


MACKENZIE COUNTY

REGULAR COUNCIL MEETING

MARCH 27, 2019
10:00 AM

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

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Mackenzie County

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**Wednesday, March 27, 2019
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	3
ADOPTION OF PREVIOUS MINUTES:	3.	a) Minutes of the March 12, 2019 Regular Council Meeting	7
		b) Business Arising out of the Minutes	
DELEGATIONS:	4.	a) Grade 6 Class, Ridgeview Central School (10:30 a.m.)	
		b) Fort Vermilion RCMP – Statistics and Enhanced Policing Update (11:30 a.m.)	
		c) Terry Collier, efg Architects Ltd. – La Crete Home Care Cottages (1:00 p.m.)	33
		d)	
TENDERS:	5.	a) None	
PUBLIC HEARINGS:	6.	a) None	
GENERAL REPORTS:	7.	a) Disaster Recovery Program (DRP) Updates (Standing Item)	
		b)	

AGRICULTURE SERVICES:	8.	a)		
COMMUNITY SERVICES:	9.	a)	Policy ADM040 Mackenzie County Recreational Area	57
		b)		
FINANCE:	10.	a)		
OPERATIONS:	11.	a)		
UTILITIES:	12.	a)		
PLANNING & DEVELOPMENT:	13.	a)	Bylaw 1115-18 Municipal Reserve Closure Part of Plan 052 2360, Block 2, Lot 3MR (NW 3-106-15-W5M)	65
		b)	Bylaw 1116-18 Lane Closure Between Lots 1 & 3MR , Block 2, Plan 052 2360 (La Crete)	73
		c)	Vangard – Development Fees for Phase 4G in La Crete	83
		d)	Fort Vermilion – Peace River Flood Risk Assessment Final Report	107
		e)		
ADMINISTRATION:	14.	a)	Council Professional Development	111
		b)	Northwest Species at Risk Committee Annual Voting Membership Fees 2019	117
		c)	Caribou Update (Standing Item)	
		d)	RCMP Enhanced Policing Agreements	133
		e)	Reporting Committee Business to Council	149
		f)		

- COUNCIL COMMITTEE REPORTS:** 15. a) Council Committee Reports (verbal)
b) Municipal Planning Commission Meeting Minutes 151
c)
- INFORMATION / CORRESPONDENCE:** 16. a) Information/Correspondence 163
- CLOSED MEETING:** *Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure*
17. a) Union Negotiations (Standing Item) (s. 23, 24)
b) Property Tax Re-investment Negotiations (s. 16)
c)
- NOTICE OF MOTION:** 18. a)
- NEXT MEETING DATES:** 19. a) Regular Council Meeting
April 8, 2019
10:00 a.m.
Fort Vermilion Council Chambers
b) Regular Council Meeting
April 24, 2019
10:00 a.m.
Fort Vermilion Council Chambers
- ADJOURNMENT:** 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Minutes of the March 12, 2019 Regular Council Meeting

BACKGROUND / PROPOSAL:

Minutes of the March 12, 2019, Regular Council Meeting are attached.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

Approved Council Meeting minutes are posted on the County website.

POLICY REFERENCES:

Author: C. Gabriel Reviewed by: CG CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That the minutes of the March 12, 2019 Regular Council Meeting be adopted as presented.

Author: _____ Reviewed by: _____ CAO: _____

**MACKENZIE COUNTY
REGULAR COUNCIL MEETING**

**March 12, 2019
10:00 a.m.**

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

PRESENT: Josh Knelsen Reeve
Walter Sarapuk Deputy Reeve
Jacquie Bateman Councillor
Peter F. Braun Councillor
Cameron Cardinal Councillor
David Driedger Councillor
Eric Jorgensen Councillor (arrived at 10:02 a.m.)
Ernest Peters Councillor
Lisa Wardley Councillor

REGRETS: Anthony Peters Councillor

ADMINISTRATION: Len Racher Chief Administrative Officer
Byron Peters Deputy CAO
Fred Wiebe Director of Utilities
Doug Munn Director of Community Services
David Fehr Director of Operations
Bill McKennan Director of Finance
Carol Gabriel Director of Legislative & Support
Services/Recording Secretary
Grant Smith Agricultural Fieldman

ALSO PRESENT: Members of the public and the media.

Minutes of the Regular Council meeting for Mackenzie County held on March 12, 2019 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 19-03-121 MOVED by Councillor Wardley

That the agenda be approved as presented.

CARRIED

**MINUTES FROM
PREVIOUS
MEETING:**

3. a) Minutes of the February 27, 2019 Regular Council Meeting

MOTION 19-03-122

MOVED by Councillor E. Peters

That the minutes of the February 27, 2019 Regular Council Meeting be adopted as presented.

CARRIED

3. b) Business Arising out of the Minutes

None.

DELEGATIONS:

4. a) None

**GENERAL
REPORTS:**

7. a) CAO & Directors Report for February 2019

Councillor Jorgensen arrived at 10:02 a.m.

MOTION 19-03-123

MOVED by Councillor Braun

That the CAO and Directors reports for February 2019 be received for information.

CARRIED

**GENERAL
REPORTS:**

**7. b) Disaster Recovery Program (DRP) Updates
(Standing Item)**

MOTION 19-03-124

MOVED by Councillor Braun

That the disaster recovery program update be received for information.

CARRIED

**AGRICULTURE
SERVICES:**

8. a) None

COMMUNITY

9. a) Request to Waive Fire Invoice – William Wiebe

SERVICES:

MOTION 19-03-125 **MOVED** by Councillor E. Peters

That the fees for fire invoice # IVC026677 in the amount of \$1,868.00 be written off due to extenuating circumstances.

CARRIED

FINANCE: **10. a) Bylaw 1135-19 Honorariums & Expense Reimbursement**

Reeve Knelsen recessed the meeting at 10:45 a.m. and reconvened the meeting at 10:57 a.m.

MOTION 19-03-126 **MOVED** by Councillor Cardinal
Requires 2/3

That first reading be given to Bylaw 1135-19 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members as AMENDED.

CARRIED

MOTION 19-03-127 **MOVED** by Councillor Braun
Requires 2/3

That second reading be given to Bylaw 1135-19 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members.

CARRIED

MOTION 19-03-128 **MOVED** by Councillor Wardley
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1135-19 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members, at this meeting.

CARRIED UNANIMOUSLY

MOTION 19-03-129 **MOVED** by Councillor Jorgensen
Requires 2/3

That third reading be given to Bylaw 1135-19 being the Honorariums and Related Expense Reimbursement Bylaw for Councillors and Approved Committee Members.

CARRIED

TENDERS:

5. a) Roadside Mowing

MOTION 19-03-130

MOVED by Deputy Reeve Sarapuk

That the Roadside Mowing Tenders – Envelope #1 be opened.

CARRIED

Tenders Received:

Cross Country Mowing	All required documents enclosed.
Northwest Mowing	All required documents enclosed.
Basic Investment Corporation	All required documents enclosed.

MOTION 19-03-131

MOVED by Councillor Driedger

That the Roadside Mowing Tenders - Envelope #2 be opened for the qualified bidders.

CARRIED

		HL/Zama	RLN/FV	LC/ 88 Conn.	BHP/ Tompkins
Northwest Mowing	2019	\$122,000	\$71,000	\$50,000	\$32,500
	2020	60,000	72,000	105,000	70,000
	2021	128,000	76,000	55,000	36,000
	2022	70,347	79,979	113,110	75,202
	Total	380,347	298,979	323,110	213,702
Cross Country Mowing	2019	\$102,250	\$63,000	\$29,000	\$31,500
	2020	46,000	38,500	69,000	81,000
	2021	104,250	63,250	29,000	31,500
	2022	43,500	35,000	66,300	80,000
	Total	296,000	199,750	193,300	224,000
Basic Investment Corporation	2019	\$109,161.07	\$75,655.28	\$45,460.91	\$46,012.05
	2020	72,204.87	48,843.50	70,432.10	70,691.25
	2021	110,736.07	76,705.28	48,190.00	48,710.55
	2022	73,779.87	49,893.50	74,655.00	74,871.30
	Total	365,881.81	251,097.56	238,738.01	240,285.15

MOTION 19-03-132 **MOVED** by Councillor Braun

That the awarding of the Roadside Mowing contract be tabled to later in the meeting following administrative review.

CARRIED

TENDERS: **5. b) Line Painting**

MOTION 19-03-133 **MOVED** by Councillor Braun

That the Line Painting Tenders – Envelope #1 be opened.

CARRIED

Tenders Received:

624091 AB Ltd. O/A RanN Maintenance Western Division Lafrentz Road Marking	All required documents enclosed.
APLS	All required documents enclosed.
Marshall Lines (2014) 1823625 AB Ltd.	All required documents enclosed.
AAA Striping & Seal Coating Services	Not opened as per Motion 19-03-134

MOTION 19-03-134 **MOVED** by Councillor Bateman

That AAA Striping & Seal Coating Services tender not be opened due to not being able to fulfill their previous contract.

CARRIED

MOTION 19-03-135 **MOVED** by Councillor Driedger

That the Line Painting Tenders - Envelope #2 be opened for the qualified bidders.

CARRIED

	A	B	Total
624091 AB Ltd. O/A RanN Maintenance	\$45,202.80	\$78,487.00	\$123,689.80

Western Division			
Lafrentz Road	\$32,786.10	\$84,539.00	\$117,325.10
Marking			
APLS	\$35,225.44	\$59,536.60	\$94,762.04
Marshall Lines (2014)	\$25,744.37	\$62,747.66	\$88,491.97
1823625 AB Ltd.			

MOTION 19-03-136 **MOVED** by Councillor Braun

That the awarding of the Line Painting contract be tabled to later in the meeting following administrative review.

CARRIED

Reeve Knelsen recessed the meeting at 11:45 a.m. and reconvened the meeting at 12:33 p.m.

TENDERS:

5. c) Crack Filling

MOTION 19-03-137 **MOVED** by Councillor Driedger

That the Crack Filling Tenders – Envelope #1 be opened.

CARRIED

Tenders Received:

Federal Joint Sealing Co. of Canada Ltd.	All required documents enclosed.
APLS	All required documents enclosed.
Marshall Lines (2014) 1823625 AB Ltd.	All required documents enclosed.
Cross Lane Asphalt Maintenance Ltd.	All required documents enclosed.
AAA Striping & Seal Coating Services	All required documents enclosed.

MOTION 19-03-138 **MOVED** by Deputy Reeve Sarapuk

That the Crack Filling Tenders - Envelope #2 be opened for the qualified bidders.

CARRIED

Federal Joint Sealing Co. of Canada Ltd.	\$109,911.20
APLS	\$94,205.00
Marshall Lines (2014) 1823625 AB Ltd.	\$80,680.00
Cross Lane Asphalt Maintenance Ltd.	\$90,665.00
AAA Striping & Seal Coating Services	\$101,405.00

MOTION 19-03-139 **MOVED** by Councillor Driedger

That the awarding of the Crack Filling contract be tabled to later in the meeting following administrative review.

CARRIED

MOTION 19-03-140 **MOVED** by Deputy Reeve Sarapuk

That the Roadside Mowing contract be awarded to the lowest qualified bidder(s) while staying within budget.

CARRIED

FINANCE: **10. b) Bylaw 1136-19 Tax Penalties**

MOTION 19-03-141 **MOVED** by Councillor Wardley
Requires 2/3

That Bylaw 1136-19 being the tax penalties bylaw for Mackenzie County be TABLED for further information and that administration review options of extending the penalty date to July 5th.

CARRIED

FINANCE: **10. c) Bylaw 1137-19 Borrowing – Rehabilitation and Paving Highway 88 Connector**

MOTION 19-03-142 **MOVED** by Councillor Driedger
Requires 2/3

That first reading be given to Bylaw 1137-19 being the borrowing bylaw for the Highway 88 Connector Project.

CARRIED

PUBLIC HEARINGS: **6. a) Bylaw 1130-19 Land Use Bylaw Amendment to Rezone NW 32-109-13-W5M from Agricultural “A” to Rural Industrial – General “RIG” (12 Mile Corner)**

Reeve Knelsen called the public hearing for Bylaw 1130-19 to order at 1:00 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1130-19 was properly advertised. Byron Peters, Deputy CAO, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Deputy CAO, presented the Bylaw and indicated that first reading was given on February 12, 2019.

Mackenzie County received a request to rezone NW 32-109-13-W5M from Agricultural "A" to Rural Industrial – General "RIG" in order to accommodate a farm equipment dealership, bulk fuel station, public utility, and/or agricultural supply depot.

The Mackenzie County Land Use Bylaw has been revised several times over the years. The Land Use Bylaw previously allowed for commercial and industrial uses in the Agricultural "A" district. In the current Land Use Bylaw, it no longer allows for commercial/industrial uses. Therefore, a rezoning application is required.

On March 22, 1995, a development permit was issued for this parcel of land for the uses of a convenience store and a fuel station. An adjacent landowner appealed the development permit approval but the approval was upheld. After the appeal, the previous landowner sold the property to the current landowner. No development occurred with the approved development permit as the developer has 12 months from the date of approval to commence construction before expiration. The development permit then expired.

The current developer then applied to rezone from Agricultural "A1" to Highway Development "HD" in 2005. At the December 13, 2005 Council Meeting, the rezoning application passed first reading. On December 19, 2005, the applicant received a letter from the Municipal District of Mackenzie requesting an Area Structure Plan before the second and third reading. Alberta Transportation also required an Area Structure Plan in order to approve an access to the future subdivision with the new zoning; Highway Development. The applicant didn't meet this requirement therefore, the first reading motion expired in 2007.

The applicant is now requesting to rezone the whole quarter section. The applicant does not have a timeline for development or a shadow plan for the proposed rezoning. He would like to wait until the land is successfully rezoned before committing to a design.

The developer is willing to work with Alberta Transportation and Mackenzie County in order to meet all development requirements. He has also offered to work with the adjacent landowners in order to create a complimentary commercial area. To our knowledge the applicant has not yet consulted with anyone other than the municipality.

The applicant is also open to selling the quarter section to Mackenzie County, in order for the municipality to be able to better guide future development in the area as he purchased the quarter section for the commercial/business potential.

Council needs to take into consideration future servicing of the area. The two (2) industrial/commercial quarters can become fully developed over the coming years which means additional servicing. The County would be required to take over the internal roads which means more maintenance. Also future lot sizes need to be addressed and the feasibility of sewer systems and water. This would mean that the County should facilitate the creation of a joint area structure plan for the 12 mile area in conjunction with the current developers.

Reeve Knelsen asked if Council has any questions of the proposed plan cancellation and consolidation. *Council had the following questions or comments:*

- Has the County entertained buying the quarter? We haven't received a price and no direction was given by Council to pursue it.*
- Did we not just rezone an adjacent quarter to the same zoning? Yes directly to the north for the purpose of a truck stop type development.*

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1130-19. No submissions were received.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1130-19. There was no one was present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1130-19 at 1:04 p.m.

MOTION 19-03-143 MOVED by Councillor Wardley

That second reading be given to Bylaw 1130-19 being a Land Use Bylaw Amendment to rezone NW 32-109-13-W5M from Agricultural “A” to Rural Industrial – General “RIG”.

CARRIED

MOTION 19-03-144 MOVED by Deputy Reeve Sarapuk

That third reading be given to Bylaw 1130-19 being a Land Use Bylaw Amendment to rezone NW 32-109-13-W5M from Agricultural “A” to Rural Industrial – General “RIG”.

CARRIED

PUBLIC HEARINGS: 6. b) Bylaw 1131-19 Land Use Bylaw Amendment to Rezone Plan 102 6366, Block 38, Lot 21 from Recreation 1 “REC1” to Hamlet Residential 2 “H-R2” (La Crete)

Reeve Knelsen called the public hearing for Bylaw 1131-19 to order at 1:05 p.m.

Reeve Knelsen asked if the public hearing for proposed Bylaw 1131-19 was properly advertised. Byron Peters, Deputy CAO, answered that the bylaw was advertised in accordance with the Municipal Government Act.

Reeve Knelsen asked the Development Authority to outline the proposed Land Use Bylaw Amendment. Byron Peters, Deputy CAO, presented the Bylaw and indicated that first reading was given on February 12, 2019.

Mackenzie County received a request to rezone Plan 102 6366, Block 38, Lot 21 from Recreation 1 “REC1” to Hamlet Residential 2 “H-R2”. The applicant would like to build a four unit Dwelling – Row with attached garages on this parcel of land.

The location of this proposed rezoning is on the west side of La Crete near Ridgeview School. The subject lot is currently zoned Recreation 1 “REC1”, which permits accessory building, exhibition grounds, park, private club, recreation service (indoor) and retail – convenience. The applicant would prefer to build a Dwelling –

Row as opposed to a retail - convenience. Hamlet Residential 2 "H-R2" is the only Hamlet zoning that has this built form as a permitted use.

The land use district that surrounds this piece of land is Hamlet Residential 1B. Within this land use district, permitted uses include an accessory building, dwelling – single family, garage – attached, garage – detached and secondary suite. A dwelling – row is not a discretionary use in this district.

The land use district Hamlet Residential 2 "H-R2" is within this neighbourhood one street to the North where the 55+ condominiums are. The applicant believes that this building type will work within the neighbourhood as there are already a mix of uses within it.

The Municipal Development Plan has residential objectives to guide development. One objective is:

- *Section 6.6.3 - Identify multi-family housing sites and accommodate a range of housing types and densities.*

Reeve Knelsen asked if Council has any questions of the proposed plan cancellation and consolidation. Council expressed the following concerns/comments:

- *Room for sidewalks*
- *Parking due it being a corner lot. As well as backing out onto the street. The Land Use Bylaw outlines the parking requirements.*
- *A lot of children in this area due to the park.*
- *The developer has indicated that he could potentially build a store with living quarters upstairs.*
- *The developer has no interest in a single family lot.*
- *Any development on this parcel will be an issue.*

Reeve Knelsen asked if any submissions were received in regards to proposed Bylaw 1131-19. One written submission was received from Tracey Siemens in opposition to the rezoning. A copy of the letter is attached.

Reeve Knelsen asked if there was anyone present who would like to speak in regards to the proposed Bylaw 1131-19. There was no one was present to speak to the proposed bylaw.

Reeve Knelsen closed the public hearing for Bylaw 1131-19 at 1:17 p.m.

MOTION 19-03-145 **MOVED** by Councillor Bateman

That second reading be given to Bylaw 1131-19 being a Land Use Bylaw Amendment to rezone Plan 102 6366, Block 38, Lot 21 from Recreation 1 "REC1" to Hamlet Residential 2 "H-R2".

CARRIED

MOTION 19-03-146 **MOVED** by Councillor Bateman

That third reading be given to Bylaw 1131-19 being a Land Use Bylaw Amendment to rezone Plan 102 6366, Block 38, Lot 21 from Recreation 1 "REC1" to Hamlet Residential 2 "H-R2".

CARRIED

FINANCE: **10. d) Policy FIN009 Payment, Refund and Cancellation of Taxes**

MOTION 19-03-147 **MOVED** by Councillor Braun

That Policy FIN009 Payment, Refund and Cancellation of Taxes be TABLED for further information.

CARRIED

FINANCE: **10. e) Policy FIN021 Account Code Structure**

MOTION 19-03-148 **MOVED** by Councillor Braun

That Policy FIN021 Account Code Structure be RESCINDED.

CARRIED

FINANCE: **10. f) 2018 Budget Update and Surplus Disposition**

MOTION 19-03-149 **MOVED** by Councillor Braun
Requires 2/3

That Offsite Levies/Frontage revenues in 2018 of \$48,060 be contributed to the Off-Site Levy Reserve.

CARRIED

MOTION 19-03-150 **MOVED** by Deputy Reeve Sarapuk
Requires 2/3

That Gravel Aggregate revenue in 2018 of \$44,089 be contributed

to the Gravel Reclamation Reserve.

CARRIED

MOTION 19-03-151
Requires 2/3

MOVED by Councillor Wardley

That Municipal Reserve revenue in 2018 of \$86,410 be contributed to the Municipal Reserve.

CARRIED

MOTION 19-03-152
Requires 2/3

MOVED by Councillor Jorgensen

That \$626,779 be contributed in 2018 as follows:

- \$459,879 to the General Operating Reserve to fund 2018 carry forward Non -TCA projects,
- \$166,900 to the General Operating Reserve to fund 2018 carry forward amounts for Capital Grants to the Town of High Level.

CARRIED

MOTION 19-03-153
Requires 2/3

MOVED by Deputy Reeve Sarapuk

That \$695,470 be contributed in 2018 to the General Operating Reserve to fund carry forward amounts from previous years for Capital Grants to the Town of High Level.

CARRIED

MOTION 19-03-154
Requires 2/3

MOVED by Councillor Wardley

That \$330,000 be contributed in 2018 to the General Operating Reserve to be allocated to fund the Zama Road Frost Heaves at \$300,000 and Airport Operations Safety Manuals at \$30,000.

CARRIED

Councillor Jorgensen stepped out of the meeting at 1:33 pm

MOTION 19-03-155
Requires 2/3

MOVED by Councillor Braun

That \$672,000 in 2018 be contributed to the Water/Sewer Infrastructure Reserve.

CARRIED

Councillor Jorgensen rejoined the meeting at 1:34 p.m.

MOTION 19-03-156
Requires 2/3

MOVED by Councillor E. Peters

That the balance of the 2018 Operating surplus be contributed to the General Operating Reserve & General Capital Reserve on a 50-50 basis.

CARRIED

MOTION 19-03-157
Requires 2/3

MOVED by Councillor Driedger

That the 2018 TCA projects detailed in Appendix #1 (attached), with over expenditures totaling \$25,327, be funded from the General Capital Reserve.

CARRIED

MOTION 19-03-158
Requires 2/3

MOVED by Deputy Reeve Sarapuk

That the 46 Ave Pavement Project budget be increased by \$147,500 with the necessary funding coming from the General Capital Reserve.

CARRIED

MOTION 19-03-159
Requires 2/3

MOVED by Councillor Braun

That the Municipal Sustainability Initiative (MSI) funding allocations be amended, with the funding coming from the General Capital Reserve for the following projects:

- Information Technology Network Equipment - \$28,727
- Main Lift Station Meter -\$11,960
- Parks Storage Shed - \$26,500

CARRIED

MOTION 19-03-160
Requires 2/3

MOVED by Councillor Cardinal

That the Main Lift Station Grinder Project current funding in the amount of \$10,244 from Other Grants be amended to General Capital Reserve.

CARRIED

OPERATIONS: 11. a) None

UTILITIES: 12. a) Water North Coalition Water/Wastewater Questions

MOTION 19-03-161 **MOVED** by Councillor Wardley

That the following items be brought to the Water North Coalition as items to advocate for:

- Grant funding be made available for new rural and urban water distribution systems.
- Collaboration between Provincial and Federal Governments regarding water regulations and water and wastewater improvements for First Nations.
- Water Act interpretation.

CARRIED

PLANNING & DEVELOPMENT: 13. a) Bylaw 1133-19 Land Use Bylaw Amendment to Rezone Part of Plan 782 0147, Block 14 from Institutional "I" to Hamlet Residential 2 "H-R2" (La Crete)

MOTION 19-03-162 **MOVED** by Councillor Jorgensen

That first reading be given to Bylaw 1133-19 being a Land Use Bylaw Amendment to rezone Part of Plan 782 0147, Block 14 from Institutional "I" to Hamlet Residential 2 "H-R2", subject to public hearing input.

CARRIED

Reeve Knelsen recessed the meeting at 1:44 p.m. and reconvened the meeting at 1:58 p.m. with all members present with the exception of Councillor Jorgensen.

PLANNING & DEVELOPMENT: 13. b) Bylaw 1134-19 Lane Closure Plan 142 0594, Block 34, Lot 8 and Lot 9 (La Crete)

MOTION 19-03-163 **MOVED** by Councillor Bateman

That first reading be given to Bylaw 1134-19 being a Road Closure Bylaw to close the land between Plan 142 0594, Block 34, Lot 8 and Lot 9 for the purpose of consolidation, subject to a ten foot fenced walkway and public hearing input.

CARRIED

Councillor Jorgensen rejoined the meeting at 2:03 p.m.

**PLANNING &
DEVELOPMENT:**

**13. c) Bylaw 1138-19 Inter-municipal Collaborative
Framework with County of Northern Lights**

MOTION 19-03-164

MOVED by Councillor Wardley

That first reading be given to Bylaw 1138-19, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with the County of Northern Lights.

CARRIED

MOTION 19-03-165

MOVED by Councillor Braun

That second reading be given to Bylaw 1138-19, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with the County of Northern Lights.

CARRIED

MOTION 19-03-166
Requires Unanimous

MOVED by Councillor Bateman

That consideration be given to go to third reading of Bylaw 1138-19, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with the County of Northern Lights.

CARRIED UNANIMOUSLY

MOTION 19-03-167

MOVED by Councillor Braun

That third reading be given to Bylaw 1138-19, being a bylaw of Mackenzie County to establish the Inter-municipal Collaboration Framework (ICF) with the County of Northern Lights.

CARRIED

**PLANNING &
DEVELOPMENT:**

13. d) 100A Street – Future Main Street Widening (La Crete)

MOTION 19-03-168

MOVED by Councillor Braun

That the 100A Street future main street widening be referred to the Municipal Planning Commission for review and consideration of the following and that their recommendations be brought back

to Council:

- Road Corridor Width
- Current and Future Setbacks

CARRIED

**PLANNING &
DEVELOPMENT:**

13. e) Industrial Lands Review for La Crete and Surrounding Area

MOTION 19-03-169

MOVED by Councillor Bateman

That Mackenzie County proceed with stakeholder and community engagement to identify rural industrial lands neighbouring the hamlet of La Crete.

CARRIED

**PLANNING &
DEVELOPMENT:**

13. f) Power Generation Strategy Study – Funding

MOTION 19-03-170
Requires 2/3

MOVED by Councillor Wardley

That the 2019 Budget be amended to include a grant in the amount of \$17,500 to the Regional Economic Development Initiative (REDI) for the Power Generation Strategy Study.

CARRIED

ADMINISTRATION:

14. a) Bylaw 1139-19 Smoke Management

MOTION 19-03-171

MOVED by Councillor Wardley

That the draft smoke management bylaw be redrafted with the following:

- No burning within the white zone (agricultural land) without a permit. No burning between November 1st and February 28th.
- No burning within the green zone within 10 miles of a major roadway without a permit.

CARRIED

Reeve Knelsen recessed the meeting at 3:09 p.m. and reconvened the meeting at 3:19 p.m. with all members present with the exception of Councillor Jorgensen.

MOTION 19-03-172 **MOVED** by Councillor Wardley

That the Line Painting contract be awarded to the lowest qualified bidder while staying within budget.

CARRIED

MOTION 19-03-173 **MOVED** by Councillor Driedger

That the Crack Filling contract be awarded to the lowest qualified bidder while staying within budget.

CARRIED

FINANCE: **10. b) Bylaw 1136-19 Tax Penalties**

MOTION 19-03-174 **MOVED** by Councillor Braun

That first reading be given to Bylaw 1136-19 being the tax penalties bylaw for Mackenzie County as AMENDED.

CARRIED

MOTION 19-03-175 **MOVED** by Councillor Wardley
Requires 2/3

That second reading be given to Bylaw 1136-19 being the tax penalties bylaw for Mackenzie County.

CARRIED

MOTION 19-03-176 **MOVED** by Councillor E. Peters
Requires Unanimous

That consideration be given to go to third reading of Bylaw 1136-19 being the tax penalties bylaw for Mackenzie County.

CARRIED UNANIMOUSLY

MOTION 19-03-177 **MOVED** by Councillor Wardley
Requires 2/3

That third reading be given to Bylaw 1136-19 being the tax penalties bylaw for Mackenzie County.

CARRIED

FINANCE: **10. d) Policy FIN009 Payment, Refund and Cancellation of Taxes**

MOTION 19-03-178 **MOVED** by Councillor Braun

That Policy FIN009 Payment, Refund and Cancellation of Taxes be amended as presented.

CARRIED

ADMINISTRATION: **14. b) Caribou Update (Standing Item)**

MOTION 19-03-179 **MOVED** by Councillor Braun

That the caribou update be received for information.

CARRIED

ADMINISTRATION: **14. c) Resource Communities of Canada Coalition**

MOTION 19-03-180 **MOVED** by Deputy Reeve Sarapuk

That the Resource Communities of Canada Coalition be received for information.

CARRIED

Councillor Jorgensen rejoined the meeting at 3:28 p.m.

ADMINISTRATION: **14. d) Council Workshop**

MOTION 19-03-181 **MOVED** by Councillor Driedger

That a Council workshop be scheduled for March 26, 2019 at 1:00 p.m.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:** **15. a) Council Committee Reports (verbal)**

MOTION 19-03-182 **MOVED** by Councillor Cardinal

That the Council Committee reports be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. b) Municipal Planning Commission Meeting Minutes

MOTION 19-03-183

MOVED by Councillor Wardley

That the Municipal Planning Commission meeting minutes of February 25, 2019 be received for information.

CARRIED

15. c) Finance Committee Meeting Minutes

MOTION 19-03-184

MOVED by Councillor Braun

That the unapproved Finance Committee meeting minutes of February 25, 2019 be received for information.

CARRIED

**COUNCIL
COMMITTEE
REPORTS:**

15. d) Community Services Committee Meeting Minutes

MOTION 19-03-185

MOVED by Councillor E. Peters

That the Community Services Committee meeting minutes of February 7, 2019 and March 7, 2019 be received for information.

CARRIED

**INFORMATION /
CORRESPONDENCE:**

16. a) Information/Correspondence

MOTION 19-03-186

MOVED by Councillor Bateman

That Mackenzie County investigate partnering with the Town of High Level and the Town of Rainbow Lake to host the 2022 Alberta Summer Games.

CARRIED

MOTION 19-03-187

MOVED by Deputy Reeve Sarapuk

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

CARRIED

CLOSED MEETING: 17. Closed Meeting

MOTION 19-03-188 MOVED by Deputy Reeve Sarapuk

That Council move into a closed meeting at 3:58 p.m. to discuss the following:

- 17. a) Union Negotiations (*FOIP, Div. 2, Part 1, s. 23, 24*)
- 17. b) Organizational Chart (*FOIP, Div. 2, Part 1, s. 23, 24, 27*)

CARRIED

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

- All Councillors
- Len Racher, Chief Administrative Officer
- Byron Peters, Deputy Chief Administrative Officer
- Carol Gabriel, Director of Legislative & Support Services

MOTION 19-03-189 MOVED by Councillor Braun

That Council move out of a closed meeting at 4:21 p.m.

CARRIED

17. a) Union Negotiations

MOTION 19-03-190 MOVED by Councillor Bateman

That the union negotiations update be received for information.

CARRIED

17. b) Organizational Chart

MOTION 19-03-191 MOVED by Councillor Braun

That the organizational chart be approved with the following amendments:

- Add - Additional Summer Weed Inspector
- Remove - Peace Officer Position
- Change - CAO Executive Assistant Position to be moved

under Legislative & Support Services Department

CARRIED

NOTICE OF MOTION: 18. a) None

NEXT MEETING DATE: 19. a) Next Meeting Dates

Committee of the Whole Meeting
March 26, 2019
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
March 27, 2019
10:00 a.m.
Fort Vermilion Council Chambers

Regular Council Meeting
April 8, 2019
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment

MOTION 19-03-192 MOVED by Councillor Jorgensen

That the Council meeting be adjourned at 4:23 p.m.

CARRIED

These minutes will be presented to Council for approval on March 27, 2019.

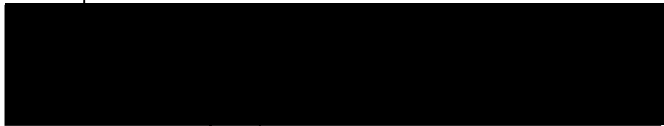
Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

Mackenzie County
Planning and Development
Box 640 Fort Vermilion AB T0H 1N0

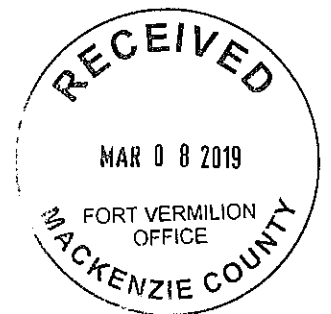
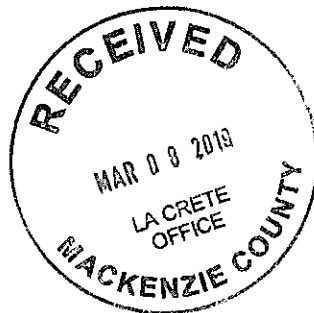
Legal Land Description: Plan 102 6365, Block 38, Lot 21

I am opposing the rezoning of this lot from Recreation 1 to Hamlet Residential 2 because I feel that this lot would be best used for recreation purposes. Since we have the splash park close by and the playground, a convenience store would be a great asset to this area.



Tracey Siemens

La Crete, AB T0H 2H0



Appendix #1

Project Description	2018 BUDGET	2018 COSTS	2018 REMAINING BUDGET	External Funding		Internal Funding		External Funding		Internal Funding	Reason
				MSI Grant	Other Sources (non-grant)	RS-type	Restricted Surplus (previous years)	MSI Grant	Other Sources (non-grant)	Restricted Surplus (previous years)	
LC - Wildland Skid (2018)	\$5,200	\$5,392	-\$192	\$5,200				\$5,200			
										\$192	Over costs
FV - Overlay 47 Street (Hospital Hill) (2018)	\$40,000	\$41,825	-\$1,825	\$40,000				\$40,000			
										\$1,825	Over costs
LC - Pick up Truck (2018)	\$42,000	\$41,050	\$950	\$27,000	\$15,000			\$27,000	\$14,000		
										\$50	Rec'd less for Trade In
FV - Fix Hill on Range Raod 134 (2018)	\$13,000	\$13,500	-\$500	\$13,000				\$13,000			
										\$500	Over costs
LC - Cross Walk Lights x2 (2018)	\$20,700	\$21,100	-\$400	\$20,700				\$20,700			
										\$400	Over costs
AWD Grader x3 (2018)	\$1,488,261	\$1,496,061	-\$7,800	\$910,161	\$578,100			\$910,161	\$578,100		
										\$7,800	Over costs
FV - Tractor w/ Snowblower Attachment (2018)	\$256,500	\$270,609	-\$14,109	\$195,500	\$61,000			\$195,500	\$61,000		
										\$14,109	Over costs
LC - Zero Turn Mower (2018)	\$15,200	\$15,524	-\$324	\$15,200				\$15,200			
										\$324	Over costs
FV - Wadlin Lake Land Purchase (2018)	\$17,725	\$17,852	-\$127			GOR	\$15,000			\$15,000	General Operating Reserve
										\$127	Over costs
						GCR	\$2,725			\$2,725	General Capital Reserve

\$25,327
Rec Funding from GCR



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	DELEGATION Terry Collier, efg Architects Ltd. – La Crete Home Care Cottages

BACKGROUND / PROPOSAL:

Terry Collier, on behalf of efg Architects Ltd., is working with Boreal Housing and the La Crete Municipal Nursing Association. They are looking to build a 16 unit care facility on the lots adjacent to the Heimstead. Attached is a copy of his presentation for your information.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

Author: C. Gabriel Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

Simple Majority

Requires 2/3

Requires Unanimous

For discussion.

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

La Crete Home Care Cottages

(16 Suites) Dementia DSL4D Memory Care



Prepared by
Terry Collier, MSc.
March 25 2019

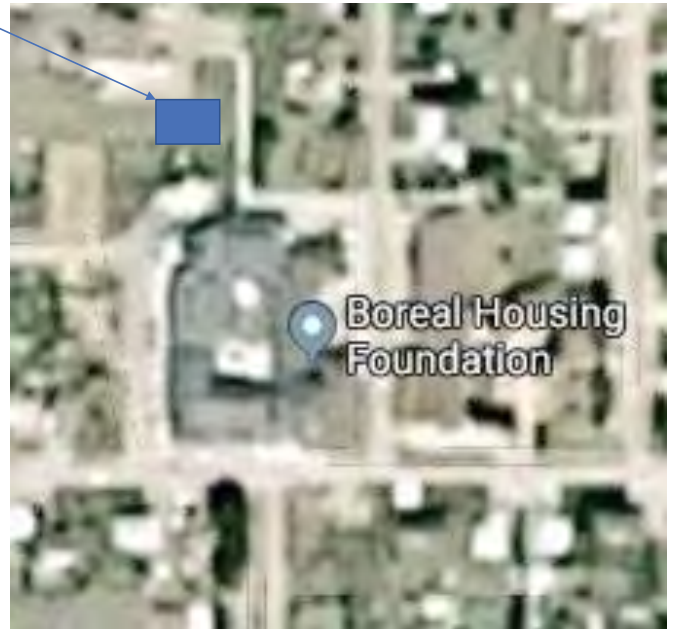
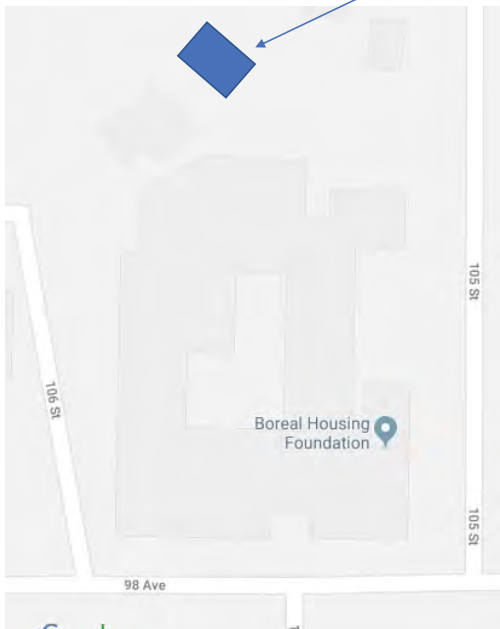
La Crete Home Care Cottages Concept

- Development of DSL4D memory care property in La Crete



- Boreal Housing Foundation will manage the property
- Small format 16 beds, additional beds can be added via a pod like structure
- Eden Alternative Care Philosophy implementing the Green House project care program
<http://www.edenalt.org/>
<https://www.thegreenhouseproject.org/>

Probable location for Memory Care cottages



The Benefits of La Crete Home Care Cottages



- Home Care Cottages cost approximately 17% less than traditional institutional care properties (\$300,000 versus \$250,000)
- Rental Rates (non-subsidized) \$1650 to \$1850
- Hospitality (Meals, Housekeeping 24 staff) \$750
- Health Care as prescribed case by case basis (paid by Province/AHS)

What Does each Resident Pay

- Rent of \$1650 to \$1850
- Hospitality Fee \$750
- Total \$2400 to \$2600



- Alberta Health Care Pays

All Home Care Costs or Cost of Medical Services

Hospitality Fee \$750

(per Resident)

- Hospitality Fee includes:

3 Meals per day and snacks
24 hour staffing (1 staff per shift)
Housekeeping and Flat Linen Service
Scheduled Transportation
Daily Planned Recreational Activities
Cable Vision, Internet
All Utilities



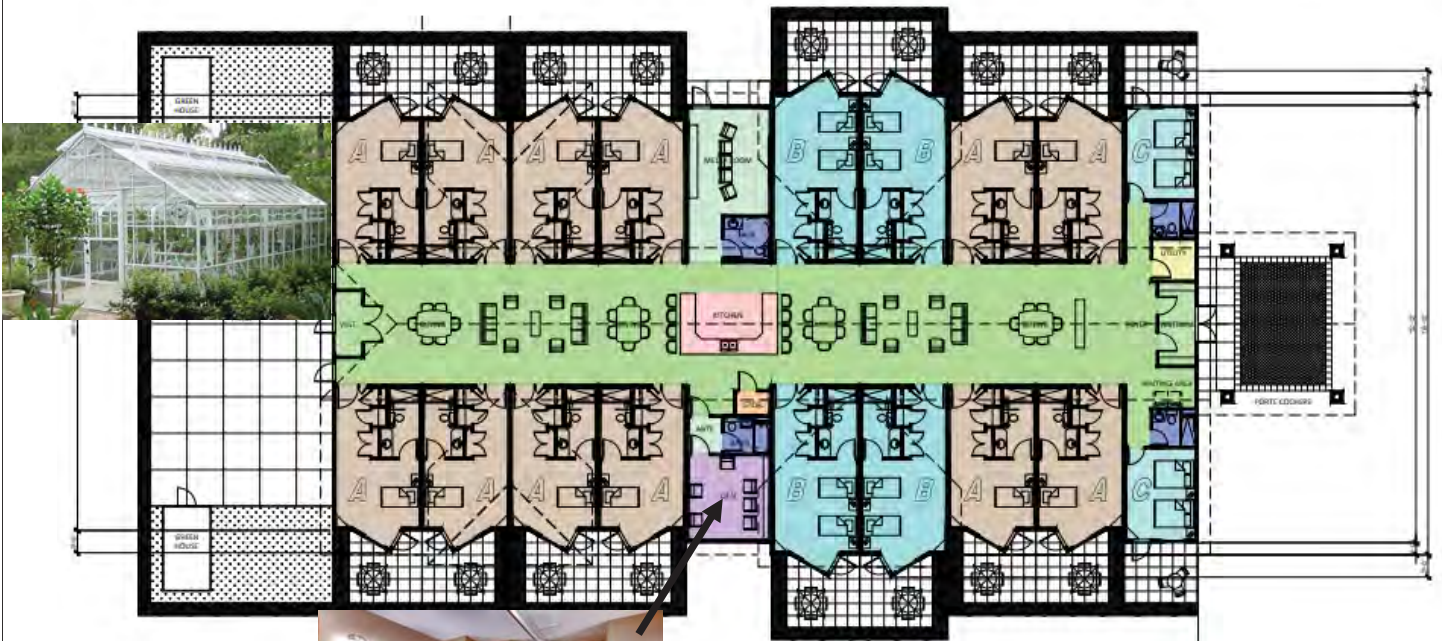
Proposed Exterior Finishes



Rear Door



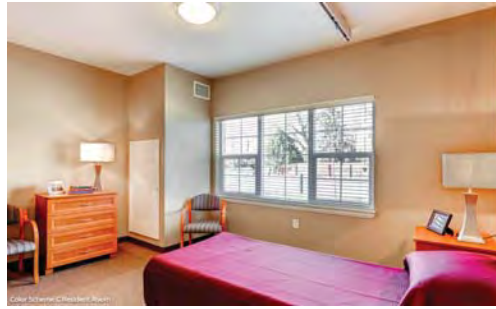
Design Concept not actual rendering



DSL4, Prototypical Design

16 Suites

Proposed Suite Finishes/Plan



Proposed Interior Finishes



Proposed Interior Finishes



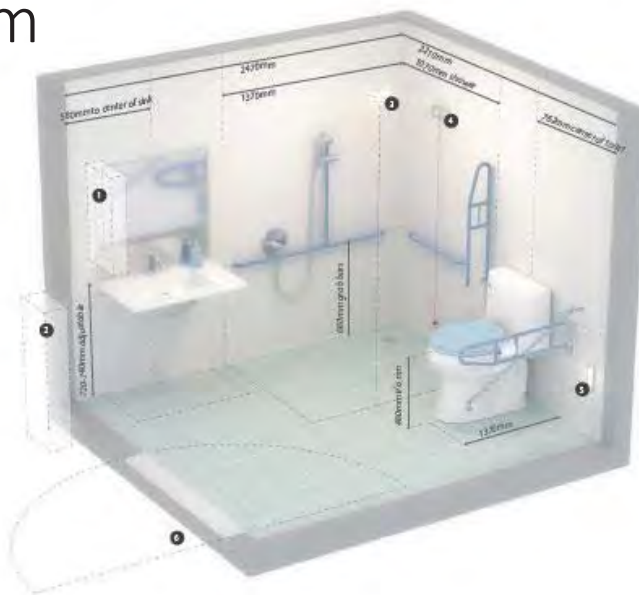
Proposed Interior Finishes



Proposed Hallway Detail



Bathroom Design



LEGEND

1 Medical Cabinet	4 Nurse Call
2 Incontinence Supplies	5 Night Light
3 Heat Lamp Above	6 Double Swing Door



Figure 38: Bridgewater PCH washroom design. Photo Credit: R. Witkowski, 2016. Winnipeg, MB. MWP Architects.

Rear of Suite Landscaping



Community Green House

(each property has a 12*24 greenhouse)



The Video – that explains.....

<https://www.mss.org/index.php/services/the-green-house-initiative>

The first Green House was constructed (May 2004) in Tupelo a small rural city in North East Mississippi (population 38,000)

Mary Marcerdi CEO of Boreal Lodge has stated that La Crete needs DSL4D - Memory Care beds at this time.

Why will this concept work in La Crete

- Over 250 properties in the US – Proven track record
- Cost is 17% less than institutional facilities
- Academic Papers prove residents are more content in cottages vs Institutions
- All funding both investment and mortgage by local community leaders



Contact

Terry Collier, MSc.
EFG Architects
9834 105th St.
Edmonton, AB. T5K 1A6
tjcollier@shaw.ca



Past and Present Projects

Terry Collier, MSc.
EFG Development Management



March 2019

The Gardens at Emerald Park Grande Prairie Completed Spring of 2005



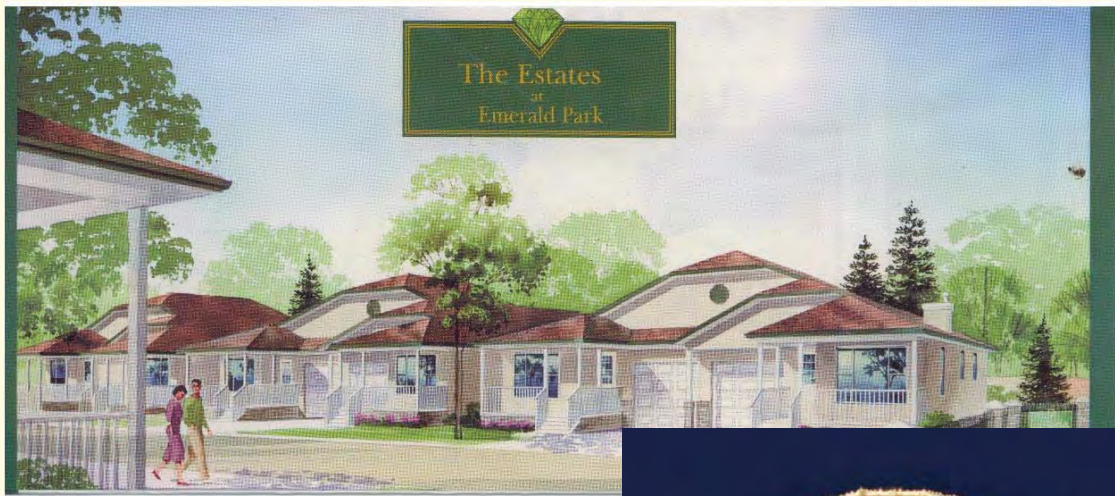
53 Independent Living Condominiums with Supportive Services

79 Supportive Living Suites (8 DAL- 2200 Hrs of Home Care)

www:gpgardens.com

The Estates at Emerald Park

Summer of 2005



22 Semi-attached homes

The Gardens at Southfortbend

Ft. Saskatchewan

Completed fall of 2006



68 Independent Living Condominiums with Supportive Services

72 Supportive Living Suites with Home Care Services

www.southfortbend.com

Southfort Villas

Ft. Saskatchewan Fall 2006



64 Semi-attached homes



The Wellington at Southview Drive Medicine Hat

Completed Spring of 2007



100 Independent Living Condominiums with Supportive Services

86 Independent Living Suites

www.thewellingtonmh.com

**Avalon Gardens
Langley B.C.
Opened Dec of 2009**



78 Independent Living Condominium Suites
50 Independent Living Suites (rental)
www.avalon-gardens.com

**Madison on Main Street
Redcliff, AB.
26 unit Seniors Condominium Opened May 2009**



The Gardens at West Highlands Lethbridge

Opened Summer of 2010



235 Independent Living Condominiums with Supportive Services

72 Assisted Living/Supportive Living Suites

www.thegardensatwesthighlands.com

Gasoline Alley Apartments

Opened July 2015



47 Suite Rental Apartment

www.libertyparkdevelopments.com

Heritage Valley Edmonton 2012



232 Independent Living Suites

Marriott Towne Place Suites August 2014 - 92 Suites



Liberty Park Rentals

Lake Street Apartment opened July 2015

Phase 1 2-8 plex occupancy May 2016

Phase 2 2-7 plex occupancy August 2016



Liberty Park 8 Plexs

Summer of 2016 Red Deer (32 Suites)



Liberty Park Townhouse/Row Houses

Summer 2016 Red Deer (14 suites)



The Suites @ Gasoline Alley

Sept 2017



92 Suite Apartment Hotel

Stony Plain – Points West Living/103 Developments

Library / Adult Apartments

(construction commenced July of 2018)



83 suites

Available supportive living amenities

Red Deer – Points West Living / 103 Developments

Seniors Apartment

Construction started July 2018



89 suites

Available supportive living amenities

Future EFG Development Management Projects In Pre-Development Phase (Points West)

2019

- Airdrie Kingsview Market- Land Secured
- Medicine Hat Strachan Road-Dp Approved
- Lethbridge Fairmont Blvd – Land Secured
- Cranbrook Land Purchased
- Cochrane 2nd Phase Adult Apartments
- Wetaskiwin 2nd Phase Adult Apartments



SCHEDULE G Priority Communities

ZONE	LOCATION	Provincial Priority	LTC	SL4D	SL4	TOTAL
North:	St. Paul	4		42	73	115
	Spirit River	6		26	26	52
	Manning	23			16	16
North Zone Total						183
Central:	Drayton Valley	2		20	20	40
	Olds	8		20	20	40
	Red Deer	12	75	75	50	200
	Drumheller	16			26	26
	Trochu	18		15	30	45
	Camrose	19		40		40
	Vermilion	20		20	20	40
	Coronation	22		15	25	40
South:	Oyen	5		10	10	20
	Medicine Hat	11		36	64	100
	Bow Island	14		10	20	30
	Lethbridge	15		48	80	128
	Brooks	17	9			9
	Fort Macleod	21		12	48	60
South Zone Total						347

Community Home Care Cottages

DLS4 & DLS4D - AHS Approved

North

Manning

Spirit River

St. Paul

Central

Olds

Vermillion

Coronation

Trochu

Drumheller

Camrose

South

Oyen

Brooks

Bow Island

Ft. Macleod

Lethbridge



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Doug Munn, Director of Community Services
Title:	Policy ADM040 Mackenzie County Recreational Area

BACKGROUND / PROPOSAL:

In 2003, Mackenzie County adopted a policy identifying all recreational areas and placing each one in a classification. Each classification has a list of what type of services and or structures must include and what they may include. . Policy ADM040 was presented at the last Community Services Committee meeting for review, as there have been a few new parks created since the last amended of this policy.

The Community Services Committee made the following motion:

MOTION CS-19-03-123 MOVED by Councillor Driedger

That the Community Services Committee recommends to Council to approve the amendments to policy ADM040 Recreational Area Policy.

CARRIED

A copy of the amended Mackenzie County Recreational Area Policy is attached.

OPTIONS & BENEFITS:

As new areas and subdivisions are developed, green spaces and parks will be created. Each new development will require a standard assigned to them so that administration has a guideline to follow when developing these areas. As well, from time to time each recreational area may need reviewing to see if its classification is appropriate.

Author: L.L Reviewed by: DM CAO:

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

Strategy C1.3 Establish policies that will ensure that residents of each hamlet have access to an attractive and well-managed community park site that:

- is easily accessible,
- reflects community values,
- is linked to other parks in a manner that will eventually provide for a Countywide linked park system.

COMMUNICATION / PUBLIC PARTICIPATION:

Policies are available on the County's website.

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That Policy ADM040 Mackenzie County Recreational Area be amended as presented.

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

Mackenzie County

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

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

Policy Statement

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

1. Classifications of Campgrounds and Playgrounds

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

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

Recreational Area	Location	Classification	Operational Authority / Partnership
Mackenzie Housing Park	Fort Vermilion Hamlet	Urban Park	County/Fort Vermilion Recreational Society
Fort Vermilion Pioneer Park	Fort Vermilion Hamlet	Playground	County
Fort Vermilion Arena Park	Fort Vermilion Hamlet	Urban Park	County / Fort Vermilion Recreational Society
D.A. Thomas Park	Fort Vermilion Hamlet	Urban Park	County
Fort Vermilion Walking Trails	Fort Vermilion Hamlet	Green Space	County/Fort Vermilion Walking Trail Committee
Fort Vermilion Bridge Campsite	Fort Vermilion Rural	Regional Park	County/ ASRD Alberta Environment & Parks (AEP)

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

2. Recreational Area Classification Definitions

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

a. Green Space

Must Include:

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

May Include:

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

b. Playground

Must Include:

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

May Include:

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

c. Urban Park

Must Include:

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

May Include:

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

d. Regional Park

Must Include:

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

May Include:

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

e. Lease Holder

Must Include:

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

3. Signage

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

4. Inspections

- All playground equipment shall be inspected pursuant to the Playground Inspection Policy ADM020.

- All County park facilities shall be inspected regularly by departmental staff to ensure a safe and friendly environment for all users.

5. Operating Authority

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

6. Partnerships

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

7. Promotion of Recreational Areas

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

	Date	Resolution Number
Approved	07-Jan-03	03-947
Amended	30-Sep-03	03-538
Amended	24-Feb-04	04-101
Amended	25-Jun-07	07-06-588
Amended	08-Dec-09	09-12-1109
Amended		



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Bylaw 1115-18 Municipal Reserve Closure Part of Plan 052 2360, Block 2, Lot 3MR (NW 3-106-15-W5M)

BACKGROUND / PROPOSAL:

The Planning Department has received a request to purchase Municipal Reserve from an individual who wants to consolidate two lots in La Crete. The request is to have the lane closed, purchase the municipal reserve and consolidate into one commercial lot.

The applicant would like to consolidate the two lots with the lane and municipal reserve to create a lot that has enough space for use as a commercial area. The applicant must purchase the Municipal Reserve from the County at market value. The market value of the land will be requested once Council has decided if they are willing to sell the Municipal Reserve to the applicant.

Within the original survey from 2005 there were two lots created with a public lane and a Municipal Reserve designation in between the lots. Bylaw 1066-17 designates the zoning of Lot 1 as Hamlet Country Residential “H-CR” and Lot 2 as La Crete Highway Commercial “LC-HC”.

This item was taken to Council on September 24, 2018 for first reading where it was tabled with the following motion:

MOTION 18-09-709 **MOVED** by Councillor Knelsen

That Bylaw 1115-18 being a Municipal Reserve Closure Bylaw to cancel the municipal reserve lot, Plan 052 2360, Block 2, Lot 3MR, be TABLED to the next meeting for more information.

CARRIED

Author: K. Racine **Reviewed by:** C. Smith **CAO:**

Administration met with the developer to negotiate in regards to the road widening that will be needed for the future. It was agreed that the developer will purchase the Municipal Reserve at market value and 5 meters will be taken on the East, as a Right of Way.

OPTIONS & BENEFITS:

Options are to pass, defeat, or table first reading of the bylaw.

COSTS & SOURCE OF FUNDING:

All expenses paid by developers.

SUSTAINABILITY PLAN:

Goal E23 The County’s business communities can provide local products and services to meet consumer demand.

Strategy E23.3 Develop strategies to attract small- and medium-sized enterprises that provide support to the County’s existing business and industries.

Strategy 28.2 The County will support efforts to diversify its economic base.

COMMUNICATION/PUBLIC PARTICIPATION:

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

POLICY REFERENCES:

Not Applicable

RECOMMENDED ACTION:

- Simple Majority
- Requires 2/3
- Requires Unanimous

That first reading be given to Bylaw 1115-18 being a Road Closure Bylaw to close a portion of lane between Lots 1 & 3MR, Block 2, Plan 052 2360 for the purpose of consolidation, subject to public hearing input.

Author: K. Racine **Reviewed by:** C. Smith **CAO:** _____

BYLAW NO. 1115-18
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

FOR THE PURPOSE OF CLOSING A
MUNICIPAL RESERVE LOT BEING
PLAN 052 2360, BLOCK 2, LOT 3MR
IN ACCORDANCE WITH SECTIONS 671, 674, AND 675 OF THE
MUNICIPAL GOVERNMENT ACT, CHAPTER M-26
REVISED STATUTES OF ALBERTA 2000

WHEREAS, Council of Mackenzie County has determined that the Municipal Reserve property, as outlined on Schedule "A" attached hereto, be subject to closure and consolidation, and

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

NOW THEREFORE, BE IT RESOLVED THAT THE COUNCIL OF MACKENZIE COUNTY DOES HEREBY CLOSE, FOR THE PURPOSE OF CONSOLIDATION THE MUNICIPAL RESERVE PROPERTY DESCRIBED AS FOLLOWS, SUBJECT TO THE RIGHTS OF ACCESS GRANTED BY OTHER LEGISLATION OR REGULATIONS:

Part of Plan 052 2360
Block 2
Lot 3MR
Containing 0.87 hectares (2.15 acres) more or less
Excepting thereout all mines and minerals

READ a first time this ___ day of _____, 2019.

PUBLIC HEARING held this ___ day of _____, 2019.

READ a second time this ___ day of _____, 2019.

READ a third time and finally passed this ___ day of _____, 2019.

Joshua Knelsen
Reeve

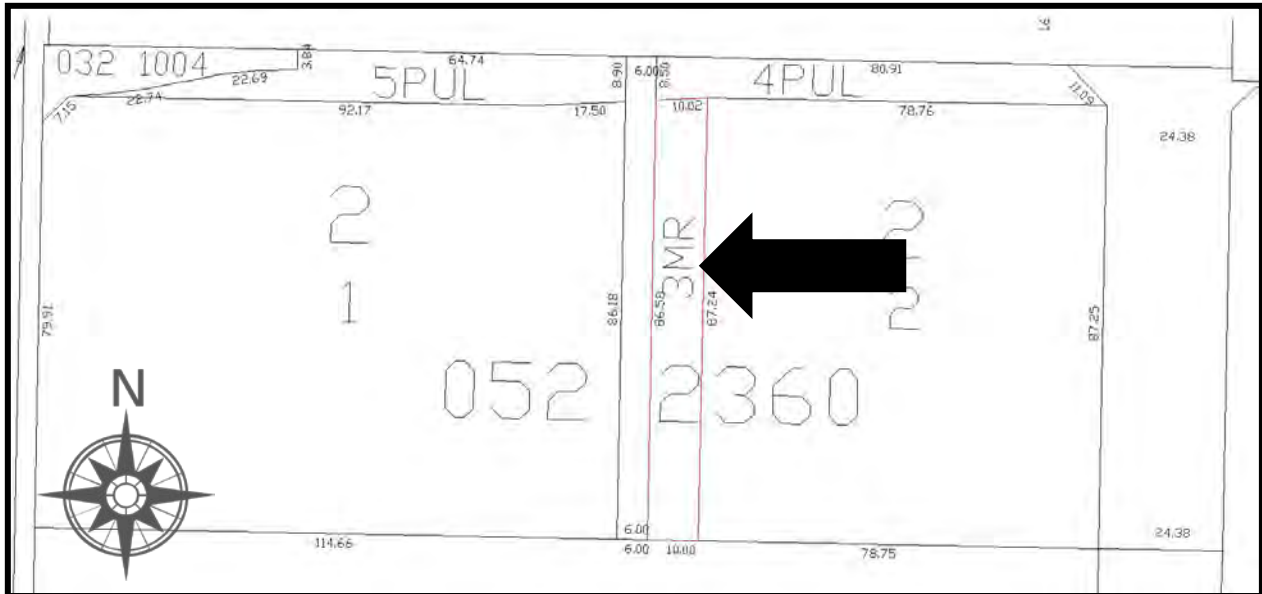
Lenard Racher
Chief Administrative Officer

BYLAW NO. 1115-18

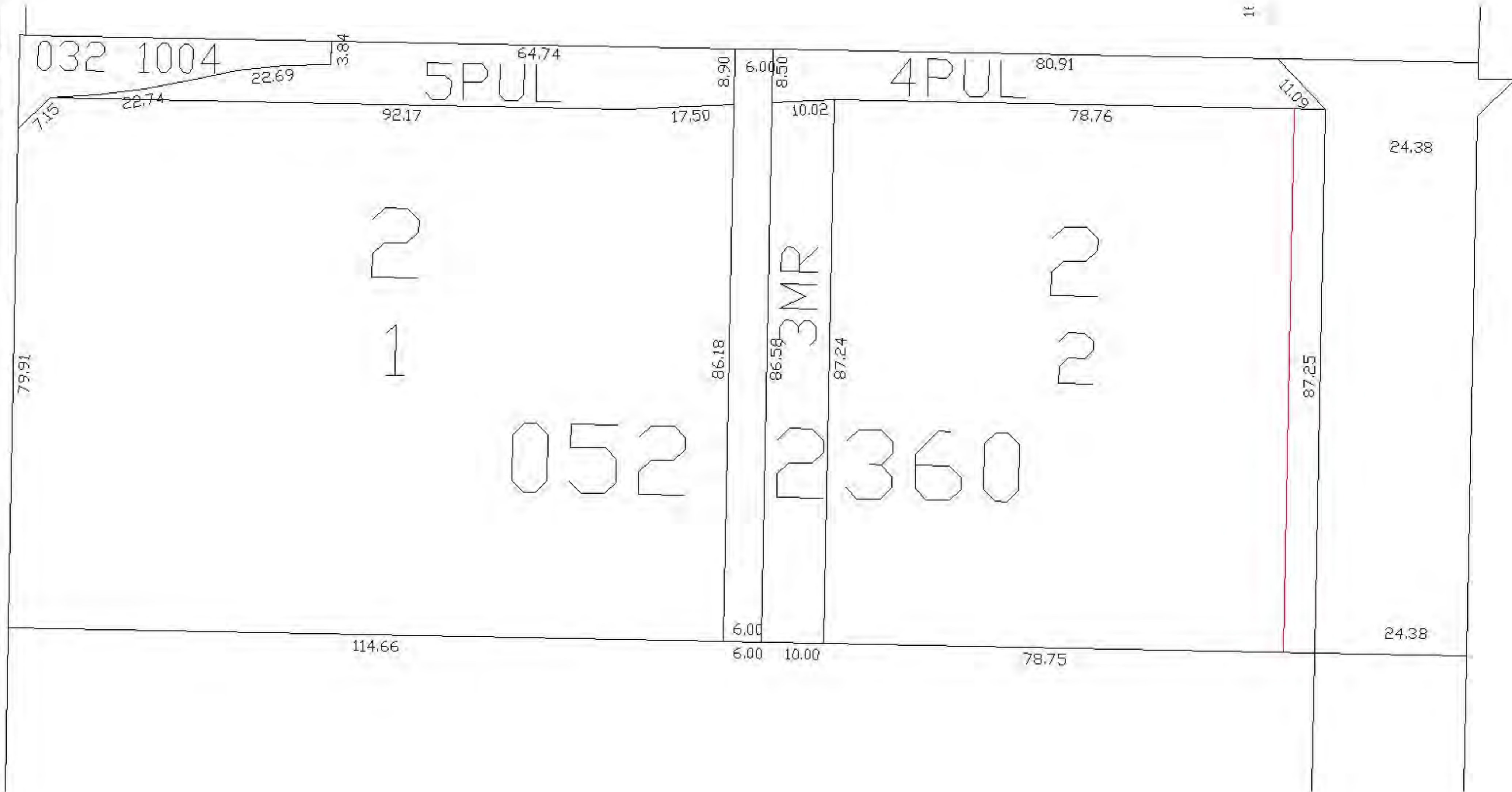
SCHEDULE "A"

1. That the land use designation of the following property known as:

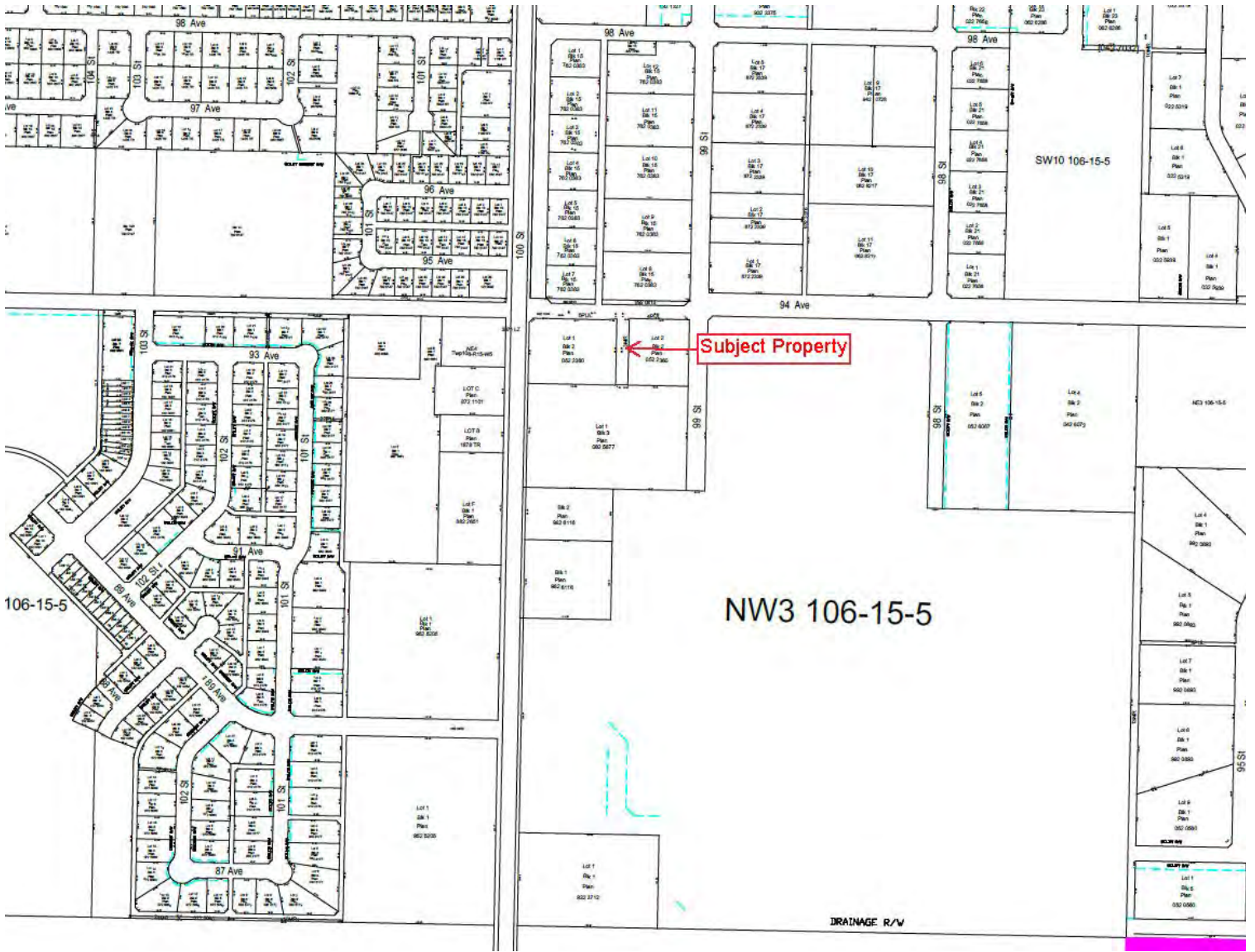
Part of Plan 052 2360, Block 2, Lot 3MR be closed and consolidated into Plan 1____
_____.







APPLICATION



NOT TO SCALE

Disclaimer

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Mackenzie County





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Bylaw 1116-18 Lane Closure Between Lots 1 & 3MR , Block 2, Plan 052 2360 (La Crete)

BACKGROUND / PROPOSAL:

The Planning Department has received a request for a lane closure from an individual who wants to consolidate two lots in La Crete. The request is to have the lane closed and consolidate into one commercial lot.

The applicant would like to consolidate the two lots with the lane and municipal reserve to create a lot that has enough space for use as a commercial area. The applicant must purchase the public lane from the County at market value. The market value of the land will be requested once Council has decided if they are willing to sell the lane to the applicant.

Within the original survey from 2005 there were two lots created with a public lane and a Municipal Reserve designation in between the lots. Bylaw 1066-17 designates the zoning of Lot 1 as Hamlet Country Residential “H-CR” and Lot 2 as La Crete Highway Commercial “LC-HC”.

As this is, a “Lane” attached to the public roads and not a “Lot”, this Bylaw requires the Minister of Transportation’s approval.

This application was circulated to referral agencies and there are no current utilities or easements within the lane.

This item was taken to Council on September 24, 2018 for first reading where it was tabled with the following motion:

MOTION 18-09-710 MOVED by Councillor Knelsen

Author: K Racine **Reviewed by:** C. Smith **CAO:** _____

That Bylaw 1116-18 being a Road Closure Bylaw to close a portion of lane between Lots 1 & 3MR, Block 2, Plan 052 2360 for the purpose of consolidation, be TABLED to the next meeting for more information.

CARRIED

Administration met with the developer to negotiate in regards to the road widening that will be needed in the future. It was agreed that the developer will purchase the lane at market value and 5 meters will be taken on the East, as Right of Way.

OPTIONS & BENEFITS:

Options are to pass, defeat, or table first reading of the bylaw.

COSTS & SOURCE OF FUNDING:

All expenses paid by developers.

SUSTAINABILITY PLAN:

Goal E23 The County's business communities can provide local products and services to meet consumer demand.

Strategy E23.3 Develop strategies to attract small- and medium-sized enterprises that provide support to the County's existing business and industries.

Strategy 28.2 The County will support efforts to diversify its economic base.

COMMUNICATION/PUBLIC ENGAGEMENT:

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

POLICY REFERENCES:

Not Applicable

RECOMMENDED ACTION:

Author: K. Racine **Reviewed by:** C. Smith **CAO:** _____

- Simple Majority Requires 2/3 Requires Unanimous

That first reading be given to Bylaw 1116-18 being a Road Closure Bylaw to close a portion of lane between Lots 1 & 3MR, Block 2, Plan 052 2360 for the purpose of consolidation, subject to public hearing input.

Author: K. Racine **Reviewed by:** C. Smith **CAO:** _____

BYLAW NO. 1116-18
BEING A BYLAW OF
MACKENZIE COUNTY
IN THE PROVINCE OF ALBERTA

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

WHEREAS, Council of Mackenzie County has determined that a portion of Public Lane as outlined on Plan 192 _____ attached hereto, be subject to a lane closure, and

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

NOW THEREFORE, be it resolved that the Council of Mackenzie County does hereby close, for the purpose of consolidation, that portion of Public Lane described as follows, subject to the rights of access granted by other legislation or regulations:

Area 'A' Plan 192 _____

As outlined on Plan 192 _____

READ a first time this _____ day of _____, 2019.

Joshua Knelsen
Reeve

Lenard Racher
Chief Administrative Officer

PUBLIC HEARING held this _____ day of _____, 2019.

APPROVED this _____ day of _____, 2019.

Minister of Transportation

Approval valid for _____ months.

READ a second time this _____ day of _____, 2019.

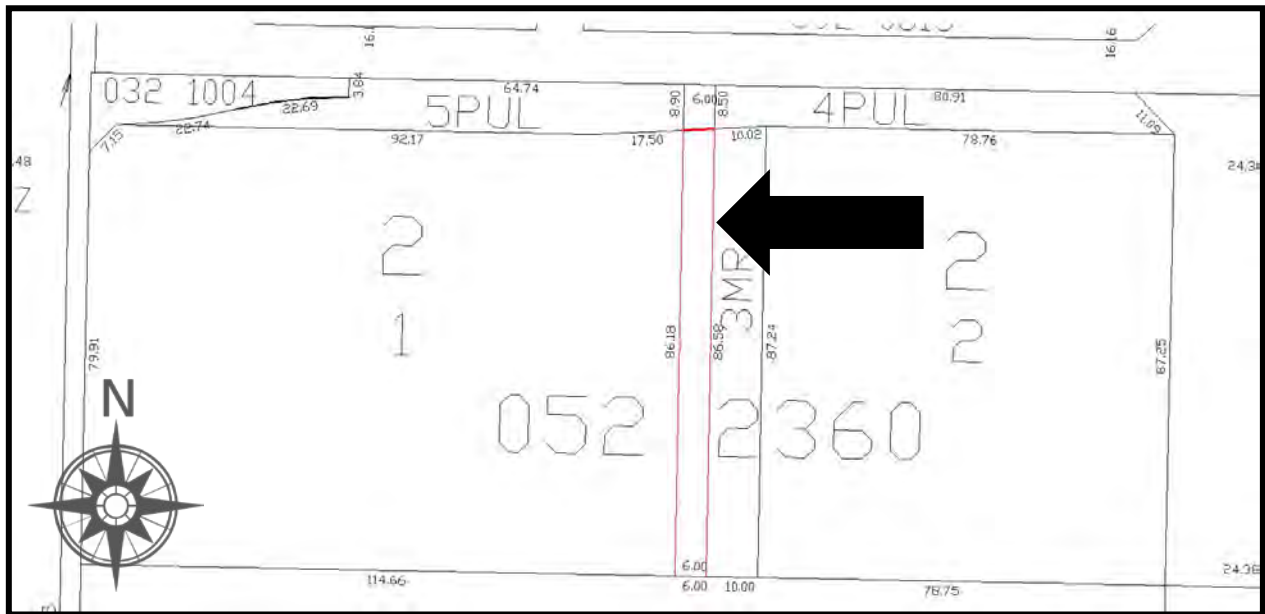
READ a third time and finally passed this _____ day of _____, 2019.

Joshua Knelsen
Reeve

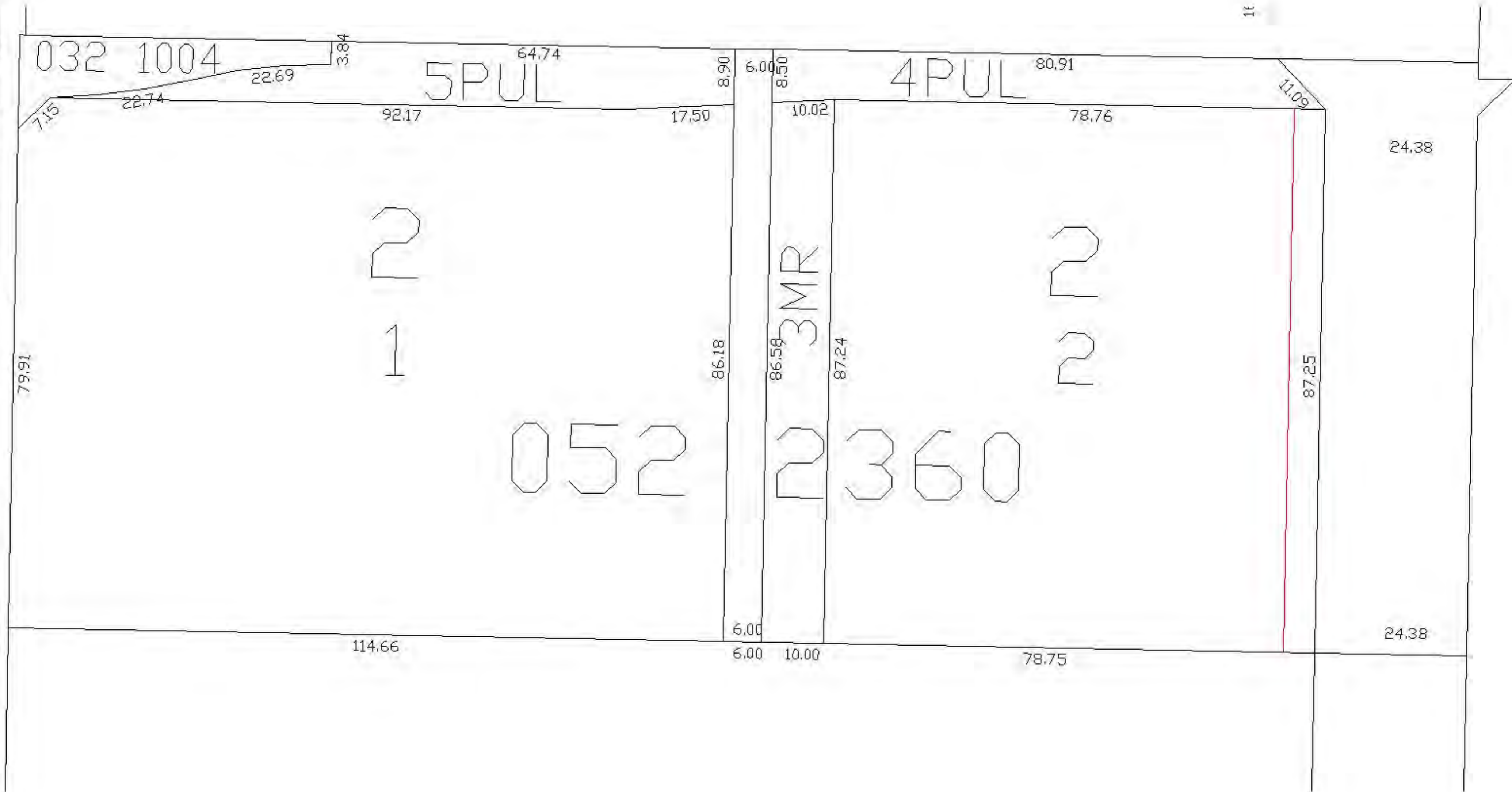
Lenard Racher
Chief Administrative Officer

BYLAW No. 1116-18

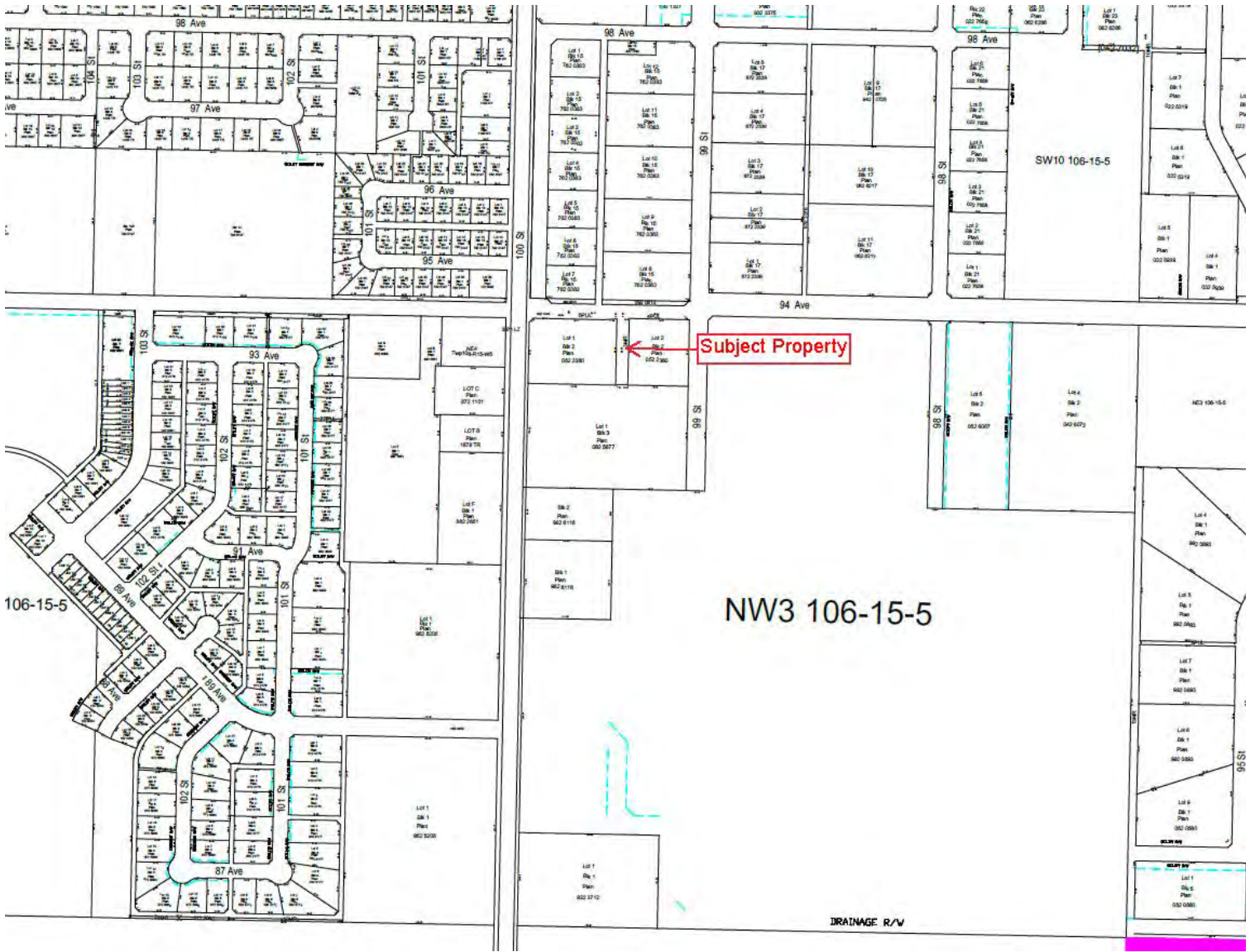
Plan 192 _____







APPLICATION



NOT TO SCALE

Disclaimer

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Mackenzie County





Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Vangard – Development Fees for Phase 4G in La Crete

BACKGROUND / PROPOSAL:

In early 2007, Vangard received approval of a four (4) lot commercial subdivision 01-SUB-07 located on Plan 892 0009, Block 24, Lot 01 (101st Street) in the hamlet of La Crete.

The developer then began the process of developing his subdivision which included signing the development agreement. The developer had paid all of his development fees which included municipal reserve, and off-site levy fees (receipt #73438):

• Municipal Reserve	\$3,136.90
• Off-site Levies	\$4,000.00
• Lift Station #4 Levies	\$1,342.00
• Gravity Sewer Main Levy	<u>\$4,111.23</u>
	\$12,590.13

The subdivision application fees at the time were \$700 for the application and \$200 per lot. This means that the developer paid for the application fee for a phase of four (4) lots (\$1500.00). Included on the receipt was payment for an additional two (2) phases which have since been completed (receipt #59007 (\$7,700.00)).

The subdivision approval expired on February 27, 2008, as the developer no longer wished to pursue the subdivision due to certain conditions of approval.

In July, 2008, the developer decided to continue with his subdivision but requested that the Municipal Planning Commission (MPC) reconsider the condition to service the lots with underground electrical and instead allow him to install overhead servicing. The MPC did not reconsider the change and left the requirement for underground servicing as a condition of approval.

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

The developer didn't continue with the subdivision therefore, the subdivision expired and administration deemed the subdivision abandoned.

Now, the developer would like to sell the whole parcel (Plan 892 0009, Block 24, Lot 01) and would like for the original subdivision fees paid for the proposed four (4) lots to be honoured by the County to the purchaser.

Administration recognizes the payments made for the Municipal Reserve and the Off-site Levy fees as the developer was never reimbursed for those amounts and the fees would not be included in a new subdivision approval.

The developer would also like for his application fee payment to be honoured for this phase. Administration has reviewed Policy DEV002 Subdivision Refund policy to determine whether or not the fees can be honoured for a future developer. The policy clearly states the following:

- 1 **Subdivision Refunds**, by Mackenzie County Administration, will be granted in the following amounts if the subdivision application is withdrawn or cancelled at the following stages:
 - a) *Subject to section 2, no refund will be given at any time after the Development Agreement has been executed, or the plan of subdivision or other instrument that effects subdivision has been endorsed by the Municipal Planning Commission, whichever occurs first.*
- 2 *No refund will be given at any time after the Development Agreement has been executed, or the plan of subdivision or other instrument that effects subdivision has been endorsed by the Municipal Planning Commission, whichever occurs first, unless the subdivision cannot continue due to policies and requirements implemented by other government agencies and in which case the refund shall be 25% of the fee.*

According to the policy, administration is unable to refund the developer or honour the previous payment made as the development agreement has already been signed and the subdivision has been expired for 11 years.

COSTS & SOURCE OF FUNDING:

If the County agrees to honour the old payment (\$1,500.00) for the developer, the new developer would not be required to pay any application fees.

Current subdivision fees are \$805 application fee + \$230 per lot = \$1,725.00

SUSTAINABILITY PLAN:

N/A

Author: C Smith Reviewed by: B Peters CAO: _____

COMMUNICATION / PUBLIC PARTICIPATION:

N/R

POLICY REFERENCES:

DEV002 Subdivision Refund Policy

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C Smith Reviewed by: B Peters CAO: _____

Mackenzie County

Title	Subdivision Refund & Revisions	Policy No:	DEV002
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Purpose

Establish guidelines for granting refunds for cancelled or withdrawn subdivision applications and/or a revision to an application.

Policy Statement

Mackenzie County sometimes receives requests from developers to refund an application fee and from time to time requests to revise their application after an approval has been made. This policy will ensure consistency in addressing these requests.

General Provisions

For the purpose of this policy, Mackenzie County Administration means “Mackenzie County administrative staff”.

All subdivision refund and revision requests shall be provided to Mackenzie County Administration in writing using the prescribed form. A subdivision refund or revision request is deemed received when a written and signed request is received by Mackenzie County Administration.

Guidelines

1. **Subdivision Refunds**, by Mackenzie County Administration, will be granted in the following amounts if the subdivision application is withdrawn or cancelled at the following stages:
 - a) 75% - of the fee, if the refund request is made before the Municipal Planning Commission makes a decision or if the request is made within 14 days after the date by which the Municipal Planning Commission is required to render a subdivision decision pursuant to the Subdivision and Development Regulation, A.R. 43/2002, whichever occurs first.

Notwithstanding, if an agreement is made pursuant to section 681 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, to extend the time for the Municipal Planning Commission to render a decision on the subdivision application, then the 75% refund of the fee, if the refund request is made before the Municipal Planning Commission issues a written decision or if the request is made within 14 days after the extended date by which the Municipal Planning Commission is required to render a subdivision decision, whichever occurs first.

- b) If the entering into a Development Agreement with the County constitutes a condition of subdivision approval, then 50% of the fee if the refund request is made after the Municipal Planning Commission has issued a subdivision application decision, but before a Development Agreement has been prepared, the latter of which will occur when the terms of the Development Agreement have been finalized, and the Development Agreement is ready for execution.
 - c) If the entering into a Development Agreement with the County constitutes a condition of subdivision approval, then 25% of the fee if the refund request is made after the Development Agreement has been prepared, but before the Development Agreement has been executed by the parties.
 - d) If the entering into a Development Agreement with the County does not constitute a condition of subdivision approval, then 50% of the fee if the refund request is made after the Municipal Planning Commission has issued a subdivision application decision, but before the plan of subdivision or other instrument that effects the subdivision has been submitted to the Municipal Planning Commission.
 - e) If the entering into a Development Agreement with the County does not constitute a condition of subdivision approval, then 25% of the fee if the refund request is made after the plan of subdivision or other instrument that effects subdivision has been submitted to the Municipal Planning Commission, but before the Municipal Planning Commission has endorsed the plan of subdivision or other instrument that effects subdivision pursuant to section 657 of the *Municipal Government Act*, R.S.A. 2000, c. M-26.
 - f) Subject to section 2, no refund will be given at any time after the Development Agreement has been executed, or the plan of subdivision or other instrument that effects subdivision has been endorsed by the Municipal Planning Commission, whichever occurs first.
2. No refund will be given at any time after the Development Agreement has been executed, or the plan of subdivision or other instrument that effects subdivision has been endorsed by the Municipal Planning Commission, whichever occurs first, unless the subdivision cannot continue due to policies and requirements implemented by other government agencies and in which case the refund shall be 25% of the fee.
 3. Only the original applicant or agent may withdraw or cancel a subdivision application. In the situation where the applicant and/or agent are not the registered landowner, the signature of the registered landowner is required to be included on the withdrawal/cancellation request.
 4. Only the original applicant or agent may seek to be granted a subdivision refund. If at any time during the subdivision process, the original applicant or agent withdraws

the subdivision application, the application shall subsequently be considered cancelled regardless of any land sale that may have occurred.

5. **Subdivision Refusals**, no refund will be given if an application is REFUSED in accordance to the Land Use Bylaw.
6. **Subdivision Revisions**, if an applicant requests that a revision be made to the size of an application the following fee will be required:

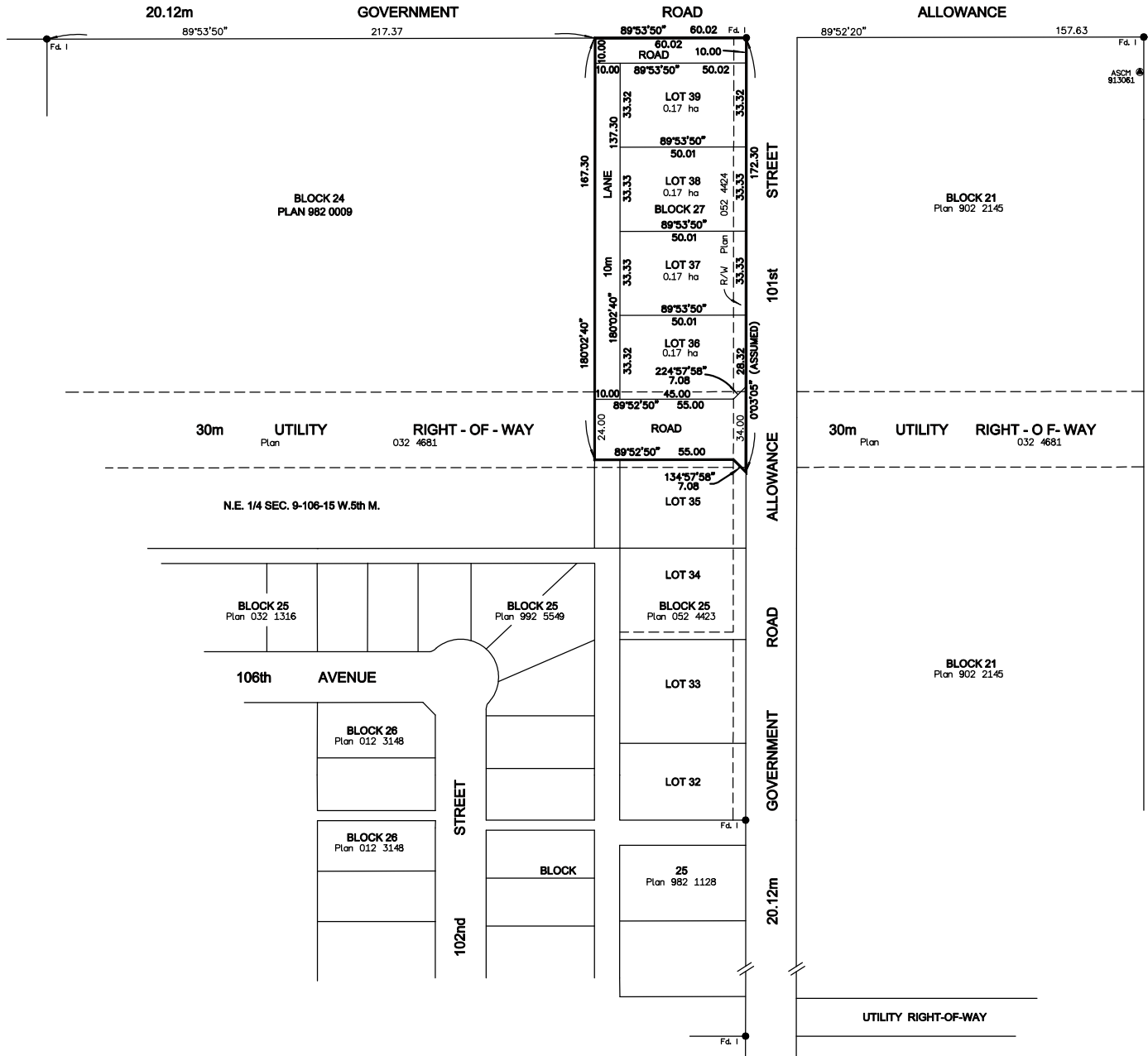
\$250.00 (To cover the cost of any additional advertising fees)

Recirculation Fee – to be applied when applicant changes acreage sizes after circulation and or approval.

	Date	Resolution Number
Approved	14-Dec-10	10-12-1135
Amended	14-Aug-27	14-08-558

LOT 1
BLOCK 1
Plan 982 5932

S.E. 1/4 SEC. 16-106-15 W.5th M.



SURVEYOR:
WARREN BARLOW, A.L.S.

REGISTERED OWNERS:
VANGARD REALTY

SUBDIVISION AUTHORITY
MACKENZIE COUNTY
FILE No. : _____

ALBERTA LAND SURVEYORS ASSOCIATION
PERMIT NUMBER
P230
Barlow Surveying Inc.

- LEGEND :**
- Distances are ground horizontal, are in metres and decimals thereof, and are between survey monuments unless shown otherwise.
 - Bearings are in UTM grid and referred to the line between ASCM 913061 and ASCM 902866.
 - Lands dealt with on this plan are bounded thus: _____
 - containing an area of: 1.00 ha.
 - containing a ROAD area of: 0.19 ha.
 - containing a LANE area of: 0.13 ha.
 - Alberta Statutory Iron Post Found shown thus: ●
 - Alberta Statutory Iron Post Placed are marked with permit number P230 and are shown thus: ○
 - Alberta Survey Control Markers Found shown thus: ⊙
 - Rights-of-Way are shown thus: - - - - -

- ABBREVIATIONS :**
- ha indicates hectare.
 - N, E, S, & W. indicates North, East, South & West.
 - Sec. indicates Section.
 - Twp. indicates Township.
 - Rge. indicates Range.
 - M. indicates Meridian.
 - Mkd. indicates Marked.
 - Mp. indicates Marker Post.
 - Fd. I indicates Found Iron Post.
 - Fd. P. indicates Found Iron Post (Bross Cap).
 - A.S.C.M. indicates Alberta Survey Control Monument.

NOTES

No.	Date	Revision / Issued	By	App.
5	FEB. 12, 2007	PER MACKENZIE COUNTY	DMH	WSB
4	JAN. 19, 2007	PER MACKENZIE COUNTY	DMH	WSB
3	JAN. 13, 2007	PER MACKENZIE COUNTY	DMH	WSB
2	JAN. 4, 2007	PER MACKENZIE COUNTY	DMH	WSB

TENTATIVE PLAN
SHOWING PROPOSED

SUBDIVISION OF

PART OF LOT 1, BLOCK 24, PLAN 982 0009
(N.E. 1/4 SEC.9, TWP. 106, RGE. 15, W. 5 th M.)

MACKENZIE COUNTY

ALBERTA

2007

0 10 20 50 100 metres

SCALE 1:1000

BARLOW SURVEYING
Ph. (780) 928-4890
(780) 928-4899
Fax (780) 928-4891
Suite 204, 10013-101 Ave., Box 190, La Crete, AB, T0H 2H0

DRAWN : MB
CHECKED : WSB
JUNE 27, 2006
JOB No. 06-080
DWG No. 06-080TP

Developer's Agreement

Developer: **Vangard Realty**

Municipality: **Municipal District of Mackenzie
No.23**

File Number: **01-SUB-07 (4G)**

Legal Description: **Part of Plan 982 0009, Block 24, Lot 1**

Municipal District of Mackenzie No. 23

MEMORANDUM OF AGREEMENT dated this ____ day of _____, 2007.

BETWEEN:

THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23
a municipal corporation, (hereinafter referred to as "the Municipality")

- and -

Vanguard Realty

a body corporate duly authorized to carry on business in the Province of Alberta, (hereinafter referred to as "the Developer")

WHEREAS the Developer is, or is entitled to become, the registered owner of all or a portion of land located within the boundaries of the Municipality and legally described on Schedule "A" attached to and forming part of this Agreement;

AND WHEREAS the Municipality and the Developer have agreed to enter into an Agreement to provide services required within and adjacent to the Lands;

AND WHEREAS subdivision approval of the Lands was granted, subject to the Developer entering into a Development Agreement with the Municipality;

NOW THEREFORE, in consideration of the mutual terms, conditions and covenants to be observed and performed by each of the parties hereto, the Municipality and the Developer agree as follows:

1. DEFINITIONS

1.1 "Engineering Standards" means the standards adopted by the Municipality's Council from time to time, respecting construction of Municipal Improvements.

1.2 "Final Acceptance Certificate" means a written acceptance issued by the Municipality for the Municipal Improvements, or a portion thereof, upon the completion of any repairs for defects or deficiencies and the expiration of the Guarantee Period.

1.3 "Guarantee Period" means a period of two (2) years for all Municipal Improvements.

1.4 "Lands" means those lands described on Schedule "A" and forming part of this Agreement.

1.5 "Municipal Improvements" means those municipal services and facilities identified in Section 4 of this Agreement.

2. SUBDIVISION

2.1 The Developer shall comply fully with all conditions of any subdivision approval that may be imposed by the subdivision authority (or if the subdivision authority's decision is appealed, the final decision upon appeal).

2.2 Prior to any construction or installation of any of the Municipal Improvements referred to in this Agreement, the Developer shall cause a subdivision plan of the said Lands to be prepared and approved by all necessary approving authorities.

2.3 The Developer shall register the plan of subdivision within twelve (12) months of the date of this

Agreement in the Land Titles Office for the North Alberta Land Registration District. The Developer shall provide the Municipality with notice of registration.

2.4 In the event that the plan of subdivision for the Lands has been registered by the Developer, and the Developer fails to proceed with the construction and installation of the Municipal Improvements within the time limits specified herein, the Developer shall, upon receiving written notice from the Municipality to do so, immediately proceed to take all steps necessary to cancel the registration of the plan of subdivision. In any event, the Developer shall have obtained a cancellation of the registration of the plan of subdivision within three (3) months of the Municipality providing written notice to the Developer.

2.5 Notwithstanding anything to the contrary contained in this Agreement, the Developer hereby irrevocably appoints the Municipality as its attorney in fact and in law for the purposes of making all necessary or desirable (in the Municipality's discretion or opinion) applications, executing all necessary or advisable (in the Municipality's discretion or opinion) documents, and taking all further necessary or advisable (in the Municipality's discretion or opinion) steps or actions in order to obtain the cancellation of the registration of the plan of subdivision in accordance with the preceding paragraphs of this Agreement.

2.6 The power of attorney conferred upon the Municipality by the Developer in this Agreement may be exercised by the Municipality in the event that the Developer has not obtained the cancellation of the registration of the plan of subdivision within three (3) months of the Municipality providing written notice to the Developer pursuant to paragraph 2.4 above.

2.7 There shall be no development permit issued for any construction or building placement on a particular lot within the Lands until the installation and construction of all municipal services, with the exception of the asphalt, are completed and the approved subdivision plan is registered with Land Titles.

3. PLANS

3.1 Prior to commencing construction and installation of the Municipal Improvements the Developer shall submit plans and specifications drafted by a professional Engineer (unless otherwise agreed to in writing by the Municipality) to the Municipality for approval.

3.2 The plans and specifications for the construction and installation of the Municipal Improvements for the proposed development shall conform to municipal standards as set out in the Municipality's Land Use Bylaw and comply with the Municipality's Engineering Standards or the Municipal Engineer's requirements.

3.3 In the event that the plans and specifications required to be submitted by the Developer to the Municipality pursuant to this Agreement are unacceptable to the Municipality, the plans and specifications shall be amended or corrected by or on behalf of the Developer and resubmitted to the Municipality.

3.4 The Developer agrees to supply the Municipality with a complete set of as-built engineering plans for all Municipal Improvements for the Municipality's records, all within six (6) months of acceptance of the Municipal Improvement by the Municipality.

4. CONSTRUCTION AND INSTALLATION OF MUNICIPAL IMPROVEMENTS

4.1. The Developer shall, on or before the 30 day of August, 2007, commence construction and installation of the Municipal Improvements on or adjacent to the Lands and shall complete the construction and installation of the Municipal Improvements, at the Developer's own cost and expense, on or before the 30 day of August, 2008.

4.2 The Developer shall, construct all roads within the Development, as per approved plans prior to 30th day of August 2008. The developer must ensure that there is adequate surfacing gravel for access if any residential lots are developed.

4.3 The Developer is responsible for the construction and cost of construction of the Municipal Improvements, which shall include the following to be constructed in and adjacent to the said Lands:

- (a) All sanitary sewer systems including service lines, mains and appurtenances;
- (b) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the Municipality. Where trunk storm sewer mains are required, the Municipality shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current Municipal policy;
- (c) All water lines, including all fittings and valves as required by the Municipality;
- (d) The developer shall provide the municipality with a site drainage and surface water management plan that outlines the following:
 - i. Drainage of internal road system.
 - ii. Erosion prevention systems, if required.
 - iii. Direction of site drainage.
- (e) Provision of engineered signed package including: all traffic signs, street signs, development identification signs, zoning signs, and directional signs;
- (f) All street lighting with under ground wiring, design and location as required by the Municipality;
- (g) Construction of access to serve the lots created by the subdivision to the municipal standards and approved plans.
- (h) Construction of urban cross-section improvements;
 - (1) Curb & Gutter
 - (2) Sidewalks – one side
 - (3) Civic – Utilities

The Municipality shall reimburse the Developer for the costs of the local improvements in clause 4.3 (g) (1) (2) if Bylaws for it are passed.

- (i) All utilities including electricity, natural gas and telephone. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the Municipality.

5. ACCEPTANCE OF MUNICIPAL IMPROVEMENTS

5.1 The Developer shall allow the Municipality, upon the Municipality's reasonable request, to enter onto the Lands so that the Municipality may satisfy itself that the Developer is complying with the terms and conditions of the Agreement.

5.2 The Developer shall, during the course of the construction and installation of the Municipal Improvements, provide and maintain adequate inspection services supervised by a professional engineer.

5.3 The Developer shall give written notice to the Municipality when the Developer claims that the Municipal Improvements have been constructed and installed in accordance with this Agreement.

5.4 Within sixty (60) days after inspection of the Municipal Improvements, the Municipality shall advise the Developer in writing of its acceptance or rejection of the Municipal Improvements.

5.5 If the Municipal Improvements are not acceptable to the Municipality, the Developer shall take all steps necessary to rectify the deficiencies. If the Municipal Improvements are acceptable to the Municipality, the Municipality shall issue a Construction Completion Certificate.

5.6 After acceptance of the Municipal Improvements by the Municipality, there shall be a Guarantee Period of two years. During this two-year period, the Municipality shall assume normal operation and maintenance (excluding repairs or matters arising from inadequate or deficient design or construction) of the Municipal Improvements.

5.7 Prior to the expiration of the Guarantee Period, the Developer shall request an inspection by the Municipality of the Municipal Improvements.

5.8 If the inspection reveals no deficiencies, the Municipality shall issue a Final Acceptance Certificate.

5.9 In the event that the Municipality is of the opinion that any repair or replacement required during the Guarantee Period is of a major nature, the Municipality shall be entitled, in its discretion, to require a further full Guarantee Period for the particular Municipal Improvement or portion thereof and such further Guarantee Period shall commence upon the Municipality issuing written notice to the Developer of its acceptance of the repair or replacement work.

5.10 The Municipality and the Developer agree, notwithstanding the issuance of a Final Acceptance Certificate, that the Developer shall be responsible for a period of two years following the issuance of a Final Acceptance Certificate to repair or replace any of the deficiencies in any of the Municipal Improvements which were not discovered prior to the issuance of the Final Acceptance Certificate. The warranty period for the underground utilities will begin once all systems are tested and approved. A separate two year warranty period will be established for the curb/gutter/sidewalk/asphalt (above ground) after construction is complete.

6. UTILITY EASEMENTS AND OTHER INSTRUMENTS

6.1 The Plans, as approved by the Municipality, shall designate rights-of-way of widths adequate to the needs of the Municipality and utility companies for the construction and installation of Municipal Improvements, and shall be of a width and in such locations as required by the Municipality.

7. OFF-SITE LEVIES

7.1 The Developer agrees that the Lands will benefit from new or expanded off-site water, sanitary sewer, roadway and storm drainage facilities which will be utilized to provide Municipal services to the Lands, and accordingly, the Developer covenants and agrees to pay the Municipality off-site levies as established by the Municipality.

7.2 The Developer covenants and agrees that the off-site levies currently established by the Municipality and payable by the Developer to the Municipality are the amounts specified in Schedule "B" of this Agreement and that off-site levies shall be paid upon the execution of this Agreement.

8. DEFAULT BY THE DEVELOPER

8.1 In the event that the Municipality claims that the Developer is in default in the observance and performance of any of the terms, covenants or conditions of this Agreement, the Municipality may give the Developer thirty (30) days notice in writing of such claimed default and require the Developer to rectify the same within the said period of thirty (30) days.

8.2 In addition to its other rights, the Municipality shall be entitled to terminate this Agreement if the

Subdivision Plan is not registered on or before twelve (12) months from the date of this Agreement. The termination of this Agreement shall be effective upon the Municipality serving written notice of termination on the Developer. The Developer shall not be entitled to register any Plans of Subdivision for any portion of the Lands unless and until a further written Agreement is entered into between the Developer and the Municipality.

8.3 In the event the Municipality terminates this Agreement pursuant to paragraphs 8.1 and 8.2, it is understood and agreed that any financial obligations of the Developer to the Municipality shall survive and the Municipality shall be entitled to enforce such financial obligations as if this Agreement remained in full force and effect.

8.4 In the event that the Developer has not commenced construction of the Municipal Improvements within the time limits specified in paragraph 4.1, then the Municipality shall be entitled to terminate this Agreement, and the Developer agrees that the termination of this Agreement shall be effective upon the Municipality serving written notice of termination on the Developer.

8.5 In the event this Agreement is terminated, the provisions relating to the cancellation of the Plan of Subdivision shall apply.

9. INDEMNITY AND SECURITY

9.1 The Developer shall indemnify and save harmless the Municipality from any and all losses, costs, damages, actions, causes of action, suits, claims and demands resulting from anything done or omitted to be done by the Developer in pursuance or purported pursuance of this Agreement.

9.2 The Developer covenants and agrees that it shall carry comprehensive liability insurance and including the Municipality as a named insured. The insurance policies shall have the following minimum limits of coverage:

- (i) Public Liability or Property Damage – Bodily Injury – each person TWO MILLION (\$2,000,000.00) DOLLARS; each accident TWO MILLION (\$2,000,000.00) DOLLARS – Property Damage (aggregate) each accident FIVE HUNDRED THOUSAND (\$500,000.00) DOLLARS.
- (ii) Automobile Public Liability and Third Party Property Damage – Owned and Non-Owned Vehicles – Bodily

Injury – each person TWO MILLION (\$2,000,000.00) DOLLARS; each accident TWO MILLION (\$2,000,000.00) DOLLARS – Property Damage, each accident FIVE HUNDRED THOUSAND (\$500,000.00) DOLLARS

9.3 The Developer shall continue to maintain with the Municipality security in the form of an irrevocable letter of credit in an amount equal to 15% of the estimated costs of constructing and installing all of the Municipal Improvements. The letter of credit shall be in a form acceptable to the Municipality's solicitor.

This security to a maximum of \$100,000.00 shall constitute the total security demanded for any and all projects either currently under construction or in a stage of being addressed by a warranty period.

10. COMPLIANCE WITH LAW

10.1 This Agreement does not constitute approval of any subdivision or development permit or other permits granted on behalf of the Municipality.

10.2 Any provision that is contrary to the law, the same shall be severed and the remainder of this Agreement shall be in full force and effect.

10.3 The Developer shall at all times comply with all legislation, regulations and Municipal Bylaws and resolutions relating to the development of the Lands by the Developer.

11. **GENERAL**

11.1 The validity and interpretation of this Agreement and of each clause and part hereof shall be governed by the laws of the Province of Alberta.

11.2 A waiver by either party hereto of the strict performance by the other of any covenant or provision of this Agreement shall not constitute a waiver of any subsequent breach of such covenant or provision or any other covenant or provision of this Agreement.

11.3 Whenever under the provisions of this Agreement any notice, demand or request is required to be given by either party to the other, such notice, demand or request may be given by delivery or registered mail to the following address:

M.D. of Mackenzie No. 23
P.O. Box 1690
La Crete, Alberta
T0H 2H0

and

Vanguard Realty
Box 119
Rapid View, Saskatchewan
S0M 2M0

11.4 The Developer acknowledges and agrees that the Municipality shall be at liberty, pursuant to the *Municipal Government Act*, upon the execution of this Agreement, to file at the Land Titles Office for the North Alberta Land Registration District a caveat against the said Lands for the purpose of protecting the Municipality's interest and rights pursuant to this Agreement.

11.5 The Municipality acknowledges and agrees that the said caveat must be discharged when the terms of this Agreement have been complied with.

11.6 This Agreement shall not be assignable by the Developer without the express written approval of the Municipality, which will not be unreasonably withheld.

11.7 Time shall in all respects be of the essence in this Agreement.

11.8 The Developer shall be responsible for and within thirty (30) days of the presentation of an account, pay to the Municipality any legal and engineering costs, fees, expenses and disbursements incurred by the Municipality through its solicitors and engineers for all services rendered in connection with the preparation, fulfillment, execution and enforcement of this Agreement.

12. EXECUTION OF AGREEMENT

12.1 The Developer hereby acknowledges that it is hereby executing this Agreement having been given the full opportunity to review the same and seek proper and independent legal advice and that the Developer is executing this Agreement freely and voluntarily and of its own accord without any duress or coercion whatsoever and that the Developer is fully aware of the terms, conditions and covenants contained herein and the legal effects thereof.

IN WITNESS WHEREOF the parties hereto have affixed their corporate seals, duly attested by the hands of their respective proper officers in that behalf, as of the day and year first above written.

MUNICIPAL DISTRICT OF MACKENZIE NO. 23

PER: _____
Municipal Planning Commission

PER: _____
Public Works Department

DEVELOPER

SEAL/WITNESS

Henry Jay Enns/Vanguard Realty

SCHEDULE "A"

Copy of Certificate of Title

Original Signed

SCHEDULE "B"

SUBDIVISION LEVIES

1. The Developer shall, in conjunction with the signing of this Agreement, pay to the Municipality \$1000.00 per lot as outlined in red on Schedule "C" for the construction and maintenance of off-site Municipal Services, including:
 - a) new or expanded facilities for the storage, transmission, treatment or supplying of water;
 - b) new or expanded facilities for the treatment, movement or disposal of sanitary sewage;
 - c) new or expanded storm sewage drainage facilities;
 - d) new or expanded facilities for the storage, transfer, or disposal of waste;
 - e) land required for or in connection with any facilities described in clauses (a) to (d); and
 - f) ongoing maintenance of the facilities described in clauses (a) to (d).

2. Municipal Reserve (Money in Lieu of Land)

Specific amount is based on 10% of the subject land and on the current market value of raw land. The current market value for this property is \$12, 700.00 per acre. Municipal reserve is charged at 10%, which for this subdivision is \$1,270.00 per subdivided acre. 2.47 acres times \$1,270.00 equals \$3,136.90.

3. Lift Station #4 Levies (Bylaw 223/00)

Lift Station #4 Levies are charged for the cost of new or expanded facilities for the treatment, movement or disposal of sanitary sewage. The levy is calculated at \$1,342 per hectare. Your subdivision is a total of 1 hectare. 1 hectare at \$1,342 equals \$1,342.

4. Gravity Sewer Main Levy (Bylaw 338/02)

Gravity Sewer Main Levies (Bylaw 338/02) are charged for the northwest area of the Hamlet of La Crete for the purpose of recovering a portion of the costs for new or expanded facilities for the treatment, movement or disposal of sanitary sewage. The levy is calculated at \$4,111.23 per hectare. Your subdivision is a total of 1 hectare. 1 hectare at \$4,111.23 equals \$4,111.23.

Total Levies:

1. Municipal Reserve	\$3,136.90
2. Off-site Levies	\$4,000.00
3. Lift Station #4 Levies	\$1,342.00
4. Gravity Sewer Main Levy	<u>\$4,111.23</u>
TOTAL:	\$12,590.13

SCHEDULE "C"

Approved Tentative Plan

Original Signed



Mackenzie County
P.O. Box 1690, La Crete Alberta T0H 2H0
Phone (780) 928-3983 Fax (780) 928-3636

July 29, 2008

Vanguard Realty Ltd.
Box 119
Rapid View SK S0M 2M0

Attention: Henry Jay Enns

Dear Mr. Enns:

Subdivision 01-SUB-07
Part of NE 9-106-15-W5M (Plan 982 0009, Block 24, Lot 1)

Your subdivision was presented to the Municipal Planning Commission (MPC) at the July 24th, 2008 meeting for review of the underground electrical servicing. The MPC reviewed your request to allow overhead servicing however chose to uphold the signed Developers Agreement which includes the following conditions:

- (f) All street lighting with under ground wiring, design and location as required by the Municipality;
- (i) All utilities including electricity, natural gas and telephone. Such utilities to be provided in a location and to a standard to be approved by the appropriate utility company and the Municipality;

In order for you to complete this subdivision we require the following:

- i. A time subdivision time extension application:
- ii. Additional requirements once the subdivision time extension is granted:
 - a. Engineered plans detailing the construction of 107th Avenue, storm sewer and municipal servicing. This information was not included in the plans submitted for Phase 4F,
 - b. Additional Irrevocable Letter of Credit for the deferred construction of 107th Avenue, the amount of which will be determined by the engineered construction costs, and
 - c. Documented confirmation from the utilities companies of the installation of required utilities.

Failure to provide the above noted items will result in the file being deemed abandoned and all work on it ceased. Please note that if you choose to apply for a time extension, the MPC may consider granting a final extension to a maximum of one year. A subdivision extension application is attached for your convenience.

If you have any questions or concerns regarding this matter please contact Marion Krahn, Development Officer, at 780-928-3983. Our office hours are 8:15 a.m. to 4:30 p.m., Monday through Friday.

Yours truly,

Ryan Becker, Director
Planning and Emergency Services

Enclosure

Original Signed



Mackenzie County
P.O. Box 1690, La Crete Alberta T0H 2H0
Phone (780) 928-3983 Fax (780) 928-3636

March 26, 2009

Vanguard Realty Ltd.
Box 119
Rapid View SK S0M 2M0

Attention: Henry Jay Enns

Dear Mr. Enns:

Subdivision Application 01-SUB-07
Part of NE 9-106-15-15-W5M (Plan 982 0009, Block 24, Lot 1)

Further to our July 29, 2008 correspondence, please note that the deadline for the registration of the above noted subdivision expired February 27, 2008. Your request to change the electrical servicing from underground to overhead was not supported by the Municipal Planning Commission (MPC) and therefore no change to the servicing requirements have been made. You previously indicated that you do not intend to proceed with the completion of this subdivision as a result of the electrical servicing requirements and therefore, we will note that file as abandoned and cease all work on it.

Should you wish to complete this subdivision at a later date, a new subdivision application would need to be submitted for processing.

If you have any questions or concerns regarding this matter please contact the undersigned at 780-928-3983. Our office hours are 8:15 a.m. to 4:30 p.m., Monday through Friday.

Yours truly,

Ryan Becker, Director
Planning and Emergency Services



Proposed Lots

TWP RD 1062

Secondary Road 697

TWP RD 1062

101 St

100 St

99 St

100 St

106 Ave

105 Ave

105 Ave

105 Ave

104 Ave

10404 Street

10910

10900

10902

10701

10704

10705

10701

10606

10601

10519

10315

10511

10507

10508

10501

10401

10905

10608

10604

10518

10514

10510

10506

10502

10502

10502 (CO-OP)

10500 Credit Union

10500.1 Chamber of Commerce

10500

10500.1

10500

10500

10500

10703

10603

10533

10704

10604

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10508

10502

10302

10526

10522

10518

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Street

101 St

100 St

100 St

10514

10510

10506

10502

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10410

10406

10402

10310

10306

10302

10222

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10214

10210

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M.D. of Mackenzie No.23

P.O. Box 640
 Fort Vermilion, Alberta
 Phone: (780) 927-3718 Fax: (780) 927-4266
 E-Mail: fvo@md23.ab.ca

OFFICIAL RECEIPT 59007

Customer & Comments:

Vanguard Realty Ltd.
 Box 119
 Rapid View Sask S0M 2M0
 Phases 7A, 5Cb & 4G

Date: May 23, 2006

Initials: CF

Receipt Type	Roll/Account	Description	Outstanding Amount	Quantity	Receipt Amount	Still Owing
General	SUBAP	Subdivision Application Fee	\$7,700.00	1	\$7,700.00	\$0.00

Cheque Number: 0904

----- PAYMENT SUMMARY -----

Tax Amount:	\$0.00
Receipt Total:	\$7,700.00
Cash Received:	\$0.00
Cheque Received:	\$7,700.00
Other Received:	\$0.00
	\$7,700.00



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Fort Vermilion – Peace River Flood Risk Assessment Final Report

BACKGROUND / PROPOSAL:

Mackenzie County received federal and provincial funding to conduct a Flood Risk Assessment for the Peace River in Fort Vermilion in late 2017. The project was awarded to Northwest Hydraulic Consultants (NHC) on April 25, 2018.

The project is to conduct a Flood Risk Assessment (FRA) that will identify the following:

- potential hazards present within the Peace River – Fort Vermilion geographical area;
- an assessment of their likelihoods of occurrence;
- potential impact(s) to people, economy, structures and networks, the natural environment, etc.; and
- the community vulnerabilities with respect to each of the aforementioned elements.

Main objectives of the National Disaster Mitigation Program is to reduce the impacts of natural flooding disasters within flooding prone sites such as the Fort Vermilion area. This is performed by focusing investments on recurring flood incidences that result often in unbudgeted costs; and advancing work to facilitate the communications that will assist the public as it relates to all aspects and impacts on overland flooding.

NHC had presented the draft report to Council on January 15, 2019 during the Committee of the Whole meeting.

Council had requested that the WAC Bennett Dam be taken into account in regards to flow levels and high water and ice break and to distinguish and identify the 1934 flood event as a worst case scenario.

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

The project commenced May 7, 2018 and will be completed once Council approves the final report.

Alberta Environment and Parks will be initiating Stream 2 of the Fort Vermilion Flood Risk Assessment which includes the following:

- a) Survey and base data collection
- b) Open water hydrology assessment
- c) Open water hydraulic modelling
- d) Open water flood inundation mapping
- e) Ice jam modelling
- f) Ice jam flood inundation mapping
- g) Design flood hazard identification and mapping

Northwest Hydraulic Consultants will be conducting the study which is expected to start April 1, 2019 and to be completed by March 31, 2020.

OPTIONS & BENEFITS:

The Flood Risk Assessment is the fundamental building block for identifying: flood hazards, compounding hazards, community and infrastructure vulnerabilities, impact and for informing future non-structural and structural flood mitigation investments.

The County has an opportunity to initiate mitigation measures to limit infrastructure loss and damage.

COSTS & SOURCE OF FUNDING:

The County has received a grant from the National Disaster Mitigation Program (NDMP) for \$50,000, the County also received grant approval from Alberta Emergency Management Agency for \$40,000 and the municipality has allocated \$15,000 which has been carried forward from 2017. Total budget is \$105,000.

Over \$75,000 has been spent as of the previous invoice but we have yet to receive the final invoice.

SUSTAINABILITY PLAN:

Strategy N1.3 Develop municipal policy to ensure that sound environmental protection, maintenance and utilization practices serve to preserve the health

Author: C Smith Reviewed by: B Peters CAO: _____

and safety of valleys (especially sound practices to guide the development of any future roadways that must be built over a river).

Strategy N2.1 Identify and maintain an up-to-date inventory of Mackenzie County’s environmentally sensitive land areas or ones that are at risk of becoming environmentally sensitive.

COMMUNICATION / PUBLIC PARTICIPATION:

There are no requirements to notify or involve the public as this is simply a report.

The County has an opportunity to present the findings within the report to the public.

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Fort Vermilion – Peace River Flood Risk Assessment Final Report conducted by Northwest Hydraulic Consultants be accepted for information.

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



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Carol Gabriel, Director of Legislative & Support Services
Title:	Council Professional Development

BACKGROUND / PROPOSAL:

Councillors are currently authorized to participate in the education courses offered by the Elected Officials Education Program (2 in-class courses and 2 online courses per year, subject to successful completion). These courses are typically held in conjunction with the Rural Municipalities of Alberta conference in the spring and the fall.

The University of Alberta Augustana Campus is offering a Certificate in Rural Municipal Leadership. This includes a series of six, one-day modules which are held in Camrose, Alberta. See attached program information.

OPTIONS & BENEFITS:

If enough interest exists, Administration could inquire with the University for options in offering these courses further north or in conjunction with the Rural Municipalities of Alberta conference.

COSTS & SOURCE OF FUNDING:

Each course costs \$549.00 plus travel expenses and honourariums.

The budget does not include specific amounts for professional development for Councillors, however the operating budget does include amounts for miscellaneous conferences and travel for unforeseen events. The total cost of participating in this professional development would depend on the number of Councillors interested.

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

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

N/A

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: C. Gabriel Reviewed by: _____ CAO: _____



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Augustana Extended Education (AEE)

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Certificate in Rural Municipal Leadership

Strengthen your leadership in local government with this series of six, one-day modules developed and delivered by Doug Griffiths, best-selling co-author of *13 Ways to Kill Your Community*. Multiple deliveries due to high demand.

Modules can be taken individually depending upon subject of interest, or as a series for maximum program impact. Complete all six modules to receive your **Certificate in Rural Municipal Leadership** from the University of Alberta - Augustana Campus.



[Overview](#) | [Who is it for?](#) | [Schedule](#) | [Instructor](#)

Overview [Back](#) ↑

The **Certificate in Rural Municipal Leadership** consists of six, one-day modules:

Roles & Responsibilities: After reviewing the roles and responsibilities of council, the CAO, the administration and the public, we study how each of the four groups interact with each other, when they should not interact with each

other, and how those relationships should be managed, especially when they go wrong. Particular attention is paid to identifying symptoms of an unhealthy balance in each relationship, and how to correct it.

Strategic Leadership: Explore different types of political leadership, how to identify them through characteristic analysis, and when and where they are most effectively, or ineffectively, employed. We will explore and better understand our own leadership styles, as well as discuss the challenges of leading in the modern world. We also evaluate and discuss the role of democracy in municipal politics and the challenges it can present in complex decision making.

Communication & Engagement: There are many textbook strategies for communicating and engaging the public. In a world where it is now acceptable to simply deny information as ‘fake news’ and ‘alternative facts’ when you disagree with them, the textbook strategies no longer work. We explore the differences between communication, consultation and engagement, and when each is most effective and appropriate to use. We also explore communication methods that help prepare the public for change. Studying cognitive biases and analyzing resistors will form part of the core of this module.

Planning & Action: Strategic Planning is often presented as a science, but this module demonstrates it is actually an art. We compare good and bad vision statements, and how they lead to good and bad strategic plans. We work through the real questions that need to be asked to produce a good strategic plan that will not simply fulfill the desire to have a planning document that sits on a shelf, but rather one that is action oriented and focussed on results.

Municipal Collaboration: There is growing pressure to improve municipal collaboration, both within municipalities, and also between them. In this module, we will focus on the issues that keep municipalities apart and where the challenges lie, with particular focus on the issues associated with governance, taxation, services and identity. We will also focus on inter- and intra-municipal cooperation, and the opportunities that lie ahead for communities that work collaboratively.

Change Management: Change Management is one of the most under taught programs in municipal politics. Our communities will face more challenges in the next 15 years than they have in the last 50. Yet most communities are planning and operating under the pretense that the world will remain very much the same over the next generation. Our entire concept of what makes communities and municipalities viable and strong, and what the coming generations have in store, has to change and evolve if we are going to survive and thrive.

Who is it for? [Back ↑](#)

Developed by Doug exclusively for mayors, reeves, councillors, AND municipal administration, this program targets specific issues of importance to communities,

and was designed to be responsive to the needs of rural municipal leaders who have articulated a desire for more advanced education and training for municipal leadership through AEE.

Schedule [Back ↑](#)

Modules	Date	Duration	Location	Investment
Roles & Responsibilities	Feb. 1, 2018 Jan. 21, 2019	1 day	Camrose, AB	\$549 + GST
Strategic Leadership	Apr. 26, 2018 <i>sold out</i> Feb 4, 2019	1 day	Camrose, AB	\$549 + GST
Communication & Engagement	May 9, 2018 <i>sold out</i> Mar. 4, 2019	1 day	Camrose, AB	\$549 + GST
Planning & Action	Sep. 20, 2018 Mar. 11, 2019	1 day	Camrose, AB	\$549 + GST
Municipal Collaboration	Oct. 10, 2018 <i>sold out</i> Apr. 1, 2019	1 day	Camrose, AB	\$549 + GST
Change Management	Dec. 6, 2018 Apr. 15, 2019	1 day	Camrose, AB	\$549 + GST

Instructor [Back ↑](#)

Doug Griffiths, President & CEO, 13 Ways Inc.

Growing up on a farm, Doug learned practical life lessons, and developed a strong work ethic and a deep understanding of what it takes to be successful and how the wrong attitude can ensure failure. After a successful career in provincial politics, Doug stepped away in 2015 to get back to what he really loved – helping build better communities. In his best-selling book, *13 Ways to Kill Your Community*, Doug identifies the challenges and opportunities that our communities face. Now, Doug works with people all over North America to help them create a brighter future for their communities.

[Register Now](#)



AUGUSTANA CAMPUS

AUGUSTANA EXTENDED EDUCATION

Dates & Investment

Please see the [Schedule for dates](#).

Location: University of Alberta - Augustana Campus, Camrose AB

Each module: 8:30 AM - 4:30 PM

Investment: \$549 + GST / module

Multi-registration discounts available - please contact our office for details.

Fees include all program materials, breakfast, lunch, and refreshments.

This program is eligible for the [Canada-Alberta Job Grant](#).

AEE on the Road

Would you like one or more of our programs delivered within your community or for your organization? Contact the Program Coordinator [via email](#) or 780.679.1502.

Program Updates

Want to know more about upcoming programs? [Sign up for the AEE Newsletter](#).

Questions?

Contact us at [via email](#) or 780.679.1502

Participant Comments

"This was the best course that I've taken in years."

"Awesome. Doug is awesome."

"This is what I've been looking for as an elected official".

Augustana Campus

- [COPLAC](#)
- [MyWeb](#)

Contact Information

University of Alberta
Augustana Campus
4901-46 Avenue
Camrose, Alberta
Canada T4V 2R3

Phone: 780.679.1100

Email:
augustana.info@ualberta.ca

[Map](#)



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Northwest Species at Risk Committee Annual Voting Membership Fees 2019

BACKGROUND / PROPOSAL:

Mackenzie County initiated a multi-municipal response to the Government of Alberta’s initial proposal for caribou recovery in our region. It took the better part of a year, but in time, the communities of Northwest Alberta organized into the current version of the Northwest Species at Risk Committee (NWSAR).

Mackenzie County’s current status on the committee is the same as four other municipalities - voting member. All voting member municipalities are required to provide \$50,000 to NWSAR annually (administered by the Town of High Level) to contribute to the committee’s ongoing advocacy and other activities.

During both the NWSAR and Mackenzie County budget deliberations, it was understood that most, if not all, of the County’s contribution would be in kind. DMC Consulting is under contract with the County, and has contributed a large portion of their time to broader NWSAR efforts and not just Mackenzie County specific projects. The initial understanding was that the County would continue to allow the NWSAR Committee to utilize DMC Consulting’s services, and this would count as the County’s financial contribution to the committee.

At the last NWSAR meeting, held on February 28, 2019, the committee made several motions that reversed their position on the above understanding.

Motion 19-02-014 states:

That NWSAR discontinues all contracted services with DMC Consulting as of January 2019, and utilizing additional contracted services will be pursuant to an NWSAR Committee MOTION.

Author: B Peters Reviewed by: _____ CAO: _____

Motion 19-02-015 states:

That NWSAR invoices Mackenzie County for their 2019 NWSAR Voting Membership fees, totaling \$50,000.

The unapproved minutes from the February 28th meeting are attached for further reference.

As a result of the NWSAR Committee changing direction, the County has received an invoice from the Town of High Level on behalf of the NWSAR Committee. Administration believes this change is significant, and that Mackenzie County Council be provided the opportunity to deliberate if this change remains within the scope of what was presented during budget creation.

COSTS & SOURCE OF FUNDING:

There is \$50,000 currently budgeted in a non-TCA budget item, which was to be used to pay for committed expenses and contribute to our NWSAR obligation. However; council has not yet passed a motion approving the 2019 operating budget, and the \$50,000 was initially intended to pay large portion of DMC Consulting's invoices.

Utilizing the full amount of this budget item to pay the invoice means that \$50,000 needs to be added to the budget elsewhere to make up the consulting funding gap.

SUSTAINABILITY PLAN:

The Sustainability Plan has several references to environmental stewardship, and the NWSAR committee helps to fulfil some of those objectives. However; the Plan does not prioritize inter-municipal relationships, or specify how environmental stewardship is to be funded.

COMMUNICATION / PUBLIC PARTICIPATION:

N/R

POLICY REFERENCES:

The NWSAR Terms of References are attached, along with the last NWSAR meeting minutes.

Author: B Peters Reviewed by: _____ CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That administration be authorized to proceed with payment of \$50,000 to the Town of High Level, as financial administrators of the Northwest Species at Risk Committee (NWSAR), in order to maintain voting membership in NWSAR.

Author: B Peters Reviewed by: _____ CAO: _____



NORTHWEST SPECIES AT RISK

c/o Town of High Level
10511 – 103 Street
High Level, AB
T0h 1Z0
Ph: 780-926-2201

albertanwsar@gmail.com

@Alberta_NWSAR



Alberta Northwest Species at Risk Committee



March 8, 2019

Len Racher
Chief Administrative Officer
Mackenzie County
P.O. Box 640, 4511 – 46 Avenue
Fort Vermilion, AB T0H 1N0

**RE: Mackenzie County's Northwest Species at Risk Committee (NWSAR)
Annual Voting Membership Fees 2019**

Dear Mr. Racher:

Northwest Species at Risk Committee (NWSAR) would like to thank Mackenzie County for their continuing support to the NWSAR Committee as one of our founding and Voting members.

As you are aware, NWSAR Voting members pay an annual fee of \$50,000 (Fifty-Thousand Dollars) to NWSAR's budget. At the last NWSAR meeting on February 28th 2019, two MOTIONS were made in regards to Mackenzie County's NWSAR Voting membership fees for 2019.

First, **MOTION 19-02-014:**

MOVED by Tanya Lindley

That NWSAR discontinues all contracted services with DMC Consulting as of January 2019, and utilizing additional contracted services will be pursuant to an NWSAR Committee MOTION.

CARRIED

Second, **MOTION 19-02-15:**

MOVED by Crystal McAteer

That NWSAR invoices Mackenzie County for their 2019 NWSAR Voting Membership fees, totalling \$50,000.

CARRIED

As **MOTION 19-02-014** removes Mackenzie County's in-kind financial contribution to NWSAR annually, please receive the enclosed invoice for \$50,000 (Fifty-Thousand Dollars), payable to the Town of High Level as the municipality that manages NWSAR's budget.

During January 2019, NWSAR understands there may have been some incurred costs related to works completed by DMC Consulting on behalf of NWSAR, paid by Mackenzie County. Under this circumstance, please provide itemized receipting for any reduction in your Voting membership fees for 2019, along with your fees.

If you have any questions or concerns, please do not hesitate to contact Hayley Gavin at hgavin@highlevel.ca.

Sincerely,



Garry Peterson
CAO, Town of High Level

cc: Northwest Species at Risk Committee

Byron Peters, Deputy CAO Mackenzie County

Northwest Species at Risk Committee: Minutes

**Room 110 Town of High Level Office
High Level, AB**

Thursday, February 28th 2018 at 3:30 p.m.

- PRESENT:** Lisa Wardley Chair, Councillor, Mackenzie County
Crystal McAteer Vice Chair, Mayor, Town of High Level
Eric Jorgensen Councillor, Mackenzie County
Mike Morgan Councillor, Town of High Level
Amber Bean Councillor, Clear Hills County
Miron Croy Reeve, Clear Hills County
Tanya Lindley Councillor, Town of Rainbow Lake
Cameron Cardinal Councillor, Mackenzie County
Terry Ungarian Reeve, County of Northern Lights (via teleconference)
- REGRETS:** Jessica Juneau Councillor, Town of Rainbow Lake
Linda Halabisky Councillor, County of Northern Lights
- ADMINISTRATION:** Byron Peters Deputy CAO, Mackenzie County
Hayley Gavin Regional Land Use and Environmental Project Manager/Recording Secretary, Town of High Level
- ALSO PRESENT:** Brendan Powell Councillor, M.D. of Opportunity No.17
Ann Stewart Councillor, Big Lakes County
Richard Simard Reeve, Big Lakes County
Jacquie Bateman Member of the Public
Terry Batt Zone Director, Alberta Trappers Association
Kevin Klein Vice President, Alberta Trappers Association
Tamera Klein Member of the Public

MOTION

1. Call to Order

Lisa Wardley called the meeting to order at 3:32 p.m.

Round table introductions. Councillor Ernest Peters has resigned as Mackenzie County's alternate member for NWSAR committee,



and Cameron Cardinal, Councillor Mackenzie County is their new alternate.

2. Adoption of the Agenda

19-02-001

MOVED by Mike Morgan

That the agenda be adopted with the following addition:

9. MD of Opportunity No.17 NWSAR Membership

CARRIED

3. Adoption of the Minutes

19-02-002

MOVED by Crystal McAteer

That the minutes from the January 10, 2019 NWSAR Committee meeting be adopted as presented.

CARRIED

a. Business Arising out of the Minutes

None.

b. Action Item List

19-02-003

MOVED by Lisa Wardley

That Clear Hills County appoints a representative to the Northwest Grizzly Bear Project Team, on behalf of NWSAR.

CARRIED

19-02-004

MOVED by Amber Bean

That NWSAR accepts the Action Item List for information.

CARRIED

Lisa Wardley recessed the meeting at 4:10 p.m.



Lisa Wardley reconvened the meeting at 4:19 p.m.

4. Briefing Note NWSAR Future Direction: For Discussion

Lisa Wardley left the meeting at 4:21 p.m.

Lisa Wardley returned to the meeting at 4:24 p.m.

Terry Batt, Kevin Kline, and Tamera Kline joined the meeting at 4:39 p.m.

19-02-005

MOVED by Miron Croy

That NWSAR accepts the Briefing Note for information.

CARRIED

Mike Morgan left the meeting at 4:54 p.m.

Lisa Wardley recessed the meeting at 4:55 p.m.

Lisa Wardley reconvened the meeting at 5:04 p.m.

6. NWSAR Current Projects Update

Round table introductions.

a. Delegation: Alberta Trappers Association (5:00pm – 6:00pm)

Administration provided a short presentation on the Environmental Damages Fund and the site map for camera/ARU locations.

Cameron Cardinal left the meeting at 5:10 p.m.

Terry Ungarian joined the meeting via teleconference at 5:15 p.m.

Mike Morgan returned to the meeting at 5:23 p.m.

19-02-006

MOVED by Eric Jorgensen



That Terry Batt be appointment as the official liaison for the Alberta Trappers Association on the NWSAR Committee.

CARRIED

Eric Jorgensen left the meeting at 5:58 p.m.

Eric Jorgensen returned to the meeting at 6:00pm

Kevin Klein and Tamera Klein left the meeting at 6:00 p.m.

8. NWSAR-ABMI RMA Trade Show Booth: For Discussion

19-02-007

MOVED by Miron Croy

That NWSAR approves administration attendance at the 2019 Rural Municipalities of Alberta Spring Convention and Trade Show.

CARRIED

Lisa Wardley recessed the meeting at 6:19 p.m.

Terry Ungarian left the meeting at 6:22 p.m.

Jacque Bateman left the meeting at 6:45 p.m.

Byron Peters left the meeting at 6:46 p.m.

Lisa Wardley reconvened the meeting at 6:47 p.m.

9. MD of Opportunity No.17 NWSAR Membership

Terry Ungarian joined the meeting via teleconference 6:53 p.m.

Byron Peters returned to the meeting at 6:56 p.m.

MD of Opportunity No.17 will respond with their decision soon.

6. NWSAR Current Projects Update

19-02-008

MOVED by Tanya Lindley



That NWSAR authorize up-to \$80,000 for the volunteers and fuel components of the Environmental Damages funding application.

CARRIED

7. Briefing Note: NW Stewardship Project Team Meeting

19-02-009

MOVED by Miron Croy

That NWSAR receives the Briefing Note for information.

CARRIED

Terry Ungarian left the meeting at 7:54 p.m.

11. Letters (Sent and Received): For Information

Received for information purposes.

12. RMA Northern Zone Meeting Presentation

Received for information purposes.

13. Committee Member Updates: For Discussion

None.

14. Terms of Reference

Received for information purposes.

15. Acronyms Reference Page

Received for information purposes.

16. Next Meeting Date(s)

19-02-010

MOVED by Lisa Wardley

That the next NWSAR meeting date will be:



❖ Tuesday April 16th @ 1:00 p.m. at Town of High Level

CARRIED

Ann Stewart, Richard Simard, Terry Batt and Brendan Powell left the meeting at 8:06 p.m.

5. Budget Update

19-02-011

MOVED by Amber Bean

That NWSAR approve the attached schedule of expenses paid up until December 31, 2018 totaling \$9,013.30

CARRIED

a. In Camera RFD: Budget Discussion

19-02-012

MOVED by Mike Morgan

That NWSAR moves in-camera at 8:11 p.m.

CARRIED

Byron Peters and Hayley Gavin left the meeting at 8:11 p.m.

19-02-013

MOVED by Miron Croy

That NWSAR moves out of camera at 8:41 p.m.

CARRIED

Byron Peters and Hayley Gavin returned to the meeting at 8:41 p.m.

19-02-014

MOVED by Tanya Lindley

That NWSAR discontinues all contracted services with DMC Consulting as of January 2019, and utilizing additional contracted services will be pursuant to an NWSAR Committee MOTION.

CARRIED



19-02-015 **MOVED** by Crystal McAteer

That NWSAR invoices Mackenzie County for their 2019 NWSAR Voting Membership fees, totalling \$50,000.

CARRIED

19-02-016 **TABLED** by Miron Croy

Further discussion about DMC Consulting contract and Mackenzie County NWSAR 2018 Voting Membership fees at the next meeting.

CARRIED

b. In Camera RFD: Administration Discussion

19-02-017 **MOVED** by Mike Morgan

That NWSAR's Chair meets with the Chief Administrative Officer of Town of High Level to discuss the arrangement and an employment contract will be developed at that time.

CARRIED

14. Adjournment

19-02-018 **MOVED** by Mike Morgan

That Northwest Species at Risk Committee meeting be adjourned at 8:58 p.m.

CARRIED

These minutes were adopted this ____ day of _____ 2019.

Lisa Wardley, Chair



TERMS OF REFERENCE

NORTHWEST SPECIES AT RISK COMMITTEE

Background:

The northwest region of Alberta encompasses high economic development value in a variety of natural resource sectors. Notwithstanding this, the region is requested to carry the highest burden of environmental protection of any other region within Alberta.

Current and proposed Provincial policy and strategies requires the Lower Peace Region to subsidize economic activity in other regions to allow, both, the Federal and Provincial governments to achieve conservation targets for the natural environment. Cumulatively, multiple conservation initiatives and species at risk recovery strategies have the ability to adversely affect the rural communities of Northwest Alberta.

We, the local tenants of this region have collaborated in an attempt to secure smart economic growth, a sustained quality of life, and well-balanced environmental protection for our future generations. Through optimal adaptive management, transparent stakeholder engagement, and effective environmental stewardship we endeavour to achieve this purpose.

Purpose:

To collectively provide and share information, ideas and resources relating to the continued and future prosperity of Northwest Alberta. Instill effective regional adaptive management and transparency, which allows all stakeholders to play a vital role in shaping our collective future. Develop tangible solutions founded upon an evidence-based approach, to ensure a balance of smart economic growth, a sustained quality of life, and an enhanced natural environment for all of our businesses, communities and wildlife.

Responsibilities:

To ensure that any impending species recovery or conservation initiative, that has the ability to affect the smart growth of Northwest Alberta is prefaced with a robust regional socio-economic impact analysis.

Proactively work with all other levels of government, including Indigenous Peoples to create well-balanced working groups with all key stakeholders relevant to impending conservation areas and species recovery.

Emphasizing that, Northwest Alberta currently encompasses a vast amount of protected lands. Impending species recovery and conservation initiatives should aim to enhance the value of these areas for species at risk recovery and biodiversity, rather than seeking to protect unjustifiable additional areas of land.

Structure:

Two (2) councillors and one (1) alternate appointed by each of the Voting municipalities.

Alternate members may attend all meetings.

Associate membership is available to other municipalities. Associate members shall not have voting rights.

Meetings are open to the public as per Section 197 and Section 198 of the Municipal Government Act.

Meetings may, in part, be closed to the public if matters to be addressed are recognized under; Section 197(2) of the Municipal Government Act, and/or Division 2 – Part 1 of the Freedom of Information and Protection of Privacy Act.

The committee shall pursue grant opportunities to fund any larger projects.

Quorum and Costs:

Decisions shall be reached by consensus, consisting of two appointed members from each of the Voting municipalities. Alternates shall not be considered for consensus, unless standing in for an appointed member.

Unless set differently by Northwest Species at Risk Committee, all meetings shall be hosted by the Town of High Level at the Town of High Level Office.

Unless set differently by Northwest Species at Risk Committee, meeting costs shall come from the Northwest Species at Risk Committee budget managed by the Town of High Level.

Each municipality and other delegates are expected to cover the costs of their members. Additional costs, such as those derived from committee motions, will be subject to additional discussion and approval from each of the Voting municipalities.

All decisions reached by consensus which are within the scope of the Terms of Reference, are binding upon all municipalities.

Voting members shall pay a \$50,000 (fifty-thousand dollar) annual Voting membership fee.

Associate members shall pay a \$1,000 (one-thousand dollar) annual Associate membership fee.

Communication:

An electronic data-sharing forum will be created and maintained, with access for all of the committee members.

Meetings will be held monthly, or as required by the Chair. Community stakeholder meetings will be scheduled by NWSAR.

Voting and Associate member logos will be included on all future communications materials.

FINANCIAL TERMS OF REFERENCE
NORTHWEST SPECIES AT RISK COMMITTEE

Financial Responsibility:

The Town of High Level shall be the party responsible for administration and management of all financial matters relating to the Northwest Species at Risk Committee.

Funds held in trust by the Town of High Level will only be used to further the goals of the Northwest Species at Risk Committee. No funds will be released by the Town of High Level without approval by consensus of the Northwest Species at Risk Committee.

The Town of High Level will develop and maintain a budget report for the Northwest Species at Risk Committee, which will provide all known revenues and expenses. At no time will the Town of High Level reimburse expenses incurred by the Northwest Species at Risk Committee that will exceed those funds held in trust for the Northwest Species at Risk Committee as described in the budget report.

In the event of dissolution of the Northwest Species at Risk Committee, any remaining funds held by the Town of High Level, after all expenses due have been paid, will be returned to Voting members, as a proportional share of the amounts originally invested.

Appendix: Northwest Species at Risk Committee Municipal Members

Voting members:

- County of Northern Lights
- Mackenzie County
- Town of High Level
- Town of Rainbow Lake
- Clear Hills County

Associate members:

- Northern Sunrise County
- MD of Opportunity
- County of Grande Prairie
- MD of Fairview
- Big Lakes County
- Town of High Prairie



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	RCMP Enhanced Policing Agreements

BACKGROUND / PROPOSAL:

Mackenzie County has an agreement with the RCMP for the provision of Enhanced Policing services. One position is solely for the purpose of a School Resource Officer (SRO) and the other position is half-time School Resource Officer and half-time community policing in La Crete.

This agreement is set to expire on June 30, 2019. A copy of the agreement and the Memorandum of Understanding are attached.

At the December 10, 2018 Budget Council meeting the following motion was made, however due to further discussions and new developments for potential partnerships further direction is required by Council.

MOTION 18-12-997

MOVED by Councillor Cardinal

That administration inform the RCMP of Mackenzie County's intent to phase out the two Enhanced Policing positions prior to budget 2020 and recommend that the current vacant position not be filled and that the Fort Vermilion School Division be notified in regards to the School Resource Officer position.

CARRIED

The Reeve, Deputy Reeve, Chief Administrative Officer, and the RCMP attended a Fort Vermilion School Division Board meeting on March 13, 2019 to discuss the School Resource Officer program and to seek financial support to pay for the full-time SRO position. Further to this meeting, we have been notified that the Fort Vermilion School Division is willing to commit funding for this initiative subject to input into the program delivery.

Author: C. Gabriel **Reviewed by:** L. Racher **CAO:** _____

OPTIONS & BENEFITS:

Option 1

1. Continue to fund the RCMP Enhanced Policing Position – School Resource Officer subject to financial contribution by the Fort Vermilion School Division; and
2. Provide notice to Alberta Justice and Solicitor General to terminate the second RCMP Enhanced Policing Position (½ time School Resource Officer and ½ time La Crete Community Policing).

Option 2

Provide notice to Alberta Justice and Solicitor General to terminate both RCMP Enhanced Policing Positions.

The agreement states that...if either party does not intend to renew or extend this Agreement as contemplate in Article 11, it shall provide one (1) year written notice to the other party prior to the expiry of the agreement.

COSTS & SOURCE OF FUNDING:

\$160,000.00 per Officer

The current 2019 Operating Budget includes funding for one position.

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

With affected parties, as required.

POLICY REFERENCES:

Author: C. Gabriel Reviewed by: L. Racher CAO: _____

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

That Mackenzie County continue to fund the RCMP Enhanced Policing Position – School Resource Officer, subject to financial contribution by the Fort Vermilion School Division; and that notice be provided to Alberta Justice and Solicitor General to terminate the second RCMP Enhanced Policing Position (½ time School Resource Officer and ½ time La Crete Community Policing) effective immediately.

Author: C. Gabriel **Reviewed by:** L. Racher **CAO:** _____

January 20, 2016

Ms. Carol Gabriel
Manager of Legislative & Support Services
Mackenzie County
P.O. Box 640
Fort Vermilion, AB T0H 1N0

Dear Ms. Gabriel:

Re: Mackenzie County – Enhanced Policing Agreement- Extending Agreement

Mackenzie County holds two enhanced policing agreements, set to expire on June 30, 2016. Please find enclosed three (3) originals of an amalgamated extending Option 1 Enhanced Policing Agreement, providing for two additional RCMP members, as School Liaison Officer for Fort Vermilion and community policing for La Crete. Please provide for the signature of the authorized official (Reeve Bill Neufeld) and return two (2) originals to me at your earliest convenience. We will in turn provide a copy of the signed agreement to the Commanding Officer, RCMP “K” Division.

In addition, a Memorandum of Understanding will be required between the County and the RCMP, establishing the duties, responsibilities, and reporting expectations of the enhanced resources. The 2016/17 costs for enhanced policing are estimated at \$156,600 per officer.

If you have any questions relative to these Agreements, please contact Patricia Harrish, Police Planning and Contract Coordinator, at (780) 427-7021.

Thank you for your ongoing commitment to providing for safe communities in Alberta.

Sincerely,



Cheryl Beck
Director, Contract Policing & Policing Oversight

Attachments

cc: Deputy Commissioner M. Ryan, M.O.M.
Commanding Officer RCMP “K” Division

Superintendent Glen Siegersma
OIC Corporate and Client Services “K” Division

RECEIVED
JAN 28 2016

MACKENZIE COUNTY
FORT VERMILION OFFICE

ENHANCED POLICING AGREEMENT
Option 1: One Municipality Subcontracts for Full-Time RCMP Member

THIS LETTER OF AGREEMENT is made the 20th day of January, 2016

BETWEEN

HER MAJESTY THE QUEEN
as represented by the Minister of Justice and Solicitor General
(hereinafter called "Alberta")

AND

MACKENZIE COUNTY
as represented by the Reeve
(hereinafter called the "County")

WHEREAS the County desires Alberta to provide an enhanced level of provincial policing service, and

WHEREAS Alberta may enter into such an agreement with the County pursuant to Section 22(1) of the *Police Act* R.S.A. 2000, c.P-17.

The Parties agree as follows:

1. This Agreement replaces the Enhanced Policing Agreements between Alberta and the County, for the terms July 1, 2013 to June 30, 2016, and July 15, 2015 to June 30, 2016.
2. At the request of the County and on the recommendation of the Royal Canadian Mounted Police (RCMP), Alberta agrees to provide an enhanced level of police service by the Provincial Police Service consisting of two (2) RCMP member related to community policing in La Crete and a school resource officer.
3. The RCMP members providing this enhanced level of police service to the County will report to and be under the supervision and authority of the respective Non Commissioned Officer in Charge of the Fort Vermilion RCMP Detachment.
4. The County shall enter into a Memorandum of Understanding (MOU) with the Detachment Commanders to determine the duties and responsibilities of the RCMP members employed under this Agreement and shall consult with the Detachment Commander with respect to any issues arising out of the MOU. Any issues that cannot be resolved by the RCMP and the County shall be referred to Alberta's representative for resolution.

5. The County shall be charged at the same rates as are applied to other Provincial Police Service members. Alberta shall advise the County of the estimated quarterly cost of the provincial police service member assigned to policing duties in the County under this Agreement. The basis of these quarterly cost estimates shall be the per member cost as determined from the quarterly billings from Canada for the Provincial Police Service received on or about July 1st, October 1st, January 1st and April 1st. An adjustment for the difference between the estimates provided and the actual costs of the member assigned to the County is to be provided on or about 120 days following the fiscal year ending March 31st.
6. The County shall make the quarterly payments referred to in Clause 5 directly to the Government of Alberta in the amounts determined in Clause 5 of this Agreement under the payment terms and conditions of the invoices received by the County from Alberta.
7. If the County fails to comply with the terms and conditions of payment referred to in Clause 5 and 6, Alberta may, at its discretion and with ninety (90) days written notice, terminate the enhanced police service referred to in Clause 2 by relocating any RCMP members providing services to the County pursuant to this Agreement and the County shall pay any and all expenses of relocation of the RCMP member within the Province of Alberta.
8. If the County terminates this Agreement, with such termination to be effective at any time prior to June 30, 2019, Alberta may, at its discretion, require the County to pay, in which case the County shall pay, any and all expenses of relocation to an Alberta location of any police member occupying a position pursuant to this Agreement. In the event termination notice is not received by Alberta one year in advance of date of proposed termination, and the member cannot be relocated by the termination date, Alberta may, at its discretion, require the County to pay, in which case the County shall pay, for the costs of the member until relocation of the members is effected. Invoicing of these costs shall be in the form consistent with that referred to in Clause 5 of this Agreement.
9. Alberta shall verify that the amounts of the invoices referred to in Clauses 5 and 6 of this Agreement are consistent with the per member costs for Provincial Police Service members and that the relocation costs referred to in Clause 7 and 8 are comparable to other Provincial Police Service member relocation expenses. Alberta shall resolve any inconsistencies with the RCMP before advising the County's representative of the County's cost relative to this Agreement.
10. Notwithstanding the signatory dates of the Parties, the term of this Agreement shall be from July 1, 2016 to June 30, 2019.
11. This Agreement may be renewed or extended upon such terms as may be mutually agreed to at that time.

12. If at any time during the continuance of the Agreement, the parties deem it necessary or expedient to make any alteration or addition to this Agreement, they may do so by means of a written agreement between them. It is further agreed that all such alterations or additions shall be adhered to and have the same effect as if they had originally formed part of this Agreement.
13. If either party does not intend to renew or extend this Agreement as contemplated in Article 11, above, it shall provide one (1) year written notice to the other party prior to the expiry of this Agreement.
14. This Agreement may be terminated at any time, without cause, by either party, on one year written notice to the other.
15. Any notice or other communication made under this Agreement shall be deemed given to the other party if it is in writing and personally delivered; sent by prepaid registered post; or sent by facsimile transmission, addressed as follows:

a) The representative of Alberta is:

Assistant Deputy Minister
Public Security Division
Alberta Justice and Solicitor General
10th Floor, John E. Brownlee Building
10365 - 97th Street
Edmonton AB T5J 3W7
Facsimile (780) 427-5916

b) The representative of the County is:

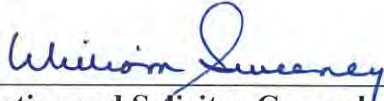
Reeve
Mackenzie County
P.O. Box 640
Fort Vermilion AB T0H 1N0
Facsimile (780) 927-4266

Either Party may change its representative or address by giving notice in the above manner.

16. This written instrument embodies the entire Agreement of the Parties and no other agreement, verbal or otherwise exists between the Parties.
17. This Agreement shall be interpreted according to the laws in force in the Province of Alberta.

IN WITNESS WHEREOF the Parties have executed this Agreement, each by its duly authorized representative, on the respective dates shown below.

HER MAJESTY THE QUEEN IN RIGHT OF ALBERTA, as represented by the Minister of Justice and Solicitor General



**Alberta Justice and Solicitor General,
as represented by the Assistant Deputy Minister,
Public Security Division**

16-01-21

Date



**Reeve
Mackenzie County**

2016-01-29

Date

Memorandum of Understanding

THIS ARRANGEMENT, made in duplicate as of the 01st day of July, 2016.

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")

RECEIVED
SEP 20 2016

MACKENZIE COUNTY
FORT VERMILION OFFICE

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

Page 1 of 7



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 Vermillion RCMP detachment.

2.0 PURPOSE AND SCOPE:

- 2.1 This Agreement shall commence on July 1, 2016 and expire on June 30, 2019 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 20th day of January, 2016.
- 2.2 This MOU sets out the general duties and responsibilities of the RCMP Member 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(s) 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(s) 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(s) 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.
- Act as the primary liaison for the Program(s). (eg. Citizen on Patrol, Rural Crime Watch, Victim Services)
- 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.
- Perform the duties and responsibilities of a school resource officer.
- Delivering education and training to schools within the Detachment boundaries relating to the Drug Abuse Resistance Education (D.A.R.E.).

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

- Traffic enforcement, under the Traffic Safety Act of Alberta.
- Enforcement of the Gaming and Liquor 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
- 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(s) 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 Mayor'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 20th day of January, 2016 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 Vermillion 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 Statues 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 20th day of January, 2016.

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, 2016 and will expire on 30th day of June 2019. 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: OIC Fort Vermilion Detachment 4302 45th Street Fort Vermilion, Alberta T0H 1N0 (780) 927-3258	For Mackenzie County: Chief Administrative Officer Mackenzie County Corporate Office P.O. Box 640 Fort Vermilion, AB T0H 1N0 (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 Mackenzie County 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:



Staff Sergeant Jeff Simpson
Detachment Commander
NCO i/c Fort Vermilion RCMP Detachment

Date: 2016-08-02

Signed by the authorized officers of the Participants:

For Mackenzie County:



Mr. Bill Neufeld
Reeve
Mackenzie County

Date: 2016.07.26

For the RCMP:



M.C. (Marianne) Ryan, M.O.M.
Deputy Commissioner
Commanding Officer "K" Division

Date: 2016-09-07



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	Reporting Committee Business to Council

BACKGROUND / PROPOSAL:

Mackenzie County appoints council members to an assortment of internal and external committees in order to effect positive outcomes for the municipality. There are an assortment of committee structures in order to accommodate the various needs of the County and other committee stakeholders.

Accountability to Mackenzie County, and the priorities and directives identified by Council take precedent over individual committee objectives, as established in the Council Code of Conduct bylaw. In addition to the obligations established in the bylaw, a lack of communication from committee members makes it particularly challenging to accurately review honorarium and expense claims.

An additional item that requires clarification is who has the ability to amend a Terms of Reference for a committee. There have been occurrences within the past year where Terms of Reference have been changed by a committee, rather than by council. This is referred to within the Procedural Bylaw, and clarification is required for the application of the applicable clauses.

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

Author: B Peters **Reviewed by:** L. Racher **CAO:** _____

COMMUNICATION / PUBLIC PARTICIPATION:

N/R

POLICY REFERENCES:

Bylaw 1105-18 Council Code of Conduct bylaw
Bylaw 1083-17 Procedural Bylaw

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

For discussion.

Author: B Peters **Reviewed by:** L. Racher **CAO:** _____



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Byron Peters, Deputy Chief Administrative Officer
Title:	Municipal Planning Commission Meeting Minutes

BACKGROUND / PROPOSAL:

The minutes of the March 11, 2019 Municipal Planning Commission meeting are attached.

OPTIONS & BENEFITS:

N/A

COSTS & SOURCE OF FUNDING:

N/A

SUSTAINABILITY PLAN:

N/A

COMMUNICATION / PUBLIC PARTICIPATION:

N/A

POLICY REFERENCES:

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

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

That the Municipal Planning Commission meeting minutes of March 11, 2019 be received for information.

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

**MACKENZIE COUNTY
Municipal Planning Commission Meeting**

**Mackenzie County Office
La Crete, AB**

Monday, March 11, 2019 @ 4:00 p.m.

PRESENT: Erick Carter Chair, MPC Member
Beth Kappelar Vice Chair, MPC Member (via Teleconference)
John W Driedger MPC Member
David Driedger Councillor, MPC Member
Jacquie Bateman Councillor, MPC Member (via Teleconference)

ADMINISTRATION: Byron Peters Deputy Chief Administrative Officer
Kristin Racine Planner
Nicole Friesen Administrative Assistant/Recording Secretary

MOTION 1. CALL TO ORDER

Erick Carter called the meeting to order at 4:09 p.m.

2. ADOPTION OF AGENDA

MPC-19-03-025 MOVED by John W Driedger

That the agenda be adopted as presented.

CARRIED

3. MINUTES

a) Adoption of Minutes

MPC-19-03-026 MOVED by Beth Kappelar

That the minutes of February 25th, 2019 Municipal Planning Commission meeting be adopted as presented.

CARRIED

b) Business Arising from Previous Minutes

None.

4. **TERMS OF REFERENCE**

For information.

5. **DEVELOPMENT**

- a) **021-DP-19 Max Fuel Distributors Ltd
Temporary/Portable Unit (Office)(12'x 31') in "LC-HI" (La Crete)
Plan 052 4622, Block 21, Lot 03**

MPC-19-03-027 **MOVED** by Beth Kappelar

That Development Permit 021-DP-19 to place a Temporary/Portable Unit (Office)(12'x 31') on Plan 052 4622. Block 21, Lot 03 be TABLED for more information.

CARRIED

- b) **028-DP-19 Dave & Bonnie William
Cottage with 40% Setback Variance in "CREC" (Hutch Lake)
Plan 012 4622, Lot 57**

MPC-19-03-028 **MOVED** by Jacquie Bateman

That Development Permit 028-DP-19 on Plan 012 2639;;57 in the name of Dave & Bonnie Williams be APPROVED with the following conditions:

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

1. A 40% **Setback Variance** for the Cottage from the back (Rear) and the East property line is hereby granted. The Cottage shall be 6.1 meters (20 feet) from the rear property line.
2. **Remaining minimum building setbacks: 12.2 meters (40 feet) from all other property lines.**
3. The cottage shall be no more than two storeys in height and 186.0 square meters (2,002 square feet) in area.
4. A 10.0m (32.8ft) minimum radius around all structural DEVELOPMENTS on the site which should be free of all trees, shrubs and fine fuels.
5. A reduced fuel zone radius of 20.0m (65.6ft) minimum from (i) above in which flammable trees are thinned, all dead & down and dead

standing material is removed, all branches, living, or dead, on residual coniferous trees shall be removed to a height of 2.0m (6.6ft) above ground level.

6. **Any additional tree clearing on the lot has to be approved by a development authority.**
7. A minimum of two (2) parking stalls is required.
8. The site shall be landscaped as required by the Development Authority to ensure proper vegetation and tree coverage for appearance and drainage purposes.
9. The site shall be of a style and appearance which is compatible with the natural qualities of the recreation area. The character and appearance of all DEVELOPMENT on each recreation LOT shall be maintained to minimize any adverse impacts which may occur on adjacent recreation LOTS or the recreation area in general.
10. All water and sewage disposal must conform to the requirements of the Hutch Lake AREA STRUCTURE PLAN and Alberta Private Sewage Systems Standard of Practice 2015.
11. **This permit approval is subject to the access to the property being constructed to County standards.** PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
12. No construction or development is allowed on or in a right-of-way. It is the responsibility of the developer/owner/occupant to investigate the utility rights-of-way, if any, that exist on the property prior to commencement of any construction and to ensure that no construction or development is completed on any utility right-of-way.
13. The total site area (lot) shall have a positive surface drainage without adversely affecting the neighbouring properties.
14. The Developer shall at all times comply with all applicable Federal, Provincial and Municipal legislation and regulations and County Bylaws and resolutions relating to the development of the lands.

CARRIED

**c) 030-DP-19 Andres Heinrichs
Fence with 50% Height Variance in “MHS” (La Crete)
Plan 962 3400, Block 23, Lot 07**

MPC-19-03-029 **MOVED** by Beth Kappelar

That Development Permit 030-DP-18 on Plan 962 3400, Block 23, Lot 07 in the name of Andres Heinrichs be APPROVED with the following conditions:

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

1. **Approval of a fence with height variance as noted in condition 2a).**
2. **Maximum height of fence:**
 - a. **1.8 meters (6 feet) for the FRONT YARD facing 108th Street,**
 - b. **and up to 6 feet for the remaining yards.**
3. **The fence shall not comprise of and/or support barbed wire.**
4. The fence shall not adversely affect the view of vehicular and pedestrian traffic.
5. The fence shall not encroach onto adjacent properties.
6. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards.
7. This permit may be revoked at any time if, in the opinion of the Development Officer, the proposed development has become detrimental, unsightly or otherwise incompatible with the amenities of the neighbourhood.
8. This permit approval is subject to an access to the property being constructed to County standards. PRIOR to installation of a new access or changing location of existing access, complete a Request for Access form by contacting the Operational Services Department for Mackenzie County at 780-928-3983. Access to be constructed at the developers' expense.
9. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site and the

aesthetics of the neighbouring residences to the satisfaction of the Development Authority.

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

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

CARRIED

6. SUBDIVISIONS

- a) 04-SUB-19 Ken & Katherine Harder
1.30 Acre Subdivision
Part of Both Plan 052 0560, Block 1, Lot 9 &
Plan 992 0893 Block 1, Lot 8**

MPC-19-03-030 **MOVED** by Jacquie Bateman

That Subdivision Application 04-SUB-19 in the name of Kenneth & Katherine Harder on Part of Plan 052 0560, Block 1, Lot 9 & Part of Plan 992 0893, Block 1, Lot 8 be APPROVED with the following conditions:

1. This approval is for a single lot subdivision, 1.30 acres (0.527 hectares) in size.
2. Applicant/developer shall enter into and abide by a Development Agreement with the Mackenzie County which shall contain, but is not limited to:
 - a) Prior to any development on the proposed subdivision, the developer shall obtain a development permit from the Municipality,
 - b) Provision of all sanitary systems including service lines, main and appurtenances as required by the Municipality,
 - c) Provision of all water lines, including all fittings and valves as required by the County,

- d) Provision of municipal servicing (water and sanitary sewer) to each lot,
- e) All drainage systems, provisions for weeping tile flow where a high water table or other subsurface conditions cause continuous flow in the weeping tile, and associated works, all as and where required by the County. Where trunk storm sewer mains are required, the County shall reimburse the Developer for the cost of the trunk storm sewer mains in accordance with current County policy;

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

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

easements as required by utilities companies. Any costs incurred for line relocation will be the responsibility of the developer. All utility lanes/lots must be accessible. All public utility lanes/lots shall be cleared to ground level with all tree stumps and debris removed and then landscaped. Where necessary, utility lanes/lots shall be excavated or landscaped to provide drainage for the subdivision. Any excavation or landscaping of the public utility lanes/lots shall be to engineered plans and completed prior to the installation of utilities,

- l) The developer is responsible for site grading and landscaping to design elevation and seeding with grass or other approved landscaping, in a manner that does not negatively impact adjacent properties or infrastructure.
- m) Provision of an agreement with the adjacent landowners for utility lanes/lots if required,
- n) Any outstanding property taxes shall be paid in full prior to registration of title,
- o) Security, in the form of an irrevocable letter of credit or certified cheque, in the amount of 25% of subsurface and surface infrastructure construction cost must be submitted to the County prior to installation and construction of any permanent infrastructure. Security amounts required in accordance with Mackenzie County's Multi-Lot/Urban Subdivision Construction and Registration Policy No, DEV003.

CARRIED

**b) 05-SUB-19 Mackenzie County
0.359 Acre Subdivision
Part of Plan 992 0893, Block 1, Lot 13MR**

MPC-19-03-031 **MOVED** by John W Driedger

That Subdivision Application 05-SUB-19 in the name of Mackenzie County on Part of Plan 992 0893, Block 1, Lot 13MR be APPROVED with the following conditions:

1. This approval is for a **TYPE B** subdivision, 0.359 acres (0.145 hectares) in size.

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

CARRIED

- c) **06-SUB-19 Agenatha Friesen
10 Acre Subdivision
NW 32-106-14-W5M**

MPC-19-03-032 **MOVED** by David Driedger

That Subdivision Application 06-SUB-19 in the name of Agenatha Friesen on NW 32-106-14-W5M be APPROVED with the following conditions:

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

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

CARRIED

7. MISCELLANEOUS

None.

8. IN CAMERA

None.

9. MEETING DATES

- ❖ Thursday, March 28, 2019 @ 10:00 a.m. in Fort Vermilion
- ❖ Thursday, April 11, 2019 @ 10:00 a.m. in La Crete
- ❖ Thursday, April 25, 2019 @ 1:00 p.m. in Fort Vermilion

MPC-19-03-033 10. ADJOURNMENT

MOVED by Beth Kappelar

That the Municipal Planning Commission Meeting be adjourned at 4:43 p.m.

CARRIED

These minutes were adopted this 25th day of March, 2019.

Erick Carter, Chair



Mackenzie County

REQUEST FOR DECISION

Meeting:	Regular Council Meeting
Meeting Date:	March 27, 2019
Presented By:	Len Racher, Chief Administrative Officer
Title:	Information/Correspondence

BACKGROUND / PROPOSAL:

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

- Action List
- Correspondence – Alberta Agriculture & Forestry (Agricultural Service Board Program Team Field Visit)
- Correspondence – Alberta Environment & Parks (New Lead and Manganese MACs in Guidelines for Canadian Drinking Water Quality)
- Correspondence – Alberta Forest Products Association (Help Alberta’s Forest Industry Thrive)
- Correspondence – Fort Vermilion & Area Seniors’ and Elders’ Lodge Board 1788 (Grant Funding Thank You)
- Correspondence – Municipal Advocacy Solutions (Coalition of Canadian Municipalities for Energy Action)
- Correspondence – Alberta Agriculture & Forestry (Response to letter regarding prevention of the spread of pests and weeds)
- Northern Alberta Development Council – Northern Leaders’ Summit Proceedings Report
- Mackenzie County Library Board Meeting Minutes
- Canadian Motorcycle Tourism Association – Veterans Memorial Gardens
- Municipal District of Opportunity Charity Golf Tournament
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-
-
-
-

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

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

SUSTAINABILITY PLAN:

COMMUNICATION / PUBLIC PARTICIPATION:

POLICY REFERENCES:

RECOMMENDED ACTION:

Simple Majority Requires 2/3 Requires Unanimous

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

Author: C. Gabriel Reviewed by: _____ CAO: _____

Mackenzie County Action List as of March 12, 2019

Council Meeting Motions Requiring Action

Motion	Action Required	Action By	Status
May 28, 2013 Council Meeting			
13-05-375	That the Zama Access paving be the first capital priority for paving a road outside a hamlet boundary and that administration continue reviewing options and applying for provincial and/or federal grants as these may become available with intent to complete the paving of this road.	Len	Expression of Interest Submitted
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.
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. 	Don	PLS Cancelled. Asset list with all leases, caveats, dispositions, easements, etc. Response Received from AEP 2017-11-27. Application submitted. RFD to Council once response is received to our application.
July 12, 2016 Regular Council Meeting			
16-07-526	That the County pursue purchasing the leased lands at the Hutch Lake campground.	Doug Len	Application for purchase of Hutch Lake has been filed.
August 9, 2016 Regular Council Meeting			
16-08-599	That administration proceed with registering the utility right of way on NE 3-106-15-W5M and NW 3-106-15-W5M. (La Crete SE Drainage Ditch)	Byron	Re-negotiating with landowners.
November 23, 2016 Regular Council Meeting			
16-11-868	That Mackenzie County initiate discussions with First Nations with the intention of creating a Memorandum of Understanding for a communication protocol between Mackenzie County and our First Nation neighbours.	Doug	Working on establishing relationships that will inform the communication protocol.

Motion	Action Required	Action By	Status
April 11, 2017 Regular Council Meeting			
17-04-254	That administration bring back options for an additional sub-class under residential for lots too small to legally develop.	Byron Bill	In progress.
August 23, 2017 Council Meeting			
17-08-593	That administration proceed with meeting with the developers and draft an off-site levy bylaw for the La Crete Sanitary Sewer Expansion project.	Fred Byron	Finalizing report then draft offsite levy bylaw.
September 25, 2017 Council Meeting			
17-09-650	That administration work with the Mackenzie Ski Hill Society to obtain a Registered Road Disposition (RRD) disposition for the road, and that the County commits to an endeavor to assist, as per current policy, to cover a portion of road construction costs to the proposed ski hill in the Buffalo Head Hills.	Dave	Paperwork complete.
February 27, 2018 Council Budget Meeting			
18-02-146	That the replacement of the 1995 GMC Fire Truck be approved with an initial down payment of \$50,000 coming from the Vehicle & Equipment and Emergency Services Reserve and that the balance be paid, up to a maximum of \$500,000, upon receipt with funding coming from the Vehicle & Equipment and Emergency Services Reserve and that the 1995 GMC Fire Truck be disposed upon arrival of the replacement.	Doug	Funding transfer complete. MSI Funding as per Motion 18-06-483 Disposal expected in June 2019
April 25, 2018 Council Meeting			
18-04-314	That administration be authorized to proceed with a Department License of Occupation (DLO) for existing and future walking trail expansion on SE 14-106-15-W5 once the title transfer has been completed for SE 15-106-15-W5.	Doug	Application submitted.
18-04-315	That administration move forward in purchasing more land north of the existing Hutch Lake Cabins and that final costs be brought back to Council for decision.	Doug	Survey in progress.
May 23, 2018 Council Meeting			
18-05-399	That the County apply for funding under the Green Infrastructure Projects Grant and the Alberta Municipal Water and Wastewater Partnership Grant for the Zama Sewage Forcemain project.	Fred	Application submitted for GIPG.
June 12, 2018 Council Meeting			
18-06-432	That the County apply to Alberta Environment & Parks for a bank stabilization and clean-up along the Peace River in the Hamlet of Fort Vermilion as a result of the ice jam flooding event.	Dave	In progress.
June 27, 2018 Council Meeting			
18-06-471	That the operating costs for the proposed La Crete Wellness Centre be brought back for review prior to passing the Borrowing Bylaw.	Doug	In progress

Motion	Action Required	Action By	Status
18-06-476	That administration bring back the Purchasing Authority Directive and Tendering Process Policy to a future council meeting with recommendations to change the COR/SECOR requirements.	Bill	In progress
July 25, 2018 Council Meeting			
18-07-530	That the County fire departments consider donating old bunker gear and equipment to the Highway to Mexico Program.	Doug	In progress
18-07-538	That administration brings back recommendations to Council for amendments to all Bylaws/Policies pertaining to tax payments.	Bill	Completed.
August 14, 2018 Council Meeting			
18-08-564	That the Agricultural Service Board create a follow-up procedure for weed notices and Agricultural Appeal Board decisions.	Grant	ASB 2019-03-28
18-08-588	That road allowance policies be referred to the Land Stewardship Committee for review and bring back recommendations to council.	Byron Dave	Refer to Motion 18-11-910
August 29, 2018 Council Meeting			
18-08-623	That administration prepare and submit a river search and rescue access plan to the Department of Fisheries and Oceans for the Peace River between the La Crete Ferry Campground and the D.A. Thomas Park.	Doug	In progress
September 11, 2018 Council Meeting			
18-09-663	That administration bring back additional options for the La Crete RCMP Clerical Support duties.	Doug	Budget deliberations
September 24, 2018 Council Meeting			
18-09-709	That Bylaw 1115-18, being a Municipal Reserve Closure Bylaw to cancel the municipal reserve lot, Plan 052 2360, Block 2, Lot 3MR, be TABLED to the next meeting for more information.	Byron	RFD to Council 2019-03-27
18-09-710	That Bylaw 1116-18 being a Road Closure Bylaw to close a portion of lane between Lots 1 & 3MR, Block 2, Plan 052 2360 for the purpose of consolidation, be TABLED to the next meeting for more information.	Byron	RFD to Council 2019-03-27
October 9, 2018 Council Meeting			
18-10-732	That the draft drug and alcohol policies be amended as discussed and forwarded to the AUPE Local 118/008 for review and comment.	Carol	March 2019
18-10-763	That administration proceeds with the water diversion licences as discussed.	Fred	In progress
October 24, 2018 Council Meeting			

Motion	Action Required	Action By	Status
18-10-849	That the operation of the Handi-Van program be passed on to a non-profit community organization and that administration be directed to request Expressions of Interest from the community.	Doug	Working with LA on Wheels to take over operation.
18-10-864	That the appraisal report for non-profit buildings be presented to the Community Services Committee for review.	Doug	In Progress
November 6, 2018 Budget Council Meeting			
18-11-888	That the organizational chart recommendations be TABLED to the budget deliberations.	Len	Completed.
November 13, 2018 Regular Council Meeting			
18-11-883	That the stray livestock discussion be referred to the Agricultural Service Board for review and recommendation to Council.	Grant	ASB 2019-03-28
18-11-885	That the Zama Water Treatment Improvements Project be retendered with a project scope change.	Fred	In progress
18-11-910	That a three (3) year moratorium be placed on the development of road allowances for non-municipal use until new policies and procedures are in place to determine priority, and future use.	Byron	Advertised In progress
18-11-912	That based on the fact that the entire joint boundary of Mackenzie County and the Municipal District of Opportunity No. 17 is composed entirely of federal and/or provincial crown land, the Reeve requests on behalf of Council that the Minister exempt Mackenzie County from the requirement of Section 631 of the Municipal Government Act that requires Mackenzie County to have an Inter-municipal Development Plan together with the Municipal District of Opportunity No. 17.	Byron	Approved by the Minister March 1, 2019
November 18, 2018 Regular Council Meeting			
18-11-959	That an Ad Hoc Committee be established to review and develop an action plan for fire permit requirements and hazardous smoke conditions and that a recommendation be brought back to Council by April 15, 2019.	Len	Meeting held February 5, 2019
December 10, 2018 Budget Council Meeting			
18-12-997	That administration inform the RCMP of Mackenzie County's intent to phase out the two Enhanced Policing positions prior to budget 2020 and recommend that the current vacant position not be filled and that the Fort Vermilion School Division be notified in regards to the School Resource Officer position.	Len Carol	Under Review
December 11, 2018 Regular Council Meeting			
18-12-1009	That the La Crete Recreation Board be reimbursed for the operational items that were overspent in the	Doug	In progress

Motion	Action Required	Action By	Status
	amount of \$14,279.37 with funding coming from the La Crete Recreation Board's 2018 previously approved capital funds. <ul style="list-style-type: none"> • Review Engagement Bill (\$4,371.25) • Artificial Ice Plant Start-up (\$4,908.12) • VRA Natural Gas Filler (\$2,000.00) • Gas Detector and Exhaust Fan (\$3,000.00) 		
18-12-1019	That the RCMP Crime Mapping be linked to the Mackenzie County website.	Carol	In progress
18-12-1036	That based on the fact that the entire joint boundary of the Regional Municipality of Wood Buffalo and Mackenzie County is composed entirely of federal and/or provincial crown land, the Reeve requests on behalf of Council that the Minister exempt Mackenzie County from the requirement of Section 631 of the MGA that requires Mackenzie County to have an Inter-municipal Development Plan (IDP) together with the Regional Municipality of Wood Buffalo.	Byron	Minister approved February 12, 2019
December 12, 2018 Budget Council Meeting			
18-12-1054	That administration research options to have all farmland reassessed within three years.	Bill	Correspondence sent to assessor for options.
January 14, 2019 Budget Council Meeting			
19-01-003	That the proposed 2019 tax rates be set as follows, subject to final review of budget and assessments. <ul style="list-style-type: none"> • minimum farmland tax be set at \$50.00 • farmland mill rate be increased by 10% • non-residential tax rate ratio be set at 1.75 (9%) • residential tax rate be reduced by 5% 	Bill	In progress. Will be reflected in 2019 tax rate bylaw
19-01-005	That the Reeve and Deputy Reeve, or designate, be authorized to attend a Fort Vermilion School Division Board of Trustees meeting as a delegation to discuss the RCMP School Resource Officer position.	Len	Delegation attended the meeting on March 13, 2019 at 1:00 p.m.
19-01-010	That the Zama Road LOC project report be received for information and that the bridge request from Paramount be brought back for consideration.	Len	In progress
January 16, 2019 Regular Council Meeting			
19-01-024	That administration make changes to the Fire Services Medical First Response (MFR) program as follows: <ul style="list-style-type: none"> • Change Standard Operating Procedures so that only a minimum of fire fighters are dispatched to each MFR. • Change guidelines to dispatch so that fire fighters are only dispatched for calls that are considered critical. • Develop a protocol to allow Alberta Health Services (AHS) to dispatch fire fighters on demand. This system would be used when dispatch did not call for fire fighters however, once on scene AHS discovered a need. 	Doug	In progress

Motion	Action Required	Action By	Status
	<ul style="list-style-type: none"> That the partnership program revenue be included in the County's financial reporting. 		
19-01-025	That administration redraft a condensed Public Consumption of Cannabis Survey, with consumption meaning smoking or vaping.	Carol	In progress
19-01-036	That Council direct Administration, based on Ministerial Order No. MSL: 047/18, to request an exemption from the Minister of Municipal Affairs from the requirements in Sections 605 and 631 of the Municipal Government Act (MGA) for the municipalities of Northern Sunrise County and Mackenzie County to create an Inter-municipal Development Plan (IDP) between the two parties, as the common boundaries between the two is composed entirely of provincial Crown Land.	Byron	In progress
February 12, 2019 Regular Council Meeting			
19-02-062	That the 2018 tax recovery public auction be adjourned for the following properties: <ul style="list-style-type: none"> • Tax Roll 077071 • Tax Roll 300574 • Tax Roll 296347 • Tax Roll 106062 • Tax Roll 148080 	Bill	
19-02-063	That administration continue to investigate the pros and cons of de-registering the Zama Airstrip with NavCanada and that it be brought back to Council.	Don	In progress
19-02-071	That Mackenzie County apply for the Community Capacity Building Program Grant through Energy Efficiency Alberta to help assess the viability of generating electrical power from biomass in the La Crete area.	Byron	Application submitted.
19-02-084	That administration draft a bylaw to address the brush burning issue and that it be brought back to Council on March 12, 2019.	Len Carol	In progress
February 27, 2019 Regular Council Meeting			
19-02-100	That administration prepare an agreement between Mackenzie County and the LA on Wheels Society based on the Handivan Memorandum of Understanding with the following amendment(s): <ol style="list-style-type: none"> Mackenzie County retains ownership. That the Society be allowed to take the Handivan out of the region at the Board's discretion. 	Doug	In progress
19-02-107	That a letter of support be provided for the Northwest Species at Risk Committee Alberta Biodiversity Monitoring Institute Collaborative Caribou Ranges Research Project.	Byron	

Motion	Action Required	Action By	Status
19-02-109	That Mackenzie County partner with the Regional Economic Development Initiative on a 50/50 cost sharing basis for the Power Generation Strategy Study (estimated cost is \$70,000).	Byron	In progress
19-01-117	That administration proceed with Plan 5999CL in Fort Vermilion as discussed.	Byron	
March 12, 2019 Regular Council Meeting			
19-03-125	That the fees for fire invoice # IVC026677 in the amount of \$1,868.00 be written off due to extenuating circumstances.	Bill	
19-03-142	That first reading be given to Bylaw 1137-19 being the borrowing bylaw for the Highway 88 Connector Project.	Bill	Bylaw to be advertised.
19-03-149	That Offsite Levies/Frontage revenues in 2018 of \$48,060 be contributed to the Off-Site Levy Reserve.	Bill	
19-03-150	That Gravel Aggregate revenue in 2018 of \$44,089 be contributed to the Gravel Reclamation Reserve.	Bill	
19-03-151	That Municipal Reserve revenue in 2018 of \$86,410 be contributed to the Municipal Reserve.	Bill	
19-03-152	That \$626,779 be contributed in 2018 as follows: <ul style="list-style-type: none"> • \$459,879 to the General Operating Reserve to fund 2018 carry forward Non -TCA projects, • \$166,900 to the General Operating Reserve to fund 2018 carry forward amounts for Capital Grants to the Town of High Level. 	Bill	
19-03-153	That \$695,470 be contributed in 2018 to the General Operating Reserve to fund carry forward amounts from previous years for Capital Grants to the Town of High Level.	Bill	
19-03-154	That \$330,000 be contributed in 2018 to the General Operating Reserve to be allocated to fund the Zama Road Frost Heaves at \$300,000 and Airport Operations Safety Manuals at \$30,000.	Bill	
19-03-155	That \$672,000 in 2018 be contributed to the Water/Sewer Infrastructure Reserve.	Bill	
19-03-156	That the balance of the 2018 Operating surplus be contributed to the General Operating Reserve & General Capital Reserve on a 50-50 basis.	Bill	
19-03-157	That the 2018 TCA projects detailed in Appendix #1 (attached), with over expenditures totaling \$25,327, be funded from the General Capital Reserve.	Bill	

Motion	Action Required	Action By	Status
19-03-158	That the 46 Ave Pavement Project budget be increased by \$147,500 with the necessary funding coming from the General Capital Reserve.	Bill	
19-03-159	That the Municipal Sustainability Initiative (MSI) funding allocations be amended, with the funding coming from the General Capital Reserve for the following projects: <ul style="list-style-type: none"> • Information Technology Network Equipment - \$28,727 • Main Lift Station Meter -\$11,960 • Parks Storage Shed - \$26,500 	Bill	
19-03-160	That the Main Lift Station Grinder Project current funding in the amount of \$10,244 from Other Grants be amended to General Capital Reserve.	Bill	
19-03-161	That the following items be brought to the Water North Coalition as items to advocate for: <ul style="list-style-type: none"> • Grant funding be made available for new rural and urban water distribution systems. • Collaboration between Provincial and Federal Governments regarding water regulations and water and wastewater improvements for First Nations. • Water Act interpretation. 	Fred	
19-03-162	That first reading be given to Bylaw 1133-19 being a Land Use Bylaw Amendment to rezone Part of Plan 782 0147, Block 14 from Institutional "I" to Hamlet Residential 2 "H-R2", subject to public hearing input.	Byron	Public Hearing scheduled for April 8, 2019
19-03-163	That first reading be given to Bylaw 1134-19 being a Road Closure Bylaw to close the land between Plan 142 0594, Block 34, Lot 8 and Lot 9 for the purpose of consolidation, subject to a ten foot fenced walkway and public hearing input.	Byron	Public Hearing scheduled for April 8, 2019
19-03-168	That the 100A Street future main street widening be referred to the Municipal Planning Commission for review and consideration of the following and that their recommendations be brought back to Council: <ul style="list-style-type: none"> • Road Corridor Width • Current and Future Setbacks 	Byron	
19-03-169	That Mackenzie County proceed with stakeholder and community engagement to identify rural industrial lands neighbouring the hamlet of La Crete.	Byron	
19-03-170	That the 2019 Budget be amended to include a grant in the amount of \$17,500 to the Regional Economic Development Initiative (REDI) for the Power Generation Strategy Study.	Bill	
19-03-171	That the draft smoke management bylaw be redrafted with the following:	Carol Len	In progress

Motion	Action Required	Action By	Status
	<ul style="list-style-type: none"> • No burning within the white zone (agricultural land) without a permit. No burning between November 1st and February 28th. • No burning within the green zone within 10 miles of a major roadway without a permit. 		
19-03-186	That Mackenzie County investigate partnering with the Town of High Level and the Town of Rainbow Lake to host the 2022 Alberta Summer Games.		
19-03-191	<p>That the organizational chart be approved with the following amendments:</p> <ul style="list-style-type: none"> • Add - Additional Summer Weed Inspector • Remove - Peace Officer Position • Change - CAO Executive Assistant Position to be moved under Legislative & Support Services Department 	Carol	Update and publish Organizational Chart and advertise positions.

March 7, 2019

Mr. Ernest Peters, Chair
Agricultural Service Board
Mackenzie County
Box 640
Fort Vermilion, AB T0H 1N0

Dear Mr. Peters:

The Agricultural Service Board Program Team is planning 15 field visits across Alberta this year and are planning to visit your municipality. The purpose of our visit is to strengthen our relationships with ASBs and to fulfill recommendations made by the Office of the Auditor General. This is a unique opportunity for the ASB to highlight programs, accomplishments and meet with ASB Program staff.

We would like to schedule a date to meet with your ASB between late May and late September. We know that this is a busy time of year for ASB programs but the objective of our visit is to see the results of your programs as we get the best sense of the success of your programs when they are actively ongoing.

A field visit is a full day process starting with a short meeting (approx. one hour) with your ASB members followed by an office and field tour with your Agricultural Fieldman. The primary focus of the field visit is to tour the municipality to see examples of programs implemented under the Legislative and Environmental Funding Streams of the ASB Grant Program. The field visit focuses on the outcomes and deliverables of your Strategic Plan and we may request to see outcomes of particular programs as part of the field visit. We have included a "Frequently Asked Questions" document with this letter that provides a general overview of the field visit process.

Please arrange a time for us to come visit with your ASB. If you have any questions regarding the field visit please contact Alan Efetha at 403-381-5852 or alan.efetha@gov.ab.ca. Once you have chosen the date that will work best for your field visit please contact Pam Retzloff, ASB Program Coordinator at pam.retzloff@gov.ab.ca or phone (780) 427-4213 as she will be coordinating the dates for the 15 field visits being done this year.

We are looking forward to the opportunity to come and visit with you this summer.

Sincerely,


Doug Macaulay, Manager
Agricultural Service Board Program

Enclosure

cc: Grant Smith, Agricultural Fieldman
Len Racher, CAO



Field Visit FAQs

Why do you do field visits?

The ASB Program has been asked by the Auditor General to conduct a field visits approximately every five years to ensure that the grant dollars we allocate are supporting activities related to enforcement of delegated legislation and environmental extension activities. To accomplish this we conduct a field visit to that focuses on learning more about the ASB's enforcement and environmental programs.

How many field visits do you do every year?

Our goal is to do 15 field visits every year. We select three municipalities per region for a field visit annually. We will be doing 15 field visits in 2019.

What time of year will you come for the field visit?

The field visits are scheduled between late May and September.

What is the process for a field visit?

A field visit consists of two components: meeting with the ASB members and then a field tour with the Agricultural Fieldman.

We prefer to keep the meeting with the ASB members short to allow us to look at as many projects as possible. One to two hours is generally enough time for us to meet with the ASB members. This is their opportunity to ask questions regarding the program and to discuss any concerns.

We want to spend the majority of our time in the field looking at examples of your programs and accomplishments. We want to see examples of your inspection and control programs, environmental projects and anything that you do that is unique in your municipality. We will need time to stop and take pictures of the different projects you are currently working on.

We understand that it may not always be possible to visit with your ASB members as this is the busiest time of year for them. If this is the case, we will arrange to meet with the fieldman during the spring /summer and then return in the winter to meet with ASB members as needed.

Who will be coming to do our field visit?

A member of the Plant Bee Health Policy Section plans to attend every field visit. In some instances another AF staff member may attend the field visit. For example, Plant Bee Health Surveillance Section members have expressed interest in attending some of the field visits to gain a better understand the role of ASBs and agricultural fieldmen. Some of your Key Contacts have also expressed interest and may be invited to attend the field visit.

Should my ASB members come on the “field” portion of the visit?

It is up to each individual ASB to decide whether or not the ASB members come for the “field” portion of the visit.

What will you be looking for?

The purpose of a field visit is to be able to provide proof to the Auditor General that ASBs are using the ASB Grant dollars allocated to them to support programs related to enforcement of delegated legislation and environmental extension. This means we want to see if you have inspection, enforcement and control programs in place related to the *Agricultural Pest Act*, *Soil Conservation Act* and *Weed Control Act* and that you are prepared to assist with the *Animal Health Act*. We will also ask questions to see if you are in compliance with duties related to the *Agricultural Service Board Act*.

For example, questions we may ask:

- Did you provide a report of your activities to your council? What date did you report to council?
- Has the municipality appointed appeal committees for the Acts you are delegated to enforce?
- Do you have policies in place for administering the Acts you are delegated to enforce?

We may also ask to take copies of:

- Records for your inspection and spraying programs
- Newsletters or other advertisements for extension events you hosted
- Policies
- Form 7 certificates
- Appointment of inspectors
- Inspector ID cards
- Letters issued for enforcement

Typical Field Visit Activities

- Meet in the office to review maps and data related to inspection and application programs
 - Take pictures or get copies of notices issued, maps for spraying programs, examples of newsletters or advertisements for extension events
 - Look at AIMS/other programs that collect data for inspection programs
 - Copies of policies that you work under
 - Certification (i.e. Form 7) or identification
- Tour the shop to look at equipment for programs
 - Herbicide storage
 - Toxicant storage
 - Rental equipment yard
- Meet with inspectors and other ASB Program staff
 - Inspectors may be asked to produce their identification
- Road tour:
 - Look at areas where roadside vegetation program has been completed
 - Roadside seeding
 - Biocontrol projects
 - Fields where notices have been issued/enforcement completed
 - Environmental projects
 - Solar water demonstration sites
 - Riparian sites
 - Bioengineering projects
 - Ag plastics recycling
 - Other activities your ASB may be involved in
 - Tankloader sites
 - Water pipeline
 - Any other project related to enforcement of the Acts or included on your ASB Strategic Plan
 - Problems you are currently managing
 - Areas where a problem has been successfully managed
 - Unique programs/projects you are working on
 - Areas that are unique to your municipality

From: [Lyndon Gyurek](#)
To: [Office](#)
Subject: Health Canada new MACs - Lead and Manganese
Date: March 8, 2019 4:23:07 PM
Attachments: [image001.emz](#)
[image002.png](#)



March 8, 2019

RE: New Lead and Manganese MACs in *Guidelines for Canadian Drinking Water Quality*

-
On March 8, 2019, Health Canada [published a new maximum acceptable concentration \(MAC\) for lead](#), and we expect a new MAC for manganese in April 2019. Health Canada publishes these MACs under its *Guidelines for Canadian Drinking Water Quality* that list various contaminants that can be found in drinking water and have potential for causing negative health effects. Maximum acceptable concentrations (MACs) are set, and revised if appropriate, based on regular reviews and assessments of scientific evidence. The new [MAC for lead is 0.005 mg/L](#) (milligrams per litre), a lower value than the current 0.010 mg/L. The expected MAC for manganese will be 0.12 mg/L.

Alberta Environment and Parks (AEP) uses the *Guidelines for Canadian Drinking Water Quality* to set drinking water quality objectives in Alberta. So what does this mean for Alberta drinking water systems?

Municipal water providers will have five years after receiving written notification from their AEP regional *Environmental Protection and Enhancement Act* (EPEA) signing Director to develop and begin implementation of lead and/or manganese management programs for their systems. Water utilities will be required to submit their plans for meeting the MAC for lead (at the tap) and manganese (in the distribution system) as part of their annual drinking water system report to AEP and to include the plans in their Operations Program. Current monitoring programs may need enhancement to assess the presence and concentration of lead and manganese in water. Monitoring for lead will require water sampling at the tap within buildings because lead concentrations can be affected by plumbing fixtures and building service lines. This is fundamentally different from the current standard, and represents a significant change in how lead in drinking water will be regulated as per the new Federal guideline for lead in drinking water. AEP will be providing guidance documents on water sampling protocols for lead (at the tap) and manganese (in the distribution system and source water). Once drinking water systems characterize their lead and manganese risks, the next step will be to develop mitigation plans if necessary. AEP, in conjunction with Alberta Health and Alberta Health Services, will be providing guidance on how consumers can reduce their exposure to lead and manganese in drinking water.

-
Background

So how does lead enter drinking water? Typically, drinking water produced at drinking water treatment plants is nearly lead-free. However, lead can leach into drinking water from

service lines (service line carrying water from the water main to the building inlet), lead solder and brass fittings. The National Plumbing Code allowed the use of lead pipes until 1975 and lead solder until 1986, but brass fittings on the market even now may contain low levels of lead. Exposure to lead can have adverse effects on everyone's health, but children, infants and foetuses are most at risk because of potential effects on neurological development. For your reference, Health Canada has developed an [infographic](#) on the subject of lead in drinking water.

Where does manganese come from? Manganese is an element found in minerals and is most often present in groundwater sources for drinking water. Manganese in small doses can be beneficial to human health; however, in higher concentrations it can pose adverse effects, the central nervous system of infants and children being the most susceptible. Manganese can also affect the taste and appearance of drinking water.

If you should have any questions related to this information bulletin, please feel free to email me or contact your regional Drinking Water Operations Specialist (DWOS) at AEP. Thank you.

Sincerely,



Lyndon Gyurek, Ph.D., P.Eng.
Director, Drinking Water and Wastewater/Stormwater
Provincial Programs, Operations Division
Alberta Environment and Parks
Lyndon.Gyurek@gov.ab.ca

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.

March 15, 2019

Reeve Joshua Knelsen and Council
PO Box 640
Fort Vermilion, AB T0H 1N0

Dear Reeve Knelsen and Council:

I am pleased to share *Help Alberta's Forest Industry Thrive*, a policy document targeted at candidates in the upcoming election.

The reality is that good forestry policy is essential for jobs that support communities like yours. Factors like a secure supply of wood, competitive business environment, and ability to get products to market will ensure a healthy forestry sector and strong forestry communities.

I encourage you to help start the conversation, not only with candidates, but throughout your community.

Thank you again for your support.

Sincerely,



Paul Whittaker
President and CEO

Seizing the Opportunity

With the right leadership from industry and government, there are opportunities for diversification and growth. Here are three ways government can help:



Build Public Projects with Wood

Choosing wood should be a priority in public projects. Building codes must be updated to encourage the use of wood products where feasible.

Image Courtesy of Tom Arban Photography Inc.



Help Us Develop New Products

Wood-derived biofuels have a low carbon footprint and make use of a renewable, sustainably harvested resource. Engineered wood products are replacing traditional construction materials. With increased investment in R&D, Alberta can be a world leader in the use of wood and pulp products.



Encourage the Development of New Markets

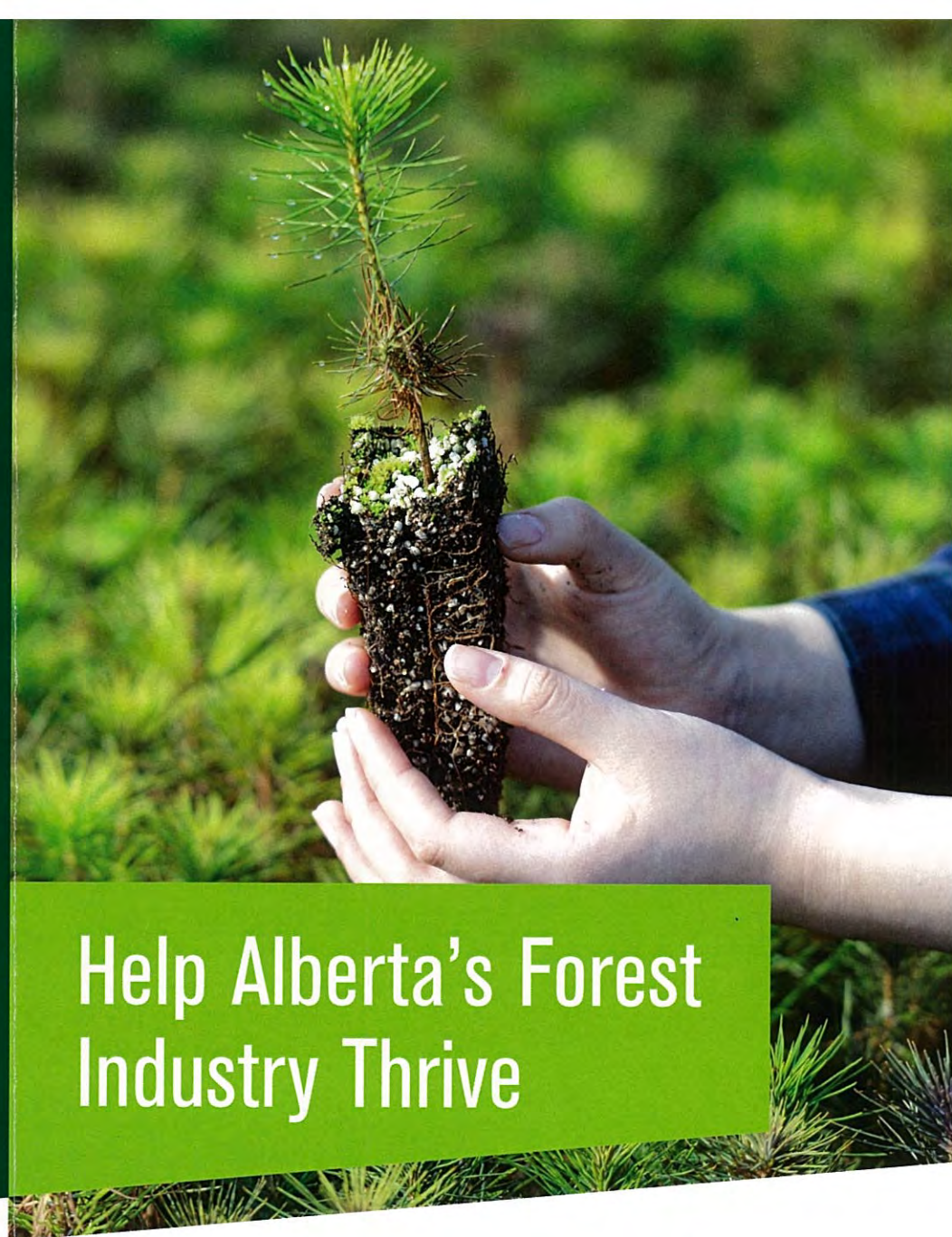
Like Alberta's energy sector, forestry is very dependent on the US market. Government and industry partnerships can help open doors in other markets and grow our sector.

BEFORE THE UPCOMING ELECTION, CONTACT US TO LEARN MORE ABOUT THE ISSUES AFFECTING ALBERTA'S FORESTRY SECTOR AND THE COMMUNITIES THAT DEPEND ON IT.



Paul Whittaker, President and CEO
pwhittaker@albertaforestproducts.ca | 780-452-2841

albertaforestproducts.ca   @albertaforests



Help Alberta's Forest Industry Thrive

This election, help forestry take root as a central issue.



What You Need to Know About Alberta's Forest Sector

Forestry is one of the most important sectors of the Alberta economy. Today, forestry contributes over **\$7 billion** annually to the economy, **employs 40,000 Albertans** and generates over **\$750 million in provincial and municipal taxes**. When the industry thrives, our economy thrives... as do our forests.



Our Forest Industry Requires

- A stable and predictable regulatory regime
- A competitive taxation environment
- A stable wood supply

What Forestry Means to Albertans

- Healthy forests
- Stable, well-paying jobs
- Investment in people, communities, and capital

A Cornerstone of Our Economy

A stable wood supply is central to the Alberta economy, to the success of the forestry sector, and to the communities in this province that depend on forestry for their prosperity.



3 Keys to a Secure Wood Supply:

Certainty Reductions in wood supply mean we make fewer products and employ fewer people.

Commitment Protecting our forests from fire and pine beetle takes commitment from both industry and government.

Consistency Policy and regulatory changes can have a real impact on how we operate. A collaborative approach to forest policy, that takes cumulative effects into account, is essential.

Staying Competitive

Our forest industry competes with producers from all over the world. Our competitors pay lower wages and are closer to major markets. We invest in our people and facilities to stay competitive, but it's a challenge. *Here is what government can do to help:*

- > **Streamline Regulations** Governments must carefully evaluate the impact of regulations on the economy and forestry jobs.
- > **Invest in Better Transportation** Our rail and port facilities are strained. Without better infrastructure that allows us to reliably get our products to market, we risk losing market share and jobs to competitors outside of Alberta.
- > **Fight for a Fair Deal** We are being treated unfairly by the United States. Help us fight for a fair deal for Alberta producers in the Softwood Lumber Dispute.



Fort Vermilion & Area

SENIORS' & ELDERS' LODGE BOARD 1788

March 17, 2019

Mr. Josh Knelsen, Reeve
Mackenzie County – Corporate Office
4511-46 Avenue
Box 640
Fort Vermilion, AB
T0H 1N0

Dear Mr. Knelsen:

The Fort Vermilion & Area Seniors' & Elders' Lodge Board 1788 would like to extend its gratitude to you and the Mackenzie County council for providing our organization grant funding for the 2019 fiscal. We have been hard at work moving our project forward for the Mackenzie Region for several years now in realizing a culturally inclusive supportive living facility in Fort Vermilion. Your support on behalf of the regions' constituents demonstrates to us how important our work is to you as we together look to increase the quality of life for our most vulnerable loved ones.

Sincerely,

Jeff Anderson, Chairman
FVASELB1788

Cc: Carol Gabriel – Mackenzie County

From: [Richard Mullin](#)
To: [Richard Mullin](#)
Subject: Join the Coalition of Canadian Municipalities for Energy Action (C-69)
Date: March 18, 2019 1:53:50 PM
Attachments: [image001.png](#)
[Coalition of Municipalities Invitation.pdf](#)

Good day,

On behalf of Mayor Gene Sobolewski of the town of Bonnyville, we would like to invite you to join the growing coalition of municipalities who are engaging with political decision-makers in Ottawa regarding the proposed Bill C-69. This Bill could potentially remove some of the current decision-making powers from municipalities as well as creates a host of unintended consequences. This grassroots-led coalition of municipalities across Canada is speaking up to ensure that these concerns are heard and reforms or changes to the Bill are made. Timing is critical and the coalition is well underway on its direct engagement with government, media, and the public.

Let's be clear, this Bill affects every municipality in Canada. It may impact your local economy, decision-making authority, and families.

By joining the growing number of coalition members, you will add your voice and municipality to the following:

- Parliament Hill Day May 1st and 2nd with widescale meetings with political stakeholders, national and local media, and others on C-69
- Appearances before the Senate committee on Energy to outline the unique position of municipalities on this legislation; impacts on local economies, decision-making powers, and families
- Media engagement support
- Addition of your town to www.Energytowns.ca, which includes a contact widget for your constituents to engage with the right Senators and decision-makers in Ottawa on this Bill
- Regular coalition updates and other avenues for your municipality to voice concerns, as available

The cost to join is \$1000. The coalition is being coordinated by Municipal Advocacy Solutions, a full-service firm that supports municipalities across Canada with grant/funding requests, communications and media relations, strategic planning, and advocacy with government. You can read more about us at www.municipaladvocacysolutions.ca.

Please feel free to call or email me if you have any questions or are interested in joining the coalition.

Best regards,

Richard Mullin
Associate, Government Relations and Strategy



C-(613) 408-0498
O-(613) 317-2850

March 18th, 2019

Re: Invitation to join the Coalition of Canadian Municipalities for Energy Action

Dear fellow municipal leaders,

We are writing today as an engaged coalition of individual municipalities who are engaging the federal government and broader public to discuss our unique municipal concerns with Bill C-69, *'An Act to enact the Impact Assessment Act and the Canadian Energy Regulator Act, to amend the Navigation Protection Act and to make consequential amendments to other Acts'*.

As municipal leaders, we are concerned with the impacts this legislation may have on our own communities; local business, families, and workers. We are bringing this message to the federal government in the Senate, House of Commons, and political leaders to ensure that our reasoned voice on this issue is heard. We strongly feel it is important that we as municipalities, who are on the front line in working with the public, speak up about what impacts may be felt locally if this legislation is passed in its current form, including unintended consequences to municipalities across Canada.

In view of this, a number of concerned municipalities in Canada have come together to form the Coalition of Canadian Municipalities for Energy Action. While there are other stakeholders currently involved on this issue, we feel it is vital that we as independent municipalities can bring our own voice forward on this issue, focused solely on discussing C-69 and its impact on our local municipalities.

We are planning on widening on ongoing grassroots campaign to deliver our concerns to decision-makers in Ottawa over the coming weeks and months. There are a number of avenues through which this will occur, and opportunities for our coalition of municipalities to be involved and let their constituents know they are engaged on this issue.

We invite your municipality to join this coalition. The cost for each member to join is \$1000. Please consider joining the coalition to help send a message to Ottawa on C-69 on behalf of your constituents. Attached is an outline of our ongoing and planned efforts that you would be joining.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read 'Gene Sobolewski', written over a horizontal line.

Gene Sobolewski
Mayor, Bonnyville

Coalition of Canadian Municipalities for Energy Action – An Overview

The coalition is purely representative of local municipalities in Canada that want to raise their legitimate concerns around potential impacts of Bill C-69 in their regions. The Coalition has partnered with Municipal Advocacy Solutions (part of national advocacy firm Impact Public Affairs), to coordinate our efforts and maximize our visibility with decision-makers and the public. More information on Municipal Advocacy Solutions can be found here: www.municipaladvocacysolutions.ca

As part of our current efforts, the coalition is:

- Preparing to appear before the Senate Committee on Energy, the Environment, and Natural Resources and outline our unique concerns
- Develop Media engagement locally and in Ottawa to get our message out
- **Hosting a broad day of meetings with relevant decision-makers at Parliament Hill May 1st and 2nd**
- Growing the energytowns.ca website with new members and a contact widget for our constituents to directly reach out to relevant political stakeholders

By joining this coalition, you and your municipality will benefit with:

- Inclusion in our campaign focused solely around C-69 and its impacts on local municipalities
- Addition of your municipality branding on our engagement's documents, the energytowns.ca website, and other materials
- Access to briefing materials and key messaging on this issue
- Participation in ongoing political action updates
- Ability to take part in our Parliament Hill day May 1st and 2nd in Ottawa to meet with political leaders and amplify our message
- Potential to coordinate local appearances before the Senate committee on Energy as it travels across Canada
- Ability to engage with local and regional media as well as the coalition's national media engagement, including access to media briefing materials and engagement support

If you are interested in joining the coalition or would like to discuss these efforts further, please **contact Christian von Donat at Municipal Advocacy Solutions:**

Email: Christian@impactcanada.com

Office: 613-317-2850

Cell: 613-408-0498



From: [AF Minister](#)
To: [Carol Gabriel](#)
Cc: peace.river@assembly.ab.ca
Subject: The spread of pests and weeds in MacKenzie County
Date: March 18, 2019 1:55:49 PM

Dear Reeve Knelsen:

Thank you for your March 7, 2019, letter requesting that Alberta Agriculture and Forestry (AF) provide support to Mackenzie County in the prevention of the spread of pests and weeds listed on the *Agricultural Pests Act* and the *Weed Control Act* and regulations.

Mackenzie County has done excellent work in keeping *Fusarium graminearum* and clubroot out of the county. These two declared pests have caused major crop loss in certain parts of the province as they continue to spread. AF also recognizes the county's efforts towards the prevention of other regulated pest and weed species.

AF is dedicated to the prevention and spread of regulated pests and weeds and recognizes the efforts of Alberta's 69 Agricultural Service Boards to enforce the two acts across Alberta's agricultural areas. The Agricultural Service Board grants, provided annually to qualified municipalities, supports municipal management of pests and weeds.

At this time AF does not have additional funding available for pest and weed risk mitigation; however, the new federal/provincial agreement, which authorizes the Canadian Agricultural Partnership (CAP) program, provides support for the types of activities you identify in your letter. Specifically, CAP has a Risk Management stream of programs available to support risk mitigation, pest surveillance, and emergency preparedness activities. Municipalities are eligible applicants under the program.

I encourage you to apply for funding through the CAP programs. A link to the CAP program can be found on the Government of Alberta website at: [Canadian Agricultural Partnership - Home](#)

Again, thank you for your letter and your continued efforts to manage pest and weeds in Mackenzie County.

Sincerely,

Oneil Carlier
Minister
Agriculture and Forestry

AR 66636

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail.

NORTHERN LEADERS'
SUMMIT
PROCEEDINGS REPORT

December 13, 2018
Slave Lake, Alberta

TABLE OF CONTENTS

- 3 Letter from the Chair
- 5 Event Summary
- 6 Pre-Event Survey Results
- 7 Summary of Breakout Sessions – By Ministry
- 16 Conclusion

LETTER FROM THE CHAIR

Thank you to everyone who attended the 2018 Northern Leaders' Summit held on the traditional lands of Treaty 8, in Slave Lake, on December 13, 2018. This event provided an opportunity for government to connect with northern leaders and further understand northern issues, opportunities and challenges. Discussions between Ministers and delegates assist the Northern Alberta Development Council in identifying and better understanding northern Alberta's social and economic development priorities, allowing us to explore practical approaches to addressing northern needs. We are then better equipped to advocate to the provincial government to advance northern Alberta interests.

I would like to thank the Premier and Cabinet Ministers who participated in this event to hear firsthand from northern leaders about living and working in their communities. Your presence demonstrates the Government of Alberta's commitment to working collaboratively toward actions that will continue to help us tap our northern potential.

We look forward to continued engagement with northern leaders and the Government of Alberta through our ongoing work of supporting the growth of healthy northern communities and developing a robust and resilient economy. We hope you find value in this document, and I encourage you to connect with our council members and continue the dialogue on northern Alberta priorities.

Debbie Jabbour, Chair
Northern Alberta Development Council
MLA, Peace River
March 2019



ATTENDEES



Total attendees

158



Northern
Municipalities
Represented:

46



First
Nations:

7



Métis
Settlements:

7

Cabinet ministers in attendance



Premier Rachel Notley



**Economic
Development & Trade
Minister Deron Bilous**



**Agriculture & Forestry
Minister Oneil Carlier**



**Education
Minister David Eggen**



**Municipal Affairs
Minister Shaye Anderson**



**Environment and Parks
Minister Shannon Phillips**



**Energy
Minister Margaret
McCuaig-Boyd**



**Children's Services
Minister Danielle Larivee**



**Indigenous Relations
Minister Richard Feehan**

EVENT SUMMARY

The 2018 Northern Leaders' Summit brought together elected officials from Alberta's northern communities and senior government officials to discuss northern social and economic development opportunities, challenges, experiences and perspectives.

Representatives from all northern municipalities, First Nations, and Métis Settlements within the Northern Alberta Development Council's (NADC) boundary were invited to participate.

The Summit began with an evening reception on December 12, 2018, hosted by the Honourable Shaye Anderson, Minister of Municipal Affairs. The event provided delegates with an opportunity to network and connect with the Minister on key community and municipal issues.

Elder Mary Brown, from the Dene Tha' First Nation, opened the proceedings on December 13, 2018, by welcoming northern leaders, cabinet, and the Premier and offering a blessing for a successful meeting.

Peace River MLA and Chair of the NADC, Debbie Jabbour, also welcomed delegates from across the region and described how the event aligned with the NADC's mandate to advise the Government of Alberta on the development needs of Alberta's northern region.

Economic Development and Trade Minister Deron Bilous then delivered a welcome address, stressing the importance of having face-to-face meetings and creating a forum for leaders to voice recommendations, opportunities and challenges.

Following Minister Bilous' remarks, Children's Services Minister Danielle Larivee kicked off a panel discussion focused on northern success, which included participation from:

- Leanne Beaupre, the Reeve of County of Grande Prairie, who discussed the Tri-Municipal Industrial Partnership;

- Ann Everatt, President and CEO of Northern Lakes College, who discussed innovations at Northern Lakes College; and
- Greg Johnston, General Manager of TOLKO, who discussed his company's commitment to advancing the development of the north.

Following the panel discussion, Premier Rachel Notley delivered a keynote address highlighting the north's importance to Alberta and the government's short, medium and long-term actions to address the challenges facing Alberta's energy sector. Premier Notley addressed delegates a second time during a 'fireside chat' over lunch, discussing strategies to ensure northern Alberta remains attractive and robust.

Summit delegates were later divided into three groups for breakout sessions, which were loosely defined by the following regions¹:

- northwest
- northcentral
- northeast

Ministers rotated through the groups to participate in the discussions and address items relevant to their ministry portfolios.

All discussion items were recorded and have been summarized in this proceedings report.

¹ Based on registered delegates, groups were developed based on key trade and service areas.

Group A – North-Northwest Region including: High Level area, Fairview and Peace River area, Northern Sunrise County and select communities in Smoky River region, MD Greenview area.

Group B- Northcentral-East Region including: Wood Buffalo area, Athabasca area, Lac La Biche area, Cold Lake/Bonnyville/St. Paul area.

Group C- Northwest-Central/South Region including: County/City of Grande Prairie, Whitecourt/Swan Hills area, High Prairie area, Slave Lake area.

PRE-EVENT SURVEY RESULTS

Northern leaders were given the opportunity to identify their communities' top priorities and challenges through an optional survey that was made available to participants who pre-registered for the event. The following survey results reflect the responses received from 53 delegates.

The top three northern development priority areas for northern leaders were:

- economic diversification;
- transportation and infrastructure; and
- investment attraction.

Other priority areas identified include:

- Indigenous relations;
- social and community development;
- health care;
- post-secondary education;
- tourism;
- environment; and
- workforce development.

On challenges that impact their community's development potential, northern leaders identified the following:

- infrastructure maintenance and development (such as broadband, railway, roads, bridges, water, and sewer);
- investment attraction;
- lack of funds to support municipal initiatives;
- economic volatility; and
- adverse impacts of government policies and regulations.

Other challenges mentioned were:

- access to services for small- and medium-size enterprises;
- addiction and crime;
- high cost of living;
- housing;
- population shifts;
- competition pressures with surrounding counties;
- environmental concerns;
- lack of health care providers;
- Indigenous consultation; and
- realities of living in remote locations.

SUMMARY OF BREAKOUT SESSIONS – BY MINISTRY

Below is a summary of the topics discussed throughout the day and across all three discussion groups.

Delegates' responses have been aggregated and categorized to support a comprehensive view of northern issues by government ministry.

Delegate responses reflect both issues raised directly with the attending Ministers, as well as other items that were shared with Ministers so that they could bring them back for follow-up with their colleagues in government who were not present at the Summit.

Education

Key themes:

- Build and renovate schools in northern, particularly remote, communities.
- Recruit and retain program-specific teachers.
- Revisit the funding model for public education.
- Rethink education as an investment rather than as a cost.

Northern leaders relayed the need for government to build and/or renovate schools in their communities, as some students travel as much as three hours by bus each day to get to and from school, negatively impacting success rates. There was a suggestion to use local talent to build new schools, and that proper design and planning be utilized. School closures and decreased busing were also mentioned.

Delegates also identified the need for qualified teachers and teachers' aides in schools. Leaders described how students are sent to other schools to receive instruction in certain subjects due to a lack of qualified, program-specific teachers in their own schools. They described challenges with teacher turnover and the lack of consistency. A suggested solution was to collaborate and build capacity within communities to retain teachers.

Additionally, delegates requested that government revisit the funding model for education. There was a suggestion that funding for additional school supports for children should be available from the Ministry of Education rather than the Ministry of Community and Social Services.

There was a call to rethink education, so that it is viewed as an investment in the future rather than as a cost in the present, while recognizing that educational challenges are cross-ministry.



Economic Development and Trade

Key themes:

- Diversify industry.
- Maintain funding for Regional Economic Development Alliances.
- Construct a refinery.
- Streamline red tape that hinders economic development.

Northern leaders discussed economic diversification, including opportunities beyond oil and gas, such as geothermal and tourism.

A question about the effect of foreign trade on regional economies, and whether Canada's southern neighbours realize that Canadian products have value, was also raised.

There was a recommendation that Regional Economic Development Alliances be put on the Treasury Board's list of organizations to fund because of the important economic development work that they do.

Other suggestions included building a refinery in the north, the necessity of more businesses, money to build infrastructure, and the need to streamline red tape because it negatively affects economic development and tourism.

Environment and Parks

Key themes:

- Address impacts of caribou conservation on industry, the economy and workforce.
- Address challenges in developing municipal water systems.
- Alleviate red tape in the fishing industry.

Northern leaders are concerned about the impact that Caribou Range Plans will have on the forestry industry, and by extension the economy and workforce. Questions regarding the impact of Range Plans on forestry cut lines, stumpage fees and forest management agreements were raised. Northern communities are concerned that a federal commitment to protecting green space may further impact industry and local economies.



Delegates also mentioned the challenges they face when developing municipal water systems and providing clean water to residents, as well as the bureaucratic red tape that exists in the fishing industry.

Agriculture and Forestry

Key themes:

- Remedy difficulties in getting both agricultural and forestry products to market.
- Consider the emerging potential of growing hemp in northern Alberta.
- Address concerns with fiber sharing, forest fire prevention and the mountain pine beetle.

Delegates expressed concern that purchasing more rail cars to transport oil will not remedy the backlog in getting both agriculture and forestry products to market due to competition with other commodities and the lack of staff, lines and loading facilities.

Other key issues identified included the emerging opportunity to grow and process hemp in northern Alberta and concerns over the mountain pine beetle on forests, fiber sharing and forest fire prevention.

The ministry was thanked for their support in building a bee diagnostic centre in Beaverlodge, a huge success for the region.

Participants also raised a variety of other topics including:

- agricultural grants;
- cannabis micro growing operations;
- the carbon tax on grain dryers;
- mowing and spraying schedules;
- regulated rights for agricultural property assessment;
- the impact of NAFTA on softwood lumber negotiations;
- stumpage fees used for training and programming;
- forest management agreements and the Species at Risk Act;
- achieving a balance with nature and profit; and
- lack of consultation on a potential seed royalty program.



Energy

Key themes:

- Remedy challenges in getting oil and gas to market.
- Encourage development in the north by building a refinery.
- Alleviate delays in projects due to lengthy consultation processes and jurisdictional restrictions.
- Address natural gas and electricity utility constraints.



Delegates raised concerns about getting oil and gas to market, and the need to get a pipeline built to coastal waters.

Northern leaders would like to see more energy investments staying in the north, stating that building a refinery in the region could be an anchor for additional development in the north.

Concerns around electricity and natural gas shortages in northern regions were mentioned. Leaders also raised concerns over energy project delays due to lengthy Indigenous consultations and jurisdictional restrictions.

Children's Services

Key themes:

- Place Indigenous children in care in homes within their communities.
- Provide more training for operating kinship homes.
- Hire support workers familiar with Indigenous traditions.
- Implement 25 dollar a day childcare across the north, and in smaller day homes.

Accessibility was a dominant theme that emerged during discussions involving services for children. Northern leaders raised concerns about placing Indigenous children in care in homes far away from their home communities. Delegates stated children need to be placed in their home community and that facilities should be available not only in urban centres, but also in rural and remote communities.

Concern was expressed about kinship homes that lacked trained care providers, as placing children in these homes can create dangerous situations.

The need for Métis workers who are aware of Métis traditions was also identified, as well as the assertion that the power of Indigenous and Métis communities to respond to child welfare issues has been diminished since the 1990s.

Leaders also questioned whether 25 dollar a day childcare would be implemented across the province, and in smaller day homes in northern Alberta.

Indigenous Relations

Key themes:

- Streamline consultation processes on collaborative projects between municipalities and First Nations, Métis and Inuit communities.
- Encourage collaboration between governments to reduce red tape.
- Implement reconciliation in education, consultation processes and agricultural activities.

Delegates expressed frustrations with jurisdictional red tape and bureaucracy as well as slow consultation processes when municipalities, Indigenous communities and industry collaborate on projects in the north. Northern leaders mentioned that inter-municipal and Indigenous collaborations are important and have promising potential, and jurisdictional bureaucracy can pose a barrier and create delays.

Many northern communities, both Indigenous and non-Indigenous, would like to see the provincial government work with the federal government to reduce red tape that impedes important projects. Specific funding for cooperative projects, and the implementation of quicker, more efficient Indigenous consultation processes, were also requested. Delegates expressed concerns that all jurisdictions need to communicate more, and all groups need to be brought into decision making on issues of treaty agreements, royalties and industry revenues.

Concerns were also raised about reconciliation processes at the community level, education for Indigenous students, the involvement of Métis groups in consultations, and opportunities for Indigenous communities to get involved in agriculture activities on Indigenous land. One participant thanked the ministry for the work it has done with the Northlands School Division, and recognized that communities need to collaborate and build their own capacity.



Health

Key themes:

- Provide senior-focused health care and long-term care facilities.
- Improve access to services in home communities.
- Develop a new framework for physician recruitment.
- Address concerns about children's health in areas of addiction and legalized cannabis.

Delegates identified a variety of health challenges in northern Alberta – namely the need for senior health care and a plan for access to a long-term care facility in their community. Leaders noted that residents are required to travel long distances to access services even though there are hospital facilities in communities. Some services, such as palliative care, have been removed from communities with no strategy to fill the void.

Participants also identified that a new framework is needed for physician recruitment as some physicians do not work in their community full time, and retention remains a challenge.

Concerns about children's health, specifically signs of addiction, dental problems, and the effects of legalized cannabis and edibles on young people were also raised.

Transportation

Key themes:

- Remedy challenges encountered in getting products to market.
- Address safety concerns related to moving products by rail.
- Improve highway safety.

Transportation discussions centered on rail capacity, train safety concerns and issues with various highways across northern Alberta.

Delegates expressed concern that purchasing more rail cars to deliver oil to market will not alleviate the backlog in getting commodities to market, asserting that more staff, infrastructure and loading facilities are also required. Some rail cars coming off line was also cited as a barrier to getting products to market.

Leaders mentioned difficulties with long trains moving through their communities, noting that blocked traffic at crossings makes it difficult for first responders trying to enter or exit villages and towns. Leaders expressed renewed interest in an East-West connector highway that would connect the Peace Country with the Regional Municipality of Wood Buffalo. Delegates also described highways that pose safety concerns (Highway 881 requires widening, pullouts, and paving), require finishing (Highway 663 to Atmore), or require designation (Highway 881 at Highway 36).

Finally, the importance of small airports allowing for access to emergency services is of concern to northerners.

Municipal Affairs

Key themes:

- Stable, predictable funding for municipalities.
- Building local infrastructure.
- Modernize the Municipal Government Act (MGA) by decreasing rules and regulations.
- Develop a social policy framework to deal with the urban/rural divide.

Many delegates raised concerns about stable and predictable municipal funding. Northern municipalities wanted to know when a new agreement would be signed with the Alberta Urban Municipalities Association and the Rural Municipalities of Alberta, and if municipalities can be given notice regarding changes made to Assessment Year Modifiers and Municipal Sustainability Initiative funding. This funding is imperative to the services that northern municipalities provide for their residents and businesses, and predictable funding models are needed to help communities plan for the future.

Delegates also raised concerns about a lack of municipal funding for local infrastructure that is needed to connect the north to the rest of the province, as well as to combat rural crime, which is negatively impacting northern residents and communities. Delegates suggested modernizing the MGA by decreasing rules and regulations, and providing business opportunities for the private sector.

Leaders mentioned the rural and urban divide in Alberta, specifically that rural areas generate most of the wealth, but are not valued or heard. A social policy framework that deals with this issue was suggested.

Community and Social Services

Key themes:

- Increase funding for Family and Community Support Services (FCSS).
- Provide funding for support services in local organizations.
- Address challenges in attracting and retaining community services professionals.
- Provide more services and supports to address domestic violence and impacts on children.

The need for more funding and resources was identified during the discussions about community and social services.

It was suggested that support services offered by local organizations be budgeted into provincial contracts, as some organizations are experiencing compassion fatigue. FCSS funding was also discussed, including how the \$25 million increase was considered inadequate to help communities during not only an economic downturn, but also when the economy is doing well.

Delegates also noted that attraction and retention of community services professionals in the north needs improvement. Longer terms for contracts were requested, as continuity is compromised when contracts are only one year in duration.

The prevalence of domestic violence in northern Alberta, and the impact it has on children, was also mentioned. Participants stressed that more people and services are needed to address this issue.

Seniors and Housing

Key themes:

- Provide more seniors housing and affordable housing solutions.
- Provide funding and supports to address homelessness in northern communities.

Delegates identified that key challenges and priority areas for housing in northern Alberta include housing facilities and supports for seniors as well as more affordable housing solutions. High quality and specialized services and facilities reduce stress, promote community sustainability and help seniors age in place.

Delegates stated government funding and supports are required to address homelessness in northern and rural communities. While urban centres have been the focus of government initiatives on homelessness, rural and northern communities are also dealing with this issue but with fewer resources.



Service Alberta

Key themes:

- Ensure high speed, reliable and affordable internet connectivity for northerners to access services, training and operate businesses.
- Collaborate with other ministries and jurisdictions to provide access to broadband.



Delegates were clear that broadband is a necessary service that is vital to the northern economy as well as resident attraction and retention. A reliable, high-speed and affordable internet connection is needed for northerners to run their businesses, access online services, and attend and complete post-secondary courses and other types of training. Participants stressed that broadband is a cross-ministry issue, and government direction and cross-jurisdictional collaboration is required. While some municipalities, Indigenous communities and other groups, including industry, have begun to work together to bring broadband to their northern communities, government involvement in these collaborations is critical to their success. NADC was recognized as being a great champion for broadband in the north.

Advanced Education

Key themes:

- Provide local training options.
- Address shortage of skilled trades personnel.
- Improve access to advanced education for Indigenous communities.
- Build a pipeline training centre.

Delegates are concerned about a lack of local training options for students in the north. Local education options are vital to workforce development and the attraction and retention of professionals in northern communities. Northern institutions would like to be able to offer more programming options and qualifications for their students. When local students have access to training opportunities in their communities, they are more likely to stay in the north and be part of the local workforce.

Of particular concern to delegates is a shortage of skilled trades personnel in the north. A lack of apprenticeship positions is contributing to this shortage. To improve access to advanced education, Indigenous communities are also requesting more education facilities be located within their communities.

There was a recommendation that the pipeline training centre project, a partnership between Portage College and the Village of Boyle, be realized.

Infrastructure

Key themes:

- Provide funding to replace infrastructure.
- Build an East-West highway connector.
- Provide funding for small airports and airstrips for emergency landings.

Northern leaders outlined several infrastructure needs for their communities. Delegates requested funding for municipalities to replace infrastructure, pointing out that infrastructure is needed to move resources. They outlined how the neglect of building much needed infrastructure over past few decades combined with the use of poor quality construction materials have resulted in municipalities shouldering the cost of building or replacing infrastructure.

There was a renewed call for an East West connector highway and utility corridor that would connect the Peace Country with the Regional Municipality of Wood Buffalo, with leaders questioning how to get interested parties around the table.

Other needs that were identified included funding for small airports and gravel airstrips for emergency landings, bridge construction with target dates, and new utilities and roads for residents to support pipeline construction.

CONCLUSION

The main objective of the Summit was to engage northern leaders and provide an opportunity for them to share their experiences and priorities with each other and the Alberta government.

The information captured in this report reflects the conversations and thoughts of delegates. This information will help inform northern communities and government, and support future strategic planning and action by the NADC.

The priorities identified at the Summit will support the NADC in its contribution to building a stronger northern Alberta for the benefit of all Albertans.

Northern Alberta Development Council

... a stronger Alberta through a stronger north

Northern Alberta Development Council

206 Provincial Building

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Peace River, Alberta T8S 1T4

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www.nadc.ca



**Mackenzie County Library Board (MCLB)
January 21, 2019 Board Meeting Minutes
Fort Vermilion County Office
Fort Vermilion, Alberta**

Present: Beth Kappelar, Kayla Wardley, Lisa Wardley, La Dawn Dachuk, Lorraine Peters, Lorna Joch, Lucille Labrecque
Wally Schroeder, Cameron Cardinal.

1.0 The meeting was called to order at 6:45 pm by Beth Kappelar.

2.0 Approval of the Agenda:

MOTION #2019-01-01 La Dawn Dachuk moved the approval of the agenda as revised. **CARRIED**

3.0 Approval of the Minutes:

MOTION #2019-01-02 Lorraine Peters moved the approval of the Dec 10, 2018 MCLB meeting minutes. **CARRIED**

4.0 Review of Action Items:

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

5.0 Financial:

5.1 MCLB Financial Report as of December 31, 2018:

- Balance Brought Forward: \$ 68,398.07
- Total Revenues \$ 232,238.48
- Total Expenses \$ 289,420.73
- Ending Bank Balance \$ 76,522.54

MOTION #2019-01-03 Lucille Labrecque moved to accept the financial report as presented. **CARRIED**

5.2 Libraries Insurance Coverage:

-Our libraries' insurance coverages need to be ironed out so that they all have the necessary coverage.
-MCLB will contact Mackenzie County to resolve the issues.

5.3 Blue Hills Satellite Library Lease Agreement:

- The library lease agreement needs to be signed by the motel owner.
- MCLB has paid the motel owner \$1,800.00 for the first 6 months of the lease which started October 1st, 2018.

6.0 Old Business:

6.1 Blue Hills Satellite Library:

- Their books will be cataloged at the La Crete Library.
- They will use the La Crete Library address for their mail.

7.0 New Business:

7.1 Library Basics Workshop:

- MCLB will request this workshop be held October 6, 2019.
- The location and attendees will be determined at a later date.

7.2 MCLB Plan of Service:

- MCLB started working on their 2019-2024 Plan of Service.
- Community input will be obtained by sending out a paper and online surveys.
- The survey will be available for filling out from mid-February to the end of March.
- A \$100.00 prize will be given for surveys completed at each library and three \$200.00 grand prizes will also be given to all surveys completed. They will be Amazon gift certificates.
- The goals for the MCLB and the libraries will be determined from the survey results.
- Attendees at the rate payers meetings will be asked to prioritize the goals.
- The Plan of Service will then be written to reflect the chosen goals.

8.0 In Camera:

- Not required

9.0 Next Meeting Date and Location: Fort Vermilion County Office March 11, 2019 at 7: 00 p.m.

10.0 Adjournment:

MOTION # 2019-01-04 La Dawn Dachuk moved to adjourn the meeting at 9:05 p.m.

CARRIED

These minutes were adopted this 11th day of March 2019.

Beth Kappelar, Chair

From: [Marie Charbonneau](#)
To: [Office](#)
Subject: Veterans Memorial Gardens
Date: March 12, 2019 1:51:42 PM
Attachments: [Counties and Communities Fundraising Letter 2019.pdf](#)
[Press Release - CIP Grant .pdf](#)
[operation soldier guide grade 4-6.pdf](#)
[Soldiers-Memorial-Form-CMTA.pdf](#)
[Veterans Memorial Gardens 2019.pdf](#)

Dear Mackenzie County

My name is Renee Charbonneau, I am the project lead for the Veterans Memorial Gardens Project in Grande Prairie. Please see the attachment called Veterans Memorial Gardens 2019.

The reason for this email is to reach out to your county to give you some information we feel may be of value to your county and to also ask for your support.

There are 3 killed in action soldiers from your region that we are working hard to get the stories on and ensure that they are represented in the gardens. Our gardens cover MD Opportunity to the BC border and the NWT border to Grande Cache in MD Greenview.

Attached is a Press Release about the program we are going to be able to deliver in September 2019 thanks to a CIP grant we received from Alberta Culture and Tourism. This program will be able to be delivered to communities outside of the Grande Prairie city region as it comes in shippable totes. Please see the press release and the Operation Soldier Guide which tells you about the program we will be delivering soon.

Also attached is a Soldier Information Form that we would appreciate being circulated to the citizens in your region. We are gathering information on soldiers who were killed in action and also those who returned home to create books and videos for educational purposes as well.

Lastly, attached is a document called Counties and Communities Fundraising letter. It explains the items we need support for. We have items needing sponsorship from \$275 all the way up to \$45,000!

ANY support you are able to offer is deeply appreciated.

Thank you for your time and consideration of our requests.

--

Marie Renee Charbonneau, DStG
Founder & Executive Director CMTA

Project Lead: Afghanistan War Memorial
& Veterans Memorial Gardens
10908-102 St
Grande Prairie AB T8V 2X3
Home Office: (780) 402-8892
Cellular: (780) 933-0182
exec.director@motorcyletourism.ca



Canadian Motorcycle Tourism Association
10908-102 St.
Grande Prairie AB T8V 2X3
Phone: (780) 933-0182
Email: exec.director@motorcycltourism.ca
Websites: veteransmemorialgardens.com
motorcycltourism.ca

For Immediate Release:

It is with great pleasure that the Canadian Motorcycle Tourism Association is able to announce that we have been awarded a grant from the Alberta Government's Department of Culture and Tourism called the Community Initiatives, Project Based Grant. This grant allows us to proceed with the creation of our white label version of the [Loyal Edmonton Regiment Museums - Project Soldier Education Kit](#) for Grades 4-6 students.

These kits will be available for teachers to use to help students learn what it was like to be a soldier during World War I and World War II. They will learn about a number of aspects of a soldier's life through interacting with artifacts from the day like helmets, canteens and more! Because Grande Prairie was the Regimental Home of "D" Company of the Loyal Edmonton Regiment from 1940 to 1967 when Army Training Base 132 closed, it is only fitting that we be working with the Loyal Edmonton Regiment Museum to help educate the children of the Grande Prairie and Northwestern Alberta region on what it was like to be a soldier during the two great wars.

About the Loyal Edmonton Regiment Museum:

The Loyal Edmonton Regiment Military Museum is dedicated to preserving the military heritage of the Loyal Edmonton Regiment and other central and northern Alberta military units. Since 1997, we have been located at the Prince of Wales Armouries Heritage Centre, the building where the regiment was based from 1920 to 1965. The museum is operated by The Loyal Edmonton Regiment Museum Foundation, a non-profit foundation. Day-to-day operations are carried out by a small part-time staff and a group of volunteers who work in classifying, cataloguing, and storing the artefacts, or in other tasks related to displays and records.

About Veterans Memorial Gardens:

Veterans from all cultures of the Northwestern region of Alberta are being remembered at the Veteran's Memorial Gardens in Grande Prairie. The Gardens, which will be an outdoor, living museum, will be home to some 300 memorials of regional killed in action soldiers. These gardens and their memorials will surround the Afghanistan War Monument which was unveiled in October of 2017.

About the Canadian Motorcycle Tourism Association:

The Canadian Motorcycle Tourism Association believes that our heritage, history and tourism are natural partners in growing better communities. Our relationship with our communities, motorcycle & veterans motorcycle organizations and the tourism industry allow us to promote heritage and historical education that encourages motorcycle and military history tourism development.

Renee Charbonneau - Dame OStG
Executive Director
Canadian Motorcycle Tourism Association
Project Lead - Veterans Memorial Gardens
Email: exec.director@motorcycltourism.ca
Phone: (780) 933-0182



Canadian Motorcycle Tourism Association
10908-102 St.
Grande Prairie AB T8V 2X3
Phone: (780) 933-0182
Email: exec.director@motorcycltourism.ca
Websites: veteransmemorialgardens.com
motorcycltourism.ca



Afghanistan War Monument
Unveiling & Dedication, October 2017
Grant Cree Photo

To whom it may concern:

From the MD of Opportunity to the BC border and Grande Cache to the NT border, this sparsely populated region of Northwestern Alberta has offered up it's fair share of patriots.

Our non profit, the Canadian Motorcycle Tourism Association is spearheading a project to create Veterans Memorial Gardens to surround the Afghanistan Monument in Grande Prairie.

The monument, which was unveiled in 2017, and the future gardens are next door to the Army, Navy & Airforce Veterans in Canada's Unit 389 Community Centre at 10117- 93 Street. We have a long term lease, our development permit has been approved by the City of Grande Prairie and we are just waiting on approvals of the CFEP and CIP grants that we have applied for. These grants, if won, will allow us to install all of our concrete sidewalks and our program delivery building, chain link fencing, sound system and more this year.

We have received grant approval from the Alberta Culture & Tourism that is allowing us to create and install the first 75 memorial panels this summer. The Canadian Fallen Heroes Foundation and the Commonwealth War Graves Commission are both working with us.

These gardens will provide regional teachers with an excellent field trip facility for their students!

In all there are over 300+ Killed in Action soldiers from our region that we intend to tell the stories of!

We need the support for the research, biography creation, the translations etc for the next 225+.

Beyond assistance with the memorial panels research and creation, on the following pages I have created a list of the items we need help with. We are grateful for any item or items that can you can help with.

I have also attached our project information package separately, it gives you a high level overview of each segment of the project.

Thank you for your time and consideration of our project.

Renee Charbonneau - DoStG
Executive Director - Canadian Motorcycle Tourism Association
Project Lead - Veterans Memorial Gardens
Email:exec.director@motorcycltourism.ca
Phone: (780) 933-0182

Our Needs List:

Memory Benches: \$6,500 (10 required)

Have your community, county or region's name and message to our soldiers, silver cross families and killed in action soldiers inscribed on a black granite memory bench. (3 Lines of text total)



Trees & Shrubs: \$275

Sponsor one of 45 trees or 90 shrubs that we need for these gardens and we will put a plaque at the foot of the tree with your communities message of inspiration and gratitude. We need half of these items in 2019 and half in 2020.

Irrigation and Other Gardening Needs:

Bulbs, annuals and perennial - \$2,500 - \$3,000

Irrigation & water containment system installed - Approx \$15,000

Memorial Panels: \$275 per Memorial.

These 18" x 12" panels tell the stories and history of our Killed in Action Regional Soldiers from the East border of Opportunity County to the BC Border and from Grande Cache to the Northwest Territory Border.

Each panel represents not only a soldier who gave up their life, but the family that was left behind to mourn them. In all we have discovered some 300+ regional killed in action soldiers.

The first 75 panels are funded and will be installed in the gardens in late June/July.

Indigenous Memorial Panels: (Because they will be written in three languages, English, French & their traditional language; Cree, Beaver, Dene or Michif - they are more expensive to create than the regular panels as they need to be bigger, and the translations are very expensive into their tribal tongues)

To sponsor the Indigenous Memorials, please contact our executive director, Renee Charbonneau directly (780) 933-0182. (We begin the research stage for these memorials in earnest in January of 2020 due to the granting cycle.) We need matching funds for the research portion and matching funds for the creation of these memorials in order to apply.)

Sculptures:

There are 8 gardens that we will be creating and each garden has a specific meaning or a specific group of people it is honouring, we would like to have 10 sculptures in the Animals of War garden of birds, horses, dogs, cats, camels, donkeys etc. We'd also like a lantern to contain an eternal light in the garden designated to honour the soldiers of suicide. In our Indigenous Gardens, we will need sculptures of a bear, a beaver, a wolf, an eagle, a buffalo, and a wapiti which are shared symbols of the Canadian Military & Indigenous Peoples. In all we have need of approximately 12-16 animal sculptures & one eternal light. Perhaps you have a local wood or stone sculptor that you would like to sponsor to provide an item for our gardens. Please contact our executive director directly so that you can discuss the needs and possibilities. (780) 933-0182

Paving and river stone walkways:

We are looking for a sponsor who will help create walking paths through the gardens. Approx \$15,000

Solar Lighting:

We are looking for a sponsor to help us with the cost of solar lighting for the gardens pathways.
Approx \$7,500

Windows, Wheelchair Accessible Entry & Skirting:

The "floor to ceiling" windows that we want to have installed for the front of the building cost \$7,500 + \$2,500 for the install. The wheelchair accessible entry estimate is \$7,500 - to create the ramp, railing, widen the entry, new door, sweep etc plus labour. Skirting all the way around In total Approx \$17,500

Barn Doors:

Big Doors on a slider rail to cover the floor to ceiling windows up at night. Approx \$2,500

Chain Link Fencing:

Approx \$21,000

Concrete for Sidewalks:

6610 sq.ft. concrete need 70m³ 32 MPA - Approx \$25,000
174 tonne gravel 3/4 crush delivered - Approx \$6,000
350 pc of 10mm 20 ft. rebar - Approx \$4,000
Labour - \$16,000
Approx \$51,000

Sound & CCTV System:

Approx \$18,000 installed.

Sea Can for Storage + it's delivery: Approx \$6,500

We require a seaworthy sea can with two - roll up doors on the 20' side - 20' long by 8' wide.
(Insulated with lights would be amazing)

Furniture & Kitchen Equipment: \$25,000

Tables, chairs, pop cooler, microwave, coffee maker, water dispenser + water contract, garbage cans, serving utensils, some pots, pans, coffee cups, cutlery, cabinets, small stove (This is not a commercial kitchen)

Electricity:

Install \$9,600 + Materials of \$1,500 = \$11,100
Hook-Up - SPONSORED by Magnum Electric

Natural Gas:

Install and Hook up \$4,500

Self Contained Water & Sewage System (Insulated and heated):

Approx \$25,000

Decor: Shadow Boxes, LED lighting, Military Paraphernalia, Photos etc. Approx \$15,000

Dempsey Dumpster:

A small 2 yard dumpster + contract for refuse removal

Cash:

There are always expenses that you did not factor into a project or items whose prices increase drastically from the time when you built your proposal and plan to the time when you are in a position to enact it!
Cash is always welcome!

Charitable Receipts:

For those wishing to support Veterans Memorial Gardens in Grande Prairie Alberta but who would prefer a charitable donation receipt as opposed to a sponsorship receipt, you may now donate to Veterans Memorial Gardens through the Order of St George Foundation.

Please make Cheques payable to:

Order of St George Foundation - tagged with FOR Veterans Memorial Gardens/Cascadia Command

Mail cheques to:

The Order of St. George Foundation
PO Box 40023, 761 King St. West
Toronto, ON M5V 0K7

Email Inquires:

info.foundation@orderstgeorge.ca

The Order of St George Foundation:

Charitable Business Number: 83351 2049 RR0001



Please visit our website to see the various sponsor thank you's we offer.

We are always pleased to work with our sponsors and supporters to find creative and innovative ways to ensure recognition is given. (www.veteransmemorialgardens.com)



Municipal District of Opportunity No. 17
P.O. Box 60
Wabasca, Alberta T0G 2K0
Phone: (780) 891-3778
Fax: (780) 891-4283

Bigstone Cree Nation
P.O. Box 960
Wabasca, Alberta T0G 2K0
Phone: (780) 891-3836
Fax: (780) 891-3388



February 21, 2019

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



Dear ~~Sr~~, *Jack*

Re: Charity Golf Tournament

This letter is to cordially invite you and your company to participate in the 1st Annual Canadian Diabetes Charity Golf Tournament. This tournament is being cohosted by the Municipal District of Opportunity No. 17 and Bigstone Cree Nation.

As you may be aware, Diabetes is rampant in Northern Alberta communities and this is an opportunity for you and your folks to help raise funds to find better treatment for diabetes.

You are encouraged to sponsor at the highest level befitting a company of your status. We will ensure your company is well recognized on our advertisements and site posters as well as free players depending on level of sponsorship.

Thank you for your very kind consideration; the Council and our whole community would really appreciate your participation. We may also help with travel or accommodation plans.

As this is a charity tournament, the golf committee will arrange and place players on teams to ensure everyone gets to play with exciting new people and have a truly wonderful golf experience. Therefore all registrations are on an individual basis.

We will also have lots of entertainment, wonderful prizes as well as a Live & Silent Auction and BBQ.

Please note, register early as only the first 81 players will be accepted.

Any questions regarding the tournament, I may be reached at 780-891-8272 or through our Chief Administrative Officer William "Bill" Kostiw at 780-891-8496, Director of Recreation & Culture Chad Tullis at 780-891-2659 or Chief Silas Yellowknee at 780-891-0441.

Please send all sponsorship replies to Terah Yellowknee at terah@mdopportunity.ab.ca. Thanks again and we all really look forward to seeing you in Wabasca on August 8, 2019.

Sincerely,



Marcel D. Auger
Reeve

cc: MD 17 Council
BCN Chief & Council
BCN B.E.D. Mike Kortuem



You're Invited



MD of Opportunity No. 17
& Bigstone Cree Nation
are cohosting their 1st Annual
Canadian Diabetes
Charity Golf Tournament

Thursday, August 8, 2019

Wabasca, Alberta

at the fabulous Eagle Point Golf Course

Title Sponsor "OML" Construction





**1ST ANNUAL MUNICIPAL DISTRICT OF OPPORTUNITY NO. 17
& BIGSTONE CREE NATION
CANADIAN DIABETES CHARITY GOLF TOURNAMENT**



**THURSDAY, AUGUST 8, 2019
EAGLE POINT GOLF COURSE IN WABASCA, AB**

SPONSORSHIP PACKAGES

Title Sponsor – OML Construction

Golf Course Sponsor – MD of Opportunity No. 17

OTHER SPONSORSHIP OPPORTUNITIES:

Platinum (1) - \$8,000
(Includes 4 free passes)

Barbecue Sponsor (1) - \$3,700
(Includes 2 free passes)

Breakfast (1) - \$1,500
(Includes 1 free pass)

Gold (2) - \$5,000
(Includes 3 free passes)

Beer, Shrimp & Caesars (1) - \$1,600
(Includes 1 free pass)

Wings & Beer (1) - \$1,600
(Includes 1 free pass)

Silver (3) - \$3,000
(Includes 2 free passes)

Food Hole (2) - \$1,500
(Includes 1 free pass)

Water/Pop, Perogies & Sausage (1) - \$1,600
(Includes 1 free pass)

Golf Cart (1) - \$3,000
(Includes 2 free passes)

Hole No. 1 (1) - \$1,500
(Includes 1 free pass)

Scotch & Cigars (1) - \$1,600
(Includes 1 free pass)

Regular Hole-17 (15) - \$1,200
(Includes 1 free pass)

Beer Cart (1) - \$1,500
(Includes 1 free pass)

Auctioneer - \$1,000

Hole in One - \$1,000 + Insurance (1) (for \$1,000,000)

Hole in One - \$1,000 + Insurance (3) (for vehicle valued at \$45,000)

Other Donations/Sponsors: Merchandise Items, Live Auction Items, Silent Auction Items

Contacts: Marcel D. Auger, 780-891-8272
William "Bill" Kostiw, 780-891-8496
Chad Tullis, 780-891-2659
Silas Yellowknee, 780-891-0441
Terah Yellowknee, 780-891-3778
Bertha Cardinal, 780-891-3836

PROUDLY SUPPORTING.....



SCHEDULE OF EVENTS:

7:30 a.m.	Breakfast & Registration	12:00-4:00 p.m.	Silent Auction
8:45 a.m.	Welcome & Group Photo	3:30 p.m.	BBQ
9:00 a.m.	Texas Scramble Shotgun Start	4:00 p.m.	Live Auction