to permit issuance.

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

ELECTRICAL PERMIT FEES

RESIDENTIAL INSTALLATIONS (New Single Family Dwellings)		
Square footage of area to be wired	HOMEOWNER	CONTRACTOR
Up to 1200	\$273.13 \$218.50	\$230.00 \$184.00
1201 to 1500	\$359.38 \$287.50	\$273.13 \$218.50
1501 to 2000	\$409.69 \$327.75	\$345.00 \$276.00
2001 to 2500	\$452.81 \$362.25	\$373.75 \$299.00
2501 to 3000	\$488.75 \$391.00	\$402.50 \$322.00
3001 to 3500	\$524.69 \$419.75	\$431.25 \$345.00
3501 to 4000	\$546.25 \$437.00	\$460.00 \$368.00
4001 to 5000	\$575.00 \$460.00	\$503.13 \$402.50

\$0.13 ~~\$0.10~~ per square foot over 5000

DESCRIPTION	HOMEOWNER	CONTRACTOR
Mobile/Modular Home Connection only	\$143.75 \$115.00	\$107.81 \$86.25
Temporary and Underground Services (125 amps or less)	\$143.75 \$115.00	\$107.81 \$86.25

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

OTHER THAN NEW NON-RESIDENTIAL AND RENOVATION (Additions and Farm Buildings)		
INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$0 – 300	\$123.99 \$99.19	\$107.81 \$86.25
\$301 – 500	\$140.53 \$112.42	\$122.19 \$97.75
\$501 – 1,000	\$157.05 \$125.64	\$136.56 \$109.25
\$1,001 – 1500	\$175.74 \$140.59	\$150.94 \$120.75
\$1,501 – 2,000	\$190.11 \$152.09	\$165.31 \$132.25
\$2,001 – 2,500	\$198.38 \$158.70	\$172.50 \$138.00
\$2,501 – 3,000	\$206.65 \$165.32	\$179.69 \$143.75
\$3,001 – 3,500	\$214.91 \$171.93	\$186.88 \$149.50

SAFETY CODES FEES CONT'D

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$3,501 – 4,000	\$223.18 \$178.54	\$194.06 \$155.25
\$4,001 – 4,500	\$238.05 \$190.44	\$207.00 \$165.60
\$4,501 – 5,000	\$244.66 \$195.73	\$212.75 \$170.20
\$5,001 – 5,500	\$262.85 \$210.28	\$228.56 \$182.85
\$5,501 – 6,000	\$276.08 \$220.86	\$240.06 \$192.05
\$6,001 – 6,500	\$286.00 \$228.80	\$248.69 \$198.95
\$6,501 – 7,000	\$297.56 \$238.05	\$258.75 \$207.00
\$7,001 – 7,500	\$310.79 \$248.63	\$270.25 \$216.20
\$7,501 – 8,000	\$322.36 \$257.89	\$280.31 \$224.25
\$8,001 – 8,500	\$333.94 \$267.15	\$290.38 \$232.30
\$8,501 – 9,000	\$345.51 \$276.41	\$300.44 \$240.35
\$9,001 – 9,500	\$358.74 \$286.99	\$311.94 \$249.55
\$9,501 – 10,000	\$370.30 \$296.24	\$322.00 \$257.60
\$10,001 – 11,000	\$380.23 \$304.18	\$330.63 \$264.50
\$11,001 – 12,000	\$393.45 \$314.76	\$342.13 \$273.70
\$12,001 – 13,000	\$405.03 \$324.02	\$352.19 \$281.75
\$13,001 – 14,000	\$418.25 \$334.60	\$363.69 \$290.95
\$14,001 – 15,000	\$428.16 \$342.53	\$372.31 \$297.85
\$15,001 – 16,000	\$438.09 \$350.47	\$380.94 \$304.75
\$16,001 – 17,000	\$452.96 \$362.37	\$393.88 \$315.10
\$17,001 – 18,000	\$466.19 \$372.95	\$405.38 \$324.30
\$18,001 – 19,000	\$476.10 \$380.88	\$414.00 \$331.20
\$19,001 – 20,000	\$487.68 \$390.14	\$424.06 \$339.25
\$20,001 – 21,000		\$435.56 \$348.45
\$21,001 – 22,000		\$438.44 \$350.75
\$22,001 – 23,000		\$449.94 \$359.95
\$23,001 – 24,000		\$460.00 \$368.00
\$24,001 – 25,000		\$471.50 \$377.20

Homeowner Price = %15 > Contractor Price

SAFETY CODES FEES CONT'D

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$25,001 – 26,000		\$480.13 \$384.10
\$26,001 – 27,000		\$491.63 \$393.30
\$27,001 – 28,000		\$501.69 \$401.35
\$28,001 – 29,000		\$513.19 \$410.55
\$29,001 – 30,000		\$521.81 \$417.45
\$30,001 – 31,000		\$530.44 \$424.35
\$31,001 – 32,000		\$537.63 \$430.10
\$32,001 – 33,000		\$546.25 \$437.00
\$33,001 – 34,000		\$556.31 \$445.05
\$34,001 – 35,000		\$563.50 \$450.80
\$35,001 – 36,000		\$572.13 \$457.70
\$36,001 – 37,000		\$579.31 \$463.45
\$37,001 – 38,000		\$587.94 \$470.35
\$38,001 – 39,000		\$596.56 \$477.25
\$39,001 – 40,000		\$603.75 \$483.00
\$40,001 – 41,000		\$613.81 \$491.05
\$41,001 – 42,000		\$621.00 \$496.80
\$42,001 – 43,000		\$629.63 \$503.70
\$43,001 – 44,000		\$638.25 \$510.60
\$44,001 – 45,000		\$645.44 \$516.35
\$45,001 – 46,000		\$654.06 \$523.25
\$46,001 – 47,000		\$661.25 \$529.00
\$47,001 – 48,000		\$671.31 \$537.05
\$48,001 – 49,000		\$679.94 \$543.95
\$49,001 – 50,000		\$687.13 \$549.70
\$50,001 – 60,000		\$760.44 \$608.35
\$61,001 – 70,000		\$843.81 \$675.05
\$70,001 – 80,000		\$925.75 \$740.60

SAFETY CODES FEES CONT'D

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$80,001 – 90,000		\$1,009.13 \$807.30
\$90,001 – 100,000		\$1,091.06 \$872.85
\$100,001 – 110,000		\$1,132.75 \$906.20
\$110,001 – 120,000		\$1,193.13 \$954.50
\$120,001 – 130,000		\$1,256.38 \$1,005.10
\$130,001 – 140,000		\$1,318.19 \$1,054.55
\$140,001 – 150,000		\$1,380.00 \$1,104.00
\$150,001 – 160,000		\$1,441.81 \$1,153.45
\$160,001 – 170,000		\$1,505.06 \$1,204.05
\$170,001 – 180,000		\$1,565.44 \$1,252.35
\$180,001 – 190,000		\$1,628.69 \$1,302.95
\$190,001 – 200,000		\$1,689.06 \$1,351.25
\$200,001 – 210,000		\$1,732.19 \$1,385.75
\$210,001 – 220,000		\$1,814.13 \$1,451.30
\$220,001 – 230,000		\$1,875.94 \$1,500.75
\$230,001 – 240,000		\$1,937.75 \$1,550.20
\$240,001 – 250,000		\$2,001.00 \$1,600.80
\$250,001 – 300,000		\$2,185.00 \$1,748.00
\$300,001 – 350,000		\$2,392.00 \$1,913.60
\$350,001 – 400,000		\$2,599.00 \$2,079.20
\$400,001 – 450,000		\$2,806.00 \$2,244.80
\$450,001 – 500,000		\$3,011.56 \$2,409.25
\$500,001 – 550,000		\$3,218.56 \$2,574.85
\$550,001 – 600,000		\$3,425.56 \$2,740.45
\$600,001 – 650,000		\$3,632.76 \$2,906.05
\$650,001 – 700,000		\$3,838.13 \$3,070.50
\$700,001 – 750,000		\$4,045.13 \$3,236.10
\$750,001 – 800,000		\$4,252.13 \$3,401.70

SAFETY CODES FEES CONT'D

INSTALLATION COST	HOMEOWNER	CONTRACTOR
\$800,001 – 850,000		\$4,459.13 \$3,567.30
\$850,001 – 900,000		\$4,664.69 \$3,731.75
\$900,001 – 950,000		\$4,871.69 \$3,897.35
\$950,001 – 1,000,000		\$5,078.69 \$4,062.95

Homeowner Fee = %15 > Contractor Fee

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

ANNUAL ELECTRICAL PERMIT PROCESS

An Annual Electrical Permit may be issued to an establishment that employs a full time qualified Electrician or hires an electrical contractor to perform minor electrical upgrades or renovations (an electrical project value of less than \$10,000.00) on the premises identified on the permit application. Installations over \$10,000.00 in job value require a separate electrical permit.

The establishment shall maintain a current and accurate two-year record of all electrical upgrades or renovations and shall make it available to Mackenzie County upon request. The establishment is responsible for the electrical work required to satisfactorily complete the electrical installation covered by the permit.

A single Annual Electrical Permit may be issued to cover all minor electrical upgrades or renovations performed during a full calendar year or for a lesser period of time when required. The permit fee shall be based on a full calendar year.

ANNUAL ELECTRICAL PERMIT FEES	
Rating of Establishment (KVA)	Fee
100 or less	\$431.25 \$345.00
101 to 2,500	\$431.25 \$345.00 plus \$18.75 \$15.00 per 100 KVA over 100 KVA
2,501 to 5,000	\$948.75 \$759.00 plus \$15.00 \$12.00 per 100 KVA over 2,500 KVA
5,001 to 10,000	\$1,380.00 \$1,104.00 plus \$11.25 \$9.00 per 100 KVA over 5,000 KVA
10,001 to 20,000	\$2,026.88 \$1,621.50 plus \$7.50 \$6.00 per 100 KVA over 10,000 KVA
Over 20,000	\$2,889.38 \$2,311.50 plus \$3.75 3.00 per 100 KVA over 20,000 KVA

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

GAS PERMIT FEES

RESIDENTIAL INSTALLATIONS, INCLUDING MOBILE HOMES AND FARM BUILDINGS		
Number of Outlets	HOMEOWNER	CONTRACTOR
1	\$122.19 \$97.75	\$107.81 \$86.25
2	\$105.94 \$120.75	\$122.19 \$97.75
3	\$179.69 \$143.75	\$105.94 \$120.75
4	\$224.25 \$179.40	\$186.89 \$149.50
5	\$280.31 \$224.25	\$234.31 \$187.45
6	\$309.06 \$247.25	\$260.31 \$205.85
7	\$336.38 \$269.10	\$280.31 \$224.25
8	\$362.25 \$289.80	\$301.88 \$241.50
9	\$392.44 \$313.95	\$327.75 \$262.20
10	\$421.19 \$336.95	\$350.75 \$280.60
11	\$438.44 \$350.75	\$365.13 \$292.10
12	\$457.13 \$365.70	\$380.94 \$304.75
13	\$474.38 \$379.50	\$395.31 \$316.25
14	\$494.50 \$395.60	\$412.56 \$330.05
15	\$511.75 \$409.40	\$426.94 \$341.55
16	\$533.31 \$426.65	\$444.19 \$355.35
17	\$550.56 \$440.45	\$458.56 \$366.85
18	\$569.25 \$455.40	\$474.38 \$379.50
19	\$586.50 \$469.20	\$488.75 \$391.00
20	\$606.63 \$485.30	\$506.00 \$404.80
Add \$18.75 \$15.00 per outlet over 20		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

GAS PERMIT FEES - RESIDENTIAL

RESIDENTIAL PROPANE TANK SET	HOMEOWNER	CONTRACTOR
Propane Tank Set	\$103.50 \$129.38	\$86.25 \$107.81
Additional Propane Tanks	\$15.00/tank \$18.75/tank	\$15.00/per tank \$18.75/tank
Temporary Heat	\$115.00 \$143.75	\$86.25 \$107.81

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

GAS PERMIT FEES - NON-RESIDENTIAL		
NON-RESIDENTIAL INSTALLATIONS		
BTU Input	HOMEOWNER	CONTRACTOR
0-100,000	Contractor Required	\$107.81 \$86.25
100,001-110,000	Contractor Required	\$122.19 \$97.75
110,001-120,000	Contractor Required	\$136.56 \$109.25
120,001-130,000	Contractor Required	\$179.69 \$143.75
130,001-140,000	Contractor Required	\$194.06 \$155.25
140,001-150,000	Contractor Required	\$208.44 \$166.75
150,001-170,000	Contractor Required	\$215.50 \$172.50
170,001-190,000	Contractor Required	\$222.81 \$178.25
190,001-210,000	Contractor Required	\$230.00 \$184.00
210,001-230,000	Contractor Required	\$237.19 \$189.75
230,001-250,000	Contractor Required	\$244.38 \$195.50
250,001-300,000	Contractor Required	\$251.56 \$201.25
300,001-350,000	Contractor Required	\$258.75 \$207.00
350,001-400,000	Contractor Required	\$273.13 \$218.50
400,001-450,000	Contractor Required	\$280.31 \$224.25
450,001-500,000	Contractor Required	\$287.50 \$230.00
500,001-550,000	Contractor Required	\$294.69 \$235.75
550,001-600,000	Contractor Required	\$301.88 \$241.50
600,001-650,000	Contractor Required	\$316.25 \$253.00
650,001-700,000	Contractor Required	\$330.63 \$264.50
700,001-750,000	Contractor Required	\$345.00 \$276.00
750,001-800,000	Contractor Required	\$359.38 \$287.50
800,001-850,000	Contractor Required	\$373.75 \$299.00
850,001-900,000	Contractor Required	\$388.13 \$310.50
900,001-950,000	Contractor Required	\$402.50 \$322.00
950,001-1,000,000	Contractor Required	\$416.88 \$333.50
Add \$10.00 \$8.00 for each 100,000 BTU (or portion thereof) over 1,000,000 BTU		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

GAS PERMIT FEES - NON-RESIDENTIAL

NON-RESIDENTIAL INSTALLATIONS		
TEMPORARY HEAT		
BTU Input	OWNER	CONTRACTOR
0 to 250,000	Contractor Required	\$86.25 \$107.81
250,001 to 500,000	Contractor Required	\$143.75 \$179.69
Over 500,000	Contractor Required	\$143.75 \$179.69 plus \$10.00 \$12.50 per 100,000 BTU (or portion thereof) over 500,000 BTU

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

REPLACEMENT GAS APPLIANCES		
BTU Input	OWNER	CONTRACTOR
0 to 400,000	Contractor Required	\$92.00 \$115.00
400,001 to 1,000,000	Contractor Required	\$172.50 \$215.63
Over 1,000,000	Contractor Required	\$5.00 \$6.25 plus \$172.50 \$215.63 per 100,000 BTU (or portion thereof) over 1,000,000 BTU

NON- RESIDENTIAL PROPANE TANK SET	HOMEOWNER	CONTRACTOR
Propane Tank Set	Contractor Required	\$86.25 \$107.81
Additional Propane Tanks	Contractor Required	\$15.00/per tank \$18.75/per tank
Gas/Propane Cylinder Refill Center	Contractor Required	\$172.50 \$215.63

Grain Dryer	\$287.50 \$359.38	\$287.50 \$359.38
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SAFETY CODES FEES CONT'D

PLUMBING PERMIT FEES

RESIDENTIAL INSTALLATIONS AND FARM BUILDINGS		
Number of Fixtures	HOMEOWNER	CONTRACTOR
1	\$122.19 \$97.75	See contractor fees
2	\$136.56 \$109.25	See contractor fees
3	\$150.94 \$120.75	See contractor fees
4	\$165.31 \$132.25	See contractor fees
5	\$179.69 \$143.75	See contractor fees
6	\$194.06 \$155.25	See contractor fees
7	\$201.25 \$161.00	See contractor fees
8	\$214.19 \$171.35	See contractor fees
9	\$235.75 \$188.60	See contractor fees
10	\$253.00 \$202.40	See contractor fees
11	\$267.38 \$213.90	See contractor fees
12	\$280.31 \$224.25	See contractor fees
13	\$293.25 \$234.60	See contractor fees
14	\$309.06 \$247.25	See contractor fees
15	\$322.00 \$257.60	See contractor fees
16	\$336.38 \$269.10	See contractor fees
17	\$352.19 \$281.75	See contractor fees
18	\$362.25 \$289.80	See contractor fees
19	\$378.06 \$302.45	See contractor fees
20	\$392.44 \$313.95	See contractor fees
Add \$10.00 \$8.00 for each fixture over 20		

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

PLUMBING PERMIT FEES

Number of Fixtures	CONTRACTOR	Number of Fixtures	CONTRACTOR
1	\$107.81 \$86.25	26	\$385.25 \$308.20
2	\$122.19 \$97.75	27	\$393.88 \$315.40
3	\$129.38 \$103.50	28	\$405.38 \$324.30
4	\$136.56 \$109.25	29	\$414.00 \$331.20
5	\$150.94 \$120.75	30	\$422.63 \$338.40
6	\$158.13 \$126.50	31	\$434.13 \$347.30
7	\$165.31 \$132.25	32	\$444.19 \$355.35
8	\$178.25 \$142.60	33	\$451.38 \$361.40
9	\$196.94 \$157.55	34	\$462.88 \$370.30
10	\$211.31 \$169.05	35	\$472.94 \$378.35
11	\$222.81 \$178.25	36	\$481.56 \$385.25
12	\$234.31 \$187.45	37	\$491.63 \$393.30
13	\$244.38 \$195.50	38	\$501.69 \$401.35
14	\$257.31 \$205.85	39	\$512.94 \$410.35
15	\$268.81 \$215.05	40	\$520.38 \$416.30
16	\$280.31 \$224.25	41	\$530.44 \$424.35
17	\$293.25 \$234.60	42	\$541.94 \$433.55
18	\$301.88 \$241.50	43	\$549.13 \$439.30
19	\$314.81 \$251.85	44	\$559.19 \$447.35
20	\$327.75 \$262.20	45	\$570.69 \$456.55
21	\$336.38 \$269.40	46	\$577.89 \$462.30
22	\$347.88 \$278.30	47	\$587.94 \$470.35
23	\$356.50 \$285.20	48	\$599.44 \$479.55
24	\$365.13 \$292.40	49	\$606.63 \$485.30
25	\$376.63 \$301.30	50	\$616.69 \$493.35

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

PLUMBING PERMIT FEES

Number of Fixtures	CONTRACTOR	Number of Fixtures	CONTRACTOR
51	\$625.31 \$500.25	76	\$819.38 \$655.50
52	\$632.50 \$506.00	77	\$825.13 \$660.40
53	\$639.69 \$511.75	78	\$833.75 \$667.00
54	\$646.88 \$517.50	79	\$843.81 \$675.05
55	\$656.94 \$525.55	80	\$851.00 \$680.80
56	\$665.56 \$532.45	81	\$853.88 \$683.40
57	\$671.31 \$537.05	82	\$858.19 \$686.55
58	\$679.94 \$543.95	83	\$861.06 \$688.85
59	\$687.13 \$549.70	84	\$865.38 \$692.30
60	\$695.75 \$556.60	85	\$868.25 \$694.60
61	\$701.50 \$561.20	86	\$874.00 \$699.20
62	\$710.13 \$568.40	87	\$876.88 \$701.50
63	\$718.75 \$575.00	88	\$881.19 \$704.95
64	\$725.94 \$580.75	89	\$886.94 \$709.55
65	\$733.13 \$586.50	90	\$888.38 \$710.70
66	\$740.31 \$592.25	91	\$891.25 \$713.00
67	\$750.38 \$600.30	92	\$895.56 \$716.45
68	\$757.56 \$606.05	93	\$901.31 \$721.05
69	\$764.75 \$611.80	94	\$904.19 \$723.35
70	\$771.94 \$617.55	95	\$908.50 \$726.80
71	\$780.56 \$624.45	96	\$912.81 \$730.25
72	\$789.19 \$631.35	97	\$917.13 \$733.70
73	\$794.94 \$635.95	98	\$918.56 \$734.85
74	\$803.56 \$642.85	99	\$922.88 \$738.30
75	\$810.75 \$648.60	100	\$927.19 \$741.75
Add \$1.25 \$1.00 for each fixture over 100			

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

SAFETY CODES FEES CONT'D

PRIVATE SEWAGE TREATMENT SYSTEMS

DESCRIPTION OF WORK	HOMEOWNER	CONTRACTOR
Holding Tanks	\$250.00 \$200.00	\$250.00 \$200.00
Fields, Mounds, Sand Filters, Treatment Tanks, Open Discharges, etc.	\$468.75 \$375.00	\$437.50 \$350.00

* SCC Levy is 4% of the permit fee with a minimum of \$4.50 and a maximum of \$560

PSDS must not be covered until inspection, if not it will be dug up at owner/contractors cost.

OTHER CHARGES AND PAYMENTS

Mackenzie County will collect all permit fees and no remuneration will be remitted to the contracted Safety Codes Agency until such time as the permit is closed in accordance with Mackenzie County's Quality Management Plan (QMP). The contracted Safety Codes Agency will invoice and return closed permits to the County on a monthly basis.

Charges for additional services are as follows:

DESCRIPTION OF SERVICE	HOURLY CHARGE
Appeal services	\$93.75 \$75.00
Audit Representation	No charge
Consultative Services	\$93.75 \$75.00
Emergency Services	\$156.25 \$125.00
Enforcement Services	No charge
Investigation Services	\$156.25 \$125.00
Public Works Complaints	No charge

SAFETY CODES FEES CONT'D

Additional Inspection Services

In addition to addressing the needs of Mackenzie County's Accreditation, the contracted Safety Codes Agency shall offer to the residents of the County additional Inspection Services.

These types of inspections may not be required under County Accreditation but are, none the less, important services Mackenzie County's residents need on a fairly regular basis. These fees shall be at a competitive rate and billed directly to the customer by the contracted Safety Codes Agency. The County will advise residents that these services are available from the contracted agency, and that they are also free to hire other private firms to complete their required inspections.

- Wood Stove Inspections,
- Progress Payment Inspections (Bank Inspections),
- Insurance Inspections,
- Electrical Equipment Approvals

MISCELLANEOUS

DESCRIPTION	FEE
Permit Cancellation – before plan review complete	Complete refund minus \$50
Permit Cancellation – after plan review complete	65% of permit fee
Amendments to Permit Application	Any additional fees shall be payable and any decrease in permit fees over \$20 shall be refunded
Permit Extension Requests	Shall be provided in writing and must contain reason for request and additional time requested. Permit extensions, where granted, shall be provided in writing.
Contractor's failure to obtain the proper permits, for the discipline in which they practice, prior to work commencement – due to negligence and/or repeat offences.	2 times the fee shown in the Fee Schedule Bylaw

SOLID WASTE

Section 1: Solid Waste Fees

Refer to Policy UT003 Solid Waste Transfer Station Collection of Refuse for guidelines on acceptable waste collection.

~~**Rates effective March 1, 2021.**~~

At Regional Landfill	
Current rate as set by the Mackenzie Regional Waste Management Commission	
At Transfer Station	
Household, Miscellaneous, Burnable Material & Construction/Renovation Waste	
Hamlet & Rural Residential Waste (up to three (3) bags)	\$5.00
Hamlet & Rural Residential Waste (up to six (6) bags)	\$10.00
Pickup Truck (partial or full load)	\$50.00
Pickup Truck with Trailer	\$200.00
Fees for Dumping Loads into 40 Yard Bins	
Dump Trailers (all sizes) using the dump able bins	\$275.00
Untarped loads <u>penalty</u> for commercial, construction, industrial and/or institutional material	\$100.00
Tandem or tridem axle trucks are to be directed to the regional landfill.	

Definitions:

- a) **“Burnable Material”** means branches and untreated wood product.
- b) **“Commercial waste”** means any waste generated from businesses such as, but not limited to, stores, garages, hotels, motels and restaurants.
- b) **“Construction/Demolition/Renovation waste”** means any material that comes from or goes into erecting, demolishing or repairing a structure (commercial builders, residential and farms). This includes, but is not limited to: tubs, toilets, insulation, lumber, drywall, windows, doors, flooring, carpeting, sinks, and such.
- c) **“Household waste”** means daily-generated waste such as, food scraps, tissues, kitchen waste, bathroom waste.
- d) **“Industrial waste”** means any waste generated from an industry such as forestry and energy.

- e) **“Institutional waste”** means waste generated from institutions such as hospitals, schools, long-term care facilities and lodges.
- f) **“Miscellaneous waste”** means loose or boxed waste generated from shop, yard, basement, house or garage cleanup. May contain items such as clothing, bedding/pillows, small furniture, lawn furniture and ornaments, car seats, plastic toys/pools, etc.

Note: Mackenzie County reserves the right to control the type and nature of refuse which may be deposited at the transfer station and no refuse may be deposited at the transfer station except in accordance with the transfer station operations manual.

Section 2: Residential Waste Collection – Hamlet of Fort Vermilion and La Crete

Rates in effect until December 31, 2020.

Residential Waste	Fees
Monthly Collection Waste	\$5.95 per month per residence
One-Time Use Refuse Bin Tags	\$1.50 per tag

Rates effective January 1, 2021. (La Crete Only)

Residential Waste	Fees
Monthly Collection Waste	\$10.00 per month per residence
One-Time Use Refuse Bin Tags	\$2.50 per tag

Rates effective April 1, 2023. (Fort Vermilion and La Crete)

Residential Waste	Fees
Monthly Collection Waste	\$20.00 per month per residence
One-Time Use Refuse Bin Tags	\$2.50 per tag

The fees are applicable to all residential properties identified in the County’s Hamlet Residential Waste Collection Bylaw.

Section 3: Penalties

Offence	Fine
Littering of waste to be disposed at the Waste Transfer Station or Landfill	\$1,000.00

TRAFFIC REGULATIONS

Traffic Regulation Bylaw Part 2: Parking

Section	Offence	Fine
Section 3(1)(a)	Prohibited Parking – Emergency Exit Door	\$500.00 \$50.00
Section 3(1)(b)	Prohibited Parking – Entrance to Emergency Service	\$500.00 \$50.00
Section 4(1)	Park in No Parking Zone Prohibited by Traffic Control Device	\$300.00 \$30.00
Section 4(2)	Park in No Parking Zone During Prohibited Times	\$300.00 \$30.00
Section 5 (2)	Park in No Parking Zone Prohibited by Temporary Traffic Control Device	\$300.00 \$30.00
Section 6	Stop in a No Stopping Zone Prohibited by Traffic Control Device	\$300.00 \$30.00
Section 7(2)	Park in a Disabled Person’s Parking Space	\$500.00 \$50.00
Section 8(2)	Park in Fire Lane	\$500.00 \$50.00
Section 9	Park an Unattached Trailer on Highway	\$300.00 \$30.00
Section 10	Park in Alley	\$300.00 \$30.00

Traffic Regulation Bylaw Part 3: Rules for Operation of Vehicles

Section	Offence	Fine
Section 11(1)	Drive Tracking Vehicle on Highway Without Authorization	\$1,000.00 + cost to repair \$100.00
Section 11(2)	Fail to Produce Tracked Vehicle Authorization	\$500.00 \$50.00

Traffic Regulation Bylaw Part 4: Controlled and Restricted Highways

Section	Offence	Fine
Section 14 13 (1)	Operate / Park Heavy Vehicle in Prohibited Area	\$750.00 \$75.00

Traffic Regulation Bylaw Part 5: Miscellaneous

Section	Offence	Fine
Section 15 14	Proceed Beyond Designated Point Near Fire	\$300.00 \$30.00
Section 16 15 (1)	Cause Damage to Street Furniture	Court

Section 16 15 (2)	Cause Damage to Highway	Court
Section 16 15 (3)	Damage Costs for Sections 15 14 (1) / 15 14 (2)	amount expended

Note:

Every person who contravenes a section of the Traffic Regulation Bylaw is guilty of an offence and shall forfeit and pay a penalty as set out above or on summary conviction to a fine not exceeding Two Thousand Dollars (\$2,000.00) and/or imprisonment for not more than six (6) months.

Off-Highway Vehicles Bylaw Offences

Section	Offence	Fine
Section 5 (d)	Contravenes Off-Highway Vehicles Bylaw (First Offence)	\$500.00 \$50.00
Section 5 (e)	Contravenes Off-Highway Vehicles Bylaw (Second Offence)	\$1,000.00 \$100.00

WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS

Water/Sewer Standard Rates

Rate Description	Water Rates	Sewer Rates
Rates for Metered Users	\$37.04/month plus \$3.43 per m ³ of consumption	\$31.52/month plus \$0.73 per m ³ of water consumption ⁽¹⁾
Rates for Cardlock Users (treated water)	\$3.43 per m ³ of consumption	\$0.73 per m ³ of water consumption ⁽²⁾
Rates for Cardlock Users (raw water)	\$2.56 per m ³ of consumption	N/A
High Level South Waterline	\$37.04/month plus \$3.43 per m ³ of consumption ⁽³⁾	N/A

Penalties

Penalty will be charged as per Policy FIN011 - Accounts Receivable / Utility Collection.

Rural Potable Water Line Rates – Tie-in Directly to the Trunk Line

Water/Sewer Standard Rates:

Rate Description	Water Rates	Sewer Rates	Lump Sum or Phased Rate
Rates for Metered Users CLASS A	\$37.04/month plus \$3.43 per m ³ of consumption	\$31.52/month ⁽¹⁾ plus \$0.73 per m ³ of water consumption	\$8,000 lump sum fee ⁽⁴⁾
Rates for Metered Users CLASS B	\$37.04/month plus \$3.43 per m ³ of consumption	\$31.52/month ⁽¹⁾ plus \$0.73 per m ³ of water consumption	\$133.34 per month ⁽⁴⁾

Class A applies to those that paid the fee in full for rural water tie-in directly to the trunk line either through a lump sum payment of \$8,000 or by paying the phased rate.

Class B applies to those that have not yet paid the fee for rural water tie-in directly to the trunk line. Through a phased rate, the rate is calculated to a maximum five-year period per tie-in.

⁽¹⁾Monthly sewer – fixed charge does not apply to customers that are not connected to the sewer collection system.

⁽²⁾Cardlock user bills reflect a combined rate of the water and sewer rates.

⁽³⁾Rate must reflect per agreements.

⁽⁴⁾Fee for rural water tie-in directly to the trunk line does not include the actual costs of service installation to the property line, a metering chamber and a meter, which must be paid prior to tie-in.

WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS CONT'D

*Monthly sewer rate of \$31.52 does not apply to customers that are not connected to the sewer collection system

**Fee for rural water tie-in directly to the trunk line does not include the actual costs of service installation to the property line, a metering chamber and a meter, which must be paid prior to tie-in

Fees and Deposits

Description	Fee Amount
Application fee for new account move in	\$75.00
Reconnection of account due to non-payment	\$50.00 plus \$200.00 Deposit
Deposit for connection of utilities – required for new renters	\$200.00
Fee for services required upon the request of the customer <u>within</u> the one (1) working day requirement (see Water & Sewer Services Bylaw)	\$50.00
Fee for hamlet water and/or sewer service tie-in	\$100.00
Fee for hamlet water and/or sewer main tie-in	\$500.00 plus cost of installation
Fee for rural water tie-in directly to the trunk line PLUS the actual costs of service installation to property line, a metering chamber and a meter	\$8,000.00
Fee for rural water lateral construction or tie-in to a lateral extension PLUS the actual costs of service installation to property line, a metering chamber and a meter	Cost recovery as determined for the specific areas and per Policy UT006 Municipal Rural Water Servicing – Endeavor to Assist
Deposit for Expression of Interest for construction of lateral waterline and servicing.	\$1,000 - Prior to October 1 \$2,000 – October 1 to project completion
Fee for rural water multi-lot subdivision PLUS the actual costs of service installation to property line, a metering chamber and a meter	\$2,800.00/lot
Fee for water meter testing. Refundable if variance of meter reading is greater than 3%.	\$100.00
Fee for County employee services during regular working hours required to construct, repair, inspect, or service where the responsibility for work was borne by the developer, consumer or corporation	\$75.00/hr (minimum 1 hr charge)

WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS CONT'D

Description	Fee Amount
Fee for after hour emergency call out of County employee for services born by the consumer	\$100.00/hr (minimum 1 hr charge)
Deposit for Cardlock	\$200.00 for residential \$500.00 for commercial
Replacement card for Cardlock cards	\$25.00
Lagoon Sewage Disposal Fees (agreement required)	\$25.00/Load-Single Axle Unit \$50.00/Load-Tandem Axle Unit \$75.00/Load-All units larger than tandem axle units including pup trailers
Frost Plate	5/8" - \$15.00 3/4" - \$18.00 1" - \$25.00

- (i) Deposits may be transferable from one service to another by the same consumer.
- (ii) The fee shall be retained by Mackenzie County and applied against any outstanding balance upon disconnection of the service. In the event there is no outstanding balance or service charges remaining on the account upon disconnection of the service, Mackenzie County shall refund money to the customer within forty (40) days.
- (iii) In any case money deposited with Mackenzie County as a guarantee deposit remains unclaimed for a period of five years after the account of the consumer so depositing has been discontinued, the amount of the deposit shall be transferred to the general revenue account of Mackenzie County.
- (iv) Mackenzie County remains liable to repay the amount of the deposit to the person lawfully entitled thereto for a period of ten years next following the discontinuance of the account but after the ten year period the deposit becomes the absolute property of Mackenzie County free from any claim in respect thereof.

Meter Fees

Size of Meter	Cost of Meter and Install
5/8"	\$440.00
3/4" Residential	\$490.00
3/4" Commercial	\$530.00
1"	\$570.00
1 1/2" and 2"	\$1,890.00
4"	\$2,900.00
6"	\$4,700.00

* 15% administrative fee is included in all meter costs.

WATER/SEWER RATES, PENALTIES, AND FEES AND DEPOSITS CONT'D

Fines for Water/Sewer

The voluntary payment, which may be accepted in lieu of prosecution for a contravention shall be the sum as set in the following table:

Description	Penalty
Failing to connect to Municipal Utility	\$5,000.00
Failing to provide grease, oil & sand traps & maintain catch basins	\$2,000.00
Interfering/Tampering with Municipal Utility	\$5,000.00
Operation or use of Municipal Utility without authorization	\$500.00
Failing to allow County staff or agent to enter premises	\$500.00
Failing to maintain water or sewer system	\$200.00
Failure to use proper material	\$500.00
Description	Penalty
Failure to install sewer backflow preventer	\$300.00
Failure to install cross connection control device	\$1,000.00
Failure to execute proper tapping or backfilling	\$500.00
Covering a water or sewer system prior to inspection	\$500.00
Failure to uncover a water or sewer system at the request of an authorized employee after it has been covered	\$1,000.00
Failure to report broken seal to County	\$100.00
Obstruction of Fire Hydrants/Valves	\$500.00
Illegal disposal of water	\$3,000.00
Illegal disposal in sewer or storm drainage system	\$5,000.00
Bringing sprayer equipment onto the potable water truckfill station (applicable to the Fort Vermilion location)	\$500.00

Note: A person who contravenes a provision of the Water and Sewer Bylaw is guilty of an offence and liable on summary conviction to the penalty as prescribed in this Bylaw or, on summary conviction to a fine not less than fifty (\$50.00) dollars and not more than five thousand (\$5,000.00) dollars, and in the event of a failure to pay the fine to imprisonment for a period not exceeding six (6) months.

3. Fees to neighboring local governments may be subject to mutual aid agreements.
4. This Bylaw shall come into force and effect upon receiving third reading.
5. This Bylaw repeals Bylaw ~~1194-20~~ 1246-21 Fee Schedule and any amendments thereto.

In the event that this bylaw is in conflict with any other bylaw, this bylaw shall have paramountcy.

READ a first time this ____ day of _____, 2023.

READ a second time this ____ day of _____, 2023.

READ a third time and finally passed this ____ day of _____, 2023.

Joshua Knelsen
Reeve

James Thackray
Chief Administrative Officer



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	January 24, 2023
Presented By:	Louise Flooren, Manager of Legislative & Support Services
Title:	Policy ADM060 - Social Media

BACKGROUND / PROPOSAL:

Administration has researched social media policies and procedures from other municipalities and drafted a policy to fit Mackenzie County needs.

OPTIONS & BENEFITS:

A copy of the draft policy is attached for review/approval.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

HR001 – Employee Code of Conduct
ADM052 – Electronic Access and Acceptable Use Policy

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

RECOMMENDED ACTION:

Recommendation Option 1:

Simple Majority Requires 2/3 Requires Unanimous

That a recommendation be made to Council to approve Policy ADM060 - Social Media as presented/amended.

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

Mackenzie County

Title	Social Media	Policy No:	ADM060
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Legislation Reference	<i>Freedom of Information and Protection of Privacy Act</i>
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Purpose

The purpose of this policy is to establish process, and designate roles and responsibilities for social media use for Mackenzie County. Social media will be used to inform ratepayers of County business, services and events.

Policy Statement

Mackenzie County supports the use of social media to further the strategic direction and goals of the organization. Social media is a tool that may be used to complement traditional communication and marketing methods. Mackenzie County recognizes that a social media presence contributes to the image of the County.

This policy sets out standards and principles for communicating in an online setting on behalf of the County. Additionally, the policy serves to protect the County's reputation and ensure there is a consistent and professional approach to how the corporation and its employees communicate County business to ratepayers via online forums and social media/networking sites.

Definitions

“Away message” a pre-set message that is sent to users in response to a direct message sent to a social media page outside of regular business hours.

“Users” members of the public on a social media platform who engage with others and react to content that is published.

“Direct Message” a private message exchanged between two users of a social media platform.

“Post” a display of content in an online environment.

“Social Media Platform” an online service or software platform that focuses on sharing and commentary by providing users with a profile and means to connect with the public in the form of text, images, audio and video, including but not limited to Facebook, Twitter and Instagram. A specific type of online service that enables users to build, integrate or facilitate community interaction and user-generated content.

“Social Media Designate” an employee who has been granted the authority to post to, monitor, and manage Mackenzie County’s social media platforms on a routine basis.

“Third Party Advertisements” advertisements that have been developed and/or published by an organization other than Mackenzie County, and do not directly relate to County business.

General Guidelines:

Adherence to the following guidelines should be maintained at all times while using the County’s social media platforms:

1. The Communications Coordinator will be appointed as the primary social media designate. In the absence of the Communications Coordinator, a secondary social media designate will be appointed to post to, monitor, and manage Mackenzie County’s social media accounts.
2. Social media designates will be responsible for managing, prioritizing, and formatting the content to be posted on the County’s social media platforms.
3. Messages posted on social media should be short and concise. A link directing users to an information source should be provided whenever possible. Information pertaining to County-specific business should include a link to the relevant source materials on the County’s website. Information taken from an external source should include a link to the original source material.
4. The County’s social media platforms will be monitored during the County’s regular business hours of Monday to Friday, 8:15 a.m. to 4:30 p.m., or as otherwise required by the Emergency Response Plan.
5. Where applicable, an automated away message should be set to send to users who attempt to contact the County through direct messaging outside of the County’s regular business hours of Monday to Friday, 8:15 a.m. to 4:30 p.m. The away message should include:

- a. a statement indicating that the social media platform in question is only monitored during the County's regular business hours;
 - b. the County's regular business hours;
 - c. the after-hours number to call if the request is urgent.
6. Mackenzie County employees may not represent the County using their personal social media accounts. Employees should make every reasonable effort to make it clear that any interactions on social media are carried out as private individuals.
 7. Mackenzie County will not comment, react to, or otherwise interact with other social media pages unless it is to share or promote relevant information as deemed appropriate by the social media designate.
 8. Employees are responsible for discussing any information intended for release to the public via social media with the appropriate director or manager before forwarding this information to the social media designate.
 9. When sending ad requests to the social media designate, staff must include their respective director/manager. Ads of any information that is intended for release to the public via social media should be approved by the director/manager.

Internal Use Guidelines:

1. Social media designates will be responsible for regularly reviewing comments and determining which comments warrant a response.
2. In general, only comments that ask a question that can be answered by directing the commenter to a particular publically available source of information should warrant a response. Responses may also be given to correct statements that include misinformation, directing the commenter to the source containing the correct information.
3. Responses should be written in plain language. Whenever possible bureaucratic or formal language and technical jargon should be avoided.
4. Professionalism should be maintained in all interactions. Social media designates should not engage in combative behavior.
5. Social media designates should consult with the department head if they are unsure of how to respond to questions, or if more information is needed.

Councillor Participation:

1. When participating in discussions on social media, Councillors are permitted to comment on County social media postings provided they have adequately considered how their response meets the goals/plan of this policy.
2. When commenting on County social media posts, Councillors may use their official Councillor title to appear clear and concise to users.

Public Use Guidelines:

1. Users of Mackenzie County's social media pages agree to participate at their own risk and will take personal responsibility for any information provided, and will be responsible for protecting their own privacy.
2. Mackenzie County reserves the right to delete comments that:
 - a. contain vulgar language or name-calling;
 - b. are personal attacks, offensive, or discriminatory;
 - c. contain spam, advertising, or include links to other sites;
 - d. are clearly off-topic and/or disruptive;
 - e. advocate illegal activity;
 - f. promote particular services, products, or political organizations;
 - g. infringe on copyrights or trademarks;
 - h. violate any of Mackenzie County's policies or bylaws
3. Where applicable, the ability for the public to post comments containing photos, videos, or other imagery on Mackenzie County's social media sites will be disabled. In the event that disabling this function is not an option, Mackenzie County reserves the right to immediately remove any such material if deemed inappropriate as outlined in this policy.
4. Upon the first offense of violating these guidelines, a user will be issued a warning via a private direct message indicating the violation.
5. If a user violates these guidelines a second time, they may be banned from interacting on Mackenzie County's social media page indefinitely.
6. A warning message issued to the user should include:

- a. a statement indicating that the user is in violation of the policy;
 - b. a copy of the offending comment;
 - c. a link to the policy with a reference to the section of the policy which the user has violated;
 - d. and reminder that a second offense will result in the user being banned from the platform indefinitely.
7. Any direct messages sent to users, including warning messages, will be considered received after 7 days, even if the message has not been marked as read.

Communication on Social Media:

1. Mackenzie County will be committed to responding to questions and concerns received through social media within two business days whenever possible.
2. Direct messages sent to social media accounts will be treated as general correspondence.
3. The social media designate will respond to comments and messages as appropriate and will direct users to the appropriate source for information, forms, documents, or online services.
4. Exchanges that require private information or that cannot be answered easily online should be taken out of social media and brought into a more traditional channel of communication such as an email, phone call, or in-person meeting, when appropriate.

External Sources of Information:

1. Any public postings containing information obtained from an external source; that is, information coming from a source other than Mackenzie County, should include a direct link to the source of that information.
2. Mackenzie County will not share third-party advertisements that are not of benefit or relevance to Mackenzie County residents. Any requests from external organizations asking Mackenzie County to participate in advertising for third parties should be reviewed by the social media designate in consultation with the CAO or designate. The social media designate and CAO or designate, will determine whether a third-party advertisement is deemed appropriate for dissemination on Mackenzie County's social media pages.

3. Ad copy for all third party advertisements, including infographics, illustrations, captions, or otherwise, must be authored by the third parties themselves, and provided to the social media designate, electronically. A link to more information on the subject matter of the advertisement must also be provided.
4. Any non-profit group may approach the social media designate to request an ad for public posting, ideally sharing from the group's social media page is preferred. An emailed poster or verbiage will also be considered for posting. Non-profit groups are well known groups within the Mackenzie County area offering assistance, activities or information pertinent to interested groups of people.

Establishing and Closing Social Media Accounts:

1. The CAO is responsible for approving the establishment or closure of any social media accounts.

Policy Enforcement:

1. The CAO is responsible for ensuring that this policy is enforced.

Related Policies/Procedures:

HR001 – Employee Code of Conduct

ADM052 – Electronic Access and Acceptable Use Policy

	Date	Resolution Number
Approved		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	January 24, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	Policy RESV25 – Fort Vermilion Fire Hall Reserve

BACKGROUND / PROPOSAL:

The County allocates funds to various reserves to assist in funding future asset upgrades, replacements, or when identified for new infrastructure. Council has identified the need to develop a reserve policy for funding towards structural upgrades to the existing building or location, or new development of the Fort Vermilion fire hall.

Administration has attached the proposed Policy RESV25 – Fort Vermilion Fire Hall Reserve for Councils review and approval.

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:

Motion #1

Simple Majority Requires 2/3 Requires Unanimous

That a recommendation be made to Council to approve Policy RESV25 - Fort Vermilion Fire Hall Reserve as presented/discussed.

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

Mackenzie County

Title	Fort Vermilion Fire Hall Reserve	Policy No.	RESV25
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Account Code	23 -765
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Purpose	<p>To establish a Fort Vermilion fire department fire hall building reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to fund capital expenditures for structural upgrades to the existing building or location, or new development of a fire hall building in Fort Vermilion.</p>
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Targeted Minimum Balance:	\$500,000
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Targeted Maximum Balance:	\$1,500,000
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Targeted Annual Contribution:	\$50,000
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Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the County.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to County council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
Approved		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	January 24, 2023
Presented By:	Jennifer Batt, Director of Finance
Title:	Policy RESV26 – La Crete & Area Fire Hall Reserve

BACKGROUND / PROPOSAL:

The County allocates funds to various reserves to assist in funding future asset upgrades, replacements, or when identified for new infrastructure. Council has identified the need to develop a reserve policy for funding towards structural upgrades to the existing building or location, or new development of La Crete & area fire halls.

Administration has attached the proposed Policy RESV26 – La Crete & Area Fire Hall Reserve for Councils review and approval.

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:

Motion #1

Simple Majority Requires 2/3 Requires Unanimous

That a recommendation be made to Council to approve Policy RESV26 – La Crete & Area Fire Hall Reserve as presented/discussed.

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

Mackenzie County

Title	La Crete & Area Fire Hall Reserve	Policy No.	RESV26
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Account Code	23 -766
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Purpose	<p>To establish a La Crete & area fire department fire hall building reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to fund capital expenditures for structural upgrades to the existing building or location, or new development of a fire hall building in La Crete & surrounding area.</p>
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Targeted Minimum Balance:	\$500,000
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Targeted Maximum Balance:	\$1,500,000
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Targeted Annual Contribution:	\$50,000
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Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the County.

2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to County council, a list indicating the current and previous year-end balances for this reserve will be provided.

3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
Approved		
Amended		
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Committee of the Whole Meeting
Meeting Date:	January 24, 2023
Presented By:	John Zacharias, Director of Utilities
Title:	Policy UT006 - Municipal Rural Water Servicing

BACKGROUND / PROPOSAL:

On November 16, 2022 Council meeting, a recommendation was made that the Municipal Rural Water Servicing Policy be brought back to Council for review and recommendation.

MOTION 22-11-829 **MOVED** by Councillor Wardley

That the Policy UT006 Municipal Rural Water Servicing Endeavour to Assist and related information be brought back to a future Council Meeting.

CARRIED

On February 11, 2014 Council approved the following to Fee Schedule Bylaw 937/14 for landowners that are **adjacent** to the waterline:

*\$8,000 fee for rural water tie-in directly to the trunk line
PLUS the actual costs of service installation to property line,
a metering chamber and a meter.*

Mackenzie County currently charges an \$8,000.00 Rural Water Tie-in fee, this is a cost recovery fee for the rural waterline. The \$8,000 may be paid in one lump sum prior to installation or at a phase rate of \$133.34 per month that is calculated to a maximum five-year period. An additional \$3,000 has to be paid prior to installation, this fee is for the meter pit and parts. Once approved the customer hires a contractor at their own cost to tie into Mackenzie County's main waterline and bring it to the property line.

Author: J. Schmidt **Reviewed by:** J Zacharias **CAO:** B Peters

On September 24, 2018 Council approved the Municipal Rural Water Servicing – Endeavor to Assist Policy UT006 for landowners that would require a **lateral** waterline.

MOTION 18-09-714

MOVED by Deputy Reeve Wardley

That Policy UT006 Municipal Rural Water Servicing – Endeavor to Assist be amended as presented.

CARRIED

The Municipal Rural Water Servicing – Endeavor to Assist Policy UT006 (attached) is advertised annually in January soliciting expressions of interest from the public. In the four times that administration has advertised this policy, only one expression of interest and deposit have been received. This deposit was returned as it was not feasible to complete with only one landowner interested.

OPTIONS & BENEFITS:

For review and recommendation should any amendments be required.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

Policy UT006 Municipal Rural Water Servicing

RECOMMENDED ACTION:

Motion 1:

Simple Majority Requires 2/3 Requires Unanimous

That the Municipal Rural Water Servicing Policy be received for information.

Author: J. Schmidt **Reviewed by:** J Zacharias **CAO:** B Peters

Mackenzie County

Title	Municipal Rural Water Servicing – Endeavor to Assist Policy	Policy No.	UT006
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Legislation Reference	Municipal Government Act
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Purpose:

Mackenzie County owns and operates multiple municipal water systems: Hamlet of Fort Vermilion, Hamlet of La Crete and Hamlet of Zama. Property owners residing or having a property outside of hamlet boundaries are desirous of gaining access to the municipal water systems. Mackenzie County desires to provide potable water to Mackenzie County rural ratepayers based on an acceptable financial arrangement that ensures all costs associated with the municipal water system improvements are reasonable and accounted for.

POLICY STATEMENT

This policy is designed to set forth a process that addresses the needs for the County's water distribution system future extensions within the County's rural communities.

Mackenzie County's rural water services to be delivered echoing the Water for Life goals:

- a) Safe, secure drinking water;
- b) Achieving healthy aquatic ecosystems;
- c) Reliable quality water supplies for a sustainable economy.

Mackenzie County will make their best efforts to encourage information sharing within the County's rural communities.

Through this Policy, the County's primary objective is to:

- promote expansion of the rural water distribution system through installation of new Lateral and Service Waterlines within service areas if feasible to do so and;
- to provide rural property owners with several Endeavor to Assist initiatives that may promote the expansion of the water distribution system.

DEFINITIONS

Connection – connection of the parcel of land to the County's water distribution system.

Connection Fee – a rural water tie in fee of \$8,000 paid to Mackenzie County as per the Fee Schedule Bylaw which is required when connecting to the County's water distribution system.

Customer – owner of the parcel of land connecting to the County's water distribution system.

Customer's Total Fees – total amount, as described within Part C – Financial Schedule of the Agreement, owed by the rural property owner for connecting to the County's water distribution system. The Fee includes the Deposit, Connection & the Rural Servicing Fees.

Deposit – is the amount of \$1,000 that is submitted to the County as part of the initial rural ratepayer's expression of interest which will all be applied to the rural property owner's Rural Servicing Fee; or the amount of \$2,000 paid to the County for rural ratepayers that did not submit a deposit before the September 30th deadline 50% of which will be applied to the rural property owner's Rural Servicing Fee with the other 50% being extra payment to Mackenzie County.

Lands – means the physical land that is located within the private property side as it relates to the County's servicing of potable water to the County's rural Customers.

Lateral Waterlines – are waterlines that extend from the County's Trunk Waterlines forming part of the County's water distribution network.

Project – to include all works and costs associated with the installation of Lateral Waterlines and Service Waterlines up to the property line.

Project Completion – is the time period that is associated with all improvements of the Project have been completed to the County's satisfaction.

Rural Servicing Fee – Customer's fee as set out in the Rural Potable Water Servicing Agreement which includes the Customer's portion of costs for construction of the Lateral Waterline; servicing from the Lateral Waterline up to the owner's property line; including the curb stop and meter chamber.

Service Waterlines – is a potable waterline connected to the County's water distribution system that services the rural property owners up to the private property line.

Trunk Waterlines – are the County's main waterline feeders distributing water from the County's water treatment plants through to the County's water distribution system.

GUIDELINE

1. Trunk Waterlines

Mackenzie County shall undertake construction of the Trunk Waterlines in the phases as described in this policy. The County will seek provincial and/or federal financial assistance to fund the Trunk Waterline improvements. The remaining amount may be funded through the general municipal tax and/or reserves, and the financial contributions generated from individual rural ratepayer's Rural Servicing Fees. A long term debenture may also be obtained subject to the County's policy and the regulated debt borrowing limit as established by the Municipal Government Act (MGA).

The routes of the main trunk waterlines will be subject to County Council formal approval for each of the following phases in consultations with municipal engineers and with an endeavor to achieve the most cost effective outcome:

- Phase I - From Hamlet of Fort Vermilion to Hamlet of La Crete
- Phase II - From Hamlet of La Crete - South (La Crete Saw Mill)
- Phase III - From Town of High Level – South (Ainsworth OSB Plant)
- Phase IV - From Hamlet of Fort Vermilion to Boyer
- Phase V - From Boyer to the Town of High Level
- Phase VI - From La Crete South Extension to Blue Hills

It is preferred that all municipal water lines, including Trunk and Lateral Waterlines, be constructed within the existing road allowances to avoid the need to obtain additional right-of-way or easements. Other options may be considered subject to the appropriate legal mechanism that shall be established in securing County's access to the waterlines during construction and subsequently for routine repair and maintenance; these must be registered against the applicable properties in Alberta Land Titles. No financial compensation shall be provided by the County to a property owner due to a utility right-of-way easement.

Construction of each Phase is subject to available budget as approved by Council on an annual basis.

2. Water Distribution System

The County Council will consider expanding its rural water distribution system on an annual basis, while guided in their decision-making by the following:

- a) budgetary consideration for that year;
- b) average cost per service for the service areas with the highest public demand;
- c) water distribution system capacity and;
- d) public demand from a service area.

3. Lateral Waterline Improvements

In order to encourage continuing expansion of the County's water distribution system within servicing areas, rural customers will be permitted to connect a Lateral Waterline extension to the County's Trunk Waterline system within this policy's guideline subject to Council's approval.

4. Customer's Water Service

The county rural water servicing will be limited to the trickle fill water distribution system. Trickle fill water distribution is a low-pressure system that continuously fills a water holding tank based on a preset amount of water the customer uses and is controlled by a float valve.

A rural connection will typically include the following:

- low pressure trickle, that continuously fills a water holding tank;
- a flow valve with a restricted flow of 1 gal/min (4.54 l/min) for residential & 2 gal/min for commercial;
- a water holding tank and pump are required for all service connections;
- the Customer shall be responsible for the supply and installation costs of a suitable holding tank (2- day supply is typically recommended), a pump and connections to the service pipe and building pipe network;

5. Program Advertised

The County will:

- solicit on encouraging public from service areas to submit expressions of interest with a September 30th deadline for responses;
- advise that consideration to construct will be in the subsequent year on receiving expression of interests;
- advise the public on the existence of the County's Rural Water Servicing Policy and the criteria required for Council to approve of a Project;
- advise that expression of interests to be presented to Council, must include the Deposit Fee from each of the property owners expressing their commitment on proceeding with the Project;
- advise the residents of the requirement that the County's Rural Potable Water Servicing Agreement must be executed prior to the County proceeding with the Project;
- present all received expressions of interest to Council received prior to the September 30th deadline and annual budget deliberations.

6. Program Approval Steps

The following list includes an example of key deadline dates that will assure the success of a Project moving forward in a timely manner:

January 15, 20XX	County advertises the program soliciting expressions of interest from the public.
September 30, 20XX	Submissions of interests and \$1,000 Deposits from residents of service areas are received by County. Rural ratepayers that wish to connect after the submission of interest deadline but no later than Project Completion will pay the deposit of \$2000. Those that live adjacent to the waterline but wish to connect after Project Completion will pay the full \$8000 connection fee plus Rural Servicing Fee.
October 31, 20XX	CAO presentation of the submissions of interests from service area residents for Council's consideration to proceed or deny the expansion of the water distribution system Project.
December 31, 20XX	Council approves the budget to proceed with the Project to expand the County's water distribution system to service the area considered by Council.
January 30, 20XX	Engineering firm authorized to proceed with the engineering design, estimates and project management.
March 1, 20XX	Preliminary engineering estimates provided.
March 31, 20XX	CAO presentation of engineering estimate for Council's consideration on Endeavor to Assist initiatives that may be considered for the Project.
May 1, 20XX	Rural ratepayers that have demonstrated their expression of interest are presented with the Rural Potable Water Servicing Agreement and will be required to complete all financial arrangements with the County by May 31 st .
May 31, 20XX	Rural ratepayers are to complete the execution of the Rural Potable Water Servicing Agreement. Those that are executing the Agreement and have not paid the \$1,000 Deposit, will now be required to pay \$2,000 as a non-refundable Deposit Fee.

June 30, 20XX	CAO presentation to Council for decision to proceed with Project with respect to the number of residents completing their requirement on signing of the Rural Potable Water Servicing Agreement.
July 15, 20XX	Call for Tenders.
August 15, 20XX	Subject to Council approval, Contractor is awarded the Contract to proceed with construction.
October 31, 20XX	Construction complete, and water system improvements commissioned.
December 31, 20XX	Project Final Report submitted.

7. Public Interest & Commitment

Public Request – The residents within a service area that display at least 70% of the rural property owners are committed to connect to the County’s water distribution system will be a serious contender for approval. The residents in the service area expressing their interest will be required to:

- a) Pay the Deposit and submission of interest to the County by September 30 deadline that includes the following:
- b) Grants to the County a blanket easement, if required, confirming the property owner will sign a formal easement agreement in favor of Mackenzie County for granting the County the right to;
 - i. provide for all construction needs in installation of the water servicing improvement &:
 - ii. where appropriate, provide the County with access for operations and maintenance purposes;
- c) Acknowledged that non-payment of the Rural Servicing Fee or future water servicing/consumption fees will result in transfer of the unpaid amounts to the property’s tax roll.

Agreement Term, this agreement shall continue to apply except to the extent that it is inconsistent with Mackenzie County utility bylaws, in which case the applicable bylaw provision shall prevail. This agreement shall terminate, and the Deposit be returned to the Customer following September 30th of the year that is two years following the execution of this agreement by the Customer and the County, if Mackenzie County has not commenced construction of the expansion of the water distribution system to the service area in which the Lands are located and which will provide potable water service to the Lands.

Fees to Connect - subject to Council approving of servicing areas, each rural ratepayer connecting to the County’s water distribution system will be required to pay Fees as levied in accordance with the Rural Potable Water Servicing Agreement.

Lateral Oversizing – Lateral Waterlines that are installed as part of the Project will have a minimum size of 50 millimeters (2 inches) in diameter with the cost of the Lateral Waterline forming part of the Customer Total Fee. The County, subject to Council approval, may contribute for oversizing to address the potential of future growth.

8. Construction within Easements

Preference is to construct the water distribution system on road rights-of-way however in some cases; easements may be required when crossing private properties;

No water lines will be constructed unless an easement, when required, is signed and registered against a property where the construction is to take place. Preference is to have blanket easements in place whenever possible. Blanket easement is done by description and is for a defined area of a property parcel;

Following a two-year warranty/maintenance period, the rural customer /landowner will be responsible for all maintenance costs of Land affected by the installation of the Lateral Waterline improvements;

Compensation for crops damaged will be accounted for under the Contractor's Project costs at a rate as per *Policy PW035 Crop Damage Compensation*.

9. Administrative Responsibilities

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

FEES

1. Rural Customer's Servicing Fee

The Rural Servicing Fee covers all Project costs associated with the Lateral Waterline and the following rural customer's Service Waterline improvements:

- Customer's Service Waterline from the County's water distribution system service connection up to and including;
- The curb-stop and metering chamber located in proximity of the property line;

Customers will be responsible for all costs associated with installation of the portion of Service Waterline located on private property. Customers will have the option of utilizing the County's Project Contractor to install the Service Waterline from the metering chamber to the private dwelling. County will include within the Project Contract Schedule, a provisional item that will carry the Service Waterline construction

costs of the Customer's private property portion. The arrangement for this option will be solely between the Contractor and property owner.

The Customer is responsible for all maintenance costs of the water Service Waterline portion located on private property.

2. Fees to Connect

The Connection Fee, in accordance with the County's Fee Schedule Bylaw, will be required prior to the connection to the County's water distribution system:

3. Usage Fee for Services

All Customers connected to the County's water distribution system shall be required to pay monthly water consumption fees as established in the County's Fee Schedule Bylaw.

4. Financial Arrangements

Financial arrangements for the construction of the Lateral and customer Service Waterlines will be required to ensure that all costs associated with the improvements are accounted for. The financial arrangements will require Council approval prior to proceeding with the construction of the waterline improvements.

ENDEAVOR TO ASSIST

Under this policy, Council may approve several costs saving initiatives that will favor rural property owners interested in connecting to the County's water distribution system. The following are examples of cost reduction initiatives that the County may consider for individual Projects:

1. Fee Reduction

Connection Fee, as per the County's Fee Schedule bylaw, charges \$8,000 to each new Customer to connect to the County's water distribution system. Council will endeavor to assist by charging a "one-time" fee of \$8,000 to be equally shared by the Customers that wish to connect to the water distribution system during the Project. Following the Project Completion, ratepayers interested in connecting to the County's water distribution system, will be required to apply for a Connection individually pay the full amount of the \$8,000 Connection Fee pursuant to the County's Fee Schedule Bylaw.

2. Engineering Costs

The County will fund the Project engineering and/or surveying costs dependent on budget.

3. Financial Arrangement Initiatives

Property owners will have the option of fully paying upfront or arranging private financing for their financial obligations to the project. The County will offer payment options with competitive rates leveraged through the Alberta Financing Authority and recovered similar to outstanding taxes that have been registered on the property. As long as the loan is not in default no additional interest penalties would accrue.

The following are financial initiatives that could be considered by Council for approval:

a) Lateral Oversizing

To ensure that water capacity is available for future growth, the County may fund the oversizing of Lateral Waterlines. Subject to Council approval, the County will establish an Endeavor to Assist financial arrangement that will impose a charge for future Customers connecting into the oversized Lateral Waterline. This will provide future Customers the assurance on the availability of adequate water capacity and will provide the County with an approved financial process to recover the funds invested into the Lateral Watermain oversizing.

b) Servicing Costs Financed

Customer, subject to Council approval, may request the County's assistance on providing financial arrangements to account for the Rural Servicing Fee costs. Financial arrangements will be performed on a per project case basis that will be led by the County's Finance Department. Some financing options could include:

i. Local Improvement Plan

The Local Improvement Plan is specifically an option that County residents, under the Municipal Government Act (MGA), have the legal right to petition Council requesting the County to proceed with the expansion of the water distribution system. The residents will have control on this initiative and are required to follow the rules as set out within the MGA.

ii. Improvement Plan Bylaw

A bylaw be adopted that would outline the project area and land locations of the interested Customers taking part in the program. Similar to the local improvement plan, but this only applies to those interested in connecting. The Bylaw will address future connections and Customer's Total Fees within the Project area.

c) Connection Deferral

The policy's guideline for a servicing area with at least 70% of the property owners committing to proceed with the program will be a consideration for approval. Each benefitting property owner will share equally in all costs of the construction of the Lateral and Service Waterline improvements. If a service area is approved to proceed without 100% commitment, the customers that connect prior to completion of the Installation of the water improvements will fund 100% of the Project. All rural property owners deferring their Connections to a date that follows the Project Completion, will be required to pay the total \$8000 Connection Fee in addition to the Rural Servicing Fee payable to the County prior to connecting to the County's water distribution system

	Date	Resolution Number
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